



## Terms of Reference (ToR)

### Design, Development and Operationalization of a Mobile and Digital Agricultural Extension and Market Linkage Platform (Connecting Farmers to Markets)

Reference Number: ToR-001-06-2026

#### 1. Background.

Consortium of Rural Women for Agribusiness Development Organization (CORWADO) is a national humanitarian and development organization implementing integrated programmes across South Sudan to strengthen resilient food systems, sustainable livelihoods, women's economic empowerment, agribusiness development, Market Systems Development (MSD), financial inclusion, climate resilience, and private sector engagement. CORWADO applies a locally led, gender-transformative, and conflict-sensitive Humanitarian-Development-Peace (HDP) Nexus approach across its programming. Despite agriculture being the primary livelihood for most rural households, smallholder farmers continue to face significant barriers to productivity and market participation. Limited access to agricultural extension services, reliable market information, quality agricultural inputs, financial services, weather information, and structured market opportunities constrains production, increases post-harvest losses, and reduces household incomes. Women, youth, producer groups, cooperatives, and Village Savings and Loan Associations (VSLAs) are particularly affected due to poor access to information and market networks.

Under the Localized Approaches for Food System Transformation (LAST) Project, CORWADO is strengthening climate-smart agriculture, inclusive value chains, financial inclusion, women's and youth economic empowerment, and market systems. As part of this intervention, CORWADO intends to establish an integrated mobile and digital agricultural extension platform that connects farmers with extension workers, agro-dealers, buyers, transporters, financial institutions, government services, and other value chain actors. The platform will improve access to timely agricultural advisory services, weather information, market prices, buyer demand, quality standards, input suppliers, financial opportunities, and digital learning resources, enabling farmers to make informed production, aggregation, and marketing decisions. CORWADO therefore seeks to engage a qualified and experienced service provider to design, develop, deploy, test, and operationalize this platform.

#### 2. Purpose of the Assignment.

The purpose of this assignment is to design, develop, deploy, and operationalize an integrated mobile and digital agricultural extension and market linkage platform that enhances access to agricultural advisory services, market information, financial services, weather information, input suppliers, and structured market opportunities for smallholder farmers under the LAST Project. The platform should provide an inclusive, secure, scalable, and user-friendly digital solution suitable for rural and low-connectivity environments while strengthening collaboration among farmers, extension workers, government institutions, private sector actors, financial service providers, and development partners.

#### 3. Objectives.

The assignment seeks to:

1. Conduct a comprehensive needs assessment and stakeholder mapping.
2. Assess farmers' digital readiness, extension service needs, market information requirements, and communication channels.
3. Design and develop a secure, user-friendly mobile and web-based agricultural extension platform.
4. Develop a digital farmer registration and profiling database.
5. Integrate SMS, WhatsApp, USSD, IVR, web dashboards, and other appropriate communication channels.
6. Develop and integrate climate-smart agriculture advisory content.
7. Integrate market information services including commodity prices, buyer demand, quality standards, aggregation schedules, weather forecasts, and input directories.
8. Facilitate digital linkages between farmers, cooperatives, VSLAs, buyers, transporters, financial institutions, agro-dealers, and government agencies.
9. Build the capacity of CORWADO staff, extension workers, Digital Champions, and platform administrators.
10. Pilot, refine, deploy, and hand over a fully operational platform with sustainability arrangements.

#### 4. Scope of Work.

The selected service provider shall be responsible for the end-to-end design, development, integration, testing, deployment, operationalization, capacity building, and post-deployment technical support of a secure, scalable, and user-friendly mobile and digital agricultural extension and market linkage platform under the Localized Approaches for Food System Transformation (LAST) Project. The platform shall serve as an integrated digital ecosystem that connects smallholder farmers, farmer organizations, cooperatives, Village Savings and Loan Associations (VSLAs), extension workers, agro-dealers, input suppliers, buyers, traders, processors, transporters, financial institutions, government agencies, research institutions, and other agricultural value chain actors. The platform shall facilitate timely access to



agricultural advisory services, climate-smart agriculture information, weather forecasts, market intelligence, financial inclusion services, digital learning resources, and business development support, thereby strengthening agricultural productivity, market participation, resilience, and sustainable livelihoods.

