



TERMS OF REFERENCE: CONSULTANCY ON SUPPLY OF BEEKEEPING EQUIPMENT AND TRAINING ON APICULTURE IN BIKITA AND CHIREDDI DISTRICTS, MASVINGO PROVINCE

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| PROJECT Title | Resilience through ‘Accelerating New Community-based Holistic Outcomes for Resource Sustainability (Resilience ANCHORS) Activity |
| Services provided | To train and supervise 45 people in apiculture and supply beekeeping equipment |
| Type of Contract | Consultancy |
| Location | Ward 23, Chiredzi and Wards 25, 26 Bikita |
| Language required | English, Shona |
| Duration of contract | 3 Weeks |
| Application deadline | 28 February 2022 |

I. Introduction

On July 20, 2020, USAID awarded African Wildlife Foundation (AWF) to implement the Resilience through ‘Accelerating New Community-based Holistic Outcomes for Resource Sustainability (Resilience ANCHORS) Activity. The overarching purpose of the Resilience ANCHORS Activity is to increase the capacity of communities to sustainably protect and manage community-based natural resources and the wildlife economy (based on the conviction that nature is an economic asset) in anticipation of future shocks and stresses. The activity has three main objectives:

1. Improve economic benefits from strengthened community-level governance and oversight of conservation enterprises;
2. Increase sustainable access to supplies of water of sufficient quantity and quality to meet human, economic, and ecosystem needs; and
3. Strengthen locally led development and private sector engagement

The Resilience ANCHORS project is currently operating in Bikita and Chiredzi Districts in Masvingo Province targeting communities living adjacent to the Save Valley Conservancy landscape.

2.Scope of Work

USAID Resilience Anchors project seeks the services of a consultant to supply beekeeping equipment, train and supervise 45 farmers on Apiculture in Chiredzi and Bikita. The below table shows the geographical areas where this work will be done.

| District | Wards | |
|----------|-------|----|
| Bikita | 25 | 26 |
| Chiredzi | 23 | - |

The training curriculum should include the following key areas or modules:

- i. Life cycle of bees, colonization and baiting as well as Pests & diseases and their control.
- ii. Sustainable and natural beekeeping techniques, including factors considered for the location of apiaries. Management of apiaries, beehives, hive inspection, safety & hygiene.
- iii. Types of beehives (pros and cons), beehive tools. Beehives assembling and maintenance in a way that reduces environmental degradation such as deforestation.
- iv. Sustainable harvesting of honey that recognised the bees as the first and rightful beneficiaries of their honey.
- v. Forest protection where bee keeping is recognised as a natural resource management tool.
- vi. Bee products, uses, processing and marketing. To include honey value chain market linkages, coordination, and networking, and value addition techniques for bee and hive products and services. This should aim at fostering growth of beekeeping and honey sector in the area and add to significant and sustainable income generation.
- vii. The nexus between resilience building and apiculture in rural communities.

The supervision should extend beyond the initial training, and to include inter alia:

- i. Assist with the establishment or setting up of apiaries for each of the beneficiaries or beneficiary groups.

- ii. Monitoring visits to ensure the beehives are colonised and offer technical advise thereafter. The consulted can design a monitoring tool to ensure timely technical advise to beneficiaries.
- iii. Monitoring visits to ensure that bee colonies are being managed naturally and sustainably, and support during the harvesting period. Monitoring may also be virtual depending on the connectivity and innovativeness of the consultant.
- iv. Supported visits during marketing of honey, manufacturing of honey products.
- v. Further targeted refresher training as demanded by the situation either online or physically.

3. Expected Outputs and Deliverables

The consultant will be responsible for the following related activities and outputs.

Supply and distribute beekeeping equipment for two districts (distribution per district to be advised) as follows;

- 135 Beehives
- 45 Catcher boxes
- 45 Bee-suits
- 45 Smokers
- 45 Pairs gloves
- 35 kg Wax
- 20 kg Propolis.
- Conduct training with practicals for 3 Wards in 2 districts on **beekeeping and apiculture business component**. (Chiredzi 15 Pax, Bikita 30 Pax at central points to be advised by the respective Rural District Councils in line with EMA guidelines).
- Establish well equipped apiaries in Chiredzi and Bikita Districts.
- Submit an inception report detailing training content and methodology for the training
- Share detailed training modules and curriculum
- Delivery of beekeeping training to 45 farmers in Chiredzi and Bikita Districts as detailed above.
- At least three (3) colonized apiaries, each with at least 10 beehives, or at least 50% of beehives colonised.

- A training report detailing the modules covered and an assessment of levels of comprehension of the topics
- A database of beekeeping farmers trained and apiaries set and level of successive colonisation.
- Monitoring reports detailing key successes, challenges, local solutions, roles and responsibilities of beneficiaries and stakeholders.

4. Eligibility Criteria

In responding to this call for consultancy, where an individual consultant is responding they should send their CV. Where it is a consulting team, the lead consultant must send CVs of team members and indicate expertise of each member. A clear cost plan by the consulting team is needed. Each CV must have at least three (3) traceable references of similar work done in the last 3 years. CVs should be accompanied by a detailed technical and financial proposal

Proposal structure

The consultant to submit technical and financial proposals.

- i. Technical Proposal should detail
 - a brief background of the consulting team specifying the expertise of each team member, detailing experience working with community development institutions or natural resources management institutions and resilience building work in rural communities.
 - Proposed Approach and Work Plan elaborating the approach that the consultant will use guided by the outline provided in these ToR. Include a Gantt or bar chart(s) detailing the duration of each task and the involvement of each member.
 - Management Plan that clearly spells out and relates the team members to the different tasks to be performed under this work. It should also describe each team member's expected contribution to according to task.
 - The qualifications of each team member, accompanied by full C.Vs of each individual consultant who is proposed to carry out any part of this task.
- ii. Financial Proposal should detail:

- Consultants’ costs to carry out specific tasks and justification.

As a guide the financial proposal should clearly show:

- Fee breakdown such as the daily rates, number of days by task of each member of the consulting team.
- Expenses showing all meals, hotel, travel, incidentals, communication, and any other expenses anticipated for the delivery of the assignment.

5. Payment modality

Applicants should provide an all-inclusive fee for executing the entire task as described within these terms of reference. This fee should be specified in United States dollars (USD). The term “all-inclusive” implies that all costs (professional fees, accommodation, consumable and communications), that could be incurred by the consultant in completing the assignment, are already factored in the proposal.

Payments will be made based on the agreed financial proposal and released upon submission of a certificate of payment request, indicating deliverables achieved to be verified and cleared for payment Resilience ANCHORS Project. The qualified consultant shall receive lump sum service fees upon certification of the completed tasks, as per the following payment schedule.

| Instalments | Deliverable | Approvals | Percentages |
|----------------------------|---|-----------------------|-------------|
| 1 st Instalment | Presentation of the Inception Report detailing methodology for the field work | Resilience Anchors | 25% |
| 2 nd Instalment | Delivery of beekeeping equipment and training of 3 wards | Resilience Anchors | 40% |
| 3 rd Instalment | Established Apiaries in three wards and submission of report | Resilience Anchors | 35% |

6.Procedures and deadline for submitting Proposal

Applications to reach Lmundembe@awf.org copying eoeri@awf.org on or before 28 February 2022.

For more information, please contact Olivia Mufute on Omufute@awf.org