



REQUEST FOR PROPOSAL

Consultancy For Impact Assessment of Shudokkho Application and Sustainability Roadmap
RFP-2024-001

Under

Feed the Future Bangladesh Livestock and Nutrition Activity

Funded By

U.S. Agency for International Development
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Question/ Inquiry Submission Deadline:	02/23/2024; 5:00 P.M. (EST)

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I. INTRODUCTION

A. COMPANY BACKGROUND

Based in Washington, D.C., ACIDI/VOCA is a nonprofit international development organization that delivers technical and management assistance in agribusiness, financial services, enterprise development, community development and food security in order to promote broad-based economic growth and vibrant civil society. For more information, go to www.acdivoca.org.

B. PROGRAM BACKGROUND

ACIDI/VOCA is currently implementing the USAID funded Feed the Future Bangladesh Livestock and Nutrition Activity (referred to as the Activity). The Activity works in 23 districts, 21 districts from southwestern Bangladesh, which encompasses Khulna Division (Jashore, Jhenaidah, Magura, Narail, Bagerhat, Khulna, Satkhira, Chuadanga, Meherpur), Barishal Division (Barisal, Bhola, Jhalokathi, Pirojpur, Barguna, Patuakhali) and Dhaka Division (Faridpur, Gopalganj, Madaripur, Rajbari, Shariatpur) – Zone of Influence (ZOI), and 2 districts from Chittagong Division (Bandarban & Cox's Bazar) - Zone of Resilience (ZOR).

The Activity's goal is to increase livestock productivity, marketability, and consumption of livestock products to improve nutrition and incomes for one million livestock-producing households. The Activity uses a hybrid direct delivery and facilitative inclusive market systems approach to leverage the private and public sector actors' resources, technologies, and expertise through a collaborative co-creation process. The objectives of the Activity include:

- Improve livestock productivity, increase milk production of dairy animals, and meat production of beef cattle and goats.
- Improve marketability and diversification of milk and meat products. Increase supply and sales of quality live cattle and goats at the regional and national markets.
- Increase consumption of safe and diversified dairy and meat products to improve household nutrition.
- Create more inclusive opportunities for women and youth across the value chain as producers, service providers and business owners.
- Improve access to financial products and services for livestock value chain actors engaged in cattle and goat markets.
- Increase incomes of the livestock farmers, service providers, and other private value-chain actors through facilitative and collaborative mechanisms such as small grants, technical assistance, and connecting market actors together.

II. PURPOSE

The USAID-funded Feed the Future Bangladesh Livestock Production for Nutrition project from 2016-2021, implemented by ACIDI/VOCA, invested in the development of Shudokkho - an app for Livestock Service Providers (LSPs). Shudokkho started as a smartphone-based customer relationship management (CRM) application for LSPs, with the goal to help LSPs make scheduled visits to livestock farmers with in-built alerts notifications prior to the visit, recording treatment, finding intended medicines and accessing medicine literature, managing fees & credit history, notifications on up-to-date livestock industry news, technologies, among others. Overall, the Livestock Production For Improved Nutrition phase benefited over 1,100 LSPs.

Taking successes and learnings from the LPIN phase, the current Livestock & Nutrition Activity had strategic plans to take up digital solutions from the LPIN phase to scale, and entered into a sub-award agreement with mPower Social Enterprises Ltd. – the parent company of the Shudokkho application. For the 2nd phase of the project, the Activity had plans to leverage the Shudokkho application as a one-stop service solutions platform for LSPs, with the overarching goal to catalyze equitable access to information, improve marketing efficiencies, and enhance livestock productivity. However, these results have not yet materialized.

While the app does provide the LSPs with a range of information, training and services, the overall utilization of the app by the LSP users is low and inconsistent over time. Furthermore, the potential of the app functioning as a connector of the LSPs with other stakeholders in the livestock sector such as public agencies and the private sector, has not been realized. Finally, there does not seem to be a clear pathway to ensuring that the app can earn sufficient revenue to become viable and self-financing beyond the life of the project. As a result, the Activity had to pivot away from its initial goal of utilizing the Shudokkho app as an information dissemination mechanism, to that of a market tool with a business model based on utilization by LSPs and other livestock sector actors. The original sub-award agreement with mPower covered 5 work-streams, but had to be streamlined and reduced to two only (LSP Capacity Development, strengthen record keeping functions of Artificial Insemination service providers) after two years of investment and learnings – signifying a shift from a software management system for livestock stakeholders, supported by donor investment, to a market-based application that earns revenue and is sustainable.

The primary aim of this study is three-fold:

- 1) **Assess the economic impact of the Shudokkho mobile app** (including televet service) in the Activity's areas of operations among LSPs and veterinarians till date. The overall economic impact should include, but not be limited to capturing, the number of jobs created, income generated, networking opportunities created, other economic benefits, and livestock related opportunity cost negated among LSPs and veterinarians onboarded.
- 2) **Conduct a detailed assessment of the Shudokkho application with an inclusion lens, considering its validity, modality, and effectiveness as a one-stop solution platform for LSPs**, including women and youth LSPs. The outcome will inform the Activity's next steps regarding Shudokkho. The study must address, but not be limited to, the below questions:
 - a. In what ways and to what extent has the Shudokkho application contributed to administering quality animal health services by LSPs (especially among women and youth ones) - who have completed veterinary courses within the app (completed all or majority of courses) – to livestock farmers?
 - i. Are there differences in quality of service rendered for LSPs who have utilized the app (from men, women, and youth LSPs) in comparison to non-Shudokkho LSPs?
 - b. How successful has the Shudokkho application been in building the capacity of men, women, and youth LSPs in administering timely and quality animal health services to livestock value chain actors?
 - i. Are there differences in the capacity between men, women, and youth LSPs? To what extent does that affect their services to livestock farmers? Among non-Shudokkho LSPs, are there also differences in quality of services administered between men, women and youth LSPs?
 - c. What have been the major constraints and opportunities in the Shudokkho application's market outreach (beyond utilization by LSPs collaborating with the Livestock and Nutrition Activity, and LSPs non collaborating with the Activity) and revenue generation model? Based on the performance so far, how sustainable will this model be for mPower beyond the life of the Activity?
- 3) **Provide recommendations and next steps on how the Shudokkho app can be leveraged to maximize impact among its key market stakeholders and a go-to sustainability roadmap for the app** (independent of USAID funding).
 - a. What are some avenues and recommendations to make the Shudokkho application and business model sustainable and independent of donor funding?
 - b. Go-to market strategy and adjusted revenue generation model for Shudokkho application.

