

**Kingdom of Cambodia
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**Ministry of Agriculture, Forestry and Fisheries
Cambodia Agricultural Sector Diversification Project
IDA Credit No. 6366 KH**

TERMS OF REFERENCE

TECHNICAL SERVICE PROVIDERS (TSP) – VALUE CHAINS DEVELOPMENT (VCD)

Project: Cambodia Agricultural Sector Diversification Project (CASDP)
Duty station: Ministry of Agriculture, Forestry and Fisheries (MAFF)
Phnom Penh, Cambodia
Section/Unit: CASDP Component 1
Contract/Level: Consultant Firms and/or NGOs
Supervisor: Project Director, MAFF
Ref. No: MAFF-CON-1-R
Mode of Contract: Duration of the assignment, the duration of the assignment is to be completed by 31st December, 2024.

I. Definitions

1. “Annual Work Plan and Budget” and the acronym “AWPB” each means the project’s plan and budget; as said plan may be modified from time to time with the prior written no-objection of the Association.
2. “Anti-Corruption Guidelines” means the “Guidelines on Preventing and Combating Fraud and Corruption in Projects Financed by IBRD Loans and IDA Credits and Grants”, dated October 15, 2006 and revised in January 2011 and July 1, 2016.
3. “Beneficiary” means (i) in the case of Beneficiary for a Matching Grant, an agricultural producer association, and (ii) in the case of Beneficiary for a Sub-loan, an individual farmer, an agricultural producer association or a small and medium agribusiness, established and operating under the laws of the Recipient in the case of an association or a business, which is the recipient of the respective Matching Grant and/or Sub-loan, as the case may be, and responsible for the implementation of the Sub-project.
4. “Displaced Persons” means any person who, on account of the execution of the Project, has experienced or would experience direct economic and social impacts caused by:
 - (a) the involuntary taking of land, resulting in:
 - relocation or loss of shelter;
 - loss of assets or access to assets; or
 - loss of income sources or means of livelihood, whether or not such person must move to another location; or
 - (b) the involuntary restriction or access to legally designated parks and protected areas, resulting in adverse impacts on the livelihood of such person.



5. "ECOP" means the Environmental Codes of Practices included in the ESMF, setting out, *inter alia*, measures and procedures to avoid, minimize, mitigate and/or compensate any adverse environmental, health and safety impacts that may result from the implementation of the Project.
6. "Eligible Crisis or Emergency" means an event that has caused, or is likely to imminently cause, a major adverse economic and/or social impact to the Recipient, associated with a natural or man-made crisis or disaster.
7. "Emergency Expenditure" means any of the eligible expenditures set forth in the ERM.
8. "Emergency Response Manual" or "ERM" means the manual to be adopted by the Recipient for the Emergency Response Part in accordance with the provisions of the project agreement.
9. "Emergency Response Part" means a specific activity or activities to be carried out in the event of an Eligible Crisis or Emergency under Part 5 of the Project.
10. "ESMF" means the Recipient's Environmental and Social Management Framework in its latest of no objected version, setting out, *inter alia*, the principles, standards, processes and tools to be applied to assess potential adverse environmental and social impacts associated with Project activities and the ways to avoid, minimize, mitigate and/or compensate such impacts, with related public consultation, disclosure, reporting and grievance redress procedures, including, *inter alia*, the ECOP, the IPPF, the RPF, the guidelines, procedures and forms for preparing and implementing ESMPs, and a pest management plan and measures to ensure dam safety, as said framework may be modified from time to time with the prior written no-objection of the Association, and such term includes any schedules or annexes to such framework.
11. "ESMPs" means any environmental and/or social management plans to be prepared by the Recipient in accordance with the ESMF, each such plan in form and substance satisfactory to the Association, setting out, *inter alia*, details of measures to manage potential environmental and/or social risks and avoid, minimize, mitigate and/or compensate any adverse environmental and/or social impacts associated with the implementation of Project activities, together with adequate budget, institutional, monitoring and reporting arrangements capable of ensuring proper implementation of, and regular feedback on compliance with, its terms, as said plan may be modified from time to time with the prior written no-objection of the Association, and such term includes any annexes and schedules to such plan.
12. "ESMS" means the Environmental and Social Management System document, in form and substance satisfactory to the Association, to be developed and adopted by a Participating Financial Institution in accordance with the ESMF that provides for the screening of Subprojects under the Project, managing associated environmental and social risks and requiring the Beneficiaries to comply with the social and environmental requirements arising from the application of the ESMF and the ESMS, as said document may be modified from time to time with the prior written no-objection of the Association, and such term includes any schedules or annexes to such document.
13. "Fiscal Year" and the acronym "FY" mean the Recipient's fiscal year, which commences on January 1 and closes on December 31 of each year.
14. "General Conditions" means the "International Development Association General Conditions for IDA Financing, Investment Project Financing", dated July 14, 2017.
15. "Indigenous Peoples" means those social groups in the Recipient's territory that have a distinct, vulnerable, social and cultural identity, and that possess the following characteristics in varying degrees: (a) self-identification as members of a distinct indigenous cultural group and recognition of this identity by others;



(b) collective attachment to geographically distinct habitats or ancestral territories in the Project area and to the natural resources in these habitats and territories; (c) customary cultural, economic, social, or political institutions that are separate from those of the dominant society and culture; and (d) an indigenous language.

16. "IPDPs" means any Indigenous Peoples Development Plans to be prepared by the Recipient in accordance with the IPPF, each such plan in form and substance satisfactory to the Association, setting out the measures to be undertaken in accordance with the IPPF to ensure culturally appropriate social and economic benefits for the Indigenous Peoples affected by Project activities, and to avoid, minimize and/or mitigate for any potential adverse effects on the Indigenous Peoples associated with such activities; as such plan may be modified from time to time with the prior written approval of the Association, and such term includes any schedules or annexes to such plan.

17. "IPPF" means the Recipient's Indigenous Peoples Planning Framework included in the ESMF, setting out, inter alia, the principles, standards, processes and tools to be applied to ensure the free, prior and informed consultation of Indigenous Peoples affected by any proposed Project activity, resulting in their broad community support for such activity, including the preparation of IPDPs, as such framework may be modified from time to time with the prior written approval of the Association, and such term includes any annexes and schedules to such framework.

18. "IRC" means the Recipient's Inter-ministerial Resettlement Committee, and any successor thereto.

19. "Matching Grant" means a grant made available to a Beneficiary under Part 1.2(i) of the Project to finance in full or in part, as the case may be, a Sub-project and in accordance with the provisions of a Matching Grant Agreement, and the term "Matching Grants" means, collectively, more than one Matching Grant.

20. "Matching Grant Agreement" means the agreement to be entered into between the MAFF and each Beneficiary for purposes of implementing and financing in full or in part, as the case may be, a Sub-project, and the term "Matching Grant Agreements" means collectively, all such Matching Grant Agreements.

21. "MAFF" means the Recipient's Ministry of Agriculture, Forestry and Fisheries, or any successor thereto.

22. "MEF" the Recipient's Ministry of Economy and Finance, or any successor thereto.

23. "MoWRAM" means the Recipient's Ministry of Water Resources and Meteorology, or any successor thereto.

24. "MRD" means the Recipient's Ministry of Rural Development, or any successor thereto.

25. "Operating Costs" means reasonable costs required for the day-to-day coordination, administration, operation and supervision of Project activities, including leasing and/or routine repair and maintenance of vehicles, equipment, facilities and office premises, fuel, office supplies, utilities, consumables, communication expenses (including postage, telephone and internet costs), translation, printing and photocopying expenses, bank charges, publications and advertising expenses, insurance, Project-related meeting expenses, Project-related travel, subsistence and lodging expenses, and other administrative costs directly related to the Project, but excluding salaries, bonuses, fees and honoraria or equivalent payments of members of the Recipient's civil service.

