



Funded by
the European Union



NATAE
North African Transition
to AgroEcology



CIHEAM
MONTPELLIER

Terms of Reference

NATAE **Fostering agroecology transition in North Africa through multi-actor, evaluation, and networking**

Expertise for Living-Lab implementation - focus on North Africa

1. Context

NATAE (Fostering agroecology transition in North Africa through multi-actor, evaluation, and networking) is an awarded project under the Horizon Europe programme. Set in motion in December 2022, NATAE will run for the next three years with aim to foster the adoption of science-based, locally-tailored and co-designed agroecology strategies in North Africa. This is planned by creating a comprehensive and quantitative baseline on agroecology, providing a shared understanding, multidimensional performance measures, and analyses of agroecology potential for meeting consumers demand on the market.

Coordinated by CIHEAM Montpellier, NATAE gathers 22 partners including research and education institutions from around the Mediterranean, international organizations, specialized NGOs and local associations with the participation of the private sector¹. The project will rely on participatory approaches to be used in 6 North African countries to identify optimal combinations of agroecological practices discuss their overall performance, and develop a replicable methodology to design evidence-based and locally-tailored strategies for agroecology transitions. Through the project's 9 Work Packages, the aims are to (i) identify, evaluate and eventually promote the best observed and experimented combinations of practices inspired by agroecology in North Africa, and (ii) to set up a Mediterranean agroecological network for knowledge exchanges and advocacy at regional level. The approach is based on Multi-Actor Labs called Living Labs (LL), as territories that are anchored in specific agroecosystems of North Africa. The project aims at stimulating local exchanges and dialogue around agriculture and agroecology throughout a dedicated governance process with relevant actors. To achieve such an objective, a considerable amount of data will be collected (such as by experimentation and surveys) but also generated, through the use of the modelling chain.

2. Description of the Task

Under NATAE's Work Package 4, a Living-Lab is set up in Egypt in the area of Luxor in order to identify and evaluate, through a multi-actor participatory approach, the most suitable AE strategies for various farming systems. Using the framework developed in WP1 and methodology defined in WP2 and WP3, WP4 will identify most promising combinations of AEP and AE strategies, in representative farming systems in Luxor, through an interactive multi-actor approach.

¹ CIHEAM IAMM: The Mediterranean Agronomic Institute of Montpellier; INAT: National Agronomic Institute of Tunisia, IAV: Agronomic and Veterinary Institute Hassan II, ENAM: Meknes National School of Agriculture, IUCN: International Union for Conservation of Nature, GRDR: Groupe De Recherche Et De Réalisations Pour Le Développement Rural, ENSA: Ecole Nationale Supérieure Agronomique, CREAD: Centre De Recherche En Economie Appliquée Pour Le Développement, OSS: Observatoire du Sahara et du Sahel

The Living-Lab will gather actors from a range of complementary profiles and perspectives on agroecological transition, including farmers, farm household members, industries, administrations, NGOs, consumer organisations, research institutions and local advisory services. The governance of the Living Lab will include a Representative Board consisting of 8-12 people who represent the diversity of actors in the Living-Lab, and a number of stakeholder groups, as locally relevant.

Under WP4, an **entity (hereinafter 'Service provider') specialized in multi-actor group organization and moderation**, with focus on North Africa, is needed to implement and monitor the Living-Lab in Luxor and to join efforts with the WP leader (Wageningen University) and project coordinator (CIHEAM-IAMM).

3. Main tasks

The role of the Service provider will be to provide the service of establishing, implementing, and monitoring the Living-Lab in Luxor, Egypt as per NATAE project document and to facilitate the executions of the different project tasks in the area.

More specifically, the Service provider will be requested to (for more details, see table in section 4):

Task 1:

- Ensure the coordination and the human resources for the living-labs' organization and facilitation in link with the seminars and workshops as described in the task 2 and the task 3

Task 2:

- Organize at least **6 participatory workshops** with **15 participants each**.
- Prepare and submit minutes of workshops

Task 3:

- Organize **4 surveys** for LL and for other projects' tasks at farm, region and value-chain levels. Each survey should include **at least 60 interviews or questionnaires** (with a larger number for the consumer survey). **Each survey should** involve relevant project's stakeholders (farmers, consumers, policymakers, etc.). Each survey methodology will be prepared by specialized researchers in NATAE partners and adapted locally. The Service provider should commit to respect ethical guidelines, methodologies and processes as required in NATAE.
- Communicate and verify the quality of data collected, in a required format.

