

**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES – FIRMS SELECTION)**

**GEORGIA**

**Irrigation and Land Market Development Project (ILMDP) – P133828**

**Credit No. 5456-GE**

**Assignment Title: Preparation of Training Modules and Conduction of Training Courses**

**Reference No: IDIC/CS/CQS/08**

Georgia has received Credit from the World Bank (WB) toward the cost of the Irrigation and Land Market Development Project (ILMDP), and intends to apply part of the proceeds for consulting services.

ILMDP project development objective is to improve delivery of irrigation and drainage services in selected areas and to develop improved policies and procedures as a basis for national program of land registration.

The project consists of the three components: Component 1, Irrigation and Drainage Improvement Component 2, Land Market Development and Project Management. Component 1 is implemented by the Ministry of Agriculture (MoA) through the Donors Projects Management and Monitoring Division (DPMMD). Component 2 is implemented by the Ministry of Justice through the National Agency for Public Registry.

The Component 1 consists of the Irrigation and Drainage Improvement through the Rehabilitation of Main and sub canals of Amelioration Schemes as well as establishment of Water Users Organizations (WUOs) within the command area of rehabilitated infrastructures In Zeda Ru (Shida Kartli region), Kvemo Samgori (Kakheti region), Tbisi Kumisi (Kvemo Kartli region), Zemo Samgori (Kvemo Kartli region), Dzevera Shertuli (Shida Kartli).

As defined in the Irrigation Strategy for Georgia 2017-2025, Georgian Amelioration (GA) will be the bulk water supplier to the irrigated areas. Inside the irrigated areas, mainly Water Users Organizations to be established will convey the irrigation water to the end users.

The WUOs forming process, further development and sustainability are very crucial for successful implementation of the project.

In this respect the WUOs Central Support Unit and 4 Regional Support Units are established for the institutional facilitation of WUOs by providing them with the training programs, technical knowledge and guidelines as well as updating them with an information of the modern agricultural technologies.

The objectives of this assignment are:

Preparation of Training Modules and Conduction of Training Courses in:

- A. Participatory Training Techniques;
- B. Initial assistance with Social Mobilization in Regions;
- C. Conflict Resolution and Management

The tentative duration of the assignment is 4 days for Training A, 15 days for Training B and 4 days for Training C; during 1-year period (exact dates will be defined on later stage).

The Ministry of Environmental Protection and Agriculture of Georgia now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Expression of interest should cover, but not limited to: corporate profile, years in business, experience relevant to the project activities, key staff resources, and core business. The firms having the required

experience and competence relevant to the assignment shall be assessed and compared, and the best qualified and experienced firm shall be selected. Only the selected firm shall be asked to submit a combined technical and financial proposal and, if such proposal is responsive and acceptable, be invited to negotiate a contract.

Criteria, sub-criteria, and point system for the evaluation:

**(i) Specific experience of the Consultant (as a firm) relevant to the Assignment:**

Intensive experience in mobilization and training activities related to development of rural businesses / small and medium enterprises in rural areas. The reference letters from respective clients shall be provided for mobilization and training activities during the previous 3 years;

**Total points for criterion (i): 25**

**(ii) Key Experts' qualifications and competence for the Assignment:**

*Training A:*

- a) **Team Leader** - At least 5 years of experience in the implementation of participatory training programs also for international funded projects. Experience in the field of Agriculture and Rural development promotion activities would be an asset - **15 points**.
- b) **Senior Trainer** - At least 2 years of experience in the implementation of participatory training programs. Experience in participatory training for rural based organizations would be an asset - **10 points**.

*Training B:*

- a) **Team Leader** - At least 5 years of experience in leading of public awareness campaigns and organizing community mobilization activities also for international funding projects; Experience in the field of Agriculture and Rural Business development promotion activities would be an asset. The Team Leader shall have demonstrated experience in capacity building, sound networking skills and experience in project management, reports producing and developing recommendations – **15 points**.
- b) **Senior Mobilizer** – At least 5 years of experience in leading of mobilizers groups; Senior Mobilizers shall have demonstrated experience in capacity building, sound networking skills and ability to analyze collected information – **10 points**.

*Training C:*

- a) **Team Leader** - At least 5 years of experience in leading of organizing community mobilization activities for international funding projects. Experience in the field of Agriculture and Rural development promotion activities would be an asset. The Team Leader shall have demonstrated experience in the management and resolution of conflict training courses and actual implemented consultancies in this field – **15 points**.
- b) **Senior Mobilizer** – at least 5 years of experience in the implementation of management a resolution of conflict for rural based organizations – **10 points**.

**Total points for criterion (ii): 75**

**Total points for the two criteria: 100**

**The minimum technical score (St) required to pass is: 70 POINTS**

## Terms of Reference

### Preparation of Training Modules and Conduction of Training Courses in:

- A. Participatory Training Techniques;
- B. Initial assistance with Social Mobilization in Regions;
- C. Conflict Resolution and Management

**To support the Training Activities of Water Users Organization's Development Central Support Unit (CSU) and Regional Support Units (RSU) and specific GA staff in Command Area of five Irrigation Schemes selected by the GILMDP, IFAD and ORIO Projects**

## I. Background

The Irrigation and Land Market Development Project (ILMDP) is supported by the World Bank. The project development objective is to improve delivery of irrigation and drainage services in selected areas and to develop improved policies and procedures as a basis for national program of land registration.

