



DUHAMIC - ADRI

Terms of Reference to hire a consultancy firm to conduct mapping and profiling of project participants and quick assessment on profitability and adaptability of SASSO breeds chicken in Karongi, Rusizi and Nyamasheke Districts of western Province of Rwanda

May, 2026

Project: Egg Value Chain

1. Brief Description of DUHAMIC-ADRI

DUHAMIC -ADRI is a non-profit organization located in Kigali, the capital city of Rwanda, in Kicukiro District, Niboye Sector. Officially operating in Rwanda since 12th July 1985.

Mission: Supporting integrated initiatives for holistic development of rural population in their struggle for self-reliance

Vision: A rural world responsible for its self-socio-economic development

Core Values: Integrity, Professionalism, Transparency

2. Background of the project

Egg Value Chain project is funded by the Global Alliance for Improved Nutrition (GAIN) and it is aligned with its seven-year flagship program, Combating Malnutrition in Rwanda through Sustainable Food Systems (CMRFS) (2025–2031). The project is implemented in partnership with DUHAMIC-ADRI in the district of Karongi, Nyamasheke and Rusizi.

In the above three districts, DUHAMIC-ADRI will work with 18,000 vulnerable households to enhance their access to improved poultry inputs and strengthen their capacity for sustainable egg production. At the grassroots level, the project will work with 720 lead farmers trained by the project to support cascading training on good farming practices to the project participants.

The project activities will be implemented in 15 sectors: 5 sectors of Karongi District (Rugabano, Ruganda, Gashali, Rwankuba, and Bwishyura), 5 sectors of Nyamasheke District (Rangiro, Bushekeri, Karengera, Kirimbi, Kagano), and 5 sectors of Rusizi District (Muganza, Bugarama, Bweyeye, Rwimbogo, Giheke).

The table below shows how the project participants are distributed in the three districts of interventions:

District	Number of sectors	Number of project participants/households to be selected	Number of egg-producer groups
Karongi	5	4,000	160
Nyamasheke	5	7,000	280
Rusizi	5	7,000	280
Total	15	18,000	720

The project activities are implemented through an integrated market systems approach tailored to the local realities of the targeted districts.

This approach reinforces localized production, improves feed accessibility through alternative and locally sourced options, and strengthens linkages with reliable market actors. Capacity building aims to equip poultry-keeping households with the practical knowledge and skills necessary for sustained productivity under low-resource conditions.

Over the course of a 22-month period (March 2026 to December 2027), DUHAMIC-ADRI is committed to working collaboratively with communities, local authorities, and market system actors to address systemic barriers that currently limit egg production, affordability, and consumption.

All project interventions are implemented to enhance egg availability in the target districts, improve nutrition outcomes, particularly among children and women, and contribute to the broader objectives of

the CMRFS program. Therefore, it is important to map and profile all project participants and conduct a quick assessment of the profitability and adaptability of SASSO chicken breeds.

This assignment will be conducted to establish baseline data useful for project implementation, ensuring that the project is carried out with a clear understanding of beneficiaries, the technical feasibility of SASSO chicken breeds, and the economic viability of egg production to achieve sustainable outcomes in the egg value chain.

3. Project objectives and expected results

3.1. Overall objective

The overall objective of the proposed project is to implement an integrated dual-purpose poultry production model suited for low-income, resource-constrained households in Nyamasheke, Rusizi, and Karongi districts with the aims of increasing the adoption of sustainable egg production systems among vulnerable households, thereby improving household-level egg availability and consumption and contributing to better nutrition outcomes.

3.1.1. Specific Objectives and expected results

The project is implemented to achieve two specific objectives as detailed below:

Objective 1: Increase the technical capacity of producers

This objective seeks to strengthen the technical knowledge and practical skills of targeted poultry producers, enabling them to adopt good agricultural practices and manage dual-purpose poultry systems effectively.

Expected Results:

- Producers acquire practical knowledge and skills in Good Agricultural Practices (GAP) for low-input, semi-scavenging poultry systems.
- Targeted households successfully adopt or expand dual-purpose poultry flocks adapted to local conditions and limited resource environments.
- Small and medium poultry producers demonstrate improved productivity, stronger biosecurity practices, enhanced record-keeping, and clearer business models.

Objective 2: Increase feed and chick accessibility to farmers

With this specific objective, the project aims to address systemic constraints in the supply of quality chicks and affordable feed by strengthening local brooders, improving feed processing, expanding alternative feed sources, and improving value chain coordination.

