



Call for Proposals

**LITERATURE REVIEW OF TEACHING  
AGRICULTURE PRACTICALLY**

Application deadline: 10th of July, 2020

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## **Summary of consultancy**

### **Title of the consultancy**

Literature review of theories, models and evidence of teaching agriculture practically within the Ugandan context.

### **Contracting Authority**

This call is issued by VVOB *education for development* Uganda (VVOB), represented by its Programme Manager, *Mr. Toon De Bruyn*.

### **Duration / Timeframe / Start & End date**

The assignment is expected to start on the 20<sup>th</sup> of July 2020 and is expected to take 50 days, spread out over a period of maximum 3 months.

### **Place / location**

Deskwork and phone meetings.

### **Supervision**

The consultant shall report to Dr. Wim de Boer who will be in charge of the supervision and monitoring of the consultancy services. This includes:

- Technical and administrative follow-up of the delivered services until completion
- Assessment and acceptance of the deliverables
- Review of payment claims and invoices

## **General Provisions**

### **Contracting Authority / Tendering Organization**

This call is issued by VVOB *education for development* Uganda, represented by its Programme Manager, Mr. Toon De Bruyn.

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Plot 5828, Kironde Road, Muyenga  
P.O. Box 2042, Kampala  
Telephone +256 (0) 778 125 758  
Email: [uganda@vovb.org](mailto:uganda@vovb.org)

The call will be followed up by Dr. Wim de Boer, Educational Advisor.

Telephone +256 (0) 778 995 226 / +31 6 12446799  
Email: [wim.deboer@vovb.org](mailto:wim.deboer@vovb.org)

## ***Background on the organization***

### **VVOB education for development**

VVOB education for development is an international non-profit organisation established in 1982 and works in ten countries globally. VVOB focuses on improving the quality, efficiency and effectiveness of education systems. VVOB has its headquarters in Brussels (Belgium) and is currently implementing education programmes in nine different countries in the global South. VVOB's core mission and its work around the world focuses on improving the quality of and access to quality education for early childhood education, primary education, general secondary education and TVET (Technical and Vocational Education Training).

VVOB receives its core funding from the Belgian Development Cooperation and the Flemish Government. Leading financial partners include (until date – in alphabetical order); Belgium, Brookings institution, DFID, the DR Congo, Dubai Cares, Ecuador, The ELMA Foundation, Enabel, the European Union, Flanders, J-PAL (Jameel Poverty Action Lab), Mastercard Foundation, Porticus, Save the Children, Schneider Foundation, UNESCO, UNICEF and USAID.

More information about the work of VVOB can be found on [www.vvob.org](http://www.vvob.org).

### **VVOB Uganda**

VVOB is a new player in Uganda. In May 2019, Uganda and VVOB signed a long-term partnership agreement to make a commitment to work together towards quality education for all learners in Uganda, more specifically the programme that emphasizes on teaching agriculture more practically.

The programme supports the lecturers within the teacher colleges to improve the quality and relevance of their teacher-training programmes by becoming more practically in their teaching. This should result in better prepared agricultural teachers for the O-level and agricultural instructors for the BTVET schools.

New programmes will start in the first part 2020. VVOB Uganda has now 2 offices (Kampala and Gulu) and 9 staff and is expected to grow this year with more offices and to 18 persons.

## ***Technical Provisions***

### **Context of the Consultancy / Background on the programme**

In Uganda, VVOB in partnership with the Ministry of Education and Sports (MoES) is implementing the programme: "From Classroom to Farm: teaching agriculture practically" funded by the Directorate General for Development Cooperation and Humanitarian Aid. The programme, which runs between 2019 and 2021, has as objective to strengthen the professional development of teacher / instructor educators, BTVET instructors and O-level secondary teachers to Teach Agriculture Practically (TAP). The programme will enable the graduates to develop the competencies, skills, and attitudes for practical teaching / learning of Agriculture.

VVOB works with the Ministry of Education and Sports through the Teachers Instructors Education and Training Department. VVOB will directly support the National Teachers Colleges of Mubende and Unyama, and the National Instructors College Abilonino (NICA) in Kole District, in providing lecturers/instructors with the relevant skills to teach agriculture practically. VVOB uses capacity development trajectories that give partners maximal responsibility in the execution and management

of their own change processes. This is done through technical assistance provided by the VVOB team, which includes both local and international educational and change management experts.

