

Welthungerhilfe

Request for Quotation



RFQ No.	IRQ 1024-RFQ-121	Address: Peshnas Street 51 Duhok/Masika Rojava99451 Kurdistan Republic of Iraq
SPR No.	IRQ 1024-SPR-121	
Date	17/1/2022	
E-Mail:		Tender.Iraq@welthungerhilfe.de

Company Name:		E-mail:	
Tel No.		البريد الإلكتروني	
Contact Person:		Address:	
الشخص المسئول		العنوان	

Please Quote for the Supply of The Following: IN ACCORDANCE WITH THE DESCRIPTION LISTED HEREUNDER يرجى التسعير لتجهيز المواد التالية كقيمة عرضية	Design and deliver 4 Normal training courses on selected agricultural topics
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Delivery to (Consignee) النقل إلى (المرسل إليه)	Sinuni, Sinjar and Talafar towns, Ninewa, Iraq	Implementation Period: <i>(The number of calendar days needed to carry out all the works)</i>
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No.	DESCRIPTION/SPECIFICATION المواصفات	Unit	Qty	Unit Price in USD (Per day)	Total Price in USD	Remark
1	Nursery Management for vegetable, Talafar	Days	5			
2	Nursery Management for vegetable, Sinjar	Days	5			
3	Intercropping (CSA), Sinjar	Days	5			
4	Intercropping (CSA), Talafar	Days	5			

Supplier Signature & Date: التوقيع & التاريخ	The Prices are Valid For _____ Days مدة صلاحية الأسعار	Grand Total:		
Supplier Official Stamp: الختم	LAST DATE FOR RECEIPT OF OFFERS: آخر موعد لاستلام العروض 23/01/2022			

Payment Conditions :

Payments to be made by bank cheque in USD against an invoice and duly filled attendance sheets at the end of the sessions. Payment will be made after submission and acceptance by WHH of the final training report.

Following documents must be submitted before tender closing date:

- Duly filled, signed, and stamped Quotation Form .
- Duly filled, signed, and stamped Term of Reference (ToR) (3 page).
- A detailed technical proposal describing methodology, approach, and tools to be used during the training
- List of the name(s) of trainer(s) and the areas/topics they will cover (as per the curriculum developed)
- CV of the Consultant and trainer(s)
- Copy of company registration in Iraq / Certificate of Establishment (شهادة التأسيس)
- Copy of latest tax clearance with the government of Iraq (or the KRI equivalent).

The following scoring criteria shall be taken into account when awarding the tender:

- A •Qualification 15 %**
- B • Previous experience (Number of Contract) 20 %**
- C. Curriculum and interview performance 35%**
- D. price 30%**

*** Number of Related Contracts with NGOs will be evaluated as follow:**

- Please attach only your work related contracts with your bid.
- If contracts are not attached, points will not be considered.☒

Shortlisted supplier according to the evaluation of the awarding criteria will be visited or invited to be inspected and to be verified. The results of these interviews and supplier visits can affect the awarding decision of the WHH tender committee.

1-2 Contracts	3-4 Contracts	5-6 Contracts	7-8 Contracts
5 points	10 points	15 points	20 points

Please submit the mentioned documents in the request for quotation to the following email address.

Tender.Iraq@welthungerhilfe.de

Please mention " IRQ 1024-RFQ-121 " in the subject of your email



For a world without hunger

Terms of Reference (TOR)

Skilled labor:	Trainer
Qualification:	Master's Degree in Agricultural Sciences preferable (Horticulture or Extension)
A brief description of the task:	Design and deliver 4 Normal training courses on selected agricultural topics
Organization:	Deutsche Welthungerhilfe e.V. (WHH)
Project No:	IRQ-1024
Project Location:	Sinjar and TalAfar districts, Ninewa Governorate, Iraq
Workplace:	Sinuni, Sinjar and TalAfar towns
Contract Duration:	30 January 2022 – End of April 2022 (20 working days over 3 months' period)
Payment:	Based on the actual days worked and as per the attendance sheet
Starting Date:	30 January 2022

1. Background:

Deutsche Welthungerhilfe e.V. (hereafter: WHH) is a German private, non-profit-making, politically independent and non-denominational relief organization, which supports people living in deprivation and poverty, irrespective of the color of their skin, their religious beliefs or their worldview. WHH is working in the fields of development cooperation and humanitarian aid, relief aid, rehabilitation, and reconstruction. The Iraqi offices of WHH are based in Erbil and Duhok in KRI and Sinjar in Ninewa government, and WHH has been registered as an INGO in KRI since February 2015 and in Iraq since June 2018.

