Terms of reference (ToR) for the procurement of services below the EU threshold

CONFIDENTIAL

PROPOSED WORKS CONTRACT **Integrated Support for Regenerative Red Chilli cultivation and women-led enterprise development in Andhra Pradesh and Karnataka**	**Project number/ cost centre:** G-012232-700 / 12232040200 **Tender number**

0. List of abbreviations

AG	Commissioning party
AN	Contractor
AVB	General Terms and Conditions of Contract for supplying services and work
BRC	Bio-input Resource Centre
CFC	Common Facility Centre
FK	Expert
FKT	Expert days
FPO	Farmer Producer Organisation
IPM	Integrated Pest Management
KZFK	Short-term expert
ToRs	Terms of reference

1. Context

a. About the project:

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is a federal enterprise that supports the Government of Germany in the field of international cooperation for sustainable development. GIZ has a global footprint in over 130 countries and has been operating in India for over 60 years, supporting technical expertise in the areas of national priorities. In collaboration with its stakeholders, GIZ works in India in the key areas of Social and Private Sector Development, Environment, Natural Resource Management and Climate Change, Energy, as well as Sustainable Urban and Industrial Development.

The Federal Ministry for Economic Cooperation and Development (BMZ), the Federal Ministry for the Environment, Climate Action, Nature Conservation and Nuclear Safety (BMUKN), as well as the Federal Ministry for Economic Affairs and Energy (BMWE) are the main commissioning parties of GIZ in India. Other clients include Indian public sector clients, the European Union and foundations. For more information, please visit the GIZ India webpage: www.giz.de/india.

The Ministry of Economic Cooperation and Development, Federal Republic of Germany (BMZ) under its DevelopPPP.de program has commissioned a project titled “Cultivating Change: Empowering Farmers in the Transition towards a climate-resilient Spice Supply Chain”. GIZ, Verstegen and Growcoms Pvt Ltd will be jointly implementing this project in Andhra Pradesh and Karnataka. The project aims to empower farmers along the red chilli supply chain in Andhra Pradesh and Karnataka to adopt regenerative agriculture practices, improving soil health, cutting costs, maintaining yields, and reducing GHG emissions and benefit them from improved climate-resilient livelihoods. Aligning with SDGs, India’s regenerative farming mission, and the India-Germany GSDP (Green and Sustainable Development Partnership), the project targets a 20% income increase and 30% GHG reduction.

b. About the assignment:

Andhra Pradesh and Karnataka are among India’s leading producers of red chilli, yet conventional cultivation in these regions remains heavily dependent on chemical inputs contributing to biodiversity loss, declining soil health, and rising greenhouse gas emissions. In addition, inadequate drying and storage practices frequently lead to aflatoxin contamination, affecting product quality and limiting market access.

To address these issues, the project promotes a transition to climate-resilient red chilli production through IPM++-based regenerative agriculture, supported by farmer training, field demonstrations, and improved access to locally produced bio-inputs. It also strengthens value chain transparency and export-oriented quality compliance while empowering women farmers through skill development and agri-entrepreneurship, contributing to improved livelihoods, gender equity, and a more resilient red-chilli supply chain.

In this context, this assignment aims to facilitate the transition of red chilli farmers towards Integrated Pest Management based regenerative agriculture practices (IPM++) in selected clusters of Srikakulam in Andhra Pradesh and Raichur in Karnataka. Achieving this transition requires systematic farmer mobilisation, structured capacity building, and the development of enabling local systems that support the adoption of regenerative farming

approaches. Hence, the assignment will support the mobilisation and training of approximately 1,000 red chilli farmers, including at least 30% women, and strengthen institutional and technical support systems that facilitate the adoption of biodiversity-friendly and climate-resilient regenerative farming practices.

c. Objective

The objective of this assignment is to support the transition of smallholder red chilli farmers to regenerative agriculture and IPM++ practices through targeted capacity building, practical field demonstrations, and improved access to locally produced bio-inputs. The assignment will focus on training farmers in sustainable cultivation practices, facilitating the establishment and management of Bio-Input Resource Centres (BRCs) with a strong emphasis on women-led enterprises and demonstrating regenerative farming approaches through field-level learning platforms. Through these interventions, the project aims to accelerate the adoption of regenerative practices among farmers while ensuring that crop yields, product quality, and market compliance are maintained or improved.