This assessment is the first of a four part-series of studies, that will be conducted with the goal to assess the LSP institutionalization, and development impact generated because of Livestock & Nutrition Activity's intervention(s). This assessment will help to provide information on ICT (Internet, Communication & Technology), LSPs implemented activities that has contributed to the for LSP graduation and commercialization.

A. SCOPE OF WORK

As specified above, the duration of this contract is estimated to be approximately 10 weeks.

Working closely and collaboratively with the ACIDI/VOCA Bangladesh team and the Shudokkho app developer mPower Social, the consultant/consulting firm will undertake the following tasks:

- a) Review all the reports and other background information related to the development of the application.
- b) Review the detailed offering and functionality of the app, including analysing all types of user data (disaggregated by sex and age) collected since inception of the app.
- c) Identify specific app-related design or other impediments that are resulting in low uptake, usage, retention, and consistency of interaction by different types of LSPs (men, women, and youth) with the app.
- d) Gather information from LSPs (disaggregated by sub-type of LSP, active/inactive/non- users, gender, age, and other relevant factors) to better understand their business needs and other requirements.
- e) Identify which needs and requirements of the LSPs could be met by and through the app.
- f) Make specific recommendations on changes to the app to increase uptake among different types of LSPs (men, women, and youth) and improve retention and activity.
- g) Gather information from various livestock sector stakeholders in the public sector and private sector to better understand their needs and requirements, current level of interaction and modes of communication with the LSPs and opportunities for improvement and enhancement.
- h) Gather information from farmer clients (men, women, and youth) to better understand their needs and requirements, frequency of interaction with LSPs and opportunities for enhancement and improvement.
- i) Make specific recommendations on how the Shudokkho app could improve the interaction between the LSPs and 3 key sets of stakeholders viz., public agencies, and/or private sector and/or farmer clients.
- j) Explore potential revenue streams for the Shudokkho app based on feedback collected from the above exercise, including customer price sensitivity (among LSPs, private and public agencies), and make recommendations based on projected scale for long-term sustainability of the product.

B. DELIVERABLES

1. **Inception Report** - After contract signing, the consultant/consulting firm is expected to share an inception report that demonstrates the understanding of the work, a detailed study methodology, list of secondary sources and stakeholders required, a detailed work plan, sample questionnaire for primary data collection. The inception report will be reviewed by the ACIDI/VOCA team then finalized.
2. **Develop questionnaire set**, tailored for different stakeholders', including LSPs, veterinarian and public and private agencies.
3. **Conduct secondary literature review** using desk review of relevant literature and secondary quantitative data, in - depth interviews with potential market players interviews or focus groups with key informants that identify with the groups or stakeholders, including best global practices for digital product design, implementation, and management.
4. **Collect and analyze data** according to the methodology described in the inception plan.
5. **Evaluate the economic impact** of the Shudokkho mobile app (including televet service) to-date, in the Activity's areas of operations among livestock service providers and veterinarians. The overall economic impact should include, but not be limited to capturing, the number of jobs created, income generated, and other economic benefits, and livestock related opportunity cost negated.
6. **Presentation of initial findings** - After field testing and data collection, the consultant/consulting firm will present initial findings to ACIDI/VOCA team.

7. **Final report, presentation and two pager** – A comprehensive final report, along with a presentation, and a 2-pager synopsis of findings. These deliverables should include the overall economic impact among LSP & veterinarian till date, while also provide a future road map that the Activity can take. The final report should cover the below stated recommendations:
- Recommendations on changes to the app to increase uptake among LSPs and improve retention and engagement.
 - Recommendations on how the Shudokkho app could improve the interaction between the LSPs as well as among 3 important sets of stakeholders - public agencies, and/or private sector, and/or farmer clients.
 - Potential Revenue streams for Shudokkho app based on stakeholder feedback and other input.
 - Recommend long-term sustainability of Shudokkho app and action plans for scalability, adaptability, and ongoing community support.

Raw Data - The consultant/ consulting firm is expected to share the raw and clean data, and data analysis plan along with the delivery of deliverables.

The following table provides a tentative timeline for deliverable completion, but is subject to change:

Sl.	Deliverables	Timeline
1	Complete inception report and desk research	Week 1 – 2
2	Develop data collection tools (questionnaires/checklist/FGD and or KIs guide) for different stakeholders based on their research questions	Week 3
4	Complete data collection	Week 4 – 6
5	Present initial findings to the Activity team	Week 7
6	Prepare and submit draft report	Week 8 – 9
7	Submit final report and a summary slide deck	Week 10

III. CONTRACT MECHANISM & TERMS OF PAYMENT

ACDI/VOCA anticipates issuing a fixed-amount purchase order to an Offeror.

ACDI/VOCA will issue fixed payment(s) based on submission and ACDI/VOCA acceptance of deliverables. Once an award is issued, it will include a fixed price payment schedule with deliverables specified above. A copy of the purchase order terms and conditions are attached to this RFP for informational purposes.

IV. PROPOSAL PREPARATION AND SUBMISSION REQUIREMENTS

A. INSTRUCTIONS FOR PROPOSAL PREPARATION

The selection committee will evaluate the Offerors based upon their written technical and cost proposals. Each section will be evaluated according to the criteria for evaluations in Section V. Offerors are expected to examine the specifications and all instructions in the RFP. Failure to do so is at the Offeror's risk. Interested Offerors must provide the following:

1. CAPABILITY, EXPERIENCE, AND TECHNICAL PROPOSAL

Demonstrate capabilities and technical experience by providing:

- a) Signed cover letter explaining why you are the most suitable candidate for the advertised consultancy (understanding of the ToR, experience in delivering the assignment, experience in the host country and sector, quality of technical and cost proposal)
- b) Technical Proposal, which includes, in addition to the proposed workplan:
 - Accurate physical, postal, telephone, and email address of the Offeror
 - Staff composition & CVs
 - Three client references and contact information: references should have worked with your organization within the past two years in connection with the countries or regions (and if possible, subject matter) applicable to this RFP.

2. COST PROPOSAL

Offerors will submit a proposed budget with their proposals in a separate, sealed envelope (or separate file, if submitting via email) labeled “Budget Proposal.” The proposed budget will have sufficient detail to allow evaluation of elements of costs proposed; it is strongly suggested that the Offeror submit a separate Budget Narrative to provide more detail on each cost element. Budgets should be submitted in the currency in which your organization is located and will be paid; please label your budget with the name of the currency. ACDI/VOCA reserves the right to request any additional information to support detailed cost and price.

