Terms of reference (ToR) for the procurement of services below the EU threshold

Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

CONFIDENTIAL

Developing a GHG Emissions Inventory and Decarbonisation Strategy for the Red Chilli Supply Chain and Scaling through the Sustainable Spices Community of Practice (SSCoP)	**Project number/ cost centre:** G-012232-231/ 12232041400 **Tender number 10056582**

0. List of abbreviations 2

1. Context 3

2. Tasks to be performed by the contractor 4

3. Concept 10
Technical-methodological concept 10
Project management of the contractor (1.6) 11
Further requirements (1.7) 11

Criteria for Eligibility of firms 11

4. Personnel concept 12
Team leader 12
Key expert 1: Value Chain Expert 13
Key expert 2: Decarbonisation & LCA expert 13
Key expert 3: Knowledge Management and Capacity Building Expert 14
Short-term expert pool with 3 members as Field executives 15

5. Costing requirements 16
Assignment of personnel and travel expenses 16
Sustainability aspects for travel 16
Workshops, events and trainings 18

6. Requirements on the format of the tender 19

7. Outsourced processing of personal data 20

8. Annexes- NA 21

0. List of abbreviations

AG	Commissioning party
AN	Contractor
AVB	General Terms and Conditions of Contract for supplying services and work
FK	Expert
FKT	Expert days
FPO	Farmer Producer Organisation
IPM	Integrated Pest Management
KZFK	Short-term expert
ToRs	Terms of reference

1. Context

a. About the project:

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is a federal enterprise that supports the Government of Germany in the field of international cooperation for sustainable development. GIZ has a global footprint in over 130 countries and has been operating in India for over 60 years, supporting technical expertise in the areas of national priorities. In collaboration with its stakeholders, GIZ works in India in the key areas of Social and Private Sector Development, Environment, Natural Resource Management and Climate Change, Energy, as well as Sustainable Urban and Industrial Development.

The Federal Ministry for Economic Cooperation and Development (BMZ), the Federal Ministry for the Environment, Climate Action, Nature Conservation and Nuclear Safety (BMUKN), as well as the Federal Ministry for Economic Affairs and Energy (BMWE) are the main commissioning parties of GIZ in India. Other clients include Indian public sector clients, the European Union and foundations. For more information, please visit the GIZ India webpage: www.giz.de/india.

The Ministry of Economic Cooperation and Development, Federal Republic of Germany (BMZ) under its DevelopPPP.de program has commissioned a project titled “Cultivating Change: Empowering Farmers in the Transition towards a climate-resilient Spice Supply Chain”. GIZ, Verstegen and Growcoms Pvt Ltd will be jointly implementing this project in Andhra Pradesh and Karnataka. The project aims to empower farmers along the red chilli supply chain in Andhra Pradesh and Karnataka to adopt regenerative agriculture practices, improving soil health, cutting costs, maintaining yields, and reducing GHG emissions and benefit them from improved climate-resilient livelihoods. Aligning with SDGs, India’s regenerative farming mission, and the India-Germany GSDP (Green and Sustainable Development Partnership), the project targets a 20% income increase and 30% GHG emission reduction.

Additionally, the project aims to strengthen stakeholder engagement through a dedicated Sustainable Spices Community of Practice (SSCoP). The overarching goal of the SSCoP is to promote collective action, collaborative knowledge-building and sharing of best practices for sustainable spice supply chain. The SSCoP is being hosted by the World Spice Organization (WSO) under the existing National Sustainable Spice Program (NSSP), which aims to mainstream sustainability in the Indian spice sector.

b. About this assignment:

Andhra Pradesh and Karnataka are among India’s leading producers of red chilli, yet conventional cultivation in these regions remains heavily dependent on chemical inputs contributing to biodiversity loss, declining soil health, and rising greenhouse gas emissions. In addition, inadequate drying and storage practices frequently lead to aflatoxin contamination, affecting product quality and limiting market access.

To address these issues, the project aims to support a transition towards climate-resilient red-chilli value chain. A key component of the project is the development of a science-backed and evidence-based decarbonisation strategy that leads to improved farmer livelihoods, climate resilience and market compliance through regenerative agriculture, and biodiversity conservation.

In this regard, GIZ seeks to engage a technical agency to undertake in a phased manner, the development of a fit-for-purpose GHG emissions inventory, a decarbonisation strategy, and a simplified GHG monitoring tool for farmers and supply chain actors of the red chilli supply chain. In addition to these technical outputs, the agency will support the Sustainable Spices Community of Practice (SSCoP) by developing and disseminating knowledge products, facilitating technical exchanges, and promoting the adoption of decarbonisation strategy, and best practices across the wider spice sector.

Objective

The objective of this assignment is to establish a practical foundation for credible GHG accounting and decarbonisation across the red chilli supply chain. It will focus on strengthening the capacities of the local project team, collecting and verifying primary data from smallholder farmers, developing a fit-for-purpose GHG baseline, identifying key emission hotspots, and recommending realistic emission-reduction measures. Based on the availability of sufficient and reliable data, the assignment will also develop a simple monitoring framework and tool to track emissions and progress over time. With the Sustainable Spices Community of Practice (SSCoP) as a platform for knowledge exchange and collective action, this assignment will include facilitating sector-wide dialogue and promoting the wider adoption of climate-smart and low-emission practices. Together, these efforts will contribute to the development of an adaptable approach that can support effective GHG-emission reduction across the broader spice sector.

