

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

CONFIDENTIAL

Poshan Samriddhi: An initiative for improved nutrition and enhanced rural resilience	Project number/ cost centre: G-100006-002/ 100006020000
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1.	Context.....	4
2.	Tasks to be performed by the contractor	5
3.	Concept.....	11
	Technical-methodological concept	11
	Project management of the contractor (1.6)	12
	Further requirements (1.7).....	12
4.	Criteria for Eligibility of firms	12
5.	Personnel concept.....	13
	Team leader cum Rural Development Expert (1) [2.1].....	13
	Key expert 1 – Nutrition Expert (1) [2.2].....	14
	Key expert 2 - Capacity Building Expert	15
	Key Expert 3 - Communication and SBCC Expert	16
	Key expert 4- M & E and Documentation Expert.....	17
	Key expert 5- District Coordinators.....	18
	Short-term expert pool with 4 members (2.7).....	19
6.	Costing requirements	21
	Assignment of personnel and travel expenses	21
	Sustainability aspects for travel	21
7.	Requirements on the format of the tender	23
8.	Data protection and Information security	24

List of abbreviations

AG	Commissioning party
AN	Contractor
APV	Amrit Poshan Vatika
AVB	General Terms and Conditions of Contract for supplying services and work
AVCERR	Adaptive Social Protection of Vulnerable Communities for Enhanced Rural Resilience
BCC	Behaviour Change Communication
CBO	Community Based Organizations
CLF	Cluster Level Federations
CNG	Community Nutrition Garden
ERADA	Enhanced Rural Resilience through Appropriate Development Actions
FK	Expert
FKT	Expert days
FNHW	Food, Nutrition, Health and WASH (Water, Sanitation and Hygiene)
ICDS	Integrated Child Development Services
KZFK	Short-term expert
ToRs	Terms of reference
GP	Gram Panchayat
MoNA	Global Programme Modular Nutrition Actions
MoRD	Ministry of Rural Development
MGNREGS	Mahatma Gandhi National Rural Employment Guarantee Scheme
NFHS	National Family Health Survey
NHM	National Health Mission
NPLA	Participatory Learning Action for Nutrition Education
NRLM	National Rural Livelihood Mission
SBCC	Social Behaviour Change Communication
SENU	Securing Nutrition Enhancing Resilience
SHGs	Self-Help Groups

SRLM	State Rural Livelihood Mission
SUATI	Support to Agroecological Transformation Processes in India
VB-G-RAM G	Viksit Bharat- Guarantee for Rozgar and Ajeevika Mission (Gramin)

1. Context

The Global Programme Modular Nutrition Actions (MoNA), commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ), aims to improve nutrition outcomes through context-specific and systems-oriented approaches in selected partner countries. The programme focuses on strengthening nutrition-sensitive agricultural value chains, nutrition governance, social protection systems, food fortification, and nutrition integration within sectoral programmes. The programme is implemented across several countries, including India, Malawi, Nigeria, Madagascar, Togo, and the West Africa region, adapting interventions to country-specific nutrition challenges and opportunities.

In India, the MoNA country measure will work in an integrated manner with the bilateral projects-Support to Agroecological Transformation Processes in India (SuATI) and the Adaptive Social Protection (ACVERR) projects as well as their political partner, the National Rural Livelihood Mission (NRLM), Ministry of Rural Development, with the objective of strengthening nutrition-resilient livelihoods for women. The project seeks to increase women's agency, access to productive resources, and participation in value chains for innovative and healthy food products while improving local food environments and strengthening demand for nutritious foods. The intervention is aligned with Government of India priorities related to women-led livelihoods, nutrition security, and rural development.

Improving food and nutrition security goes hand in hand with the empowerment of women, as women of reproductive age are the direct target group of the project and play a central role in feeding families and communities.

The project is designed around three interrelated pathways for improving nutrition outcomes:

- Strengthening nutrition-sensitive livelihood systems that enhance the availability and accessibility of nutritious foods.
- Enhancing women's agency, decision-making power, and economic empowerment to improve household nutrition and food choices.
- Strengthening nutrition governance, institutional capacities, and multi-stakeholder collaboration to embed nutrition within rural livelihood systems.

The project aims to contribute to improved dietary diversity among women of reproductive age, increased production and consumption of nutrition dense foods, strengthened nutrition governance within NRLM and State Rural Livelihood Mission (SRLM) systems, enhanced capacities of frontline cadre and institutions, and increased economic and social empowerment of women. Government institutions, particularly the Ministry of Rural Development (MoRD), DAY-NRLM scheme, and State Rural Livelihood Missions (SRLMs), remain committed to integrating nutrition-sensitive approaches into livelihoods and development programme.

The recently enacted Viksit Bharat- Guarantee for Rozgar and Ajeevika Mission (Gramin): VB-G-RAM G Act, 2025 strengthens the vision of public works and asset creation by linking livelihoods, infrastructure and resilience. It strengthens the statutory provision of guaranteed employment to 125 person days/household. The permissible list of works has been categorised under four broader heads under VB G RAM G:

1. Water related works
2. Core rural infrastructure related works
3. Livelihood related infrastructure, and
4. Works related to mitigation of extreme weather events

VB G RAM G has provisioned for a new and dedicated category IV on works related to mitigation of extreme weather events. The project "Adaptive social protection of Vulnerable Communities for Enhanced Rural Resilience (AVCERR)" has the key objective to strengthen the institutional capacities

for the implementation of works related to mitigation of extreme weather events and support in climate resilience through the Viksit Bharat- Guarantee for Rozgar and Aajeevika Mission- Gramin (VB G RAM G) in rural India. Project AVCERR builds on the impacts already achieved by the predecessor measure "Enhancing Rural Resilience through Appropriate Development Actions (ERADA)", which focussed on strengthening the livelihood aspects and rural resilience through the MGNREGS Programme. AVCERR is commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ) in cooperation with the Indian Ministry of Rural Development (MoRD) and implemented by GIZ.