B. INSTRUCTIONS FOR SUBMISSION OF PROPOSAL

1. The technical and price proposals shall be separately bound and identified as such (or sent via email). Each volume shall be clearly identified with the RFP number and the Offeror’s name.

All responses to this RFP must be received no later than the submission deadline on the cover page of this RFP. Offerors must submit at least one original copy of the proposal in the following formats: Microsoft Word, PDF, Excel (for Budget Proposal)

ACDI/VOCA	
50 F St NW, Suite 1000, Washington D.C. 20037	
Attention:	Nick Okerlund
Email:	nokerlund@acdivoca.org

Faxed offers are not acceptable.

2. All inquiries and requests for information regarding this RFP must be submitted by email to the following individuals no later than the question/inquiry submission deadline on the cover page of this RFP. Reference the RFP number in all questions/inquiries.

	Contractual	Technical
Name:	Nick Okerlund	Nurul Amin Siddiquee
Email:	nokerlund@acdivoca.org	nsiddiquee@acdivocalpin.org

3. ACDI/VOCA will not compensate Offerors for their preparation of responses to this RFP.

V. CRITERIA FOR EVALUATION

ACDI/VOCA will evaluate proposals based on a best-value determination; Offerors should submit their most competitive price proposal. Proposals will be evaluated using the following criteria:

- i. **25%** - Demonstrated understanding of the Terms of Reference
- ii. **25%** - Past experience implementing similar assignments and/or experience implementing in host country and/or experience in the livestock, market systems and ICT sectors
- iii. **25%** - Quality of Technical Proposal
- iv. **25%** - Quality and cost-effectiveness of Cost Proposal

The evaluation committee will review the technical proposal based upon the technical criteria listed above. The cost proposals will be reviewed to ensure they are complete and free of computational errors. The committee will also assess the reasonableness of costs and the cost-effectiveness of the budget, and will determine whether the costs reflect a clear understanding of project requirements. A contract will be offered to the responsible Offeror whose proposal follows the RFP instructions and is judged to be the most advantageous to ACDI/VOCA.

VI. SOLICITATION PROCESS

Once the RFP is released, the Offerors must prepare a formal proposal to be sent to the contact person at ACDI/VOCA as indicated in Section IV (b) (1). The submitted proposals will be reviewed against the criteria for evaluation defined in Section V above and rated on their ability to satisfy the requirements stated in this RFP document. A preferred Offeror will be chosen and formally notified. A formal contract will be negotiated with the selected Offeror and, if endorsed, the Offeror will begin work on the project.

VII. TERMS AND CONDITIONS

A. LATE SUBMISSIONS

Proposals received after the submission deadline stated in the cover page of this RFP may not be considered. Offerors will be held responsible for ensuring their quotations are received according to the instructions stated herein. A late offer will be considered if the cause was attributable to ACDI/VOCA or its employees/agents, or if it is in the best interest of ACDI/VOCA.

B. MODIFICATION OF RFP REQUIREMENTS

ACDI/VOCA retains the right to terminate the RFP or modify the requirements upon notification to Offerors.

C. WITHDRAWALS OF PROPOSALS

Proposals may be withdrawn by written notice via email at any time before award. Proposals may be withdrawn in person by an Offeror or authorized representative, if the representative's identity is made known and the representative signs a receipt for the proposal before award.

D. RIGHT OF NEGOTIATION AND ACCEPTANCE OF PROPOSAL

This RFP represents a definition of requirements and is an invitation for submission of proposals. ACDI/VOCA reserves the right to fund/award any or none of the submitted proposals. No commitment is made, either expressed or implied, to compensate Offerors for costs incurred in the preparation and submission of their proposal.

ACDI/VOCA may reject any proposal that is nonresponsive. A responsive proposal is one that complies with all terms and conditions of the RFP. A proposal must be complete, signed by an authorized signatory, and delivered no later than the submission time and date indicated on the cover sheet of this RFP. ACDI/VOCA may reserve the right to waive any minor discrepancies in a proposal.

ACDI/VOCA reserves the right to issue an award based on the initial evaluation of proposals without discussion. ACDI/VOCA also reserves the right to enter into best and final negotiations with any responsive Offerors for all or part of the proposed scope.

E. VALIDITY OF PROPOSAL

Proposals submitted shall remain open for acceptance for 60 days from the last date specified for receipt of proposals. This includes, but is not limited to, pricing, terms and conditions, service levels, and all other information. If your organization is awarded the contract, all information in the RFP and negotiation process is contractually binding.

F. MINIMUM OFFEROR QUALIFICATIONS

Offerors submitting proposals must (1) be officially licensed to do such business in The People's Republic of Bangladesh, (2) be able to receive USAID funds and (3) not have been identified as a terrorist. In addition, Offeror may be required to provide the following information:

- Documentation to verify licensure (e.g., tax id, registration certificate, etc.)
- Demonstration of adequate management and financial resources to perform the contract
- Satisfactory records of performance history, integrity and business ethics

G. INTELLECTUAL PROPERTY RIGHTS

All tangible or intangible property created or acquired under this contract shall be the exclusive property of ACDI/VOCA and the donor. The term "property" includes all data gathered and reports developed for this engagement. Reference is made to Sections 12 and 13 in the business terms and conditions attached in Appendix A.

VIII. ATTACHMENTS

Appendix A: Purchase Order General Terms and Conditions

Appendix B: Technical Proposal Submission Sheet

Appendix C: Detailed Terms of Reference

GENERAL BUSINESS TERMS AND CONDITIONS

*****These Terms and Conditions apply to all Purchase Orders*****

1. Assignment. Vendor shall not assign, subcontract or transfer all or any portion this Purchase Order or any of its obligations without the express, prior written permission of ACDI/VOCA.

2. Proprietary Information & Confidentiality. Vendor shall consider all data, documentation, drawings, specifications software and other information furnished by ACDI/VOCA to be confidential and proprietary and shall not disclose any such information to any other person, or use such information itself for any purpose other than that for which it was intended in completing this order, unless Vendor obtains written permission from ACDI/VOCA to do so. Vendor agrees to execute ACDI/VOCA's standard Non-Disclosure Agreement upon request.

