



Terms of Reference: Consultant Project Supervisor for Irrigation Water Project

General Information

This document is being issued to seek applications for a short-term project management consultancy from experienced water engineering professionals to manage a small-scale irrigation water project which involves the drilling of industrial boreholes, installation of solar-powered water pumps, large capacity water storage facilities, and reticulation of pipes to a cluster of tomato farmlands in Daddi Louis and Topo communities in Badagry Division of Lagos State. The geographical coordinates of the locations for the proposed boreholes are as follows:

Location 1: Daddi Louis Farms: 6.4118218N, 2.9424136E

Location 2: Topo Farm: 6.4005593N, 3.0309438E

These terms of reference (TOR) document contain background information, a list of deliverables, and timeframe. This document also contains information about the kind of expertise that Heifer seeks for this role and guidance on how to apply. Heifer anticipates awarding a fixed consultancy engagement for the role and will make payments based on the submission and Heifer's approval of deliverables. The consultancy agreement will include a payment schedule with specific deliverables; all payments require 10 business days processing after approval of deliverables.

Background

Heifer International is a global non-profit organization on a mission to end hunger and poverty in a sustainable way. Since 1944, Heifer International through its work in 21 countries (in Africa, Asia, and the Americas) has supported more than 39 million people around the world to end hunger and poverty in a sustainable way, and millions more now on a pathway to living incomes. Working with rural communities across Africa for 48 years, Heifer International supports farmers and local food producers to strengthen local economies and build secure livelihoods that provide a living income. Heifer's foundation was built on the belief that ending hunger begins with giving people the means to feed themselves, generate income and achieve sustainable livelihoods for their households. Heifer's global vision for 2020 - 2030 is to close the living income gap for additional 10 million families. This vision is a focused approach for the African continent to support at least 6 million smallholder farmers in Africa reach sustainable living income. As a part of this commitment, Heifer has expanded its presence in Africa to include Nigeria, with a goal of supporting at least two million households to achieve sustainable living income, through (a) strategic private and public sector partnerships, (b) unlocking demand and market opportunities, (c) investing in priority value chains, and (d) leveraging innovation and emerging agricultural technologies to reach transformational scale. More information about Heifer is available at: www.heifer.org

Heifer International Nigeria Program

In 2021, Heifer International commenced its interventions in Nigeria. Heifer Nigeria aim to support the unlocking of Nigeria's potential for food self-sufficiency, working with smallholder farmers and local value chain actors to fill local demand while closing the living income gap for families in selected value chains in project locations across the country. To achieve this, Heifer Nigeria has designed a Signature Program (Naija Unlock) to improve value chain productivity, bridge market system gaps, improve economic livelihood, food self-sufficiency, farming household and environmental resilience. Naija Unlock focuses on the development of three priority value chains: poultry, rice, and tomato, and three livestock value chains, that is cattle, sheep, and goat. Heifer Nigeria, through the Naija Unlock Signature Program is collaborating with relevant agricultural and market system stakeholders to close the living income gap of two million smallholder farming households by the end of 2030. Heifer is also leveraging its flagship Values Based Holistic Community Development (VBHCD) model to build the social capital of farmers and their communities.

Objective

To assist with the implementation of Naija Unlock Badagry Irrigation Water Project, Heifer Nigeria requires the professional services of a qualified and experienced ground water and engineering specialist to provide supervision support for two industrial boreholes, two large capacity storage facilities, and the reticulation of a network of irrigation pipes in Daddi Louis and Topo communities in Badagry, Lagos State.

In this role, the supervisor will provide guidance and supervision of the project and the contractor to ensure quality and timely delivery.