Rajasthan, being one of India's largest and water-stressed state, faces challenges of erratic rainfall, declining groundwater levels, and poor soil fertility. These factors, coupled with dietary monotony, have contributed to widespread nutritional deficiencies, particularly among women and children. As per NFHS-5 (2019–21), Rajasthan has 31.8% of children (<5 years) are stunted, 27.6% of the children (<5 years) are underweight, 16.8% of the children (<5 years) are wasted, 71.5% of the children and 54.4% of the women are anaemic.

Rajasthan faces persistent and complex nutrition challenges, particularly among women of reproductive age, adolescent girls, and children under five. Despite substantial improvements in institutional service delivery under programmes such as the Integrated Child Development Services (ICDS), National Health Mission (NHM), and Poshan Abhiyaan, household-level dietary diversity remains inadequate. Low consumption of fruits, fresh vegetables, pulses, and micronutrient-rich food continues to drive high rates of anaemia and undernutrition across rural communities.

To address these systemic bottlenecks, the Government of Rajasthan has recognized nutrition-sensitive agriculture as a key pathway to improve household-level nutrition outcomes. Under the newly formulated Amrit Poshan Vatika (APV) guidelines—developed with technical assistance from GIZ within the VB-G RAM-G framework—Gram Panchayats (GPs) are envisaged as local nutrition hubs. These hubs promote community nutrition gardens, household dietary diversity, climate-resilient farming techniques, and convergence among Panchayati Raj Institutions (PRIs), VB-G RAM-G, ICDS, Agriculture, Horticulture, Education, and Health Departments.

Concurrently, RAJEEVIKA (Rajasthan State Rural Livelihoods Mission) has institutionalized the Food, Nutrition, Health, and WASH (FNHW) vertical across over 1,000 Cluster Level Federations (CLFs). This initiative leverages community-based organizations (CBOs) to drive nutrition behaviour change, promote women's empowerment, increase dietary diversity, and improve scheme convergence.

Building upon the synergies between APV and RAJEEVIKA's FNHW strategy, GIZ is seeking consultancy services to support the Government of Rajasthan in establishing a scalable, integrated implementation model. This project combines household and community-level nutrition intervention with institutional capacity building, nutrition governance, and community extension systems to generate an operational blueprint for statewide replication.

Building upon the complementarities between APV and the RAJEEVIKA FNHW strategy, GIZ proposes to support the Government of Rajasthan in developing a scalable implementation model integrating:

- Household Agri-Nutri Gardens
- Community Nutrition Gardens (Amrit Poshan Vatikas)
- Behaviour Change Communication
- Community extension systems
- Capacity building of Panchayats and SHG institutions
- Nutrition governance and convergence

The assignment will generate an operational model for statewide scaling through RAJEEVIKA and VB-G RAM-G.

Description of Assignment:

2. Tasks to be performed by the contractor

The contractor is responsible for providing the following services:

A. Objective of the assignment

The overall objective of this assignment is to strengthen nutrition-sensitive rural development in Rajasthan by enhancing household dietary diversity, establishing climate-resilient nutrition gardens, strengthening community-led nutrition governance, and building scalable institutional systems through RAJEEVIKA community institutions and Amrit Poshan Vatikas.

Tentative location- 15-20 selected GPs of Dausa, Alwar, Salumbar and Udaipur districts (the location and district will be finalized in consultation with Rajasthan VB-G RAM G Division and RAJEEVIKA, Department of Rural Development, Rajasthan). The agency/consortium is also expected to support the capacity building initiatives under GIZ's SUATI-JIVA project being implemented with support of NABARD in two districts of Rajasthan.

2.1. GIZ shall hire an agency for the anticipated contract term, from **1st November 2026 to 31st August 2028.**

The consultancy firm/consortium shall execute the following specific objectives:

1. **Capacity Building Infrastructure:** Establish comprehensive state-level capacity-building packages and systems focused on nutrition-sensitive agriculture and dietary diversity.
2. **Household Agri-Nutri Gardens:** Promote and demonstrate climate-resilient Household Agri-Nutri Gardens to increase direct access to micronutrient-rich food.
3. **Panchayat-led APV Models:** Operationalize model Panchayat-led Amrit Poshan Vatikas (Community Nutrition Gardens) as local hubs for learning and food supply.
4. **Institutional Convergence:** Strengthen convergence frameworks among PRIs, RAJEEVIKA (SRLM), Agriculture, Horticulture, ICDS, Education, and Health Departments.
5. **Behaviour Change Communication:** Develop and deploy multi-channel Behaviour Change Communication (BCC) strategies and materials tailored to rural contexts.
6. **Documentation & Scaling:** Generate robust baseline/endline evidence, operational guidelines, and policy briefs to facilitate statewide replication under RAJEEVIKA and VB-G RAM-G.