26. "Participating Financial Institution" and the acronym "PFI" each means a commercial bank or microfinance institution established and operating pursuant to the laws of the Recipient, selected by the Recipient following prior no objection by the Association, and which has met the eligibility criteria specified



in the POM and as a result has received or is proposed to receive proceeds of the Financing from Category (2) under a Subsidiary Loan Agreement.

27. "Procurement Regulations" means, for purposes of paragraph 87 of the Appendix to the General Conditions, the "World Bank Procurement Regulations for IPF Borrowers", dated July 2016, revised November 2017 and August 2018.

28. "Project Operations Manual" or its acronym "POM" means the Recipient's manual, in its latest approved version, containing detailed arrangements and procedures for: (i) institutional coordination and day-to-day execution of the Project; (ii) disbursement and financial management; (iii) procurement; (iv) environmental and social safeguards management; (v) monitoring, evaluation, reporting and communication; (vi) sub-manuals governing Matching Grants and Sub-loans, including therein the eligibility criteria, appraisal, approval and administration arrangements and procedures for Subprojects and terms and conditions of Matching Grant Agreements and Sub-loan Agreements; (vii) a sub-manual describing the eligibility criteria and approval and administration procedures for eligible business plans; and (viii) such other administrative, financial, technical and organizational arrangements and procedures as shall be required for the Project, as said manual may be modified from time to time with the prior written no-objection of the Association; and such term includes any schedules, annexes and attachments to the Project Operations Manual.

29. "RAPs" means any resettlement action plans to be prepared in accordance with the RPF, pursuant to Section I.E of Schedule 2 to this Agreement, each such plan in form and substance satisfactory to the Association, setting out, inter alia, measures for compensation and resettlement of any Displaced Persons, including the magnitude of displacement, compensation and resettlement arrangements, budget and cost estimates, and sources of funding, together with adequate institutional, monitoring and reporting arrangements capable of ensuring proper implementation of, and regular feedback on compliance with its terms, as said plan may be modified from time to time with the prior written no-objection of the Association, and such term includes any annexes and schedules to such plan.

30. "RDB" means the Recipient's Rural Development Bank, established under Sub Decree No. 1, dated January 21, 1998, and operating under the amended Sub Decree No. 199, dated June 11, 2014.

31. "RPF" means the Recipient's Resettlement Policy Framework included in the ESMF, setting out, inter alia, the principles, standards, processes and tools applicable to the acquisition of rights to land, resettlement and compensation of Displaced Persons, as well as reporting and monitoring arrangements to ensure compliance with the said framework, with related public consultation, disclosure and grievance redress procedures, as said framework may be modified from time to time with the prior written no-objection of the Association, and such term includes any schedules or annexes to such framework.

32. "Safeguards Instruments" means, collectively, the ESMF (including the ECOP, RPF and IPPF) and any ESMPs, IPDPs and/or RAPs prepared in accordance with the ESMF.

33. "Signature Date" means the later of the two dates on which the Recipient and the Association signed this Agreement and such definition applies to all references to "the date of the Financing Agreement" in the General Conditions.

34. "Sub-loan" means a loan made available to a Beneficiary under Part 1.2(ii) of the Project and in accordance with the provisions of a Sub-loan Agreement, and the term "Sub-loans" means, collectively, more than one Sub-loan.



35. "Sub-loan Agreement" means the loan agreement to be entered into between the PFI and each Beneficiary for purposes of implementing and financing a Sub-project, and the term "Sub-loan Agreements" means collectively, all such Sub-loan Agreements.

36. "Subproject" means a specific set of activities to be carried out by a selected Beneficiary under Part 1.2(i) and (ii) of the Project utilizing the proceeds of a Matching Grant and/or a Sub-loan, as the case may be, all in accordance with the provisions of the Project Operations Manual, and the term "Subprojects" means more than one such Subproject or all of them as the context may require.

37. "Subsidiary Loan Agreement" means an agreement, acceptable to the Association, entered or to be entered into between RDB and a PFI pursuant to Section I.D of Schedule 2 to this Agreement, as the same may be amended from time to time with prior agreement with the Association, and such term includes all schedules supplemental to the Subsidiary Loan Agreement.

38. "Training" means the reasonable costs incurred by the Recipient for training under the Project and directly attributable to seminars, workshops and study tours, along with travel and subsistence allowances for training participants, course fees, services of trainers, rental of training facilities, preparation, acquisition, distribution and reproduction of training materials, and other activities directly related to course preparation and implementation.

II. Project objective and components

39. **Project Development Objective.** The proposed Project Development Objectives are to facilitate the development of diversified agriculture value chains in selected geographical areas in Cambodia, and to provide immediate and effective response in case of an eligible crisis or emergency.

40. **PDO-level indicators.** The achievement of the first part of the PDO will be measured through the following indicators:

- (a) increase in the volume and value of gross sales at benefitting farms (percentage);
- (b) increase in the value of gross sales of benefitting agribusinesses (percentage); and
- (c) share of non-rice production area of participating farmers (percentage).

41. **Project Components.** The Cambodia Agricultural Sector Diversification Project (CASDP) comprises the following five components: (a) Enabling Agriculture Diversification; (b) Supporting Public Infrastructure; (c) Improving Agriculture Information Systems and Quality Control Management; (d) Project Management, Coordination, and Monitoring and Evaluation; and (e) Contingent Emergency Response.

42. The proposed project is designed to enhance market opportunities through an inclusive beneficiary-led and market driven approach leading to enhanced competitiveness and increased capacity to manage climate risks. With an overall investment requirement of US\$101.67 million, including a US\$91.67 million IDA credit, the project has four components, plus a fifth zero-allocation component for the case of an eligible crisis or emergency. The first two components are closely linked and represent the largest part of the investments and will be modular and scalable and adaptable to geographical areas and commodity/value chains. The third component focuses on institutional strengthening and seeks to enhance the impact of the investments made under the first two components in the medium and long term, ensuring sustainability and possible expansion of benefits across the country.

43. The compilation of value chain support, including technical assistance (TA), productive infrastructure, and financial support services under Component 1, emphasizes the proposed project's close ties between direct support to farmers, producer organizations (POs), and small and medium agribusinesses (SMAs) and the public



investments in roads and irrigation infrastructure under Component 2. All public infrastructure investments of Component 2 will be prioritized and implemented as described in selected diversification plans (DPIs) prepared under component 1, applying new civil works codes that reduce vulnerability to climate risks.

44. ***Component 1: Enabling Agriculture Diversification.*** Component 1 uses a holistic value chain approach that is market and demand driven to build diversified competitive value chains, in which POs and their members can access rewarding domestic and international markets, and SMAs (such as aggregators, processors, input suppliers, distributors, wholesalers) can have access to better quality raw material on a consistent basis, while increasing their absorptive capacity and achieving the quality standards that the markets require. This component is competitive and mostly private sector driven, with the Government having mainly a facilitating role, while providing certain market-linked agricultural extension services (in which it has a comparative advantage) leading to the adoption of new technologies to increase productivity and to enhance resilience to climate risks. The farmers' POs and SMAs will be in a position to determine the type of services and infrastructure and the delivery mechanisms that responds to their needs.

