



THE INTRA-ACP AGRICULTURAL POLICY PROGRAMME:

A BROAD TECHNICAL COOPERATION FRAMEWORK WITH FOCUS ON THE CARIBBEAN AND PACIFIC ISLANDS, THAT SUPPORTS THE REDUCTION AND EVENTUAL ERADICATION OF POVERTY IN THE AFRICAN, CARIBBEAN AND PACIFIC (ACP) COUNTRIES THROUGH SUSTAINABLE DEVELOPMENT AND THE INTEGRATION OF SUSTAINABLE ENTERPRISES IN THESE ECONOMIES INTO NATIONAL, REGIONAL AND WHERE APPROPRIATE, GLOBAL MARKETS. INTRA-ACP APP IMPLEMENTING PARTNERS ARE: IICA (CARIFORUM), SPC (PACIFIC) AND THE CTA.



AGRICULTURE POLICY PROGRAMME

THE CARIBBEAN ACTION UNDER THE INTRA-ACP AGRICULTURAL POLICY PROGRAMME (APP) THROUGH THE PROJECT MANAGEMENT UNIT (PMU) BASED IN THE IICA OFFICE IN TRINIDAD AND TOBAGO AND WORKING ON BEHALF IMPLEMENTING PARTNERS - CARICOM SECRETARIAT (CCS) AND THE CARIBBEAN AGRICULTURAL RESEARCH AND DEVELOPMENT INSTITUTE (CARDI) - IS REFRESHING AND EXPANDING ITS INITIAL FEBRUARY 2014 CALL FOR CONSULTANTS TO UPDATE THE APP CONSULTANT DATABASE.

IN THIS REGARD, THE APP-PMU IS SEEKING EXPRESSIONS OF INTEREST FROM CONSULTANTS – BOTH INDIVIDUALS AND FIRMS/COMPANIES – TO UNDERTAKE WORK ASSOCIATED WITH THE THREE THEMATIC COMPONENTS OF THE APP, I.E., C1 - SUPPORT IMPLEMENTATION OF REGIONAL AGRICULTURE DEVELOPMENT POLICIES AND STRATEGIES, LED BY THE CARICOM SECRETARIAT; C2 - IMPROVE TRANSFER AND ADOPTION OF APPLIED AGRICULTURAL PRODUCTION/PROCESSING RESEARCH RESULTS/TECHNOLOGIES FOR TARGET COMMODITIES, AND C3 - IMPROVING MARKET LINKAGES TO CONTRIBUTE TO AGRICULTURAL ENTERPRISE DEVELOPMENT.

THE DETAILS OF THE SPECIFIC WORKS, AND THEIR TERMS OF CONDITIONS, WILL BE CONTAINED IN THE RESPECTIVE TERMS OF REFERENCE WHICH WILL BE ADVERTISED SEPARATELY ON THE PROJECT AND PARTNERS WEBSITES: (WWW.APPCARIFORUM.NET), IICA (WWW.IIC.INT), CCS (WWW.CARICOM.ORG) AND CARDI (WWW.CARDI.ORG) AND THROUGH OTHER MEANS AS APPROPRIATE AND AVAILABLE. IN RESPONDING TO THIS CALL PLEASE FILL ALL FIELDS AND PROVIDE ALL ACCOMPANYING DOCUMENTATION, AS REQUESTED, IN THE FORM AND SUBMIT AS INSTRUCTED.

DEFINITION OF A 'CONSULTANT'

A Consultant is considered as an individual or firm/company, contracted to conduct studies and/or generate specific products, within a specific timeframe, as stipulated in the respective Terms of Reference (ToR) and undertaking autonomous (independent) intellectual activity, as stipulated in his/her contract, using his/her own means and methods. No consulting services contract will be awarded to:

1. Staff members of the partners of which IICA and the APP Implementing Partners or any first-degree relative of staff members.

2. A civil servant or employee of institutions with which IICA and the APP Implementing Partners are executing a project, without providing formal authorisation from the competent authority of the institution for which s/he works.

CATEGORIES OF CONSULTANTS

1. **EXPERT CONSULTANTS** (*professionals with solid academic training and broad professional experience and professional background in the specific field in which they are considered experts, providing highly complex technical services working to national, regional and international agencies and/or related organisations. They must have at least fifteen (15) years professional experience in the particular speciality and/or field, plus a Master's or Doctorate degree in a discipline related to the service they are to provide or an appropriate combination of experience and education to qualify as an expert*)
2. **SENIOR CONSULTANT** (*professionals with solid academic training and broad professional experience, capable of providing advice and/or generating products in substantive subject areas in their field of specialisation. They must have between eleven (11) and ten (10) years of professional experience in the speciality and/or field, a university degree in a discipline related to the service they will provide, preferably at the Master's level, or an appropriate combination of experience and education to allow them to provide the consulting services required.*)
3. **JUNIOR CONSULTANT** (*professionals with a university education who are beginning their professional development. Junior Consultants will be hired mainly to generate products in their field of training. They must have at least one year's professional experience in the area of training, plus a Bachelor's degree in a discipline relating to the service they will provide or an appropriate combination of experience and education to allow them to provide the consulting service required.*)

