

REQUEST FOR EXPRESSIONS OF INTEREST

Ministry of Agriculture, Forestry and Rural Development in Kosovo
Project Title: Agriculture and Rural Development Project (KARDP)
IDA, Credit No 5005 XK

Assignment Title: Training to certify candidates for advisory services in agriculture and rural development and improve effectiveness of extension staff

Reference No.: KARP-CS-3(i)

The Ministry of Agriculture, Forestry and Rural Development in Kosovo has received financing from the World Bank toward the cost of the Agriculture and Rural Development Project (KARDP), and intends to apply part of the proceeds for the consulting services.

The Objectives of the Assignment

The objective of this assignment is to train the MAFRD extension personnel as well as municipal advisory agents and private extension personnel in technical topics combined based on the request and needs of Agriculture Extension Service staff of MAFRD as well as to train and certify candidates for advisory services on agriculture and rural development.

The Consultant will be responsible for performing the following tasks for the duration of the contract:

1. Develop training design (curriculum, materials and methodology) for both trainings: Training Certification Program for Advisors and training for extension staff in advanced technologies in agriculture and rural development, in Albanian and Serbian language.
2. Train based on the Training Certification Program approximately 40 advisors. Trainings are expected to be organized in 2 groups, 5 modules, with a total of 10 training days.

Training Certification Program (TCP) includes five (5) basic modules. These modules are:

- a. Module 1: Basic knowledge (2 days);
- b. Module 2: Time management (1 day);
- c. Module 3: Methodology and Inter – personal skills (2 days);
- d. Module 4: Methods of advice giving (2 days);
- e. Module 5: Farm management (3 days).

The focus of the Training Certification Program is to certify advisors in enhanced methodologies of training and advice giving to farmers and rural community.

Certification of Advisors for Agriculture and Rural Development is based on the Administrative Instruction, No.07/2015 dated June 11, 2015 “The form, content and procedures of passing the professional exam and certification for advisor for agricultural and rural development”, which has several phases-steps that need to be followed in the course of implementation of this assignment:

- Call for application for certification of the candidates for advisory services in agriculture and rural development and definition of training groups,
 - Appointment of the Commission for Assessment and Certification of Advisors,
 - Training of candidates
 - Testing and assessment of candidates
 - Certification of candidates,
 - Preparation of the Final Report.
3. Train approximately 70 extension agents and private extension personnel in advanced technologies in agriculture and rural development. Training will be organized during the period May - November 2018; 5 groups will be trained in 6 courses. Each course will last an average of 2 days, spread out over as many weeks as possible. Training on technical aspect should be delivered as a package, while best practice topics can serve as additional electives which participants can pursue depending on their interest and knowledge. Topics to be covered by this course include technical topics such as:
- a. Primary Crop and Livestock Production;
 - b. Farm Planning, Management and Analysis;
 - c. Post-harvest Handling, Agricultural Marketing;
 - d. Agro-processing and Rural diversification;
 - e. Agricultural Produce Transport and Agricultural Trade;
 - f. Information and communication technology in agriculture (ICT in agriculture) – a tool for access to knowledge and transfer of information, and innovation in agriculture and rural development.
- Study Visit: During the life time of the contract, the Consultant will organize 2 study visits (in each study visit will participate 15 people), in one of the EU countries. The objective of the first study visit is to exchange experiences and to establish contacts and cooperation with extension staff of the respective country while the objective of the second visit is to increase technical knowledge on production.
4. Promotional Material and Workbook: The consultant will prepare classroom material with all topics of organized trainings on both certification program and technical trainings for extension staff.

Target Group

The target groups for this activity are approximately 40 advisors to be trained based on the Training Certification Program and approximately 70MAFRD extension staff as well as municipal advisory agents and private extension personnel to be trained in advanced technologies in agriculture and rural development. Farmers and agro-processors around Kosovo will be trained by extension agents on how to use modern farm record system and how to manage their farms/factories, farm planning, agricultural marketing, etc.

Deliverables

Activities will take place between April 2018 and December 2018, during which time the following material will be delivered:

1. Inception report including all copies of both training programs, all curricula and materials developed/used and implementation schedule;
2. Evaluation of staff trained;
3. Recommendations regarding future training needs;
4. Brief weekly reports on training activities conducted;
5. Final report summarizing delivery of both training activities.

The Ministry of Agriculture, Forestry and Rural Development now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services.

Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The consultant will be chosen based upon:

- Demonstrated experience (min 5 years) with implementation of similar projects with special focus in agriculture extension services training in Eastern Europe and/or transition economies;
- General professional qualifications and experience of its experts involved in the fulfillment of this particular assignment;
- Extensive expertise in the field of training including preparation of training and promotion materials, workbooks etc.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s [Guidelines: Selection and Employment of Consultants \[under IBRD Loans and IDA Credits & Grants\] by World Bank Borrowers](#) dated January 2011 (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.

Consultants may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications.

A Consultant will be selected in accordance with the Quality Based Selection (QBS) method set out in the above mentioned Consultant Guidelines, and following the above mentioned evaluation criteria.

Further information can be obtained at the address below during office hours *i.e. 08:00 to 16:00 hours*.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **Wednesday 07 February 2018**.

Agriculture and Rural Development Project (KARDP)

Project Implementation Unit – PIU

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