The platform shall be designed to operate effectively in rural, remote, and low-connectivity environments, ensuring accessibility for women, youth, persons with disabilities, and vulnerable farming households. It shall support multiple digital communication channels, including SMS, USSD, Interactive Voice Response (IVR), WhatsApp, mobile applications, web-based dashboards, email notifications (where applicable), and radio linkages, allowing farmers to access information through the most appropriate and affordable communication channels.

The solution shall adopt a user-centered, gender-responsive, inclusive, secure, and scalable design, ensuring ease of use for individuals with varying levels of literacy and digital skills. The platform shall comply with internationally accepted standards for information security, cybersecurity, data privacy, accessibility, interoperability, and digital inclusion, while allowing future expansion and integration with government information systems, private-sector platforms, financial institutions, and other digital agriculture initiatives.

The assignment shall include, but not be limited to, the following components:

1. Inception, Stakeholder Consultation and Needs Assessment.
2. Platform Design and System Architecture.
3. Platform Development and Systems Integration.
4. Farmer Registration and Digital Profiling System.
5. Agricultural Advisory and Knowledge Management System.
6. Market Information and Market Linkage System.
7. Financial Inclusion and Digital Financial Services Integration.
8. Weather Information and Climate Advisory Module.
9. Monitoring, Analytics and Management Dashboard.
10. System Testing, Quality Assurance and Pilot Deployment.
11. Capacity Building, Training and Knowledge Transfer.
12. Documentation, System Handover and Post-Deployment Technical Support.
13. Post-Deployment Technical Support.

## **5. Assignment Methodology.**

The selected service provider shall adopt a participatory, results-oriented, user-centred, and iterative implementation methodology that ensures the successful design, development, deployment, and operationalization of a secure, scalable, and sustainable mobile and digital agricultural extension and market linkage platform. The methodology shall promote close collaboration with CORWADO, government institutions, farmers, private sector actors, financial institutions, and other key stakeholders throughout the assignment to ensure that the platform responds effectively to users' needs and contributes to sustainable agricultural transformation under the LAST Project. The service provider shall apply internationally recognized software development, project management, quality assurance, cybersecurity, and data protection standards while ensuring that the platform remains accessible to rural communities with varying levels of digital literacy and connectivity. Throughout the assignment, the consultant shall integrate principles of gender equality, social inclusion, safeguarding, conflict sensitivity, accessibility, and environmental sustainability to ensure that women, youth, persons with disabilities, and vulnerable farming households are able to benefit equally from the digital solution.

**Phase 1: Inception and Planning:** The assignment shall commence with an inception phase during which the service provider will engage closely with CORWADO to establish a common understanding of the assignment objectives, scope of work, expected outputs, implementation approach, reporting arrangements, and communication protocols. During this phase, the consultant shall review all relevant project documents, existing agricultural extension systems, value chain analyses, and available digital initiatives to gain a comprehensive understanding of the operational context. Based on these consultations, the consultant shall prepare a detailed inception report and implementation work plan outlining the proposed methodology, implementation schedule, staffing arrangements, quality assurance mechanisms, risk mitigation strategies, stakeholder engagement plan, and deliverable timelines. The inception report shall serve as the operational roadmap for implementing the assignment and shall be submitted to CORWADO for review and approval before the commencement of subsequent activities.

**Phase 2: Needs Assessment and Stakeholder Consultations:** Following the inception phase, the consultant shall undertake a comprehensive needs assessment to identify the functional, technical, and institutional requirements of the proposed platform. This assessment shall include consultations with farmers, cooperatives, Village Savings and Loan Associations (VSLAs), extension workers, agro-dealers, buyers, transporters, financial institutions, relevant government agencies, and development partners to understand existing agricultural extension systems, market information gaps, digital literacy levels, communication preferences, and service delivery challenges. The consultant shall also assess ICT infrastructure, internet connectivity, mobile phone accessibility, existing databases, and



opportunities for integrating with current information systems. Findings from the assessment shall be analysed and presented in a detailed Needs Assessment and Stakeholder Mapping Report that will guide the design, functionality, and implementation strategy of the platform.