The project consists the component of Irrigation and Drainage Improvement through the Rehabilitation of Main and sub canals of Amelioration Schemes as well as establishment of Water Users Organizations (WUOs) within the command area of rehabilitated infrastructures In Zeda Ru (Shida Kartli region), Kvemo Samgori (Kakheti region), Tbsi Kumisi (Kvemo Kartli region), Zemo Samgori (Kvemo Kartli region), Dzevera Shertuli (Shida Kartli).

As defined in the Irrigation Strategy for Georgia 2017-2025, Georgian Amelioration (GA) will be the bulk water supplier to the irrigated areas. Inside the irrigated areas, mainly Water Users Organizations to be established will convey the irrigation water to the end users.

The WUOs forming process, further development and sustainability are very crucial for successful implementation of the project.

In this respect the WUOs Central Support Unit and 4 Regional Support Units are established for the institutional facilitation of WUOs by providing them with the training programs, technical knowledge and guidelines as well as updating them with an information of the modern agricultural technologies.

## II. Scope of work and tasks of the assignment:

### A. Participatory Training Techniques.

The service provider is to provide a Training Module and implement a Course for Central Support and Regional Support units in Participatory Training Techniques.

The overall objective of this module is to ensure that Central Support and Regional Support units staff understand methods and will be able to use the acquired skills to provide participatory training to farmer-based organizations and especially Water User Organizations.

### The Scope of the Services

Adult education is an area of education outside of formal school or university environment and therefore has to be approached in a different manner. Adult training courses are usually more practical and job-related than training provided by formal institutions.

At the end of the training, the trainees should understand how adults learn therefore be able and capable to incorporate participatory training techniques into their training activities in order to better convey the material to WUOs in both formal and informal training programs.

Service provider has to:

- a) Provide a **Training Module on Participatory Training Techniques** reflecting the key points, concerning:

The overall objective of this module is to ensure Trainers understand Participatory Training Techniques, especially in terms of using specific participatory training techniques that have been developed for training programs for adults.

Main training points:

- Objectives of training and personal objectives of trainees
- Laws of learning
- Framework for adult learning
- How do adults learn?
- Training methods
- Participatory training exercises and examples

**Outputs:** Techniques and uses of participatory training understood by trainees

All training should have a participatory character. This means that the training builds on knowledge that is already available among the trainees. Trainees will engage in discussions to learn from other trainees about their experiences, and practical knowledge.

- b) Implement **Training Course in Participatory Training Techniques** for WUOs Support Team (CSU and RSU) reflecting:
  - Having a theoretical part;
  - Having a practical part with several role-plays and exercises.

## **B. Initial assistance with Social Mobilization in Regions.**

The service provider is to provide a **Training Module and Course** for Central Support and Regional Support units in **Community Mobilization and Social Mobilization of Water Users and farmers (Beneficiaries and Stakeholders)** in the service areas of the selected Irrigation Schemes to ensure active participation and effective communication between the project, designers and construction companies.

The service Provider has to pay special attention and envisage the following:

- Fine-tuning of the existing message developed by the project and the way to convey. This is crucial to ensure a uniform message that will not conflict with messages from GA, MEPA, and the Government;
- It will be very important to help to fine tune the message, for who, and apply the most effective communication strategy;
- There are signals that younger people are interested to work in agriculture in the regions. This group will probably be more effectively reached by different ways of communication.

### **The Scope of the Services:**

Service provider has to:

- a) Provide a **Training Module on Community Mobilization** reflecting the key points, concerning:
  - What is a community (water users with their values, language, culture, religion, territory and etc.)
  - How and what messages have to be developed to farmers;
  - How to identify the initiative groups of farmers;
  - How and from where to start first liaison with farmers/initiative group;
  - How to develop an on-going dialogue between community members;
  - How to make mutual and reliable communication with designers and farmers as well as with constructors (in future);
  - How to promote community members' participation;
  - How to conduct the social mobilization of water users, ensuring their active participation in detailed design process as well as during the rehabilitation of secondary and sub canals; also, in the identification of the most suitable institutional option on each scheme in general;
  - How to Identify and support the creative potential of communities to develop a variety of strategies and approaches;
  - How to establish the proper communication with local authorities;
  - Identification of the demotivated/disappointed farmers;
  
- b) Implement **Training Course in Community Mobilization** for WUOs Support Team (**CSU** and **RSU**) reflecting:
  - Role and skills of community mobilizer;
  - Message delivery methods;
  - Ways of Identification of farmers' initiative groups;
  - Instruments for conduction of social mobilization of water users;

Ensure the **social mobilization** of the target segment/initiative group(s) of farmers in regions at the selected Irrigation Scheme service area, through:

- Jointly organize the WUOs Support Units' meeting with **initiative group of farmers**;
- Establishing reliable communication between the WUOs Support Units, initiative group of farmers and designers

### **C. Conflict Resolution and Management.**

The service provider is to provide a Training Module and implement a Course for Central Support and Regional Support units in Conflict Resolution and Management.

