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|  **USAID Resilience through Agriculture in South Sudan Activity (RASS)****REQUEST FOR PROPOSALS (RFP)****Issue Date: December 19, 2024****Deadline: January 10, 2025****Request No: #RFP-RASS-24-008**

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| --- |
| **Recruitment of Consultancy Firm or individuals to conduct Local blacksmith training on the production of agricultural inputs, farm tools including ox-plough spare parts for DAI/RASS Activity in 9 Counties**  |
|  |

**NOTICE**: Prospective Consultancy firm or individual who has received this document from a source other than the RASS Activity should immediately contact **rass\_procurement@rassactivity.org**and provide their name and mailing address so that any amendments to this RFQ or other solicitation-related communications can be sent directly to them. Any prospective Consultancy firm or individual who fails to register their interest with DAI/RASS assumes complete responsibility if they do not receive communications before the closing date of this RFQ. Any amendments to this solicitation will be issued via email. **Issuance of this RFQ in no way obligates DAI to award the Consultancy Firm or individual an Agreement and the Firm or individual will not be reimbursed for any costs associated with the preparation of their application. No discussions or negotiations are permitted with firms or individuals under this RFQ. Consultancy firms or individuals shall submit their best and final price.** |

# Request for Qualifications – Consultancy Firm or individual recruitment.

**Overview:** DAI Global LLC, a legally registered company in South Sudan and implementer of the USAID-funded Resilience through Agriculture in South Sudan (RASS) Activity, hereby invites eligible Firms or individuals to **conduct Local blacksmith training on the production of agricultural inputs, farm tools including ox-plough spare parts** **in the Nine(9) RASS Counties of Akobo, Panyijar, Pibor, Duk, Baliet, Wau, Jur River, Kapoeta North and Budi.** The RASS Activity will improve food security and community household recovery and resilience in 13 target counties, reducing long term reliance on humanitarian assistance (HA).

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| 1. **RFQ No.**
 | **RFP-RASS-24-008** |
| 1. **Issuance Date**
 | **December 19, 2024** |
| 1. **Title**
 | **Local Blacksmith training on production of Agric. Inputs, farm tools, and Ox-Plough Spare Parts in 9 RASS Counties**  |
| 1. **Issuing Office**
 | DAI Global LLC USAID-funded RASS Activity Afex Camp River, Hai Malakal, Along Side Nile River, Juba, South Sudan  |
| 1. **Email Address for Submission of Quotations**
 | All Proposals/Applications must be submitted by email to**rass\_submissions@rassactivity.org** with “**Local Blacksmith Training Consultancy**” in the email subject line. Any other form of submission will not be accepted.  |
| 1. **Deadline for Receipt of Applications**
 | **January 10, 2025 (17:00 CAT)** **Late submissions will not be accepted.**  |
| 1. **Submission of Questions / Clarification Requests**
 | Consultancy firms/Individuals may submit questions and requests for clarifications by email no later than 2nd January 2025**, at 17:00 CAT.** Please only submit questions to: **rass\_procurement@rassactivity.org**. All questions received will be compiled and answered in writing and distributed to all registered Firms or Individual Consultants.  |
| 1. **Anticipated Award Type**
 | **DAI anticipates awarding a Firm f**ixed-price **Consultancy or individual Agreement (ICA) for the services** |
| 1. **Basis for Award**
 | Any application that does not meet the technical minimum score of 70 out of 100 points will be rejected. Any application that does not meet the mandatory criteria set out in Attachment B will be rejected. Firms or individual candidates that meets the selection criteria will be invited for an interview.To be considered for award, the Consultants firms or individual must follow the instructions provided in this RFQ, submit a complete application (see section 11), and meet all the requirements identified in Sections 10, 12 and 13 prior to award.  |
| 1. **Technical Specifications and Requirements**
 | See Attachment A – Terms of references.See Attachment B – Evaluation criteria  |
| 1. **Complete Applications Response**
 | A complete submission in response to this RFQ includes: 1. Attachment C – Application submission form

