



**REPUBLIC OF UGANDA**

**Ministry of Agriculture, Animal Industry and Fisheries**

**NATIONAL OIL PALM PROJECT**

**INTERNATIONAL REQUEST FOR EXPRESSION OF INTEREST**

For the recruitment of  
**PROCUREMENT OF CONSULTANCY SERVICES OF AN IMPLEMENTING PARTNER  
(INTERNATIONAL NGO) TO BUILD CAPACITY OF KEY STAKEHOLDERS IN  
ENVIRONMENTAL, SOCIAL SUSTAINABILITY AND RSPO**

**MAAIF/NOPP/SRVCS/21-22/00020**

The Government of Uganda (GoU) has received financing from the International Fund for Agricultural Development (IFAD) towards investment in the National Oil Palm Program (NOPP) and intends to apply part of the proceeds to hire an organization with proven expertise and demonstrated experience in the support and management of environment, natural resource sustainability and Round Table for Sustainable Palm Oil (RSPO) compliance of small-holder farmers.

The National Oil Palm Project (NOPP) is a public-private partnership project that aims to sustainably increase incomes of smallholder farmers, through opportunities generated by the establishment of an efficient oil palm industry that complies with modern environmental and social standards. The project will work in a limited number of geographical hubs, where a hub is defined as an agro-climatically suitable area (not an administrative district), within a radius of 30 km around a planned or actual crude palm oil (CPO) mill, and in which a minimum of 3,000 ha of oil palm production can be assured.

NOPP will concentrate its activities on smallholder oil palm development in four hubs of Buvuma, Mayuge, Masaka and Mukono. Whereas no new oil palm establishment will be undertaken in Kalangala, some activities - mainly environment, social risk and alternative livelihood related – will be undertaken. The NOPP activities will be implemented under 3 components:

**Component 1. Scaling-up smallholder oil palm development.** NOPP will establish sustainable commercial partnerships between smallholder oil palm growers and private processors. In total, it will involve some 11,000 growers with a total of 19,700 ha under oil palm, in four new hubs where the crop will be planted for the first time, and in Kalangala where production is already established.

**Component 2. Livelihoods diversification and resilience.** Recognizing the limitations of an approach that focuses solely on the smallholder oil palm growers, NOPP will support the creation of alternative economic opportunities and the mitigation of social risks in the larger oil palm growing communities, covering both oil palm and non-oil palm growers.

**Component 3. Oil Palm Sector Development Framework.** Component 3 will assist GoU to establish the enabling conditions for the sustainable scaling-up and long-term development of the sector. There will be two sub-components: Policy and institutional support for national oil palm sector development; and Strengthening of national capacity for oil palm research and knowledge.

The NOPP is a follow on project to Vegetable Oil Development Projects (VODP and VODP2). In 2004 VODP introduced oil palm into Uganda, piloting an innovative public-private-producer-partnership (4P) through an integrated nucleus estate/smallholder model. VODP and VODP2 supported 2064 households who benefited directly as smallholder oil palm growers, with a total 4,848 hectares of oil

palm plantations, 6,500 hectares under nucleus estate. About 3,000 people gained employment on the nucleus estate and mill; and on the smallholders' oil palm plots. Both the VODP and VODP 2 undertook environmental and social impact assessments for the project areas located on the main Bugala Island of Kalangala District and the outlying islands of Bubembe and Bunyama. This was followed by a self-environmental audit for the nucleus estate on Bugala. The Kalangala District Local Government (KDLG) supervised and monitored the implementation of the recommended mitigation measures contained in the environment and social management plans of the respective Environment and Social Impact Assessments (ESIAs), as well as the NEMA conditions of approval. In further support to monitoring, as part of the first phase of the project, land use change was mapped and drivers were monitored in certain areas on a continuous basis using an advanced radar and optical satellite monitoring system. Such a satellite-based system helps build trust in the Ugandan oil palm sector by showing that the state of natural resources (especially forest reserves) is being closely tracked, to guide follow up action on the ground by respective mandated institutions, especially in high risk areas.

As the NOPP scales up the growing of oil palm to the new hubs, it is anticipated that considerable negative and positive environmental and social impacts may be generated. Thus, a systematic and coherent approach to managing anticipated negative impacts will need to be adopted. This will need to be augmented by the use of satellite-derived information to further enhance continuation of the previous successful efforts. This will go a long way in objectively guiding the management of anticipated negative environmental and social impacts at individual farmer level.