2. Tasks to be performed by the contractor

The contractor is responsible for providing the following services:

I. Engage with local institutions, NGOs, community-based organisations, Panchayats, agri-extension agencies such as KVKs, and relevant value chain actors in the project areas to ensure effective mobilisation of farmers and alignment with local agricultural programmes and initiatives.
II. Prepare a structured implementation plan and training calendar in consultation with GIZ, outlining farmer mobilisation strategies, demonstration activities, and timelines for establishing and operationalising Bio-Input Resource Centres (BRCs).
III. Identify, mobilise, and onboard farmers, women entrepreneurs, and relevant community stakeholders in the project clusters to participate in regenerative agriculture trainings and enterprise development initiatives.
IV. Plan and conduct training sessions, field demonstrations, exposure visits, and advisory meetings for farmers and BRC operators on regenerative agriculture practices, IPM++, bio-input production, enterprise management, and safe farming practices.
V. Facilitate site identification, infrastructure planning, installation of equipment, and development of standard operating procedures for bio-input production centres, along with training and handholding support for operators.
VI. Systematically document trainings, consultations, demonstration activities, and enterprise development processes, including maintaining participant attendance records, training materials, and operational documentation.
VII. Undertake regular monitoring of farmer participation, adoption of regenerative practices, and BRC performance; Collate and analyse implementation data and prepare periodic progress reports summarising activities, outcomes, lessons learned, and recommendations for strengthening future capacity development and scaling interventions.

Work Package 1: Farmer Mobilisation, Capacity Building, and Adoption of Regenerative Practices

Objective:
To mobilise farmers to build their capacities for adopting regenerative, biodiversity-friendly, and climate resilient farming practices.

Key Activities:

- Undertake mobilisation of 1000 smallholder red chilli farmers (including 30% women) in the identified clusters in Srikakulam in Andhra Pradesh and Raichur in Karnataka through stakeholder consultations, awareness meetings, and engagement with local institutions. This will include segmentation based on current practices and readiness for transition, and identification and nurturing of lead farmers as local resource persons and change agents.
- Facilitate the onboarding of at least 200 selected farmers (including at least 30% women) through orientation programmes covering project objectives, expected outcomes, roles and responsibilities, and the long-term economic and ecological benefits of transitioning to IPM based regenerative agriculture (IPM++).
- Undertake sensitisation of red chilli farmers on IPM based regenerative agricultural practices with focus on harmful effects of overuse of agrochemicals, need for reduction of GHG emission from the cultivation practices, conserving biodiversity to restore the natural balance, pesticide residue free/ MRL compliant produce as per internationally accepted export standards such as GFSI/ FSSC and guidelines of European Spice Association (ESA) for EU region.
- Support the development of IPM++ Package of Practices of red chilli by integrating regenerative agriculture principles, biodiversity conservation measures, pesticide residue compliance requirements, and GHG emission reduction strategies. This will include validation through field demonstrations and alignment with market and sustainability standards to enable scalable adoption.
- Support development of structured training programmes, mobilise farmers and organise logistics for conducting these trainings along with providing technical and advisory support at the local level. The trainings will focus on:
    - Integrated Pest Management based Regenerative agriculture principles (IPM++)
    - Phased transition pathways
    - Soil health restoration and nutrient management through bio-inputs and green manuring (including cover cropping)
    - On-farm biodiversity enhancement and ecosystem services
    - Climate-resilient and low-input cultivation practices
    - Post-harvest handling and EU market-aligned quality requirements
    - Business planning, record keeping, pricing, and financial management
- Support setting up and managing demonstration plots in representative locations in Srikakulam and Raichur to serve as practical learning and inspirational sites for farmers. These will showcase at least 5 regenerative agriculture practices per plot, including seed treatment, IPM++ practices, intercropping systems, green manure and cover crops, and agroforestry-based approaches, enabling peer-to-peer learning and field-based validation.
- Procure and facilitate the distribution of IPM and regenerative agriculture input kits, along with orientation and handholding on their appropriate and need-based use, to enable early-stage adoption by farmers.
- Provide continuous field-level technical support across cropping cycles through regular farm visits, crop-stage advisories, problem-solving sessions, and digital/remote support mechanisms to ensure correct and sustained adoption of practices.
- Promote and facilitate formation/strengthening of farmer groups for collective learning, experience sharing, and improved access to services with lead farmers acting as community-level trainers.
- Track level of adoption, document field-level learnings, and use feedback to refine training content, and scaling strategies.