**Phase 3: Platform Design and Technical Architecture:** Based on the findings of the needs assessment, the consultant shall develop a comprehensive technical and functional design for the digital platform. This phase shall include the preparation of system architecture, database design, user workflows, interface designs, security protocols, data management procedures, hosting arrangements, backup and disaster recovery mechanisms, and integration architecture for all platform components. Particular emphasis shall be placed on designing an intuitive, user-friendly, and scalable system capable of operating efficiently in rural and low-connectivity environments. The platform architecture shall support multiple communication channels, including SMS, WhatsApp, USSD, Interactive Voice Response (IVR), web-based dashboards, and mobile applications, while ensuring interoperability with government systems, financial institutions, and other digital agriculture initiatives.

**Phase 4: Platform Development and Systems Integration:** Upon approval of the system design, the consultant shall proceed with the development, configuration, and integration of all agreed platform components. The platform shall incorporate a digital farmer registration and profiling system, agricultural advisory services, market information services, buyer and supplier directories, weather information, financial inclusion services, reporting dashboards, and administrative modules. Appropriate communication technologies shall be integrated to enable the dissemination of extension messages, market information, weather alerts, and financial information through multiple digital channels. Throughout the development process, the consultant shall apply internationally accepted software engineering standards to ensure system reliability, security, scalability, and ease of maintenance while maintaining close communication with CORWADO to validate progress and ensure alignment with project requirements.

**Phase 5: System Testing, Quality Assurance and Pilot Implementation:** Following completion of the platform development, the consultant shall undertake comprehensive system testing and quality assurance to verify that all components function effectively and meet the agreed technical specifications. Testing shall include functional testing, integration testing, performance testing, security testing, compatibility testing, and User Acceptance Testing (UAT) involving CORWADO staff and selected end users. The consultant shall subsequently implement a pilot deployment of the platform within selected project locations to assess its performance under real operating conditions. Feedback obtained during the pilot phase shall be systematically documented and used to refine system functionality, improve user experience, resolve technical issues, and optimize platform performance before final deployment.

**Phase 6: Capacity Building and Knowledge Transfer:** To ensure long-term sustainability of the platform, the consultant shall implement a comprehensive capacity-building programme for CORWADO staff, extension workers, lead farmers, Digital Champions, and designated platform administrators. Training shall combine practical demonstrations, hands-on exercises, and classroom sessions to strengthen participants' knowledge and skills in platform administration, farmer registration, data management, content management, dashboard utilization, reporting, cybersecurity, troubleshooting, and routine system maintenance. The consultant shall also develop comprehensive user manuals, administrator manuals, standard operating procedures, and technical documentation to facilitate continued operation and future expansion of the platform by CORWADO.

**Phase 7: Final Deployment, Handover and Post-Deployment Support:** Upon successful completion of testing and training activities, the consultant shall deploy the final production version of the platform and formally hand over all project outputs to CORWADO. The handover shall include the complete source code, databases, system documentation, administrator credentials, user manuals, technical specifications, configuration files, and all other intellectual property developed under the assignment. In addition, the consultant shall provide post-deployment technical support for a minimum period of three months to address technical issues, undertake system optimization, correct software defects, provide user support, and strengthen CORWADO's capacity to independently manage and sustain the platform. The assignment shall conclude with the submission of a comprehensive Final Technical Report summarizing activities undertaken, deliverables completed, lessons learned, recommendations for future improvements, and a sustainability roadmap for scaling and institutionalizing the digital platform.

## **6. Assignment Duration and Timeline.**

The assignment is expected to be completed within six (6) to eight (8) weeks (approximately 40–45 working days) from the date of contract signature. The implementation period has been designed to allow adequate time for stakeholder consultations, technical assessments, system design, software development, testing, pilot implementation, capacity building, and final deployment while ensuring the delivery of a high-quality, secure, and sustainable digital agricultural extension platform.



The consultant shall commence the assignment immediately upon contract signature and mobilize the required technical team, equipment, and resources to ensure timely implementation. During the inception phase, the consultant shall prepare a detailed implementation schedule, including key milestones, deliverables, review meetings, quality assurance checkpoints, and reporting timelines, for review and approval by CORWADO.

Implementation shall follow a phased approach to enable continuous technical review, stakeholder validation, adaptive improvements, and quality assurance throughout the assignment. CORWADO shall review and approve each major deliverable before the consultant proceeds to the subsequent phase. Where necessary, the consultant shall incorporate comments and recommendations from CORWADO to ensure that all outputs fully meet the agreed technical specifications and project requirements.