3. Terms of Payment. Subject to any superseding terms on the face hereof, Vendor shall mail the invoice to the address listed in Box 6 of the Purchase Order and be paid upon completion/acceptance of the required supplies/services. **(A) TIMING OF PAYMENTS.** Vendor shall be paid, in the currency on the face of this Purchase Order, within thirty (30) days after ACDI/VOCA's receipt of an acceptable invoice and ACDI/VOCA's acceptance of the completed products/services in accordance with (B) "Inspection and Acceptance" below, together with any required documents. ACDI/VOCA is under no obligation to pay Vendor's invoices received later than 90 days after acceptance. Payment of Vendor invoices by ACDI/VOCA shall not constitute final approval of the invoices. All charges invoiced by Vendor may remain subject to ACDI/VOCA and/or government/Client audit and subsequent adjustment. Vendor agrees to reimburse ACDI/VOCA for any costs disallowed by Client. **(B) INSPECTION & ACCEPTANCE.** (1) Vendor shall work within professional standards covering the work and shall make such inspections as are deemed necessary to insure Vendor compliance. (2) All deliveries shall be subject to final inspection by ACDI/VOCA. If deliverables or a service performed by Vendor is found to be defective, Vendor shall be given the opportunity to correct any deficiencies within a reasonable period of time, not more than 10 days. If correction of such work is impracticable, Vendor shall bear all risk after notice of rejection and shall promptly make all necessary replacements at its own expense, if so requested by ACDI/VOCA. Vendor shall provide immediate notice to ACDI/VOCA of any potential failure on the part of its suppliers to provide supplies/services required. Vendor is responsible for any deficiency on the part of its suppliers. Vendor shall be responsible for any costs of reprocurement as may be necessary for ACDI/VOCA to secure the supplies/services as a result of Vendor's inability to perform that exceed the agreed upon price herein. **(C) LATE DELIVERIES.** In addition to any remedies available to it in the event of late delivery, ACDI/VOCA may deduct 1% of the amount invoiced for such delivery for each day said delivery was late. This will not exceed 10% of the total value of the Purchase Order.

4. Performance. All services are to be performed to the satisfaction of ACDI/VOCA. If stated in the scope of work, time is of the essence with respect to the performance. ACDI/VOCA shall not be billed at prices higher than those stated in this Purchase Order. ACDI/VOCA shall have no obligation to pay Vendor more than the fixed price or ceiling price stated on the face of this Purchase Order.

5. Title and Risk of Loss. Title to and risk of loss of, each product and/or service to be delivered/provided shall, unless otherwise provided herein, pass from Vendor to ACDI/VOCA upon acceptance of such product/service by ACDI/VOCA.

6. Force Majeure. Any non-performance or delay in performance of any obligation of either party under this Purchase Order may be excused to the extent such failure or non-performance is caused by an event or condition beyond the reasonable control of the non-performing party, and which, by the exercise of due diligence, could not be avoided or overcome ("Force Majeure"). However, in no event will any non-performance or delay in performance of any of Vendor's suppliers or any labor disruption affecting Vendor specifically, and not Vendor's industry generally, constitute Force Majeure for Vendor. If Vendor is affected by Force Majeure, it will (i) promptly provide notice to ACDI/VOCA, explaining the particulars and the expected duration of the Force Majeure and (ii) use its best efforts to remedy the interruption or delay if it is reasonably capable of being remedied, and to mitigate the adverse effects of such interruption or delay on ACDI/VOCA, including sourcing substitute providers of services from the market, at Vendor's expense, in order to meet ACDI/VOCA's required completion dates.

7. Warranty. Vendor warrants all supplies/services to be free from all material defects and expressly represents that all such required supplies/services are capable of providing/performing the function service for which they were intended. Vendor agrees to pass on all manufacturers' warranties to ACDI/VOCA. To the extent that ACDI/VOCA is held financially responsible for any deficiencies in the services performed by the Vendor, the Vendor agrees to cure such deficiencies at the sole cost to the Vendor. Vendor agrees to deliver/provide the products/services which are the subject-matter of this Purchase Order to ACDI/VOCA free and clear of all liens, claims, and encumbrances. Vendor represents and warrants to ACDI/VOCA that: (i) it has no conflict of interest with respect to the Services to be performed for ACDI/VOCA under this Purchase Order; (ii) it has not entered into any agreement, or executed any document, with any individual or other organization that will prevent it from: (a) disclosing and assigning intellectual property in work product exclusively to ACDI/VOCA; and (b) performing any other obligation under this Purchase Order; (iii) it will not enter into any such agreement, or execute any documents, which will create a conflict of interest or which will prevent it from freely performing any obligation under this Purchase Order; and (iv) it will not knowingly incorporate confidential information of any person or entity not a party to this Purchase Order into any materials furnished to ACDI/VOCA without prior written notice to ACDI/VOCA. Vendor further represents and warrants to ACDI/VOCA as follows: (i) no kickback, bribe, gratuity or transfer of anything of value was offered, agreed to, or made, nor shall be made, to or for the benefit of any employee or representative of ACDI/VOCA in return for or in connection with the award of this Purchase Order; (ii) the Vendor has not engaged in bid-rigging or other collusive agreements or behavior with any actual or potential competitor for this Purchase Order or any other person, which behavior could have had the effect of lessening competition for the award of this Purchase Order or of raising the price of the Deliverables or the Services procured; and (iii) all statements of material fact contained in any proposal, response, certification, or questionnaire submitted by Vendor or any of its representatives in connection with the solicitation, award or negotiation of this Purchase Order were true and complete when made.

8. Compliance with Law. Vendor's performance of work and all products to be delivered shall be in accordance with any and all applicable regulations: executive orders, Federal, State, municipal, local and host country laws and ordinances, and rules, orders, requirements and regulations. Such Federal laws shall include, but not be limited to, the Fair Labor Standards Act of 1938 as amended, E.O. 11246, "Equal Opportunity," as amended by E.O. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and as supplemented by regulations at 41 CFR Chapter 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor", the Copeland "Anti-Kickback" Act (18USC874 and 40USC276c and 18USC874 as supplemented by Department of Labor regulations at 29CFRpart 3, the Davis-Bacon Act, as amended (40USC276a-a7) and as supplemented by Department of Labor at 29CFRpart 5, the Contract Work Hours and Safety Standards Act (40USC327-333), and the Byrd Anti-Lobbying Amendment (31USC1352). Unless otherwise agreed, governing law shall be that of the District of Columbia.