B. Scope of Work-

The project supports MoRD and state governments in their ongoing efforts promoting nutrition security and dietary diversity, income augmentation, sustainable livelihood development and enhancing climate resilience. **Potential set of activities (the list is not exhaustive. Additional activities will need to be added as per the local requirements)**

The pilot project will involve the following key activities:

Work Package 1: Inception, Planning, and development of M & E Framework

• Detailed Scope & Activities:

- Perform a comprehensive landscape review of existing policies, sectoral guidelines, and training curricula across ICDS, Health, Agriculture, Horticulture, and RAJEEVIKA.
- Review the APV Guidelines and RAJEEVIKA FNHW framework to map operational alignment and institutional convergence opportunities.
- Establish transparent criteria for selecting target districts, Gram Panchayats, Cluster Level Federations (CLFs), and immersion/demonstration sites.
- Formulate an integrated Implementation Strategy detailing field workflows, stakeholder engagement protocols, and risk mitigation measures.
- Construct a robust Monitoring & Evaluation (M&E) Framework, complete with process indicators, outcome metrics, data collection tools, and reporting frequencies.

- Support baseline assessment on dietary diversity, awareness, and governance processes carried out by an external agency identified by GIZ.

- **Deliverables:**

- **D1.1:** Inception Report (including final methodologies and work plan).
- **D1.2:** Detailed District Implementation Plans.
- **D1.3:** Monitoring & Evaluation (M&E) Framework.

Work Package 2: Demonstration of Community Nutrition Gardens (Amrit Poshan Vatika)

- **Detailed Scope & Activities:**

- Establish 15–20 model Community Nutrition Gardens (Amrit Poshan Vatikas) on Panchayat-allocated or institutional land (e.g., near Anganwadi Centers, schools, or GP bhawans).
- Design technical layouts incorporating layout plans, nursery areas, seed banks, composting facilities, drip/efficient irrigation systems, and dedicated nutrition education corners.
- Facilitate multi-departmental convergence by securing land, water connections, seeds, and labor through VB-G RAM-G, SRLM, Agriculture, Horticulture, Forest, ICDS, and Education Departments.
- Form and institutionalize Amrit Poshan Vatika management committee with clear operational guidelines for maintenance, equitable distribution of produce to vulnerable households, and long-term financial sustainability.
- Capacity building of VB GR AM G Officials on operationalization of Amrit Poshan Vatika at pilot district level

- **Deliverables:**

- **D2.1:** 15–20 Operational Amrit Poshan Vatika Demonstration Sites at different locations.
- **D2.2:** Site Layout Technical Designs and Infrastructure Specifications.
- **D2.4:** Reports of capacity building events at district level (4)

Work Package 3: Development of State Capacity Building Package

- **Detailed Scope & Activities:**

GIZ under its global project SENU has developed a Participatory Learning Action for Nutrition Education (N PLA) tool which covers topics related to dietary diversity, breastfeeding, complementary feeding practices and personal hygiene, etc. Similarly, RAJEEVIKA has also their own pre-developed training modules that are being used for capacity building of CRPs on FNHW aspects. The agency is expected to develop the new capacity building package based on the existing training modules already developed by GIZ and RAJEEVIKA.

- Conceptualize and draft standard training modules covering core areas:
 - *Nutrition & Food Systems:* Food groups, micronutrients, lifecycle nutrition (women, adolescents, children), and seasonal nutrition planning.
 - *Climate-Resilient Agriculture:* Agri-Nutri Garden design, indigenous crop integration, water-efficient irrigation systems, organic composting, indigenous seed management, and pest management.
 - *Nutrition Governance & Livelihoods:* Integrating nutrition into farm/non-farm livelihoods and Panchayat planning.
- Develop user-friendly pedagogical materials:
 - Facilitator Guides & Master Trainer Handbooks.
 - Participant Learning Manuals, Flipbooks, and Job Aids.
 - Short instructional videos and digital learning modules for field distribution.

- **Deliverables:**

- **D3.1:** Standardized State Training Package (curricula and session plans).
- **D3.2:** Facilitator Guides and Participant Handbooks.
- **D3.3:** Training Toolkit (Flipbooks, Job Aids, and Digital Content/Videos).

Work Package 4: Capacity Building Execution for Community Institutions

- **Detailed Scope & Activities:**

- Roll out a structured, cascade training model across four levels:
 - **State Level:** Train State Resource Persons (SRPs).
 - **District Level:** Train District Trainers and key department staff.
 - **Block/Cluster Level:** Train Master Trainers.
 - **Community Level:** Capacity building for Community Resource Persons (CRPs), SHG members, Village Organisations (VOs), and Cluster Level Federations (CLFs).
- Cover practical methodologies in nutrition education, garden maintenance, community mobilization, and convergence tracking.
- Execute pre- and post-training evaluations to measure competency gains.

- **Key Target Reach:**

- 100–150 Master Trainers trained.
- ~400 Community Cadres / CRPs trained.
- ~4,000 SHG Members trained by CRPs.

- **Deliverables:**

- **D4.1:** Cascade Training Rollout Strategy and Schedule.
- **D4.2:** Training Completion & Evaluation Reports for all tiers.
- **D4.3:** Database of trained cadres and competency assessment results.

Work Package 5: Behaviour Change Communication (BCC) & Community Mobilisation

- **Detailed Scope & Activities:**

- Formulate a comprehensive BCC and Community Mobilization Strategy tailored to regional sociocultural norms and literacy levels.
- Design and produce high-impact IEC materials: posters, flipbooks, wall paintings, community videos, digital messages, and job aids.
- Conduct interactive community campaigns:
 - Village Nutrition Days and Seasonal Recipe Demonstrations.
 - Local Food Festivals showcasing indigenous bio-fortified crops and traditional recipes.
 - Poshan Maah / Nutrition Week drives and peer learning sessions.

- **Deliverables:**

- **D5.1:** End-to-End BCC & Community Mobilisation Strategy.
- **D5.2:** Production-Ready IEC Package (Print, Visual, and Digital Resources).
- **D5.3:** Campaign Execution & Community Outreach Report.