4. Budget

The overall maximum budget for the service contract is **55 000 euros** (fifty-five thousand euros). It should be divided in sub-sections below:

Description	Maximum Amount in euros
Task 1: This should include the personnel costs and other costs related to the coordination	20 000 euros
Task 2: This should include the organization costs: coffee-breaks; meals, location of meeting rooms and other equipment; travel and subsistence costs for participants etc.	15 000 euros
Task 3: This should include the cost of interviewers (travel and subsistence costs) and data storage.	20 000 euros
TOTAL:	55 000 euros

5. Duration and Location

Duration: The overall execution period of these tasks is for two years and a half (2.5 years) (from 01/12/2023 to 31/05/2026)

Location: Luxor governorate.

6. Confidentiality- Conflicts of Interest

The expert Service provider will be expected to sign a Non-Disclosure Agreement and a Declaration of an absence of Conflict of Interest to warrant independence and the provision of fair ethical judgements and expertise.

The expert Service provider will maintain regular contact with the Project Coordinator (CIHEAM-IAMM) as the main partners bearing responsibilities for the WP under NATAE. The expert company/organization's principal link to the WP participants remains the Project Coordinator.

7. Required qualifications

The expert Service provider must meet the following requirements:

- At least 3 years of prior experiences in facilitation of living-labs or case studies
- Experiences in organizing workshops and seminars
- Knowledge in the Egyptian agricultural field **and rural and agricultural development in the Mediterranean** is a plus

8. Submission of proposals and main criteria for evaluation

Interested applicants are invited to submit the following:

Technical part:

- Experience in leading such expertise (please see Annex 1 with the table to provide)

Financial part:

- A quotation (in euros) including a budget breakdown of the main planned tasks mentioning the level of effort (person-month) for each expert mobilized (see Annex 2)
- The quotation must specify the cost for each budget category (VAT-exclusive and VAT-inclusive)
- The company registration registers or its local equivalent as proof of its legal existence
- A full bank details of the service provider: IBAN, SWIFT code, name and address of his/her bank
- A Declaration on Honour that there is no pending legal action against the applicant service provider, that the service provider has the financial and operational capacity to implement the action described in the terms of reference, and that there is no conflict of interest.

Proposals should be submitted **in English** by email with the subject "**NATAE Living-Lab Egypt Proposal**" addressed to:

Hatem BELHOUCLETTE, NATAE Scientific Member: belhouchette@iamm.fr

Georgios KLEFTODIMOS, NATAE Scientific Member: kleftodimos@iamm.fr

The selection process may include interviews (through Zoom or phone), as well as a pre-selection phase followed by requests for complementary information/ negotiation if required.

Deadline for submission: the 15th. November 2023 at 12 pm (Paris time)

ANNEX 1: Template for list of relevant experiences (only the last two experiences are needed)

Experience	Description	Dates	Funding received by your organization
<i>1. (For example: the name of the project for which the company, NGO was involved)</i>	<i>Please detail the role of your organization/company/NGO and activities for which it is involved, in which context (funded by what agency/organization?)</i>		
<i>2.</i>			

ANNEX 2: Template for quotation

N°	Description	Unit cost (in euros)	Quantity (for example: persons/month; number of trips...)	Total cost in € excluding tax	Cost in €, including tax (*)
Task 1: Coordination					
1	(2 Experts names and qualification)				
2...					
Task 2: Organization of living-labs					
1	(For example: travel....)				
2...					
Task 3: Organization of surveys					
1	(For example: data storage fees...)				
2...					
TOTAL COST					

(*) For exchange rate: https://commission.europa.eu/funding-tenders/procedures-guidelines-tenders/information-contractors-and-beneficiaries/exchange-rate-infoeuro_en