

Request for Proposal

Consultancy: Oil Production and Hygiene Refresher Training

Conservation International Suriname (CI Suriname) is looking for a consultant for an **Oil Production and Hygiene Refresher Training in Alalapadu** to execute project activities for a period of 2 months.

The objective of this consultancy is to provide a refresher training in Oil Production and Hygiene which aim is to strengthen the technical capacity of the people of Stichting Tuhka and the Brazil nut workers that were already trained in these skills. This refresher training should result in an increased efficiency and hygiene in the production of the Brazil nut oil and roasted nuts in the Processing unit of Alalapadu. It is also important to improve a clean and hygienic environment while processing Brazil nuts into highly added value products.

Timeline & Deliverables

No.	Services	Deliverables	Acceptance Criteria	Due dates
1.	Prepare workplan	Workplan	The workplan must contain the following: a) Timeline b) A training plan/program with clearly defined objectives and day to day activities c) A final design for the Certificates of Completion d) A methodology to test if the trainees from the 1 st training were able to apply the learned subjects and if there were challenges	June 27, 2022
2.	Prepare training manuals	Training manuals in Hygiene and Production of Oil and Roasted Nuts	The training manuals must contain the following: a) Day-to-day training program b) Concepts of hygiene c) Practical and theoretical trainings d) Production of oil and roasted nuts e) A test how well the learned subjects from the 1 st training were applied	July 11, 2022
3.	Provide training in Hygiene and Production of Oil and Roasted Nuts - Field trip Alalapadu: last week July 2022 - Refresher Training of the people that attended the first training	Proof of training: Pictures and attendance lists	Pictures and attendance lists	August 05, 2022
4.	Prepare final report	Final report	The final report must contain the following: a) A summary of the subjects of the training b) Participant list, pictures of the training sessions, recordings (if available) c) The next steps and recommendations for improvement	August 12, 2022

Requirements

Applicant should meet the following requirements:

- A relevant Bachelor's degree or higher in Food Engineering or Agro-processing
- A minimum of three (3) years' experience in NTFP's processing and in training local communities, especially community development enterprises in Suriname
- Expertise in hygiene practices
- Dutch and English proficiency, both in speaking and writing
- Excellent knowledge of Sranan Tongo

Selection Criteria

- Overall quality of CV and Cover Letter – 3 pts
- Education Requirement - 3 pts
- Work Experience Requirement- 3 pts
- Experience in NTFP's processing including the ability to effectively convey complex details or technical information - 3 pts

- Experience with similar projects- 3 pts
- Understanding of the challenges and cultural background of Indigenous communities - 3 pts
- English and Dutch proficiency, both in speaking and writing - 3 pts
- Highly familiar employing cultural awareness and sensitivity - 3 pts
- Comprehensive technical proposal on how to conduct training in hygiene and production of oil and roasted nuts - 3 pts
- Budget – 3 pts

Interested?

Applications should be sent, in English, to ci-suriname@conservation.org on or before 08 June 2022 by 4 PM. Please specify “Oil Production and Hygiene Refresher Training consultant + Your Name” in the subject line. Applications should include:

- (i) A resume of the applicant providing detailed information on the criteria listed in the “selection criteria” section of the RFP;
- (ii) A minimum of three (3) years’ experience in NTFP’s processing and in training local communities, especially community development enterprises in Suriname;

Questions and clarifications regarding the consultancy may be addressed no later than 08 June 2022 to the Technical Manager; Ms. Erlyn Power by e-mail: epower@conservation.org.