Work Package 6: Demonstration of Household Agri-Nutri Gardens

- **Detailed Scope & Activities:**

- Identify and onboard 250–300 demonstration households across target geographies.
- Provide technical guidance for designing low-cost, high-yield, climate-resilient Household Agri-Nutri Gardens.

- Support garden setup with tailored crop calendars incorporating indigenous vegetables, green leafy vegetables, nutrient-dense fruits, pulses, millets, and bio-fortified varieties.
- Introduce sustainable resource management: composting units, waste-water recycling, bio-pesticides, and micro irrigation.
- Distribute starter seed kits with support of RAJEEVIKA and facilitate hands-on field mentoring.
- Conduct seasonal monitoring to document yield, consumption patterns, and surplus distribution.
- **Deliverables:**
 - **D6.1:** 250–300 Fully Operational Demonstration Household Agri-Nutri Gardens.
 - **D6.2:** Technical Package & Garden Management Handbook.
 - **D6.3:** Seasonal Yield and Dietary Consumption Documentation Report.

Work Package 7: Institutionalise Strategic Policy Consultations

- **Detailed Scope & Activities:**
 - Facilitate and support state level consultations designed to strengthen the national and state policy framework on nutrition-livelihoods integration.
 - Translate state-level operational insights, data, and success cases into actionable national and state policy guidelines.
 - Support the Women Leadership Network (WLN) at state level to facilitate peer-to-peer learning, mentoring, and entrepreneurial support.
- **Deliverables:**
 - **D7.1:** 2 multi stakeholder policy consultations organized
 - **D7.2:** Reports of Policy consultations and development of policy guidelines

Work Package 8: Monitoring, Learning, Documentation, and Scale-Up Strategy

- **Detailed Scope & Activities:**
 - Build a monitoring dashboard to track implementation progress across household and community gardens.
 - Establish a learning capture framework to identify best practices, systemic bottlenecks, and contextual adaptations.
 - Produce rich knowledge products: case studies, video documentaries, photo essays, and impact stories.
 - Support an endline evaluation assessment to quantify impact on dietary diversity, awareness, garden yields, and governance processes by an external agency identified by GIZ.
 - Develop a comprehensive Scale-Up Strategy and Replication Roadmap for state-wide expansion via RAJEEVIKA and VB-G RAM-G networks.
 - Draft concise Policy Briefs for decision-makers in state government and development agencies.
- **Deliverables:**
 - **D8.1:** Operational Monitoring Dashboard & MEL Learning Reports.
 - **D8.2:** Comprehensive Knowledge Package (Case Studies, Videos, Impact Stories).
 - **D8.3:** Statewide Scale-Up Strategy & Policy Brief.
 - **D8.4:** Final Comprehensive Technical Project Report

Expected Outcomes

- **Improved Dietary Diversity:** Increased daily consumption of micronutrient-dense vegetables, fruits, pulses, and indigenous crops among target rural households.

- **Enhanced Knowledge Base:** Heightened awareness among SHG members and communities regarding nutrition, lifecycle care, and food security.
- **Climate Resilience:** Adoption of water-efficient, bio-diverse, and organic cultivation techniques in household and community gardens.
- **Women's Empowerment:** Expanded leadership roles for women and SHG federations in nutrition management and agriculture-based livelihoods.
- **Systemic Convergence:** Operational convergence among Rural Development, RAJEEVIKA, Agriculture, Horticulture, ICDS, Education, and Health sectors.
- **Replication Blueprint:** A tested, cost-effective model ready for state-wide scale-up through RAJEEVIKA and VB-G RAM-G.

Project Management Requirements

The contractor is responsible for selecting, preparing, training and steering the national, local, 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.

In addition to the reports required by GIZ in accordance with the AVB, the contractor submits the following reports:

The consultant/agency will be responsible for submitting the following deliverables:

Period of Assignment: 1st November 2026 to 31st August 2028

Deliverables:

Sr No.	Deliverable	Timeline
1	Completion of deliverables outlined above (Work Package 1) - Inception Report: Detailing methodology, work plan, and M&E Framework	15 th December 2026
2	Completion of deliverables outlined above (Work Package 2) - Demonstration of Community Nutrition Gardens (Amrit Poshan Vatika)	31 st November 2027
3	Completion of deliverables outlined above (Work Package 3) - Development of State Capacity Building Package	31 st May 2027
4	Completion of deliverables outlined above (Work Package 4) - Capacity Building Execution for Community Institutions	31 st March 2028
5	Completion of deliverables outlined above (Work Package 5) - Behaviour Change Communication (BCC) & Community Mobilisation	31 st May 2028
6	Completion of deliverables outlined above (Work Package 6) - Demonstration of Household Agri-Nutri Gardens	30 th June 2028
7	Completion of deliverables outlined above (Work Package 7) - Institutionalise Strategic Policy Consultations	30 th June 2028

7	Completion of deliverables outlined above (Work Package 7) - Monitoring, Learning, Documentation, and Scale-Up Strategy	15 th August 2028
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Period of assignment: from 1st November 2026 until 31st August 2028.

**** Fortnightly review meeting will be organized with the project team to assess the progress and mid-course corrections, if required any.***

- The final reports need to be submitted in word version to GIZ
- All reports need to include an executive summary, content page, list of acronyms used, figures, maps and tables. All figures, maps, tables and images need to be captioned.
- GIZ language and communication guidelines shall be followed in the report.
- The reports shall be technically reviewed by GIZ and other parties as desired by GIZ.
- The final editing, designing and publication of the report shall be undertaken by GIZ.
- The authors and the organisation involved will be duly credited in the publication.
- The copyrights of the publication will remain with GIZ.

3. Concept

In the tender, the tenderer 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 tenderer 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 tenderer 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) (1.1.1). Following this, the tenderer 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) (1.1.2).

