ANNEX II: TERMS OF REFERENCE

**OLIVE CULTURE – CONTRIBUTION TO THE ENHANCEMENT OF OLIVE SECTOR BY PROMOTING CERTIFIED GOOD CULTIVATION PRACTICES, APPLYING PRECISION AGRICULTURE TECHNOLOGIES, CREATING INNOVATIVE LOCAL PRODUCTS AND SUPPORTING RELEVANT SMES”**

**“EXTERNAL EXPERTISE - FOR RESEARCH AND STUDY SYNTHESIS REGARDING OLIVE SECTOR PERSPECTIVES”**

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# BACKGROUND INFORMATION

## Beneficiary Country

Republic of Albania

## Contracting Authority

## Berat Municipality

## Current situation in the sector

This project addresses agriculture as the most significant pillar of the local economy. More specifically the olive sector represents a big percentage of the productive capital (orchards, equipment, machinery, buildings, know-how etc.), constitutes the basic element of the landscape, relevant activities are part of the life of many inhabitants (even if they are not farmers) and the products of olive tree are basic elements of the local culture.

Stakeholders of olive products chain (cropping, processing, logistics, marketing, trading and administration) agree that the secret for success in the sector is found in the development and application of cost efficient and environmentally friendly cropping practices, application of quality assurance and traceability systems, standardization and packaging of the final products, and efficient marketing-branding approaches. OLIVE CULTURE project, following the available regional RIS priorities, aims to establish a network of expertise exchange which will lead to the application of innovative crop management and efficient trading services for demand-driven capitalization of good practices and scientific knowledge. These goals will be achieved through HUBs for providing training and agribusiness services, integrated management of crop using precision agriculture tools, innovative olive processing methods, support of labelling by providing scientific information regarding nutritional value and environmental impact, provision of marketing consultation and creation of local brands.

The project is expected to enhance the name of the area, promote distinctive characteristics of local table olives, promote cooperative economy structures, motivate local stakeholders and entrepreneurs to be engaged in agriculture and food processing and marketing sectors, to build capacities and gain valuable experience through participation in national and international exhibitions. All these will expand synergies, create cross-border partnerships, attract new investments, act complementary for other local products, enlarge export opportunities and contribute to economic growth (more profits, less unemployment) for the participating areas and beyond.

## Related programmes and other donor activities

No related programmes and donors

# OBJECTIVE, PURPOSE & EXPECTED RESULTS

## Overall objective of the assignment

The aim of the assignment is to contract an external expert who will be responsible for the development of the research and study synthesis regarding olive sector perspectives.

## Purpose

1. Stimulating production of a high-quality product with benefits for all stakeholders involved (growers, processors, traders, and consumers)
2. Providing a comprehensive overview shared among the stakeholders of olive oil policy to maintain and strengthen its role in markets

## Result to be achieved

1. Identification of best practices and findings of the study
2. Network with farmers and other involved stakeholders established;
3. Target group involved properly informed on Olive sector perspectives;

# ASSUMPTIONS & RISKS

* 1. **Assumptions underlying the project**
* Continued Government commitment and support Interreg IPA II Cross-Border Cooperation Programme Greece -Albania 2014-2020”
* IPA funds are available.

**3.2 Risks**

The risks that could affect the successful and timely completion of the project are:

* Lack of cooperation with Contracting Authority
* Delays in outputs delivery by the consultant
* Availability of the Consultant’s experts as indicated in the Contract

#  SCOPE OF THE WORK

* 1. **General**

The responsible for the development of the research and study synthesis regarding olive sector perspectives, which will also contain information regarding cross-border cooperation potentials, will provide expertise on the Work Package no.3 foreseen in the Application Form.

* 1. **Specific works**

1. Creation, of network with community lead,Netw farmers, agricultural businesses, rural industries and governments in the production, processing and distribution of farm products;

2. Providing the knowledge and skills for local stakeholders and entrepreneurs to be engaged in agriculture and food processing;

3. Development perspectives and constraints factors in table olives production and processing;

4. Development of SWOT Analysis for Olive oil sector;

4. Preparation of a document of recommendations on proposed actions

* 1. **Project management**

### Responsible body

### The Experts will keep continuous communication with the working group of the project established within the Municipality of Berat and will report on deliverables the address: The Municipality of Berat, Bulevardi Republika, Berat, Albania.

### LOGISTICS AND TIMING

* 1. **Location**

## The project is located in Albania.

* 1. **Commencement date & Period of implementation of tasks**

The duration of the assignment will last 2 months. The date for commencing implementation shall be from the signature of the contract by both parties.

# REQUIREMENTS

## Staff

##  Key experts / Qualifications and skills

* University degree in Agriculture science or a science degree with a major in agriculture-related studies such as biology or related fied.
* Good communication skills in English.
* Demonstrated ability to cultivate, build and maintain strong working relationships with entrepreneurs, universities, research institutions, associations, chamber of commerce & industries, and investors.
* Able to analyze and solve problems
* Interested in science and the environment
* Able to make accurate observations
* Good oral and written communication skills
* Good organizational skills, with supervisory ability

## General professional experience

* Experience in preparation of reports.
* At least 5 years of proven experience working with agricultural businesses, rural industries and governments in the production, processing and distribution of farm products.
* Realization of documentation of recommendations and reports estimates.
* Depth knowledge in the field of strategic planning.
* Depth knowledge in the field of policy-making.
* Working experience in companies or institutions well-known in the respective sectors above.

## Office accommodation

N/A

## Facilities to be provided by the Contractor

### The Experts shall ensure that experts are adequately supported and equipped. In particular, it must ensure that there is sufficient administrative, secretarial and interpreting provision to enable experts to concentrate on their primary responsibilities.

##  Equipment

No equipment is to be purchased on behalf of the Contracting Authority / partner country as part of this service contract or transferred to the Contracting Authority / partner country at the end of this contract. Any equipment related to this contract that is to be acquired by the partner country must be purchased by means of a separate supply tender procedure.

#  REPORTS

# Reporting requirements

During performance of services, the Consultant shall prepare and submit the following reports

* Inception Report
* Final Report

Specific deliverable:

1. Network with stakeholders created;
2. Report on Olive oil perspectives
3. SWOT Analysis for Olive oil sector

# Submission and approval of Reports

The report referred to above must be submitted to the **OLIVE CULTURE** Project Team in Berat Municipality, as identified in the contract. The Project Manager is responsible for approving the reports.

# MONITORING AND EVALUATION

# Definition of indicators

The following indicators will be used for monitoring and evaluation of the provided services:

* Reports submitted in time;
* Implementation of the Project and submission of all deliverables in time
* Works completed in time;

#  Special requirements

No special requirements foreseen