

TERMS OF REFERENCE (TOR) FOR CONSULTANT ENGAGEMENT:
A SCOPING ASSESSMENT OF THE AGRICULTURAL INPUTS, INCLUDING AGRICULTURAL SEEDS
MARKET IN THE NIGER DELTA

BACKGROUND

The Foundation for Partnership Initiatives in the Niger Delta (PIND) is a non-profit organization that promotes peace and equitable economic growth in the Niger Delta region through strategic partnerships and collaborations with diverse organizations, including bilateral and multi-lateral aid agencies, federal and state government agencies in Nigeria, private companies, and civil society. With an overarching goal of increasing income and employment in the region, PIND has two primary programs:

- **Economic Development:** Facilitates inclusive, sustainable, and diversified economic growth enabled by improved analysis, advocacy, and capacity building of market actors.
- **Peace Building:** Strengthens conflict management systems and capacities for enabling peace & economic growth, utilizing analysis & advocacy to address constraints to peace

These two programs are supported by four enablers: capacity building, advocacy, communications, gender and social inclusion.

PROJECT BACKGROUND

PIND's Market Development project is a vital initiative focused on strengthening agricultural productivity and uplifting the economic status of farmers and small enterprises across the diverse landscapes of the Niger Delta region. Through the adoption of a market systems development (MSD) approach, the project strategically targets the root causes of market under-performance, ensuring sustainable enhancements in key agricultural sectors.

Following a mid-line technical review in Q3 2022, PIND received valuable recommendations advocating for a transition towards a cross-cutting strategy that focuses on thematic areas as against the current focus on sector specific value chains. This strategic shift aims to address overarching challenges that permeate multiple agricultural value chains like cassava, oil palm, cocoa etc. While commodity-specific solutions have been instrumental, they often exhibit cross-cutting impacts that could be leveraged across various sectors.

In line with this strategic evolution, PIND aims to amplify its interventions by collectively addressing common issues shared by the cassava, cocoa, palm oil, and poultry value chains but not limited to

the value chains aforementioned. These sectors have been identified as pivotal pillars for agricultural development within the region.

As part of this transition, a scoping study on access to agricultural inputs, including seeds has been proposed. Inputs and seeds play a fundamental role in agricultural production, directly influencing crop yields and farmer incomes. This assessment seeks to delve deep into the current constraints/challenges and gaps in accessing agricultural seeds and other inputs within in the value chains and opportunities for scaling current or new interventions that improves access and use of key agricultural inputs

The proposed study represents a pivotal step towards fostering sustainable agricultural development in the Niger Delta region. By identifying and addressing the fundamental constraints impeding access to agricultural seeds and other inputs, PIND aims to catalyze transformative change and empower farmers and enterprises to thrive in a rapidly evolving agricultural landscape.

PURPOSE/OBJECTIVES OF THE ACTIVITY

The purpose of this activity is to conduct a scoping study of the assessment of agricultural inputs markets including the agricultural seeds market, including the market actors, to understand the dynamics of the agricultural input and seeds market within the region. It aims to provide insights into the availability, accessibility, affordability including innovations and financing mechanisms of agricultural seeds and other inputs, crucial for enhancing agricultural productivity and improving the livelihoods of farmers and stakeholders.

OBJECTIVES

1. **Evaluate the current landscape** of input firms?? operating in the Niger Delta region, including active and inactive companies, to provide a comprehensive understanding of the market.
2. **Assess the availability, accessibility, and affordability** of seeds and other agricultural inputs, such as fertilizers, chemicals, bio-fortifiers, day-old chicks, and related inputs, to understand the market dynamics and challenges associated with input accessibility.
3. **Identify opportunities, constraints, and gaps** in the agricultural seeds and other inputs market actors within the region, highlighting areas for improvement and potential interventions including the supply chain.
4. **Explore factors contributing** to the cessation of operations of input market actors, inputs companies, including the impact of economic parameters and policies, to address underlying issues affecting seeds and other input supply.
5. **Engage with market actors**, including input companies, farmers, government agencies, and other relevant organizations, through interviews, surveys, and focus group discussions, to gather valuable insights and perspectives on the agricultural input market in the Niger Delta.

6. **Provide recommendations** for improving the efficiency and effectiveness of the agricultural seed and other input market in the Niger Delta, based on the findings and insights gathered through the assessment and stakeholder engagement processes.

