



CATHOLIC RELIEF SERVICES- ETHIOPIA

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**BID DOCUMENT**

Consultancy Service to Provide for Landscape and scoping analysis of seed system, forage seed system and animal feed in Ethiopia in the post-conflict era

Open TENDER No. CRS-SC-2022-07

Date & Time for submission of technical & financial documents:  
March 7 – 21, 2022 up to 3:00pm Eastern Time

CATHOLIC RELIEF SERVICES- ETHIOPIA OFFICE

ADDIS ABABA

March, 2022



# BID DOCUMENT – CRS ETHIOPIA OFFICE

<b>Bid Title:</b>	Consultancy service to Provide for Landscape and scoping analysis of seed system, forage seed system and animal feed in Ethiopia in the post-conflict era
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Catholic Relief Services (CRS) invites interested bidders to submit a quotation in accordance with the requirements of this Bid Document.

<b>Date advertised on the newspapers</b>	March 6 & 9 , 2022
<b>Deadline of bid submission:</b>	March 21, 2022 at 3:00 PM
<b>CRS Point of Contact:</b>	Banchamlak Muluaem : +251-112-788800

Complete Description of Need/Scope of Work/Specifications	
CRS Ethiopia seeks to a consultancy firms to determine the immediate and mid- to long-term seed systems, forage seed system and animal feed priorities. The analysis will determine which forage crops to focus on immediately, identify new or refine already identified stakeholders who are in urgent need, and answer the following questions: What kind of adjustment are needed for the training content S34D's is developing? Where is the training needed highest? In which geographies should S34D start with the densification pilot sites?	
<b>Delivery Address/ Place of Performance:</b>	As listed in the bid document.
<b>Payment Terms:</b>	As per the agreement to be signed between CRS Ethiopia and Selected Service Providing Company/ies

Quotes will be evaluated based on the following Evaluation Criteria:

<b>Experience in conducting quantitative survey</b>
<b>Qualifications and experience of lead researchers in the relevant areas</b>
<b>Understanding of scope of work (via review of sample technical and costed proposal)</b>
<b>Feedback/recommendation from prior clients (especially from NGOs and USAID)</b>
<b>Administrative/management capacity and responsiveness</b>
<b>Least Cost Estimate</b>
<b>Reasonableness/comprehensiveness of cost</b>

- Quotes submitted after the deadline has passed or that do not include all of the information requested may be rejected.
- By responding with a quote you are acceptance the requirements as outlined above, including any delivery requirements and payment terms.
- CRS Ethiopia's invitation to bid is non-binding and in no way obligates CRS Ethiopia to award any contract. CRS Ethiopia reserves the right to purchase this services, to adjust requirements if necessary, or to make no service purchases. Firm commitment to this service purchase is not established until a written order is issued by CRS Ethiopia or contract is signed. CRS Ethiopia will not pay for vendors' quote preparation costs.



- CRS Ethiopia employees have an obligation to conduct business within guidelines that prohibit actual or potential conflicts of interest. An employee may not accept or solicit any gift, favor or service that might reasonably tend to influence him/her in the discharge of official duties or with the intent to influence official conduct. Similarly, the contractor shall not give or offer bribes, gifts, gratuities, commissions or any other thing of value to an employee of CRS as an inducement or reward in relation to the contract. If the contractor fails to comply the agreement/contract with the organization will automatically be terminated. If any of the mentioned misconducts occur the contractor can report the incident through phone number: +251 11 278 88 00.

## **Section 1 This Bidding Document includes the following sections**

- Section 1 – Instructions to Bidders
- Section 2 – Scope of Work(SOW)

## **Section 1. Instructions of bidders**

The bid / proposal **MUST** include all the following information. Failure to include all the required information may be considered non-responsive and may result in the disqualification of the Bidder.

1. Interested bidders are expected to fulfill the requirements stated here below.
  - A valid and renewed Business License for the sector
  - Tax Identification Number (TIN) and Value Added Tax (VAT) Certificates.

