



Source	IRECRP/ Danish grant
Nr. of reference	2.1.2.4
Category	III

**Terms of Reference
 for international technical assistance
 to organize an international study tour to Denmark
 for young entrepreneurs from Moldova:
 “Learning experience from young foreign farmers”**

Location: Kingdom of Denmark

Timing: September 2016

Length of the assignment: 7 calendar days (including flights to and from Denmark)

Number of participants: ~ 10 people

ABBREVIATIONS

IFAD	International Fund for Agricultural Development
UCIP-IFAD	Consolidated IFAD Program Implementation Unit
IRECR	Inclusive Rural Economic and Climate Resilience Programme
RFSABDP	Rural Financial Services and Agribusiness Development Project
YE	Young entrepreneurs

BACKGROUND

The Inclusive Rural Economic and Climate Resilience Programme, financed by the International Fund for Agricultural Development (IFAD) and implemented by the Consolidated IFAD Program Implementation Unit (CPIU-IFAD), aims to provide access for small- and medium-scale rural-based entrepreneurs to mid and long term financial services. As part of Rural Financial Services activities, the Programme envisages activities of development of young entrepreneurs’ capacity in initiating/developing business activities in rural area.

To attract young entrepreneurs (YE) in developing agribusiness in rural area, IRECR provide long terms investment loans (up to USD 26 000 per project) with 40% grant portion financed by Government of the Kingdom of Denmark, this being the second intervention of Denmark in Moldova. During 2011-2016, with support of IFAD and Denmark, it was financed over 700 projects of young entrepreneurs. As part of post finance training programme, CPIU-IFAD plans to organize a study tour for a group of young entrepreneurs from Moldova to visit Denmark and learn from Danish young farmers.

The study tour will help YE from Moldova to:

- Learn from experience of Danish farmers who manage a business in different sectors of agriculture: production, processing, marketing , service providing;
- Lean about ecological production and production that use environmentally sustainable methods.

- Learn about existing economic and social programs for YE assistance in developing rural business in the country;
- Establish contacts with potential trading partners, supplies, others

SCOPE OF WORK

The CPIU-IFAD will select a local or international consulting company which will assist CPIU -IFAD in organizing the study tour, for 7 calendar days (including flights to and from Denmark), for a group of 10 persons, including the representatives of CPIU-IFAD.

The CPIU-IFAD will select the best Moldovan young entrepreneurs, which have benefited from Danish grant, have good farm indicators and are willing to extend the business. The YE will be selected on competition bases, submitting application for participation on this study tour.

Taking into consideration that Denmark is world famous in crop, animal production, and horticultural production, the participants in the study tour manage in Moldova a business in similar farming area.

ARRANGEMENTS

Under this activity, the CPIU-IFAD will cover the cost of logistic services provided by consulting company, air tickets, accommodations costs, health insurance (7 days) for all participants and per diem only for CPIU representatives.

The consulting company will provide the following services:

- Development and coordination with CPIU the study tour tentative agenda, which should include but not be limited to the minimum requirements listed below;
 - (i) Setting up training program for the group: half day introduction seminar on agriculture and rural development in Denmark, farmer's organizations, producers groups, support programs for youth entrepreneurs, training programs for young entrepreneurs;
 - (ii) Setting up field visits to Danish farmers (preferable youth) from different farming area, *as it was mentioned above*, farmer's cooperatives, processors, packinghouses, traders, farm markets.
- Providing logistics during the Study Tour (booking hotels, organizing airport transfer and local transportation services, interpretation, other as necessary).

Timing

- The period required for carrying out the study visit: 2016, September 10 to 30
- Total days required for travel: max. 7 calendar days (including flights to and from Denmark)

QUALIFICATION REQUIREMENTS AND EXPERIENCE

To be eligible and qualified for participation under this ToR, the company shall meet the following requirements:

- a) be a legal entity, officially registered, resident and non-resident of Republic of Moldova;
- b) have experience in organizing similar study tours, commercial visits, etc;
- c) at least 1 similar visit organized in the period of 2015-2016.

Documents to be included when submitting the proposals

Interested companies are asked to submit their applications, consisting of the following:

- **Technical offer which will include:**
 - (i) registration certificate or other document confirming official registration of company;

- (ii) motivation letter (including the experience of the company in performing similar services, description of similar assignments, etc.);
- (iii) list of similar services provided by company in the last three years (2014-2016) and the cost of services per contract;
- (iv) a preliminary visit and training program for study tour; including profile of companies estimated to visit, people with whom it is intended to meet, place of visits.

▪ **The financial offer will include:**

Detailed financial proposal would detail cost per each type of service provided (transportation cost, interpretation, hosting fees, presentations, etc.).

The cost of services must be provided **in US dollars** at 0% VAT¹.

EVALUATION CRITERIA

The consultant/consulting company will be selected in accordance with the procedures set out in the current edition of IFAD Procurement Guidelines, according to the following:

	Evaluation criteria	Max points
1	Number of visits and training programs organized in the last five years (2011-2016)	25
2	Number of visit and training programs organized for foreign farmer groups	45
3	Preliminary visit and training program for study tour	30
	Total	100

The consulting company will be selected in accordance with the procedures set out in the current edition of IFAD Procurement Guidelines, based on selection method “Quality and Cost-Based Selection (QCBS)”, the final score obtained by each company being composed of 70% of the score for the parameter „Quality” (evaluated based on technical bid) and 30% - score obtained for the parameter „Cost” (established based on financial bid). The financial offer will be opened only if the provided technical offer will pass the minimum technical score of 70 points.

CONDITIONS FOR OFFER’S SUBMISSION

To be considered, interested companies should submit their proposal (technical and financial) in original and a copy in separate sealed envelopes. Each envelope will consist of the technical and financial offer sealed in separate envelopes as well (a total of 2 envelopes, each with 2 envelopes inside). All envelopes (4+1) should be marked with the type of offer it contains, name of the bidder, person, telephone number, e-mail address and the name of the bid he is applying for.

Offers to be submitted to the following address: CPIU-IFAD, 162, Ștefan cel Mare și Sfânt blvd., office 1303, MD-2004 Chisinau, Republic of Moldova no later than **22 August 2016, 10:00**.

Any request for clarification must be sent in writing by standard electronic communication to office@ifad.md.

Additional information

CPIU-IFAD is entitled to cancel the tender at any stage of the competition due to the impossibility of financial coverage or due to unconformity of tenders to the requirements set out in the tender documents or other justified reason.