



Request for Proposals

Development and Facilitation of Training Modules for the Nutrition in City Ecosystems (NICE) Project in Dinajpur and Rangpur

An innovative Swiss consortium composed of Swiss TPH, ETH Zurich (Sustainable Agro-ecosystems Group and World Food System Centre), Sight and Life, and the Syngenta Foundation for Sustainable Agriculture, has come together to make nutritious food produced according to agroecological practices available for vulnerable secondary city populations in Africa and Asia.

Syngenta Foundation for Sustainable Agriculture Bangladesh carries the responsibility for selecting a consultant for development and facilitation of training modules for the Nutrition in City Ecosystems (NICE) project in Rangpur and Dinajpur.

This Request for Proposal details this particular undertaking.

Date of Issue: **15th December 2023**

Closing Date: **31th December 2023, 11:59 PM**

Please direct questions and submissions to: hr.sfsabangladesh@gmail.com



Who we are:

Syngenta Foundation for Sustainable Agriculture (SFSA) is a Swiss-based international non-profit development organization having the vision of a “bright future for smallholder farming” and working in Asia and Africa. To strengthen smallholder farming and food systems, SFSA catalyses market development and delivery of innovations, while building capacity across the public and private sectors. SFSA is motivated by innovation, technical solutions and linkages to markets for smallholders that have the potential for scaling-up and delivering impact for many farmers. SFSA implements cutting edge agriculture and economic development projects in Asia and Africa.

“SFSA Bangladesh” is the full-fledged country office of SFSA, active in Bangladesh since 2011. “SFSA Bangladesh” is responsible for operationalization and implementation management of its country programs and missions in Bangladesh. Please see www.syngentafoundation.org for more details.

Context of the Nutrition in City Ecosystems (NICE) project:

Food systems are essential to feed the world. However, current food systems also largely contribute to pollution and soil devastation while hunger and malnutrition persist. Also, people who earn their livelihoods in food systems are amongst the most exploited and vulnerable (ILO & OECD, 2019). Furthermore, most food systems lack the ability to adapt to shocks and stresses, become sustainable and reinforce longstanding power imbalances and inequities, including – but not limited to those of – gender, ethnicity, wealth, and land ownership. Sustainable, inclusive food system transformation is key to achieve the 2030 agenda and particularly to reduce hunger and poverty and to remain within “planetary boundaries” (Springman et al 2018).

It is in this context that a multi-country and multi-stakeholder project entitled “The Nutrition in City Ecosystems (NICE)” was developed and funded by the Swiss Agency for Development and Cooperation (SDC) to contribute to healthy nutrition through sustainable food production and more diverse and healthy dietary choices in urban food systems. The project is implemented in specific secondary cities (a secondary city is defined as a settlement with fewer than 500,000 inhabitants and that faces challenges related to their relative lack of resources) in Kenya, Rwanda and Bangladesh. The project is working in a participatory way with urban governments and local leaders (mayors, counselors, entrepreneurs, and leaders of agriculture and food sectors etc.) on relevant policies, sustainable food system concepts, and to change behavior with regards to the demand for food. To ensure coordination and to help mobilize resources, support is provided through the elaboration of action plans for sustainable nutrition and healthy diets in secondary cities. The action plans are based on national and city-level strategies and priorities and give attention to youth engagement, women empowerment, and reaching vulnerable groups at risk of exclusion.

Bangladesh, like many developing nations, faces significant challenges in addressing nutrition, health, and poverty, particularly in secondary cities such as Rangpur and Dinajpur. Malnutrition, inadequate access to nutritious food, and limited awareness of agroecological practices contribute to these

challenges, especially among vulnerable populations such as women, youth, and marginalized communities.

The Nutrition in City Ecosystems (NICE) project emerges as a response to these challenges, seeking to create sustainable solutions by promoting the demand and supply of local, nutritious foods produced according to agroecological practices. By focusing on Rangpur and Dinajpur, the project acknowledges the specific needs and dynamics of these secondary cities, where improvements in nutrition can have a profound impact on the overall health and well-being of the community.

