Request for Proposals- Smallholder Wage Sampling (survey) Tool

RFPn#:   2024-4-SA-WGSAMPLING

Location: Remote/Pakistan

Start date: 1st June 2024

End date: 30th November 2024

Better Cotton key contact:
Iain Stoddart
Standards and Assurance

All applications must be submitted via this form.
You may submit questions to tender@bettercotton.org - RFI n# 2024-4-SA-WGSAMPLING until 14th May 2024

Questions, requests and applications sent after the deadline (17th May 2024) will only be considered in exceptional circumstances.

Description

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 difficult times, we are meeting the challenge head on. Through our network of field-level partners we have provided training on more sustainable farming practices to more than 2.9 million cotton farmers in 26 countries. More than a fifth of the world's cotton is now grown under the Better Cotton Standard and our membership network includes more than 2,400 members.

More information about Better Cotton can be found on our website: www.bettercotton.org

Background

We are seeking proposals from individuals or organisations with relevant expertise to develop a rural wage survey that can be deployed in smallholder cotton-growing contexts. The approach will be tested in Pakistan.

With the introduction of a wage sampling requirement in our revised farm-level standard (namely indicator 5.7.2, Principles & Criteria v.3.0), Better Cotton is laying the groundwork to increase wage transparency across our Programmes, with a view to advance on its long term living wage ambitions. Improving wage data is a critical first step to supporting realistic wage improvement plans and fostering sector-level dialogue on living income and living wages across our membership network, consisting of retailers & brands; supply chain manufacturers; traders; producer organisations and civil society organisations.

- This assignment will support the development of a short, simple and scalable survey tool and sampling approach for collecting wage data across different smallholder Producer groups ("units") in Pakistan. The tool will be integrated into these Producer Units existing data collection processes, undertaken by each group's dedicated field staff. The tool will also be adapted to be scaled across other Better Cotton smallholder agricultural contexts, including: India; Côte d´Ivoire; Mali; Mozambique and China.

Scope of Work

The expected deliverables of the assignment are:

- A simple survey tool and sampling approach tailored to the Better Cotton smallholder ´Producer Unit´ context in Pakistan. The tool should aim to collect gender-disaggregated wage data from different worker categories (e.g., including but not limited to: seasonal, daily, piece-rate etc.) across different phases of cotton production.)
- A slidedeck on the sampling approach and survey deployment to be shared with Better Cotton's Programme Partners.
- Support in the delivery of 4 in-person training sessions with Programme Partner field staff on sampling approach and survey deployment, in their respective locations across Punjab and Sindh provinces.
- Support in the analysis of data collected and lessons learned from Programme Partner field staff's survey deployment experience.
- A final report communicating and analysing key insights, findings and trends from the data collected, including visuals (such as graphs, charts etc.) written data analysis and key conclusions to be drawn from the data, as well as a summary of lessons learned from the survey deployment. The report should also provide any final recommendations for improvement of the survey tool and data collection approach in the future.

It is important to note that the survey tool and proposed sampling approach needs to be practical, simple and short – but the data collected should still be relevant, accurate and provide a representative and holistic snapshot of wages earned by different categories of male and female workers, at different phases of cotton production, in the locations sampled.

Bearing in mind the deliverables listed above, the consultant will be expected to undertake the following tasks within the scope of this assignment, in line with expected timelines (**to be agreed and finalized with the selected candidate**):

- Desk review of relevant documentation and data provided by Better Cotton, and consultations with Better Cotton and Programme Partners in Pakistan to understand the context and objectives of the assignment, existing data collection processes, labour profiles and other relevant information related to cotton production and hired labour across Punjab and Sindh provinces (by **28th June 2024**).

- Develop a first draft of the wage survey tool and propose a data collection/sampling approach (including recommended sample size per Producer Unit) to submit for inputs from Better Cotton and its partners (*by **28th June 2024***).

- Review and consider all relevant feedback provided on the first draft of wage survey tool and sampling approach and share an updated tool and approach for a second-round review by Better Cotton and its partners (*by **19th July 2024***).

- Share a finalized wage survey tool and sampling approach (*by **2nd August 2024***).

- Develop training materials for 4 training sessions to be held with Programme Partner field staff over the period (***5th – 23rd August 2024)***.

- Be responsive to Programme Partner field staff in case of challenges or questions faced during survey deployment process over the period (***23rd August – 27th September 2024)***.

- Review data collected and gather feedback from Programme Partner field staff on survey deployment; developing a first draft of the final report for Better Cotton's review (*by **31st October 2024***).

- Submit the final report, integrating all feedback received from Better Cotton (*by **20th November 2024***).

High-level Timeline

17 May 2024	Applications deadline All applications must be submitted via this form.
20 to 31 May 2024	Applications review & shortlisting / Interviews
By 31st May 2024	The successful applicant will be notified Unsuccessful shortlisted applicants will also be notified
01 June 2024	**Start of the consultancy**
30 November 2024	**End of the consultancy**

Required Skills & Knowledge

Skills, Knowledge and Experience
Essential
Experience with wage or income data collection and analysis (required), including living wage and living income gap analyses (desirable)
Extensive experience with survey tool and training material development (required)
Demonstrated understanding of agricultural wage labour and challenges faced (required), including in Pakistan (desirable)
Experience travelling and working in rural areas of Punjab and/or Sindh Provinces
Diligent in delivering completed outputs according to agreed timelines

| Fluent English (written and spoken): Better Cotton's language of operation is English |
| Experience working with local and international NGOs on M&E projects |
| *Optional* |
| General understanding of agricultural wage labour in other smallholder producer contexts, e.g. India, Pakistan, Cote d'Ivoire, Mozambique, Mali, Egypt etc. (desirable) |
| Good understanding of the cotton sector and phases of cotton production |

Application Requirements

Proposals responding to this Request for Proposals should be a maximum of 4 pages (excluding CVs), and include the following:
- Overview of relevant experience
- Proposed approach to the assignment and timeline
- Detailed and transparent budget, in EUROS, including time allocation and day rates

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.

Evaluation Criteria

Proposals will be evaluated based on the following criteria:

Technical Evaluation Criteria
- Relevant professional experience of the proposed consultant(s)
- Demonstrated understanding of this request for proposal
- Quality and clarity of the proposed approach and methodology
- Feasibility of the proposed activity plan and timeline, and appropriateness of time allocated to delivering each task
- Quality and relevance of the sample work submitted

Financial Evaluation Criteria
- Quality and clarity of budget provided, and level of detail included
- Alignment of the budget to the activity timeline detailed in the technical proposal
- Value for money
- Adherence to the available budget