- A fit-for-purpose Scope 3 GHG inventory is to be established for the red chilli supply chain, covering farm-level emissions (incl. above-/below ground soil carbon, direct and indirect N2O from fertiliser use, and residue management) and relevant primary processing emissions (e.g. drying, destemming), with defined baselines and MRV. Data gaps, assumptions and limitations will be documented and improved progressively over the project period.
- A practical decarbonisation pathway is to be developed for main farm and primary processing hotspots, with clear targets, economically relevant priority measures and measurement of actual changes against the baseline.
- A simplified digital monitoring and reporting tool is to be developed and deployed to track GHG emissions across the chilli supply chain, and partners (project staff, field officers, farmer representatives) are to be capacitated to integrate emissions monitoring into routine farm and supply-chain management.
- The approach and lessons learned will have to be translated into practical guidance, tools and capacity-building within the Sustainable Spices Community of Practice (SSCoP) to enable sector-wide uptake of climate-smart practices and adoption of GHG emission monitoring tool.
- Strengthen SSCoP as a sector-wide platform for collaboration, knowledge exchange and collective action by facilitating stakeholder engagement and promoting linkages with relevant policy processes, sustainability initiatives and industry platforms.

2. Tasks to be performed by the contractor

The contractor is responsible for providing the following services:

- Engage a suitable multidisciplinary team and maintain close coordination with GIZ, Verstegen, Growcoms and field partners and relevant technical institutions during the assignment.
- Prepare an inception report outlining the methodology, sample size, implementation plan, data management plan, and communication arrangements.

- Identify representative red-chilli clusters in the project locations, relevant supply chain actors, GHG emission sources, emission hotspots, and data gaps and requirements in consultation with GIZ and project partners.
- Plan and coordinate field assessments, stakeholder consultations, technical workshops, capacity building of local project team for the GHG assessment and disseminate findings through Sustainable Spices Community of Practice (SSCoP) upon approval of the project partners.
- Facilitate validation and pilot testing of priority recommendations, involving relevant farmers, industry actors, researchers, government agencies and project partners, ensuring timely inputs, and decisions.
- Develop the baseline GHG inventory and red chilli decarbonisation strategy, Power BI-based emissions monitoring system, facilitate user training of the tool, and incorporating stakeholder feedback and ensuring timely delivery of all agreed outputs.
- Systematically document methodologies, summarise activities, consultation outcomes, decisions and lessons learned while ensuring periodic reporting of progress.
- The contractor manages costs and expenditures, accounting processes and invoicing in line with the requirements of GIZ.
- The contractor reports regularly to GIZ in accordance with the current AVB of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

Work Package 1: Baseline GHG Emissions Assessment and Supply Chain Mapping

Objective:
To establish a scientifically robust baseline of GHG emissions across the red chilli value chain through field-level assessments and supply chain analysis, aligned with internationally recognised standards such as ISO 14064, ISO 14067 and SBTi FLAG guidance.

Key Activities

- Develop a fit-for-purpose GHG-inventory and accounting framework defining system boundaries, emission sources, and relevant emission categories across relevant upstream and downstream Scope 3 emissions. The framework will align with ISO and GHG Protocol standards and outline methodologies, activity data requirements, and emission factor selection for the red chilli production system.
- Identify representative chilli-growing clusters and farmer groups across the project geographies and establish a sampling framework that captures variations in farm size, agro-climatic conditions, crop cycles, irrigation practices, and input intensity. The sampling approach should be practical and should ensure representation of key supply chain actors including farmers, FPOs, aggregators, input suppliers and processors.
- Review available data with the project partners and identify data gaps. Based on the identified gaps, design and implement structured field-level surveys and stakeholder consultations to collect primary activity data required for GHG estimation. Primary data collection will include –
    - Fertiliser type, formulation, dosage and application frequency
    - Agrochemical use (pesticides, fungicides, herbicides and active ingredients)
    - Fuel consumption for irrigation pumps and farm machinery
    - Electricity usage for irrigation and post-harvest operations
    - Irrigation methods and water-use intensity
    - Crop yields, residue management practices, and post-harvest drying/storage practices.
    - Soil health management, pest and disease management practices
    - Biodiversity indicators influencing on-farm emission intensity

Primary farm/ supplier-specific data should be prioritised where feasible. Where recognised secondary datasets and life-cycle emission factors are required, their source, assumptions, representativeness and limitations should be documented. The contractor should recommend how important data gaps can be gradually improved and aim to cover those through primary data collection over two seasons.