SPECIFIC AREAS OF INTEREST

1. **PUBLIC POLICY ANALYSIS AND FORMULATION** (*guide, support and conduct training for Ministries of Agriculture in managing stakeholder consultations, drafting policy, presenting to authorities for approval and improving institutional structures and systems for implementation. This includes, but is not limited to, addressing issues related to differentiated public policies for specific segments of the agriculture community (women, youth, gender, family farmers, etc.) and specific themes (climate change, agribusiness development)*)
2. **STRATEGIC PLANNING, PROJECT PREPARATION AND PROGRAMMING** (*guide, support and conduct training for Ministries and industry groups/stakeholders, to move from policy into activities through use of basic principles and efficient tools and processes for planning*)
3. **POLICY INSTRUMENTATION AND IMPLEMENTATION** (*identify, guide and support application of appropriate and WTO-consistent instruments and domestic support measures and regimes, including agri-incentives, agri-chain financing, efficiency in provision of public goods, and design and deliver capacity building initiatives to enhance knowledge, skills and application of same*)

4. **FARMING SYSTEMS DEVELOPMENT** (guide and support Ministries and farmer groups in all aspects of developing sustainable farming systems (with a focus on small & medium), using both validated traditional knowledge and innovative practices, technologies and systems for crop and livestock production including addressing issues related risk management and climate change impacts, and design and deliver capacity building activities in same)
5. **AGRONOMIC RESEARCH, GERMPLASM MANAGEMENT & AGRI-BIOTECHNOLOGY** (guide and support capacity building of researchers, scientists, institutions and farmers, to develop and conduct on-farm trials/demonstration and laboratory research, etc., with a focus on adoption and/or adaptation, transfer and utilisation of applied research, technologies and innovation, and where appropriate generate new technologies, production systems, etc. for crop and livestock of strategic interest to countries in the region)
6. **AGRO-PROCESSING AND PRODUCT DEVELOPMENT** (guide and support value adding, product development and promotion initiatives using local/regional farm raw materials, improved processes, and internationally accepted quality and safety systems and technologies, and design and deliver capacity building activities in same)
7. **FOOD NUTRITION AND FOOD SAFETY** (guide and support efforts to educate consumers on food nutrition and utilisation, to sensitize producers (farmers and processors) on the relationship between food production processes, food safety and nutrition, especially linked to local/regionally produced foods and design and deliver capacity building activities in same)
8. **PRODUCER GROUP GOVERNANCE & FACILITATION** (support efforts to form/strengthen producer groups/clusters, introduce/improve/manage governance structures/systems/group dynamics to enhance representation and advocacy of membership and design and deliver capacity building in same)
9. **BUSINESS AND ENTERPRISE DEVELOPMENT** (work directly with MSMEs for improved management of the enterprise, entrepreneurial capacity, and forging of effective linkages for mainstreaming into chains and markets, design capacity building initiatives and design and deliver capacity building in same)
10. **AGRIBUSINESS FINANCING AND INVESTMENT** (support industry stakeholders and financial institutions to identify, offer and manage innovative and appropriate financing services, systems, schemes, business development support and tools for value chain operators, and design and deliver capacity building in same)
11. **VALUE CHAIN FACILITATION AND INTEGRATION** (promote understanding of the concept, support Ministry and industry stakeholders to apply the concept towards the development of individual segments/whole chain, and design and deliver chain facilitation services and capacity building in same)
12. **TRADE POLICY AND FACILITATION** (access and use international and national trade databases to analyse trade flows/patterns (intra and extra regional), identify bottlenecks/barriers to trade and measures to resolve them, including recommendations for effective trade facilitation measures and administrative systems, development of commodity/industry specific trade strategy/regimes, and design and delivery of capacity building activities in same)
13. **BIOMETRICS, SURVEYS AND DATA MINING** (design and manage instruments to collect and analyse data and information, including survey and evaluation instruments and tools, and design and deliver capacity building activities in same).

- 14. INFORMATION AND KNOWLEDGE MANAGEMENT SYSTEMS AND TECHNOLOGY** (*define needs, identify, build/customize and maintain electronic systems and platforms to store and manipulate data and information on all aspects of agriculture development, and design and deliver capacity building activities in same*)
- 15. INSTITUTIONAL ASSESSMENT AND ORGANISATIONAL DEVELOPMENT** (*identify, document and establish systems and networks for a more collaborative and integrated agricultural development institutional framework, including undertaking institutional analyses and assessments, supporting functional national and regional coordinating mechanisms, and managing organisational development at the institutional level, including inter-institutional coordination mechanisms.*)
- 16. PROCUREMENT AND CONTRACTS MANAGEMENT** (*use internationally accepted and/or established institutional norms to guide and support understanding and application of regulations for purchase of goods, service, developing Terms of Reference, contracting of consultants and managing consultants contract schedules and deliverables*)
- 17. PROJECT MANAGEMENT, MONITORING AND EVALUATION** (*use internationally accepted and/or established institutional principles, norms and practices to apply and manage systems and processes for project management, monitoring and evaluation and support the generation of project reports and output and impact analyses*)
- 18. COMMUNICATIONS AND EVENTS MANAGEMENT** (*support the definition and development of appropriate communication and information strategy and products, including institutional project/activity reports, creation and systems for managing communities of practice/D-groups List Serves, social media and other forms of communication of activities and results, and develop and manage target-specific stakeholder engagement approaches and platforms, including mainstream media, public awareness and event planning and management*)

Thank You for you for your interest in supporting the APP. Please note that only submissions with the complete registration form and Curriculum Vitae will be considered; as such, ensure that your application form is completed and a copy of your Curriculum Vitae sent to: appconsultant10@gmail.com