



Association of International Research
and Development Centers for Agriculture

TERMS OF REFERENCE

Context and Background

AIRCA is a non-profit association of international research and development organizations, providing research-based options for species (vegetables, insects, underutilized crops) and system diversity (in particular related to marginal environments, such as mountains, coastal/saline regions and those that are prone to heat and drought stress) in support of resilient and nutritious food systems, closure of yield gaps and environmental stewardship (protecting soil and plant health) and with due attention to knowledge management and open access to quality information.

The current membership of AIRCA includes - CAB International (CABI), UK, International Center for Biosaline Agriculture (ICBA), United Arab Emirates, International Center for Integrated Mountain Development (ICIMOD), Nepal, International Center for Insect Physiology and Ecology (icipe), Kenya, International Fertilizer Development Center (IFDC), USA and World Vegetable Center (WorldVeg), Taiwan – see Annex for more details.

AIRCA members combined have offices in 33 countries, more than 2000 staff, activities in more than 70 countries, and a combined annual budget of nearly 200 million USD. For more information: <http://www.airca.org/index.php/about-airca>

Purpose

AIRCA was established at a meeting in Rome in March 2012 by between the Directors General of the current member organisations (listed above), including Crops For the Future (CFF), The International Bamboo and Rattan Organization (INBAR) and The Tropical Agricultural Research and Higher Education Center (CATIE). With the changes in Management/Membership and issues affecting our world, there is a need to review our vision, mission, and MoU in order to stay relevant. AIRCA seeks a consultant (person (s) or firm) to assist embark on a revisioning process that will articulate AIRCA's mandate and purpose to better serve its members and set the best path to success.

Objectives of the Assignment

The objective of the consultancy is to support AIRCA define its mandate, review the vision, mission, and instruments of operation. The Consultant is encouraged to think creatively about an appropriate methodology to achieve the objectives of this assignment.

Specific activities:

The assignment will consist of the following activities:

1. A visioning workshop for member organisations seeking to operationalise the association,
2. An analysis of the external environment in which AIRCA intends to operate and will consider the partnerships and the global challenges in the agriculture and food systems research arena,
3. Review AIRCA's Vision, Mission, value proposition and design the functional structure,
4. Conduct a SWOT analysis of the current model of the network,
5. Conduct a PESTEL (Political, Economic, Social, Technological, Environmental, and Legal factors) Analysis to provide contextual information about the network direction, its brand positioning, growth targets, and risks,
6. Define AIRCA's Unique Selling Points (USPs),
7. Define how AIRCA can create complementarity with similar organisations and support members 'country level centers.

Methodology

The Consultant will:

- Conduct a visioning workshop wherein collaborating organisations can collectively agree on the long-term vision and a common identity for AIRCA. The overarching goal of the visioning workshop is to establish a common vision and identity for AIRCA and agree on the foundational structures for the operationalization of the association
- Review all documentation related to AIRCA
- Conduct internal and external analysis of the environment
- Engage different AIRCA stakeholders, including but not limited to members, and founders
- Benchmark with similar networks.

Deliverables

1. Inception report giving a detailed description of the methodology based on a thorough understanding of AIRCA's current position,
2. Visioning Report detailing a long-term vision and a common identity for AIRCA,
3. Scoping report detailing the analysis of the internal and external environment,
4. Overall synthesis report in English with an executive summary, including recommendations,
5. A deck of summary and messaging for AIRCA.



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Timeframe

The work is expected to be completed in 20 working days from the engagement date.

Profile

The bidder must be able to demonstrate to fulfil the requirements listed:

1. Multi-year experience in advising international research and development organisations in areas relevant to the assignment
2. Clear and demonstrable qualifications for the assignment
3. Good understanding of agriculture, food systems and rural development from a research and development perspective
4. Fluency in English, with excellent written and oral communication skills

Submission of Proposal

The interested consultants and or firms may send their technical and financial bids to procurement-africa@cabi.org by 9th October 2023.

The proposal should be concise and is expected to include:

1. Detail on approach and methodology proposed for this assignment (max 5 - 7 pages)
2. Proof of qualification of consultant(s) and all team members who will work on this assignment
3. The consultant's interpretation of the task as outlined in the Terms of Reference
4. Detailed work plan with clear timelines
5. Financial Proposal for the provision of the services evaluation criteria.



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Annex: AIRCA Membership

- 1) CAB International (CABI), UK is an international, intergovernmental, not-for-profit organization that improves people's lives worldwide by providing information and applying scientific expertise to solve problems in agriculture and the environment. Our approach involves putting information, skills and tools into people's hands. CABI's 49 Member Countries guide and influence our work which is delivered by scientific staff based in our global network of centres - <https://www.cabi.org/about-cabi/>
- 2) International Center for Biosaline Agriculture (ICBA), United Arab Emirates is an international, not-for-profit applied agricultural research center. Our vision is of a world where sustainable livelihoods and food security are ensured for all who live in marginal environments. We harness the power of research and innovation through partnership to tackle challenges, develop solutions and create impact - <https://www.biosaline.org/content/about-icba>
- 3) International Center for Integrated Mountain Development (ICIMOD), Nepal is an intergovernmental knowledge and learning centre that develops and shares research, information, and innovations to empower people in the eight regional member countries of the HKH – Afghanistan, Bangladesh, Bhutan, China, India, Myanmar, Nepal, and Pakistan. We serve the region through information and knowledge generation and sharing to find innovative solutions to critical mountain problems - <https://www.icimod.org/who-we-are/>
- 4) International Center for Insect Physiology and Ecology (icipe), Kenya is to help alleviate poverty, ensure food security and improve the overall health status of peoples of the tropics, by developing and extending management tools and strategies for harmful and useful arthropods, while preserving the natural resource base through research and capacity building - <http://www.icipe.org/about/>
- 5) International Fertilizer Development Center (IFDC), USA is an independent non-profit organization that combines innovative research, market systems development, and strategic partnerships to spread sustainable agricultural solutions for improved soil health, food security, and livelihoods around the world - <https://ifdc.org/> and
- 6) World Vegetable Center (WorldVeg), Taiwan - conducts research, builds networks, and carries out training and promotion activities to raise awareness of the role of vegetables for improved health and global poverty alleviation; <https://avrdc.org/about-avrdc/about-us/>