OUTCOMES

1. Clear understanding of the **current seeds and input market landscape** in the Niger Delta, including supply, demand, support functions, policies, rules, and the status of active and inactive companies, enabling informed decision-making.
2. Comprehensive analysis of the **availability, accessibility, and affordability** of agricultural inputs, enabling stakeholders to address market challenges and improve input accessibility.
3. Identification of **constraints within the agricultural input markets and supply chain**, leading to targeted interventions aimed at enhancing input distribution efficiency and optimizing the supply chain dynamics.
4. Enhanced understanding of **market dynamics and constraints** through comprehensive engagement with key stakeholders, guiding the development of interventions to address identified constraints and leverage opportunities.
5. Insights into the **factors contributing to the cessation** of operations of input actors and companies, informing strategies to support sustainability and resilience in the agricultural input market.
6. Actionable **recommendations** /design of a long-term strategy to enhance the efficiency and effectiveness of the agricultural seeds and input market in the Niger Delta, fostering sustainable development and economic growth in the region.

SCOPE OF WORK

The overall scope of work for this assignment entails conducting a comprehensive assessment of the agricultural seeds and input market in the Niger Delta. This involves tasks such as reviewing existing literature, reports, and databases, identifying active and inactive input market actors, companies, and assessing product range, distribution networks, and market presence. Stakeholder engagement with these actors, farmers, government agencies, and other relevant organizations will also be conducted to gather valuable insights, followed by data analysis to identify trends, opportunities, and constraints within the market.

1. Conduct a comprehensive review of existing literature, reports, and databases related to seeds, agricultural input market and the actors in the Niger Delta and beyond including a review of existing literature from PIND and MADE activities/interventions.

2. Map the market system (Core, support functions, rules) to Identify and categorize active and inactive seed and input market actors and companies operating within the region.
3. Assess the product range, distribution networks, and their market presence, focusing on seeds of improved varieties of crops and livestock (especially Day-old Chicks), fertilizers, chemicals, bio-fortifiers, feed and related inputs.
4. Investigate challenges faced by seeds and input market actors, including regulatory hurdles, market dynamics, including the impact of economic parameters and policies, to address underlying issues affecting input supply and identify opportunities for growth in the market system
5. Engage with stakeholders, including input companies, farmers, government agencies, and other relevant organizations, through interviews, surveys, and focus group discussions.
6. Analyze data and information collected to identify trends, opportunities, and constraints within the agricultural seeds and input market.
7. Develop two comprehensive reports separately for Access to Seeds and Access to Agricultural Inputs, outlining findings, insights, and recommendations to enhance the performance of both the seeds and agricultural input markets in the Niger Delta.

ACTIVITIES AND TIMELINES

S/N	Description of activities	Person Responsible	No. of Days	Associated Deliverables (Codes)
1	Hold a team meeting and develop an Inception Report outlining the proposed methodology, work plan, and data collection tools containing sections on Access to Seeds and Access to Agricultural Inputs	PIND & Consultants	5	D1
2	Stakeholder Engagement Plan including a list of key stakeholders, their contact details (phone numbers, emails), and organizations or companies if applicable for both seeds and inputs	PIND & Consultants	2	D2
3	Draft report containing sections on Access to Seeds and Access to Agricultural Inputs from stakeholder engagements/field survey for seeds and other inputs presenting preliminary findings, analysis, and initial recommendations for review and feedback.	Consultants	15	D3
4	Final Reports incorporating feedback received, presenting comprehensive findings, analysis, and actionable recommendations for both seeds and inputs	Consultants	1	D4

5	Presentation of key findings and recommendations that includes supporting the co-creation and design of strategic interventions to address identified constraints to the relevant stakeholders, including PIND and other partners for seeds and inputs.	Consultants	1	D5
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DELIVERABLES

The deliverable entails a detailed report encompassing insights and recommendations aimed at enhancing access to agricultural seeds and other inputs in the Niger Delta region. These reports will include an analysis of market dynamics, challenges/constraints confronting input companies and other market actors, regulatory obstacles, and opportunities for improving input distribution networks and market presence.

