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ROYAL GOVERNMENT OF BHUTAN
Ministry of Agriculture & Livestock
Tashichhodzong, Thimphu: Bhutan



MoAL/RNRJobs/Pro-2/PMU/2025-26/56

3rd April, 2026

REQUEST FOR EXPRESSION OF INTEREST (REoI)
For
Hiring of National Individual Gender Consultant
(Gender Analysis and Development of Gender Action Plan for the RNR Jobs Project)

1. Background

The Royal Government of Bhutan, through the **Ministry of Agriculture and Livestock (MoAL)**, is implementing the **Accelerate Bhutan's Job Transformation Through Renewable Natural Resource Value Chains Project (RNR Jobs Project)** with financing from the **World Bank**.

The RNR Jobs Project aims to generate employment, enhance competitiveness, and promote inclusive economic transformation through climate-smart production, value addition, aggregation, and market access in selected high-potential RNR value chains, with a strong emphasis on women, youth, and rural communities.

Recognizing that gender equality is central to achieving the project's development objectives, the Project Management Unit (PMU) intends to engage a **National Individual Gender Consultant** to undertake a comprehensive **Gender Analysis** and to develop a **Gender Action Plan (GAP)** to guide gender mainstreaming throughout project implementation. A portion of the project proceeds will be used to finance this assignment.

2. Scope of Services

The Gender Consultant will work under the guidance of the Project Director, PMU, RNR Jobs Project, and in close coordination with relevant implementing agencies and the World Bank team. The consultant shall carry out gender analysis and develop a Gender Action Plan covering all **20 dzongkhags**. The scope of services includes, but is not limited to, the following:

2.1 Inception and Context Analysis

2.1.1 Review relevant project documents, including the Project Appraisal Document, Results Framework, Environmental and Social instruments, and other relevant studies.

2.1.2 Review national policies, strategies, and legal frameworks related to gender equality, rural development, employment, and the RNR sector in Bhutan.

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2.1.3 Conduct stakeholder consultations with government agencies, project staff, local institutions, cooperatives, farmer groups, MSMEs, youth and women's groups, and other relevant stakeholders.

2.1.4 Undertake a gender analysis to identify gender-based constraints, opportunities, risks, and challenges across the priority value chains (citrus, potato, dairy, and wood-based industries).

2.2 Gender Action Plan (GAP) Development

2.2.1 Develop a comprehensive Gender Action Plan that integrates gender-sensitive strategies and actions across all components of the RNR Jobs Project.

2.2.2 Propose targeted actions to:

- Enhance equitable participation of women, men, and marginalized groups;
- Improve women's access to resources, skills, technology, finance, and employment opportunities;
- Strengthen women's participation in decision-making and leadership roles;
- Address gender-based risks, including discrimination and risks related to Sexual Exploitation and Abuse/Sexual Harassment (SEA/SH).

2.2.3 Propose a gender-responsive budgeting framework to ensure adequate allocation of resources for gender-focused interventions.

2.3 Monitoring and Evaluation Framework

2.3.1 Develop a robust monitoring and evaluation framework for tracking gender-related outcomes and outputs.

2.3.2 Define gender-sensitive indicators aligned with the project Results Framework and national gender priorities.

2.3.3 Provide inputs to gender integration in baseline, midline, and endline surveys, including guidance on sex-disaggregated data collection and analysis.

2.3.4 Recommend reporting mechanisms for regular monitoring and disclosure of gender-related progress.



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2.4 Gender Awareness and Capacity Building

2.4.1 Design and deliver gender awareness and capacity-building sessions for PMU staff, implementing partners, field-level stakeholders, and beneficiaries.

2.4.2 Facilitate training on gender mainstreaming in RNR value chains, gender-responsive extension services, inclusive business models, and women's economic empowerment.

2.4.3 Develop simple training materials and tools for continued use by the project.

2.4.4 Conduct **ten (10) sensitization workshops** across the project dzongkhags.

2.5 Integration and Advisory Support

2.5.1 Provide practical recommendations to integrate gender considerations into value chain development, capacity-building programs, and monitoring systems.

2.5.2 Provide technical backstopping and advisory support during finalization of project implementation arrangements.

3. Duration and Level of Effort

The assignment is expected to be completed within **four (4) months** from the date of contract signing. The consultant shall be engaged on an intermittent basis during this period.

The Consultant shall report to the **Project Director, PMU, RNR Jobs Project**, and will be responsible for preparing inception reports, draft and final Gender Action Plans, monitoring frameworks, training materials, presentations, and timesheets.