2. Bids marked as:

### **Open Tender No. CRS-SC-2022-07**

**Provide for Landscape and scoping analysis of seed system, forage seed system and animal feed in Ethiopia in the post-conflict era  
Swaziland St. Gulele Sub-city, Enkulal Fabrica,  
P.O. Box 6592,  
Addis Ababa, Ethiopia.**

4. Please sign and rubber stamp your quotation before sending the document. The scanned copy of the technical and financial documents should be sent through email to [S34D@crs.org](mailto:S34D@crs.org) with the subject line TENDER No. CRS-SC-2022-07 before March 21, 2022 3:00PM Eastern Time.
5. Bids received after the closing date and time will be automatically rejected.
6. Bidders are seriously advised to read and comply with the instructions provided in this bidding document.
7. CRS Ethiopia reserves the right to reject all or parts of this bid.



## Section 2. SCOPE OF WORK (SOW)

### Feed the Future Global Supporting Seed Systems for Development (S34D) activity SCOPE OF WORK

<b>Activity title:</b>	Landscape and scoping analysis of seed system, forage seed system and animal feed in Ethiopia in the post-conflict era
<b>Service Provider:</b>	TBD
<b>Duration/No. of days:</b>	March-June 2022, max 45 billable days
<b>S34D contact person:</b>	Technical / Programmatic Contact: Dr. Bhramar Dey Administrative Contact: Jason Sullivan
<b>Activity number:</b>	CCIR 2.2.7
<b>POET code:</b>	346.20284.128; 401735.128

#### **Overview S34D**

The Feed the Future Global Supporting Seed Systems for Development activity (S34D) is a five-year Leader with Associates Cooperative Agreement Award, funded by Feed the Future through the Bureau of Resilience and Food Security (RFS) and by USAID through the Bureau for Humanitarian Assistance (BHA). Catholic Relief Services is leading this consortium with the support of a team of Consortium Partners: the Alliance for Bioversity International and CIAT (ABC), the Pan-Africa Bean Research Alliance (PABRA), Opportunity International (OI), and Agri Experience (AE). S34D's Life of Activity (LOA) runs from August 2018 through August 2023. The overarching goal of S34D is to improve the functioning of national seed sectors in an *inclusive* manner in our focus countries. The activity aims to meet its goals by increasing the capacity of each of the seed systems to sustainably offer quality, affordable seeds of a range of crops (**Objective 1**) and increasing collaboration and coordination among all seed systems actors and actions (**Objective 2**). This integrated approach is further strengthened by cross-cutting IRs that seek to improve policies and practices that support pluralistic seed systems, rather than focusing on individual parts of each system. The current activity focuses on the intersection of formal and informal seed systems.

#### **Background:**

Due to the conflict and drought, USAID Ethiopia is reassessing its priorities. While the mission will conduct its own assessment, USAID Ethiopia and S34D agreed to pause some of the approved S34D FY22 activities and have S34D conduct a landscape and scoping analysis of seed system, forage seed system and animal feed in Ethiopia.

#### **Description of Work:**

The goal of this work is to determine the immediate and mid- to long-term seed systems, forage seed system and animal feed priorities. The analysis will determine which forage crops to focus on immediately, identify new or refine already identified stakeholders who are in urgent need, and answer the following questions: What kind of adjustment are needed for the training content S34D's is developing? Where is the training needed highest? In which geographies should S34D start with the densification pilot sites?



For the seed system landscape and scoping, S34D would like to collect information that elaborates on the following:

1. Which parts of the seed value chain got disturbed due to the conflict which part got disturbed due to Covid and which part due to the drought?
2. Which stakeholders and beneficiaries were affected? How? Exact geospatial locations with local agroecological context, as well as, value-chain players (both public and private) will need to be mapped out. Special attention will need to be paid on market linkages and capacities that may have gotten disrupted during the last two years.
3. Which initiatives will create jobs and opportunities for the youth and employ women and marginalized population?

For the forage system landscape and scoping, S34D would like to collect information that clarifies the following:

1. How has the conflict, Covid and drought affected the forage seed system?
2. Is land available for forage crops at the moment, or have forage crops been put on the back burners while food crops are prioritized?
3. Where are the forage crops still grown? Which actors are involved, land under acreage, water supply, etc. Exact geospatial locations with local agroecological context, as well as, value chain players (both public and private) will need to be mapped out. Special attention will need to be paid on market linkages and capacities that may have gotten disrupted during the last two years.
4. Given the multiple crises, have farmers changed the nature of forage grown or the changed the preferred forages? E.g., dual purpose crops rather than improved grasses?

