UNITED NATIONS HUMAN SETTLEMENTS PROGRAMME
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FOR A BETTER URBAN FUTURE

CALL FOR PROPOSALS

Proposal for " Climate-Smart Agriculture Training" in Bogale, Kalaw, Nyaung-U, Pyapon, and Taunggyi, Townships

Size of grant: USD 50,000

Purpose of CFP: UN-Habitat is seeking a qualified technical partner to implement the activity **" Climate-Smart Agriculture Training" in Bogale, Kalaw, Nyaung-U, Pyapon, and Taunggyi, Townships** under the EU funded project "**Myanmar Climate Change Alliance (MCCA)**" to scale up the capacity building of farmers local communities, and agricultural stakeholders to adapt and mitigate the impact of climate Change. This activity should be undertaken during the month of December 2024 to January 2025, in collaboration with UN-Habitat Myanmar MCCA Team. The primary objective of this assignment is to pilot climate change resilient agriculture and natural resource management practices in three (3) geo-climatic regions in Myanmar: Delta, Dry Zone and Hilly region. The aim is to demonstrate integration of localized climate change science with traditional knowledge base to achieve enhanced climate resilience through improved food security. It is also envisaged that through convergence of various initiatives under MCCA2, an EcoVillage concept will also be demonstrated in each Geo-climatic area.

Submission Start Date: 14th October 2024

Submission Deadline Date: 28th October 2024

Project Key Information

- UN-Habitat Project Title: " Climate-Smart Agriculture Training" Bogale, Pyapon, Bogale, Kalaw, Nyaung Nyaung-U, Pyapon, and Taunggyi, Kalaw Townships
- Locations and beneficiaries
    - Targeted Participants: 200 representatives of smallholder farmers, local farmers' organizations, and other agri-food stakeholders (eg from local markets), including women and youth
    - Townships: Bogale, Pyapon, Nyaung-U, and Taunggyi, Kalaw Townships
    - Country: Myanmar

- 3 training sessions to be held (one session per geo-climatic region: Delta, Dry Zone, Hilly Region, where each session may take a period of one week, targeting at least 40 participants per session).

- Anticipated start date: 01 December 2024
- Estimated duration of project in calendar months: 2 months
- Maximum proposed value in US$: 50,000
- Lead Organization Unit: UN-Habitat Myanmar Office

Brief Background of the Project

Myanmar has been identified as one of the country's most severely impacted by extreme weather events over the past decade, according to the Global Climate Risk Index (2024). The country has faced repeated occurrences of cyclones, floods, and droughts across various states and regions, leaving many areas highly vulnerable to the effects of climate change. Limited capacities to cope with these challenges have further exacerbated the risk posed by climate-related hazards. As a result, urgent climate action is required to both adapt to and mitigate the impacts of climate change in Myanmar.

The agricultural sector in Myanmar faces increasing threats due to climate change, including unpredictable weather patterns, extreme weather events, and changing growing seasons. These challenges place significant pressure on smallholder farmers who depend on agriculture as their primary livelihood. To address these threats, Climate-Smart Agriculture (CSA) offers a holistic solution aimed at improving agricultural productivity, enhancing resilience to climate change, and reducing greenhouse gas emissions. CSA integrates a range of practices that support sustainable resource use, increased food security, and improved livelihoods. Climate change presents significant challenges to agricultural systems, especially in developing regions where agriculture is a primary livelihood. In Myanmar, smallholder farmers are particularly vulnerable to erratic weather patterns, droughts, floods, and shifting growing seasons, which threaten crop yields, food security, and rural livelihoods. These impacts underscore the need for sustainable agricultural solutions.

To address these issues, Climate-Smart Agriculture (CSA) offers a comprehensive solution aimed at improving productivity, enhancing resilience to climate change, and reducing greenhouse gas emissions. CSA integrates sustainable practices that help farmers adapt to the changing climate while promoting long-term sustainability, resource efficiency, and improved livelihoods.