The programme has three intermediate results:

- Pre-service training provided by NTCs (National Teachers Colleges) Mubende and Unyama to future O-level agriculture teachers has improved in the areas of vocational pedagogy and didactics, 'continuous school practice' and integration of entrepreneurship education
- Pre-service training provided by NICA to future certificate-level BTJET agriculture instructors has improved, in the areas of vocational pedagogy and didactics, 'continuous school practice' and 'industrial training'
- Enabling environment strengthened for further agriculture teacher/instructor workforce development for O-level agriculture and certificate-level agricultural BTJET

## ***Objectives and scope of the literature review***

### **Objective**

The overall objective of this literature review is to present an in-depth overview of selected theories, models and evidence on quality agriculture education and training. The purpose is to inform interventions in the education sector that aim to better prepare and skill learners towards gaining meaningful (self)-employment. This literature study will look at the level of pre-service training, and at the level of BTJET and O-level.

The purpose of the literature review is three-fold:

- To further develop the theory of change (ToC) that underlies "Teaching Agriculture Practically" from a relatively "generic ToC" to a more "applied ToC";
- To build the evidence-base for VVOB's ongoing programme "Teaching Agriculture Practically" and assess the strength of the evidence-base for the various components of the programme;
- To inform emergent decisions faced by VVOB in the implementation of "Teaching Agriculture Practically" and in the design of follow-up interventions.

### **Research questions**

#### **Overall question:**

What are the characteristics of a quality school-based agricultural education & training, and what are the characteristics of effective quality initial teacher/instructor education for future agriculture teachers/instructors?

#### Sub-questions:

- What are the roles of teachers/instructors in schools and BTJET institutes and how do their teaching practices look like?

- How do successful linkages in schools and BTNET institutes with the world of work look like and contribute to qualitative school-based agricultural education & training?
- What are the roles of teacher trainers and how do their teaching practices look like, what characterises their agricultural vocational pedagogy?
- How do teacher trainers institutes successfully evolve to become more effective in qualitative school-based agricultural education?
- How do school-farms play a role in teacher trainers institutes looking at income-generating and learning purposes?

## **Methodological requirements**

The study will include a desk-based review of relevant (English and other) literature, both international as regional, from 2010 and onwards.

## ***Deliverables and Timeframe***

### **Deliverables**

- An inception report, including a planning of activities, analytical framework and research methodology;
- Draft Report for validation in a stakeholder workshop (face to face or using Zoom), with an electronic copy of all relevant materials, including a narrative synthesis of included literature (including refined questions; assignment of evidence level) and the annotated bibliography and PDF files of collected and selected literature;
- PowerPoint Presentation of the main findings;
- Final Report based on validation workshop.

All deliverables should be in the English language, edited for grammar, spelling and language. An electronic copy of all relevant materials, including a narrative synthesis of included literature (including refined questions; assignment of evidence level) and the annotated bibliography and PDF files of collected and selected literature should be submitted. A final report (one electronic copy in PDF format and one in DOC format).

The final report should follow the format below:

- Cover page
- A table of content
- Abbreviations and acronyms
- An executive summary
- Introduction
- Methodology

- Findings
- Conclusions
- Discussion
- References

## Timeline

The duration of the assignment is expected to take 50 days after a consultant is identified in July 2020. Below is a tentative schedule to guide the selected consultant. Deadline of completion of the work: 20<sup>th</sup> of October, 2020.

Tasks/Activities	# days	Deadline	Who
Development and submission of the first selection of literature and analysis	10	10 working days from awarding	Consultant
Consultative and briefing meetings with the programme/ stakeholder team	10	20 working days from awarding	Consultant/VVOB
Data analysis, report writing and submission of draft report	20	40 working days from awarding	Consultant
Validation and final report Presentation	5	45 working days from awarding	Consultant/VVOB
Final study outputs submitted	5	50 working days from awarding	Consultant

## Profile of the consultant(s)

### Proven experience and expertise:

- A University degree, minimal at master level in educational sciences or other relevant field;
- Experience in and good understanding of the TVET education and training sector worldwide, in Africa and Uganda;
- Good track records on conducting meta literature-analyses in TVET education, demonstrating through a publication record.
- Excellent written and spoken command of English
- Strong analytical, critical reading and reporting skills

**Exclusion criteria:**

VVOB staff and institutions (or staff affiliated to institutions) that are part of the target group of the study are excluded from responding to this call because of independency of the study

***Background documentation***

The following data will be available to the consultant;

- Programme logical framework
- Multi-year programme (MYP) document.
- Any other relevant document to the study

More information about the work of VVOB can be found on [www.vvob.org](http://www.vvob.org)

***Ethical considerations*****Ethical standards**

The consultant should explain clearly to participants involved in the study what the purpose of the exercise is, how people's information will be used. They should follow ethical standards for research and data collection and should include a risk assessment covering security risks to respondents. As a minimum, the study should 'do no harm'.