Work Package 2: Bio-input Resource Centres and Livelihood Enterprise Development

Objective:
To strengthen access to quality bio-inputs and promote local livelihood enterprises that support regenerative farming practices.

Key Activities:

- Undertake a spatial and demand-based assessment across the project clusters to identify optimal locations for establishing Bio-input Resource Centres (BRCs). The assessment should consider factors such as farmer concentration, cropping intensity, accessibility, existing infrastructure, proximity to input demand, potential for aggregation, and availability of local women entrepreneurs.
- Identify, mobilise, and engage key stakeholders including farmers, suitable local entrepreneurs, Farmer Producer Organisation (FPO) members, and Self-Help Group (SHG) participants for the establishment and management of BRCs, with a targeted approach for promoting women-led and women-run centres. This will include capacity assessment, business orientation, and handholding support for enterprise development.
- Facilitate setting up of 30 bio-input resource centres and aggregation facilities (e.g. vermicompost, microbial and botanical input production units, organic input facilities), including support for infrastructure planning, equipment installation, compliance with quality and safety norms, and development of standard operating procedures for production and operations.
- Organise structured training programmes for farmers, women entrepreneurs, and local youth on:
    - Production of quality bio-inputs
    - Scientific storage, handling, and application methods
    - Quality assurance and basic requirements
    - Timely supplying of bio-inputs
- Develop supply mechanisms to ensure timely and affordable access to quality bio-inputs. This will include production planning, inventory management, last-mile delivery models, and preferably digital tracking of supply and sales.
- Support development and management of Common Facility Centres, including warehouses and storage facilities for raw materials, bio-inputs, and farm implements, to improve efficiency and reduce post-production losses while enabling smooth distribution.
- Provide technical and managerial handholding to BRCs during the initial operational phase, including quality control support, financial planning, and periodic performance assessments to ensure long-term sustainability.
- Support BRCs in diversifying their product and service portfolio (e.g. nursery raising, advisory support, aggregation of regenerative produce) and expanding their client base beyond the initial project clusters to ensure financial sustainability and replication in new geographies.
- Document successful BRC models, operational protocols, business cases, and lessons learned to enable scaling through project partners, government programmes, and value chain actors.

Work Package 3: Farmer Well-being, Ecosystem Strengthening, and Market Readiness

Objective:
To enhance farmer well-being, strengthen institutional linkages, and support compliance with international market requirements.

Key Activities:

- Design and implement a structured health and safety framework for participating farmers, covering safe handling of agricultural inputs, responsible pesticide use (where applicable), equipment safety, and climate-related risk mitigation. Develop practical, locally contextualised safety protocols aligned with national regulations and EU compliance expectations.
- Support distribution and demonstration of appropriate health and safety kits and measures (e.g., gloves, masks, protective clothing, boots) along with training on proper usage, maintenance, and replacement cycles while ensuring accessibility and usability for women farmers.
- Procure and facilitate the distribution and field demonstration of appropriate farm equipment and tools designed to reduce physical drudgery, enhance labour efficiency, and improve occupational safety including solar traps and tarpaulins for frying red chilli. Special consideration will be given to tools suited for women farmers and smallholder contexts.
- Support engagement with local governance institutions, Panchayati Raj bodies, agri-extension agencies, Krishi Vigyan Kendras (KVKs), line departments, and local value chain actors to build convergence synergies. This will include facilitating coordination meetings, supporting joint field visits, and alignment with relevant government schemes to strengthen long-term ecosystem support.
- Support in conducting periodic exposure visits, peer-learning exchanges, and cross-cluster interactions to promote knowledge sharing on regenerative practices, women-led enterprises, and BRC management models.
- Systematically document case studies, innovations, adoption journeys, women-led enterprise models, and measurable outcomes related to health, safety, income enhancement, and environmental benefits.