The tenderer is required to present the actors relevant for the services for which it is responsible and describe the **cooperation (1.2)** with them.

The tenderer 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 tenderer 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 tenderer 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).

The tenderer is required to describe its contribution to knowledge management for the partner (1.5.1) and GIZ and to promote scaling-up effects (1.5.2) under **learning and innovation**.

Project management of the contractor (1.6)

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

The tenderer 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.

Backstopping

The tenderer is required to describe its backstopping concept. 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 3.3.1 of the GIZ AVB:

- Service-delivery control
- Managing adaptations to changing conditions
- Ensuring the flow of information between the tenderer 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)

Gender and diversity must be considered while constituting the project team and implementation of the assignment as far as possible.

4. Criteria for Eligibility of firms

Note: Tenderers have to submit the documentary evidence for the criteria's specified below.

The eligibility criteria for the firms include the following points-

Commercial Eligibility

- i. Consortiums are allowed for this tender
- ii. All the participating agencies have to be registered as national organization or entity
- iii. In case of bidding consortia: Declaration by consortium
- iv. Average annual turnover for the last three financial years should be at least 1,81,000 Euros
- v. The average number of employees as on 31.08.2026 from the previous 3 years has to be minimum 10.
- vi. The agency must have handled at least 2 projects on the agriculture and Nutrition development in rural areas and 2 reference projects in India in the last three years with minimum commission value of Euro 20,000.
- vii. Based in India for ten years, with proven operational experience working alongside Central and State Governments, DAY-NRLM and SRLMs. This includes hands-on field implementation and technical support to field functionaries in nutrition and farm-based livelihoods support programs.
- viii. Minimum of 30% of the proposed professional staff should be women.

Technical Experience –

- i. Minimum 3 years demonstrated expertise in community nutrition and sustainable agriculture/horticulture in India
- ii. Minimum 1 year of experience working with DAY-NRLM or SRLM preferably having MoU for providing technical/ implementation support in FHNW and livelihoods promotion

- iii. Minimum 3 years of experience and technical expertise in Community Mobilization, Awareness Generation in rural development projects with rural communities in rural areas of India.
- iv. Minimum 3 years of experience of government engagements preferably work experience with RD programmes like MGNREGA/VB G RAM G and Agriculture/Horticulture in rural areas of India.
- v. The agency should have regional experience of working in any state in India. The experience of working in Rajasthan would be an asset.
- vi. The agency should have experience in Other Development Assignments

The agency should have experience in Other Development Assignments

5. Personnel concept

The tenderer 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. Minimum of 30% of the staff proposed must be female personnel.

Following key personnel are required to perform the tasks as mentioned in Chapter 2-

	Key Personnel's	Number
1.	Team Leader cum Rural Development Expert (2.1)	1
2.	Nutrition Expert (2.2)	1
3.	Capacity Building Expert (2.3)	1
4.	Communication and SBCC Expert (2.4)	1
5.	M & E and Documentation Expert (2.5)	1
6.	District Coordinators (2.6)	4
7.	Short term Expert pool (2.7)	4

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

Team leader cum Rural Development Expert (1) [2.1]

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
- Develop a comprehensive project plan, including goals, timelines, and key performance indicators. The team leader must ensure the project stays on track and within its scope.
- Lead and motivate the project team and ensure clear communication, resolve conflicts, and provide guidance to team members.
- Serve as the primary point of contact for all project stakeholders, including local government officials and community leaders.

- Establish a system to monitor the project's impact on community nutrition and economic well-being. This includes collecting data on crop yields, dietary changes, and household income, and then compiling detailed reports for GIZ and stakeholders.
- Work with the community to create a sustainable business model for the CNGs.
- Regular reporting in accordance with deadlines
- Coordination with national and district teams for field visits and expert inputs
- Coordinating the assessment and planning aspects of the assignment
- Technical backstopping support for assessment and planning teams

Qualifications of the team leader

- Education/training (2.1.1): Postgraduate with professional experience in Agriculture / Agribusiness / Rural Development/ Social Sciences and other related subject (s)
- Language (2.1.2): Good language proficiency in English and Hindi.
- General Professional Experience (2.1.3): At least 10 years of professional experience on rural development, livelihoods, agriculture and NRM. Work experience with MGNREGS & SRLMs will be an added advantage.
- Specific professional experience (2.1.4): 7 years in monitoring and evaluation, planning and project management, policy advocacy at the state level
- Leadership/management experience (2.1.5): 5 years of Experience of working 5 years of management/leadership experience as project team leader or manager in a company/NGO
- Regional experience (2.1.6): 5 years of experience at national & regional level. Experience in working with the development agencies and managing the Nutrition and livelihoods projects/programme in Rajasthan would be an asset
- Development cooperation (DC) experience (2.1.7): One year of experience in DC projects
- Other (2.1.8):

Key expert 1 – Nutrition Expert (1) [2.2]

Tasks of key expert 1- Nutrition Expert

- Lead the technical nutrition component of the assignment.
- Conduct nutrition situation and gap analysis, including dietary diversity, maternal and child nutrition, anaemia and nutrition-sensitive livelihoods.
- Develop evidence-based technical guidelines/modules for nutrition interventions, including Amrit Poshan Vatika (APV) and household Agri Nutri gardens
- Customize the N PLA tool as per the local context and support in integration of nutrition objectives into rural development, livelihoods, and agriculture initiatives of RAJEEVIKA

- Develop/adapt training content for frontline workers, SHGs, community institutions and government officials.
- Provide technical inputs for indicators, monitoring tools and outcome measurement.
- Support capacity building of state, district teams and community cadre.
- Ensure alignment with national nutrition policies, Poshan 2.0 and relevant Government of India/Rajasthan frameworks.

