

INDEPENDENT CONSULTANT SCOPE OF WORK

Consultant Name: (Last, First)		Position Title:	Consultant on Assessment of Bamboo value chain current situation in four districts of Hoa Binh and Son La provinces
Project Name:	USAID Sustainable Forest Management		
Billing Code:	2.2.2.1		
Period of Performance:	60 person-days, from January 01, 2022 to April 30, 2022		
Travel Days:	8 days		
Work Days:	34 days		
Remaining Work Days: (Research, Report Writing)	18 days		
Total Level of Effort:	60 days		
Evaluator:	TBD		

A. DAI ORGANIZATION AND VALUES

DAI is a global development company with corporate offices in the United States, the United Kingdom, EU, Nigeria, Pakistan, and Palestine and project operations worldwide. We tackle fundamental social and economic development problems caused by inefficient markets, ineffective governance, and instability. DAI works on the frontlines of global development. Transforming ideas into action—action into impact. We are committed to shaping a more livable world.

DAI and its employees are committed to confronting racism and holding ourselves accountable for positive change within the company and in the communities, cultures, and countries in which we live and work. DAI is committed to attracting and retaining the best employees from all races and backgrounds in our continued effort to become a better development partner.

DAI upholds the highest ethical standards. We are committed to the prevention of sexual exploitation, abuse, and harassment as well as other ethical breaches. All of our positions are therefore subject to stringent vetting and reference checks.

B. PROJECT BACKGROUND

The USAID Sustainable Forest Management Project (the Project) will work with the Government of Vietnam (GVN) to reduce carbon emissions associated with deforestation, the degradation of natural forests, and poor plantation management. The Project will implement a “Green Prosperity” approach that strengthens local communities’ ability to protect their natural resource base and reduce emissions while building a strong foundation for sustainable livelihoods and equitable economic growth.

The Project will work in seven provinces (Lao Cai, Son La, Hoa Binh, Thanh Hoa, Nghe An, Quang Tri, Quang Nam) and focus on five objectives:

1. Improve and expand community forest management
2. Increase conservation-friendly enterprises in forest-dependent communities
3. Increase functionality of law enforcement system for forest crimes

4. Improve production forest management practices
5. Mobilize domestic resources for forest management and protection

The Project will be implemented during the period 2020-2025 by DAI in collaboration with RECOFTC and Preferred by Nature as partners, with the Ministry of Agriculture and Rural Development (MARD) as the counterpart and the Management Board of Forestry Projects (MBFP) as project owner.

C. DESCRIPTION OF CONSULTANCY SERVICE:

I. Background

Under Objective 2 (Increase Conservation-Friendly Enterprises in Forest Dependent Communities), there are two main tasks as follow:

1. Identify Target Value Chains, Barriers, and Opportunities
2. Strengthen Conservation-Friendly Value Chains in sustainable forest management (SFM) Landscapes

After initial assessment and working and consensus with Provincial Project Management Unit (PPMU) of Son La and Hoa Binh province, the Project and partners decided to select bamboo value chains in Son La and Hoa Binh for interventions to achieve the goals related to sustainable forest management.

Son La and Hoa Binh have huge potential for sustainable bamboo value chain development, however, both provinces have encountered common challenges in value chains development including: i) unstable supply due to lack of planning and sustainable harvesting techniques; ii) current workforce does not meet the demand of enterprises and other actors in the value chain; iii) products meet many difficulties in meeting international standards and demand of sustainable certification schemes; iv) not being able to diversify products; v) lack of linkage between actors in value chain; vi) lack of commercial promotion activities; and vii) Policy mechanism is not consistent yet.

In order to tackle those problems and create an enable environment for project's interventions to bamboo value chain in Son La and Hoa Binh, the Project and partners is recruiting a short-term consultant to conduct a study on bamboo value chain current situation in four district in Son La and Hoa Binh provinces. The value chain assessment report is expected to cover these topics as following: i) an overview on bamboo area development in Son La and Hoa Binh; ii) a bamboo value chain map with following information (but not limited to): actors in value chain, plantation area distribution, potential market etc.; iii) challenges and opportunities of bamboo value chain in these two provinces; and iv) recommendations for the development of bamboo value chain in four district in Son La and Hoa Binh. The findings and recommendations of this assessment report will be served as a basic to design the project's interventions and activities and support relevant stakeholders in Son La and Hoa Binh to build development plans and develop strategy to promote public – private – community partnership in order to develop bamboo value chain.