9. Suspension and Termination. ACDI/VOCA shall retain the right to direct Vendor to stop work ("Suspension") at any time. Such direction must be in writing and shall be effective for a period of no more than 30 days after which time Vendor may continue work absent direction to do so or a notice of termination at their own risk. Under no circumstances shall Vendor receive more than the original value of this Purchase Order. "Termination": ACDI/VOCA reserves the right to terminate this

Purchase Order when: 1. deemed in the best interests of its client; or 2. if the Vendor defaults in performing this Purchase Order and fails to cure the default within 10 days after receiving a notice specifying the default. ACDI/VOCA shall be liable only for payment under the payment provisions of this Purchase Order for services/deliverables completed and accepted before the effective date of termination. Payments for partial deliverables shall not be made unless explicitly authorized by ACDI/VOCA in the Termination Letter. This paragraph shall not limit any legal rights to cancel this Purchase Order without further liability for articles not accepted by ACDI/VOCA. This Purchase Order may be terminated at any time in the event Vendor commits an act of bankruptcy, files or has filed against the petition of bankruptcy or insolvency or suffers any receivership or other similar petition to be filed for or against it, or is subject to any Suspension/Debarment or other action by the USG. Vendor may be liable to reimburse ACDI/VOCA should ACDI/VOCA incur any additional costs as a direct result of such default termination.

10. Insurance & Work on ACDI/VOCA's or ACDI/VOCA Client Premises. Vendor agrees to maintain the adequate insurance coverage against claims arising from injuries sustained by Vendor on ACDI/VOCA's facilities and agrees to be liable for all damages & claims arising against ACDI/VOCA for which the Vendor is responsible. Vendor will maintain a comprehensive general liability insurance policy in the amount of at least \$500,000 per occurrence or the standard, local business practice. Purchase Orders which require performance outside the United States shall contain a provision requiring Worker's Compensation Insurance. The Vendor should refer questions on this subject to the ACDI/VOCA representative named above in Block 6.

11. Independent Relationship. Vendor agrees that its relationship with ACDI/VOCA is that of an independent contractor and nothing in this Purchase Order shall be construed as creating any other relationship. As such, Vendor shall comply with all applicable laws and assume all risks incident to its status as an independent contractor. This includes, but is not limited to: compliance with all applicable laws, responsibility for all applicable taxes including VAT, income taxes, social security payments and other such taxes that might occur, licenses, fees, insurance, etc. Neither the vendor nor anyone employed by it shall be, represent, act or be deemed to be an agent, representative or employee of ACDI/VOCA.

12. Rights in Intellectual Property. Vendor acknowledges that all Deliverables and work product produced by Vendor, whether alone or jointly with others, in connection with or pursuant to the Vendor's performance under this Purchase Order shall be the sole and exclusive property of ACDI/VOCA. This includes all writings, books, articles, computer programs, databases, source and object codes, and other material of any nature whatsoever, including trademarks, trade names, and logos, that is subject to copyright protection and reduced to tangible form in whole or in part by Vendor in the course of Vendor's service to ACDI/VOCA shall be considered a work made for hire, or otherwise ACDI/VOCA property. Vendor hereby assigns and agrees to assign to ACDI/VOCA all of its respective rights, title and interest in such Deliverables and work product, including without limitation all patents and patent rights and all applications for registration of the same, and, upon being reduced to a tangible form, all copyrights therein. To the greatest extent permissible under U.S. copyright laws, each copyrightable element of the property and work product first produced shall be a "work made for hire" in favor of ACDI/VOCA. For items and material of Vendor existing prior to or produced outside this Purchase Order, and incorporated into Deliverables or work product delivered or produced pursuant to this Purchase Order, Vendor hereby grants and agrees to grant to ACDI/VOCA an irrevocable, non-exclusive, fully transferable and sublicenseable, royalty-free license to make, use, sell, copy, publish, perform, display, and prepare derivative works from such items and material in connection with ACDI/VOCA's beneficial use, enjoyment and disposition of such property and work product. Vendor agrees to execute such documents of assignment or take such other action as ACDI/VOCA may reasonably request to evidence, perfect or effect the transfer, recordation or protection of rights assigned or licensed.

13. Rights in Data. The Vendor understands and agrees that ACDI/VOCA may itself and permit others, including government agencies of the United States and other foreign governments, to reproduce any provided publications and materials through but not limited to the publication, broadcast, translation, creation of other versions, quotations there from, and otherwise utilize the work and material of this Purchase Order.

14. Indemnification. The Vendor shall indemnify, and hold harmless each of ACDI/VOCA and its directors, officers, employees and agents from and against all claims, liabilities, losses, suits, costs, damages, and expenses, including reasonable attorneys' fees and litigation expenses, that ACDI/VOCA may sustain by reason of Vendor's negligent or unlawful actions in connection with its performance under this Purchase Order, or a breach of any of Vendor's warranties contained herein.

15. Claims and Disputes. In the event of any dispute, a claim by the Vendor must be made in writing and submitted to the ACDI/VOCA Vice President of Quality and Compliance for a written decision. A claim by the Vendor is subject to a written decision by the Vice President of Contracts and Grants, who shall render a decision within 60 days of receipt of the Vendor's claim. If an equitable resolution cannot be resolved, both Parties agree to settlement by arbitration in accordance with the regulations of the American Arbitration Association in the District of Columbia, USA. The non-prevailing Party (as determined by the arbitrator) in the arbitration shall pay all of the associated costs, expenses and attorney's fees in connection with the arbitration and the cost of the arbitrator and any accountants or advisors which the Parties agree to employ for the benefit of the arbitrator. The Subcontractor will proceed with performance of this Purchase Order pending final resolution of any claim.

16. Changes. ACDI/VOCA may - with the consent of the Subcontractor - make changes, revisions, additions, or deletions (collectively hereinafter called "changes") in the Subcontract scope of services. ACDI/VOCA may make unilateral changes, with prior written notice to the Subcontractor, to this Purchase Order by written order issued by ACDI/VOCA where required in writing by the Client. If any change causes an increase or decrease in the Subcontractor's cost of, or the time required for, the performance of any part of the Work, whether or not changed by any such change authorization, ACDI/VOCA shall make an equitable adjustment and modify in writing the Subcontract as applicable. Any claim by Subcontractor for an adjustment under this paragraph must be asserted in writing, fully supported by factual information, to ACDI/VOCA's Prime Contracting Officer or designee within thirty (30) calendar days from the date of receipt by Subcontractor of the written change authorization from ACDI/VOCA or within such extension of that 30-day period as ACDI/VOCA, in its sole discretion, may grant in writing at Subcontractor's request prior to expiration of said period. The Subcontractor will not proceed with any changes unless notified to proceed in writing by the Prime Contracting Officer.

