



TERMS OF REFERENCE

Training Delivery for Crop Farmers (Sustainable Agriculture, Business & Digitalization)

Date: 11 February 2026

Location: Akkar, Lebanon

Project Title: SILA – Sustainable Inclusive Livelihoods in Agriculture

Contact: procurement@fairtradelebanon.org

Date of Posting, if applicable: 20 February 2026

Deadline for Submission: 28 February 2026

SCOPE OF WORK

Project Background

The Sustainable and Inclusive Livelihoods in Agriculture (SILA) project funded by Swisscontact and implemented by Fair Trade Lebanon (FTL) is a 1-year project that aims to improve livelihoods in Akkar by strengthening the capacities of smallholder farmers, livestock and poultry producers, Agri producers, and post-harvest facilities, while improving their access to sustainable market systems. Through market assessments, targeted capacity building, coaching, and facilitated market linkages, SILA supports stronger local value chains, promotes sustainable production and better use of local resources, and encourages the inclusive participation of women and vulnerable farmers to enhance long term resilience and income generation.

1- Summary

Fair Trade Lebanon (FTL) is seeking qualified trainers and technical experts to support the implementation of the SILA project's capacity-building program targeting 135 crop farmers (vegetables, fruits, legumes, and feed crops) in Akkar.

The farmers will be divided into five groups, with each group receiving three structured training sessions covering technical, business, and digital topics.

This ToR is divided into three lots. Applicants may apply to one or more lots, clearly indicating their lot(s) of interest in the subject line.

2- Objective

To strengthen the technical knowledge, business acumen, and digital capacities of 135 crop farmers to improve sustainable production, productivity, and market access.

3- Lots

3.1. Lot 1: Sustainable Agriculture Trainer (Agricultural Engineer)

3.1.1. Scope of Work:

The selected service provider will:

- Deliver a two-hour technical session per group (5 groups total)
- Cover the potential topics related to agriculture listed below (subject to modification based on the results of the needs assessment):
 - Integrated Pest Management (IPM)
 - Water management and irrigation efficiency
 - Soil fertility management and composting
 - Circular economy practices in agriculture
 - Processing and utilization of local feed resources
 - Intercropping fodder with vegetables to enhance productivity and resource efficiency
- Use participatory and practical training methodologies
- Provide field-based examples and case studies
- Coordinate with FTL technical team for alignment

3.1.2. Qualifications of the Service Provider

The applicant (individual or company) must demonstrate:

- Degree in Agriculture, Agricultural Engineering, Irrigation, or related field
- Minimum 5 years of field-based experience
- Strong expertise in sustainable agricultural practices
- Experience training for small-holder farmers
- Excellent facilitation skills

3.2. Lot 2: Business & Contract Farming Trainer

3.2.1. Scope of Work:

The selected service provider will:

- Deliver a two-hour technical session per group (5 groups total)
- Cover the potential topics related to business and contract farming listed below (subject to modification based on the results of the needs assessment):
 - Business management fundamentals for farmers
 - Costing and pricing strategies
 - Sales and marketing strategies
 - Negotiation skills

- Introduction to contract farming
- Market readiness and buyer engagement
- Use practical exercises and real-life examples
- Adapt content to smallholder farmer context

3.2.2. Qualifications of the Service Provider

The applicant (individual or company) must demonstrate:

- Degree in Business Administration, Agribusiness, Economics, or related field
- Minimum 5 years of experience in SME or farmer training
- Demonstrated experience in contract farming models
- Experience working with agricultural value chains

3.3. Lot 3: Digitalization & Market Access Trainer

3.3.1. Scope of Work:

The selected service provider will:

- Deliver a two-hour technical session per group (5 groups total)
- Cover the potential topics related to digitalization listed below (subject to modification based on the results of the needs assessment):
 - Digital literacy for farmers
 - Use of digital platforms for product promotion and sales
 - Accessing advisory and input services online
 - Introduction to relevant Lebanese agricultural platforms
 - Basic digital communication tools for business use
- Ensure hands-on practical guidance
- Encourage adoption of digital tools for real market integration

3.3.2. Qualifications of the Service Provider

The applicant (individual or company) must demonstrate:

- Degree in Agri-Marketing, Marketing, ICT for Development, or related field
- Minimum 5 years of relevant experience
- Proven experience in digital training or digital transformation in agriculture
- Experience working with rural communities

4- Deliverables (Supporting Documents):

Each selected trainer must submit:

- Session workplan

- Training materials (presentations, handouts, exercises)
- Attendance sheets
- Pre/post tests and evaluation results
- Activity report including photos and key outcomes

All deliverables must be submitted electronically.

5- Duration and Timeline

The total duration shall not exceed three (3) months from the date of contract signature.

Training sessions will be scheduled in coordination with FTL and aligned with farmers' availability and agricultural seasons.

6- Location of Implementation

- The services will be delivered in Akkar region.
- Travel to training venues within targeted areas will be required.

7- Required Documents for Submission

All applicants (Companies or Individuals) should submit the following:

- Technical Proposal (description of approach and methodology)
 - Financial Offer (in local currency or USD, including all applicable taxes)
 - Company Profile or CV
 - At least two references or examples of similar previous work
 - Signed acceptance of payment terms and conditions
- a. In case of Company application: The company should submit the following legal document:
- Commercial Circular
 - Fiscal Certificate of Incorporation at the Ministry of Finance
 - VAT Certificate of Registration if applicable
 - ID of company's authorized representative(s)
- b. In case of Individual application: The individual should submit the following legal documents
- CV
 - ID
 - Fiscal Number

8- Evaluation Criteria

The quotation's evaluation process will consider following with assigned weights:

- Financial 30%
- Technical 70%

9- Payment Terms

- Payments will be made through bank cheques
- Payment will be made **20 business days** from the last delivery and submission of final invoice.
- The cheque amount will be subject to applicable bank fees.

10- How to apply

Applicants are requested to send:

- Detailed quotation as per requirements
- Legal documents
- Acknowledgment letter of payment modality

via email to: procurement@fairtradelebanon.org

Only selected candidates will be contacted.