

DRC

Terms of Reference (TOR)

Agriculture and Livestock Management Training

1. Who is the Danish Refugee Council?

Founded in 1956, the Danish Refugee Council (DRC) is a leading international NGO with a specific expertise in forced displacement. Active in 40 countries with 9,000 employees and supported by 7,500 volunteers, DRC protects, advocates, and builds sustainable futures for refugees and other displacement affected people and communities. DRC works during displacement at all stages: in the acute crisis, in displacement, when settling and integrating in a new place, or upon return. DRC provides protection and life-saving humanitarian assistance; supports displaced persons in becoming self-reliant and included into hosting societies; and works with civil society and responsible authorities to promote protection of rights and peaceful coexistence.

2. Purpose of the consultancy

The DRC, based in Ukraine, seeks proposals from a qualified service provider (individual, consultant, organization or training institution) to design and deliver context-specific, practical agricultural and livestock management training to sectoral cash recipients (small scale and subsistence farmers) located in Mykolaiv and Kherson Oblasts of Ukraine. The service provider is expected to provide capacity development for up to 290 farmers in the above locations using three modalities:

- 1) 25 x Individual on-farm consultation visits, each lasting up to five (5) hours
- 2) 25 x Individual online consultations, each lasting up to five (5) hours
- 3) 20 x One-day group offline trainings for approximately 12 farmers per session

The purpose of the training is to help farmers to improve their agricultural production and quality and respond to the changing patterns of demand and supply in agriculture.

3. Background

The project aims to address the most critical livelihood needs in the target conflict-affected oblasts through evidence-based activities, including sectoral cash to conflict-affected subsistence farmers, training and employment facilitation for vulnerable job seekers, and MSME support to conflict-affected business owners. Collectively these activities are aimed at addressing the most acute economic recovery needs created as a result of the escalation of the conflict.

The “Improving Agricultural Production” component of the project includes the distribution of “Sectoral Cash for Agricultural Inputs for Subsistence Farmers and Small-Scale Farmers” to enable conflict-affected households to restore and protect their livelihoods.

Subsistence and small-scale farmers are expected to utilize the cash assistance to procure agricultural inputs such as seeds, feed, tools, irrigation systems, etc. Alongside the provision of agricultural inputs, DRC will provide selected farmers with training and support on more sustainable and productive agriculture and livestock management techniques. The support offered through sectoral cash coupled with this technical support will build the capacity of farmers to invest in productive assets, improve their agricultural productivity, and strengthen market linkages.

4. Objective of the consultancy

DRC is seeking experienced service providers to provide agricultural capacity development for up to 290 farmers in Mykolaiv and Kherson Oblasts. Ideally this should be a consultancy group, firm or organisation with multiple available consultants who have different fields of expertise, to ensure optimal reach, flexibility and operational effectiveness for the provision of the service.

The objective of the agricultural training is to provide farmers with context-specific practical information on agriculture and livestock management. In coordination with DRC’s Economic Recovery teams, the service provider will develop three (3) one-day training modules and deliver the training in the field. The training modules may include but are not limited to:

- Livestock management (for livestock-dominant areas);
- Climate-smart agriculture and water management techniques;
- Post-harvest crop management, storage facilities;
- Cooperative development and group farming models;
- Agricultural enterprise financing and productivity improvement.

5. Scope of work and Methodology

The service provider will be responsible for;

- **Designing three (3) one-day training modules** that are relevant to the local farming systems and farmer profiles.
- Delivering up to **25 x farm-based consultations** for approximately 25 small-scale commercial farmers.
- Delivering up to **25 x online consultations** for approximately 25 small-scale commercial farmers.
- Conducting **20 x 1-day offline, group trainings** for approximately 12 subsistence farmers per training (240 total) in communal settings within their settlements.
- Providing materials and practical guides to training participants.
- Monitoring attendance and conducting pre- and post-training evaluations.

6. Deliverables

The Consultant will deliver the following deliverables:

Phase	Expected deliverables	Indicative description tasks	Maximum expected timeframe	Expected timeline
Phase 1: Inception Phase	Rapid Training Needs Assessment and training curriculum	Organise kick-off meeting with DRC to understand the training needs of the sectoral cash recipients and submit workplan and draft training curriculum and learning materials for DRC approval.	Two weeks	July 2025
Phase 2: Training Delivery	On-farm and group trainings	Provision of agriculture and livestock management trainings and on-farm and online consultations.	Eight weeks	July - September 2025
Phase 3: Reporting	Final report	Prepare first draft of final report summarising support provided, deliverables reached, impact, and an assessment of the satisfaction of farmers with the consultancy services provided. Feedback from DRC to finalise the report and final report submission.	Two weeks	September 2025

7. Duration, timeline, and payment

The consultant shall be prepared to complete all tasks related to the consultancy no later than 20 September 2025.

The service provider should propose inclusive fees:

- Per 5-hour on-farm consultation (including consultants transportation, accommodation, learning materials, etc.)
- Per 5-hour online consultation
- Per 1-day group training of up to 12 farmers (including learning materials, consultants travel expenses)

Payment for the consultancy will be completed at the end of the assignment, no later than one month from submission of the final documentation needed for the project. Up to 30% of prepayment is possible after submitting an approved training curriculum and plan.

8. Composition of a team

Composition of the proposed team should consist at least of:

- Project Manager
- At least 5 Consultants with relevant expertise:

Minimum 3 years of experience in hands-on experience in agriculture and livestock management consultancy or training delivery, that demonstrates strong technical knowledge and in-depth understanding of agricultural and market linkages

9. Eligibility, qualification, and experience required

The service provider is expected to be able to deliver trainings with the following qualifications:

Essential:

- Bidder must have minimum 3 years relevant experience and qualifications in providing agricultural trainings and consultations in Ukraine.
- Minimum 3 years of experience in hands-on experience in agriculture and livestock management consultancy or training delivery, that demonstrates strong technical knowledge and in-depth understanding of agricultural and market linkages for proposed team members (consultants)

Experience and knowledge:

- Proven experience providing trainings on agricultural topics and tailored agri-business support
- Strong understanding of the local agricultural market systems
- A minimum of three years of hands-on experience in agriculture and livestock management consultancy or training delivery for proposed team members (consultants).
- Strong technical knowledge and in-depth understanding of agricultural and market linkages, demonstrated by proposed team members (consultants).

Desirable:

- Team members with Master's or higher degree in Agricultural Engineering, Agronomy, Animal Science or a related field.
- Previous work with INGOs in providing services specified in ToR will be an advantage

Language requirements:

- Written and spoken fluency in Ukrainian and local languages (if any) is essential.
- At least one member of the team should have a working knowledge of English is essential.

10. Technical supervision

The consultant chosen will work under the supervision of Erdinc Kalintas, DRC Economic Recovery Manager South.

11. Location and support

The service provider may be a national or regional service provider with the ability to deliver services in the target areas. The service provider must have essential knowledge of agriculture and livestock management in the local context. The final selection of the provider will be based on the "based value for money" principle.

12. Operational costs

The service provider is responsible for all operational costs related to the training delivery, including consultants travel expenses, consultants accommodation, printed learning materials, consultants' equipment for online trainings.

The service provider will coordinate closely with DRC programme staff for outreach to training participants and agreeing dates and locations of training activities. DRC will be responsible for offline training venues arrangements, transportation of beneficiaries to the offline training venues, refreshments (if needed).

13. Submission process

Please refer to the Invitation Letter RFP-UKR-00350684

14. Evaluation of bids

Please refer to the Invitation Letter RFP-UKR-00350684