All trainings shall follow participatory and inclusive approaches, ensuring that participants actively engage in discussions and knowledge sharing rather than lecture-based sessions. The contractor shall obtain prior informed consent from individuals before using photographs or videos for documentation, reporting, or communication purposes.

In derogation from GIZ AVB, the contractor makes contributions to reports to GIZ's commissioning party instead of submitting its own reports.

Certain milestones, as laid out in the table below, are to be achieved during the contract term:

Milestones/partial works	**Deadline/place**	**Criteria for acceptance**
Project Inception, Baseline assessment completed	July 2026	• A baseline assessment document is provided following a field survey and analysis, along with a detailed implementation strategy presented and finalised in consultation with GIZ and a training calendar is submitted • List of identified farmers for initial trainings submitted (WP1)
Farmer Mobilisation and Initial Capacity Building commenced	October 2026	• Initial stakeholder consultations conducted in both Andhra Pradesh and Karnataka and training reports,

		agenda and registration sheets submitted (WP1) • Locations of identified demonstration plots to be established in two project states (WP1)
IPM++ Trainings initiated, 10 Demonstration plots and 10 Bio-input resource centres (BRCs) established	December 2026	• Photo documentation and farm report of 10 demonstration plots, established for showcasing regenerative practices, along with geo-locations (WP1) • Photo documentation, manager details, user directory submitted for each of the 10 BRCs established (WP2) • 50 farmers trained (including 30% women) on IPM++ and BRC operationalisation; training documentation including agenda, participants list and training report submitted (WP1 and WP2)
IPM++ Package of Practice developed and demonstrated and BRCs operationalised	May 2027	• Interim report to be submitted including the following documentation – ○ Training documentation including agenda, participants list and training report of 400 farmers trained (including 30% women) on IPM++ and BRC operationalisation (WP1); ○ User directory/ registration sheet of the existing BRCs (WP2) ○ Photo documentation, manager details, user directory for each of the 10 BRCs established (WP2) ○ Photo documentation and brief report of 10 existing demonstration plots with evidence of at least 5 regenerative agricultural practices per plot and evidence of establishment of 10 new plots with geo-locations (WP1) ○ List of beneficiaries with evidence of procurement and distribution of tarpaulins and IPM input kits (WP1 and WP3) ○ Agroforestry interventions (WP1) ○ 5 case studies with testimonials covering successful BRC

		models/ regenerative agriculture practices (WP3) ○ Report with photo documentation of coordination meeting and field visits involving representatives of local governance instituions (WP3)
Regenerative agricultural practices demonstrated, adopted; decentralised BRC ecosystem operational	December 2027	• Training documentation including agenda, participants list and training report of additional 300 farmers trained (including 30% women) submitted (WP1) • List of 200 identified Champion Farmers including potential 20 lead farmers and 5 government agriculture officers for training as Master trainers (WP1) • User directory/ registration sheet of the existing 20 BRCs submitted (WP2) • Photo documentation, manager details, user directory submitted for each of the new BRCs established (WP2) • Photo documentation and brief report of existing demonstration plots with evidence of at least 5 regenerative agricultural practices per plot and evidence of establishment of 10 new plots with ge-locations (WP1)
Final report submitted	March 2028	• Final report to be submitted should include the following – ○ Training documentation including agenda, participants list and training report of 1000 farmers trained (including 30% women) (WP1) ○ Agenda, participants list of trainings on of farm health and safety measures and farm equipments and tools (WP3) ○ List of beneficiaries with evidence of distributing farm health and safety measures and equipment tools (WP3) ○ Proof of functional BRCs with user directory/ registration sheet of the established BRCs (WP2)

		○ Photo documentation and brief report of established demonstration plots with evidence of at least 5 regenerative agricultural practices per plot (WP1) ○ 3 case studies with testimonials covering successful BRC models/ regenerative agriculture practices/ adoption journeys/ women-led enterprise models (WP3)

Period of assignment: from **01.08.2026** until **31.05.2028**.

