

# Request for Proposals

## Training and coaching on segregation and digital traceability in cotton clusters, Uzbekistan.

RFP n#: 2023-05-TRC-UZBTraining  
Location: Uzbekistan  
Start date: 17 July 2023  
End date: 29 February 2024



**Better Cotton key contact:**  
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All applications must be submitted via [this form](#). You may submit questions to [tender@bettercotton.org](mailto:tender@bettercotton.org) - RFP n# 2023-05-TRC-UZBTraining”.

Applications will be reviewed and assessed on a rolling basis so interested suppliers are encouraged to submit proposals promptly.

## Background

Better Cotton is the world's largest cotton sustainability programme. Our mission: to help cotton communities survive and thrive, while protecting and restoring the environment. In challenging times, we are meeting the challenge head on. Through our network of field-level partners we have trained over 2.5 million farmers - from the smallest to the largest - in 23 countries in more sustainable farming practices. Close to a quarter of the world's cotton is now grown under the Better Cotton Standard. We have brought together cotton industry stakeholders to drive our common goals, from ginners and spinners to brand owners, civil society organisations and governments. Everyone who cares about cotton and its sustainable future can now be part of something better.

Uzbekistan is the sixth largest cotton producer in the world. Over the recent years Better Cotton has been actively supporting International Finance Corporation (IFC) and Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH projects piloting the Better Cotton Standard System (BCSS) in Uzbekistan. Following widespread reform of Uzbekistan's cotton sector, and the lifting of the Uzbek Cotton Pledge, Better Cotton has opened a formal programme in Uzbekistan. Traceability of cotton produced as Better Cotton in Uzbekistan is a key component of this new programme. More information about Better Cotton can be found on our website: [www.bettercotton.org](http://www.bettercotton.org).

## Services Required

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We are looking to retain the services of a skilled individual for a total of 30 working days to provide training and coaching on physical traceability (segregation of cotton and digital traceability) to six Cotton clusters.

The selected individual will need to split their time between the Better Cotton Tashkent office and making visits to Clusters to deliver onsite training. All costs associated with travel to the Clusters will be reimbursed in accordance with Better Cotton's Travel Policy.

The types of tasks that the selected individual will be required to undertake include:

### Preparation of training materials

- Attend online trainings delivered by Better Cotton on Better Cotton's new global Chain of Custody Standard and the Better Cotton Platform (digital traceability platform) to learn how to deliver this training independently in Uzbekistan
- Review the training materials and guidelines provided by Better Cotton, provide inputs based on knowledge of the cotton supply chain in Uzbekistan and tailor the content for the Uzbekistan context as needed

### Engage with cotton clusters

- Lead on outreach to six cotton clusters on the upcoming traceability roll-out to create strong working relationships with the clusters, ensuring they are well informed about the traceability programme and what is required from them
- Create and update training delivery plan working closely with Better Cotton's team

### Training delivery and cluster coaching

- Deliver onsite trainings on cotton segregation and digital traceability to six cotton clusters. This will require travel to Tashkent regions, Kashkadarya, Syrdarya, Samarkand, Andijan and Bukhara regions.  
It is anticipated that the Consultant will need to spend at least one day delivering initial practical training and guidance at each cluster.
- Identify gaps and weaknesses in segregation practices and provide the necessary support to the clusters to address them (this may require additional field visits)
- Identify gaps and areas of improvement for each cluster in terms of cotton segregation and digital traceability and produce a short report capturing these insights.

More information about Better Cotton's new Chain of Custody Standard can be found [here](#).

## Estimation of working days per month

The selected individual will be required to allocate 30 working days to the assignment over an eight month period – the approximate timings of the working days are outlined below.

Month	Days needed to complete the assignment
July	2 days
August	8 days
September	6 days
October	2 days
November	2 days
December	6 days
January	2 days
February	2 days

## High-level Timeline

PROCUREMENT TIMETABLE	
21 June 2023	Applications deadline - applications will be reviewed on a rolling basis. Contract award may take place before the deadline.  <u>All applications must be submitted via <a href="#">this form</a>. You may submit questions to <a href="mailto:tender@bettercotton.org">tender@bettercotton.org</a> - RFP n# 2023-05-TRC-UZBTraining".</u>
Rolling basis	Evaluation of bids received
26 to 28 June 2023	Interviews
29 June 2023 LATEST	The successful applicant(s) will be notified
30 June 2023 LATEST	Service contract(s) issued
KEY DELIVERABLES	
July/ August	Review training materials and provide recommendations for contextual amends required
August	Delivery of practical training and guidance for CoC (field locations)
November or December, TBD	Delivery of practical training and guidance for Better Cotton Platform – digital traceability platform (field locations)
Ad hoc	Ongoing ad-hoc support (to be charged at an hourly/daily rate)

## Required Skills & Knowledge

Training and Support Services	
Requirements	
Essential	Desirable
University degree, or equivalent higher education qualification	Experience of physical segregation within cotton production and processing
Experience working within or supporting the cotton sector in Uzbekistan	Fluent written and spoken English
Experience of delivering training and capacity building activities	Familiarity with organic cotton standards
Excellent organisational skills	Experience with digital traceability
Fluent written and spoken Uzbek or Russian/ Conversational English	
Good IT skills – in particular confident using PowerPoint, Word and Excel	

## Application Requirements

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Interested parties are requested to submit the following information:

- CV
- Brief summary of relevant experience (including information on similar assignments that have been conducted in the past)
- Contact details for two referees who can be contacted with regards to similar training and/ or coaching assignments conducted in the past two years.
- Availability to attend the Tashkent Office and/or travel to field sites compared to the requirements described in this RfP
- Daily rate, preferably in Euro, inclusive of all taxes and charges

Please also indicate if you would be available and interested to work additional days, at the same rate, should the need arise.

### Evaluation Criteria

Proposals will be evaluated according to the following criteria

- Relevant experience of the consultant conducting similar assignments
- Alignment with the required skills and knowledge outlined in this RfP
- Availability of the consultant during the proposed delivery window
- Value for money

We thank all applicants for their interest; however only shortlisted applicants will be contacted.

Better Cotton is committed to good practice and transparency in the management of natural, human and financial resources. All applications will be reviewed under the principles and subject to Better Cotton's policies on equal opportunity, non-discrimination, anti-bribery & corruption and conflict of interest.