For the animal feed landscape and scoping, S34D would like to collect information that answers the following:

1. How is the livestock sector responding to the current challenges?
2. How did the feed industry cope with the current challenges?
3. Has the condition of animals changed? If so how and where are these animals?
4. What has happened to the feed?
5. What is happening with the livestock output markets, e.g. commercial dairy farming, feed lots, animal processing facilities? Exact geospatial locations with local agroecological context, as well as, value-chain players (both public and private) will need to be mapped out. Special attention will need to be paid on market linkages and capacities that may have gotten disrupted during the last two years.
6. Which quarantine stations are operating? Which ones are not and why not?
7. What is the situation of the feed supply to these operational quarantine stations?
8. What has been the animal mortality in this conflict, covid, drought?
9. How was livestock affected? Which part of the value chain was most affected?





#### 10. Where people('s livelihoods) affected??

The seed systems, forage seed system and animal feed landscape and scoping analysis needs to:

1. Answer the questions in this SOW.
2. Provide a description of the nature of the disruption.
3. Provide detailed options for sites to be selected as pilots for a) cultivation of forages and b) densification of forages into pellets
4. Propose solutions for reinstating livelihoods and sustainable growth for short-, medium- and long term.

#### Activities, deliverables, and due date:

Activities	Location	# days	Deliverables	Due date
1. Support development of questionnaire with guidance from S34D	Remote	2	final questionnaire 1 day	1 week after start date
2. Identify stakeholders to interview, come to agreement with Technical Lead who to interview. S34D will provide an initial list of names to begin the process.	Remote	2	Final agreed upon stakeholder list, and determine sites to visit. Planned itinerary and ground transport. 2 days	2 weeks after start date
3. Conduct KII. Conduct on the ground visits to scope geospatial contexts. Provide photographs and anecdotal evidence. At least 3-4 trips to sites across different agro-ecologies are expected.	Ethiopia, Addis, and regions	18	KII notes and dataset; field trip notes and photographs (populated survey instrument) 12 days	4 weeks after start date
4. Analyze the data and write draft report (max 15 pages), including dataset and recommendations	Addis Ababa	12	Draft analysis, report, dataset and annexes 5 days	6 weeks after start date
5. Incorporate feedback and answer questions from review team	Addis Ababa	2	Revised report and clarified queries 2 days	7 weeks after start date
6. Conduct validation workshop with stakeholders interviewed to	Addis Ababa	4	Validation workshop minutes 3 days	7 weeks after start date



socialize final outcomes and recommendations plus way forward options.				
7. Support finalization of report that include solutions for reinstating livelihoods and sustainable growth for short-, medium- and long term.		5	Final report for presentation to the USAID Ethiopia 5 days	8 weeks after start date

**Period of Performance:** the period of performance is from March till June 2022; starting as soon as possible. Maximum 45 billable days.

**Payment Methodology:**

First payment after deliverables 1, 2 and 3 have been completed and approved, second payment after deliverables 4, 5 and 6 have been completed and approved and final payment after deliverable 7 has been completed and approved.

Note: Cost for Logistics such as ground transport and per diems will be discussed prior to finalizing the contract. CRS Ethiopia country program might be involved in organizing the ground transport and S34D will use CRS Ethiopia country program per diem rates. A fix amount for refreshments for in-person meetings during site visits will be negotiated at time of contract signing.

**Requirements/Qualifications:**

- Master's degree in economics, Sustainable Livestock Production and Sustainable Bioeconomy, or another equivalent quantitative field.
- At least 15 years' experience working in seed systems, forages and animal feed in Ethiopia.
- Established track-record of conducting assessments in Ethiopia in the livestock sector and forage seed systems with excellent network with both public and private entities
- Demonstrated experience in leading assessments and conducting Key Informant Interviews (KII) and Focus Group Discussions (FGD).
- Field experience in Ethiopia, working with national and regional governments, pastoral communities and partners.
- Solid understanding of Ethiopia's livestock, animal feed and forage seed systems challenges.
- Superb collaboration skills to work with a diverse set of partners, especially with Ethiopian stakeholders.
- Must demonstrate national expertise and leadership.
- Excellent communication in English and a local vernacular.
- Must be an Ethiopian citizen.

**Application procedure:**

For consideration of this Scope of Work, submit the following information to [S34D@crs.org](mailto:S34D@crs.org) by 21 March, 2022: Current Curriculum Vitae, which specifically addresses the points in the requirements above and three



referees; as well as daily rates/fees for last three clients. All submissions should include subject line:  
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