3. Concept

In the tender, the contractor is required to show *how* the objectives defined in Chapter 2 (Tasks to be performed) are to be achieved, if applicable under consideration of further method-related requirements (technical-methodological concept). In addition, the contractor must describe the project management system for service provision.

Note: The numbers in parentheses correspond to the lines of the technical assessment grid.

Technical-methodological concept

Strategy (1.1): The contractor is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 1 Context). Following this, the contractor presents and justifies the explicit strategy with which it intends to provide the services for which it is responsible (see Chapter 2 Tasks to be performed).

The contractor is required to present the actors relevant for the services for which it is responsible and describe the **cooperation (1.2)** with them. It should include presentation and interaction between the relevant actors in the contractor's area of responsibility (1.2.1) and strategy for establishing cooperation and then cooperating with relevant actors (1.2.2).

The contractor is required to present and explain its approach to **steering** the measures with the project partners (1.3.1) and its contribution to the **results-based monitoring system** (1.3.2).

The contractor is required to describe the key **processes** for the services for which it is responsible and create an **operational plan** or schedule (1.4.1) that describes how the services according to Chapter 2 (Tasks to be performed by the contractor) are to be provided. In particular, the contractor is required to describe the necessary work steps and, if applicable, take account of the milestones and **contributions** of other actors (partner contributions) in accordance with Chapter 2 (Tasks to be performed) (1.4.2).

Project management of the contractor (1.6)

The contractor is required to explain its **approach and procedure for coordination with the GIZ project** (1.6.1). In particular, the project management requirements specified in Chapter 2 (Tasks to be performed by the contractor) must be explained in detail.

- The contractor is responsible for selecting, preparing, training and steering the international and national, short and long-term experts assigned to perform the advisory tasks.
- The contractor provides equipment and supplies (consumables) and assumes the associated operating and administrative costs.
- The contractor manages costs and expenditures, accounting processes and invoicing in line with the requirements of GIZ.
- The contractor reports regularly to GIZ in accordance with the current AVB of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

The contractor is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the tender; the plan includes information on assignment dates (duration and expert days) and locations of the individual members of the team complete with the allocation of work steps as set out in the schedule (1.6.2).

The contractor is required to describe its **backstopping concept** (1.6.3). The following services are part of the standard backstopping package, which (like ancillary personnel costs) must be factored into the fee schedules of the staff listed in the tender in accordance with Section 3.1 of the GIZ AVB:

- Service-delivery control
- Managing adaptations to changing conditions
- Ensuring the flow of information between the contractor and GIZ
- Assuming personnel responsibility for the contractor's experts
- Process-oriented steering for implementation of the commission
- Securing the administrative conclusion of the project

Further requirements (1.7)

a. In line with the GIZ Gender Strategy, the contractor shall indicate in the proposal how it will integrate gender considerations across all project activities, including stakeholder consultations, training design, identification of demonstration plots, and selection of Bio-Input Resource Centre (BRC) managers, as well as selection of short-term expert pool, while ensuring adequate participation of women.

Criteria for Eligibility of Firms

Tenderers have to submit the documentary evidence for each of the criteria's specified below. The eligibility criteria for the firms include the following points:

Commercial Eligibility

- Consortium applications are allowed and encouraged for this tender.
- The average annual turnover of the firm for the last three financial years must be at least EUR 200.000.
- The firm must have an average of at least 5 full-time employees and managers over the past three calendar years.
- The firm must have implemented at least 2 reference projects in the last three years in the field of:

    - Farmer mobilisation and training on regenerative agriculture

Each reference project must have a minimum commission value of EUR 25.000

Technical Eligibility

- Minimum 3 years of experience in farmer mobilisation and capacity development
- Evidence of experience in handling red-chilli supply chain
- Minimum 3 years of experience in implementing regenerative agriculture or IPM practices
- Regional experience particularly in in Andhra Pradesh and Karnataka

Personnel concept

The contractor is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 7), the range of tasks involved and the required qualifications.