Item		Due date
D1.	Hold a team meeting and develop an Inception Report outlining the proposed methodology, work plan, and data collection tools containing sections on Access to Seeds and Access to Agricultural Inputs	July 2024
D2.	Stakeholder Engagement Plan including a list of key stakeholders, their contact details (phone numbers, emails), and organizations or companies if applicable for both seeds and inputs	3rd Week July 2024
D3.	Draft report containing sections on Access to Seeds and Access to Agricultural Inputs from stakeholder engagements/field survey for seeds and other inputs presenting preliminary findings, analysis, and initial recommendations for review and feedback.	4 th week July 2024
D4	Final Reports incorporating feedback received, presenting comprehensive findings, analysis, and actionable recommendations for both seeds and inputs	2 nd week August 2024
D5	Presentation of key findings and recommendations that includes supporting the co-creation and design of strategic interventions to address identified constraints to the relevant stakeholders, including PIND and other partners for seeds and inputs.	3 rd week August 2024

DURATION

It is expected that this activity will be completed within 6 weeks upon commencement according to the tasks and deliverables.

COSTS

Vendors and consultants would be requested to provide a budget or cost for this assignment using their desired template. However, consultant(s) will be engaged based on previous relevant experience and will be paid a daily rate, as provided in the PIND procurement policy. PIND will provide accommodation, transportation, and per diem to cover all approved travels related to this engagement in line with its travel policy and guidelines. Please note that PSS is mandated to negotiate rates with consultants and vendors.

CONSULTANT QUALIFICATIONS AND EXPERTISE:

PIND is seeking to engage the services of consultant(s) who will work together with PIND team that meet the criteria outlined in the scope of work and deliverables for this project. Qualified consultants should possess the following qualifications and expertise:

1. Educational Qualification:

A minimum of a Master's degree in agricultural economics, agribusiness, rural development, or a related field.

2. Professional Experience:

- Extensive experience (at least 5 years) in conducting research and analysis in the agricultural sector, particularly in market systems development and value chain analysis.
- Proven track record of successfully leading similar assessments or studies related to agricultural input markets.
- Experience working in the Niger Delta region or similar contexts with a thorough understanding of the local agricultural landscape and market dynamics.

3. Technical Skills:

- Proficiency in conducting literature reviews, data analysis, and market assessments.
- Strong analytical skills to identify trends, challenges, and opportunities within agricultural input markets.
- Familiarity with qualitative and quantitative research methods, including surveys, interviews, and focus group discussions.
- Ability to develop comprehensive reports with actionable recommendations for stakeholders.

4. Stakeholder Engagement:

- Demonstrated ability to engage effectively with diverse stakeholders, including input companies, farmers, government agencies, and civil society organizations.



- Excellent communication and interpersonal skills to facilitate interviews, surveys, and focus group discussions.
 - Experience in developing stakeholder engagement plans and conducting outreach activities.
5. **Project Management:**
- Strong project management skills to oversee the entire research process from inception to final deliverables.
 - Ability to develop work plans, manage timelines, and coordinate fieldwork activities.
 - Attention to detail and ability to adhere to project deadlines and budgets.
6. **Language Proficiency:**
- Proficiency in English is required, and knowledge of local languages spoken in the Niger Delta region would be an advantage for effective communication with stakeholders.
7. **Ethical Standards:**
- Commitment to upholding ethical standards in research, including obtaining informed consent, ensuring confidentiality, and respecting the rights and dignity of research participants.

HOW TO APPLY

The application and cost proposal should be emailed to procurement@pindfoundation.org along with the following mandatory items/supporting documents latest by **5PM Nigerian time on July 5, 2024 (It is advisable to apply immediately as applications will be reviewed on a rolling basis)**.

MANDATORY REQUIRED ITEMS FROM VENDORS/CONSULTANTS WHO INTENDS TO BID ON ANY WORK OR SERVICE IN PIND

1. Certificate of Business Registration/Mean of Personal Identification
2. Profile of organization or resume in case of a consultant
3. Completed PIND bio data form in case of consultants
4. Valid Tax Clearance Certificate
5. Bank Reference Letter
6. **Stamp Duty Notification Applicability:**

All bidders are advised to take note that Stamp Duty (1%) applies to the total value specified in all contracts/grant agreements, as stipulated by the Stamp Duties Act of 2004. The deduction will be done at source (at once) and remitted to the Federal Inland Revenue Service (FIRS).