- Both above and below soil components linked to GHG will be considered and would also include aspects such as leaching and other indirect emissions.
- Validate and triangulate collected data through field verification, and supporting evidence including farm records where available, input purchase data, and stakeholder consultations involving farmers, FPOs, field partners, as well as extension agencies, and quality control checks to ensure data reliability and transparency.
- Apply appropriate GHG/ life-cycle assessment (LCA) methodologies and emission factors to calculate baseline GHG emissions. Results should be expressed in absolute emissions (tCO_2e) and relevant emission intensity indicators such as emissions per hectare and per tonne of chilli produced across the chilli production system. Where traceability and sourcing-volume data are available, quantify the corresponding emission reductions associated with volumes sourced by Verstegen to support linkage with Scope 3 and SBTi FLAG reporting.
- Analyse the verified data and baseline results to identify key emission hotspots, high-input farming practices, and priority intervention areas across the chilli production and supply chain, which will inform the development of targeted decarbonisation strategies under subsequent work packages.

The assessment will prioritise upstream Scope 3 emissions associated with agricultural input production, energy supply chains, and transportation of inputs, while also assessing relevant downstream stages such as post-harvest handling, drying, destemming, storage, and transportation to aggregation points where data availability permits.

Work Package 2: Developing decarbonisation strategy for Red Chilli supply chain

Objective:

To develop a science-backed and sector-aligned decarbonisation strategy for the red chilli value chain, enabling reduction of the product carbon footprint while maintaining yield, product quality, and environmental sustainability.

Key Activities

- Identify and engage with relevant key stakeholders in the red-chilli value chain, including farmers, processors, input suppliers, and relevant technical experts to validate baseline, understand practices and assess feasible interventions for the strategy development process.
- Organise multi-stakeholder technical consultations and sectoral workshops involving technical experts, agricultural scientists, and government bodies to review baseline assessment findings and assess feasible emission reduction pathways.
- Facilitate discussions with stakeholders to identify technically feasible and economically viable mitigation measures that can reduce emissions while maintaining farm productivity, product quality, and compliance with export market requirements.
- Co-develop a Red Chilli Decarbonisation Strategy centered on regenerative agriculture practices, reduced agrochemical use, and lower cultivation costs. Identify feasibility and recommend climate-smart and regenerative agricultural practices of chilli cultivation, as found suitable. Some practices may include –
    - Adoption of Integrated Pest Management (IPM++) and regenerative agriculture practices

  - Increased use of farmyard manure, compost, and biological inputs
  - Establishment of Bio-input Resource Centre (BRCs) for enhanced access to quality bio-inputs
  - Efficient use of irrigation
  - Reduction in dependency on agrochemicals
  - Improved soil carbon management and biodiversity-friendly farming practices
- Outline practical and scalable interventions and develop a roadmap with potential emission reduction pathways, indicative timelines, achievable emission reduction targets, and corresponding monitoring process against the baseline across the production system. Avoided emissions may be reported separately where relevant but should not substitute for measured reductions.
- Recommend sustainable post-harvest management practices, including enhanced drying, storage, and handling systems to reduce emissions, and improve supply chain efficiency.
- Identify and prioritise cost-effective mitigation measures that simultaneously reduce GHG emissions and lower production costs for farmers.
- Support integration of packages of climate-smart and low-emission agricultural practices for enhancing the existing farmer training programmes, and capacity enhancement initiatives under the project.

Work Package 3: Simplified GHG Monitoring Tool Development and Capacity Building

Objective:

To develop a simplified monitoring and reporting tool for tracking GHG emissions across the chilli supply chain and build capacity of local project team, field officers, and farmer representatives to integrate emissions monitoring into routine farm and supply chain management.

Key Activities:

- Design and develop a simplified user-friendly GHG calculation and monitoring tool, to track emissions and emission reductions against the established baseline across the red-chilli production system.
- Ensure the monitoring framework is aligned with relevant GHG protocol and ISO principles, and SBTi FLAG guidance, wherever applicable, with distinguishable FLAG and non-FLAG emissions.
- Integrate key farm-level activity indicators within the monitoring tool, that can be reported with adequate consistency and quality.
- Enable the tool to capture and quantify emission reduction against the baseline and avoided emissions associated with the adoption of climate-smart agricultural practices.
- Conduct trainings for local project team, field executives, and identified master trainers and champion farmers on the use of the monitoring tool.
- Develop standard operating procedures (SOPs) and simple and concise guidance documents for data collection, calculation methodology, and user manual for the tool. These will have to be appropriate for the local project team to continue data collection and update the monitoring tool.
- In collaboration with the project partners, support the existing network of champion farmers and master trainers capable of supporting farmer-level data collection and promoting climate-smart farming practices.
- Utilising the network and with support of the project partner, integrate emissions monitoring within routine farm record-keeping practice wherever feasible, enabling continuous

tracking of emission reduction outcomes over time. This will also ensure that data quality improves over production seasons.
- Produce a GHG monitoring and reporting framework that can support long-term tracking of decarbonisation outcomes within the red chilli value chain.