The below specified qualifications represent the requirements to reach the maximum number of points in the technical assessment.

Team leader

Tasks of the team leader

- Overall responsibility for the advisory packages of the contractor (quality and deadlines)
- Coordinating and ensuring communication with GIZ, partners and others involved in the project
- Personnel management, in particular identifying the need for short-term assignments within the available budget, as well as planning and steering assignments and supporting local and short-term experts
- Supervise the technical team in delivering farmer mobilisation, trainings on regenerative agriculture, demonstration activities, and establishment of Bio-Input Resource Centres.
- Lead stakeholder engagement and institutional coordination with local institutions, NGOs, farmer groups, and government stakeholders, to ensure the desired outcomes
- Ensure integration of cross-cutting priorities, including gender inclusion, participatory training approaches, and farmer health and safety within project implementation.
- Regular monitoring, and reporting in accordance with deadlines

Qualifications of the team leader

- Education/training (2.1.1): Post graduate degree or equivalent in Agriculture, Development management or related field
- Language (2.1.2): C2-level language proficiency in English (5/10) and Telugu (5/10)
- General professional experience (2.1.3): 7 years of professional experience in the Agri-business/ agri-tech and social entrepreneurship development sector
- Specific professional experience (2.1.4): 3 years of relevant experience in the spices sector
- Leadership/management experience (2.1.5): 5 years of management/leadership experience as project team leader or manager in a company
- Regional experience (2.1.6): 3 years of experience in sustainable agriculture related projects in Andhra Pradesh and Karnataka
- Other (2.1.8): 3 years of experience in financial management

Expert 1 :- Cluster Manager – Andhra Pradesh

Tasks of Cluster manager – Andhra Pradesh

- Facilitate farmer mobilisation and field implementation of project activities in the selected clusters in Srikakulam, Andhra Pradesh
- Support farmer mobilisation and onboarding, working closely with field officers to identify and engage farmers and ensure their continued participation in project activities.
- Actively promote gender inclusion in the red chilli supply chain, including supporting the participation of women farmers and entrepreneurs and facilitating women-led management of Bio-Input Resource Centres.
- Plan and deliver trainings and field demonstrations on regenerative agriculture and IPM++ practices, ensuring participatory learning and practical application at the farm level.
- Monitor field-level progress and adoption of practices, ensuring that activities are implemented according to the work plan and project milestones.
- Facilitate coordination with local stakeholders including farmer groups, community institutions, and relevant agricultural actors.
- Support the establishment and operationalisation of Bio-Input Resource Centres (BRCs), including training of operators and providing technical guidance on bio-input production.
- Support documentation, reporting, and knowledge management, including tracking field reports, training records, and implementation updates for submission to GIZ.

Qualifications of Cluster manager – Andhra Pradesh

- Education/training (2.2.1): Post graduate degree or equivalent in Agriculture, Environmental Science/ Studies, Agri-business or related field
- Language (2.2.2): C2 -level language proficiency in English (5/10) and Telugu (5/10)
- General professional experience (2.2.3): 5 years of experience in sustainable agriculture, and supply chain management, with focus on coordination, farmer mobilisation and training implementation
- Specific professional experience (2.2.4): 3 years of experience in red-chilli supply chain
- Regional experience (2.2.6): 3 years of experience in sustainable agriculture related projects in Andhra Pradesh.

Expert 2: - Cluster Manager - Karnataka

Tasks of Cluster manager - Karnataka

- Facilitate farmer mobilisation and field implementation of project activities in the selected clusters in Raichur, Karnataka
- Work closely with field officers to identify and engage farmers and ensure their continued participation in project activities.
- Actively promote gender inclusion in the red chilli supply chain, including supporting the participation of women farmers and entrepreneurs and facilitating women-led management of Bio-Input Resource Centres.
- Plan and deliver trainings and field demonstrations on regenerative agriculture and IPM++ practices, ensuring participatory learning and practical application at the farm level.
- Monitor field-level progress and adoption of practices, ensuring that activities are implemented according to the work plan and project milestones.
- Facilitate coordination with local stakeholders including farmer groups, community institutions, and relevant agricultural actors.