Qualifications of key expert 1- Nutrition Expert

- Education/training (2.2.1): University degree/advanced university/PG in Nutrition or food and Nutrition, Public health, and any related subject
- Language (2.2.2): Good language proficiency in English and Hindi.
- General Professional Experience (2.2.3): 5 years of experience in nutrition programs in rural areas. Work experience with SRLM or govt. health schemes will be an added advantage.
- Specific professional experience (2.2.4): Minimum 3 years of professional job experience in the areas of maternal, child and/or community nutrition, dietary diversity and nutrition-sensitive agriculture/livelihoods etc.; Focus on gender and vulnerable communities is an asset.
- Leadership/management experience (2.2.5): 2 years of experience in developing guidelines, training materials and technical knowledge products.
- Regional experience (2.2.6): 2 years of experience at national & regional level. Experience in working with the development agencies and supporting the nutrition projects/programme in Rajasthan would be an asset
- Development cooperation (DC) experience (2.2.7):
- Other (2.2.8):

Key expert 2 – Capacity Building Expert (1) [2.3]

Tasks of key expert 2- Capacity Building Expert

- Develop the overall capacity-building strategy and implementation plan.
- Conduct training needs assessment for different stakeholder groups.
- Develop competency-based training curricula, modules, facilitator guides and training materials.
- Design differentiated capacity-building approaches for government officials, SHGs, community cadres, frontline workers and other stakeholders.
- Plan and facilitate Training of Trainers (ToT), state/district/block-level trainings and workshops.
- Develop practical tools, job aids and learning resources for field-level application.
- Establish mechanisms for post-training mentoring, handholding and knowledge reinforcement.
- Develop pre- and post-training assessment tools and measure learning outcomes.
- Document training outcomes, lessons learned and good practices.

Qualifications of key expert 2- Capacity Building Expert

- Education/training (2.3.1): University degree/advanced university/PG in Rural Development, Social Sciences, Development Studies, Public Health, and any related subject
- Language (2.3.2): Good language proficiency in English and Hindi.
- General Professional Experience (2.3.3): 5 years of experience in capacity building, training and institutional strengthening related work. Work experience with government programme and scheme would be an asset.
- Specific professional experience (2.3.4): Minimum 3 years of professional job experience in designing and delivering large-scale training programmes, preferably in rural development, nutrition or government programmes; Focus on gender and vulnerable communities is an asset.
- Leadership/management experience (2.3.5): 2 years of developing training curricula and blended/participatory learning approaches with focus on most vulnerable communities.
- Regional experience (2.3.6): 2 years of experience at national & regional level. Experience in working with the development agencies and supporting the nutrition projects/programme in Rajasthan would be an asset
- Development cooperation (DC) experience (2.3.7):
- Other (2.3.8):

Key expert 3 – Communication and SBCC Expert (1) [2.4]

Tasks of key expert 3- Communication and SBCC Expert

- Develop the overall communication and Social and Behaviour Change Communication (SBCC) strategy.
- Develop audience-segmented communication messages and behaviour-change pathways.
- Design communication materials for SHGs, households, frontline workers and community institutions.
- Develop IEC/BCC materials, campaign concepts, storytelling tools, videos, posters, social media content and community communication products as required.
- Develop interpersonal communication approaches for frontline workers and community cadres.
- Support community mobilisation and social norm/behaviour-change activities.
- Pre-test communication materials with target audiences and refine accordingly.
- Build communication capacity of frontline workers and community institutions.
- Develop a communication monitoring framework and track reach, engagement and behavioural outcomes.

Qualifications of key expert 3- Communication and SBCC Expert

- Education/training (2.4.1): University degree/advanced university/PG in Communication, Development Communication, Behaviour Change Communication, Social Sciences, Public Health, Journalism/Mass Communication and any related subject
- Language (2.4.2): Good language proficiency in English and Hindi.
- General Professional Experience (2.4.3): 5 years of experience in designing and implementing SBCC strategies, preferably in nutrition, health, livelihoods or rural development related work. Work experience with government programme and scheme would be an asset.
- Specific professional experience (2.4.4): Minimum 3 years of professional job experience in behaviour-change theories, audience segmentation and participatory communication.; Focus on gender and vulnerable communities is an asset.
- Leadership/management experience (2.4.5): 2 years of developing communication campaigns and creative IEC/BCC materials with focus on most vulnerable communities.
- Regional experience (2.4.6): 2 years of experience at national & regional level. Experience in working with the development agencies and supporting the nutrition projects/programme in Rajasthan would be an asset
- Development cooperation (DC) experience (2.4.7):
- Other (2.4.8):

Key expert – M & E and Documentation Expert (1) [2.5]

Tasks of key expert 4- – M & E and Documentation Expert

- Ensuring the information compilation
- Sourcing, collection and customization of information, documents and formats required for planning purpose pertaining to various schemes, programmes and departments.
- Supporting the other experts in the team for plan preparation and data entry as the need be
- Documentation of all other activities such as capacity building exercises, different kind of meetings at the panchayat, block and district level, etc. in the desired standard formats.
- Recording of data on capacity building, processes and implementation from Case Story point of view.
- Analysing and quality assurance of the written reports
- Internal knowledge management and securing of relevant data
- Coordination of internal and external technical knowledge output and input

Qualifications of key expert 4- M & E and Documentation Expert

- Education/training (2.5.1): Master/ Diploma and technical qualification on knowledge management, Communication, Statistics (services and tools)
- Language (2.5.2): Good language proficiency in English and Hindi.