Work Package 4: Supporting Sustainable Spices Community of Practice

- Support the World Spice Organisation (WSO), as the host of SSCoP, in developing a framework for SSCoP by defining priority themes, knowledge categories, content formats, and linkages across core areas such as risk mapping, decarbonisation, regulatory compliance, traceability, and biodiversity in Indian spice value chains.
- Organise stakeholder consultations to identify common challenges faced across the sector on decarbonisation of the supply chain and reducing the environmental impact and collaboratively develop practical and scalable solutions.
- Address sector-wide environmental challenges associated with current farming practices by working with experts, research institutions and value-chain stakeholders to develop and promote sustainable and improved farming practices with reduced carbon footprint.
- Share and promote the simplified GHG monitoring tool developed under the project with the wider spices industry to facilitate its scalability, wider adoption and sector wide benefits.
- In collaboration with WSO, develop a knowledge product with the compilation and analysis of available data from research, regulatory sources, trade information, and SSCoP members' inputs to identify key crop and market-specific risks related to pesticide residues, pest pressures, climate vulnerabilities, and export compliance gaps for priority spices such as pepper, cumin, chilli, turmeric, and coriander. It should also include potential avenues to address these sector-wide challenges.
- Identify opportunities for SSCoP to align with external platforms, international initiatives, and policy processes relevant to spice sector sustainability, and utilise the stakeholder consultation workshops on climate-resilient agriculture in priority Indian spice landscapes to generate inputs, visibility, and follow-up engagement.
- Support SSCoP's promotion in relevant outreach events, including SUTRA and Sustainable Spices Initiative (SSI), National Spice Conference (NSC), and International Spice Conference (ISC) by preparing concise communication material and sharing key messages emerging from the stakeholder consultation workshops.

In addition to the reports required by GIZ in accordance with the AVB, the contractor submits the following reports:

- Inception report
- Brief bi-monthly reports on the implementation status of the project *(2-4 pages)*

Certain milestones, as laid out in the table below, are to be achieved during the contract term:

Milestones	Deadline	Deliverables
Milestone 1: Inception, local capacity building and seasonal implementation plan finalised	Month 2	• Detailed implementation plan developed and agreed in consultation with GIZ and project partners including – ○ Identified data requirements ○ Agreed system boundaries ○ Seasonal data collection plan and protocol ○ Timeline for consultation workshops

		• Report of initial training for the relevant local project team on data collection, recording and verification (including agenda and registration sheet).
Milestone 2: Preliminary data collection, and initial data review	Month 5	• Primary data collection report including – ○ Primary farm and relevant supply-chain activity data ○ Identified data gaps, and verification status ○ Supply chain map with identified reporting stages ○ Initial identification of emission sources • Report of stakeholder consultation under SSCoP (including agenda and registration sheet).
Milestone 3: First season data analysis and GHG baseline	Month 9	• Fit-for-purpose GHG baseline based on available verified data, with primary/secondary data, assumptions, limitations and emission factors clearly documented. • Results reported as total tCO2e and relevant intensity indicators (per tonne/per hectare), with FLAG/non-FLAG distinction where applicable. • Initial hotspot analysis and a list of recommendations verified and approved by GIZ and partners. • Draft decarbonisation strategy and implementation roadmap agreed by GIZ and partners. • Initial version of the simplified GHG Monitoring and Reporting Tool is developed. • Report of consultation workshop for co-developing decarbonisation strategy (including agenda and registration sheet). • Draft of a consolidated knowledge product outlining crop and market specific risk assessment of priority crops including chilli and a draft roadmap to address these sector-wide challenges.
Milestone 4: Second season data collection, pilot testing interventions and decarbonisation strategy refined	Month 14	• Second season data collection report including – ○ Farm and relevant supply chain activity data ○ Improvement in data gaps and quality ○ Tracking emission changes from pilot testing of recommended interventions against baseline • Draft decarbonisation strategy refined based on field evidence and feasibility. • GHG Monitoring and Reporting Tool is refined based on field findings. • Report of second consultation workshop for co-developing decarbonisation strategy (including agenda and registration sheet). • Report of SSCoP workshop on pre-identified priority challenge and finalising the roadmap (including agenda and registration sheet).
Milestone 5: GHG analysis, decarbonisation strategy finalisation and training on monitoring tool	Month 18	• Updated consolidated GHG analysis including seasonal variation and hotspot mitigation potential. • Finalised decarbonisation strategy focusing on priority hotspots and feasible interventions. • Training reports available for the GHG Monitoring tool trainings for local project team, 20 master trainers and 200 champion farmers (including agenda and registration sheet).

		• Concise SoPs and Guidance documents for the simplified GHG monitoring tool.
Milestone 6: Impact assessment and final reporting	Month 22	• Final project report including inter alia– ○ Consolidated process and methodology for developing GHG inventory and decarbonisation strategy ○ On-ground interventions for emission reduction ○ Actual measured changes/reductions and projected reduction potential clearly distinguished. ○ Capacity building measures • Final tools, user manuals and SoPs submitted. • Hand over the underlying/raw data, calculation methodology, emission factors, assumptions, data dictionary and simplified monitoring tool to GIZ and project partners. • Report documenting promotion of SSCoP in various outreach events (such as SUTRA, NSC and ISC) and communication materials for the same. • Report of SSCoP workshop for dissemination of learnings and results with the sector actors (including agenda and registration sheet).