The consultant shall immediately notify CORWADO of any anticipated delays, technical challenges, or risks that may affect the implementation schedule and propose appropriate mitigation measures. Any significant changes to the approved work plan or implementation timeline shall require prior written approval from CORWADO.

The indicative implementation schedule is presented below and may be refined during the inception phase based on the approved methodology and operational requirements.

Phase	Key Activities	Indicative Duration
Phase 1	Inception meeting, document review, work planning, and inception report	3 working days
Phase 2	Needs assessment, stakeholder consultations, ICT assessment, and stakeholder mapping	5 working days
Phase 3	Platform architecture, functional specifications, UI/UX design, and system design	5 working days
Phase 4	Platform development, configuration, systems integration, and content development	15 working days
Phase 5	System testing, quality assurance, User Acceptance Testing (UAT), and pilot implementation	7 working days
Phase 6	Capacity building, user training, preparation of manuals, and knowledge transfer	3 working days
Phase 7	Final deployment, system handover, final reporting, and commencement of post-deployment support	4 working days

The assignment shall culminate in the formal handover of the operational platform, complete technical documentation, source code, databases, administrator credentials, user manuals, and all other agreed deliverables. Following successful acceptance of the platform by CORWADO, the consultant shall provide three (3) months of post-deployment technical support to address system issues, optimize performance, strengthen user capacity, and ensure a smooth transition to full institutional management by CORWADO.

## **7. Roles and Responsibilities.**

Successful implementation of this assignment will require close collaboration between CORWADO and the selected service provider throughout the design, development, testing, deployment, and operationalization of the digital agricultural extension and market linkage platform. Both parties shall work in a transparent, collaborative, and results-oriented manner to ensure that the platform is delivered within the agreed scope, timeline, budget, and quality standards. The responsibilities outlined below define the minimum obligations of each party and shall form the basis for implementation, coordination, reporting, review, and acceptance of all deliverables.

### **1. Responsibilities of CORWADO:**

CORWADO shall provide overall strategic leadership, technical oversight, coordination, and contract management throughout the assignment. The organization shall facilitate implementation by ensuring timely access to project information, stakeholders, and operational support necessary for successful delivery of the consultancy.

Specifically, CORWADO shall:

1. Provide overall contract management and serve as the primary focal point for the assignment.
2. Share relevant project documents, reports, assessments, value chain analyses, agricultural extension materials, communication strategies, and other information necessary to support implementation.
3. Facilitate coordination and engagement with farmers, cooperatives, Village Savings and Loan Associations (VSLAs), extension workers, government ministries and departments, financial institutions, agro-dealers, buyers, transporters, private-sector partners, and development partners.



4. Support the consultant in arranging field visits, stakeholder consultations, workshops, focus group discussions, training sessions, and pilot implementation activities.
5. Review all technical deliverables and provide timely comments, recommendations, and approvals in accordance with the agreed implementation schedule.
6. Ensure that the proposed platform aligns with CORWADO's strategic priorities, branding requirements, safeguarding policies, data protection standards, and institutional procedures.
7. Participate actively in system demonstrations, quality assurance reviews, User Acceptance Testing (UAT), pilot implementation, and validation exercises.
8. Nominate technical focal persons and system administrators who will work closely with the consultant during platform development and implementation.
9. Facilitate participation of relevant staff in training programmes, knowledge transfers sessions, and platform administration activities.
10. Verify that all contractual obligations have been fulfilled before approving final acceptance of the platform.
11. Monitor overall assignment performance and ensure that implementation remains aligned with the approved Terms of Reference, work plan, budget, and contractual obligations.

### **8.2 Responsibilities of the Service Provider.**

The selected service provider shall assume full responsibility for the technical design, development, deployment, testing, documentation, training, and operationalization of the mobile and digital agricultural extension and market linkage platform. The service provider shall execute the assignment professionally, ethically, and in accordance with internationally recognized standards for software development, cybersecurity, project management, quality assurance, and digital service delivery.

