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We are a leading organisation for the implementation of international development projects. We promote inclusive economic, social, and ecological development to make an effective contribution towards sustainable and widespread prosperity in developing and emerging economies.

GUIDELINE FOR SUBMISSION OF PROPOSAL

This Request for Proposal (RFP) refers to the Terms of Reference (ToR) for “DRR relevant and climate resilient intervention adaption strategies in the Facilitation Process of M4C” placed in Annex 1. The ToR provides a basis for applicants to respond to this RFP.

ELIGIBLE APPLICANTS:

Eligible are applicants (researchers/ individual consultants/ team of consultants) with should meet the following qualifications:

- Appropriate knowledge, skill, and experience in Disaster Risk Reduction and Climate Resilient Agriculture.
- Understanding of market systems analysis, Market System Development (M4P/MSD) approach and proven track record to work for market development projects.
- Familiarity with agriculture and livestock sector of northern Bangladesh
- Familiarity with hard-to-reach thin market context.

- Credible background and professional experience to operate the CEDRIG¹ tool to analyze the disaster risk and potential negative impact of intervention activities.
- Ability to meet deadlines and revise the end products as per project’s expectation.
- Analytical, writing and reporting skills are desirable.

Bids will be assessed based on:

1. Alignment of proposed methodology to the scope of work/ TOR (placed in Annex 1)
2. Realistic work plan in line with requirements and deadlines
3. Skills and experience of the consultant
4. Evidence of successful completion of similar assignment

LEGAL DOCUMENTS:

- Copy of E-TIN Certificate
- Copy of NID

¹ The Climate, Environment, Disaster Risk Reduction Integration Guidance

CONTENT OF THE PROPOSAL:

The language of the proposal should be English. The proposal must be submitted in MS Word, maximum 05 pages A4, font size Calibri 11, normal margin and 1.15-line spacing excluding cover page and annexes.

The main parts of the proposal should be structured as follows:

- Understanding of the assignment
- Previous Experience of conducting relevant assignments.
- Proposed methodology and activity plan to conduct this mission.

Annexes may be included to furnish any additional information.

EVALUATION PROCESS:

- a) Quality based evaluation will be applied by the M4C, Swisscontact evaluation team.
- b) The main part of the proposal will be taken for the evaluation only, excluding the annexes, and ranked based on obtained score for the proposals.
- c) Proposals submitted in the prescribed format and/or structured as per the required content will be preferred.
- d) Applicants with the highest score will be selected for the assignment provided that successful negotiations on the budget and other terms are reached. If there is no agreement on the final budget, then the bidder with the second highest score will be considered for discussion and negotiation.
- e) M4C, Swisscontact has no obligation to award the contract to any applicant if the proposals submitted do not match with the quality and the budget requirements of the project.
- f) M4C, Swisscontact has no obligation to provide any further information to the applicants or any other third party about the evaluation process and its results.

TIMELINE FOR SUBMISSION OF PROPOSAL:

- Applicants may submit questions for clarification to the M4C project to jannat.chowdhury@swisscontact.org or tawhidul.islam@swisscontact.org by April 7, 2021
- The final proposal must be sent to M4C project to bd.infom4c@swisscontact.org by April 15, 2021.
- M4C evaluates and short lists proposals and informs applicant by April 22, 2021.
- Discussion of Proposal with selected applicant by April 26, 2021
- Final selection and contract signing by April 29, 2021.

TERMS OF REFERENCE (TOR) FOR DESIGNING DISASTER RISK REDUCTION (DRR), CLIMATE CHANGE ADAPTATION AND ENVIRONMENTAL CONSERVATION STRATEGIES IN THE FACILITATION PROCESS OF M4C

INTRODUCTION

Swisscontact, Swiss Foundation for Technical Cooperation, is headquartered in Zurich and was founded in 1959 by leading figures from the Swiss private sector and Swiss universities. It is exclusively involved in international co-operation and since 1961 has carried out its own and mandated projects. In Bangladesh, Swisscontact is registered as an international non-governmental organization (INGO) under NGO Affairs Bureau, Government of the People's Republic of Bangladesh.