- General Professional Experience (2.5.3): 5 years of experience in research and documentation within the area of development cooperation; knowledge on NRM, nutrition and agriculture would be an asset
- Specific professional experience (2.5.4): Minimum 2 years of experience on research and documentation in nutrition, public health, social protection programmes. Focus on gender and vulnerable communities is an asset.
- Leadership/management experience (2.5.5):
- Regional experience (2.5.6):
- Development cooperation (DC) experience (2.5.7):
- Other (2.5.8):

Key expert 5 – District Coordinators (4) [2.6]

Tasks of key expert 5- District Coordinators

- District Coordinators are expected to be based at project district level
- Coordinate day-to-day implementation of the project at district level and serve as the primary link between the project team, district administration and field stakeholders.
- Coordinate with relevant government departments, including Rural Development, SRLM, Women & Child Development, Agriculture, Health and Panchayati Raj, as required.
- Facilitate engagement with Gram Panchayats, SHGs, Village Organizations, frontline workers, community cadres and other local institutions.
- Coordinate field-level trainings, workshops, orientation sessions, exposure visits and community mobilisation activities.
- Ensure timely roll-out of nutrition, APV and SBCC interventions at field level in accordance with project guidelines.
- Provide regular handholding and coordination support to field functionaries and community institutions.
- Conduct field visits to monitor implementation quality, identify bottlenecks and facilitate corrective action.
- Collect, compile and validate field data and support monitoring of project indicators and milestones.
- Maintain district-level documentation, records, attendance, training reports, photographs, success stories and case studies.
- Support preparation of monthly/quarterly progress reports and provide field-based inputs for project reviews.
- Identify good practices, implementation challenges and lessons learned and communicate them to the project management team.
- Support convergence and coordination between relevant government programmes and project interventions.
- Undertake any other field coordination responsibilities required for effective implementation

Qualifications of key expert 5- District Coordinators

- Education/training (2.6.1): University degree/advanced university/PG in Rural Development, Social Sciences, Development Studies, Nutrition, Public Health, Agriculture, Management and any related subject
- Language (2.6.2): Good language proficiency in English and Hindi.
- General Professional Experience (2.6.3): 5 years of experience in rural development, livelihoods, nutrition, community mobilisation, capacity building related work. Work experience with government programme and scheme would be an asset.
- Specific professional experience (2.6.4): Minimum 3 years of professional job experience in working at district/block/community level with government departments, Panchayati Raj Institutions, SHGs or community institutions; Focus on gender and vulnerable communities is an asset.
- Leadership/management experience (2.6.5): 2 years of coordinating field teams, training events, workshops and multi-stakeholder activities with focus on most vulnerable communities.
- Regional experience (2.6.6): 2 years of experience at national & regional level. Experience in working with the development agencies and supporting the nutrition projects/programme in Rajasthan would be an asset
- Development cooperation (DC) experience (2.6.7):
- Other (2.6.8):

Short-term expert pool with 4 members (2.7)

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. The pool should have expertise on topics of MGNREGS, agroforestry, pasture land development, gender and social inclusion, GIS and digital planning approaches. 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

- Fostering community participation, ensuring successful implementation at the grassroots level, and providing direct support to beneficiaries
- Facilitate on-ground activities including baseline assessment, meetings, community events, dialogues etc.
- Regular liaisoning and follow up with administrations at local, block and district levels.
- Encourage and empower community members to take ownership of the Amrit Poshan Vatika and Household Agri Nutri Gardens. Guide community members in developing rules, responsibilities, and management structures for the Amrit Poshan Vatika and Household Agri Nutri Gardens models long-term sustainability.
- Provide support in site identification, site preparation, community meetings and trainings
- Conduct regular field visits to monitor the progress of the agroforestry and silvi-pasture models, observe planting, growth, and harvesting.

- Collect feedback, challenges, and success stories directly from the community members. Document these insights and share them with the project team to inform adjustments and improvements.
- Facilitate opportunities for community members to learn from each other's experiences and share best practices
- Short term expert pool is expected to be based at project district level

Qualifications of the short-term expert pool

- Education/training (2.7.1): Bachelor's degree/advanced university/PG in Rural Development, Social Sciences, Development Studies, Nutrition, Public Health, Agriculture, Management and any related subject
- Language (2.7.2): Basic language proficiency in English and Hindi.
- General Professional Experience (2.7.3): 3 years of experience in rural development, livelihoods, nutrition, community mobilisation, capacity building related work. Work experience with government programme and scheme would be an asset.
- Specific professional experience (2.7.4): Minimum 2 years of professional job experience in working at district/block/community level with government departments, Panchayati Raj Institutions, SHGs or community institutions; Focus on gender and vulnerable communities is an asset.
- Leadership/management experience (2.7.5): 2 years of coordinating field teams, training events, workshops and multi-stakeholder activities with focus on most vulnerable communities.
- Regional experience (2.7.6): 2 years of experience at national & regional level. Experience in working with the development agencies and supporting the nutrition projects/programme in Rajasthan would be an asset
- Development cooperation (DC) experience (2.7.7):
- Other (2.7.8):

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

6. Costing requirements

Assignment of personnel and travel expenses

Per-diem and overnight accommodation 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 at <https://www.bundesfinanzministerium.de>).

Accommodation costs which exceed this up to a reasonable amount and the cost of flights and other main forms of transport 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 would like to reduce greenhouse gas emissions (CO₂ 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 CO₂ efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

If they cannot be avoided, CO₂ emissions caused by air travel should be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.

