

Terms of Reference

National consultant for NTFPs Sustainable Production, Value Chain Analysis and Sustainable Livelihoods Study in Nghe An province

Period: January 1, 2025, to March 15, 2025

Location: Kon Tum Province

Reporting to: Country Director, Country Programme Manager, Project Manager

I. Introduction

Fauna & Flora in partnership with Development Organisation (SNV) and the International Union for Conservation of Nature (IUCN), is implementing a seven-year biodiversity conservation landscape project entitled the BLF Lower Mekong Landscape Project. The project aims to conserve and enhance biodiversity in Vietnam. The overarching aim of this programme is to reduce poverty and create sustainable economic opportunities for those communities, through the delivery of lasting landscape protection, sustainable management, and restoration, safeguarding biodiversity, and maintaining and improving ecosystem quality. The project is funded by the UK Government's Department of Environment, Food and Rural Affairs (DEFRA).

II. Project Background

The project is being implemented through a consortium of highly experienced INGOs, led by Fauna & Flora, and includes SNV and IUCN, working in close collaboration with local partners and local communities (IP&LCs), to ensure activities respond to locally identified and prioritised needs. The project will take an integrated focus on people, nature, and climate, recognising that benefitting one at the expense of the others is inherently unsustainable. This position provides the opportunity to take a leading role in driving forward this transboundary programme of work and bringing this vision to fruition. The overall impact of this project is to reduce poverty and create sustainable economic development for communities living in, and dependent upon, environmentally-critical landscapes through delivering lasting landscape protection, sustainable management and restoration, safeguarding biodiversity, maintaining and improving ecosystem quality. The project outputs have been designed using an integrated approach focusing on people, nature, and climate. To achieve the outputs, the project will be delivered through six components. Components 1-5 are output-focused and align to their corresponding output. They are supported by Component 6 MEL and Programme Management, that enables delivery of the others through excellent monitoring, evaluation, learning and programme management mechanisms, and maintains firm focus on future up-scaling across the region. In Vietnam, BLF's support will focus on three landscapes: Pu Mat National Park in Northern Central region (Nghe An) and Chu Mom Ray National Park and

Ngoc Linh Natural Reserve in Northern Central Highland region.

A recent livelihood scoping study in the Northern Central region has highlighted honey and bamboo shoot production as critical to the income and resilience of local communities near Pu Mat National Park's core zone. These products serve not only as key sources of income and sustenance but also as a financial safeguard against crop failures. They also hold substantial cultural significance for the communities involved. Through a participatory assessment, local authorities and community members have identified the development of honey (through sustainable beekeeping) and bamboo shoot as well rattan handicraft products as priority initiatives to enhance local livelihoods and improve climate resilience. Moving forward, there is a clear opportunity to strengthen these production value chains, providing increased income for local communities and embedding sustainable harvesting practices across the supply chain.

III. Objectives of study

General objectives The main objective of this assignment is to provide sufficient understanding on the current status on production of 3 selected NTFPs commodities in BLF project targeted sites in the buffer zone of Pu Mat national park, and do a value chain analysis by identifying specific bottlenecks and opportunities in their respective value chains that can be addressed and leveraged through the project interventions thereby increasing sustainable production, income and employment for the rural poor.

The study includes objectives:

- To conduct a gender sensitive value chain analysis of the bee's honey, bamboo shoots and rattan products. the analysis should evaluate the resource base and potential for sustainable harvesting, production, and improved income generation, including value addition through improvement of production, micro enterprises and market linkage.
- Assess capacity for local micro enterprises (cooperatives) and propose solutions to enhance capacity, expand production and connection with farmers and to markets.
- To provide recommendations to BLF project for possible interventions which have a high degree of feasibility, social acceptance, commercial potential and are environmentally sustainable/forest friendly and inclusive or women and marginalised communities.

IV. Methodology

Under the guidance and in regular consultation with BLF project staff and managers, the selected consultant will undertake a mapping and assessment of three NTFPs value chains and production systems. They will deliver recommendations aimed at improving harvesting and production practices, enhancing value chain functions and strengthening governance.

The research will employ an ethnic minority and gender-sensitive value chain analysis, which will include a technical review of production and harvesting processes. This analysis will cover supply chain assessments, mapping of production areas, and participatory methods such as interviews and focus groups discussions. Secondary data collection and analysis will be critical to understanding the effectiveness of past project interventions where applicable. Data will be cross verified with multiple sources to ensure accuracy and validated through a workshop with key stakeholders. All data and findings will be systematically documented to establish a baseline for future reference and potential projects.

V. Scope

The study will focus on three commercial value chains: honey, bamboo shoots and rattan. The geographical scope includes two districts, Anh Son and Con Cuong, with specific attention to three targeted communes: Phuc Son, Mon Son and Chau Khe.