3.1.2. Project expected results:

- Localized brooder networks ensure reliable access to 4–6-week-old chicks.
- Improved feed availability through enhanced local processing and alternative feed sources.
- Stronger value chain partnerships and performance monitoring mechanisms in place.
- Improved last-mile access to DOCs and quality feed for rural households.
- Work with GAIN to develop key performance indicators and targets for value chain partners. Monitor and report on progress.

Implementation approach and expected results

To successfully implement the “Promotion of Sustainable Egg Production in Nyamasheke, Rusizi, and Karongi Districts”, DUHAMIC-ADRI together with UZIMA Chicken has planned to implement an integrated dual-purpose poultry production model specifically tailored for low-income, smallholder households in Western Province.

By prioritizing the egg value chain, the project intends to strengthen production systems and strengthen market linkages to enhance egg-value chain. This approach ensures a resilient supply chain that empowers vulnerable communities through improved technical capacity, reliable access to inputs, and sustainable income-generating opportunities.

Through successful project implementation, the following results will be registered:

- Enhanced technical proficiency for 18,000 smallholder farmers organized in 720 producer groups to transition from subsistence scavenging to semi-intensive poultry management through adoption of good poultry farming practices and biosecurity;
- Increased productivity and resilience where 18,000 households are expected to increase flock sizes from near-zero to a minimum of 3–10 dual-purpose SASSO chickens in the period of one year to achieve a consistent supply of eggs for both home consumption and sales;
- Operationalized local input supply systems through which 75 mother units (brooders) and local feed processing units will be supported to operate and ensure that quality 45-day-old chicks and affordable feed are accessible within a walking distance of the farmers;
- Improved nutritional status as result of increased household egg production and consumption particularly among children under five and women of reproductive age to achieve significant reduction of malnutrition rates.
- Strengthened market linkages and financial Inclusion where smallholder farmers are organized into 720 functional saving groups and are linked to MFIs/SACCOs to access to formal financial services and increase investment in egg-based poultry farming.

3.2.Characteristic of project participants

The project beneficiaries were identified among vulnerable households falling in the following category:

- ✓ The households recorded in the lists of households under graduation program;
- ✓ Households with children under five years and women in reproductive age;
- ✓ Vulnerable households with malnourished children or with children exposed to malnutrition.

3.3.Organization of project participants

All 18,000 identified and registered households will be organized into 720 egg groups, with each egg-producer group comprising 25 to 30 households.

In each selected household, the members of the family will designate one person to represent the family, and he/she was registered as direct project participants.

From each egg-producer group (EPGs), DUHAMIC-ADRI works with EPG members to identify and select one lead farmer to act as a local change agent, responsible for access and management of the SASSO breed, DOC distribution, market linkages, and on-site coaching.

4. Scope of work

The following methodology will be used to profile all 18,000 project participants across the district namely Rusizi in 5 Sectors namely Muganza, Bugarama, Bweyeye; Rwimbogo and Giheke Nyamasheke in 5 sectors namely Rangiro; Bushekeri; Karengera; Kilimbi and Kagano and Karongi in 5 sectors namely Rugabano, Ruganda, Gashali, Rwankuba and Bwishyura.

- 4.1 Home visit and profiling of 18,000 identified households to have the complete database of project with demographic, social, economic and poultry specific data using digital platforms;

A. Demographic data to be collected:

- ✓ Name of household head;
- ✓ Marital status of household head
- ✓ Gender of household head
- ✓ ID Number for head of households;
- ✓ Age of household head;
- ✓ Location of the household (district, sector, cell, village);
- ✓ Household size (number of members);
- ✓ Composition of household (number of men, women, youth, children)
- ✓ Number of children under five years (girls and boys).

B. Social data:

- ✓ Education level of household head and spouse;
- ✓ Presence of pregnant or lactating women;
- ✓ Presence of malnourished children.
- ✓ Membership in savings and loan groups (VSLAs or community savings groups);
- ✓ Frequency of egg consumption on a weekly basis.
- ✓ Current number and type of chickens owned;
- ✓ Type and number of livestock owned (including poultry);
- ✓ Level of access to credit or financial services;
- ✓ Existence of poultry housing structures

C. Poultry-specific data:

- ✓ Poultry production system used by the households (free range, semi-intensive, intensive)'
- ✓ Level of access to poultry feed; local milling; alternative feed sources (by-products, insects, greens); quality issues; price volatility
- ✓ Level of access to vaccination and veterinary services;
- ✓ Average egg production and use (consumption vs sale) per week;
- ✓ Poultry mortality rates;
- ✓ Availability of poultry housing;
- ✓ Level of preference for project participants to raise and adopt SASSO breeds;
- ✓ Potential constraints and opportunities.
- ✓ Last-mile distribution such as Lead farmer roles, logistics constraints.