Specifically, the service provider shall:

1. Mobilize a qualified multidisciplinary technical team and all necessary resources required to implement the assignment.
2. Conduct the inception phase, needs assessment, stakeholder consultations, technical analysis, and system design in accordance with the approved methodology.
3. Design, develop, configure, integrate, test, and deploy the digital platform and all agreed system modules and functionalities.
4. Ensure that the platform is secure, scalable, reliable, user-friendly, mobile-responsive, and suitable for operation in rural and low-connectivity environments.
5. Develop and integrate all required communication channels, including SMS, USSD, WhatsApp, Interactive Voice Response (IVR), web-based dashboards, and other approved digital solutions.
6. Develop and upload agricultural advisory content, market information resources, user guides, and digital learning materials.
7. Apply internationally accepted standards for information security, cybersecurity, data privacy, accessibility, interoperability, and software quality assurance.
8. Conduct comprehensive system testing, User Acceptance Testing (UAT), pilot implementation, and system optimization prior to final deployment.
9. Prepare all required technical documentation, user manuals, administrator manuals, Standard Operating Procedures (SOPs), installation guides, and maintenance documentation.
10. Conduct capacity-building programmes for CORWADO staff, extension workers, Digital Champions, platform administrators, and other designated users.
11. Submit all agreed deliverables in accordance with the approved work plan and reporting schedule.
12. Maintain strict confidentiality of all project information, institutional records, beneficiary data, and any confidential information accessed during the assignment.
13. Immediately notify CORWADO of any technical, operational, financial, or security risks that may affect implementation and recommend appropriate mitigation measures.
14. Provide post-deployment technical support, troubleshooting, bug fixing, system optimization, and user support for the agreed warranty period.
15. Handover all source code, databases, administrator credentials, configuration files, technical documentation, licences (where applicable), and other intellectual property developed under the assignment.

### **8.3 Joint Responsibilities.**

CORWADO and the service provider shall maintain regular communication throughout the assignment to ensure timely decision-making, effective coordination, and continuous quality improvement. Both parties shall:

1. Hold regular technical review and progress meetings throughout implementation.
2. Share information and documentation in a timely manner.
3. Jointly review deliverables and provide constructive feedback.



4. Ensure compliance with agreed timelines and quality standards.
5. Address implementation challenges through collaborative problem-solving and adaptive management.
6. Promote transparency, accountability, mutual respect, and professional conduct throughout the assignment.
7. Ensure that all activities comply with applicable safeguarding, gender equality, social inclusion, data protection, cybersecurity, environmental sustainability, and "Do No Harm" principles.

#### **8.4 Reporting and Communication Arrangements:**

The service provider shall report directly to the designated CORWADO Head of Programmes and Field Based Programme Manager or Technical Focal Person. Formal progress updates shall be submitted in accordance with the approved work plan and shall include progress against milestones, completed activities, emerging risks, mitigation measures, and planned next steps. CORWADO reserves the right to request additional progress meetings, technical demonstrations, or revisions to deliverables where necessary to ensure that the platform fully meets the objectives and quality standards of the assignment before final acceptance.

#### **8. Required Qualifications, Experience and Submission Requirements.**

CORWADO invites qualified and experienced firms, organizations, or consulting consortia with demonstrated expertise in digital agriculture, ICT for Development (ICT4D), software engineering, and digital service delivery to submit proposals for this assignment. The successful service provider shall demonstrate the technical capacity, institutional experience, and professional expertise necessary to design, develop, deploy, and support a robust, secure, and scalable digital agricultural extension and market linkage platform. Prospective service providers are expected to demonstrate a proven track record in delivering similar assignments for governments, international organizations, development partners, NGOs, research institutions, or private-sector clients. Preference will be given to firms with experience implementing digital agriculture solutions in fragile, conflict-affected, or low-connectivity environments, particularly in Sub-Saharan Africa.

#### **9.1 Organizational Qualifications and Experience.**

The service provider shall demonstrate the following minimum qualifications:

1. Be a legally registered company, consulting firm, consortium, or organization authorized to operate in its country of registration.
2. Have a minimum of five (5) years of demonstrated experience in designing, developing, implementing, and maintaining digital platforms, mobile applications, management information systems (MIS), ICT4D solutions, or agricultural technology systems.
3. Demonstrate proven experience working with NGOs, UN agencies, government institutions, research organizations, donor-funded programmes, farmer organizations, cooperatives, or private-sector actors.
4. Demonstrate experience in designing and implementing digital agriculture solutions, agricultural information systems, e-extension platforms, market information systems, farmer registration systems, financial inclusion platforms, or comparable ICT solutions.
5. Successfully completed at least three (3) assignments of similar scope and complexity within the last five years, supported by client references, completion certificates, or recommendation letters.
6. Demonstrate institutional capacity to provide post-deployment technical support, maintenance, and system enhancement services.