- Facilitate the establishment and operationalisation of Bio-Input Resource Centres (BRCs), including training of operators and providing technical guidance on bio-input production.
- Oversee and facilitate documentation, reporting, and knowledge management, including tracking field reports, training records, and implementation updates for submission to GIZ.

Qualifications of Cluster manager - Karnataka

- Education/training (2.3.1): Post graduate degree or equivalent in Agriculture, Environmental Science/ Studies, Agri-business or related field
- Language (2.3.2): C2 -level language proficiency in English (5/10) and Kannada (5/10)
- General professional experience (2.3.3): 5 years of experience in sustainable agriculture, and supply chain management, with focus on coordination, farmer mobilisation and training implementation
- Specific professional experience (2.3.4): 3 years of experience in spices supply chain
- Regional experience (2.3.6): 3 years of experience in sustainable agriculture related projects in Karnataka

Soft skills of team members

In addition to their specialist qualifications, the following qualifications are required of team members:

- Team skills
- Initiative
- Communication skills
- Socio-cultural skills
- Efficient, partner- and client-focused working methods
- Interdisciplinary thinking

Short-term expert pool with 6 members as Field Officer (in selected clusters in Andhra Pradesh and Karnataka)

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. Please send a CV for each pool member (see below Chapter 7 Requirements on the format of the bid) for the assessment.

Tasks of the short-term expert pool

- Support farmer mobilisation and day-to-day engagement, maintaining regular contact with farmers in the project clusters in Srikakulam, Andhra Pradesh and Raichur, Karnataka and facilitating their participation in project activities.
- Support identification of Champion Farmers, community resource persons, especially women, to advance the project objectives.
- Conduct field surveys and maintain farm-level records, including information on cropping practices, input use, and adoption of regenerative agriculture and IPM++ practices.
- Monitor farm practices and pesticide use, providing basic advisory support to farmers and reporting observations and challenges to the Cluster manager.
- Assist in organising and facilitating trainings, demonstrations, and farmer meetings, ensuring effective participation and logistical coordination at the village level.

- Maintain user registers related to Bio-Input Resource Centres (BRCs), including production, distribution of bio-inputs, and farmer utilisation where applicable.
- Track field-level progress and document activities, including maintaining attendance records, collecting field data, and supporting reporting requirements of GIZ.
- Any other activities assigned by the Cluster Manager, in line with the project objectives.

Qualifications of the short-term expert pool for all six experts

- Education/training (2.6.1): Graduate degree or equivalent in Commerce, Science, Agriculture, Environmental Science/ Studies, or related field
- Language (2.6.2):
  - (for Andhra Pradesh): C2 - level language proficiency in English (2,5/10) and Telugu (2,5/10) and
  - (for Karnataka): C2 - level language proficiency in English (2,5/10) and Kannada (2,5/10)
- General professional experience (2.6.3): 2 years of experience in sustainable agriculture, or supply chain management, with focus on coordination, farmer mobilisation and training implementation
- Specific professional experience (2.6.4): 1 year of experience in spices supply chain
- Regional experience (2.6.5): 1 year of experience in sustainable agriculture related projects in Andhra Pradesh or Karnataka

The contractor must provide a clear overview of all proposed short-term experts and their individual qualifications.

4. Costing requirements

Assignment of personnel and travel expenses

Per diem allowances are reimbursed as a lump sum up to the maximum amounts permissible under tax law for each country as set out in the country table in the circular from the German Federal Ministry of Finance on travel expense remuneration (downloadable from the German Federal Ministry of Finance – tax treatment of travel expenses and allowances for international business travel as of 1 January 2026 (GERMAN ONLY)).

Accommodation allowances are reimbursed as detailed in the specification of inputs below.

With special justification, additional Accommodation costs up to a reasonable amount can be reimbursed against evidence.

All business travel must be agreed in advance by the officer responsible for the project

Sustainability aspects for travel

GIZ has undertaken an obligation to reduce greenhouse gas emissions (CO_2 emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, such as selecting the lowest-emission booking class (economy) and using means of transport, airlines and flight routes with a higher CO_2 efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

CO_2 emissions caused by air travel must be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.