The overall objective of this module is to ensure that Central Support and Regional Support unit's staff have an understanding of methods and will be able to use the acquired skills to manage and resolve conflict in farmer-based organizations and especially Water User Organizations.

#### **The Scope of the Services:**

Conflict resolution is one area of training that WUOs all over the world always end up requesting. This is partly because conflict and disputes are a natural function of life but also because of the operational nature of an irrigation system and a participatory association disputes inevitable arise. Recognizing that WUOs are going to experience a certain amount of conflict. It is very important they have an organized approach to resolve it with minimal negative impacts on the parties involved. After a conflict is resolved, the two parties will have to continue to interact and work together as well as live in the same area, which means that the solution cannot create enemies but has to be seen as fair and impartial.

Members of all communities' experience conflict. As a result, societies have learned how to cope with a certain amount of conflict. For a WUO the goal is not to try to avoid all conflict within the irrigation system, since this is usually impossible. Rather WUOs need to be alert in order to recognize conflicts while they are relatively minor rather than waiting until they cause difficult situations, or even lead to violence.

At the end of the training, the trainees should understand some approaches for dealing with conflict and how to resolve conflict between WUO members, between the WUO and members and between the WUO and outside parties.

Service provider has to:

- a) Provide a **Training Module on Conflict Resolution and Management** reflecting the key points, concerning:
  - What is a dispute and what is a conflict;
  - Sources of conflict;
  - Conflict:
    - within WUO, i.e. between members, staff
    - between WUO and other WUOs
    - between WUO and water supplier
    - between WUO and local authorities
  - Ways to manage conflict;

- Participatory exercises in conflict management;
- b) Implement **Training Course in Conflict Resolution and Management** for WUOs Support Team (CSU and RSU) reflecting:
  - Having a theoretical part;
  - Having a practical part with several role-plays and exercises.

### **III. Key outputs:**

#### **FOR Trainings A and C:**

- a. Electronic source files and two printed copies of Module/Book for Training Course of Support Unit (English and Georgian languages);
- b. One Training Course of 2 days in Tbilisi to be held for about 14 participants;
- c. Consultant should provide the facility and organize catering services.

#### **FOR Training B:**

- a. Electronic source files and two printed copies of Module/Book for Training Course of Support Unit (English and Georgian languages);
- b. At least one Training Course of 5 days in Tbilisi to be held for minimum 14 participants;
- c. At least 2 meetings per region (10 meetings in total) to be held for minimum 20 participants for each meeting.
- d. Consultant should provide the facility and organize catering services.

### **IV. Period of Services:**

The Service Provider shall be contracted for the following periods:

#### **FOR Training A:**

- 1) Training module: **2 days** during the month of November or December 2018;
- 2) To document all activities and review the training material in case needed. Time: **1 day**.
- 3) Refresher training for **2 days** in 2019, exact dates to be defined.

#### **FOR Training B:**

- 1) Training module on community mobilization: **5 days** during the month of November or December 2018;
- 2) Two meetings in each region (10 meetings in total) with stakeholders and beneficiaries: **10 days** during the months of November or December, 2018.
- 3) To document all activities and review the training material in case needed. Time: **5 days**.

#### **FOR Training C:**

- 1) Training module: **2 days** during the month of November or December, 2018;
- 2) To document all activities and review the training material in case needed. Time: **1 day.**
- 3) Refresher training for **2 days** in 2019, exact dates to be defined.

## **V. Deliverables for Training A, B and C**

Following should be presented to the Client:

- 1) Training material;
- 2) List of attendees.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's *Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers - [January 2011, revised July, 2014.](#)* ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms. (Please take into account that form of association acceptable for the World Bank is either sub-consultancy or Joint-Venture and submission must clearly indicate the nature of the association. The experience of sub-consultants will not be taken into account while evaluating the corporate experience of the consultant).

Experience in the projects relevant to the assignment should be submitted in the Form N1 uploaded at MoA website on the following link: <http://www.moa.gov.ge/En/Tenders/9>

A Consultant will be selected in accordance with the Consultants' Qualifications Selection (CQS) method set out in Section III of the [Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers - January 2011, revised July, 2014.](#)

Further information can be obtained at the address below during office hours from 10:00 a.m. to 17:00 p.m. at MEPA, Mr. Ioseb Tchonkadze, Procurement Consultant.

Expressions of interest must be delivered in English in a written form to the address below (in person, or by mail, or by e-mail) by **4 December, 2018, at 17:00.**

**Ministry of Environmental Protection and Agriculture of Georgia**  
**Attn: Mr. Ioseb Tchonkadze, Procurement Consultant**  
**6 Marshal Gelovani Ave, left-side 2nd building, Floor 1, Room #108, 0159 Tbilisi, Georgia**  
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