In order to ensure a systematic approach to the management of environment and social risks, the NOPP developed an environment, health and safety management system (EHSMS). The NOPP has also recruited an Environment, Health and Safety Officer (EHSO) that is charged with spearheading the management of environment and social safeguards. However, given the scale of its operations, the NOPP needs to build capacity among its stakeholders (especially the smallholder farmers) to ensure environmental and social sustainability and RSPO compliance.

The NOPP would like to recruit a credible implementing partner (IP) to support capacity building efforts of its key players/implementers and beneficiaries in environmentally sustainable palm oil production. This is aimed at ensuring compliance with both national and international environmental and social regulations. Areas for capacity building include the Best Management Practices for oil palm production; compliance to relevant RSPO principles and criteria, with emphasis on Independent Smallholder Standards; climate-smart agricultural practices, above and below ground carbon enhancement and conservation techniques. The IP is also expected to help the respective districts within the project hubs to each develop a cultural heritage management plan. The IP will also monitor progress of activities including use of remote sensing and GIS technology to inform interventions.

## **1.0 Assignment objectives**

The objectives of the assignment are to:

- (i) Build the capacity of NOPP implementers and beneficiary farmers on RSPO Independent Smallholder Standards, Oil Palm Best Management Practices and climate-smart agriculture.
- (ii) Support oil palm farmers in boosting both above and below ground carbon sequestration efforts and linking them to appropriate carbon markets
- (iii) Bolster on-ground environmental monitoring through the adoption of appropriate satellite-based monitoring systems
- (iv) Support respective districts in developing cultural heritage management plans

## **2.0 Approach to the assignment**

The IP will provide technical support to the NOPP Project Management Unit and stakeholders (mainly oil palm farmers) in accordance with the scope of work. The IP will prepare training plans in consultation with the NOPP PMU. The training sessions will be conducted by IP experts as specified in the proposal. Where required, the NOPP PMU will support the IP in mobilizing stakeholders prior

to carrying out activities. Implementing partner support will be in the form of capacity building on a trainer of trainer basis, mainly focusing on farmer group leaders who are expected to carry on the training to their respective members. As such, a proposed schedule of activities for the IP has been prepared based on projected activities across the project period and the roll out plan. The financial proposal will thus be based on the proposed activity implementation schedule and will include mainly costs associated with facilitating IP personnel to conduct the capacity building activities, per diems, allowances, meals and transport refunds for participants and the materials necessary to conduct the trainings. Administrative costs shall also be included.

The IP will be required to submit a bi-annual report on progress made against their work schedule and agreed work plan with the PMU. Payment will be made against the submission of satisfactory reports to the NOPP PMU. However, in order to facilitate commencement of work, the IP will be paid a nominal startup fee.

### **3.0 Scope of the Assignment**

The assignment mainly targets smallholder oil palm farmers under the NOPP. The project will operate in the 5 hubs of Kalangala, Buvuma, Mayuge, Masaka and Mukono that cover the districts of Kalangala for the Kalangala Hub, Buvuma for the Buvuma Hub, Mayuge, Bugiri and Namayingo, for the Mayuge Hub, and Masaka, Kalungu and Kyotera, for the Masaka Hub and Mukono and Buikwe for the Mukono Hub.

The specific activities to be undertaken are outlined below:

#### **A. Prepare training materials for all planned trainings including:**

- A.1 RSPO smallholder standards
- A.2 Best management practices
- A.3 Climate-smart agricultural practices
- A.4 Above and below ground carbon enhancement and conservation techniques

#### **B. Capacity building of smallholder oil palm farmers in the following areas**

##### ***B.1. RSPO smallholder standards***

Guide the targeted stakeholders (approximately 650 in number) on implementing the following principles and criteria of the RSPO Independent Smallholder Standards.

#### ***Goal 1 - Prosperity: Competitive, resilient and sustainable sector***

**Principle 1** – Optimize productivity, efficiency, positive impacts and resilience (implement professional and transparent operations to secure sustainable livelihood improvements)

**Principle 2** - Legality, Respect for Land Rights and Community Wellbeing (Comply with the law and respect communities' rights).

**Principle 3** – Respect human rights, including workers' rights and conditions (Safeguard human rights and protect workers' rights, ensuring safe and decent working conditions)

**Principle 4** – Protect, conserve and enhance ecosystems and the environment  
Protect the environment, conserve biodiversity, enhance ecosystems and ensure sustainable management of natural resources

## **B.2 Best Management Practices**

- (i) Erosion control measures including the erection of erosion control barriers in areas with high erosion risk to control surface water runoff from exposed soil
- (ii) Following strict nutrient/chemical application regimes in relation to soil properties and nutrient requirements
- (iii) Good land clearing practices that involve no burning of vegetation waste and encouraging the maintenance of felled vegetation in the oil palm plantation to rot under natural process and serve as mulch