Under the MCCA2 program, funded by the European Union, UN-Habitat is implementing the Local Climate Action Plan (LCAP) to address climate-related challenges. The LCAP focuses on prioritizing and implementing urgent, gender-responsive actions that align with local capacities to build resilience and adapt to the impacts of climate change. The LCAP outlines roles for target beneficiaries, responsible implementers, and details timelines and resources needed. In line with Scenario C, which emphasizes adaptation, mitigation, and sustainable development, CSA practices have been identified as essential strategies to mitigate the impacts of climate change on livelihoods and agriculture.
To maximize the potential of CSA, it is crucial to integrate value chain development. By doing so, farmers not only adopt sustainable agricultural practices but also gain better access to markets, increase their income, and strengthen the agricultural system as a whole. Moreover, organic

certification offers farmers the opportunity to access premium markets where demand for environmentally-friendly and chemical-free products is growing. Pursuing organic certification allows farmers to increase the value of their products while reinforcing sustainable agricultural practices.

Purpose of the assignment

The primary purpose of this training is to enhance the capacity of smallholder farmers, local organizations, and other stakeholders to implement climate-smart agricultural (CSA) practices while strengthening their integration into agricultural value chains. The training will focus on increasing agricultural productivity, building resilience to climate change, and facilitating market access to ensure long-term sustainability.

The key objectives are:

- To introduce participants to the principles and practices of climate-smart agriculture (CSA), promoting productivity, resilience, and reduced environmental impact.
- To integrate value chain development into CSA training, ensuring that farmers can effectively engage in market-oriented farming and improve their economic opportunities.
- To improve understanding of the economic benefits of climate-smart practices through value addition, product diversification, and strong market linkages.
- To guide participants through the organic certification process, providing them access to premium markets while maintaining sustainable agricultural practices.
- To support farmers and local stakeholders in transitioning to climate-resilient, sustainable, and market-oriented farming systems that enhance both climate resilience and livelihoods.

Roles and Responsibilities

Partner organization will be responsible for:

- Design and deliver training sessions on CSA, value chain development, and organic certification, with a gender-responsive approach.
- Develop and distribute training materials to participants.
- Providing technical expertise and resources for the implementation of CSA practices.
- Provide technical expertise and facilitate discussions and field demonstrations.
- Facilitating the training sessions and field demonstrations.
- Ensure active engagement from all participants and address questions or challenges raised during the sessions.
- Engaging local communities and stakeholders in the program activities.
- Monitoring and reporting on the progress and impact of the training program

Scope of Work

The training will target the following areas:

a) Climate-Smart Agriculture (CSA) Practices

- Introduction to CSA principles: understanding productivity improvement, adaptation to climate change, and mitigation of greenhouse gas emissions.
- CSA techniques, including:
    - Conservation agriculture (minimum tillage, crop rotation, cover crops).
    - Agroforestry and integrated crop-livestock systems.
    - Water-efficient irrigation methods (drip irrigation, rainwater harvesting).
    - Climate-resilient crop varieties and soil fertility management, including local gene banks.
- Sustainable pest management practices and organic farming methods.
- Agro-ecological approaches to enhance land productivity, biodiversity, and reduce environmental impacts.
- Management of post-harvest losses through sustainable storage solutions, such as seed banks, and improved processing techniques.
- Sustainable livestock practices, promoting fodder management, rotational grazing, and feed efficiency.

b) Value Chain Development

- Overview of the agricultural value chain: understanding the different components from input suppliers to end markets.
- Identifying key actors and stages in the value chain, including input suppliers, processors, wholesalers, retailers, and consumers.
- Role of farmers and producer groups in enhancing value-added activities, such as product processing, packaging, and branding.
- Strategies to improve market access for smallholder farmers, including connectivity to local, national, and regional markets.
- Financial management, understanding market pricing, and improving negotiation skills to enhance income.
- Strengthening linkages with private sector partners, cooperatives, and community-based organizations to ensure a sustainable value chain.
- Promoting gender inclusion and empowerment in value chains, focusing on the roles of women and youth in agricultural production, marketing, and entrepreneurship.

c) Organic Certification Process

- Overview of organic farming principles and the benefits of organic certification.
- Organic certification standards and requirements (both national and international).
- Step-by-step process for obtaining organic certification, including:

- Soil health management and the avoidance of synthetic inputs.
- Documentation and record-keeping for organic certification compliance.
- Inspections and audits required for certification.