The project's strategy involves engaging key stakeholders, including community, schools, and health sector actors, to create a holistic approach to nutrition improvement and demand generation. Through targeted interventions, NICE aims to drive a positive change in dietary habits, promote agroecological practices, and reduce poverty by creating a more resilient and self-sufficient food ecosystem.

Objectives of the consultancy:

General objective:

The overarching objective of this assignment is to develop and implement comprehensive training modules on better nutrition and health, focusing on diverse diets and safe food production using agroecological principles. The modules should consist of interactive sessions to increase awareness and knowledge about healthy nutrition practices for city dwellers and farmers specifically in the secondary cities of Dinajpur and Rangpur, Bangladesh, with a specific emphasis on local, diverse, safe, and affordable nutritious foods produced using agroecological practices and by prioritizing the empowerment of women, youth, and vulnerable population groups of the secondary cities.

Specific Objectives of the Assignment:

1. Develop customized training modules on:
 - a) Safe and healthy food and nutrition including food safety, balanced diets, safe food production, good hygiene, etc.
 - b) Maternal, child, and adolescent nutrition and the need for nutrition for different age levels.
 - c) Elements of agroecology and respective practices specifically adapted for i) school children ii) health professionals (incl. nurses and doctors) iii) city food system women and youth groups (22 diverse groups in Rangpur and Dinajpur cities, involved in various city food systems businesses, aim to actively engage in the city-level multisectoral nutrition platform and contribute to the city's nutrition initiatives.
 - d) Hygiene and sanitation practices.

2. Tailoring Modules for Target Groups:
Adapt training modules to meet the specific needs and context of school children, city food system women and youth groups, teachers, and health professionals, including community health workers as well as doctors and nurses.
3. Facilitation of Training Sessions:
 - a) Conduct engaging and participatory training sessions for the target groups in Dinajpur and Rangpur.
 - b) Integrate activity-based and interactive methods to enhance the learning experience and ensure effective knowledge transfer.
4. Establishment of demonstration plots to showcase the practical implementation of agroecological practices (based on the 5 agroecology elements- diversity, resilience, efficiency, recycling, culture and food tradition)
5. Empowerment Initiatives:
 - a) Implement targeted initiatives to empower women, youth, and vulnerable groups, providing them with the knowledge and skills to make informed decisions regarding nutrition and health.
6. Integration with Schools and Healthcare:
 - a) Collaborate with schools to integrate nutrition education into the operational guidelines of nutrition clubs and provide training for teachers.
 - b) Work closely with healthcare professionals to integrate nutrition education into routine health services, focusing on maternal and child health.
7. Monitoring and Evaluation:
 - a) Develop a robust monitoring and evaluation framework to assess the impact of the training modules on knowledge, behaviour change, and community practices.
 - b) Regularly evaluate and adapt the modules based on feedback and evaluation results to ensure continuous improvement.
8. Community-Led Initiatives:
 - a) Facilitate the creation of community-led initiatives that promote sustainable, locally-driven solutions for improved nutrition, health, and poverty reduction.
 - b) Establish networks and partnerships with local organizations and authorities to ensure the long-term sustainability and scalability of the project's outcomes.

Target groups:

- City Food Systems Women and Youth groups
- City dwellers of NICE project
- Nutrition club members
- Teachers/Mentors of Nutrition clubs
- Health professionals incl. community health workers, doctors, and nurses
- Farmers

- City-level multisectoral nutrition coordination committee members

Scope of work:

1. Needs Assessment:
 - a) Conduct a simple thorough and quick needs assessment in collaboration with project stakeholders to understand the specific requirements of the target groups in Dinajpur and Rangpur.
 - b) Identify gaps in knowledge and practices related to diverse diets, safe food, maternal, child, and adolescent nutrition, agroecology, and hygiene.
2. Module Development:
 - a) Design comprehensive training modules **tailored to the needs of school children, teachers, health professionals, city food systems women, and youth groups, and farmers with a focus on adequate nutrition through agroecology and improved (urban) food systems and health.**
 - b) Ensure modules are culturally sensitive and context-specific, incorporating interactive and participatory learning methods.
3. Training Facilitation:
 - a) Facilitate training sessions for school children, teachers, women, and youth group members, city-level multisectoral nutrition coordination committee members, and health professionals in Rangpur and Dinajpur, utilizing the developed modules.
 - b) Employ interactive and participatory methods to enhance engagement and ensure effective knowledge transfer.
4. Stakeholder Collaboration:
 - a) **Collaborate with local organizations, city corporations, educational institutions, healthcare facilities, and government bodies to ensure the alignment and validation of training modules with community needs.** We recommend the training module is presented to the City-Level Multisectoral Nutrition Coordination Committee once ready for validation purposes.
5. Agroecological Farming Training:
 - a) Develop and deliver training sessions for city food system women and youth groups, school children, teachers, health professionals, and farmers on sustainable and agroecological farming practices for different, specific nutritious value chains (Pumpkin, bitter gourd, cucumber, zinc biofortified rice, mango, egg, tomato, brinjal, drum sticks) and the 5 elements of agroecology incl. related practices that can be easily applied by the audience.
 - b) Facilitate the establishment of demonstration plots to showcase agroecology in practice.

6. Targeted Empowerment Initiatives:
 - a) Design initiatives that specifically target women, youth, and vulnerable groups (people with limited access to nutritious foods as they cannot afford them and/or do not have access to them) providing them with practical knowledge and skills for improved nutrition and health.
7. Integration with Nutrition clubs:
 - a) Collaborate with schools to integrate nutrition education into the operational guidelines of nutrition club, ensuring alignment with the educational needs of club members.
 - b) Conduct teacher training sessions to enhance their capacity to deliver nutrition education effectively
8. Healthcare Sector Engagement:
 - a) Work closely with healthcare professionals to integrate nutrition education into routine health services, particularly focusing on maternal and child health.
 - b) Develop and deliver training workshops for healthcare providers on nutrition counselling.
9. Monitoring and Evaluation:
 - a) Develop a comprehensive monitoring and evaluation framework to assess the impact of training modules on knowledge acquisition, behaviour change, and community practices.
 - b) Regularly collect and analyze data to measure the effectiveness of the training sessions and identify areas for improvement.
10. Documentation and Reporting:
 - a) Document the development and delivery process of training modules, including challenges faced and lessons learned.
 - b) Provide regular progress reports, highlighting key achievements, challenges, and recommendations for future interventions.
 - b) Establish and maintain effective communication channels, i.e. through sharing of quarterly progress summaries (1-pagers) with project stakeholders especially the multisectoral nutrition coordination committee from city corporations for ongoing feedback and coordination.
11. Community-Led Initiatives Support:
 - a) Support the initiation and implementation of community-led initiatives that promote sustainable, locally-driven solutions for improved nutrition, health, and poverty reduction.
12. Capacity Building:
 - a) Build the capacity of local trainers and community leaders to ensure the sustainability and scalability of nutrition and agroecology initiatives beyond the project duration.

The scope of work outlined above encompasses the key activities and responsibilities associated with the development and facilitation of training modules for the NICE project. The consultant/agency is expected to deliver high-quality, contextually relevant training materials and sessions, fostering positive changes in nutrition-related practices and contributing to the overall success of the project.

Profile of the consultant:

- Advanced degree in nutrition, public health, agriculture or a related field
- Familiar with the **agroecology** concept
- Food systems thinking
- Proven experience with agricultural food production and farmers' livelihoods development
- Proven experience in developing training modules on food safety, maternal, child, and adolescent nutrition, agroecology, and hygiene.
- Demonstrated experience in engaging women, youth, and vulnerable groups in community-focused initiatives.
- Previous work experience in secondary cities or comparable contexts, showcasing adaptability to local dynamics.
- Strong facilitation skills for engaging sessions with diverse audiences.
- Experience collaborating with healthcare professionals, especially in maternal and child health.
- Proven ability to develop and implement effective monitoring and evaluation frameworks.
- Strong interpersonal skills and effective collaboration with local organizations and authorities.
- Experience building the capacity of local trainers and community leaders.
- Demonstrated ability to innovate and adapt strategies based on feedback.
- Strong skills in documenting processes and providing clear, concise progress reports.
- Commitment to ethical standards and cultural sensitivity.