#### **9.2 Technical Capacity.**

The service provider shall demonstrate technical expertise in the following areas, as applicable to the proposed solution:

1. Mobile application development (Android and web-based applications).
2. Web application development and management.
3. Database design, development, and administration.
4. Cloud computing and hosting services.
5. Dashboard design and business intelligence.
6. Geographic Information Systems (GIS) and GPS integration.
7. API development and third-party system integration.
8. SMS, USSD, WhatsApp Business API, and Interactive Voice Response (IVR) integration.
9. Cybersecurity and secure software development.
10. Data protection, privacy, and information security.
11. User Interface (UI) and User Experience (UX) design.
12. Quality assurance and software testing.
13. Digital content management systems.
14. System administration and technical support.

#### **9.3 Technical Proposal Requirements.**

The Technical Proposal shall include, at a minimum:



1. Cover letter expressing interest in the assignment.
2. Company profile and organizational background.
3. Demonstrated understanding of the assignment.
4. Proposed technical approach and implementation methodology.
5. System architecture and proposed platform design.
6. Description of platform features and functionality.
7. Software development methodology.
8. Data protection and cybersecurity approach.
9. Quality assurance and testing strategy.
10. Training and capacity-building approach.
11. Sustainability and maintenance strategy.
12. Detailed implementation schedule and work plan.
13. Risk assessment and mitigation plan.
14. Description of the proposed technical team and their roles.

#### **9.4 Financial Proposal Requirements.**

The Financial Proposal shall provide a detailed cost breakdown covering all costs associated with the assignment, including but not limited to:

1. Professional fees.
2. Personnel costs.
3. Software development.
4. System configuration and integration.
5. Testing and quality assurance.
6. Training and capacity building.
7. Documentation.
8. Deployment and commissioning.
9. Travel and logistics (where applicable).
10. Maintenance and post-deployment technical support.
11. Applicable taxes and statutory obligations.

#### **9.5 Supporting Documentation.**

Applicants shall submit the following supporting documents:

1. Certificate of Incorporation or Business Registration.
2. Valid business license.
3. Tax Compliance Certificate.
4. Company profile.
5. Organizational structure.
6. CVs of all proposed key personnel.
7. Portfolio of similar assignments.
8. Client reference letters or completion certificates for comparable assignments.
9. Evidence of technical certifications, partnerships, or accreditations (where applicable).
10. Signed declaration confirming the accuracy of the information provided.

#### **9.6 Eligibility and Compliance.**

The successful service provider shall demonstrate compliance with all applicable legal, ethical, and professional standards throughout the assignment. By submitting a proposal, applicants confirm that they:

1. Are legally eligible to enter into a contractual agreement with CORWADO.
2. Have no known conflicts of interest that may affect the impartial implementation of the assignment.
3. Will comply with CORWADO's policies on safeguarding, prevention of sexual exploitation, abuse and harassment (PSEAH), anti-fraud, anti-corruption, and data protection.
4. Will maintain the confidentiality of all project information and intellectual property accessed during the assignment.
5. Will comply with all applicable national laws and regulations governing the execution of the assignment.

### **9. Evaluation and Selection Criteria**

All proposals received shall undergo a competitive evaluation process based on the Quality and Cost-Based Selection (QCBS) methodology. The evaluation shall be conducted by an Evaluation Committee appointed by CORWADO in accordance with its procurement policies and procedures. The evaluation process is intended to identify the proposal that offers the best overall value by balancing technical quality, organizational capacity, relevant experience, and financial competitiveness. Only proposals that are complete, responsive to the Terms of Reference, and submitted within the specified deadline shall be considered. The evaluation shall be conducted in three sequential stages:

#### **Stage 1: Preliminary Examination**

During the preliminary examination, proposals shall be reviewed to determine whether they are complete and substantially responsive to the requirements of the solicitation. The committee shall verify that:

1. The proposal has been submitted before the closing date and time.
2. All required documents have been provided.



3. The applicant meets the minimum eligibility requirements.
4. The proposal has been signed by an authorized representative.
5. The proposal substantially complies with the requirements of this Terms of Reference.