 Form 1. CV with relevant attachments Form 2. Financial Proposal Form 3. Past Performance References  |
| 1. **General Instructions to Consultants**
 | * **Each eligible** and interested consultancy firm or individual is responsible for reading very carefully and understanding fully the terms and conditions of this RFP. Failure to do so will be at the firm’s or individual risk.
* All communications regarding this solicitation are to be made solely through the Issuing Office and must be submitted via email.
* If this RFP solicitation is amended, then all terms and conditions not modified through the amendment shall remain unchanged.
* By applying, the interested consultant or firm fully understands that their proposal must be valid for **90 days**, which shall be indicated in the cover letter submission.
* Prior to any award the Offeror must meet all determination of responsibility requirements as listed in Box 13.
* Consultants or firms shall submit applications Individual consultants or firms shall complete Attachment B: Price Schedule template in United States Dollars (USD) only
 |
| **13. Anti-Corruption and Anti-Bribery Policy and Reporting Responsibilities** | DAI conducts business under the strictest ethical standards to assure fairness in competition, reasonable prices and successful performance or delivery of quality goods and equipment. **DAI does not tolerate the following acts of corruption:*** Any requests for a bribe, kickback, facilitation payment or gratuity in the form of payment, gift or special consideration by a DAI employee, Government official, or their representatives, to influence an award or approval decision.
* Any offer of a bribe, kickback, facilitation payment or gratuity in the form of payment, gift or special consideration by an offeror or subcontractor to influence an award or approval decision.
* Any fraud, such as mis-stating or withholding information to benefit the offeror or subcontractor.
* Any collusion or conflicts of interest in which a DAI employee, consultancy firm or individual, or representative has a business or personal relationship with a principal or owner of the offeror or subcontractor that may appear to unfairly favor the offeror or subcontractor. Subcontractors must also avoid collusion or conflicts of interest in their procurements from vendors. Any such relationship must be disclosed immediately to DAI management for review and appropriate action, including possible exclusion from award.

These acts of corruption are not tolerated and may result in serious consequences, including termination of the award and possible suspension and debarment by the U.S. Government, excluding the offeror or subcontractor from participating in future U.S. Government business.Any attempted or actual corruption should be reported immediately by either the offeror, subcontractor or DAI staff to:* Toll-free Ethics and Compliance Anonymous Hotline at (U.S.) +1-503-597-4328
* Hotline website – www.DAI.ethicspoint.com, or
* Email to Ethics@DAI.com
* USAID’s Office of the Inspector General Hotline at hotline@usaid.gov

By signing this proposal, the offeror confirms adherence to this standard and ensures that no attempts shall be made to influence DAI or Government staff through bribes, gratuities, facilitation payments, kickbacks or fraud. The offeror also acknowledges that violation of this policy may result in termination, repayment of funds disallowed by the corrupt actions and possible suspension and debarment by the U.S. Government. |

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**Attachment A**

**TERMS OF REFERENCES**

**1) RASS ACTIVITY DESCRIPTION**

The Resilience through Agriculture in South Sudan (RASS) Activity is a four-year USAID-funded project implemented by DAI Global LLC and two sub-contractors: CARE International, International and Fertilizer Development Center (IFDC) aimed at improving food security and community household recovery and resilience across 13 counties in Western Bahr el Ghazal, Unity, Upper Nile, Jonglei, Western Equatoria, Eastern Equatoria and Lakes States in-line with USAID strategic framework for South Sudan. To achieve this, RASS employs a resilience pathways approach to improve the effectiveness of local systems and strengthen the capacities of community groups to achieve gender-responsive and diversified market-sensitive agriculture production; facilitate increased production of diverse nutritious foods by strengthening productivity, reducing food loss, and improving nutrition behaviors; strengthen and expand household and community opportunities for sustainable, locally driven livelihoods; and enhanced private sector productivity of honey and shea nuts value chains. Gender Equality, Youth, and Social Inclusion (GEYSI) and Social Behavior Change Communication (SBC) are integral to RASS programming. The work is aimed at transitioning communities from humanitarian assistance to a phase of inclusive development assistance and economic growth.