17. Certifications. Vendor certifies by acceptance of this agreement that (i) neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any U.S. Federal Government department of agency; (ii) neither it nor its principals have been convicted of a narcotics offense or have been engaged in drug trafficking as defined in 22 CFR Part 140; (iii) neither it nor its principals are designated affiliates as "specially designated nationals" by the Office of Foreign Asset Control of the U.S. Department of Treasury or UN Security Council Committee 1267 sanctions list; (iv) neither it nor its principals have been indicted or convicted on charges of terrorism or of providing support to terrorists; (v) Vendor agrees and certifies to take all necessary actions to comply with Executive Order No. 13244 on Terrorist Financing; blocking and prohibiting transactions with persons who commit, threaten to commit, or support terrorism. Note: Vendor is required to obtain the updated lists at the time of procurement of goods or services. The updated lists are available at: www.sam.gov; <http://www.treasury.gov/resource-center/sanctions/SDN-List/Pages/default.aspx>; and http://www.un.org/sc/committees/1267/faq_sanctions_list.shtml; (vi) neither it nor its principals have been indicted or convicted for violating the Trafficking in Persons Policy; (vii) Vendor may not charge under this Purchase Order any item which has a source/origin from any restricted countries or prohibited sources, as designated by the U.S. State Department. Further, ACDI/VOCA shall not issue purchase orders to entities with a source or nationality of: Cuba, Iran, Libya, North Korea and Syria; and (viii) Vendor warrants that no offer, payment, consideration, or benefit of any kind, which constitutes an illegal or corrupt practice, has been made or shall be made, either directly or indirectly, as an inducement or reward for the award of this Purchase Order. Any such practice will be grounds for terminating or rescinding the award of this Purchase Order, in addition to any other remedies that may be available to ACDI/VOCA in such event. Violation of any of these certifications is considered a material defect and will lead to the termination of this Purchase Order.

18. Severability. If any provision of this Purchase Order is held to be invalid or unenforceable for any reason, the remaining provisions may continue in full force at the discretion of ACDI/VOCA without being impaired or invalidated in any way. The invalid provision will be replaced with a valid provision which most closely approximates the intent and economic effect of the invalid provision.

19. Order of Precedence. The rights and obligations of both Parties shall be subject to and governed by the following documents in order listed: (a) the cover page of this Purchase Order; (b) the Business Terms and Conditions of this Purchase Order; (c) any Attachments to this Purchase Order; (d) the Client award noted at Block 9; (e) the Federal Terms and Conditions of this Purchase Order. Any conflict occurring among these documents will be resolved in the stated order of precedence.

20. Compliance with Foreign Corrupt Practices Act. By accepting and implementing the terms of this agreement with ACDI/VOCA the awardee and/or contractor certifies that neither it, nor any of its affiliates, partners, owners, officers, directors, employees, and agents have paid, offered, promised to pay or authorized payment of, and will not pay, offer, promise to pay, or authorize payment of, directly or indirectly, any monies or anything of value to any government official, government employee, political party, or candidate for political office for the purpose of influencing any act or decision of such person or of the government for the benefit of ACDI/VOCA or the programs it implements. Further, the awardee and/or contractor agrees to report any suspected improper payment or activity to the ACDI/VOCA Chief of Party or through the ACDI/VOCA Ethics Hotline <https://secure.ethicspoint.com/domain/media/en/gui/26304/index.html>

THE FOLLOWING CLAUSE APPLIES ONLY TO PURCHASE ORDERS IN WHICH WORK WILL BE PERFORMED IN WHOLE OR PART IN THE U.S.

21. Anti-discrimination. Veterans Rule: "This contractor and subcontractor shall abide by the requirements of 41 CFR 60-300.5(a). This regulation prohibits discrimination against qualified protected veterans, and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified protected veterans."

Disability Rule: "This contractor and subcontractor shall abide by the requirements of 41 CFR 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability, and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities."

THIS CLAUSE APPLIES TO PURCHASE ORDERS THAT EXCEED \$150,000

22. Access to Records. If this Purchase Order is a negotiated Purchase Order, ACDI/VOCA, US government donor agency, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any records of the contractor which are directly pertinent to this Purchase Order for the purpose of an audit or examination.

APPENDIX B. TECHNICAL PROPOSAL SUBMISSION SHEET

(Complete this form with all the requested details and submit it as the first page of your technical proposal, with the documents requested above attached. Ensure that your proposal is authorized in the signature block below. A signature and authorization on this form will confirm that the terms and conditions of this RFP prevail over any attachments. If your proposal is not authorized, it may be rejected.)

Date of Technical Proposal:	
RFP Number:	
RFP Title:	

We offer to provide the goods/services described in the Scope of Work, in accordance with the terms and conditions stated in Request for Proposal referenced above. We confirm that we are eligible to participate in public procurement and meet the eligibility criteria specified.

The validity period of our proposal is XX days/weeks/months from the time and date of the submission deadline.

TYPE OF BUSINESS/INSTITUTION (CHECK ALL THAT APPLY)

Offeror certifies that it is: ☐ Non U.S. Owned/Operated ☐ Government Owned/Operated

(If Non U.S. Owned/Operated is selected, continue to Anti-Terrorism Certification)

OR FOR US ORGANIZATIONS ONLY:

- | | | |
|---|---|--|
| <input type="checkbox"/> Nonprofit | <input type="checkbox"/> For-Profit | <input type="checkbox"/> Government Owned/Operated |
| <input type="checkbox"/> Large Business | <input type="checkbox"/> Small Business | <input type="checkbox"/> College or University |
| <input type="checkbox"/> Women Owned | <input type="checkbox"/> Small and Disadvantaged Business | |

ANTI-TERRORISM CERTIFICATION

The Offeror, to the best of its current knowledge, did not provide, within the previous 10 years, and will take all reasonable steps to ensure that it does not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts.

The Offeror also verifies that it does not appear on 1) the website of the Excluded Party List: www.epls.gov or 2) the website of the United Nations Security (UNSC) sanctions committee established under UNSC Resolution 1267 (1999) (the "1267 Committee"): <http://www.un.org/Docs/sc/committees/1267/consolist.shtml>.