Note: The consulting firm will be required to profile all 18,000 targeted households.

4.2. Data analysis and reporting of findings

4.2.1. Analysis and reporting of data for project participant profile

The collected data from project profiling exercise using a comprehensive household survey questionnaire will be compiled and analyzed to produce a household profile database which will be used to generate baseline report on socio-economic status, experience in poultry farming experience; capacity of household to adopt egg-based poultry farming, availability and access to poultry inputs and services. This data will be used by DUHAMIC ADRI to organize the egg producer groups of 15-30 members based on their proximity. The total number of egg producer groups to be organized by DUHAMIC-ADRI are 720.

4.2.2. Analysis and reporting of findings from market assessment

The collected data and information from market assessment will be analyzed using quantitative statistics and qualitative analysis.

The findings will be presented in a comprehensive report that provides practical recommendations to improve egg production, access to inputs and veterinary services, access to market access and the report will inform on existing potential market actors to be engaged throughout the project implementation.

5. Deliverables

5.1 Detailed inception report outlines the Understanding of the assignment and project objectives; Methodology for participant profiling and profitability/adaptability assessment; Sampling strategy and selection criteria for project participants; Data collection tools (questionnaires, interview guides, observation checklists); Key indicators for profitability and adaptability of SASSO breeds; Work plan and timeline; Risk mitigation strategies. The approved inception report should be submitted within 7 calendar days after signing the contract.

5.2 Profiled database of project participants: The firm will establish a clear baseline of 18,000 beneficiaries involved in the egg value chain across the three Districts of interventions and the database should clearly indicate the information illustrated in Points A, B, and C of the scope of work, (in all 15 Sectors).**5.3 Market and value chain development:** The consulting firm should demonstrate the market dynamics affecting egg production with focus on Egg demand and supply dynamics; Price trends and seasonal fluctuations; Marketing channels used by farmers; Key value chain actors (traders, aggregators, retailers); Input supply systems (chicks, feed, vaccines).

5.3 Profitability assessment of SASSO breeds: Determine the economic viability of raising SASSO chickens for egg production. Cost of production; Day-old chicks; Feed costs, Vaccination and medication gaps and opportunities.

5.4 Project team validation workshop: DUHAMIC-ADRI will validate findings, and the consulting firm will be requested to present the preliminary findings, address comments and feedback.

5.5 Final consultancy report: the report shall enclose the consolidated findings and actionable recommendations with focus Executive summary; Methodology; Participant profiling results; Production and management assessment; Profitability analysis of SASSO breeds; Adaptability analysis; Market/value chain insights; Key challenges and opportunities and Recommendations for project implementation.

6. Bid data sheet

Client	DUHAMIC-ADRI
Project	Hiring a consultancy firm to conduct mapping and profiling of project participants and quick assessment on profitability and adaptability of SASSO breeds chicken Karongi, Rusizi and Nyamasheke Districts of western Province of Rwanda.
Location	Karongi, Rusizi and Nyamasheke Districts of Western Province of Rwanda
Timeline	30 calendar days
Assignment	Mapping and profiling of project participants and quick assessment on profitability and adaptability of SASSO breeds chicken in Karongi, Rusizi and Nyamasheke Districts of western Province of Rwanda.
Company Profile	<p>Administrative documents</p> <ul style="list-style-type: none"> • Copy of the incorporation certificate issued by RDB • VAT Registration certificate • Valid Tax clearance certificate from the Rwanda Revenue Authority • clearance certificate from the Rwanda Social Security Board (RSSB) • Valid Current Standing Certificate issued by RDB • A proof of using EBM • Certificate of Registration as a Data Controller • Certificate of Registration as a Data Processor
Language	English
Company experience (References)	<ul style="list-style-type: none"> • The company must have at least ten (10) years of proven experience in research and capacity building. • The bidder shall provide at least three (3) certificates of satisfactory completion for similar assignments conducted over the past five years, issued to the company applying for this tender. These certificates must be supported by the corresponding contracts with a minimum value of 30,000,000 Rwf, and should preferably relate to: <ul style="list-style-type: none"> ○ Research and assessments; ○ Farmer profiling; and ○ Food systems and nutrition studies. • The company must demonstrate experience in carrying out at least one (1) similar assignment in the targeted districts of intervention.
Qualifications and experience of the proposed team	<p>The following are the 6 key experts required for this assignment</p> <ul style="list-style-type: none"> • 1 Team leader with a master's degree in Human Nutrition or Food Science & Technology. (At least 15 years of experience) • 1 Socio-Economic specialists with at least a Master's degree in Development Studies. (At least 5 years of experience) • 1 Animal production specialists with at least a master's degree in Animal Production, Animal Science, Veterinary Medicine, or related discipline (At least 5 years of experience)