OVERVIEW OF THE PROJECT (M4C)

Making Markets Work for the Jamuna, Padma and Teesta Chars (M4C) Project is mandated by the Swiss Agency for Development and Cooperation (SDC) and Ministry of Local Government, Rural Development and Cooperatives, Government of Bangladesh. M4C's aim is to reduce poverty and vulnerability of char households by facilitating market systems that enhance opportunities for income generation. Until June 2020, it has benefitted 124,000 char households in ten districts of northern Bangladesh with an additional income of BDT 13,000/households. Swisscontact in collaboration with Rural Development Academy, Bogura continue to implement M4C in Gaibandha, Kurigram, Jamalpur, Rangpur, Lalmonirhat and Shariatpur until June 2024. A team of dedicated project staff supported by implementing partners (local NGOs) manage implementation of project activities in the field.

Through time-bound partnerships, M4C supports public agencies (research, extension, etc.), private companies (agro-input, agro-processing, financial institutions, etc.), and local market actors (retailers, traders, etc.) to expand to peripheral char markets and to promote their products and services. M4C offers financial and non-financial supports for a) pre- and post-market research b) strengthening capacity of and relationships/ linkages between market actors c) piloting and scaling up of inclusive business/ service delivery models.

In this phase M4C will work for promoting sustainable portfolio establishment in chars. For that M4C will follow the activity sets below:

- **Activity Set 1A: Input services:** Based on area specific cropping patterns, cropping and livestock rearing the project is designing its partnership with agriculture input

companies. Inclusion of new partner(s) and strengthening the sales and distribution channel of the existing partners has been the key strategy for M4C to ensure product availability in the char areas. In the livestock sector, focus on the availability of quality feed in bull fattening, country chicken and ruminant rearing is being explored by the project.

- **Activity Set 1B: Output services:** Besides replication of trader-outgrower scheme (T-OS) model major cash crops and livestock M4C in phase III will work with institutional buyers to establish collection points adjacent to chars.

- **Activity Set 2: Financial services:** The priority of phase III will be replication of seasonal loan product in the unexplored char locations and facilitate the relevant financial institutes to design affordable loan products.

- **Activity Set 3: Innovation and entrepreneurship:** Competitive partnership process for innovation and entrepreneurship has created a possibility of introducing new services in the chars for which there is no service provider currently in the market. This segment has also focused on private sector led business models in healthcare and energy services.

- **Activity Set 4: Anchoring and institutionalization:** M4C supports Char Development Research Centre (CDRC) and other selected NGOs to archive as well as disseminate information, knowledge, and lessons of various char development initiatives among public agencies, private sector actors, donors, NGOs, academics, and media. By doing so, M4C targets to create awareness and mobilize initiatives and investments in the char regions from wider public and private sector actors, beyond the project period.

M4C addresses following transversal thematic areas: women's economic empowerment (WEE), disaster risk reduction (DRR), governance and conflict-sensitive project management (CSPM) in the project design and implementation. In this context, M4C has prepared this specific ToR to ensure disaster risk reduction process in the project implementation and documentation process.

RATIONAL OF THE TASKS

Bangladesh is a low-lying delta through which several rivers, originating in the Himalayas or northern upstream, reach the Bay of Bengal. These rivers change their course on the way, erode the banks on either side, and create disconnected patch of land, referred as the chars. People living on the chars lose their homestead and farming land and are forced to migrate to other chars several times in their lifetime. Geographic isolation of the chars, results in poor access to markets and services, and high transaction costs for the char dwellers, leading to fewer economic activities and lower output. The situation is further

worsened by contextual vulnerabilities posed by the uncertainties and the damages caused by flood, river erosion, draught, etc. Weak market institutions, lack of information and appropriate business/ service models, higher costs and risks make the chars “less attractive” destination for public and private investment.