The undersigned declares s/he is authorized to sign on behalf of the company listed below and to bind the company to all conditions and provisions stated in the original RFP document including attachments from ACDI/VOCA.

Proposal Authorized By:

Signature: _____ Name: _____

Position: _____ Date: _____

Authorized for and on behalf of: _____ (DD/MM/YY)

Company: _____

Address: _____

DUNS No.: _____ Business Registration No. _____

ACDI-VOCA Terms of Reference

Consultancy For Measuring Impact and Sustainability Roadmap of Shudokkho Application

Project:	Feed the Future Bangladesh Livestock and Nutrition Activity
Timeframe:	March 11 th , 2024 – May 31 st , 2024
Location:	Dhaka, Bangladesh
Job Code:	J2052-04
Reporting to:	Chief of Party; MSD Team Lead; Private Sector Engagement Specialist – A2F & ICT

Introduction

ACDI/VOCA is an economic development organization that fosters broad-based economic growth, raises living standards, and creates vibrant communities. Based in Washington, D.C., ACDI/VOCA has worked in 146 countries since 1963. ACDI/VOCA is currently implementing the USAID funded Feed the Future Bangladesh Livestock and Nutrition Activity (referred to as the Activity). The Activity works in 23 districts, 21 districts from southwestern Bangladesh, which encompasses Khulna Division (Jashore, Jhenaidah, Magura, Narail, Bagerhat, Khulna, Satkhira, Chuadanga, Meherpur), Barishal Division (Barisal, Bhola, Jhalokathi, Pirojpur, Barguna, Patuakhali) and Dhaka Division (Faridpur, Gopalganj, Madaripur, Rajbari, Shariatpur) – Zone of Influence (ZOI), and 2 districts from Chittagong Division (Bandarban & Cox's Bazar) - Zone of Resilience (ZOR).

The Activity's goal is to increase livestock productivity, marketability, and consumption of livestock products to improve nutrition and incomes for one million livestock-producing households. The Activity uses a hybrid direct delivery and facilitative inclusive market systems approach to leverage the private and public sector actors' resources, technologies, and expertise through a collaborative co-creation process. The objectives of the Activity include:

- Improve livestock productivity, increase milk production of dairy animals, and meat production of beef cattle and goats.
- Improve marketability and diversification of milk and meat products. Increase supply and sales of quality live cattle and goats at the regional and national markets.
- Increase consumption of safe and diversified dairy and meat products to improve household nutrition.
- Create more inclusive opportunities for women and youth across the value chain as producers, service providers and business owners.
- Improve access to financial products and services for livestock value chain actors engaged in cattle and goat markets.
- Increase incomes of the livestock farmers, service providers, and other private value-chain actors through facilitative and collaborative mechanisms such as small grants, technical assistance, and connecting market actors together.

Background

The USAID-funded Feed the Future Bangladesh Livestock Production for Nutrition project from 2016-2021, implemented by ACDI/VOCA, invested in the development of *Shudokkho* - an app for Livestock Service Providers (LSPs). *Shudokkho* started as a smartphone-based customer relationship management (CRM) application for LSPs, with the goal to help LSPs make scheduled visits to livestock farmers with in-built alerts notifications prior to the visit, recording treatment, finding intended medicines and accessing medicine literature, managing fees & credit history, notifications on up-to-date livestock industry news, technologies, among others. Overall, the Livestock Production For Improved Nutrition phase benefited over 1,100 LSPs.

Taking successes and learnings from the LPIN phase, the current Livestock & Nutrition Activity had strategic plans to take up digital solutions from LPIN phase to scale, and entered into a sub-award agreement with mPower Social Enterprises Ltd. – the parent company of the Shudokkho application. For the 2nd phase of the project, the Activity had plans to leverage the Shudokkho application as a one-stop service solutions platform for LSPs, with the overarching goal to catalyze equitable access to information, improve marketing efficiencies, and enhance livestock productivity. However, these results have not yet materialized.

While the app does provide the LSPs with a range of information, training and services, the overall utilisation of the app by the LSP users is low and inconsistent over time. Furthermore, the potential of the app functioning as a connector of the LSPs with other stakeholders in the livestock sector such as public agencies and the private sector, has not been realised. Finally, there does not seem to be a clear pathway to ensuring that the app can earn sufficient revenue to become viable and self-financing beyond the life of the project. As a result, the Activity had to pivot away from its initial goal of utilizing the Shudokkho app as an information dissemination mechanism, to that of a market tool with a business model based on utilization by LSPs and other livestock sector actors. The original sub-award agreement with mPower covered 5 **work-streams**¹, but had to be streamlined and reduced to two only (LSP Capacity Development, strengthen record keeping functions of Artificial Insemination service providers) after two years of investment and learnings – signifying a shift from a software management system for livestock stakeholders, supported by donor investment, to a market-based application that earns revenue and is sustainable.

In addition, this assessment is the first of a four part-series of studies, that will be conducted with the goal to assess the LSP institutionalization, and development impact generated because of Livestock & Nutrition Activity's intervention(s). This assessment will help to provide information on ICT (Internet, Communication & Technology), LSPs implemented activities that has contributed to the for LSP graduation and commercialization.

Purpose and Objective:

The primary aim of this study is three-fold:

1. Assess the economic impact of the Shudokkho mobile app (including televet service) in the Activity's areas of operations among LSPs and veterinarians till date. The overall economic impact should include, but not be limited to capturing, the number of jobs created, income generated, networking opportunities created, other economic benefits, and livestock related opportunity cost negated among LSPs and veterinarians onboarded.
2. Conduct a detailed assessment of the Shudokkho application with an inclusion lens, considering its validity, modality, and effectiveness as a one-stop solution platform for LSPs, including women and youth LSPs. The outcome will inform the Activity's next steps regarding Shudokkho. The study must address, but not be limited to, the below questions:
 - In what ways and to what extent has the Shudokkho application contributed to administering quality animal health services by LSPs (especially among women and youth ones) - who have completed veterinary courses within the app (completed all or majority of courses) – to livestock farmers?
 - Are there differences in quality service rendered among LSPs who have utilized the app (from men, women, and youth LSPs) in comparison to non-Shudokkho LSPs?
 - How successful has the Shudokkho application been in building the capacity of men, women, and youth LSPs in administering timely and quality animal health services to livestock value chain actors?
 - Are there differences in the capacity between men, women, and youth LSPs? To what extent does that affect their services to livestock farmers? Among non-Shudokkho LSPs, are there also differences in quality of services administered between men, women and youth LSPs?