- Identifying certification bodies and the costs associated with the organic certification process.
- Market opportunities and value addition through the production and sale of organic products.
- Maintaining compliance with organic standards and addressing common challenges faced during organic farming and certification.

d) Gender-responsive climate action

- Gender gaps in the agriculture sector
- Gender-responsive climate smart agriculture
- Stakeholder analysis and gender-sensitive needs-assessment to understand the specific needs and priorities of men and women
- Livelihood analysis and proposals that looks at women's and men's access to resources.

Main Activities and Outputs

Output 1: Inception Report including Training Sessions Designed and plan for Delivery

- **Detailed Training Agenda and modules**: A well-structured schedule of training sessions, including objectives, topics to be covered (CSA practices, value chain development, organic certification, and gender-responsive approach), and time allocation for each module.
- **Training Manuals and Presentations**: Comprehensive training materials, including slide presentations, handouts, and technical guides, covering CSA principles, value chain strategies, and organic certification processes. Each training module should contain group exercises, and specific cases for different geo-climatic areas.
- **Practical Guides**: Step-by-step instructional materials on implementing CSA techniques, value chain mapping, and obtaining organic certification, adjusted to each geo-climatic region.
- **Field Demonstration Plans**: Developed and executed field demonstrations on CSA techniques for different geo-climatic areas (such as water-efficient irrigation, conservation agriculture, or organic farming practices). The plans should be developed through the group work to be conducted during the training sessions, highlighting the design of model ecovillages demonstrating comprehensive climate-smart practices. They should include a summary on how to develop and promote climate-resilient crops and advanced agricultural techniques, including required infrastructure that may support climate-resilient agriculture and rural livelihoods, enhance biodiversity and soil health through agroecological farming

practices, and the proposed systems and plans for managing sector-specific climate risks in each geo-climatic area.

Output 2: Deliver Training Sessions (one session per geo-climatic region) where each session may take a period of one week, targeting at least 40 participants per session).

- **Training Session Reports**: Documentation of each session delivered, including the number of participants, key topics discussed, and learning outcomes.
- **Participant Attendance Records**: A log of participant attendance at each session to ensure full engagement throughout the program.
- **Resource Distribution Records**: Documented distribution of printed or digital materials provided to all participants, ensuring they have the necessary resources for continued learning.

Output 3: Final Report

- **Engagement and Feedback Reports**: Summaries of participant interaction, feedback, and active involvement in discussions, identifying key areas of interest or concern.
- **Q&A Sessions and Resolutions**: Documentation of questions raised by participants and the corresponding solutions or guidance provided by facilitators.
- **Participant Satisfaction Surveys**: Post-training feedback surveys to assess the quality of the sessions, the relevance of the materials, and the overall satisfaction with the training.
- **Evaluation of Learning Outcomes**: Pre- and post-training assessments to measure knowledge acquisition and understanding of the topics covered.

Risk Analysis

While CSA training sessions may be conducted in person, challenges such as natural Disasters and the political situation in Myanmar could disrupt the planned schedule, requiring flexibility to ensure completion of activities within the project duration. UN-Habitat and the identified implementing partner will keep monitoring the situation and act accordingly with flexibility to complete the task in a given time.

Eligibility Criteria

Criteria	Submission Details/ Documents Required
Legal Status	• Certificate of registration/incorporation i.e., • Proof of registration in Country of Origin. • Proof of registration of Country of operation • Proof of country operational presence

Organization profile and details	• Clear organization profile and structure of the organization indicating :
	  ○ Organization's vision, mission and objectives
	  ○ Management structure
	  ○ Members of the Governing Board and their Designations duly certified by the Corporate Secretary, or its equivalent document
	  ○ Proof of membership to professional associations if any.