Period of assignment: from **December 2026** until **August 2028**.

3. Concept

In the tender, the tenderer is required to show *how* the objectives defined in Chapter 2 (Tasks to be performed) are to be achieved, if applicable under consideration of further method-related requirements (technical-methodological concept). In addition, the tenderer must describe the project management system for service provision.

Note: The numbers in parentheses correspond to the lines of the technical assessment grid.

Technical-methodological concept

Strategy (1.1): The tenderer is required to consider the tasks to be performed with reference to the **objectives of the services** put out to tender (see Chapter 1 Context) (1.1.1). Following this, the tenderer presents and justifies the explicit **strategy** with which it intends to provide the services for which it is responsible (see Chapter 2 Tasks to be performed) (1.1.2).

The tenderer is required to present the actors relevant for the services for which it is responsible and describe the **cooperation (1.2)** with them.

The tenderer is required to present and explain its approach to **steering** the measures with the project partners (1.3.1) and its contribution to the **results-based/ indicator-based monitoring system** (1.3.2).

The tenderer is required to describe the key **processes** for the services for which it is responsible and create an **operational plan** or schedule (1.4.1) that describes how the services according to Chapter 2 (Tasks to be performed by the contractor) are to be provided corresponding to the indicator framework. In particular, the tenderer is required to describe the necessary work steps and, if applicable, take account of the milestones and **contributions** of

other actors (partner contributions) in accordance with Chapter 2 (Tasks to be performed) (1.4.2).

The tenderer is required to describe its contribution to knowledge management for the partner (1.5.1) and GIZ and to promote scaling-up effects (1.5.2) under **learning and innovation**.

Project management of the contractor (1.6)

The tenderer is required to explain its approach for coordination with the GIZ project. In particular, the project management requirements specified in Chapter 2 (Tasks to be performed by the contractor) must be explained in detail.

The tenderer is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the tender; the plan includes information on assignment dates (duration and expert days) and locations of the individual members of the team complete with the allocation of work steps and responsibilities as set out in the schedule.

The tenderer is required to describe its **backstopping strategy** (1.6.3). The following services are part of the standard backstopping package, which (like ancillary personnel costs) must be factored into the fee schedules of the staff listed in the tender in accordance with Section 3.1 of the GIZ AVB:

- Service-delivery control
- Managing adaptations to changing conditions
- Ensuring the flow of information between the tenderer and GIZ
- Assuming personnel responsibility for the contractor's experts
- Process-oriented steering for implementation of the commission
- Securing the administrative conclusion of the project

Further requirements (1.7)

a. In line with the GIZ Gender Strategy, the contractor shall indicate in the proposal how it will integrate gender considerations across all project activities, including stakeholder consultations, training design, identification of project actors, and GHG monitoring tool trainings, as well as selection of experts, while ensuring adequate participation of women.

Criteria for Eligibility of firms

Bidders must submit the documentary evidence for the criteria's specified below.

- Be a registered as national organization or entity
- In case of bidding consortia: Declaration by consortium
- The agency must submit "*compliance declaration*" signed / stamped on company's letterhead. Refer annexure.
- Average annual turnover for the last three financial years should be at least 100000 Euros
- The agency should have minimum 05 employees & managers for the past three calendar years.
- The agency must have handled at least 2 reference projects on GHG emission inventory and decarbonisation pathway development and 1 reference project in India in the last three years with minimum commission value of Euro 90,000

- The agency should have Minimum 3 years of experience in GHG emission inventory.
- The agency should have Minimum 2 years of experience in developing decarbonisation pathway of agriculture supply chains.
- The agency should must submit Evidence of experience in GHG inventory of at least one spice crop.
- The agency must have regional experience in Andhra Pradesh and Karnataka.

4. Personnel concept

The tenderer is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 7), the range of tasks involved and the required qualifications.

The below specified qualifications represent the requirements to reach the maximum number of points in the technical assessment.

Team leader

Tasks of the team leader

- Overall responsibility for the advisory packages of the contractor (quality and deadlines)
- Coordinating and ensuring communication with GIZ, partners and others involved in the project
- Personnel management, in particular identifying the need for short-term assignments within the available budget, as well as planning and steering assignments and supporting local and international short-term experts.
- Supervise the team in data collection and analysis, stakeholder validation workshops, demonstration activities, and scalling the adoption of decarbonization frameworks and tools through SSCoP.
- Ensure integration of cross-cutting priorities, including gender inclusion, participatory training approaches, and farmer health and safety within project implementation.
- Lead stakeholder engagement and institutional coordination with research institutions, NGOs, farmer groups, and government stakeholders, to ensure the desired outcomes.
- Regular reporting in accordance with deadlines.