¹ Work Streams:

- LSP Capacity Development, strengthen record keeping functions of Artificial Insemination service providers, Animal Health Advisory Services Access, Livestock Insurance Services Development, Output Market Access and Linkages

- What have been the major constraints and opportunities in the Shudokkho application's market outreach (beyond utilization by LSPs collaborating with the Livestock and Nutrition Activity, and LSPs non collaborating with the Activity) and revenue generation model? Based on the performance so far, how sustainable will this model be for mPower beyond the life of the Activity?
- 3. Provide recommendations and next steps on how the Shudokkho app can be leveraged to maximize impact among its key market stakeholders and a go-to sustainability roadmap for the app (independent of USAID funding).
 - What are some avenues and recommendations to make the Shudokkho application and business model sustainable and independent of donor funding?
 - Go-to market strategy and adjusted revenue generation model for Shudokkho application.

Scope of Work

Working closely and collaboratively with the ACDI/VOCA Bangladesh team and the Shudokkho app developer mPower Social, the consultant/consulting firm will undertake the following:

- k) Review all the reports and other background information related to the development of the application.
- l) Review the detailed offering and functionality of the app, including analysing all types of user data (disaggregated by sex and age) collected since inception of the app.
- m) Identify specific app-related design or other impediments that are resulting in low uptake, usage, retention, and consistency of interaction by different types of LSPs (men, women, and youth) with the app.
- n) Gather information from LSPs (disaggregated by sub-type of LSP, active/inactive/non- users, gender, age, and other relevant factors) to better understand their business needs and other requirements.
- o) Identify which needs and requirements of the LSPs could be met by and through the app.
- p) Make specific recommendations on changes to the app to increase uptake among different types of LSPs (men, women, and youth) and improve retention and activity.
- q) Gather information from various livestock sector stakeholders in the public sector and private sector to better understand their needs and requirements, current level of interaction and modes of communication with the LSPs and opportunities for improvement and enhancement.
- r) Gather information from farmer clients (men, women, and youth) to better understand their needs and requirements, frequency of interaction with LSPs and opportunities for enhancement and improvement.
- s) Make specific recommendations on how the Shudokkho app could improve the interaction between the LSPs and 3 key sets of stakeholders viz., public agencies, and/or private sector and/or farmer clients.
- t) Explore potential revenue streams for the Shudokkho app based on feedback collected from the above exercise, including customer price sensitivity (among LSPs, private and public agencies), and make recommendations based on projected scale for long-term sustainability of the product.

Deliverables:

- 8. **Inception Report** - After contract signing, the consultant/consulting firm is expected to share an inception report that demonstrates the understanding of the work, a detailed study methodology, list of secondary sources and stakeholders required, a detailed work plan, sample questionnaire for primary data collection. The inception report will be reviewed by the ACDI/VOCA team then finalized.
- 9. **Conduct secondary literature review** using desk review of relevant literature and secondary quantitative data, in -depth interviews with potential market players interviews or focus groups with key informants that identify with the groups or stakeholders, including best global practices for digital product design, implementation, and management.
- 10. **Evaluate the economic impact** of the Shudokkho mobile app (including televet service) till date, in the Activity's areas of operations among livestock service providers and veterinarians. The overall economic impact should include, but not be limited to capturing, the number of jobs created, income generated, and other economic benefits, and livestock related opportunity cost negated.
- 11. **Develop questionnaire set**, tailored for different stakeholders', including LSPs, veterinarian and public and private agencies.

12. **Collect and analyze data** according to the methodology described in the inception plan.
13. **Presentation of initial findings** - After field testing and data collection, the consultant/consulting firm will present initial findings to ACDI/VOCA team.
14. **Final report, presentation and two pager** – A comprehensive final report, along with a presentation, and a 2-pager synopsis of findings. These deliverables should include the overall economic impact among LSP & veterinarian till date, while also provide a future road map that the Activity can take. The final report should cover the below stated recommendations::
 - a. Recommendations on changes to the app to increase uptake among LSPs and improve retention and engagement.
 - b. Recommendations on how the Shudokkho app could improve the interaction between the LSPs as well as among 3 important sets of stakeholders - public agencies, and/or private sector, and/or farmer clients.
 - c. Potential Revenue streams for Shudokkho app based on stakeholder feedback and other input.
 - d. Recommend long-term sustainability of Shudokkho app and action plans for scalability, adaptability, and ongoing community support.

Raw data - The consultant/ consulting firm is expected to share the raw and clean data, and data analysis plan along with the delivery of deliverables.

Methodology and Sample Size

The assignment will consist of Key Informant Interviews (KIs) of the market actors. The consultant will propose relevant stakeholders to interview to provide the information required in this TOR. Some of the stakeholders may reside outside the Activity location.

Timeline Of Activities

Sl.	Deliverables	Timeline
1	Complete inception report and desk research	Week 1 – 2
2	Develop data collection tools (questionnaires/checklist/FGD and or KIs guide) for different stakeholders based on their research questions	Week 3
4	Complete data collection	Week 4 – 6
5	Present initial findings to the Activity team	Week 7
6	Prepare and submit draft report	Week 8 – 9
7	Submit final report and a summary slide deck	Week 10

Duration of task

The Consulting Firm/Consultant will have a fixed amount contract of no more than 60 days (including desk based and field-based locations to carry out the tasks) tentatively between March 11th, 2024, and May 31st, 2024.

Experience

The Consulting Firm/Consultant will have at least 10 years' experience in development sectors emphasizing prior experience of product development and measuring impact of digital tools in agriculture or livestock sphere. The Consulting Firm/Consultant should have experience in integrating an inclusion lens into research, including data collection, analysis, and reporting.

Competencies

Able to work in a team setting, accumulate information in dynamic market environment and synthesize publicly available information; strong background of working in developing countries.

Application Procedure:

The interested agency/individual should submit a proposal in response to the TOR, which should include the following:

- c) Signed cover letter explaining why you are the most suitable candidate for the advertised consultancy.
- d) CV and technical proposal that includes crew composition and contact address, related past projects, completed in the last three years, with client name, contact, and cost of the project.
- e) Detailed financial proposal.
- f) Valid copy of tax registration certificate (indicating TIN and VAT Number)
- g) Accurate physical, postal, telephone, and email address of the agency/individual