



## TERMS OF REFERENCE FOR IRRIGATION SYSTEM AND WATER MANAGEMENT EXPERT IN CONEMUND

<b>Location:</b>	Hanoi, Vietnam
<b>Application Deadline:</b>	<b>December, 21<sup>th</sup>, 2014</b>
<b>Type of Contract:</b>	External services
<b>Post Level:</b>	National Consultant
<b>Languages Required:</b>	Vietnamese and English
<b>Starting Date:</b>	January, 15 <sup>th</sup> , 2015
<b>Duration of Contract:</b>	5 months (estimation of 13 working days)

### I. BACKGROUND

CONEMUND is an independent non-governmental organization that was born in 1997 in Spain with the aim of promoting international cooperation for the economic and social development of developing countries. Nowadays our effort is focused on supporting the development of low – income countries of Africa and Asia. At the present time, all our efforts are focused on the following areas:

- Giving response to the basic needs of the communities, especially concerning literacy, basic education and the protection of children.
- Increasing the economic capacity of poor households (especially women and young people), through training programmes and labour insertion.
- Strengthening our institutional structure, providing a special attention to the training of those persons working in the local organizations we collaborate with.

In Vietnam, CONEMUND has its representative office since 2011 and has developed 2 projects in 3 provinces of the country working with rural communities increasing the economic capacity and promoting gender.

In August 2014, CONEMUND started the implementation of the project: “Improving living conditions through sustainable agriculture for poor rural families in Phu Yen District (Son La)”. The project aims to promote social and economic rights of rural people of Vietnam, through enhancing their food security conditions and the expected results are the following:

Result 1. Project partner at Village level has increased capacity in supporting poor villagers and facilitating own development interventions successfully.

Result 2. Improved access to irrigation and water management for enhancing agricultural production in 5 villages, in Muong Thai commune.

Result 3. Improved agricultural production system in project area for increasing productivity (rice and corn) and food quality with low environmental impact.

Result 4. Improved animal husbandry and access to veterinary services with low environmental impact.



Within the project, CONEMUND has the intention of constructing an irrigation system in the Khoai Lang village and develop several activities (trainings and workshops) related to the irrigation system and water usage and management, in order to improve the access to irrigation and water management and increase the awareness of villagers on effective irrigation management.

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Thus, CONEMUND will contract a consultant to conduct these activities that will accompany the irrigation system's construction process in the 5 villages from the Muong Thai commune that are beneficiaries of this project.

The consultant will work under the overall guidance of the Country Representative of CONEMUND based in Hanoi, Vietnam and with the collaboration of the staff of CONEMUND.

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## II. OBJECTIVES

### ***General objective:***

To conduct several activities regarding the irrigation system and water management (through the Participatory Irrigation Management Approach, PIM) addressed to the villagers of the 5 villages (Suoi Tau, Suoi Cuoc, Giap Dat, Khe Lanh and Khoai Lang) from the Muong Thai commune, in Phu Yen district (Son La province).

### ***Specific objectives:***

- Increase the awareness of the villagers from Khoai Lang on effective irrigation management through a workshop on Participatory Irrigation Management Approach (PIM).
- Develop the regulations on water usage and management to ensure the availability of water for the paddy fields in Khoai Lang village.
- Increase the knowledge of the farmers from the 5 villages regarding the watershed management and effective water use for agricultural production.

## III. ACTIVITIES

The consultant will carry out the following activities:

1. A **workshop on Participatory Irrigation Management Approach** for the villagers of the Khoai Lang village in order to increase the awareness of the villagers on effective irrigation management model. It has been estimated that the workshop will be held during 1 day with 4 follow – up sessions. The training materials used within this workshop should be exceptionally suitable for the target population and appropriate to their level of knowledge.
2. **Workshop for the development of the regulations on water usage and management** to ensure the availability of water for the paddy fields in Khoai Lang village. Establishment of the Water Use Group (WUG). It has been estimated that this workshop will be held during two days towards the end of the irrigation system construction.
3. Deliver **training on watershed management and effective water use for agricultural production** in each of the 5 villages which are beneficiaries of the project. It has been estimated that this training will be held in each of the 5 villages, with one day duration training for each of the villages, at the end of the irrigation system's construction.