45. ***Subcomponent 1.1: Supporting the Preparation and Implementation of Diversified Agricultural Value Chains.*** The subcomponent finances:

- (a) **Awareness raising campaigns.** The project finances the preparation and implementation of an awareness raising strategy to promote an understanding of the project's scope and objectives through outreach to potential stakeholders and beneficiaries. Awareness raising and dissemination activities will be supported by nongovernmental organizations (NGOs) or firms to ensure that potential beneficiaries have all information and knowledge about project processes and eligibilities.
- (b) **Support for teaming up of stakeholders.** Once the project is known by the public, the project will finance the organization of business networking events, including business roundtables forums and local workshops, for supporting the formation of strategic partnerships among key stakeholders along priority selected value chain, leading to teams that want to conduct business together (such as the POs, SMAs, larger agribusinesses and buyers, financial lenders). Dedicated awareness raising material and events will be used to ensure access, including for women, to all information needed to encourage stakeholders' active participation in the project.
- (c) **Support for the preparation and evaluation of DPI:** The project will ensure provision of TA to teams for the preparation of detailed DPI. Each DPI will have a detailed public infrastructure plan and include one or several detailed business plans (BPI), one for each PO and SMA. Each selected BPI should be technically feasible, financially viable, economically profitable, socially responsible, and environmentally sustainable, and should, when implemented, contribute to a consistent and timely supply of sufficient quantities of quality produce to buyers while providing a reliable income to farmers. Proposed production and processing systems will be designed with the purpose of strengthening resilience and introducing climate smart techniques. TA and infrastructure provision will support adaptation of respective practices. The DPI and associated BPI will be evaluated and selected by the EC and thereafter endorsed by the AEC. Priority will be given to BPIs that can contribute to closing key nutrient gaps in the domestic food system (as identified in the Fill the Nutrient Gap analysis) or exploit improvements in nutrition outcomes through collaboration with other relevant, respective projects. Additionally, criteria prioritize also resilience and climate responsiveness of proposed production and processing systems through a scoring system.
- (d) **Implementation support.** In addition to the core public services to be provided to the BPI beneficiaries as outlined in the DPI, support will be provided to the POs and SMAs to make sure



that all the investments and TA are implemented as planned and to the highest standards possible. The objective is to strengthen the implementation readiness at the farmer, PO, and SMA level. This support includes financial literacy to increase the procurement and financial management (FM) capacity of the POs and SMAs.

(e) **Technical support.** The BPI beneficiaries will also receive core public technical services:

- training in areas such as agricultural cooperatives (ACs) and contract farming;
- TA in areas such as postharvest management, organic farming, climate smart agriculture practices, agricultural machinery, and food safety;
- the participation in workshops, fairs, and exchange visits; and
- training in environmental and social safeguards.

46. **Prioritization of nutrition-sensitive BPIs.** The selection criteria for the DPl are designed to prioritize financing the implementation of nutrition-sensitive BPIs. Nutrition-sensitive value chains will be defined as those that can contribute to reducing undernutrition in the Cambodian population. Details for the nutrition-sensitive selection criteria are outlined in the POM.

47. **Prioritization of Export-oriented BPIs.** The selection criteria for the DPl are designed to prioritize financing the implementation of export-oriented BPIs. Export-oriented value chains will be defined as those that can contribute to promoting Cambodia's exports of agricultural products. Details for the export-oriented selection criteria are outlined in the POM.

48. The MAFF will implement activities (a) through (f) of the subcomponent with support of NGOs and/or technical service providers (TSP) – VCD allocated to specific geographical project areas, as further defined in the POM. The TSP-VCD s-will be competitively selected private firms or institutions. In addition, the MAFF will be supported by the services of specialized technical consultants, as required for implementation. Team up and support on community procurement will be the responsibility of MAFF who will guide and direct the TSP-VCD.

49. **Subcomponent 1.2: Financing Agriculture Diversification.** To facilitate the financing of the productive investments and TA identified in the approved DPl and associated BPI, the project will set up a credit line, complemented by a matching grant facility predominantly intended for POs, aiming to link to value chains. The financial instruments will underpin the overall thrust of the project, which is diversification into higher-value crops and commercialization of the agriculture sector. The financial instruments will therefore finance a broad range of investments at the farm/PO/SMA level as identified in the DPl and BPI, related to agriculture diversification, including processing equipment, on-farm irrigation equipment (drip, microjet, sprinkler, on-farm water storage, and so on), agricultural machinery, (cold) storage, vehicles, packaging and trading equipment, information and communication technology (ICT) solutions, agricultural inputs, and other eligible investments. Development for diversified, irrigated farming will focus on one or more blocks in the existing irrigation schemes where on-farm irrigation equipment will be installed. Diversified agriculture will for most sub-projects require pumped on-farm irrigation rather than gravity rice irrigation. The project will provide technical advice to beneficiaries to ensure that water and energy efficient technologies will be applied, in particular solar power. Some of the POs may develop small irrigation schemes outside existing irrigation schemes. These schemes will typically be around 20 ha and will use groundwater or surface water from small streams. The credit line and matching grant facility will be available to finance viable schemes.



50. **Credit Line¹.** The US\$30 million, which will be managed by a treasury bank (the Agricultural and Rural Development Bank; ARDB), on behalf of the Government, will have two windows, one supporting a broad-based development of the sector while a second one will support value chain development by financing BPI of POs and SMAs from the selected DPLs of Subcomponent 1.1. A general window (tentatively US\$20 million), which will cater to a broad range of potential borrowers borrowing through the participating financial institutions (PFIs), will be open to the POs and SMAs and other actors supporting a diversified and competitive agriculture sector. Funding will be available for viable business plans, accepted by PFIs. This Window will provide investments and limited working capital loans for diversified agribusiness development. The second window (approximately US\$10 million) will be earmarked for the value chains supported/established under Subcomponent 1.1, and will, therefore, aim to finance entire value chains, from producers to the market. Under this window, the value chain participants (including SMAs, POs or others) will borrow for investment in production facilities and assets, for contract farming arrangements, and other suitable value chain financing arrangements. For the POs, the credit line will complement the matching grants received, while for the SMEs it will cover most of the BPI. Overall, it is expected that the maximum loan size/exposure to a value chain will reach up to US\$1 million in cases of financing entire value chains or agribusiness investments (where a precondition will be linking farmers to markets). The credit line would be channelled through selected qualified banks, financial institutions and deposit-taking MFIs (PFIs), selected through a due diligence process using criteria agreed with the World Bank, at the outset of the project. Criteria for acceptance and inclusion as a PFI include general compliance with required coverage and available staff resources, financial prudential standards, corporate governance and managerial standards.

51. **Matching grant facility.** The matching grant facility (approximately US\$10 million) will provide matching grants to the POs (and their members) involved in selected DPLs supported by the project, to facilitate their links with diversified and competitive value chains led by SMAs or larger agribusinesses and buyers (such as aggregators, agribusinesses, processors, distributors, wholesalers, retailers, and exporters), creating links back to the POs and providing their access to markets. The matching grants will finance up to 40 percent of the portion of the BPI related to the activities of the POs (a cap in the absolute amount is further defined in the POM). Only investments and TA will be eligible for the matching grant co-financing. The remaining 60 percent would be financed either by the beneficiary savings/equity or borrowing from the project's credit line of the DPLs window. The matching grant facility will be administered by MAFF, including disbursements to the accounts of the final beneficiaries. Matching grants will be approved by the AEC when approving the DPL and BPI. The AEC will also be responsible for ensuring that investments² comply with the environmental and social safeguards requirements of the World Bank.

52. The implementation of the credit line is regulated by the Credit Line Operational Manual, and the implementation of the matching grant facility will be regulated by the Matching Grant Facility Operational Manual. Both the manuals will set forth detailed eligibility criteria for beneficiaries and investments, procedures, and responsibilities of all involved parties for the implementation of the respective financial instruments. An On-lending Agreement will be signed between the MEF and the Treasury Bank (tentatively the RDB), Subsidiary Loan Agreements will be signed between the Treasury Bank and qualified PFIs, and a Subloan Agreement between the PFIs and beneficiaries under the credit line. Matching grants will be extended to the eligible beneficiaries on the basis of Sub-Grant Agreements signed between the MAFF and the POs. All the manuals and legal agreements will be subject to IDA 'no objection' before the start of the disbursements.

53. **PFI Training.** The project will support a capacity-building program for the PFIs involved in the project, given the novelty of the non-traditional financial products to support value chain development. The



training program will cover value chain financing products, assessing the suitability and effectiveness of these new financial products, and mitigation of the related risks. The training will be about five days and will target loan officers and branch managers of PFIs. An international bank training company will be hired, under the project, to do the initial training and transfer this specific knowledge to a local bank training company³, which will take over the training activities at the later stages of the project. For the PFIs trying to test value chain financing products, a longer-term (resident) TA will be provided to ensure the PFIs can appropriately structure the deal and manage the risks. In addition, the RDB and all PFIs will have to undergo training on the environmental and social safeguards requirements of the World Bank and on establishing environmental and social risk management systems.