Qualifications of the team leader

- Education/training (2.1.1): Postgraduate degree/diploma in Agriculture/ Environment/ Agri-business management/ Development Studies/ Management or related field.
- Language (2.1.2): C2-level language proficiency in English
- General professional experience (2.1.3): 8 years of professional experience in sustainable agriculture, food supply chain or market linkage related projects
- Specific professional experience (2.1.4): 4 years of relevant experience in spice/ agri-value chain
- Leadership/management experience (2.1.5): 3 years of management/leadership experience in programme/project design, or as a project team leader or manager in a company
- Regional experience (2.1.6): 2 years of experience in projects in chilli growing regions of Andhra Pradesh/ Telangana/ Karnataka

Key expert 1: Value Chain Expert

Tasks of Key expert 1: Value Chain Expert

- Design the surveys and support the collection and validation of data on farming practices, input use, yields, irrigation, residue management, drying, destemming, storage and transportation.
- Monitor field-level progress and adoption of practices, ensuring that activities are implemented according to the work plan and project milestones.
- Facilitate coordination with stakeholders including farmer groups, institutions, and relevant agricultural actors.
- Convene workshops and discussions to facilitate multi-stakeholder process for co-development and validation of decarbonisation strategy.
- Assess and prioritize technically and economically viable mitigation measures, with their potential effects on emissions, yields, product quality, farmer costs and market requirements.
- Advise on developing low-emission practices and adoption pathways for incorporating into the decarbonisation strategy.
- Provide technical oversight for incorporating the field learnings into the GHG accounting methodology and support its integration into the monitoring and reporting system.

Qualifications of key expert 1

- Education/training (2.2.1): Post Graduate degree/ diploma in Agriculture/ Agroecology/ Soil Science/ Agri-business/ Economics or related field.
- Language (2.2.2): C2 -level language proficiency in English (5/10) and proficiency in Kannada or Telugu (5/10).
- General professional experience (2.2.3): 7 years of experience in sustainable or regenerative agriculture, agri-extension/ markets/ FPO strengthening and operationalisation in re-chilli or related spice value chains.
- Specific professional experience (2.2.4): 5 years of experience in industry consultation in climate-smart agriculture/ convening sectoral dialogues/ collaboration strategy development.
- Regional experience (2.2.6): 2 years of experience in red-chilli landscape of Andhra Pradesh or Karnataka.

Key expert 2: Decarbonisation & LCA expert

Tasks of Key expert 2: Decarbonisation & LCA expert

- Conduct the assessment of farm and post-harvest GHG emission sources and validate the identification of key emission hotspots.
- Oversee the development of the Scope 3 GHG accounting framework and baseline inventory for the red chilli supply chain, including defining system boundaries, emission sources and factors, and quality-assurance procedures in accordance with ISO 14064, ISO 14067, SBTi FLAG, GHG Protocol and relevant land-sector guidance.
- Develop the red chilli decarbonisation strategy by assessing emission-reduction pathways, establishing realistic targets and timelines, and prioritising technically and economically viable and scalable mitigation measures and coordinate with relevant sector actors and experts to seek inputs for validating the strategy.

- Provide technical oversight for translating the GHG accounting methodology into the simplified monitoring and reporting system.
- Facilitate SSCoP consultations and technical discussions on agricultural GHG accounting, decarbonisation pathways, emission monitoring and wider adoption of low-emission practices and approach across the spices sector.

Qualifications of key expert 2

- Education/training (2.3.1): Post Graduate degree in statistics/ climate/ environmental science or engineering/ agri engineering or related field.
- Language (2.3.2): C1 -level language proficiency in English
- General professional experience (2.3.3): 5 years of experience in GHG accounting/ lifecycle assessment/ decarbonisation projects.
- Specific professional experience (2.3.4): 3 years of experience in developing GHG inventories/ Scope 3 assessments utilising GHG protocol, ISO 14064/14067, SBTi FLAG methodologies in the agri-food value chains.
- Other (2.3.8): Experience in developing decarbonisation strategies for a spice value chain in India.

Key expert 3: Knowledge Management and Capacity Building Expert

Tasks of Key expert 3: Knowledge Management and Capacity Building Expert

Provide technical oversight for translating the GHG accounting methodology into the digital monitoring and reporting system.

- Lead the development of a capacity-building plan in collaboration with the project team and technical experts, identifying target groups, learning needs, training approaches, responsibilities and timelines.
- Translate technical findings on GHG emissions, hotspots and decarbonisation measures into clear, practical and easy to understand knowledge products for project stakeholders.
- Support in developing communication materials for the larger spice sector actors under the SSCoP.
- Oversee the preparation and quality assurance of knowledge products, training materials and communication resources to support learning, wider dissemination and sectoral uptake of project results.
- Support the technical experts in preparing and testing SOPs, user guides and training materials for the GHG monitoring tool, incorporating feedback from field officers and other users.

Qualifications of key expert 3

- Education/training (2.4.1): Postgraduate / Graduate degree in Communications, Development Studies, Environment, Agriculture or any other relevant field.
- Language (2.4.2): C2 -level language proficiency in English
- General professional experience (2.4.3): 3 years of experience in capacity development/ knowledge management/ rural development/ communications.
- Specific professional experience (2.4.4): 2 years of experience in developing knowledge products, designing and implementing capacity-development interventions.
- Regional experience (2.4.6): Experience in Andhra Pradesh or Karnataka.