	<ul style="list-style-type: none"> • 1 Market and value chain analysts with at least a bachelor's degree in Agribusiness or Agricultural Economics. (At least 5 years of experience) • 1 Gender and Inclusion Specialist: With at least a master's degree in Gender and Development At least 5 years of experience • 1 Statistician: With at least a master's degree in applied statistics (At least 5 years of experience) <p>Note: Each applicant must clearly present the proposed team with their corresponding expertise and position in an aligned manner to facilitate evaluation.</p>
--	--

Note: The consulting firm is not allowed to change the proposed team member without prior approval from DUHAMIC-ADRI and deviation will lead to the termination of the contract.

7. Evaluation Criteria

Evaluation	<p>The evaluation of bids will take place in two stages: Criteria, sub-criteria, and marks for the evaluation of full technical proposals are:</p> <p>Step I: Preliminary Analysis (Administrative Compliance) The Procurement Committee will first review the technical envelope and determine if all required documents have been submitted, they are consistent, valid and duly signed. Absence, non-compliance or the validity of a threshold document classified as "administrative" will automatically reject the offer. Any offer rejected at the end of this stage will be excluded from further evaluation.</p> <p>Step II: Technical Proposal Evaluation To be considered eligible, a technical proposal must achieve a minimum score of 70%. Only financial proposals from bidders whose technical proposals meet this requirement will be opened. All other financial proposals will be returned unopened. The technical proposals will be assessed using the criteria outlined below.</p> <p>Step III: Financial Proposal Evaluation Eligible firms from the technical evaluation analysis will be invited for the opening and analysis of financial proposals, whereas the financial proposals of non-eligible firms will be returned unopened.</p>
-------------------	--

Criteria	Criteria description	Marks 100
Administrative documents	<ul style="list-style-type: none"> • Copy of the incorporation certificate issued by RDB • VAT Registration certificate • Valid Tax clearance certificate from the Rwanda Revenue Authority • Clearance certificate from the Rwanda Social Security Board (RSSB) • Valid current standing certificate issued by RDB 	Eliminatory

Criteria	Criteria description	Marks 100
	<ul style="list-style-type: none"> • A proof of using EBM • Certificate of Registration as a Data Controller • Certificate of Registration as a Data Processor 	
Methodology &workplan	<ul style="list-style-type: none"> • A detailed understanding of the Terms of Reference • A detailed methodology including data collection methods, analysis tools, strategies for addressing potential challenges during implementation, and Measures for ensuring high-quality data • A detailed 30-day work plan indicating the timing of each activity to be implemented. 	30
Proposed team composition	<ul style="list-style-type: none"> • Qualifications and experience of the six (6) Key experts, including their CVs and degrees • Commitment of exclusive availability for this assignment from each team member during the assignment period. Personnel who are not employees of the applicant firm must provide a signed commitment of availability. 	20
Company experience	<ul style="list-style-type: none"> • Minimum of 10 years' experience in research and capacity building. • At least 3 certificates of satisfactory completion for similar assignments conducted within the past 5 years, supported by corresponding contracts. each valued at least 30,000,000 Rwf • Demonstrated experience in carrying out at least 1 similar assignment in the targeted districts of intervention. 	20
Total technical evaluation marks		70
Financial Proposal	A detailed financial proposal	30
TOTAL		100

8. Proposal preparation

8.1. Technical Proposal

The applicant is required to prepare a profile of a consulting firm and a comprehensive Technical Proposal that clearly explains the general approach for carrying out the survey and demonstrates a strong understanding of the assignment. The proposal should describe the methodology to be used, including data collection methods, analysis tools, and strategies for addressing potential challenges during implementation. It should also outline measures for ensuring high-quality data, which is critical for the success of the survey. The Technical Proposal must detail the firm's staffing plan, organizational structure, and a realistic activity timeline, along with plans for piloting data collection tools and training enumerators. In addition, the applicant should summarize their relevant qualifications and experience, providing at least three completion certificates & with their contracts for similar assignments, and include any additional technical or administrative information that could strengthen the proposal.