Welthungerhilfe carries out the project "Establishment of sustainable livelihoods for returnees and vulnerable host community members in Ninewa Province, North Iraq" Phase 2 in the framework of the wider Welthungerhilfe programme.

One of the aims of the project is to increase farmer knowledge and skills to enable them to make improvements in the local production of the agricultural sector.

The residents in the community expressed the desire to develop their agricultural and livelihood skills as well as an interest in the formation of groups. The gained knowledge should contribute to recapturing agricultural and animal production.

To realize these objectives, Welthungerhilfe wants to use regionally adapted training concepts for experienced agricultural and livelihood practitioners in Sinjar and TalAfar districts. The producers will be trained in theory as well as in practical application.

2. Preconditions:

- The Trainer will work under the direct supervision of the WHH IRQ-1024 agronomists.
- Trainer will be interviewed by WHH staff before the start of the training.

- The Trainer is not WHH employees.
- The trainer is responsible for his own transportation.
- The trainer is responsible for his own accommodation.
- The Trainer is responsible for developing and printing own handouts, curriculum, and other learning materials.
- In case the selected Trainer could not attend to the Training under any excuse so he has to send another Trainer with same Qualification to deliver the Training.
- The Trainer has to identify the training material for each specific training.
- WHH has the right to change training dates.
- WHH shall not be responsible for any injury, death, damage, or loss.

3. Activities and Tasks:

- Trainer is expected to design and develop a detailed curriculum for 4 training courses on agricultural topics listed below
- Short summary of the key points is developed in the form of flyers or handouts for each training session, this summary should be shared with WHH 1024 team before starting training.

Main topics of the training courses:

- i. Vegetable Nursery Management
- ii. Intercropping

The Trainer cannot outsource the delivery of the training sessions to a third party (external trainers).

The Trainer is expected to carry out the following tasks and generate the below deliverables in accordance with the relevant guidelines provided by the management of WHH and in close collaboration with the WHH staff:

Anticipated deliverables:

- Carry out training sessions in project locations for selected beneficiaries
- Theoretical part should be developed in illustrated presentations/handouts
- Pre- and post-tests for participants must be developed and analysed
- Practical exercises and demonstrations are based on the theoretical lessons, developed and carried out in selected fields
- Short summary of the key points is developed in the form of flyers or handouts for each training session
- Beneficiaries gained knowledge on the specific training courses
- Beneficiaries have knowledge about tools, equipment, their use and seasonal management
- Post training report, including any future training recommendations

Methodology

- Lectures, group discussions
- Pre-and post-tests
- Practical exercises
- Demonstration fields

Trainer requirements:

- High level of computer literacy
- Language skills (Kurdish, Arabic and English)
- At least 5 years of experience in developing agricultural practices and experience in training
- Being able to deliver all relevant activities on time

4. Confidentiality:

All outputs (e.g. reports, documents, information, raw data, analysis, etc.) produced during the trainings will be treated as WHH's property, with confidentiality and will be submitted to WHH Iraq. Names of beneficiaries cannot be shared at any time with any external entities.

5. Duration of the Assignment and the Timeframe:

The trainings will be conducted over 20 working days during 3 months' period. Each type of training has a specific number of working days as shown in the schedule below:

#	Training course	Date	Duration in days	Location	No.BNFs
1	Nursery Management for vegetable	30.1-3.2.2022	5	Talafar	10
2	Nursery Management for vegetable	06.2-10.2.2022	5	Sinjar	10
3	Intercropping (CSA)	20.2 – 24.2.2022	5	Sinjar	10
4	Intercropping (CSA)	06.3 – 10.03.2022	5	Talafar	10
Total			20		40

6. Payments:

Payments to be made by bank cheque in USD against an invoice and duly filled attendance sheets at the end of the sessions. Payment will be made after submission and acceptance by WHH of the final training report.

7. Documents to be Submitted with the Quotation:

- a. CVs
- b. Detailed curriculum of the Training (using the daily schedule – 5 days per week.
- c. Previous contracts

8. EVALUATION/SELECTION CRITERIA:

- A •Qualification 15 %
- B • Previous experience (Number of Contract) 20 %
- C. Curriculum and interview performance 35%
- D. price 30%