The RASS Project works closely with other United States Government funded projects as well as collaborate with other United Nations (UN) Agencies and Funds, International Non-Governmental Organizations (INGOs), and National Non-Governmental Organizations (NNGOs) to ensure maximum benefit to the communities and minimal duplication of assistance.

1. **Context, Scope, and General Technical Requirements.**

Blacksmiths have a long history in South Sudan though most of them are socially excluded castes. Most of their work is still congregating at the outskirts of towns and villages, practicing their trade in an isolated, subsistence manner. In addition to existing marginalization at social periphery, the blacksmiths faced the added vulnerabilities of drought, famine, armed conflict, and displacement. Through their trade – passed down from generation to generation – and a unique, long-standing, and evolving relationship among themselves, they have been able to forge through their social, economic, and political adversity. The main constraints to the business model include insufficient market information, basic physical infrastructure, necessary knowledge and skills, and insecurity. This had much impact on blacksmithing today because it lowered productivity caused by the labor-intensive nature of the work, lack of availability of manual labor, low social status of the occupation, non-availability of raw materials and lack of support services from the government, international development organizations, rural and financial institutions.

The most worrying factor is that the younger generation are abandoning the traditional craft of blacksmithing for more attractive and socially acceptable versions of the job such as garage mechanics, welding, and similar occupations. Blacksmithing activity remains as an important craftmanship in rural areas of developing countries like South Sudan where farmers access to agricultural input is a prodigious encounter scorn increase food insecurity and climate change effects. Supporting the development of blacksmith industry remain a priority for rural agricultural sector due to its ability to make hoes, maloda, knives, axes, and other important tools such as spears and arrows.

* 1. **Project Beneficiaries**

A total of 90 blacksmiths will be trained from 9 counties and provided with tool kids and raw materials to enable work with others in the group. Once they are trained; they will be able to improve the quality of farm inputs and tools produced by the groups. In each of the above stated counties, 10 local community-based blacksmith or artisans will be trained including women where necessary.

* 1. **Objective**

This activity will be implemented in 9 of the identified counties for Year III because of rural setting which pose threats to access to agricultural inputs and tools by local farmers and blacksmith lacking raw materials for enhanced production. The objective is to sure local blacksmiths and artisans attained the request skills, knowledge, and expertise to local produce quality agricultural tools, and implements that are accessible to vulnerable farming communities at affordable costs.

* 1. **Geographical Locations**

This activity is scheduled to happen in 9 RASS targeted counties in Year III: Akobo, Baliet, Budi, Duk, Jur River, Kapoeta North, Panyijar, Pibor, and Wau counties. The areas are assessed to have difficulties in accessing farm inputs and tools for local farmers because existing agricultural input systems are not well developed. Strengthening local input supply system or chain will enhance future sustainability. This activity will be facilitated by a Subcontractor /Individual consultants that will conduct the training of ten (10) blacksmiths or artisans who will then be engaged in metal fabrication and crafting of local farm tools, inputs, and ox-plough parts.

* 1. **Methodology and Approach**

The RASS activity with support the identification and registration of blacksmiths and artisans to be trained in the counties. The field personnel with conduct a quick capacity and gap assessment among selected blacksmiths and artisans before a training is designed for them using a Subcontractor/Individual Consultants. Capacity and needs assessment will inform the nature of training to be conducted to local trainees. During the training, the master trainer is expected to have a training module or guide to help him or her to provide relevant training among selected beneficiaries.

