

Terms of Reference

Research Consultant Weather Forecasting and Early Warning System

1. Organization Background

iDE (www.ideglobal.org) is a U.S.-based international non-governmental organization implementing development programs in Africa, Asia and Central America. In Vietnam, since 1991, employing a market facilitation approach with strong partnerships at local and national government levels, iDE has implemented projects in pig value chain development sector, fertilizer deep placement commercialization, drinking water, tobacco control, micro-irrigation technology commercialization, market-based sanitation, and circular economy for plastic waste.

iDE Vietnam focuses on building the capacity of government partners and private sector actors to effectively scale market-based solutions, resulting in lower poverty, increased climate resilience, better health and cleaner environments.

2. Project Background

Vietnam is among the countries most affected by climate extremes. National climate scenarios predict serious impacts on water and agriculture, including dropping groundwater levels and increased evapotranspiration resulting in even higher demand for irrigation. The majority of the people in the Central Highlands rely on agriculture for income. For smallholder farmers from the ethnic minorities especially, rice production is the main crop for their household's food security. In this region, many farming families have limited economic resources and use outdated and inefficient methods of fertilization, which can lead to serious socio-economic damages and high pressure on land.

The "Inclusive Market Ecosystem for Resilient Farmers Initiative" or GLIMER is a two-year project implemented in Gia Lai province in the Central Highlands of Vietnam. During the two years, iDE and its key implementing partner - the Agriculture Extension Center (AEC) of Gia Lai province - will work with and help ethnic minority farmers improve their resilience and income earning potential. The overall goals of the project are to (1) Support farmers with access to resource-smart technologies; (2) Develop an inclusive market system; and, (3) Access to a weather forecasting and early warning system. Through this initiative, iDE will train 4,000 farmers to adopt resource-smart technologies like Fertilizer Deep Placement and create a network of profitable, sustainable, and viable private and small-scale businesses of production, distribution, and retailing of technology inputs. This will help local rice farmers overcome climate and other shocks to produce rice yields that help them break out of the cycle of poverty and food insecurity.

3. About the Assignment

iDE is looking for one (1) national professional and skilled consultant in agrometeorology/climate advisory to help understand the feasibility of the second goal "access to a weather forecasting and early warning system", to be implemented in Dak Po district.

4. Scope of work

The consultant is expected to answer the following questions:

4.1 The current situation of weather forecasting in Gia Lai province and Dakpo district including, but not limited to: infrastructure, human capacity, weather information, crops, frequency of information dissemination, information channels, legal issues, licensing...

4.2 How do farmers receive/access weather information? What type of information? How helpful is the information they receive?

4.3 What type of weather information do they need? How frequently? Through which channels?

4.4 Which are the 3 crops (by order of importance) that farmers want to receive weather forecasting information? Reasons for selection of those 3.

4.5 Recommendations for the project to provide weather forecast information, based on findings and analysis of the above 4 questions, including weather forecast equipments, locations, providers of weather and agriculture information...

In order to answer the above questions, the consultant is expected to:

- Develop a research plan, including methodology and tools,
- Carry out data collection (desk and field survey),
- Present findings and recommendations to key stakeholders (iDE and local partners),
- Submit a report.

It is expected that the consultant will lead the field data collection in collaboration with iDE Vietnam staff, who will also participate in the research.

5. Deliverables and Outputs

a. A final report in Vietnamese, addressing all the questions listed in *Scope of Work* as pointed out above. The report template is suggested to be composed of the sections with structure as below:

- Executive summary: 2 pages
- Introduction/Background of the assignment: 1 page
- Research methodology: 0.5 - 1 page
- Finding and Analysis: 5-6 pages
- Conclusions: 1-2 pages
- Recommendations: 2 pages

b. All raw data, knowledge, information/literature and documentation related to the assessment.

6. Tentative Work Schedule

The work should start on or around the second week of July, 2024 and expect to be completed within two (2) months from the start date. Based on unavoidable circumstances, the period for conducting the assignment might change. The consultant is expected to be able to accommodate these changes without additional cost. A final detailed work schedule will be determined during the kick-off meeting.

No	Key milestones	Indicative timeline
1	Develop a research plan, including methodology and tools	Mid – July, 2024
2	Carry out data collection (desk and field survey)	Third week of July 2024
3	Present findings and recommendations to key stakeholders	Second week of August, 2024
4	Submit a report	The fourth week of August, 2024

The consultant will mainly perform the following tasks with scope of work above within 16 days. It is noted that all reports are prepared by Vietnamese.

6. Major responsibilities of AEC and iDE

AEC of Gia Lai province and iDE will provide the consultant with the necessary support to undertake and implement the assignment. Such responsibilities include the following:

- Provide initial briefing and existing work overview;
- Provide relevant documents and technical support;
- Provide support in the field;
- Disburse payment as per the agreed schedule in the contract.

7. Remuneration and Schedule of Payment

7.1. Remuneration

The total consulting days are expected not to exceed 16 days.

The contract will be in the form of a lump sum with the proposed total budget covering consultancy fee, VAT/PIT tax, consultant's DSA cost. Data collection fee will be covered by iDE.

7.2 Schedule of Payment

The consulting fees will be made as follows:

Description	Payment (% of Total)
Contract signing with consultant	10%
Orientation with iDE	20%
Detailed research methodology and tools	
Field data collection	30%

Findings and analysis. Initial study findings with iDE Vietnam	
Draft report	
Final report submission	40%

All the deliverables, including annexes, notes and reports should be submitted in writing in Vietnamese. Upon receipt of the deliverables and prior to the payment of each deliverable, all documents will be reviewed and approved by both AEC Gia Lai and iDE.

Note: VAT, Personal Income Tax and other tax regulations will be applied, and these costs must be included in the financial proposal.

8. Qualifications

General experience and expertise required for this consultancy assignment are mentioned below:

- (Minimum) Master degree in agro-meteorology, agriculture, climate change, environment, or related fields
- Minimum 05 years of working experience in agro-meteorology, agro-meteorological monitoring and forecasting, agricultural services
- Good understanding and knowledge if international and national best practices, climate-resilient agriculture, agrometeorology services, agro-meteorological information
- Understanding of agriculture, climate change, agro-meteorological monitoring and forecasting issues in Viet Nam. Experience in the High land regions would be advantageous
- Experience working with Vietnamese clients.

9. How to apply

Interested consultant(s) are requested to submit their technical and financial proposals demonstrating their ability to deliver on this assignment based on their qualifications and experience, including:

- *Curriculum Vitae*
- *Cover letter (maximum one page);*
- *Technical Proposal (maximum 3 pages) which should include:*
 - *Understanding of the assignment and a detailed work plan with timeline*
 - *Relevant experience of the consultant*
 - *Links to samples of previous work in a Google Drive folder*
- *Financial Proposal (maximum one page): breakdown of cost estimates. This should include the consultant's fees and all costs related to the assignment, including accommodation and travel costs, food expenses, and other items needed for the consultancy.*

Interested and qualified consultants are asked to submit their Technical and Financial Proposals in Vietnamese to recruitment_vn@ideglobal.org. Please write "Weather Forecasting and Early Warning System Consultant in the subject line. The proposals should be submitted **by 5 pm on 12-July-2024**. We are only able to consider electronic submissions. Only the shortlisted consultants/firms will be contacted and invited for a technical discussion.