**World Relief**

**Haiti Country Office**

**Terms of Reference for Fishery Value Chain**

1. **Background and objectives**

World Relief Haiti (WRH) is implementing an eighteen-month, multi-sectoral program in the Sud Department of Haiti with the main goal of improving livelihoods and nutrition of crisis-affected households. The project’s goal is “to provide life-saving interventions through creating access to improved agricultural inputs, fishery equipment, improved hygiene and sanitation, food and financial services to reduce mortality, and social and economic disruption attributable to food insecurity and poor water, sanitation, and hygiene (WASH) conditions of crisis-affected households in Haiti’s Sud Department.”

One of the objectives of the project is to restore and improve food and livelihoods security of vulnerable households through access to improved agricultural production, fishing equipment, storage equipment and capacity building through training in Arniquet, Maniche, St. Louis du Sud, and Cavaillon communes. Given the prominent role of fishery markets in the target area, a key premise of this program is that improvement in food access and resilience through activities that seek to strengthen households’ productive assets, should be informed by a robust understanding of market dynamics This ultimately ensures that livelihood activities promoted can appropriately respond to existing market demand.

To this effect, WRH is currently seeking to commission a fishery value chain assessment to enable the project team to identify gaps and potentials within the value chain and to develop appropriate strategies that will enable the project to develop activities that would ensure project objectives and goals are met.

1. **Project Areas:**

The project is implemented in Haiti in the following 4 communes. The scope of work covers the 4 communes.

* Arniquet Commune
* Maniche Commune
* St Louis du Sud Commune
* Cavaillon Commune
1. **Scope of Work**

Through a consultative and field-based process, the consultant will conduct the Value Chain analysis, using a well-established and recognized methodology, to achieve the following specific objectives:

1. Identification of major local, regional and, if applicable, international market actors (consumers, sellers, traders, middlemen, etc.). This will include identifying overlap of regions and/or fisherfolk targeted by those market actors for potential bundled service delivery.
2. Identification of fishery associations/cooperatives. This will be accomplished by running a light assessment of the identified associations/cooperatives by collecting data on type of organization, level of formalization, number of fisherfolks, financial health and if any services are provided to fisherfolks. (This evaluation can be limited to the top 5 associations/cooperatives).
3. Assessment of size of markets, volumes of sale, and market integration/segmentation.
4. Analysis of seasonal demand and supply of fish to forecast the future demand.
5. Identification of weakest linkages and bottlenecks in the supply chains and of opportunities to make it more productive (e.g., through improved flow of knowledge)
6. Identification of the enabling environment and improved ecosystems, including mapping of relevant local stakeholders (governments institutions, service providers) and their roles in activating and enhancing investments for fisheries.
7. Identification of local market structure and key risks/barriers in the enabling environment (e.g., security issues or policies affecting market access).
8. Identification of procurement mechanisms, market requirements (quality and other standards, conditions for delivery) and prices.
9. Analysis of cost of production, farm gate price, value addition during marketing process and consumer price of different fish species, also analyze trend of farm gate price and consumer price during last 5-10 years.
10. Assessment of value-addition opportunities for artisanal fisheries in the Sud Department with a view to sustainability of the industry in the future.
11. Identification of existing service delivery actors active in the fishing industry.
12. Identification of specific opportunities for women and youth to be involved in these value chains.
13. Identification of local businesses (processors, manufacturers) relevant for fisherfolks to connect with and what they can offer to the companies.
14. Identification of possible new links that can be created and existing links that can be improved.
15. Analysis of the supporting functions that are required to make the value chain work, including both existing and missing support functions (e.g., infrastructure, information, related services)
16. Mapping of value chain actors in the fishery industry
17. Identification of potential opportunities to address food security, poverty, unsustainable fishery practices and market challenges as it impacts the fishery community (lower part of fishery value chain). This should include activities that could encourage increase consumption of fish as a protein source, actions to maintain the existing fishery sector livelihoods, opportunities to re-engage those who have abandoned the fishery sector, new job opportunities in the sector (especially for youth and women), actions to manage unsustainable fishery practices (such as community-based protection/co-management of fishery resources, protection of important ecosystems such as fish breeding sites, potential site(s) to demonstrate a mariculture system, activities to reduce post-harvest losses and quality of fish to better capture the market and for domestic consumption (such as sustaining cold chain using renewable energy, etc.).
18. Synthesis of the findings in a SWOT (strength, Weakness, Opportunity, and Threat) analysis.
19. **Study Methodology**

The study methodology should comprise both desk and field study, collecting primary and secondary data. Focus group discussions (FGDs) and key informant interviews (KIIs) with targeted stakeholders in the fisheries communities should also be considered critically to explore ground level situation and solutions. The consultant shall submit the detailed study methodology and analysis tool along with the application. The consultant may also expand the scope of work to meet the study objectives, if feels necessary. The final study methodology will be decided in consultation with WRH and should be reflected in the Plan of Action and Inception Report. The field study will be conducted in the Sud Department only.