This kind of training consists of tutorial and practical sessions in which trainees watch and observe what is being done by the facilitators and apply the content in a practical or participative manner. The methodologies must be conducive to adult learning, participatory, consisting of presentation, focus group discussion, presentation, and demonstration, and should simulate further inquiry on the part of the participants. For example, rather than simply imparting information, they should seek to learn from the participants' experiences. During the completion of the training, a facilitator is expected to gather feedback for participants for future programming.

1. **Role of Blacksmith Trainers**

While seeking for experienced and motivated candidate to provide training of blacksmith in metal fabrication and local manufacture of farm tools and implement, its important to hire blacksmiths who can provide special skills, and knowledge that the local blacksmiths could employ to improve quality products that are on demand by local communities. The blacksmith trainers should be able to provide the following support to trainees.

* Provide workshop practice regulations and safety measures to trainees before, during and after training.
* Support blacksmith trainees in tool and kit identification and their functions during metal fabrication process.
* Scrape and grind metals to remove defects such as dents or scratches.
* Inspect and supervise the training at workshop in order to ensure they are accurate and complete progressively.
* Provide directives to heat, shape, cut, or bind metals using pneumatic hammers, hand hammers, punches, and anvils to provide final product.
* Repair damaged equipment such as hoes, ox-ploughs, silos, and create spare parts.
* Clean and prepare raw materials such as iron bars, alloy, and steels for fabrication process.
* Provide support to setting and operating a forge to melt metals and shape them into new products.
1. **Required Competences**

The below are the requirements for the successful blacksmith artisan trainers who will be able to deliver training to trainees in the selected counties.

## Educational Qualifications and Experiences

* Bachelor’s degree or high school diploma or equivalent in blacksmithing, mental fabrication, welding or forging of farm tool, equipment and implements.
* Extensive 3 years of experience working with agro-pastoral communities, APFS on training of farmers in animal traction technology (oxen and farmers training).
* Experience in heating, melting, shaping, cutting, punching, and molding metals to provide end products such as hand hoes, maloda, knives, pangas, axes, spare parts that are essential in farm work.
* The training should be strong with adequate strength to lift some tools or operate equipment good hand-to-eye coordination.
* Someone with extensive knowledge of training or provision of practical skills among local communities in blacksmithing and metal fabrication.
* Strong presentation, interpersonal, listening, and communication skills and report writing skills.
* Ability to travel to field without any hindrance to any parts of South Sudan.
* Has extensive knowledge of South Sudan (politics, cultures, religions, working knowledge of preferably both English and Arabic languages and knowledge of local language is preferred).

## Additional Information

* + Consultant shall abide by WHO and the Government of South Sudan’s COVID-19 Standard Operating Procedures (SOPs).
	+ Consultant shall be required to sign and abide by the DAI Safeguarding Policy (which includes prevention of sexual exploitation and abuse, and behavior protocols).
	+ Consultant shall abide by USAID beneficiary data privacy/management policies.

## Ethical Considerations, Confidentiality and Proprietary Interests

* + The Consultant must apply standard ethical principles during the assignment. Some of these must deal with the confidentiality of interviewee statements when necessary, refraining from making judgmental remarks about stakeholders.
	+ The Consultant shall not disclose any proprietary or confidential information related to the service without prior written consent by the contracting authority during the term or after the termination of the assignment. Proprietary interests on all materials and documents prepared by the contract holder under this assignment shall become and remain properties of DAI/RASS.
1. **Training Details**

The blacksmith training is expected to come up with his or her own training guide which are relevant to the objective of RASS activity. The training to help to reflect and address the needs of trainees in a local context. Major topic should include but not limited to the following.