There are many different providers in the market for emissions certificates, and they have different climate impact ambitions. The Development and Climate Alliance (German only) has published a list of standards (German only). GIZ recommends using the standards specified there.

Specification of inputs

The following basic calculations for the contract for works are a reference value based on the acceptance criteria for each partial work/milestone specified in Chapter 2 (Tasks to be performed by the contractor).

Since the contract to be concluded is a contract for works, we would ask you to offer your services at a lump sum price.

In addition, the assessment of the financial bid is also based on the underlying daily rate. Please also provide the underlying daily rate. A breakdown of days is not required.

Milestones/partial works	**Estimated expert days for orientation**	**Deadline/place/person responsible**
Project Inception and Baseline assessment completed	42 days	July 2026
Farmer Mobilisation and Initial Capacity Building commenced	155 days	September 2026
IPM++ Trainings initiated, Demonstration plots and Bio-input resource centres (BRCs) established	415 days	January 2026
IPM++ Package of Practice developed and demonstrated and BRCs operationalised	415 days	May 2027
Regenerative agricultural practices demonstrated, adopted; decentralised BRC ecosystem operational	320 days	October 2027
Final report submitted	355 days	May 2028

Payments will be made according to the milestones upon receipt of the required documentations/deliverables as outlined in the 'Criteria for acceptance' table in Section 2.

Travel expenses

The team leader, field officers and Cluster managers will largely be based in the project locations. However, they will have to travel occassionally for exposure visits, farmer business markets, exhibitions etc within the purview of the assignment. The contractor needs to incorporate local travel expenses in the budget. No separate travel expense needs to be furnished. **No air travel is envisaged for this assignment.**

Specification of inputs

The following basic calculations for the contract for works are a reference value based on the acceptance criteria for each partial work/milestone specified in Chapter 2 (Tasks to be performed by the contractor).

Since the contract to be concluded is a contract for works, we would ask you to offer your services at a lump sum price.

In addition, the assessment of the financial bid is also based on the underlying daily rate. Please also provide the underlying daily rate in accordance to the estimated experts days for each work package/milestone.

Milestones	***Deadline / place / person responsible***
Project Inception and Baseline assessment completed	July 2026
Farmer Mobilisation and Initial Capacity Building commenced	September 2026
IPM++ Trainings initiated, Demonstration plots and Bio-input resource centres (BRCs) established	January 2026
IPM++ Package of Practice developed and demonstrated and BRCs operationalised	May 2027
Regenerative agricultural practices demonstrated, adopted; decentralised BRC ecosystem operational	October 2027
Final report submitted	May 2028

5. Requirements on the format of the tender

The structure of the tender must correspond to the structure of the ToR. In particular, the detailed structure of the concept (Chapter 3) should be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). The tender must be legible (font size 11 or larger) and clearly formulated. It must be drawn up in English (language).

The complete tender must not exceed **15** pages (excluding CVs). If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment. External content (e.g. links to websites) will also not be considered.

The CVs of the personnel proposed in accordance with Chapter 4 of the ToRs must be submitted using the format specified in the terms and conditions for application. The CVs shall not exceed 4 pages each. They must clearly show the position and job the proposed person

held in the reference project and for how long. The CVs can also be submitted in **English** (language).

As the contract to be concluded is a contract for works, please offer a fixed lump sum price that covers all relevant costs (fees, travel expenses etc.). The price bid will be evaluated on the basis of the specified lump sum price. In addition, please also provide the underlying daily rate. A breakdown of days is not required.

6. Outsourced processing of personal data

Personal data will be processed on behalf of the client. Therefore, an agreement on order processing (AuV) is concluded with the contractor in accordance with Art. 28 GDPR. For this purpose, the technical and organizational measures (TOM) for compliance with data protection requirements must be presented before the contract is concluded. If the company has already been audited by GIZ in the past, an update must still be sent in accordance with the GDPR. Following a positive review, the contract will be concluded with the AuV Annex.