## **C. Build capacity of smallholder farmers in the following aspects**

- (i) Climate-smart agricultural practices
- (ii) Above and below ground carbon enhancement and conservation techniques

## **D. Link Smallholder farmers under the NOPP to available carbon markets**

Identify appropriate carbon markets and facilitate smallholder farmers under the NOPP to sell their carbon credits

## **E. Satellite-based Monitoring of Vegetation Cover**

- Guide on-ground monitoring by field teams using a near-real time radar and optical satellite-based progress monitoring system that releases regular environmental alerts (e.g. deforestation).
- Support sustainable expansion to new planting areas by generating accurate and up to date satellite-based land cover maps (for purposes of credibility this may require involving a third party remote sensing expert/service provider)

## **F. Social Risk Mitigation**

- Work with respective district local governments to develop Cultural Heritage and Management Plans (1 per district)

## **4.0 Outputs, performance indicators and targets**

The following outputs, indicators and targets will be used to monitor progress of the assignment:

No.	Output(s)	Indicator(s)	Target	Target Description
1.	Smallholder oil palm farmer leaders trained in RSPO small holder standards	Smallholder oil palm farmer leaders knowledgeable in RSPO small holder standards	650	130 unit, block and farmer cooperative leaders per hub
2.	Smallholder oil palm farmer leaders trained in Best Management Practices in Oil Palm growing	Smallholder oil palm farmer leaders knowledgeable in best management practices in oil palm plantation establishment and management	650	Same as above
3.	Smallholder oil palm farmer leaders trained in climate-smart agricultural practices	Smallholder oil palm farmer leaders knowledgeable in climate smart agricultural practices	650	Same as above
4.	Smallholder oil palm farmer leaders trained in above and below ground carbon enhancement and conservation techniques	Smallholder oil palm farmer leaders knowledgeable in above and below ground carbon enhancement and conservation techniques	650	Same as above
5.	Appropriate carbon markets identified and smallholder farmers under the NOPP facilitated to sell their carbon credits	Smallholder oil palm farmers under NOPP engaged in carbon trade	3,300	30% of targeted smallholder oil palm farmers under NOPP
6.	Satellite based monitoring system for vegetation cover developed	Bi-annual reports on vegetation cover/land use change	6	NA
7.	Cultural Heritage Management Plan Developed (1 per district)	Cultural Heritage Management Plan	10	One cultural heritage management plan developed per district

## 5.0 Location and level of effort by Service Provider

The IP is expected to recruit a locally based non-governmental organization (NGO) in Uganda or should have local presence in Uganda, with an office in Kampala, to carry out routine administrative and technical tasks and for ease of communication with the NOPP Project Management Unit (PMU). Where the IP has an established local office in Kampala, it may choose to work through it. The IP will ensure the presence of relevant staff to undertake segments of the assignment as specified in the proposed deliverables and payment schedule.

## 6.0 Data and Services to be provided by the Client

The client will provide all documentation that is relevant to complete the assignment including the Project Design Report, HCV/HCS reports, Environmental Impact Statements, Environmental Audit Reports and IFAD Mission Reports. However, the IP has the ultimate responsibility for collecting all the required data and documentation which cannot be made available by the project from official sources. The Client will: (i) Facilitate in establishing communication with the relevant institutions, (ii) Liaise and assist the IP in obtaining any other information and documents required from other government agencies, which the IP considers essential for conducting of the assignment. The IP shall operate their own project office and shall bear all accommodation, local transportation, insurance and other costs necessary to carry out the assignment. The Service Provider should include in their proposal all costs associated with international travel, per diems, out of pocket and daily subsistence allowances, among others.

## 7.0 Shortlisting criteria

A	Preliminary Examination/Mandatory Documentation
	The selected organisation should possess the following: 1. Be a registered International Non-Governmental Organisation (NGO). 2. Notarized Powers of Attorney
B.	Experience
i	The IP should demonstrate experience in Round Table on Sustainable Palm Oil (RSPO) and particularly demonstrated experience in building the capacity of smallholder oil palm farmers in related aspects.
ii	The IP should have demonstrated experience in implementing multi-year capacity building programs
iii	Availability of required staff in the areas of; Team Leader/RSPO Specialist, Sociologist and Agronomist
iv	Demonstrated capacity to recruit/ outsource specialists in the fields of Biomass Assessment/Climate Change Specialist, Carbon Trade Specialist and GIS/Remote Sensing Specialist.

**International NGOs** are requested to submit Expression of interest proposals in accordance to above criteria upon which 3-6 International NGOs will be shortlisted and issued with a request for proposal (RFP) to submit a combined technical and financial proposal.