Soft skills of team members

In addition to their specialist qualifications, the following qualifications are required of team members:

- Team skills
- Initiative
- Communication skills
- Socio-cultural skills
- Efficient, partner- and client-focused working methods
- Interdisciplinary thinking

Short-term expert pool with 3 members as Field executives

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. Please send a CV for each pool member (see below Chapter 7 Requirements on the format of the bid) for the assessment.

Tasks of the short-term expert pool

- Support primary data collection at farm and supply-chain levels, ensuring adherence to approved protocols and conducting initial checks for consistency and data accuracy.
- Provide initial handholding to the local project team on data-collection protocols and improving data gaps.
- Support in conducting training and demonstrations for local project teams, and champion farmers on recording relevant data using the tool.
- Consolidate and communicate field feedback on tool usability, data availability, assumptions, and operational challenges.
- Support the preparation of tool guidelines, SoPs and user manuals.
- Support the organization and documentation of training programmes and workshops and regularly communicate field findings to the project team to inform analysis, tool improvements and capacity-building activities.

Qualifications of the short-term expert pool

- Education/training (2.5.1): Graduate degree in Agriculture, Rural Development, Environmental Science, Statistics, Data management or any other relevant field.
- Language (2.5.2): 3 experts with C1-level language proficiency in English (5/10) out of which 1 expert with C2-level language proficiency in Kannada (2.5/10) and 2 experts with C2-level language proficiency in Telugu (2.5/10)
- General professional experience (2.5.3): 2 years of professional experience in agriculture/ rural development/ capacity development with focus on data collection, data analysis, farmer training, monitoring, verification, and field report documentation.
- Specific professional experience (2.5.4): 1 year of professional experience in climate-smart agriculture practices/ GHG monitoring/ supply chain traceability
- Regional experience (2.5.5): 1 year of experience in working in agriculture related projects in Andhra Pradesh or Karnataka

The tenderer must provide a clear overview of all proposed short-term experts and their individual qualifications.

5. Costing requirements

Assignment of personnel and travel expenses

Per diem allowances are reimbursed as a lump sum up to the maximum amounts permissible under tax law for each country as set out in the country table in the circular from the German Federal Ministry of Finance on travel expense remuneration (downloadable from the German Federal Ministry of Finance – tax treatment of travel expenses and allowances for international business travel as of 1 January 2026 (GERMAN ONLY)).

Accommodation allowances are reimbursed as detailed in the specification of inputs below.

With special justification, additional Accommodation costs up to a reasonable amount can be reimbursed against evidence.

All business travel must be agreed in advance by the officer responsible for the project.

Sustainability aspects for travel

GIZ has undertaken an obligation to reduce greenhouse gas emissions (CO_2 emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, such as selecting the lowest-emission booking class (economy) and using means of transport, airlines and flight routes with a higher CO_2 efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

CO_2 emissions caused by air travel must be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.

There are many different providers in the market for emissions certificates, and they have different climate impact ambitions. The Development and Climate Alliance (German only) has published a list of standards (German only). GIZ recommends using the standards specified there.

Specification of inputs

Fee days	Number of experts	Number of days per expert	Total	Comments
Team Leader	1	100	100	
Key Expert 1: Value Chain Expert	1	120	120	
Key expert 2: Decarbonisation & LCA expert	1	120	120	
Key expert 3: Knowledge Management and Capacity Building Expert	1	100	100	
Short term expert pool 1: Field Executives	**3**	150	450	

Travel expenses	Quantity	Number per expert	Total	Comments
Per-diem allowance in country of assignment	**7**	10	70	For organising workshops and training programmes, the experts may need to travel to the venues for which overnight cost and per-diem may be booked.
Overnight allowance in country of assignment	**7**	10	70	
Transport	**Quantity**	**Number per expert**	**Total**	**Comments**
Domestic flights			30	Flights for the experts for organising workshops, attending partner meetings and events.
CO_2 compensation for air travel				A fixed budget of **EUR 1499** is earmarked for settling carbon offsets against evidence.
Fixed travel budget				A fixed budget of **EUR 2700** is earmarked for settling local travel expenses against evidence. The tenderer should describe the number of domestic travel, destinations and time periods as best as possible in the bid.
Other costs	**Number**	**Price**	**Total**	**Comments**

Training programmes and workshops				Please calculate a budget for workshops taking the following cost items into account: • Venue, catering and logistics cost for organising **5-6** local level training programmes involving local project teams, farmer representatives and champion farmers. • Venue, catering and logistics cost for organising **two** stakeholder consultations involving farmer representatives, technical experts, agriculture scientist and project team • Venue, catering and logistics cost for organising **four** SSCoP workshops involving sector actors, including industry leaders, FPO representatives, government partners, and institutions.

Workshops, events and trainings

The contractor implements the following workshops and training programmes:

1. Training for the local project team on data collection, recording and verification

- Duration – 01 day
- No of participants – 15-20 persons (tentative)
- Location – Andhra Pradesh and Karnataka
- Suitable workshop venue will be booked by the agency. The venue should be easily accessible by all, have ample natural lighting, enough space to accommodate 30 participants, audio visual setup, drinking water and toilet facility for men and women.
- Food during the training duration will be borne by the agency. These cost items should be incorporated in the budget. Participants' travel will be borne by the agency, wherever applicable.

