

TERMS OF REFERENCE (TOR)**Consultancy for provision of technical training in fisheries in Old Fangak, Pibor and Tonga.**

1. SUMMARY OF CONSULTANCY

Project Output:	Strengthened coping capacity of food insecure returnee and vulnerable host families to sustainably produce and access food, through technical training for fisher folks in fish processing and fishing methods
Location :	Old Fangak & Pibor in former Jonglei Sate and Tonga, Panyikang County in former Upper Nile State
Application Deadline :	10 th October 2019, Midnight- South Sudan Time
Type of Contract :	Consultancy Firm
Post Level :	Open (National and International Consultancy Firms)
Languages Required :	English Language (Advanced language skills level)
Starting Date :	28 th October 2019
Duration of Assignment :	45 days

2. PURPOSE OF THE CONSULTANCY:

The purpose of this consultancy is to provide technical training for 1,080 fisher folks (27 fishing groups) in appropriate fishing and fish processing methods in different locations ie. Old Fangak, Pibor and Tonga.

3. BACKGROUND

Finn Church Aid is a faith-based organisation founded in 1947. FCA is the largest Finnish development cooperation organisation and the second largest provider of humanitarian aid. FCA operates in around 15 countries in Asia, Africa and the Middle East. We work with the poorest people, regardless of their religious beliefs, ethnic background or political convictions. Our operation includes long-term development cooperation, humanitarian assistance and advocacy, and we operate around three thematic areas: Right to Quality Education, Right to Livelihoods and Right to Peace. Finn Church Aid is a member of ACT Alliance.

4. JUSTIFICATION

FCA is currently implementing humanitarian livelihood project in Fangak, Pibor and Tonga, funded by Ministry for Foreign affairs Finland. The project runs from April 2019 to March 2020, the overall goal is to contribute to strengthened community coping capacity through improved food security, livelihood opportunities and basic education for returnees and vulnerable host families in Jonglei and Upper Nile State. The project specific objective is to secure safe and life-saving access to food and livelihood opportunities for returnee and vulnerable host families. As a component of fisheries support, this project is aiming at providing fishing gear and technical training for 1080 fisher folks, including provision of 20 fishing canoes to support productivity, and establishment of 27 informal fishing groups.

Communities in Fangak, Pibor and Tonga practice fishing as secondary source of livelihoods. However, fishery plays an important role in improving food and nutritional needs, and as well a reliable source of economic development. The main challenges facing fishing communities in target areas include weak infrastructure and inadequate institutional capacity in terms of human resource, limited availability of fishing gear, lack of knowledge and skills in fishing and fish handling. In addition, post-harvest loss is very high due to lack of knowledge and use of inappropriate fishing methods/handling, preservation/storage and other post-harvest practices. In a bid to ensure quality, FCA will contract consultant(s) to provide technical training for 1,080 fisher folks (men and women) working in 27 organized informal groups. The consultant(s) will

organize 2-day training sessions for each group, closely coordinated with FCA field project staff and officials from the State or County department of Animal Resources and Fishery.

5. DUTIES AND RESPONSIBILITIES OF THE CONSULTANCY

The technical fisheries training is in-built in the project implementation framework. The objective is to increase skills and knowledge of target beneficiaries, and contribute to improved access to livelihood opportunities.

- The technical fisheries training takes place in different locations in Old Fangak, Pibor and Tonga.
- The consultant will work closely with FCA Humanitarian Program Officer in Juba, and Livelihood Officers based in project locations during the period of assignment.
- The consultant will organize beneficiaries (1,080-fisher folks) into 27 groups of 40 members each. The groups will undergo two (2) day training sessions

6. OBJECTIVE OF TRAINING

The main objective of the training is to equip participants with knowledge and practical skills on different aspects of fish handling, preservation and processing to produce different value added products. By end of training, participants should demonstrate the following skills:

- Sound knowledge on basic principles of hygiene and sanitation, to enable better handling and preservation of fish and fish products.
- Better understanding of value addition of fish through hygiene and sanitation, and improved processing and preservation methods.
- Improved knowledge and technical skills on production of good quality fish products, including sun drying, slating and smoking methods.
- Increased understanding of contemporary fish management techniques and reduction of post-harvest loss.
- Benefits of working in a team environment and understanding the requirements/benefits of consistent approaches to fish processing and preservation.
- Improved understanding on marketing channels and benefits of collective marketing.