Financial Capacity	• Audited company financial statements (balance sheet and income statement) and auditors report for the last two years
Exclusive bank account	• Is the organization willing and able to have a separate bank account for the funds provided by UN-Habitat?
Integrity and Governance	• The organization should complete and submit a signed Partner Declaration Form • Provide the profiles of the Chairperson of the Board of Directors, Head of the Organization and Chief of Finance

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Selection Criteria

Criteria	Submission Details/ Documents Required
1. Technical capacity	
1.1 Does the organization have the relevant **experience and proven track record** in implementing activities in the areas of the project? Has it managed in the past projects of similar technical complexities and financial size? Is the project linked with the core business of the IP?	• List of similar projects executed in the last 5 years (value, location, donors, nature of projects, execution stage – completed or ongoing). • Demonstrate how the experiences in past projects are relevant in the execution of the current proposal • References from past donors
1.2 Does the organization have **qualified technical staff** with the experience and the technical skills required by the project? What is the staff size, type, qualification and education background?	• CVs of key management staff, technical and non-technical staff that will be involved on the project • How many technical staff do you have in the concerned Country for implementing the project? Is there reasonable assurance that such technical staff required by the project will continue to be available as needed in the Project?
1.3 Does the organization have a clear and strong link with **an identifiable constituency** relevant to the targeted population of the project? Does it have the ability to impact on the targeted population and on the issues? Does it have strong presence in the field and for how long? Does it have adequate capacity to work in key areas/regions where the proposed field activities will be implemented?	• Demonstrate, describe and provide proof of local operational presence, including link and ability to impact the targeted population.
1.4 Does the organization possess adequate physical facilities, office equipment, transport, etc. to implement the activities?	• Provide location and list of office facilities, vehicles and office equipment locally available to implement the project.
1.5 Does the organization have formal procedures to monitor project execution (e.g. milestones, outputs, expenditures…)	• Provide formal project monitoring policies and procedures
2. Financial and administrative capacity	

2.1 Has the organization been in operation over a period of at least 2 years to demonstrate its **financial sustainability** and relevance?	• State the years of operation • Financial statements for the last 2 years
2.2 Does the organization have **qualified staff in Finance**? Is the current **accounting system computerized** and does have the capacity to collect and provide separate financial reports on the activities executed under the Agreement of Cooperation? Does it have systems and practices to monitor and report whether the project deliverables and expenditures are within agreed time and budget? Does it have minimum segregation of duties in place (separation between project management, finance/accounting and executive office)	• CVs of key finance and accounting staff • Description and key features and controls of the accounting system used • Organization structure/ Organogram
2.3 Does the organization have the capacity to procure goods and services on a transparent and competitive basis? (if applicable) check for procurement unit with experienced staff	• Copies of procurement policies and procedures. The procedures should show how you procure locally and internationally.
2.4 Does the organization have formal procedures and controls to mitigate fraud such as multiple signature signatories on bank accounts, reporting and prosecution of incidences of fraud?	• Describe anti-fraud controls and provide formal procedures
2.5 Does the organization have capacity to provide in-kind, financial, personnel contribution as UN-Habitat Implementing Partner in this present project? Please give details of contribution nature and size.	• Describe nature and value of contribution (in-kind or cash)
3. Financial Proposal	
3.1 Is the budget for each component of the activity to be performed by the Implementing Partner (i) cost-effective (i.e. the cost should be economical and prudently estimated to avoid any under/over estimation) (ii) justifiable/well supported and (iii) accurate and complete	**Budget Proposal** <*template provided*> • BOQ (if applicable) • Other supporting documents
4. Technical Proposal	

4.1 The technical proposal is sound and responds adequately to the specifications and requirements?	**Technical Proposal document** <*template provided*>
Cumulative score for ratios	

Notes:

1. Interested Organizations must provide information indicating that they are qualified to perform the services (brochure, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc).
2. The CFP and accompanying documents must be received in accordance with instructions provided. CFP submitted to a different email address will not be considered.
3. CFP from applicants failing to provide the complete information to fulfill the basic eligibility criteria will be considered non-responsive.
4. CFP received after the above deadline will not be considered
5. Organizations will be selected in accordance with the procedure set out in the UN-Habitat IP Management policy and Standard Operating Procedures.
6. CFP from applicants failing to provide the requested information will be disregarded.
7. This CFP does not entail any commitment on the part of UN-Habitat, either financial or otherwise. UN-Habitat reserves the right to accept or reject any or all proposals without incurring any obligation to inform the affected applicant(s) of the grounds.
8. All prices must be in USD