There are 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

Fee days	Number of experts	Number of days per expert	Total	Comments
Team Lead cum Rural Development Expert	1	90	90	1 person x 5 days x 18 months = 90 days
Expert 1- Nutrition Expert	1	216	216	1 person x 12 days x 18 months= 216 days
Expert 2- Capacity Building Expert	1	216	216	1 person x 12 days x 18 months= 216 days
Expert 3- Communication & SBCC Expert	1	216	216	1 person x 12 days x 18 months= 216 days
Expert 4- M&E and Documentation Experts	1	144	144	1 person x 8 days x 18 months= 200 days
Expert 5-District Coordinators	4	216	864	4-person x 12 days x 18 months= 864days
Short term Expert pool	4	216	864	4-person x 12 days x 18 months= 864days

Travel expenses	Quantity	Number per expert	Total	Comments
Per-diem allowance in country of assignment	200		200	40 days travel for 5 experts
Overnight allowance in country of assignment	200		200	40 days travel for 5 experts
Transport	Quantity	Number per expert	Total	Comments
Domestic flights	20	-	20	20 Round trip Flights within the country of assignment during service delivery
CO2 Compensation for air travel <i>Link to working aid and table for determining the budget and Guidance for GIZ service providers on avoiding, reducing and offsetting GHG emissions on setting the budget.</i>	20		20	A fixed budget Euro 328 is earmarked for settling carbon offsets against evidence.
Travel expenses (train, car)	18	1	18	Travel for team members to pilot districts on a lump sum basis for 18 months
Local travel	200		200	40 days travel for 5 experts
Other costs	Number	Price	Total	Comments
District level training on VB G RAM G Officials on APV	4		4	<i>The budget contains the following costs – Venue, snacks, audio-visual, stationary, banner, etc. At least 50 people will participate in each event. Total 200 Participants</i>
Training of Master Trainers	3		3	<i>The budget contains the following costs – Venue, snacks, audio-visual, stationary, banner, etc. At least 50 people will participate in each event. Total 150 Participants</i>
Training of Community Cadre	8		8	<i>The budget contains the following costs – Venue, snacks, audio-visual, stationary, banner, etc. At least 50 people will participate in each event. Total 400 Participants</i>

BCC Campaign	1		1	At least 4 districts have to be covered. The budget contains venue, food, Audio Visuals materials, logistics, experts etc. covering a population of at least 4000 community members
Policy Consultations	2		2	Policy consultation/ Knowledge dissemination workshop with participation of around 100 persons. The budget contains the costs: venue, food, travel, lodging, material, expert etc. total 200 participants
Communication material including Audio-visuals design, printing and publication (Lumpsum)	1		1	Development, designing and printing of Training Manuals- 2 (1 for Master Trainer and one for community cadre), 1 Booklet on better dietary practices, different IEC materials like Posters, wall writing, pamphlets, etc.& stationary
Flexible Renumeration	1		1	This includes uncertain expenses related to some consultations, trainings, exposure visit or dialogues required from political partners. Prior approval from GIZ is required

The planning for the events may be done in consultation with the GIZ representative designated for supporting the organization of the event.

The documentation includes agenda, bills on actuals, registration of participants, photographs, report on the event.

7. 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 12 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.

Please calculate your financial tender based exactly on the parameters specified in Chapter 5 Quantitative requirements. The contractor is not contractually entitled to use up the days, trips,

workshops or budgets in full. The number of days, trips and workshops and the budgets will be contractually agreed as maximum limits. The specifications for pricing are defined in the price schedule.

8. Data Protection and Information Security

The performance of the Contract may involve the processing of personal data by the Contractor, such as (but not limited to) the processing of names and contact information. In such cases, the Contractor acts as an independent DATA CONTROLLER and must comply with ALL applicable data protection obligations, including those arising from regional and local laws. The Contractor may only process personal data if the objective to be achieved cannot be achieved without this data. The data protection principles such as lawfulness, data minimization, accuracy, purpose limitation, storage limitation, transparency, integrity and confidentiality and accountability as well as the numerous rights of the data subject must be observed. GIZ is in no way responsible for such processing.

In cases where the contractor follows the instructions of a GIZ partner, the partner is the data controller. The laws and standards applicable to it and the contractor must be complied with and implemented.

If the Contractor is not subject to the GDPR and the applicable laws do not contain any explanations of the data protection principles and rights mentioned here, the definitions of the GDPR (Regulation (EU) 2016/679) should be used.

Data Protection (India DPDP Act, 2023)

The Contractor acknowledges that performance of this assignment may involve the collection and processing of personal data. The Contractor shall comply with the provisions of the Digital Personal Data Protection Act, 2023 (DPDP Act), and all other applicable data protection laws and regulations.

The Contractor shall:

1. Process personal data only for purposes necessary to implement the activities described in this contract.
2. Ensure that any collection, use, storage, sharing, or retention of personal data is lawful, limited to what is necessary for the specified purpose, and conducted in a transparent manner.
3. Implement appropriate technical and organisational security measures to protect personal data against unauthorised access, disclosure, alteration, loss, or misuse.
4. Ensure that all personnel, experts, subcontractors, and service providers engaged in the assignment who have access to personal data are bound by appropriate confidentiality and data protection obligations.
5. Not use personal data collected under this assignment for its own commercial purposes, marketing activities, profiling, or any purpose unrelated to the implementation of this contract.
6. Retain personal data only for as long as necessary to fulfil the contractual purpose or comply with legal obligations and securely delete or anonymise such data thereafter.
7. Promptly notify GIZ of any personal data breach or security incident relating to data processed under this assignment and cooperate in mitigation and reporting activities.
8. Upon request by GIZ, provide reasonable evidence of compliance with applicable data protection requirements.

9. Annexes

- Budget
- Assessment Grid