



## CALL FOR EXPRESSION OF INTEREST (EOI)

<b>Date of EOI:</b>	30 June 2020	<b>Closing date for receipt of EOI:</b>	22 July 2020
<b>EOI Reference:</b>			

**WHAT:** To develop a user-friendly mobile-phone based App that will allow farmers to: (i) track compliance to T&T Good Agricultural Practices (GAPs) standards (for traceability), (ii) track expenditures for improved decision-making, and (iii) keep track of any digital on-farm tools used. It is expected that farmers who use the App will:

- i. have a better understanding of what they need to do to successfully meet TT-GAP standards and apply proper food safety measures on-farm to comply with same.
- ii. have a user-friendly tool to effectively keep records, track their cost of production and make real-time decisions to better manage their costs.

**WHY:** Strengthening capacity for recordkeeping is essential, since farmers, particularly those with few or no employees, find it difficult to accurately record daily farming activities, especially at the time it happens. In spite of several attempts over the years to promote farm record keeping, this remains a gap in the farm sector. There is ample global evidence that use of low-cost smart phone technology and specialized software create new opportunities for farm management applications in small farms. The App is also intended to help achieve the MAPS' ultimate deliverable which is the promotion of climate smart agricultural practices by farmers in Trinidad and Tobago through its support of increased efficiency and productivity of farming systems, as well as the enhancement of their adaptive capacity.

**WHO:** This App will target small-scale farmers, especially those already involved in The Cropper Foundation (TCF) and the Inter-American Development Bank (IDB) "*Making Agriculture Profitable and Sustainable (MAPS)*" project. The TCF Making Agriculture Profitable and Safe (MAPS) project focuses on 'pesticide safe fresh produce, fit for human consumption', which are sold at MASSY stores. Integral to this project is the need to assure quality and safe fresh produce by building farmers capacity and sense of responsibility for incorporating the basic building blocks of the food safety on the farm. Supermarkets, retailers and consumers who market/utilise the fresh produce supplied by these farmers will also indirectly benefit from the use of this App by farmers which will serve as an indicator that the associated fresh produce is "pesticide safe" and can be eaten in a raw state. (for more information on the MAPS project see: <http://thecropperfoundation.org/portfolio/making-agriculture-profitable-and-sustainable-maps/>)

**HOW:** The App will be developed through partnership with TCF-IDB MAPS project and the Inter-American Institute for Cooperation on Agriculture (IICA) in an activity titled *Utilizing Smart Technology to enhance compliance to Good Agricultural Practices (GAPs), climate smart technology usage and farm record keeping*. The IICA Delegation in Trinidad and Tobago will take the lead in undertaking this activity, through a short-term consultant guided by the Terms of Reference described below.

## TERMS OF REFERENCE

### Consultant to Develop a Smart App

A qualified and experienced Smart App development Specialist/Consultant is required to develop a user-friendly mobile-phone based App that will allow farmers to: (i) track compliance to T&T Good Agricultural Practices (GAPs) standards (for traceability), (ii) track expenditures for improved decision-making, and (iii) keep track of any digital on-farm tools used.

In developing this APP, the tasks to be undertaken by the Consultant will include, but not limited to:

- 1) preparatory works, including:
  - a) participating in a briefing with the IICA and TCF Team, and any other strategic partners as necessary, to discuss any issue related to the objectives, activities, approach, expected outputs, timelines and any other issues related to the execution of the assignment that require clarification;
  - b) submitting a plan of work (1-2 pages), informed by the results of (i) above, within **five (5) days** of the briefing, which clearly identify the approach and processes to be undertaken and a schedule of work for the execution of the activities;
  - c) reviewing other existing smart Apps to see if there are any similarities with the dashboard (fields/headings/menu) to be developed and document same, **within two (2) weeks of inception** of the consultancy;
  - d) working along with the TCF-IICA Technical Team, other strategic partners and potential users as necessary, to develop the specifics of the App.
- 2) technical app-building works, including:
  - a) developing a prototype App for beta-testing and feedback from farmers and other stakeholders;
  - b) fine-tuning the App based on feedback from beta testing, developing a troubleshooting guide and handing over to IICA;
  - c) uploading the App onto the Google Play store and Apple Store;
- 3) reporting and consultancy closure, i.e.,
  - a) submitting a hand-over report on the processes and activities undertaken under this contract; and
  - b) participating in a close-out meeting with IICA, other strategic partners and potential users of the App.

### Deliverables

1. A work plan and schedule of activities.
2. A prototype App.
3. Final App available on the Google Play store and Apple Store
4. Smart Farmers App Training of trainers' manual/troubleshooting guide and workshop report.
5. Hand over report of Consultancy.

### Minimum Qualifications and Requirements

Candidates are expected to have at least:

- A Bachelor of Science Degree from a recognized university or tertiary institution in Information Technology (IT) or related fields is preferably.
- A minimum of three (3) years proven experience in developing smart Apps.
- Ability to sustain ongoing consultation and meaningful participatory processes with a wide cross section of stakeholders throughout the duration of the period of consultancy.

- Knowledge of the agricultural sector in Trinidad and Tobago and the Caribbean region would be an asset.
- Demonstrated ability to work independently and also within a multi-disciplinary team.
- Excellent communication skills, inclusive of report writing and spoken and written English.

## METHOD OF APPLICATION

### Specific Requirement/Information

1. Proposals must be written in Standard English.
2. The Proposal should provide the following information:
  - a. A description of the individual's experience on comparable assignments.
  - b. At least two client references, with information regarding similar services must be provided along with contact information (name, telephone numbers and e-mail addresses).
  - c. Recent CV of the individual.
  - d. A detailed description of the proposed methodology.
  - e. Costs associated with the assignment; these costs should be broken down by activity.
3. The following contact information must be provided:
  - a. Legal Name of Individual(s)
  - b. Full address
  - c. Telephone and Fax numbers
  - d. Email address
4. IICA will be the Contracting Party. IICA's policy requires that vendors provide professional, objective, impartial advice and always hold IICA's interest paramount without any consideration for future work, and strictly avoid conflicts with other assignments or their own corporate interests. Vendors shall not be hired for any assignment that would conflict with their prior or current position of not being able to carry out the assignment in the best interest of IICA.
5. Individual consultants must be either:
  - a. a citizen of an eligible country<sup>1</sup>; or
  - b. has established his domicile (residency) in an eligible country as a "bona fide" resident and is legally entitled to work there.
6. Applications should be submitted to the address below **no later than 22 July 2020**, either:
  - i. in **hard copy** by mail in sealed envelope containing the submissions to include the name and address of the applicant and should be clearly marked with position for which the application is submitted to:
 

ATTN: Agribusiness Specialist  
Inter-American Institute for Cooperation on Agriculture (IICA)  
P.O Box 1318  
Port of Spain, Trinidad and Tobago

**or**
  - ii. by **e-mail**, under a subject caption: **Application: IICA-TCF App Project** to: **[richard.rampersaud@iica.int](mailto:richard.rampersaud@iica.int) copied to [iica.tt@iica.int](mailto:iica.tt@iica.int)**

<sup>1</sup> IDB Member countries: <https://www.iadb.org/en/about-us/how-are-we-organized>