

Training Services Provider

LOOKING FOR TRAINING SERVICES PROVIDER

Lux-Development, the Executing Agency for Bilateral Co-operation financed by the Grand Duchy of Luxembourg, is supporting the IFAD Tam Nong Support Project (TNSP) in Tuyen Quang province by providing complementary technical assistance to Government line agencies, district authorities and the private sector. The TNSP seeks to sustainably improve livelihoods among ethnic minority and rural poor households in Tuyen Quang province within all 6 districts, 64 communes with 57,000 households.

The project have commenced in early June 2014 and planned to be ended by May 2017. The Lux-Development Support Team for the project VIE035 led by an International Project Implementation Advisor (IPIA/CTA) is looking for training services providers specifically:

Invitation to submit a proposal for Training of Trainers on "Interest Group/Cooperative management and development" for the Farmers Association of Tuyen Quang

Objectives

To improve capacity of trainers from the Farmers Association and support organizations to improve support system for interest groups and strengthen the groups. The trainers should be able to provide support for the groups in internal governance as well as develop and follow business plans. Overall the trainings should stabilize the existing groups and provide them with a sustainable development plan. The trainers will provide the necessary support for the groups.

Approach:

A series of three trainings/workshops should enable the trainers/facilitators to support the Interest Groups/Cooperatives:

- Training: TOT for the FA trainers. Maximum 4 days training with the topics: Leadership, organizational management and development, business plan development organizational assessment. Participants should learn to use participatory approaches to develop together with the leaders of the organizations to strengthen their operations and achieve a sustainable environment.
- Mentoring of trainings: Observe and mentor a training for Interest Groups by TOT participants. Provide support in the preparation of the training and during the conduct. Maximum 5 days.

- Workshop with TOT participants and some participants of Interest Groups to assess the trainings develop a support program for all Interest Groups established under the TNSP project. Maximum 2 days

Participants:

- Staff of Provincial and District Farmer Associations
- Staff of Tuyen Quang TNSP Project

Expected Activities:

- Review of Project Documents (reports and assessment, others);
- Prepare Training Material (including methodology and approaches);
- Present Training approach and methodology to VIE/035 and partners;
- Conduct the trainings/mentoring sessions;;
- Support TOT participant to develop their own group development plans;
- Organize assessment workshop with partners to reflect on their plans and lesson learned.
- Others.

Expected Output:

- Proposal for TOT training implementation;
- Training material in English and Vietnamese;
- Report on the Training of Trainers (including the assessment of the trainees);
- Report on the mentoring support with recommendations on further training/support needs,
- Road map for the implementation of trainings by the trainees.

Tender documents:

- Proposal with approaches, timeline and detailed CV of proposed resource persons, proof of previous similar trainings conducted by the organization/persons.

- Detailed budget requirements separated in consultants fees and operational costs (for each training separated).

Implementation location

Implementation location: Tuyen Quang province

Implementation time

Expectedly: Mid December 2016 - February 2017

Expertise requirements

In order to conduct the training successfully, the trainer team should include 2 people: 01 chief trainer and 01 training assistant.

The consultants should have at least a Master degree in a relevant field for the training, but more importantly a long experience (at least 10 years' experience).

The contract input for the main consultant/team leader should not exceed 13 days, and for the other consultant not more than 12 days

DEADLINE FOR SUBMISSION OF TRAINING PROPOSALS: before 5pm, 9 December 2016.

Interested candidates/teams/organizations can send your training proposals by post to: Project VIE/035, 16 Ly Thanh Tong street, Minh Xuan ward, Tuyen Quang city, Tuyen Quang province or by e-mail to: Ms. Nguyen Thi Minh Hien- VIE/035 at hien.nguyen@luxdev.lu