Technical Proposal Composition:

The Technical proposal shall include the following components:

- Understanding of the Terms of References
- Methodology and work plan
- Proposed team composition (CV, Degrees of Proposed Experts, and commitment letters)
- Company experience and completion certificates
- Administrative documents

8.2. Financial Proposal

The Financial Proposal should present a clear and detailed budget breakdown aligned with the proposed activities and timeline. It must include a narrative that justifies the costs and explains the rationale for the budgeted activities. The proposal should describe the fieldwork model, specifying the team size and composition, transportation arrangements, and the key assumptions guiding the financial projections. The budget must outline unit costs and quantities for each activity to ensure transparency and facilitate evaluation. All quoted prices shall be inclusive of all applicable taxes.

9. Duration of Assignment

The assignment will be completed within 30 calendar days from the date of contract signature by both parties.

10. Proposal Submission

All interested firms shall submit their proposals (**Technical and Financial**) in **one sealed outer envelope**, which must contain **two separate inner envelopes**:

- One marked "**Technical Proposal**"
- One marked "**Financial Proposal**"

Both envelopes must be clearly titled: "**Hiring a consultancy firm to conduct mapping and profiling of project participants and quick assessment on profitability and adaptability of SASSO breeds chicken in Karongi, Rusizi and Nyamasheke Districts of western Province of Rwanda and the firm name**".

- Submissions shall be made in **hard copy only** and must be delivered **not later than Wednesday, June 3, 2026, at 11:00 AM**.
- On the submission date, there will be **no public opening** of the technical proposals. DUHAMIC-ADRI will receive submissions for analysis.
- Results of the technical evaluation will be communicated via email. Only bidders who score at least **70%** in the technical evaluation will be shortlisted and invited to the financial proposal opening.
- The financial proposals of non-shortlisted bidders will remain unopened. Such bidders will be invited to collect their financial proposals.
- The **date and time of the financial proposal opening** will be communicated by email to the shortlisted bidders.

11. Safeguarding clause

Safeguarding and protection from Sexual Exploitation and Abuse (PSEA) is everyone's responsibility who works directly or indirectly with DUHAMIC-ADRI services delivery and operations. All DUHAMIC-ADRI staff and affiliates, including volunteers and Suppliers; sub-Suppliers' staff and implementing partners are required to adhere to DUHAMIC-ADRI's full safeguarding and protection policy procedures and the separate Code of Conduct that always values principles of PSEA.

DUHAMIC-ADRI has a zero tolerance to Sexual Exploitation and any other form of abuse. Child and vulnerable abuse, exploitation, harassment, discrimination, and human trafficking are strongly prohibited behaviours. All implementing partners/suppliers who are contracting with DUHAMIC-ADRI must adhere to DUHAMIC-ADRI's full safeguarding and protection policy in addition to the code of conduct.

By applying to this tender, the supplier, is committed to denounce and to report any safeguarding issues or fraud face to face or at the reporting email for safeguarding issues at "feedback@duhamic.org.rw", Toll Free: 8470 and telephone number: 0788305329 without delays.

By Applying to this tender as a consultancy company, I understand that DUHAMIC-ADRI has the rights to ensure 100% compliance with safeguarding and protection policies via spot checks or any other form of control mechanisms. If my business isn't compliant, DUHAMIC-ADRI will take appropriate measures or immediately stop the contract of financial support depending on the nature and severity of the safeguarding incident detected.

12. Data Protection and Confidentiality

The successful bidder shall comply with all applicable data protection and privacy laws in force in the Republic of Rwanda, including Law No. 058/2021 relating to the protection of personal data and privacy. Any personal data, confidential information, or organizational records accessed during contract execution shall be used solely for performing the contract, kept strictly confidential, and protected against unauthorized access, disclosure, loss, or misuse. Such data shall not be shared with third parties without prior written authorization from DUHAMIC-ADRI, and any actual or suspected data breach shall be reported immediately.

Done at Kigali, May 28, 2026

Prepared by:

MUSHIMIYIMANA Francine
Project coordinator



Verified by:

HABIMANA Theogene
Programs Manager



Approved by:

MUHIGIRWA Benjamin
Executive Secretary