4. The consultant should submit a proposal for the package of activities and the materials (in English) upon contract signing to be reviewed by CONEMUND staff.
5. Elaboration of a final report (both in English and Vietnamese), after each of the three activities.

#### **IV. COORDINATION**

Under the supervision of the Country Representative of CONEMUND in Vietnam and in coordination with the staff of CONEMUND, both in Hanoi and in Phu Yen district.

#### **V. DURATION OF CONTRACT**

The estimated duration of the contract is 5 months (with an estimation of 13 working days), starting on the 15<sup>th</sup> of January, 2015. The contract will be considered finalized once all deliverables are submitted.

#### **VI. PLACE OF EXECUTION OF WORK**

The consultant will carry out the activities in the Muong Thai commune, Phu Yen district, Vietnam. It is expected that he/she will travel 6 times to Son La province to implement all the activities. The duration of each trip is expected to be of two days, being one day for transportation and 1 day for the delivery of the training to the villagers, for each of the six trips. This planning will be discussed with the consultant in further detail when preparing the assignment and can be modified.

#### **VII. TYPE OF CONTRACT**

Technical assistance, without employer-employee relationship (i.e., not subject to any obligations and benefits in the context of full-time employment) according to Vietnamese law.

#### **VIII. PROFILE, COMPETENCIES, SKILLS AND EXPERIENCE**

##### **Education**

- University degree in irrigation and/or civil engineering, irrigation management or a related field
- Master/PhD in Irrigation systems' management would be an asset
- Specialization in Participatory Irrigation Management Approach

##### **Experience/knowledge/skills**

- Extensive experience delivering Participatory Irrigation Management Approach and water usage and management training and developing water management regulations
- Notable experience working in rural development programs
- Knowledge on pedagogy and communication
- Ability to work independently
- Up to date knowledge of international donors policies, guidelines and procedures would be an asset
- Computer proficiency
- Experience in delivering training in different contexts
- Good spoken and written skills both in Vietnamese and English
- Ethnic minority language would be an asset



#### **IX. CONTRACTING AUTHORITY AND PUBLICATION**

The contract will be signed by the consultant and CONEMUND's Country Representative in Hanoi, Vietnam.

#### **X. PARTICIPATION IN THIS TENDER**

Participation in this tender is open to any individual able to act and who is not involved in any inability to be recruited, whose activities are directly related to the object of the contract and can demonstrate his/her professional profile.

#### **XI. SUBMISSION OF PROPOSAL**

Interested candidates must submit the following documents:

- Updated CV
- Technical and financial proposal: the consultant will submit a proposal, in English, including all the specific activities to be carried out during the assignment and the methodology that will be used within it.

This documentation should be sent to the following email: [ines.ramos@conemund.org](mailto:ines.ramos@conemund.org) (Ms. Inés Ramos, Country Representative of CONEMUND in Vietnam), on or before the **21st of December, 2014**.

CONEMUND reserves the right to call the applicants for a personal interview.

#### **XII. FEES AND TERMS OF PAYMENTS**

The contract and fees will be signed on the basis of the experience, knowledge and quality of the proposal. Payment will be made based upon satisfactory completion of agreed outputs. The consultant will receive the payment upon submission and approval of each deliverable. All the expenses for the trip to Son La province will be covered by CONEMUND.

All taxes should be included in the amount of the contract and as such, the consultant will be responsible for tax payment according to local legislation. Payment will be transferred to the bank account of the consultant. To process the payment, the consultant will provide an invoice and the bank account details where the payment will be transferred to and a receipt thereafter.