

Request for Proposals

Training and coaching in Uzbekistan on Better Cotton Chain of Custody Standard

RFP n#: 2023-09-TRC-UZBTraining
Location: Uzbekistan
Start date: 9th October 2023
End date: 29th March 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 - RFP n# 2023-09-TRC-UZBTRAINING.

Requests and applications sent after the deadline (22nd September 2023) will only be considered in exceptional circumstances. Applications will be reviewed and assessed on an ongoing 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 International 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.

Services Required

We are looking to retain the services of a skilled individual for a total of 21 working days (over a 6-month period) to provide training and support to six cotton clusters in Uzbekistan on:

- 1) The Better Cotton Chain of Custody Standard
- 2) The onboarding and assessment requirements
- 3) Use of the Better Cotton Platform

Clusters operating in Uzbekistan adhere to a variant of the Chain of Custody Standard, exclusively following a segregation-based (single-country) chain of custody model.

The selected individual will need to split their time between remote work and visits to cluster sites to deliver training/ support (all costs associated with travel should be included within the proposal).

The tasks that the selected consultant will be required to undertake include:

Preparation of training materials

- Attend online trainings delivered by Better Cotton on: Better Cotton's Chain of Custody Standard, onboarding and assessment requirements and the Better Cotton Platform.
- Review the training materials provided by Better Cotton.
- Translate (Cyrillic Uzbek) and tailor the training material for delivery to clusters.

Engagement with cotton clusters

- Organise in-person training plan working closely with Better Cotton's team.
- Organise outreach to the six clusters to confirm in-person training sessions.
- Provide relevant support to clusters after the in-person training regarding any questions and queries.

Training

- Deliver in-person trainings to the six clusters at eight site locations. It is anticipated that the consultant will need to spend ½ day to full day delivering in-person training at each site. This will require travel to: Navoi, Romitan, Karshi, Kuyichirchik, Chinaz, Gulistan, Qorgontepa and Kokand.

Report Writing

- Produce a report on the in-person trainings delivered. The report will analyse the key challenges and positive aspects experienced by the clusters during the training process.
- Produce a summary report at the end of the consultancy period. The report will provide an overview of the current status of work, identifying gaps, weaknesses, and areas for improvement among the clusters following the Chain of Custody Standard.

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 20 working days to the assignment over 6 month period – the approximate timings of the working days are outlined below.

Month	Estimated days needed to complete the assignment
October	7
November	8
December	2
January	1
February	1
March	1

High-level Timeline

PROCUREMENT TIMETABLE	
22 nd September 2023	<p>Applications deadline - applications will be reviewed on an ongoing basis. Contract award may take place before the deadline.</p> <p>All applications must be submitted via this form. You may submit questions to tender@bettercotton.org - RFP n# 2023-09-TRC-UZBTraining</p>
Rolling basis	Evaluation of bids received
27 th -29 th September 2023	Interviews
3 rd October 2023	The successful applicant(s) will be notified
6 th October 2023	Service contract(s) will be issued
KEY DELIVERABLES	
October-November 2023	<p>The consultant is trained on: Better Cotton’s Chain of Custody Standard, onboarding and assessment requirements and the Better Cotton Platform.</p> <p>The consultant translates and tailors the training content for an Uzbek audience.</p> <p>The consultant works with Better Cotton to plan in-person training dates and a support plan, which will be communicated to clusters.</p>
Late November 2023	The consultant delivers in-person training to the six clusters at eight site location.
December 2023	<p>The consultant follows up on outstanding questions from in-person training.</p> <p>The Consultant produces a report on the trainings provided to clusters for the adoption of the Chain of Custody Standard. The report will analyse the key challenges and positive aspects experienced by the clusters during the training process.</p>
January 2024 - March 2024	<p>The consultant provides relevant support to clusters after the in-person training regarding any questions and queries.</p> <p>The consultant produces a summary report, providing an overview of the current status of work, identifying gaps, weaknesses, and areas for improvement among the clusters following the Chain of Custody Standard.</p>

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

Interested parties are requested to submit the following information:

- CV, including:
 - 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.
- Technical Proposal, including:
 - Availability to travel to field sites compared to the requirements described in this RfP
- Financial proposal, including:
 - Daily rate, preferably in Euro, inclusive of all taxes and charges
 - Availability/ interest to work additional days, at the same rate, should the need arise.
- Any additional documentation relevant to the application.

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.