54. ***Component 2: Supporting Public Infrastructure.*** The component will support government/public actors providing demand-driven, improved infrastructure, such as rural roads and higher-order irrigation infrastructure, for which private sector services are generally not available or accessible. These include off-farm irrigation infrastructure and rural market access roads, identified by the stakeholders in the approved DPls under Component 1, to improve the PO's ability to diversify crop production through improved and on-demand water availability and transport produce to the markets in an efficient manner that speeds up delivery and minimizes losses. The component will also finance consulting services for design and construction supervision. Removing bottlenecks for productive investments and the provision of public infrastructure is also part of the proposed project's efforts to facilitate MFD intervention by private sector stakeholders.

55. ***Subcomponent 2.1: Supporting Irrigated Agriculture.*** Many of the POs are expected to develop diversified agriculture in existing irrigation schemes. Led by the MoWRAM, the project will finance selective rehabilitation or upgrading of irrigation water conveyance and distribution systems identified in the DPI prepared under Subcomponent 1.1. The project will not invest in large-scale irrigation infrastructure, and investment support will be provided only in combination and coordination with other value chain diversification measures. Thus, investments under the project will be limited to selective canal lining, construction of control structures, installation of new gates, and so on to ensure that the water can reach the irrigation blocks of the POs practice diversified agriculture on a demand rather than supply-driven basis. It will also include the TA and training to water user communities and municipalities to strengthen their capacity to operate and maintain the financed irrigation infrastructure, and financing consulting services, as needed to design and supervise the infrastructure investments. Finally, the project will support the MoWRAM and MAFF with the introduction of modern technologies, such as remote sensing and drones, to improve irrigation water management and its monitoring.

56. ***Subcomponent 2.2: Supporting Agriculture Roads.*** Led by the Ministry of Rural Development (MRD), the project will support the enhancement of connectivity through improving farm-to-market roads (rural roads) identified in the DPI prepared under Subcomponent 1.1. Based on the needs described in the DPI, the existing rural roads will be improved, either paved or unpaved, to increase the impact on productivity and market access of investments delivered as part of Subcomponent 1.2 and contribute to the overall competitiveness of the agriculture sector. The engineering road design will follow adequate civil works codes taking into account the need to ensure resilience of the infrastructure to climate change and extreme weather events. Improved traffic flows on rehabilitated/upgraded roads will decrease GHG emissions per unit transported.

57. ***Component 3: Improving Agriculture Information Systems and Quality Control Management.*** The objective of Component 3 is to strengthen foundational knowledge, data analysis capacities, and regulatory delivery systems within the public sector and their implementation and enforcement. These will contribute to broad and transparent knowledge and improved decision making of public sector and private actors, with



impacts reaching beyond the supported farmers, POs and SMAs. Agriculture information and quality management systems will benefit direct stakeholders as well as farmers, POs, and SMAs that operate in areas not included in the project communes and provinces. The component will also fund analytical and policy advisory work to guide government investments in support of agriculture sector development.

58. **Subcomponent 3.1: Agriculture Information Systems.** Funding will be provided for investments in the further development and improved use of soil/agroecological maps, agricultural early warning systems, food production and agricultural statistics/census data (agricultural market intelligence and marketing information systems), and potentially others. New technologies in ICT will be promoted to ensure broadest dissemination and best use of available data and information for public and private sector stakeholders' planning and decisions regarding production, processing, and marketing of agriculture products, and services and support will be given for market intelligence to identify medium-and long-term opportunities for suitable products. Funding will be provided for targeted information provision through new and appropriate technologies to reach the participating women farmers with limited access to written material. Information dissemination will include nutrition-related messages and materials relevant to strengthen the nutrition outcomes of the project.

- (a) **Technical information collection and dissemination.** The existing system in the MAFF will be strengthened to ensure that quality extension information is available to all stakeholders, in particular to and through extension works but also directly to farmers, POs, and agribusinesses. TA will be provided to update and upgrade the ICT work and collaborate with mobile network providers, the MAFF's agriculture extension website, its YouTube channel and Facebook tools, and other communication channels that are currently in use or could be of future importance. Support activities will be aligned and coordinated with the support that other development partners have provided the MAFF. Collection and dissemination of technical information will also be coordinated with regards to the quality management requirements (for example, for the Association of Southeast Asian Nations good agricultural practice [GAP]) and as developed under Sub-component 3.2. This aspect will include elements that support private sector agribusiness investment, such as seed and fertilizer catalogs, phytosanitary reporting, water resources and user registries, and publication of regulatory requirements. Efforts will be made to align the frequency and types of data to enhance the contributions of the agriculture sector to the overall national multi-sectoral nutrition agenda. The project will support the establishment and operation of a repository of all technical, policy, and legal (agriculture) documents relevant to the sector for internal and external access and use.
- (b) **Market intelligence.** The project will further enhance the existing system of providing up-to-date market/price information to stakeholders. The system of market price information and dissemination will be reviewed and demand-based improvements in coverage and outreach will be implemented. Support will be given for market intelligence to also identify medium-and long-term opportunities for suitable products. Data and information on farming systems and economics will be systematically collected and analyzed to improve the economic planning and production advice provided to farmers, POs, and agribusinesses. The existing system will be upgraded to include information to allow strategic decisions on long-term investments in perennials (for example fruit trees, spices) and livestock. Support measure will be geared towards ensuring that new and/or improved value chains provide more sustainable and financially viable alternatives in the medium and long term.
- (c) **Analytical and policy planning works.** The subcomponent will also fund research and studies through the Supreme National Economic Council (SNEC) and in collaboration with the MAFF. Support will include the funding of studies, policy planning, and consultation workshops. Specific research and studies will include a study on the identification of Cambodia's medium-and long-



term competitive and comparative advantage for agriculture value chains/products and production systems, including the most appropriate crops and varieties to improve nutrient availability; the preparation of a feasibility study for the establishment of a wholesale market for quality controlled products in Phnom Penh, and a study on the most appropriate crops and varieties to improve nutrient availability.


59. **Subcomponent 3.2: Quality Control Management.** Investments to strengthen the effectiveness of plant protection and phytosanitary, animal health, and food safety surveillance, reporting, and inspectorate systems and systems to enforce agricultural input regulations will be supported. This will include support for the development of certification, licensing and other quality control and management services, development and application of regulations on GAPs and organic products, good animal husbandry practices (GAHPs), use of geographic indicators, and so on.

60. Focus of the activities will be on areas under the MAFF's responsibility and jurisdiction. Support for strengthening research and surveillance to comply with food safety and SPS as applied under the trade facilitation regime will follow a holistic approach by paying attention to activities ranging from the production stage to postharvest management stage. Specific attention will be given to pest surveillance, diagnostic, identification, and management systems needed to fulfil requirements under regional and international trade agreements. Significant efforts have been made in recent years to enhance the SPS regime and notable improvement in SPS-related testing and diagnostic infrastructures have been achieved. The project will further strengthen the system to be adequate for meeting modern demands. Funded areas will include animal health, enforcement of agricultural-input regulations, enhancing public awareness on law and regulations of agrochemical management and its impact to the public health, animals and environment, agriculture products surveillance, MAFF laboratories, equipment for quarantine stations and regional plant quarantine offices, operationalization and enforcement of sanitary and phytosanitary and animal health and hygiene laws and regulations, GAP, GAHP, and CamGAP/Association of Southeast Asian Nations GAP, promotion of Participatory Guarantee Systems, and local labelling/branding. In particular, the promotion of and training on GAP, GAHP, and good manufacturing practices (GMPs) will be supported to open possibilities for Cambodian products in regional and international markets, requiring basic minimum international quality and hygiene certifications.

61. Responding to an identified constraint to the development of quality products, the project will provide TA to strengthen the use and promotion of good varieties and quality seed and propagated materials. The project will actively search for an interested PO and/or SMA to establish seed multiplication groups and building their capacity to select good varieties and quality seeds. Technical and material assistance to such alliances/cooperation would follow the approach and conditions as described in Component 1.