2. GHG Monitoring tool training for the local project team, master trainers and champion farmers

- Duration – 01 day
- No of participants – 30-40 persons (tentative)
- No of trainings – 5-6 (to be decided based on the field conditions)
- Location – Andhra Pradesh and Karnataka
- Suitable workshop venue will be booked by the agency. The venue should be easily accessible by all, have ample natural lighting, enough space to accommodate 40 participants, audio visual setup, drinking water and toilet facility for men and women.

- Food during the training duration will be borne by the agency. These cost items should be incorporated in the budget. Participants' travel will be borne by the agency, wherever applicable.

3. Stakeholder consultations for co-developing decarbonisation strategy

- No of participants – 15-20 persons (tentative)
- No of consultations – 2
- Location – Andhra Pradesh and Karnataka
- Suitable workshop venue will be booked by the agency. The venue should be easily accessible by all, have ample natural lighting, enough space to accommodate 20 participants, drinking water and toilet facility for men and women.
- Food during the training duration will be borne by the agency. Participants' travel will be borne by the agency, wherever applicable. These cost items should be incorporated in the budget.

4. SSCoP workshops on priority challenges of the sector and dissemination of learnings

- No of participants – 30-40 persons (tentative)
- No of workshops – 4
- Location – To be decided in consultation with GIZ and project partners
- Suitable workshop venue will be booked by the agency. The venue should be easily accessible by all, have ample natural lighting, enough space to accommodate 40 participants, drinking water and toilet facility for men and women.
- Food during the training duration will be borne by the agency. Participants' travel will be borne by the agency, wherever applicable. These cost items should be incorporated in the budget.

6. Requirements on the format of the tender

The structure of the tender must correspond to the structure of the ToR. In particular, the detailed structure of the concept (Chapter 3) should be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). The tender must be legible (font size 11 or larger) and clearly formulated. It must be drawn up in English.

The complete tender must not exceed **10 pages** (excluding CVs). If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment. External content (e.g. links to websites) will also not be considered.

The CVs of the personnel proposed in accordance with Chapter 4 of the ToRs must be submitted using the format specified in the terms and conditions for application. The CVs shall not exceed **3 pages each**. They must clearly show the position and job the proposed person held in the reference project and for how long. The CVs should also be submitted in English. The level of language proficiency should be clearly mentioned in the CVs.

Please calculate your financial tender based exactly on the parameters specified in Chapter 5 Quantitative requirements. The contractor is not contractually entitled to use up the days, trips, workshops or budgets in full. The number of days, trips and workshops and the budgets will

be contractually agreed as maximum limits. The specifications for pricing are defined in the price schedule.

7. Outsourced processing of personal data

The provisions on data protection and information security of the current version of GIZ's General Terms and Conditions of contract apply.

The performance of the contract may be associated with the processing of personal data by the agency, such as (but not limited to) names and contact information and who would alone define the nature of such data and how such processing would be carried out. In such cases, the agency shall act as an independent

DATA CONTROLLER and must alone comply with ALL applicable data protection obligations, including those stemming from regional and local laws. The agency shall process personal data only when a given goal cannot be reasonably attained without such data. The data protection principles such as lawfulness, data minimization, accuracy, purpose limitation, storage limitation, transparency, integrity and confidentiality, and accountability, as well as the numerous rights of the data subject must be paid due attention. The GIZ is NOT in any way responsible for such processing.

Whenever the agency executes the instructions of a partner to the GIZ with regard to such processing, the partner shall be the data controller, and the data processing shall be carried out in accordance with the partner's instructions as well as laws and standards to which it is subject.

If the agency is not subject to the GDPR and the applicable laws do not contain any explanation on the data protection principles and rights mentioned here, the definitions and meanings provided by the GDPR (Regulation (EU) 2016/679) should be considered.

In addition to complying with applicable data protection laws referenced in this ToR, the Agency shall comply with the Digital Personal Data Protection Act, 2023 (India) and any applicable rules, notifications, or amendments issued thereunder. Where the Agency processes personal data of individuals located in India, it shall:

- process personal data only for lawful and specified purposes related to the implementation of this assignment;
- provide appropriate privacy notices to individuals before or at the time of personal data collection;
- obtain valid consent where required under applicable law and maintain records of such consent;
- implement reasonable technical and organisational security safeguards to protect personal data against unauthorised access, disclosure, loss, misuse, alteration, or destruction;
- ensure that only the minimum personal data necessary for the purpose of the assignment is collected and processed;
- establish mechanisms to enable data principals to exercise their rights under applicable law;
- promptly notify GIZ of any personal data breach affecting data processed under this assignment that may impact the rights and freedoms of data subjects /data principals; and
- ensure that any subcontractors engaged for processing personal data are bound by equivalent data protection and confidentiality obligations.

8. Annexes- NA