For the trade, market linkage, and business connections aspect of the value chain analysis, the consultants will conduct interviews with key stakeholders, including traders, processors, and sellers, located within Nghe An and neighbouring provinces.

VI. Expected output of the assignments

The consultant will furnish a comprehensive value chain analysis report having disaggregated data including following, but not necessarily limited to:

- Current status on exploitation of materials and production of the honey, bamboo shoots and rattan in project targeted sites.
- Detailed analysis of the three selected value chains with quantitative & qualitative description and the incremental values at each level of the chain.
- Value chain mapping of actors, process stages, monetary flows, governance and power structures, information and knowledge flows from input, production, processing to consumption level.
- Economic analysis, production and market costs and revenues, value additions and profit margin along the chain including income and employment.
- Production pockets area and major market centres identification, growth potential, market trends (supply and demand) including cross-border trade (export and import) and competitiveness of selected value chain.
- Assessment of cooperatives capacity: Conduct visits and interviews with members of three established local cooperatives within the BLF project areas to carry out an initial assessment of their organisational structure, operational capacity, and current business activities. The assessment will focus on identifying key areas for development. Based on these findings, recommendations will be made for targeted interventions aimed at enhancing capacity building and supporting sustainable

business development for the cooperatives.

- Identify constraints, risks, and opportunities at each stage of the value chain and leverage points.
- Recommend areas of interventions to improve the value of sustainable products including capacity building requirements for pro-poor value chain development.
- Recommend for potential next steps of activities including pilot models and needed action plan.
- Enabling environment (policy/incentives and its implication) with suitable policy advice for project implementation.
- Gender analysis in access and control of resources.
- List of potential agribusinesses interested to collaborate with the project through contractual arrangements and their contact details including useful policy advice for their involvement at any level of the value chain.
- List of stakeholders consulted and list of references (studies and other literature used)

VII. Deliverables of the consultant

The consultant is expected to deliver the following listed deliverables:

- Inception report of the assignment covering the methodologies, work plan, and milestones.
- Interim report: Raw data (digital and if collected on paper, hard copy of the data collected and analysed), models, diagrams including photographs & contact list of interviewees and workshop/meetings participants and key traders.
- Draft report and Presentation: Commodity Cluster Report covering three NTFPs Commodities value chain report detailing out current situation, backward and forward linkages with margins of all the actors in the value chain with recommendations mentioning the bottlenecks, opportunities and key leverage points where the project can intervene for maximizing the returns to producers and detail plan for pilot interventions from project.
- Final report incorporating the comments of each value chains, and presentation.

VIII. Implementation timeline

The study is proposed to be completed by March 15, 2025:

No	Content	Due date	Deliverables
1	Designing	January 1-15, 2025	Detail study plan and its toolkits for implementation approved by SNV-BLF project

			manager
2	Desk study	January 15-30, 2025	A package of collected data, information, relevant reports, documentations
3	Field study	Flexible	Field study conducted
4	Draft NTFP value chain analysis report & presentation.	February 28, 2025	Draft report and PowerPoint presentation of summary findings
5	Final Report	March 15, 2025	Final approved NTFP report

Level of effort: 40-45 days

IX. Budget for implementation

- Detail budget for implementation will be developed based on consultant proposal that indicated consultant's rate and the level of effort. The consultant fee is based on contracted/actual working days contracted unit price with approved timesheets.
- For travel and accommodation, Fauna & Flora/BLF policy for consultant will be applied. Reimbursable: based on actual expenses with Fauna & Flora/BLF cost norms and accepted invoices.

X. Qualification

The consultant is expected to possess complementary qualifications and experiences, which cover at least the following areas:

- Master's degree in business, Development Economics, Forestry, Sustainable natural resource use or related fields.
- Minimum ten years of experience in value chain analysis, market development and related fields of NTFP products.
- Good understanding of and experience in NTFP sectors in Vietnam is a must.
- Proven experience in leading similar studies.
- Excellent verbal and written fluency in both English and Vietnamese sufficient to write robust reports and communicate with national and international staff.

XI. Proposal submission requirements

- Applicant's profile (CVs)

- Technical Proposal:
 - Approach and methodology for data collection and analysis.
 - Work plan and timeline.
 - Team composition and qualification.
- Financial Proposal: Detailed man-days breakdown

XII. Contact information and how to apply

For inquiries and submission of proposals, please contact:

Le Hong Viet (HR Officer, Fauna & Flora) by email (viet.hong.le@fauna-flora.org) or phone (0972520460)

Note: Fauna & Flora International reserves the right to reject any or all proposals received and to negotiate separately with any consulting firm. The selection of the consultant will be based on the firm's qualifications, experience, proposed methodology, and cost-effectiveness.

The closing date for the submission of technical proposal is **26 Dec 2024**.