



REQUEST FOR EXPRESSIONS OF INTEREST TECHNICAL SERVICE PROVISION TO SMALLHOLDER FARMERS

Preamble

Ministry of Local Government, Unity and Culture is the lead implementing agency of a six-year Transforming Agriculture through Diversification and Entrepreneurship (TRADE) Programme. TRADE is a successor programme of the Rural Livelihoods and Economic Enhancement Programme (RLEEP) and it is being co-funded by International Fund for Agricultural Development (IFAD) and Opec Fund for International Development (OFID). The goal of TRADE is to improve the sustainable livelihoods of rural people in Malawi. The development objective is “Increased value chain commercialisation and resilience of rural poor and smallholder producers”. The development objective will be achieved through a holistic approach to addressing the agriculture commercialisation challenge (building on RLEEP and informed by the 2019 Cooperate Level Evaluation on IFAD’s Engagement in Pro-Poor Value Chain Development). TRADE Programme seeks to achieve its outcomes through the delivery of the following:

- i. Creation of win-win partnerships between producers, private and public actors,
- ii. Enhancement of business skills among smallholder farmers,
- iii. Strengthening Farmer-Based Organizations,
- iv. Linking smallholder farmers to rural financial services,
- v. Enhancing crop and livestock production skills among smallholder farmers,
- vi. Promotion of Climate-Smart Agriculture (CSA) and Natural Resources Management (NRM) technologies/practices,
- vii. Increased policy-influencing-capacity and formal business arrangements, and
- viii. Enhance capacity and knowledge management for value chain development.

TRADE therefore invites Non-Governmental Organisations (NGOs) interested in serving as **Technical Service Providers** under the TRADE programme implementing activities as described in the terms of reference <https://www.tradeprogramme.org/procurement-update>. Detailed programme documents can be accessed through www.tradeprogramme.org and <https://www.ifad.org/en/web/operations/-/project/2000001600>.

Nature of Assignment

Technical service providers are required to come up with project ideas in line with the TRADE programme design guided under detailed Terms of Reference. TRADE seeks to consolidate the achievements under RLEEP for the realisation of sustainable development impacts, and gradually expand to new areas with a market-driven approach. TRADE is currently covering 11 districts and 36 EPAs focusing on 7 commodities; **groundnuts, soybean, sunflower, Irish potato, dairy, beef and honey**. To ensure efficiency in service provider coverage, the target areas have been clustered according to the target value chains and the service provider shall be expected to submit their applications in line with the clusters provided. This call is in two stages. Bidders are required to submit Expression of Interest and those that will succeed at this stage will be asked to submit detailed project proposals. Successful organisation can only be awarded one cluster from the following;

	Target districts	Target value chains and clusters
1	Chitipa and Karonga	Beef Cluster 1
2	Rumphi	Beef Cluster 2
3	Rumphi and NkhataBay	Honey Cluster
4	Kasungu and Ntchisi	Legumes and Oilseeds Cluster 1
5	Lilongwe and Dedza	Legumes and Oilseeds Cluster 2
6	Mchinji	Legumes and Oilseeds Cluster 3
7	Dedza	Potato Cluster 1
8	Ntchisi and Mchinji	Potato Cluster 2
9	Blantyre and Thyolo	Dairy Cluster
10	All Districts	Outreach and Digital Extension Cluster

Service providers' qualifications and experience

1. **Organisational Status:** The applicant must be a local or international NGO operating in Malawi. It must have legal status and be registered with the Malawi NGO board and Council for Non-Governmental Organisations (CONGOMA);
2. **Governance:** Applicants must have a formal decision-making structure (e.g. a board of trustees) which can take legal responsibility for the administration and use of TRADE Programme funds.
3. **Accounts:** Applicants must have annual audited accounts comprising at a minimum the Balance Sheet, the Income and Expenditure Statement, and Cash Flow statement for the three financial years prior to application. These accounts must be externally and independently audited and must be available at the date of the funding application. The organisations should also be Tax compliant. A separate bank account for the project/s must be opened.
4. **Cash Contribution:** The organisation should be able to contribute at least 10% cash during the project implementation period.
5. **Funding Amount:** The minimum amount that can be applied for is USD 150000 and the maximum amount is USD 500000 with a maximum of 15% going towards overhead costs for a minimum period of 24 months and a maximum of 36 months renewable annually.
6. **Beneficiary Target:** Minimum beneficiary target is indicated under each commodity's scope of work
7. **Record of Compliance:** Applicants, previously in receipt of TRADE Programme funds, must have a record of compliance in terms of the administration and use of such funds. Applicants who have a previous record of non-compliance with the terms of the TRADE Programme contract(s) may not be considered for funding.

NB: Organizations may partner to form a consortium.

Evaluation Criteria

The evaluation will be done using the *grant method* as indicated in the application form <https://www.tradeprogramme.org/procurement-update>.

Further Information about the Application

Requests, questions and/or inquiries should be sent to the TRADE programme no later than 2nd November 2023 through an email procurement@tradeprogramme.org. TRADE programme will have no obligation to respond to questions submitted after this date. Responses to all questions received by the 3rd of November 2023 will be published on the TRADE programme website.

Submission of Expression of Interest

The detailed written Expression of Interest must be delivered electronically to email procurement@tradeprogramme.org by 9th November 2023 before 17:00 (Malawi Time) clearly indicating the description of the assignment and the name of the cluster in the subject line. All applicants are requested to use the application form. All applications should be addressed to;

The National Programme Coordinator
TRADE Programme
Plot No. 9/ 328, Off Mchinj Road/ Multichoice Road
P.O. Box 2135
Lilongwe