CORWADO reserves the right to request clarification on minor administrative issues that do not materially alter the content of the proposal.

**Stage 2: Technical Evaluation**

Only proposals that successfully pass the preliminary examination shall proceed to the technical evaluation stage.

The technical proposal shall be evaluated against the following criteria:

<b>Technical Evaluation Criteria</b>	<b>Maximum Score</b>
Understanding of the assignment, project context, and objectives	10%
Technical approach, methodology, innovation, and implementation strategy	30%
Relevant organizational experience and past performance on similar assignments	20%
Qualifications, expertise, and experience of the proposed key personnel	15%
Work plan, implementation schedule, quality assurance, and risk management approach	5%
<b>Total Technical Score</b>	<b>80%</b>

**Stage 3: Financial Evaluation**

Financial proposals shall only be opened and evaluated for bidders who have achieved the minimum technical score.

The financial evaluation shall consider:

1. Overall cost competitiveness.
2. Cost-effectiveness.
3. Value for money.
4. Consistency between the technical and financial proposals.
5. Completeness of the proposed budget.
6. Realism of cost estimates.
7. Sustainability of the proposed maintenance and support costs.

The financial proposal shall contribute **20%** of the overall evaluation score.

**Clarifications and Due Diligence**

During the evaluation process, CORWADO may, where necessary:

1. Request written clarifications from applicants.
2. Verify references and previous assignments.
3. Contact previous clients to confirm performance.
4. Verify the qualifications and availability of proposed personnel.
5. Request demonstrations or presentations of proposed digital solutions.
6. Conduct due diligence on the applicant's financial and organizational capacity.

Requests for clarification shall not be construed as an opportunity for bidders to modify the substance of their proposals.

**Reservation of Rights**

CORWADO reserves the right to:

1. Accept or reject any proposal, in whole or in part.
2. Cancel or amend the procurement process at any stage without incurring liability.
3. Negotiate with the highest-ranked bidder where appropriate.
4. Request additional information or clarification during the evaluation process.
5. Award the contract in full or in part, depending on project requirements and available funding.
6. Not award the contract if no proposal is considered technically or financially suitable.

The decision of CORWADO shall be final and binding, and no correspondence regarding the outcome of the evaluation process shall be entered into beyond official notification of the results.

**10. Submission Requirements and Application Procedures.**

Completed proposals shall be submitted either electronically or as hard-copy submissions.

**Electronic Submission**

Proposals shall be submitted by email to: Email: [tender@corwado.org](mailto:tender@corwado.org) and CC [omwony.sebit@corwado.org](mailto:omwony.sebit@corwado.org) and [otema.francis@corwado.org](mailto:otema.francis@corwado.org). The email subject line shall clearly state: "ToR-001-06-2026 - Design, Development and Operationalization of a Mobile and Digital Agricultural Extension and Market Linkage Platform [Company/Your Name]" Applicants are advised to submit all documents in **PDF format**, with editable versions of the Technical and Financial Proposals available upon request.

**Hard-Copy Submission:** Applicants may alternatively submit sealed hard-copy proposals clearly marked: **ToR- 001-06-2026 - Design, Development and Operationalization of a Mobile and Digital Agricultural Extension and Market Linkage Platform**



Consortium of  
Rural women for  
Agribusiness  
Development  
Organization  
(CORWADO)

**Empowering Communities for  
Sustainable Growth and Prosperity**

Address submissions to:

**Procurement Department**

**Consortium of Rural Women for Agribusiness Development Organization (CORWADO)**

**Office, Gudele Road, Block 9, adjacent to Pity Oil Petrol Station, 200 metres off Block 5 Road, opposite George New Pharmacy, Juba, South Sudan**

**Submission Deadline: 10th July 2026 at 4:30 PM Central Africa Time (CAT)**

For enquiries regarding submission procedures only, applicants may contact: **Telephone:** +211 (0) 926 434 296 or +211 (0) 925 090 099

**Note:** Requests for clarification regarding this Terms of Reference shall be submitted in writing to [tender@corwado.org](mailto:tender@corwado.org) no later than **Three (3) working days** before the proposal submission deadline. Responses to requests for clarification may be shared with all prospective applicants where appropriate to ensure fairness and transparency.