Terms of Reference (TOR)

The services to be provided by the PMC include, but are not limited to, the following:

- a. Present an action plan (End-to-end) of how the assignment will be conducted.
- b. Day-to-day project management and coordination and prepare daily activity and progress reports.
- c. Establish a milestone-based procedure, whereby contract performance is measured and linked to attainment of results on contracted project milestones, where progress payments are justified by verifiable attainment of milestone.
- d. Undertake periodic monitoring and review of the project progress linked to results on milestone attainment, reporting performance on scope, time, and cost management, identifying potential risks, and suggesting cost effective corresponding mitigations.
- e. Develop a procedure and standard for proper project documentation and reporting at the various stages of development, implementation, and post implementation period, ensuring that all project and contract implementation lessons and experiences are well documented for capitalization and adaptation in future projects.
- f. Lead the development of standards and procedures for the integration of safety and environmental protection at development and implementation of energy projects.
- g. Establish and document systems, procedures, and processes for effective management of contract implementation, enquiries, claims, issues, disputes, variations and risks between contractors and HPI.

- h. Ensure enforcement and compliance of safety and environmental protection standards and procedures by contractors, consultants, suppliers and manufacturers of goods and services in the critical path of project completion.
- i. Review the submitted project related documents from vendors and 3rd parties where applicable.
- j. Create and administer environmental management plan (EMP), and support development of updates of Initial Environmental Evaluations (IEE), including the EMP, when required and provide advice on any environmental safeguard's compliance issues related to the project implementation.
- k. Provide technical supports for procurement, engineering, management, monitoring & evaluation.
- l. Provide technical representation for Heifer Nigeria in the project
- m. Ensure that the contractor adheres to the technical specification of the project
- n. Conducts all required measurements to ensure quality delivery of the project
- o. Gives instructions to the contractor and team as required for the completion and hand-over of the boreholes along with all installations
- p. Support the contractor with community mobilization and training to operate and maintain the boreholes and installations.

Duration of consultancy

The consultancy is for a period of two (2) months only.

Deliverables

Proposed milestones/schedule

No.	Deliverable/milestone	Responsible	Due date
1	Review site selection and Geophysical survey report	Consultant	20.3.2023
2	Participate in project kick-off meeting	Consultant	21.3.2023
3	Support contractor with community engagement and mobilization to site	Consultant	23.3.2023
4	Review Contractors comprehensive project execution plan and Inception Report	Consultant	30.3.2023
5	Termination of Drilling	Consultant	14.4.2023
6	Lining of Boreholes	Consultant	21.4.2023
	Storage facilities installation	Consultant	21.4.2023
7	Borehole Development and Pump testing	Consultant	25.4.2023
9	Pad construction and pump installation	Consultant	1.5.2023
11	Reticulation of piping	Consultant	1.5.2023
12	Testing and correction of defects	Consultant	7.5.2023

13	Training of farmers and community to operate and maintain borehole and installations	Consultant	7.5.2023
14	Final project inspection and certification	Consultant	14.5.2023

Essential skills, knowledge, and experience

- Masters in Hydrology, Agriculture Engineering and management, or Civil Engineering.
- COREN certification is required
- Minimum of ten (10) experience performing similar function as this.
- Relevant evidence of successful completion of similar assignments.
- Evidence of project management skills.
- Proven record of excellent management, leadership, decision-making and interpersonal skills
- Strong technical writing and oral presentation skills in English language.
- Proven ability to prepare high-quality technical reports on time

Responsibility of Heifer Nigeria Program Office

- Provide any information that may be required by the consultant during implementation of the task
- Participate in decision making according to consultant tasks stated above and be available for consultation as needed
- Address any issues that may arise from time to time

Application Requirement

Interested consultants legally eligible to implement this assignment are requested to submit the following information as part of their application:

- Cover letter
- Candidates CV (not more than 5 pages), highlighting the following:
 - Related assignments completed, with dates and roles in the completed assignment
 - At least three references from past clients for which similar assignments were undertaken with their contact information.
 - Consultancy fee (Rate)

Submission of Application

Application should be in English and typed single-spaced using Times New Roman font size 12. Applications should be emailed to procurement-NG@heifer.org and marked as **Irrigation Project Supervision**. Closing date for the submission of applications is 10th March 2023.

Applicants must be legally permitted to work in Nigeria and comply with local applicable legislation, including but not limited to labor law, financial requirements, taxes, covid-19 protocols, etc.