* Sharing Perceptions of the Training Program: an icebreaker
* Assessing Group Resources
* Defining Expectations of the Training Program
* Workshop safety regulations and requirements
* Forge introduction
* Properties of metals
* Forging a cold chisel, rings, hot punch
* Heat treating
* Eye hook and link: technology transfer
* Metal cutting
* Painting
* Record keeping and financial literacy.
* Advertisement and marketing
1. **Key Deliverables**

The following with be the deliverables upon the successful training of blacksmith trainers.

|  |  |  |  |
| --- | --- | --- | --- |
| **S/N** | **Task** | **Deliverable** | **# of Days** |
| 1 | Preparation of schedule for fieldwork  | An inception report clearly outlining the approach and methodology, proposed activity implementation timelines, and the outline of the training. | 02 |
| 2  | Provide Local Black Smith Training | Conduct the training and support the local black smith on the production of Agric. Inputs, farm tools, and Ox-Plough Spare Parts (in 9 Counties) | 54 |
| 3 | Finalization and submission of the final report  | Final validated training report on the local black smith on the production of Agric. Inputs, farm tools, and Ox-Plough Spare Parts inclusive exhibition and display of tools and equipment fabricated  | 04 |
|  | **Total LOE** |  | **60** |

1. **Reporting Requirements**

Under the overall supervision of the RASS Chief of Party (COP) and in collaboration with relevant DAI/RASS technical personnel including the Market Systems Technical Lead and Farm Inputs Supply Specialist, under the direct supervision of the Deputy Chief of Party (DCOP), the Consultant will be directly supervised by the County Manager in their respective county of assignment. The Consultant is expected to furnish weekly updates on the progress of the activity to facilitate the designated RASS staff to provide the necessary support in monitoring and reporting on the progress and provide the technical and material support needed for this activity.

This is a fixed fees assignment in which the Consultant shall be responsible for arranging and covering his/her required expenses such as travel, accommodation, feeding and any other incidental costs associated with executing this assignment. Payment will made in two installments as follows: first installment (30%) of the total cost on submission and acceptance of inception report; second and final payment (70%) upon completion and approval of the final report.

1. **Propose Work Plan and Timeframe**

The period for this consultancy will be 10 working days. This activity is to be completed in the month of January and February 2025 as distributed as per the below breakdown.

* Travels (2 days)
* Work preparation (1 days)
* Blacksmith Training (6 days)
* Reporting (1 days)
* Total (10 days)
1. **RASS Activity Commitment**

During the implementation of the activity, RASS will commit to the following points.

* To pay a STTAs fee, as specified in a consultancy contract to be drawn.
* RASS will cater for the consultancy field transport cost to and from any field location in relation to the assignment and terms and conditions set out in the detailed contract that forms part of the ToR.
* RASS through its technical personnel will co-facilitate the training and be able to monitor the progress and report.
* RASS will ensure all the participants of this training have a conducive environment and complete the period of the training.
1. **Expected Outcomes**

Agriculture and technological development including blacksmithing is expected to promote agricultural tools production and offers an unexploited succor capable of salvaging the people from abject poverty. Blacksmithing and its products are frequently valuable in diverse ways and contribute to technological and agricultural development through agricultural tools production, income to artisans and technological recycling. Once the RASS project train and equip blacksmiths they will be able to produce local inputs and ox-plough parts for local communities and improve farmers access to basic local farm tools.

#  Submission

To apply, please send your complete and updated CVs/resumes of the proposed expert, technical and financial proposals detailing methodology, work plan, required resources and budget; and previous reports as one single document to: **rass\_procurement@rassactivity.org**. Please DO NOT submit any other recruitment documents. In the subject line, please include the: “STTAs to provide Local Black Smith Training”. DAI/RASS encourages applicants to submit their applications electronically. Only shortlisted candidates who meet all the minimum qualifications will be contacted. DAI/RASS will carry out reference checks and document verification for successful candidates. The deadline for submissions is **Friday 10, 2025 at 05:00 PM (17:00) CAT**.  Kindly be reminded that DAI does NOT tolerate canvassing and will not answer questions via phone calls.