62. ***Component 4: Project Management, Coordination, and Monitoring and Evaluation.*** As the lead executing agency (EA), the MAFF will be responsible for overall project management/coordination and for the implementation of all four components. The MAFF will closely cooperate with the technical units of the MRD and MoWRAM as implementing partners that will take responsibility for the construction of rural infrastructure. Support will be provided for the establishment of a MAFF-led project coordination and implementation unit and supported by the Secretariat of the Technical Working Group on Agriculture and Water (TWGAW). The establishment of a high-level Steering Committee is envisaged to advise on and deal with emerging cross-sectoral issues. The details are elaborated in the POM.

63. Component 4 will support overall project management through (a) providing necessary key contract staff and consultants in the coordination and implementation unit to assist the MAFF in managing project implementation in cooperation and coordination with the TWGAW and with other projects, (b) monitoring and evaluation (M&E) of project implementation, and (c) hiring TA to support project implementation and capacity building of the MAFF and other key stakeholders.



64. **Component 5: Contingent Emergency Response.** The objective of the contingent emergency response component, with a provisional zero allocation, is to allow for the reallocation of financing to provide immediate response to an eligible crisis or emergency, when/if needed. An Emergency Response Manual (ERM) will be developed for activities under this component, detailing streamlined FM, procurement, safeguard, and any other necessary implementation arrangements. In the event the component is triggered, the Results Framework would be revised through formal restructuring to include appropriate indicators related to the emergency response activities.

III. Rationale for the Technical Service Provider (TSP) – Value Chains Development (VCD)

65. The approach of the CASDP project is new for Cambodia. Mostly for the teaming up of stakeholders and the preparation of DPLs, including their respective BPL, as well as the support for the implementation of the selected plans, MAFF will need to be supported by an external TSP-VCD to ensure that the project will be implemented smoothly. The close collaboration between the TSP-VCD and MAFF will also strengthen the capacity of staff in MAFF and enable to implement a similar project in the future by themselves. The main objective of the TSP-VCD is to assist MAFF in the preparation (consultation and supporting preparation of diversification plans) and implementation of diversification plans which lead to diversified agriculture value chains. This includes: i) Organize and facilitate the team building of key stakeholders, such as POs, SMAs, larger agribusinesses and buyers and financial lenders; ii) general training and TA to interested team for the translation of business ideas into viable DPLs; iii) provide technical assistances (TAs) to project's beneficiaries for the preparation of detailed DPLs; and v) provide implementation support to POs and SMAs.

66. **Geographical location of TSP-VCD activities.** The TSP-VCD will be hired by MAFF, being firms and/or NGOs, allocated to specific geographical project areas in Pursat, Battambang, Siem Reap, Pailin and Banteay Meanchey (283 ACs, 61 330 members), and which will support MAFF in the activities further described in the scope of the consultancy. The geographical project areas were selected considering the number of Agricultural Cooperatives (AC) and the number of their members that are present (using 2022 MAFF numbers) in each province.

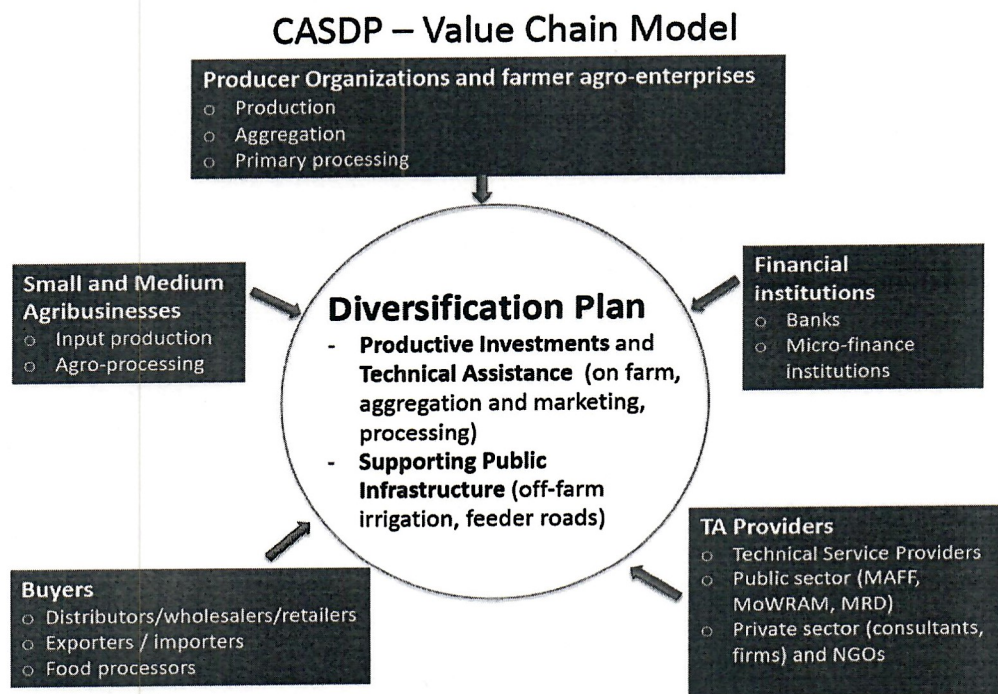
67. **Status of TSP-VCD.** Technical Service Provider (TSP) was contracted by MAFF from August 2020 to June 2023 to assist Agricultural Cooperative in the preparation and implementation of Diversification Plan and Business Plan. Based on the Mid-Term Review and the Fifth Implementation Support Mission on May, 2022, the TSP-VCD of CON 1 is tasked to assist 24 targeted ACs to complete preparation of good quality 24 DPLs and 26 BPLs. Up to now the previous TSP-VCD has supported completion and signing of Matching Grant Agreements of 2 DPLs and 2 BPLs. They also supported preparation of 10 DPLs and 10 BPLs which are being evaluated by the EAC; 12 DPLs and 14BPLs are new that need preparation supports from the TSP-VCD.

68. **Scope and main tasks of the consultancy.**

- (a) **Support for Teaming up of stakeholders:** Once the project is known by the public (awareness raising actions carried out by MAFF), the TSP-VCD will coordinate with MAFF who will organize and bear the costs of the business networking events (Team-up), including business roundtables forums and local workshops, for supporting the formation of strategic partnerships among key stakeholders along the value chain, leading to teams that want to make business together (such as POs, SMAs, larger agribusinesses and buyers, financial lenders). The TSP-VCD will support MAFF in the preparation of dedicated awareness raising material and events will be used to ensure access, including by women, to all information needed to encourage their active participation in the project. MAFF will take into consideration inputs from all TSP-VCD and will be responsible for its formatting and printing.



- **The teaming up will focus on the following key stakeholders:**
 - ✓ **Producer Organizations (Pos):** involved in production, aggregation, primary processing
 - ✓ **Small and Medium Sized Agribusinesses (SMAs):** involved in downstream activities, such as agro-processing, but could also be in upstream activities, such as seed or seedling production. Includes aggregators, processors, input suppliers, importers, distributors, wholesalers, supermarkets.
 - ✓ **Buyers / Larger Agribusinesses:** Includes larger agro-processors, distributor, wholesaler, retailer, exporters, etc.
 - ✓ **Financial institutions:** Banks and microfinance institutions (ideally participating in the credit line described in Subcomponent 1.2)
 - ✓ **TA Providers: Service providers (including the TSPs-VCD)** associated to the area, public sector actors (MAFF, MoWRAM, MRD), private sector (consultants and firms) and NGOs.
- **The figure below helps to visualize the stakeholders involved in the preparation of the DPI and the main ticket items to be included into it.**





- **Composition of teams and commercial agreements:** As further described in the Project Operations Manual (POM), there is flexibility in the composition of stakeholders for one DPI. It can reach from only one PO selling to a larger buyer (where only the PO would directly benefit from the Project, but where the buyer is included in the DPI), to models with one PO and one SMA plus a buyer (where the PO and the SMA benefit), or even DPI with a number of SMAs. For example, there might be a seedling producing SMA that gets into an agreement with a PO to sell their seedlings to the PO, and a processing SMA gets into an agreement with a PO to buy its production according to the specification agreed in the agreement. If two or more POs would like to organize themselves into a formal second tier PO, to reach economies