In the proposal, the consultant is requested to provide the following documents:

- Please technically describe your approach for conducting this exercise by specifying how objectives are achieved and what each step of the Scope of Work should look like (max. 12 pages).
- Please outline (on a high level) the content of the training module you propose and respective expected size of each of the chapters.
- Please provide details of the team you propose to carry out the work including their expertise and an explanation of why they are suited to the role, the number of days allocated to the project, and their day rate. All personnel's CVs should also be sent with the proposal.
- Please outline your delivery work plan with the indication of key milestones you are proposing to deliver to ensure required outcomes are fully met as well as a risk mitigation table and how you are proposing to overcome potential risks during the process.
- Please detail your company background and experience, including examples of similar projects successfully completed.

Deliverables:

- Training Modules: Specific, context-tailored, and target-audience-adapted modules on

- Food safety
 - Maternal, child, and adolescent nutrition incl. on diverse diets
 - Agroecology for the production of nutritious diets and improved livelihoods
 - o Incl. practical guidelines demonstrated in newly established demonstration plots
 - Personal hygiene
- Agroecological Farming Resources:
Establishment of demonstration plots in some of the project-selected health facilities (10) and in collaboration with the NICE city food system women and youth groups active in 22 wards.
 - School Integration Materials:
Provide materials for schools, including nutrition education content, and teacher training resources.
 - Healthcare Collaboration Toolkit:
Develop a toolkit for collaborating with healthcare professionals, integrating nutrition education, and conducting training for healthcare providers.
 - Successful conduction of trainings following the newly developed training module with the target groups
 - Monitoring and Evaluation Framework:
Establish a framework with tools for assessing the impact of training modules on knowledge, behavior change, and community practices.
 - Progress Reports:
Submit regular progress reports with key achievements, challenges, and recommendations.
 - Documentation and Reporting
Provide a final report with recommendations.
 - Financial Reports:
Submit transparent financial reports detailing expenditures aligned with the approved budget.

Submission Procedure:

Submission Deadline: **31st December, 2023, 11:59 PM**

In fairness to all consultants, no extensions will be granted under any circumstances.

- All submissions must be received via email by the submission deadline.
- All proposals should be in PDF or PowerPoint format.
- RFP submittals received by the set deadline will be reviewed for completeness and proposed methodology and efficacy in realizing the objectives, according to the evaluation criteria outlined above.
- Respondents may submit their proposals any time prior to the RFP closing date and time.
- Respondents will be solely responsible for all costs incurred in the preparation and presentation of their proposal.



- All proposals and supporting documentation submitted shall become the property of the client.

The proposal should include:

- Contact details
- Organizational/individual profile highlighting the experience of similar work
- Up-to-date and detailed CV of the consultants (who will be engaged)
- A clear overview of how the work will be approached, the methodology proposed, and the outputs generated, with a clear timeline for each of the specified activities and a budget apportioned for the assignment
- **Specific course and content outline for target audiences**
- Two references (reference can be one for whom the consultant/consulting firm did a similar type of work)

The proposal, excluding the consultant CVs, should not be more than 8 pages long, should have 1.2 line spacing, and use Calibri font with a minimum font size of 11.

Right to Amend:

SFSA Bangladesh reserves the right to amend or supplement this Request for Proposal by providing notice of amendments to all who have received the proposal document. Respondents may request to be notified of any amendments.

Rejection of Proposals:

SFSA Bangladesh also reserves the right to negotiate with the successful respondent changes in their proposal prior to, and/or as part of awarding a contract. Contact will be made exclusively with the selected agency or individual.

This Request for proposals neither expresses nor implies any obligation on the part of SFSA Bangladesh to enter a contract with a vendor submitting a proposal.