After extensively working in the char areas from 2012 to 2020, M4C realizes the need for developing context-specific sustainable disaster and climate resilient plans. In addition to that, M4C previously did an environment study and workshop towards the end of M4C phase II to understand the future focus on environmental issues designing new phase. Followed by in early 2020, M4C initiated area assessment and findings from newly added locations for phase III, M4C did involve two agricultural experts to conduct two separate studies which were about- a) sustainable cropping pattern in chars, b) sustainable livelihood rearing and practices.

From the information collected from area assessment, environment studies, studies on sustainable cropping pattern, livestock rearing and stakeholder mapping, the project needs to develop a viable suggestion-list considering the disaster risk reduction aspects. This will contribute to develop the strategy paper and eventually design interventions. M4C has conducted area assessment in all 5 districts- Gaibandha, Jamalpur, Kurigram, Lalmonirhat and Rangpur and collected relevant information regarding both crop and livestock portfolio, disaster and disease incidence, prevalent market system and constraints on service accessibility faced by the char dwellers.

For developing a robust DRR interventions successfully in the hard-to-reach areas, a project should look deeply at the profitability of farming households mitigating the risk of natural hazards and consider the pressing issues like environmental degradation, climate change and natural resource management. Through addressing the relevant knowledge gaps a systemic consideration is required to steering the project and to plan the ongoing/ upcoming interventions

OBJECTIVE

The core objective of the task is to design DRR relevant and climate resilient intervention adaptation and review the integration process of DRR in the relevant intervention plans and service provision model.

TASKS

The consultancy will be for a period of 10 days during the period of April and May 2021. However, based on the merit of the proposal and the requirement of the expert the timeline of the assignment can be further updated. The Consultant shall specifically undertake the following

activities:

1. Discussion with the project and review the existing resources.
 - a. Area assessment (Region specific hazard Calendars, Pest attack and livestock disease calendars)
 - b. Climate specific findings,
 - c. Environmental Study 2019,
 - d. Sustainable agriculture (crops and livestock) Studies.
2. Key Informant Interview and workshop with (arranged by project)
 - a. Relevant partners, RDA, implementing NGOs.
 - b. Service providers
 - c. Project Staffs
 - d. Other practitioner(s) in the DRR field including climate change resilience in agriculture and livestock sector.
3. Facilitate a discussion about sector-specific standard strategies for disaster risk reduction in agriculture and livestock in close coordination with M4C team.
4. A technical paper on:
 - a. The characterization of disasters (drought, floods, hailstorm, etc.) in char areas and an analysis on the interactions between disasters and their impacts in context of chars.
 - b. An assessment of how disaster matrix will affect the management of the project.
 - c. An integrated strategy for managing in the risks of flood, drought, etc. to be incorporated in the existing national agricultural strategies and action plans for chars through public institutes.
 - d. Developing concrete actions or action plans for disaster risk management of M4C
5. Disseminate the learning to M4C, external stakeholders (if arranged by the project) and the development partners including experts from UNDP, Norwegian/Danish Refugee Council, IUCN, IFAD, iDE-Bangladesh and so on.

TIME FRAME

The consultant will work for ten days for the assignment during 2021. The required days are distributed as shown in table below:

SN	Description of Tasks	Type of Assistance	Expected end date	Number of Days
				Total
1	Discussion with the project and review the existing resources	Remote	May 3, 2021	1
3	Key Informant Interview	Remote	May 30, 2021	2
4	Discuss with the proposed DRR strategies to M4C team and incorporate feedback	Remote	June 6, 2021	0.5
5	Debrief with SDC	Remote	June 13, 2021	1
6	Wider dissemination and validation	To be decided	June 19	1.5
7	Finalize the paper on DRR	Remote	June 29, 2021	4
	Total			10

DELIVERABLE

Following are the required deliverables of the assignment:

- Time Sheets
- The Technical Paper outlining the above-mentioned chapters.
- Relevant meeting minutes and list of KII respondents (assisted by the project)

REPORTING

The consultant will report to the Team Leader of M4C. S/He will work closely with Monitoring and Results Measurement (MRM), Innovation & Knowledge Management (IKM), and Partnerships and Grants (PG) teams.