This activity would directly contribute to this main indicator: ID4 – Amount of investment mobilized. In addition, this activity might also contribute to ID1 – Number of people trained; and ID5 – Number of people receiving livelihood co-benefits (in 11 indicators of the Project) when the recommendations of this report are implemented by project's interventions and actions of Son La and Hoa Binh provinces.

II. Purposes of the activity

To develop a report capturing the bamboo value chain overview and potential in 4 districts of Son La and Hoa Binh provinces and propose solutions for this value chain development.

III. Location

There will be activities conducted at the office of the Consultant and other activities focusing in four districts of Son La and Hoa Binh provinces including field work, seminar, workshop etc.

IV. Tasks

The Consultant is expected to conduct the following tasks:

1. Collect and review secondary data on bamboo value chain in Vietnam in general and Son La and Hoa Binh and particular, and review documents and approach of the Project.
2. Design research methodology, collect information by field work, consultation meeting with stakeholders, and expert's interviews etc.
3. Develop Inception report including literature review, research outline, detailed work plan and approach to implement the assessment at the field, and research outline and methodology. Discuss and reach consensus with plan and agenda with SFM technical staff and PPMUs of Son La and Hoa Binh.
4. Conduct survey(s) and assess the potential for bamboo value chain development, including supply potential and varieties, manufacturing, and potential market in 4 districts including Thuan Chau, Mai Son of Son La province, Mai Chau and Da Bac of Hoa Binh province.
5. Collect information and develop value chain maps including information on actors of value chain, potential market, opportunities and challenges in value chain development on the aspects of marketing, finance, human resources, expertise etc., and analyze the causes of challenges and barriers.
6. Provide recommendations including a detailed action plan for the development of bamboo value chain in four districts of Son La and Hoa Binh provinces.
7. Organize consultation workshop with stakeholders in Son La and Hoa Binh, develop and finalize assessment report based on feedbacks from stakeholders and SFM technical staff.
8. Provide final report on consultancy package.

V. Anticipated Level of Effort (LoE) and Deliverables

The estimated LOE for this assignment is **60 (Sixty)** person-days, from January 01, 2022, and ends up on April 30, 2022. Specific deliverables in Vietnamese and English and timeframe are listed in the following table:

#	Activities	LOE (day)	Description of the outputs/deliverables	Deliverables	Due date (of deliverable)	Means of Deliverable Verification
1	(1, 2 & 3)	6	Inception Report including: i) research outline; ii) research approach and methodology, information collection methods; iii) detail work plans	Inception report: i) research outline; ii) research approach and methodology,	January 31, 2022	Approval by Technical team is required

			and schedule; and iv) literature review	information collection methods; iii) detail work plans and schedule; and iv) literature review (Vietnamese)		
II	(4, 5, 6 & 7)	52	Conduct the assessment in Son La and Hoa Binh; organize consultation workshop; and develop and finalize assessment report	Approved assessment report (Vietnamese)	April 20, 2022	Approval by Technical team and PPMUs of Son La and Hoa Binh
III	(8)	2	Summary report on consultancy assignment	Summary report (English and Vietnamese)	April 30, 2022	Approval by Technical team
Total		60				

VI. Qualifications

- Vietnamese National.
- Master degree or higher in economics, forestry, natural resources management, sustainable rural development or relevant areas.
- At least 10 years of experience in value chain development and assessment, planning, master plan development in forestry sector, rural development, natural resources management and supportive policy formulation in forestry and agriculture field.
- Knowledge on bamboo sector in Vietnam.
- Knowledge on local context, forestry and agriculture sector of Son La and Hoa Binh and being able to travel and conduct field work in Son La and Hoa Binh is preferable in the situation of Covid-19.
- Skills in analyzing statistical data; synthesizing and writing reports.
- Vietnamese and English proficiency in speaking and writing.

VII. How to apply and requested documents

Interested candidates are requested to submit:

- A CV in English and Vietnamese
- A cover letter in English
- Scanned copy of related degrees
- Short technical proposal in English and Vietnamese on approach to this assignment (methodology and work plan), and list of relevant completed assignments

via email to our recruitment email at VietnamSFM@dai.com

Please quote the position title in the subject line: “Candidate’s full name - **Bamboo value chain assessment in Hoa Binh and Son La provinces**”



Deadline for application: 5.00 p.m. (Hanoi time), December 10, 2021.

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