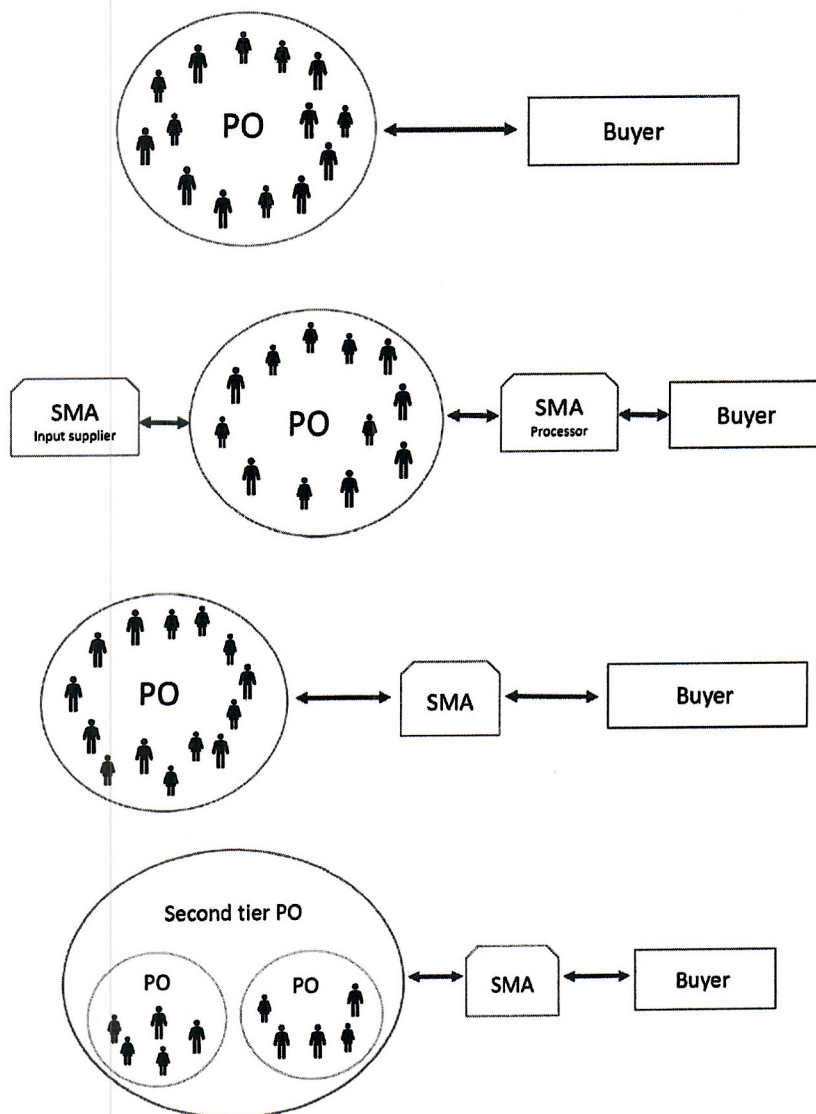
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of scale, that would also work. At DPI stage, a formal letter of intent for each commercial relationship in a BPI will be enough. With this structure, the project intends to integrate farmers into value chains, on one hand horizontally by working together as a group, and on the other hand vertically by having commercial agreements with other value chain actors.

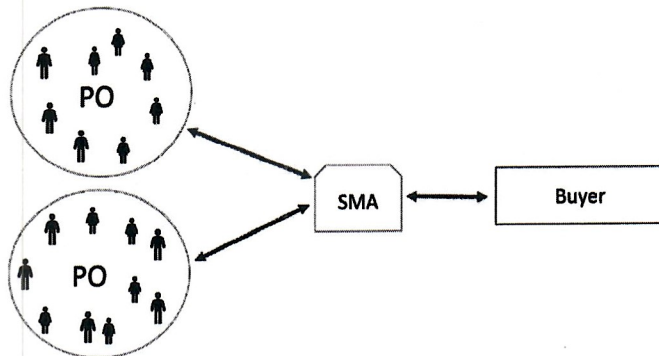
- Below some examples of team compositions without including the financial institutions and TA providers:

Examples of composition of teams

 = Members of POs = Producers
 = Commercial Agreement



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- The TSP-VCD, in close collaboration with the Financial Management consultants and the Marketing, Market Penetration consultant, PFIs and National Community Procurement Consultant, will support the POs and SMAs in the preparation of their DPLs and BPLs. It's important to mention that the lead, ownership and decisions should always be with the POs and SMAs; however, the TSP-VCD will regularly meet with the teams, brainstorm with them and advise them, and write parts or even the entire proposals depending on the capacity of the teams. However, TSP-VCD must ensure that AC committees have full understanding of the objective and implementation arrangements of the proposal, and their operational and financial commitments. These should be shared with all AC members to ensure their full ownership of said commitments. TSP-VCD will also closely work with MAFF, MRD and MoWRAM to ensure the technical feasibility of the proposals.

- (b) **Support for the preparation and evaluation of DPLs/BPLs:** TSP-VCD will closely work with the teams to elaborate for each PO and SMA, a proposed DPL including detailed public infrastructure plan, and one or several related business plans (BPL). Each selected BPL should be very detailed and be technically feasible, financially viable, economically profitable, socially responsible, and environmentally sustainable. Each BPL should, when implemented, contribute to a consistent and timely supply of sufficient quantities of quality produce to buyers while providing a reliable income to farmers. Proposed production and processing systems will be designed with the purpose of strengthening resilience and introducing climate smart techniques. As the TSP-VCD works with the teams, the ownership and decisions should always be with the POs and SMAs. The TSP-VCD will advise the teams and write parts or even the entire plans depending on the capacity of the teams. The TSP-VCD will also closely work with MAFF, MRD and MoWRAM to ensure the technical feasibility of the plans. The TSP-VCD will support the POs and SMAs to prepare DPLs and BPLs. It's important to mention that the lead, ownership and decisions should always be with the POs and SMAs, with whom the TSP-VCD will regularly and brainstorm about the DPLs/BPLs. TSP-VCD will also coordinate interventions of MEF PIU and PFI with ACs and SMAs in order to facilitate credit access under CASDP.

The DPLs and associated BPLs will be evaluated and selected by the EC, and thereafter endorsed by the AEC. Priority will be given to BPLs that can also contribute to closing key nutrient gaps in the domestic food system (as identified in the Fill the Nutrient Gap analysis) or exploit improvements in nutrition outcomes through collaboration with other relevant, respective projects, and/or BPLs that contribute exports, notably for commodities such as cassava, cashew nut, and pepper. Additionally, an important consideration would be paid to resilience and climate responsiveness of proposed production and processing systems through a scoring system. Both the format and the DPL selection criteria are further described in the POM and Annexes.

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- (c) **BPI implementation support.** The TSP-VCD, coordinating closely with MAFF/PDAFF, the financial management firm, as well as the marketing and market penetration firm, PFIs and National Community Procurement Consultant, provides support to ACs/POs and SMAs to implement their respective Matching Grant Agreement as planned, and to the highest standards possible. The TSP-VCD is also expected to coordinate with MoWRAM and MRD for the implementation of public infrastructure interventions (Component 2). The objective is to strengthen the implementation readiness at farmer, PO and SMA levels.

69. The project's results framework and monitoring (RFM) (attached to these ToRs) is a key guide for implementation progress and achievement of results.

70. **Duration of the assignment.** The assignment is to be completed by December 31st, 2024.

