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## I. General information

### 1. Brief information on the project

Lebanon is facing severe challenges such as an economic crisis, increasing poverty causing worsening food security, a financial crisis due to the constant depreciation of the Lebanese lira and all this exacerbated by the COVID-19 pandemic and the explosion in the Beirut port. Economic downturn, business closures, a deterioration in working conditions and lost livelihoods are consequences of this multi-layered crisis that the Lebanese population is going through. Due to the value loss of the Lebanese Lira, imports have become so expensive that importing necessary production inputs has become almost impossible putting food security at risk.

The project Strengthening Agriculture, local Communities, and small and medium Enterprises (ACE) aims to strengthen economic stabilization and improve social stability through targeted measures to promote cooperation and exchange in three areas of action:

- a) Agriculture: Support farmers to form agricultural associations and to produce in accordance with market needs, including training and sharing of good agricultural practices.
- b) Support of micro, small and medium enterprises (MSME): Targeted promotion of income prospects with financial and capacity-building measures to promote entrepreneurial action and closing important gaps in the value chains.
- c) Local communities & social stability: Joint planning & implementation of low-threshold community initiatives both within civil society and together with local governments to strengthen positive intergroup experiences as well as increasing confidence in local capacity to act.

### 2. Context

The project is categorized as part of the transitional development assistance, and under the second area of action will promote private sector engagement, improving individual skills so that the parties responsible in agricultural businesses, food processing enterprises and other MSMEs downstream of food security and climate change, will be able to understand changes and adapt their actions.

This will involve the provision of knowledge for the development of new products or the adaptation of existing products, in addition to helping MSMEs complete a just transition towards green energy via in-kind grants and technical assistance. Our objectives also include realizing the potential of local agriculture. They involve MSMEs, for example, exploring alternative sources of procurement from the local agricultural sector, re-evaluating and, where necessary, adjusting the sales strategy for the local and international market. In addition, ACE project will help MSMEs evaluate and, if necessary, adjust the product range in line with changed demand on the local market and analyze and, if applicable, reduce the costs of maintaining a business. GIZ's private sector support in the ACE project will focus on six main value chains: Olive, Honey, Legumes, Wheat and Barley, Agroforestry, and Protected Agriculture value chains.

- a. **Objective of the assignment:** GIZ is looking for an experienced expert to conduct field assessments to identify the needs, pain points, and opportunities of MSMEs in the agri-food value chain in the Area of West Bekaa and Hasbaya.

- b. GIZ shall hire the contractors for the anticipated contract term, from July 1, 2024, to October 31, 2024.

3. The contractor shall provide the following work/service:

The expert will be responsible for the following activities in the respective areas:

**a) Stakeholder Mapping:**

- Identify and map potential partners under the MSME umbrella, including local businesses, NGOs, government agencies, and community leaders, while highlighting potential contributions simultaneously to private sector development, and strong with a point (focus on previous experiences).
- Assess the interest and capacity of identified stakeholders to actively participate in and support GIZ's support activities.

**b) Business Landscape Assessment:**

- Map the business ecosystem in agri-food (downstream of agriculture including water, energy, food nexus), waste management and valorization, renewable and efficient energy, and circular economy sectors, that are active and directly linked to the value chains the ACE Project focuses on.
- Identify successful models, challenges faced, and potential areas for innovation and improvement adopted by MSMEs in the specified sectors

**c) Problem Mapping and Solution Proposal:**

- Identify and analyze key challenges faced by businesses in the specified sectors under ACE, including the cluster of MSMEs (size and number), under the food security sector and analyze key challenges faced by businesses in the specified sectors under ACE Project, especially the Olive, Dairy, Honey, Legumes, Wheat and Barley, Agroforestry, and Protected Agriculture value chains.
- Propose potential solutions and interventions taking into reference the support activities the GIZ ACE Project can provide, when addressing these identified challenges.

All tasks will be performed in close cooperation with the GIZ advisor responsible.

Period of assignment: from 01.07.2024 to 31.10.2024.