1. **Process & Deliverable**

***Phase 1:* Plan of Action**

Based on this TOR, the consultant will draw up a Plan of Action. The Plan of Action will be sent to the FSL Advisor, Project manager and Director of Programs by the end of the first week of the assignment. The Plan of Action will include the proposed approach of the candidate, methodology, a broad time frame, and budget. The Plan of Action will include a clear description of the different market actors to be analyzed.

***Phase 2*: Desk Review**

Based on the desk review, a revised Plan of Action will be presented. This plan of action includes an inception report presenting the initial results, information gaps, and the proposed approach to fill these information gaps.

***Phase 3*: Fieldwork and Draft report**

The consultant will deliver and present the draft report covering the key findings and results to WRH staff. Feedback on the draft report will be incorporated into a final version of the report. The consultant will also submit field data both raw and cleaned (hard and soft copies).

The consultant is also expected to present the final version of the report to BHA Haiti. WRH office will facilitate the venue and related logistics. The comment from BHA Haiti team will be incorporated in the final document.

***Phase 4*: Dissemination of final report**

The final market assessment and Value Chain Analysis report requires to be in both English and French languages and will be circulated to key stakeholders as identified by WRH.

**Note**

As stated above in the deliverable section the final document must clearly and explicitly indicate:

*a) The added values the WRH project could bring to these value chains. Define the challenges and the opportunities the value chain holds for small fisherfolks. This included at least:*

*o Identification of the specific areas of the value chain that offer better opportunities in the local and distance markets and what requirements must be met to exploit these opportunities.*

*o Areas of improvement for better production and productivity to increase competitiveness of the small fisherfolks engaged in the value chain.*

*o Opportunities for better employment and income for the small fisherfolks*

*b) Prepare a complete value chain map showing who is in the chain of actors, stakeholders, and influencers, how many they are, values and volumes handled, all units disaggregated by gender (if possible) including a detailed stakeholder analysis.*

*c) The potential for integration of small fisherfolks in the value chain.*

*d) Identification of possible improvements that can lead to significant increases in employment and income for the small fisherfolks.*

*e) Analysis of potential risks that may hamper WRH’s reaching its’ goals for the value chain. The analysis should provide narratives if the bottlenecks are critical (i.e., the project would fail to increase opportunities for small fisherfolks if the bottlenecks are not removed as planned and the level of risk that the bottlenecks identified will not be removed on short-term, with in the project life span.*

*f) A recommendation of how the project shall pursue its interventions in the face of findings on the ground.*

1. **Qualifications**

**Academic**: Advanced university degree in marketing, economics, socio-economic development, development planning, financial management or other related fields.

**Professional Experience:**

1. Minimum of 5 years of relevant professional job experience (market assessments, local economic development, value chain development, strategic planning, etc.).
2. Proven experience in planning, implementing, and monitoring livelihoods programs (and managing multiple projects).
3. Experience in working with international and national NGOs and UN organizations, or with government authorities.
4. Strong capacity and experience in planning and organizing research logistics.
5. Strong report writing skills.
6. The consultant must present similar works done by the consultant with other agencies.
7. **Contract duration**

It is expected that the assessment will be launched at the beginning of April 2023 for an estimated duration of 8 weeks. This will include desk reviews, field work, workshop and report writing.

1. **Remuneration, Logistics, Communication and Reporting**

**Remuneration**

The budget for this study shall include consultant professional fees, enumerators fees and accommodation, logistics and shall be distributed as follows.

* 30% of the contract value upon submission and approval of the Inception Report
* 30% of the contract after submitting the first draft report
* 40% upon submission of the Final Report along with dataset.
1. **Communication and reporting**

The consultant will work closely with the WRH Country Director, Program Manager and MEAL team. WRH will inform the consultant in a writing the primary contact person.

1. **Application Process**

Interested Consultancy Firms/individuals are invited to submit an Expression of interest (EOI) for delivery of the assignment. The EOI should include:

* Both a Plan for Action and Financial proposals
* Detailed Plan of Action should include proposed methodology indicating the overall process including sampling, deliverables, quality assurance, time frame, etc. for undertaking the research.
* Clear work plan including outputs/deliverables and time frames.
* The financial proposal will include detailed budget containing total costs as per man-day rates, work plan and any other costs anticipated in undertaking process of the assignment.
* CV of the consultant/firm with full description of the profile and experience.
* Sample of relevant studies previously produced

Interested Firms/Consultants can submit their application, Technical and Financial proposals together with CVs clearly showing experience in similar assignments and itemized quotation of the study to the following email address: WR Haiti Procurement wrhprocurement@wr.org

no later than Friday 31st March 2023 at 12 PM. Incomplete document will not be considered

Any inquiries should also be sent to the same emails.