**ATTACHMENT B**

**EVALUATION CRITERIA**

**Mandatory criteria**

The Blacksmiths Training Consultancy firm or individual will be eliminated if the application does not demonstrate that it meets the following minimum mandatory criteria:

**Evaluation criteria**

| **#** | **Evaluation criteria** | **Maximum Points** |
| --- | --- | --- |
| **1** | **Education and qualifications** | **20** |
| 1.1 | * Bachelor’s degree or high school diploma or equivalent in blacksmithing, mental fabrication, welding or forging of farm tool, equipment and implements.
 | 20 |
| **2** | **Professional experience** | 80 |
| 2.1 | Minimum and Extensive experience of extensive 3 years of working with agro-pastoral communities, APFS on training of farmers in animal traction technology (oxen and farmers training). | 20 |
| 2.2 | * The Lead Trainer should have experience in heating, melting, shaping, cutting, punching, and molding metals to provide end products such as hand hoes, maloda, knives, pangas, axes, spare parts that are essential in farm work.
 | 20 |
| 2.3 | * The trainer should be strong with adequate strength to lift some tools or operate equipment good hand-to-eye coordination.
 | 10 |
| 2.4 | * Someone with extensive knowledge of training or provision of practical skills among local communities in blacksmithing and metal fabrication.
 | 10 |
| 2.5 | * Strong presentation, interpersonal, listening, and communication skills and report writing skills.
 | 5 |
|  | * Has extensive knowledge of South Sudan (politics, cultures, religions, working knowledge of preferably both English and Arabic languages and knowledge of local language is preferred).
 | 5 |
| 2.6 | * Demonstrable practical experience in extensive knowledge of training or provision of practical skills among local communities in blacksmith and metal fabrication.
 | 5 |
|  | * Ability to travel to field without any hindrance to any parts of South Sudan.
 | 5 |
| **TOTAL POINTS** | **100** |

To be qualified, you must obtain a minimum of 70/100 points.

The final candidates or firms that successfully pass the interview will be recommended for the award upon satisfactory references**.**

## Attachment C

**APPLICATION’S SUBMISSION FORM**

1. **Form 1. CV**

The **Blacksmiths**  **Training Consultancy firm or individual** must provide his/her complete and updated CV/Resume with a recent work plan or technical Proposal that was originally authored by him/her. The CV must specify the **staff's Nationality**.

1. **Form 2. Financial proposal**

**Recruitment of a consultancy firm or individual to conduct Blacksmith Training for the DAI/RASS Activity**

**Procurement Ref : RFP-RASS-24-008**

**NB: Please use the attached detailed budget template in excel sheet.**



We, the undersigned, provide the attached financial proposal by **RFP-RASS-24-008** dated [Insert full date].

I certify a validity period of 90 days for the rates provided in the attached proposal. I have read and understood the instructions provided in the subject RFP, which I intend to fully comply with.

We understand that DAI is not bound to accept any applications it receives and that DAI will not reimburse any costs associated with the preparation of this application.

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Consultant’s signature**

1. **Form 3. Past performance references**

The Blacksmith  **Training Consultancy Firm / Individual** must provide at least 3 past performance reference information. This may include any good performance certificate he/she may have received during his/her past performance.

**Reference # 1**

|  |  |
| --- | --- |
| **Name of Project:** |  |
| **Location of Project:** |  |
| **Period of Performance:** |  |
| **Description of Services Provided:** |  |
| **Reference Contact Name:** |  |
| **Reference Contact Number:** |  |

**Reference # 2**

|  |  |
| --- | --- |
| **Name of Project:** |  |
| **Location of Project:** |  |
| **Period of Performance:** |  |
| **Description of Services Provided:** |  |
| **Reference Contact Name:** |  |
| **Reference Contact Number:** |  |

**Reference # 3**

|  |  |
| --- | --- |
| **Name of Project:** |  |
| **Location of Project:** |  |
| **Period of Performance:** |  |
| **Description of Services Provided:** |  |
| **Reference Contact Name:** |  |
| **Reference Contact Number:** |  |