<b>Milestones/partial works</b>	<b>Date/location/responsibility</b>	<b>Criteria for acceptance</b>
Review and adapt timeline	Within 1 week after contract signature	Updated timeline
Field visits and interviews	Till the end of contract	
Stakeholder Mappings draft report	Within 2 weeks after contract signature	Draft report including results and findings
Business Landscape Assessment draft	Within 3 weeks after contract signature	Draft assessment & supporting documents
Problem Mapping and Solution draft report	Within 4 weeks after contract signature	Draft assessment & supporting documents

Field Assessment Draft Report	Within 4 weeks after contract signature	Draft assessment & supporting documents
Final Field Assessment Report	By the end of the contract	Finalized assessment

## II. Tender requirements

### 1. Qualifications of proposed staff

#### 1.1. Expert 1:

##### 1.1.1. General qualifications

Education: Bachelor's degree in business administration, Economics, Political Science, Social work, or equivalent.

Professional experience: 5 years' experience with the agri-food, waste management & valorization, renewable energy, and circular economy sectors. Strong qualitative and quantitative research skills.

Ability to analyze and synthesize complex information into clear and actionable insights.

Ability to engage effectively with diverse stakeholders, including youth groups, local businesses, and government representatives.

##### 1.1.2. Experience in the region/knowledge of the country

6 years working with MSMEs and Startups in West Bekaa and Hasbaya.

Experience in working on Development Projects in the region.

##### 1.1.3. Language skills

business fluency in English C2

### 2. Quantitative requirements

Fee days	Number of experts	Number of days per expert	Comments
Expert 1-Field Assessment Expert	1	28	
Travel expenses	Number of experts	Number of days/nights per experts	Comments
• Per-diem allowance in country of assignment	N/A		
• Overnight allowance in country of assignment	N/A		
• Travel costs (train, private vehicle)	N/A		
Flights	Number of experts	Number of flights per experts	Comments
• International flights	N/A		
• Domestic flights	N/A		

• CO <sub>2</sub> compensation for air travel	N/A		
<b>Other costs</b>	<b>Number</b>	<b>Amount</b>	<b>Comments</b>
•	N/A		

**Calculate your financial bid exactly in line with the quantitative requirements of the specification of inputs above.** There is no contractual right to use up the full days/travel or workshops or budgets. The number of days/travel/workshops and the budgets will be contractually agreed as **maximum amounts**. The regulations on pricing are contained in the price schedule.

### 3. Conceptual design

The tenderer should indicate how the services outlined in Section I.3 (Tasks) are to be provided. Reference should be made to the following criteria:

**Concept note (3.1):** The tenderer is required to consider the tasks to be performed with reference to the objectives of the services described in section I.3 of the ToR (Stakeholder Mapping, Business Landscape Assessment, and Problem Mapping and Solution Proposal. The Concept Note should include but is not specific to: Methodology, technical approach, Timeline, it should not exceed 10 pages.

The tenderer should **present a timeline (3.2) including a mapping of each step of the implementation** of each of the requested services within the period of the contract time.

For each deliverable, the tenderer should specify **the technical approach (3.3) and necessary tools** identified to be able to deliver requested services mentioned in section I.3 of the ToR.

The tenderer should include **an overall methodology (3.3)** on “how” they are planning on achieving the stated objectives in section I.3

## III. Data protection

Processing personal data by the contractor would require them to define alone the nature of such data and how such processing would be carried out. In such cases, the contractor shall act as an independent DATA CONTROLLER and must alone comply with ALL applicable data protection obligations, including those stemming from regional and local laws. The contractor must process personal data only when a given goal cannot be reasonably attained without such data. The data protection principles such as lawfulness, data minimization, accuracy, purpose limitation, storage limitation, transparency, integrity and confidentiality, and accountability, as well as the numerous rights of the data subject must be paid due attention. The GDPR’s data transfer rules must be considered whenever personal data leaves the EU for a third country. The GIZ is NOT in any way responsible for such processing.

Where the contractor is not subject to the GDPR and national laws are silent on the meaning of the data protection principles and rights mentioned here, such meaning shall be construed in accordance with the GDPR (Regulation (EU) 2016/679). The GIZ is available to support the contractor whenever need arises.

## **IV. Requirements on the format of the tender**

The CV submitted for the expert can have a maximum of four pages.

The concept should not exceed ten pages – excluding the CV. If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment. External content (e.g. links to websites) will also not be considered.

In reference to the assessment grid for checking the eligibility of the candidates, the tenderer shall clearly present (in the concept note or in the CV):

- 3 reference projects worked in the technical field of rural development
- 3 reference projects worked in Lebanon.
- Specific experience working in West Bekaa and Hasbaya.
- Relevant experience in the field assessment expertise.
- Experience working with MSMEs and startups.