The address for submission of written expression of interest proposals is:

The Project Manager NOPP: JOCASA House 1st Floor Plot 14 Nakasero Road, P.O Box 12041  
Kampala, Tel: 0414-230690

Deadline: 10th February, 2022 by 11.00 am

**Planned Schedule for Evaluation of EOI**

Publication of Expression of Interest	18th January, 2022
Submission of Expression of Interest and Closing of Expression of Interest	10th February 2022
Shortlisting of Consultants	4th March 2022
Notification of Successful Consultants	25th March 2022

## ANNEX 2

### Qualification and Evaluation Criteria

Item	Criteria	Points
<b>A</b>	<b>Preliminary Examination/Mandatory Documentation</b>	
	The selected organisation should possess the following: 3. Legal status recognized by the Government of Uganda a) Be a recognized and independent consultancy firm or consultancy firms in a consortium legally registered/ recognized to conduct consultancy activities in Uganda. Should be registered to do business in Uganda. b) Registered Powers of Attorney	
	4. Demonstrated financial capacity evidenced by;3 Year audited accounts of 2017/2018, 2018/2019 and 2019-2020	
<b>B.</b>	<b>Experience</b>	
i	The IP should demonstrate experience in Round Table on Sustainable Palm Oil (RSPO) and particularly demonstrated experience in building the capacity of smallholder oil palm farmers in related aspects.	30
ii	The IP should have demonstrated experience in implementing multi-year capacity building programs	30
iii	Availability of required staff in the areas of; Team Leader/RSPO Specialist, Sociologist and Agronomist	20
iv	Demonstrated capacity to recruit/ outsource specialists in the fields of Biomass Assessment/Climate Change Specialist, Carbon Trade Specialist and GIS/Remote Sensing Specialist.	20
	<b>Total Points</b>	<b>100</b>
	<b>Minimum points required to pass</b>	<b>70 points</b>

In order to realize project component 2, Ministry of Agriculture, Animal Industry and Fisheries intends to use part of the fund to hire consultancy firm to build capacity of oil palm farmers and



non-oil palm farmers (50% Youth and women) in self-employment, entrepreneurship and rural finance in the Oil Palm producing districts of Kalangala, Buvuma, Greater Masaka and Mayuge.

### **Objective of the assignment**

The consultant is expected to Train project beneficiaries (oil palm famers and non-oil palm farmers) particularly youth and women in self-employment, small scale entrepreneurship and financial accessibility.

### **Duration of the assignment**

This is a performance-based consultancy with an initial duration of 2 years renewable after positive evaluation of the results achieved.

**Please note: Details on this request for Expression of Interest is contained in REOI document that can be accessed from the NOPP Offices upon a written request.**

The Shortlisting criteria will include;

	<b>Preliminary Examination/Mandatory Documentation</b>
	The selected organisation should possess the following: <ul style="list-style-type: none"> <li>5. Legal status recognized by the Government of Uganda <ul style="list-style-type: none"> <li>c) Be a recognized and independent consultancy firm or consultancy firms in a consortium legally registered/ recognized to conduct consultancy activities in Uganda.</li> <li>d) An income tax clearance for 2019/2020 financial year or a transactional tax clearance addressed to Ministry of Agriculture, Animal Industry and Fisheries</li> <li>e) Registered Powers of Attorney</li> </ul> </li> </ul>
	6. Demonstrated financial capacity evidenced by;3 Year audited accounts of 2017/2018, 2018/2019 and 2019-2020
	<b>General experience</b>
	The consultancy firm/ consortium of firms should have sufficient experience and proven track record of providing business development services, vocational training for job placement and VSLA establishment.
<b>B.</b>	<b>Specific experience</b>
	For specific experience, evidence shall include successful experience in the execution of <b>at least 3 (three) projects</b> of a similar nature and scope of works during the <b>last 10 years</b> .
	1. Experience in business skill training

	2. Experience in business advisory services
	3. Experience in vocational training and VSLA training

Prospective firms are requested to submit Expression of interest proposals in accordance to above criteria upon which 3-6 firms will be shortlisted and issued with a request for proposal (RFP) to submit a combined technical and financial proposal.

The address for submission of written expression of interest proposals is:

The Project Manager NOPP: JOCASA House 1st Floor Plot 14 Nakasero Road, P.O Box 12041 Kampala, Tel: 0414-230690

#### **Planned Schedule for Evaluation of EOI**

Publication of Expression of Interest	Ist November 2021
Submission of Expression of Interest and Closing of Expression of Interest	23rd November 2021
Shortlisting of Consultants	14th December 2021
Notification of Successful Consultants	28th February 2022