**Ethical approval**

The consultant should seek approval for ethical standards (if applicable) for this study by/within the country and this will be the responsibility of the consultant to obtain such clearance from the relevant authorities.

***Application requirements / Expectations regarding proposals*****Technical proposal:**

- A technical proposal with detailed response to the TOR (Terms of Reference), with specific focus on the scope of work, and methodology to be used (maximum 15 pages).
- An outline of the study approach, including a detailed description of the proposed methodology/ methods (include at least plan for including search terms, research databases, strategies, languages, geographical balance, selection criteria and a detailed workplan/time schedule);
- A company profile or CV (CURRICULUM VITAE) including participating consultant(s) with details of qualifications and experience.
- An overview of the (lead) consultant's past work, focusing on the most relevant to this assignment. This should include a digital copy of at least two previous literature review reports delivered by the (lead) consultant.

- Contact details for two references and other information supporting the required expertise listed in the qualitative requirements.

## Financial proposal

An all-inclusive financial proposal with all figures in euros, detailing number of days x daily fee (indirect costs), and direct costs (e.g. Missions, other related costs). All payments will be made through bank transfer.

## Deadline for submission

Consultant/firm that meets the requirements mentioned above are invited to submit detailed technical proposal and financial proposal. Your proposal is expected to be emailed on or before July 10th, 2020. The contact email: uganda@vjob.org.

## Administrative Provisions

### Eligibility criteria

- Call is open to consultants who meet required experience, expertise, skills etc. as specified higher above.
- Sub-contracting is not permitted in this consultancy.
- Compliance with all administrative requirements (such as travel documents, visa, residence permits, tax obligations, work permits...).
- Compliance with all legal obligations (withholding tax, fiscal obligations and social obligations...).

### Awarding criteria and procedure

Proposals that meet the administrative requirements will be reviewed by an evaluation committee and ranked on the following criteria:

Section	Criteria	Measurement and Points
Technical proposal	Consultants' qualifications based on CVs, list of previous relevant/similar work...	<ul style="list-style-type: none"> <li>- Proven experience (15)</li> <li>- Expertise (15)</li> <li>- Skills (5)</li> </ul>
	Quality of the technical proposal	<ul style="list-style-type: none"> <li>- Proposed approach / method (20)</li> <li>- Proposed workplan / time schedule (15)</li> <li>- Presentation of proposal (10)</li> </ul>

<b>Financial proposal</b>	Only proposals that have at least 70% of the maximum points on the technical part, will be considered for evaluation of the financial part.	<ul style="list-style-type: none"> <li>- Price (20): lowest proposal gets the maximum points; remaining proposals' points will be calculated relative to the total amount of the proposal with maximum points</li> </ul>
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VVOB will establish an internal committee to evaluate and rank the received proposals based on the above criteria. If deemed necessary or advisable, VVOB may decide to further negotiate the proposal with one or more service providers in one or more rounds. These negotiations may result in an adapted proposal by the consultant and subsequent modifications in evaluation and ranking of the proposals by the committee.

All qualified respondents will be notified about the final decision. The consultant with the winning proposal shall be offered a contract stipulating standard VVOB contract terms and the Terms of Reference.

VVOB reserves the right to re-advertise the Terms of Reference in case no suitable proposal was received.

### ***Payments / Payment schedule***

A maximum of 25% of the total value of the consultancy will be paid in advance upon receiving a signed invoice or claim. A final payment of the remaining 75% is made upon completion of the consultancy and acceptance by VVOB of the deliverables as above and the final report. Payments will be made within 30 working days of receipt of invoice.

### ***Supervision and monitoring of the consultancy***

The consultant shall report to *Dr. Wim de Boer* who will oversee the supervision and monitoring of the consultancy services. This includes:

- Technical and administrative follow-up of the delivered services until completion
- Assessment and acceptance of the deliverables
- Review of payment claims and invoices

He will be assisted in these tasks by the steering group/committee set-up for this assignment and which comprises.

Questions related to this call can be sent via email to [wim.deboer@vovb.org](mailto:wim.deboer@vovb.org) before 29-6-2020.



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