71. **Working arrangements, deliverables, and reporting requirements**

- (a) **Working arrangements.** The TSP-VCD will work closely and report to the MAFF. The TSP-VCD is also expected to work closely and collaboratively with a financial management consultants and a marketing and market penetration consultant, to ensure that sales, marketing, and financial plans as well as other projections are realistic and of high quality to secure endorsement by the Advisory and Endorsement Committee (AEC) and financed by PFIs. It is expected that the capacity of MAFF will be increased through the co-operation of stakeholders in the VC, and that the AC would be able to implement such projects without support of TSP-VCD in the future.

- (b) **Deliverables.** The TSP-VCD will be responsible for supporting ACs as follow.

- ***Preparation of DPLs and BPLs***

- ✓ Coordinate with MAFF who is responsible for organizing the networking events leading to preparation of agreed proposals (teaming-up) and supporting to prepare the 12 new DPLs (estimated time utilization: 45 days per DPL);
- ✓ Support ACs/POs/SMAs to prepare and ensure quality of revised DPLs/BPLs; after evaluation and comments by committees and revert to ACs/POs with revisions or alterations depending on feedback from EC and AEC (estimated time utilization: 10 days per DPL for the revision of DPLs?);
- ✓ Support exceptional revisions of DPLs/BPLs that have been endorsed and with MGA signed. If those revisions are done to DPLs/BPLs supported by the existing TSP, then no additional charges should be levied on the project regardless of the extent of such revisions; if revisions are to be carried out to DPLs/BPLs that were supported by the TSP who are no longer engaged by the project, then the new TSP-VCD shall be compensated based on the estimation of efforts and time by the PCO, consistent with the 10-day allocated above for revision of DPL/BPL before their endorsement ;
- ✓ Liaise with PDAFF in different provinces in order to inform them in advance of field missions by TSP-VCD and inviting their participation during field missions;
- ✓ Ensure compliance of DPLs and BPLs with the project's social and environmental safeguards. The TSP-VCD will assist PCO Safeguards team to conduct safeguard screening of participating sub-project proposals and basic infrastructure including both rehabilitation of roads and irrigation system investments. The TSP-VCD will draft safeguards screening and assessment report preparation and then send to Safeguards team of PCO for review and feedback before drafting the safeguards section of DPL content; and



- ✓ Following endorsement of the DPls and BPls, the TSP-VCD will present the details to the AC Committee and AC members and ensure that all details of commitments and obligations are fully understood (estimated time utilization: 1 day per DPl);
- **Implementation Support.** Where relevant, collaborating closely with Technical Departments and PDAFF, during the implementation of Matching Grant Agreements, the TSP-VCD:
 - ✓ Provide agriculture extension service; this includes commodity-specific technical advice in production (Good Agriculture Practices—GAP--and Good Animal Husbandry Practices--GAHP), inputs acquisitions and utilizations (including agritech such as on-farm irrigation technologies), harvest and post-harvest management to improve productivity and quality of agriculture products;
 - ✓ at processing level (where it is relevant), provide advice on increasing efficiency of production and food safety; and
 - ✓ work closely and collaboratively with Marketing and Market Penetration advisor to assist ACs, POs, and SMAs to secure markets (including exports) for their crops.
- **Supporting overall operations**
 - ✓ Support M&E efforts (including data collection) and provision of quarterly and annual progress reports to PCO's M&E team; and
 - ✓ Support ACs in delivering quarterly reports as part of MGA.
- **Indicative time inputs of the key and non-key experts:**

Nd	Position	Staff-months
Key experts		
1	Chief of Party (COP) and Agribusiness Advisor	12
2	Producer Organization and Agriculture Advisor	12
3	Business Planning Advisor	12

The TSP-VCD will assist the national and provincial (project) working groups in their interaction with other project stakeholders. Implementing agencies will be supported in their project tasks as required and possible. Deliverable details will be part of the TSP-VCD contracts.

- (c) **Reporting requirements.** All reports shall be written in English and Khmer. This applies to the updated reports/plans specified below as well as studies, reports, briefers, technical guides or any other document for public distribution (on a case-by-case basis). All reports and plans are subject to written final approval and acceptance by MAFF.
- **Annual Work Plans.** Draft annual work plans shall be submitted 30 days from contract effectiveness, and subsequently each year by November 1st. Final work plans (in English and Khmer) must be submitted by November 15th, 2024 for MAFF approval. Work plans shall be organized by main activity and shall include: a timeline for activities; the rationale and expected results for each activity; estimated costs per activity and total budget for each year; designation of responsibility for implementation; and potential constraints to implementation and a plan to mitigate these constraints.

- **Quarterly Progress and Financial Reports.** Each TSP-VCD shall be required to meet MAFF requirements for quarterly technical and financial reports, including an annual update on progress achieved toward proposed results. Quarterly performance reports shall be due 15 days after reporting period, and provide a summary for both the quarter, and the year. The reports should follow key project indicators and additional indicators approved by MAFF. The performance report shall include at minimum, the following information:
 - ✓ A comparison of actual accomplishments with the targets established for the period in the Implementation plan based on both activities and indicators.
 - ✓ If established targets from the implementation plan were not met, provide an explanation as to why the targets were not met, and describe the actions that shall be taken to ensure achievement.
 - ✓ Expenditures by sub-element according to framework sub-elements.
 - ✓ Other pertinent information including opportunities and constraints to overall program, and an analysis and explanation of cash flow management.

The TSP-VCD Consultants shall also provide in each quarterly progress report a detailed schedule of activities planned for coming quarter. Any updates or changes to the schedule shall be provided at least two weeks prior to the implementation of any change.

Quarterly financial reports shall be due 15 days after reporting period. Financial projections for the following quarter shall also be included. Financial reports shall also be submitted in conjunction with progress reports by the dates established above.

- **Final Report.** Sixty days prior to the completion date of the contract, an outline of the final report shall be submitted for review and comments. MAFF shall provide comments within 10 working days.

Thirty days prior to Contract completion date, a detailed final report reviewing the results of the work, benchmarks, issues and weaknesses encountered, lessons learned, success stories and priority areas identified for future work shall be submitted. MAFF shall provide comments within five working days. Once the final report is approved by MAFF, five hard copies of the final report in English and five in Khmer and the electronic versions in both languages must be submitted to the MAFF.

72. **Environmental and Social Safeguards.** The TSP-VCD will liaise with the Safeguards Team of PCO and ensure that Safeguards Team is informed of any necessary actions to be taken. The TSP-VCD will assist PCO Safeguards team to conduct safeguard screening of participating sub-project proposals and basic infrastructure including both rehabilitation of roads and irrigation system investments. The TSP-VCD will draft safeguards screening and assessment report, and then send to Safeguards team of PCO for review and feed-back before drafting the safeguards section of DPI content,

73. **Monitoring and Evaluation Plan (M&E Plan).** The TSP-VCD will assist the responsible project Working Groups in preparing for and implementing data and information collection as required in the project M&E plan.

74. **Deliverables and Payment Schedule.** The payment schedule for the TSP-VCD services will be discussed and agreed with selected TSPs-VCD during contract negotiations, considering the following deliverables in table below.