7. MODE OF THE TRAINING

The following methods of training are proposed, although the consultant may include additional methods as deemed necessary

- Before engaging participants in technical training, consultant will conduct training needs assessment to ascertain existing knowledge, capacities and expectations.
- Training methodology should be 90% practical and 10 % theory.
- Ensure training language is simple (no strong vocabulary), and translated to local language
- Cluster participants in small manageable working groups during practical sessions
- Engage participants in all practical activities, demonstrations and exercises
- At the end of each training session, assess participants to understand the level of knowledge gained through practical questions.
- Keep daily records of participant attendance.
- At the end of each module, assess learning ability and skills gained by participants.
- After completion, evaluate participants to measure progress, and whether expectations were met

8. METHODOLOGY ADOPTED.

Training methodology involves face-to-face, participatory sessions (practical and theoretical), with 1080 fisher folks. In addition, for each location, training should involve at least two (2) FCA project Staff, five (5) community mobilizers and two (2) officials from county department of fisheries. The consultant organizes two (2) day training sessions for each group, and during training, two groups merge together to undergo a single facilitation. In addition, the consultant is required to set a timetable covering topics and milestones as a guide for training sessions.

FCA Humanitarian Program Officer is the focal person to support coordination, planning, organizing, implementation and monitoring progress. Field Livelihood Project Officers will provide support at project locations, which includes information related to beneficiaries, project sites and coordination with local authorities.

9. THE ASSIGNMENT PROCESS AND TIMELINES (SUGGESTED TRAINING MODULE)

Assignment planned for November – December 2019 (estimate 45 days). The program may involve major topics as detailed below. However, the consultant is required to develop a detailed training plan, including topics in the technical proposal, agreed upon prior to submission of the inception report.

#	Topic
1	Environmental sanitation and personal hygiene of fish handling <ul style="list-style-type: none"> • Safety and hygiene • Maintaining processing area • Instruction on disposal of solid and liquid wastes
2	Different fish species <ul style="list-style-type: none"> • Identify the common fish species • Know the name of fish species available in their area • Fish grading etc. • Difference of fat and lean fish • Fish Habitat
3	Fish preservation techniques using <ul style="list-style-type: none"> • Sun drying • Wet salted method • Smoking • Others (please specify)
4	Storage and packaging for long duration transport <ul style="list-style-type: none"> • Traditional storage structures (advantage and disadvantages)- How to construct small storage facilities • Factors influencing storage practices • Types of improved storage structures • Methods of practicing good store hygiene • Fish transportation • Knowledge of using available transport means in the area
5	Marketing channels and benefits of collective marketing

10. EXPECTED DELIVERABLES:

Inception report: Consultant prepares an inception report with details of the technical training, and submits to FCA Humanitarian Programme Officer HPO for review and approval. The inception report should include training methodology, content, scope of work, work plan, timeframe/schedule of tasks and deliverables, with clear responsibilities for each task.

Draft report: Consultant prepares draft report, submits to FCA HPO and HC for review and comments, which includes checking for technical compliance. FCA Humanitarian team reviews and provides comments within 3 days of receiving the draft, and reverts to consultant.

Final report: Consultant submits final report within 5 days after receiving comments from FCA.

11. PROPOSED PAYMENT SCHEDULE.

Consultancy fee paid upon completion of the following milestones.

- 20 % after adoption of the inception report
- 30 % after presentation of the draft report
- 50 % after the approval of the final report

The consultancy fee is subject to statutory deduction in accordance with South Sudan Financial ACT 2017/18, section 53 of the Taxation Amendment ACT 2016.

NOTE: The contract price remains fixed regardless of changes in the cost components.

12. Required Qualification, Expertise and Experience

The consultant should possess the following requirements:

- Master's degree or Bachelor of Science in Fisheries and Aquaculture
- More than 5 years of experience in delivering similar consultancy assignments with reputable clients/organizations.
- Extensive expertise, knowledge, and experience in fisheries based livelihoods in humanitarian context.
- Fluency in English, practical knowledge of the project area and local language is an added advantage.

Selection Criteria

FCA procurement committee will evaluate applications based on **Quality and Value for Money** (combined scoring method). Technical proposal evaluated at 70% score, financial proposal at 30% score.

Consultant submits the final report to Humanitarian Coordinator by 25th December 2019.

General Guidelines.

- Consultant may suggest a modified training module keeping in view past experience along with the proposal. However, total duration should remain about four to five working days.
- FCA covers fully transport (flight) costs and accommodation for the consultant(s). Budget does not include provision of refreshment to participants
- Detailed list of training materials is required, which covers the entire training period/program.

HOW TO SUBMIT TECHNICAL AND FINANCIAL PROPOSAL.

- Please note, the financial proposal should be prepared separately in a separate set of documents. The same applies to the technical proposal.
- Submit your proposal by email to Procurement.Ssuco@kua.fi. However, applicants are encouraged to hand deliver their proposals and drop in the tender box at the reception/security area at Finn Church Aid (FCA) office in Juba located at Juba Na Bari Area, Behind Midan Rembo along Bilpham Road.
- Deadline for submission **10th October 2019**