No	Deliverables	Timeline	Payment Schedule (%)
1	Inception Report	2 nd week after contract signing	10
2.	<ul style="list-style-type: none"> Support ACs to prepare at least 6 new DPLs/BPLs with acceptable quality which including: <ul style="list-style-type: none"> - Facilitation for Awareness raising - Orientation on business plan development delivered to ACs/POs, and SMAs - Team up Support ACs to revise and finalize existing DPLs/BPLs after EC's comments (At least 3 DPLs/BPLs) . Facilitate with ACs, PDAFF and MG's team for signing the MG's agreement at least 6 ACs Supporting successful implementation of signed DPLs according to their plan by the completion of the project (Coordination and reporting) (At least 6 DPLs) Provide the orientation on the endorsed business plan to at least 6 ACs/POs, and SMAs. On the job training to PDAFF's staff (TSP will develop training curriculum and join training with PDAFF staff)) are capable of supporting ACs/POs and SMAs in business plan development, and agricultural extension support, evidenced by their ability to support ACs/POs, and SMAs implement DPLs/BPLs. (At least 1 time/month) M&E data are properly collected Good quality quarterly reports on implementation of matching grant agreement submitted by ACs/POs and SMA with support from TSP-VCD (responsible by PDAFF team and support by M&E consultant) 	Q1/2024	25
3.	<ul style="list-style-type: none"> Support ACs to prepare at least 6 new DPLs/BPLs with acceptable quality which including: <ul style="list-style-type: none"> - Facilitation for Awareness raising - Orientation on business plan development delivered to ACs/POs, and SMAs - Team up Support ACs to revise and finalize existing DPLs/BPLs after EC's comments (At least 3 DPLs/BPLs) . Facilitate with ACs, PDAFF and MG's team for signing the MG's agreement at least 6 ACs Supporting successful implementation of signed DPLs according to their plan by the completion of the project (Coordination and reporting) (At least 6 DPLs) Provide the orientation on the endorsed business plan to at least 6 ACs/POs, and SMAs. On the job training to PDAFF's staff and are capable of supporting ACs/POs and SMAs in business plan development, and agricultural extension support, evidenced 	Q2/2024	25

	by their ability to support ACs/POs, and SMAs implement DPLs/BPLs. (At least 1 time/month) <ul style="list-style-type: none"> • M&E data are properly collected • Good quality quarterly reports on implementation of matching grant agreement submitted by ACs/POs and SMA with support from TSP-VCD (responsible by PDAFF team and support by M&E consultant) 		
4	<ul style="list-style-type: none"> • Support ACs to revise and finalize existing DPLs/BPLs after EC's comments (At least 3 DPLs/BPLs) . • Facilitate with ACs, PDAFF and MG's team for signing the MG's agreement at least 5 ACs • Supporting successful implementation of signed DPLs according to their plan by the completion of the project (Coordination and reporting) (At least 6 DPLs) • Provide the orientation on the endorsed business plan to at least 6 ACs/POs, and SMAs. • On the job training to PDAFF's staff and are capable of supporting ACs/POs and SMAs in business plan development, and agricultural extension support, evidenced by their ability to support ACs/POs, and SMAs implement DPLs/BPLs. (At least 1 time/month) • M&E data are properly collected • Good quality quarterly reports on implementation of matching grant agreement submitted by ACs/POs and SMA with support from TSP-VCD (responsible by PDAFF team and support by M&E consultant) 	Q3/2024	15
5	<ul style="list-style-type: none"> • Support ACs to revise and finalize existing DPLs/BPLs after EC's comments (At least 1 DPLs/BPLs) . • Facilitate with ACs, PDAFF and MG's team for signing the MG's agreement at least 5 ACs • Supporting successful implementation of signed DPLs according to their plan by the completion of the project (Coordination and reporting) (At least 6 DPLs) • Provide the orientation on the endorsed business plan to at least 4 ACs/POs, and SMAs. • On the job training to PDAFF's staff and are capable of supporting ACs/POs and SMAs in business plan development, and agricultural extension support, evidenced by their ability to support ACs/POs, and SMAs implement DPLs/BPLs. (At least 1 time/month) • M&E data are properly collected <p>Good quality quarterly reports on implementation of matching grant agreement submitted by ACs/POs and SMAs, with support from TSP-VCD (responsible by PDAFF team and support by M&E consultant)</p>	Q4/2024	15
8	Final Report	Q4/2024	10
	Total		100

75. The following services and facilities will be provided by the client without cost to the Technical Services Provider (TSP):



- Data: (1). Agriculture Statistic and Data (PDAFF/MAFF), (2). Project Related Documents,
- Training cost: The training related cost for, (1). Awareness raising, (2).Team up, (3). Training on DPI/BPI preparation, and (4). Orientation on endorsed DPI/BPI will be handle by MAFF (logistics arrangement).

76. **Minimum Qualification Requirements.** The assignment will be carried out by a Technical Service Provider (Consulting firm or NGO) with the relevant experience specific to the assignment, and with an established track record in implementing mobilization activities in rural areas and experience in agribusiness development programs. The minimum qualification requirements of Technical Services Provider are:

- Experience operating in Cambodia or another Southeast Asian country for at least 5 years in Technical Service Provider for Agriculture Value Chain.
- Experience delivering or facilitating technical or specialized job on Producer Organizations (PO), Small and Medium Sized Agribusinesses (SMA), Buyers/Larger Agribusinesses and Financial institutions.
- Firm/NGO's experience vis a vis the assignment TOR and Technical Assistance Provider is an asset.
- Experience managing at least five relevant contracts/projects with an international organization (i.e. UN agencies, World Bank, ADB, IFAD, bilateral donors, etc) and Public Sector.

77. Each TSP-VCD will be composed by a Chief of Party (COP), who would also be the Senior Agribusiness Specialist in the team, as well as a Producer Organization and Agriculture Specialist along with a Business Planning Advisor. These three positions will be present throughout the duration of the contract and during any further extensions of CASDP. These positions will continue on a full-time basis in the case of an extension of CASDP.

78. For the case that the applicant finds a Producer Organization and Agriculture Specialist that is more experienced than the Agribusiness Specialist, then s/he could take the position of COP.

	2024
Chief of Party and Agribusiness Advisor	1
Producer Organization and Agriculture Advisor	1
Business Planning Advisor	1

79. **Chief of Party (COP) and Agribusiness Advisor.** The COP is responsible for overall management of the TSP-VCD tasks. The primary task is to ensure results are achieved on schedule, staff is performing, and deliverables are of acceptable quality to PCO. The COP is the TSP-VCD representative to MAFF and the Royal Government of Cambodia (RGC). The candidate must have a track record of successful project management and experience in successfully supporting rural and agriculture producers and cooperatives to sell their products in local and international markets.

(a) **Education.** University Degree in agriculture, business, economics, agricultural economics, or another related/appropriate field.

(b) **Work experience.** The COP should have at a minimum the following experience:

- Minimum of 10 years of experience in a mix of value chain development, economic development, trade, competitiveness, or agricultural development programs;
- Minimum of 7 years of experience in private agribusiness sector leading in marketing and sales of agriculture products in domestic and international markets;

- Demonstrated success in implementing programs aimed at increasing the competitiveness and inclusiveness of agricultural value chains, preferably with a focus on high value added (HVA) products;
- Demonstrated knowledge of the latest developments in advancing good/best practices in value chain development;
- Experience as a project manager for large and complex private sector agribusiness development projects;
- Ready to travel frequently to rural areas and to relate closely on value chain development matters with targeted participants;
- Excellent interpersonal and communications skills;
- Proficient knowledge of English language.

- (c) If the Agribusiness Advisor would not be the COP, then a minimum of 8 years of work experience would be sufficient and English language would be an advantage, but not compulsory.

80. **Producer Organization and Agriculture Advisor**

- (a) **Education.** University degree in Agricultural Economics/Processing, Agronomy, or relevant area.

- (b) **Work experience.** Minimum 8 years' experience in agriculture development sector/agro processing/agribusiness and/or value chain development; Experience in agribusiness value chain development projects in Cambodia or similar environment; Experience with preparing business plans/feasibility studies for investments in agribusiness; Knowledge of Cambodian agricultural sector would be an advantage; Strong analytical, team working and communication skills; readiness to live in rural areas and to travel frequently within the country and to relate closely on value chain development matters with targeted participants; Sound IT skills. Knowledge of English language would be added advantage.

- (c) If the Producer Organization and Agriculture Advisor would take the role of the COP, then the minimum work experience would be increased to 10 years and English language would be compulsory.

81. **Business Planning Advisor**

- (a) **Education.** Bachelor degree or higher in financial management, financial auditing or chartered accountancy qualification

- (b) **Work experience.** The candidate shall have a minimum 8 years of work experience in business planning, and in the preparation of business plans and feasibility studies for investment projects in agriculture/agribusiness; familiarity with development projects and their requirements as to financial management, procurement, social and environment safeguards, monitoring, impact and performance evaluation; readiness to live and travel frequently in rural areas; demonstrated ability to work in teams; possessing sound IT) skills; and excellent interpersonal and communications skills. Knowledge of English language would be added advantage.