4. Selection Procedure and Qualification Requirements

The PMU, RNR Jobs Project, MoAL, now invites eligible individuals to submit their **Expressions of Interest (EoI)** for the assignment. Interested applicants must demonstrate that they possess the required qualifications and relevant experience.



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Minimum Qualification Criteria

Education:

- Master's degree in Gender Studies, Social Sciences, Development Studies, Public Policy, Public Administration, or a related discipline.

Experience:

- Minimum **five (5) years** of relevant professional experience in gender analysis, gender mainstreaming, or development of Gender Action Plans.
- Demonstrated experience working with government institutions, NGOs, community-based organizations, and rural communities.
- Proven expertise in gender analysis and design of gender-responsive interventions, preferably related to women's economic empowerment.
- Familiarity with Bhutan's socio-cultural, political, and economic context, particularly in rural development and the RNR sector.
- Experience with donor-funded projects, including World Bank-financed operations, is an advantage.
- Strong analytical, writing, communication, and facilitation skills, with proficiency in English and Dzongkha.
- Ability to work independently and travel extensively across project areas.

Applicants shall submit:

- A detailed Curriculum Vitae (CV), including employment history and key assignments; and
- A signed cover letter briefly explaining the applicant's suitability for the assignment.

5. Conflict of Interest

The attention of interested Consultants is drawn to paragraphs **3.14, 3.16, and 3.17** of the World Bank's *Procurement Regulations for IPF Borrowers (September 2023)*, setting forth the World Bank's policy on conflict of interest.

6. Availability of Terms of Reference

The detailed **Terms of Reference (ToR)** and additional information may be obtained from the address below during office hours, either in person or via email.

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7. Selection Method

The Consultant will be selected in accordance with the **Selection of Individual Consultants (IC)** method as specified in the World Bank Procurement Regulations.

8. Submission of Expressions of Interest

Expressions of Interest must be submitted **by 17:00 hours on or before 11th April, 2026**, either by email, in person, or by mail, to the address below.

Applicants must clearly indicate:

“Expression of Interest (EoI) for Hiring of National Individual Gender Consultant – RNR Jobs Project” in the email subject line or on the top of the envelope.

9. Right to Accept or Reject

The authority reserves the right to accept or reject any or all Expressions of Interest without assigning any reason whatsoever.

10. Contact for Clarification

For further clarification, interested applicants may contact the following during office hours:

- Project Manager
PMU, RNR Jobs Project, MoAL at sherubg@moal.gov.bt
- Procurement Specialist
PMU, RNR Jobs Project at kelzangwangmo@moal.gov.bt

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Terms of Reference (ToR) for the Development of a Gender Action Plan (GAP) for the RNR Jobs Project in Bhutan

1. Project Summary

Project Title	Accelerate Bhutan’s Job Transformation Through Renewable Natural Resource Value Chains (RNR Jobs Project)
Project Client	Ministry of Agriculture and Livestock (MoAL)
Funding Agency	World Bank
Prepared by	PMU

2. Background:

The Renewable Natural Resources (RNR) sector is central to Bhutan’s rural economy, supporting livelihoods, employment, and local entrepreneurship. However, it faces persistent challenges including low productivity, limited value addition, weak market systems, climate-related risks, and declining youth interest in agriculture and rural enterprises. These constraints limit the sector’s ability to fully realize the economic potential of natural resource–based value chains, particularly for smallholder farmers and rural communities.

To address these issues, the Royal Government of Bhutan, in partnership with the World Bank, is implementing the **Accelerate Bhutan: Job Transformation using Renewable Natural Resource Value Chains Project (RNR Jobs Project)**. The project aims to generate employment, enhance competitiveness, and drive economic transformation by strengthening climate-smart production systems, promoting value addition and processing, improving aggregation, and enhancing market access. It also supports enterprise growth and job creation through finance, incubation, and capacity building, with a strong focus on youth- and women-led agribusinesses.

The project focuses on four high-potential value chains:

- **Citrus** affected by ageing orchards, pests and diseases, and climate stress;
- **Potato** a major commercial crop needing improvements in storage, grading, quality, and market access;
- **Dairy** a key livelihood activity constrained by feed shortages, low productivity, and weak processing and quality systems; and
- **Wood-based industries** which offer strong rural employment potential but face outdated technology, skills gaps, and market competitiveness challenges.

Implementation is led collaboratively by agencies under the Ministry of Agriculture and Livestock, including the Departments of Agriculture, Livestock, and Agricultural Marketing and Cooperatives, along with the Bhutan Food and Drug Authority and the Department of Forest and Park Services under Ministry of Energy and Natural Resources, with overall coordination by the Project Management Unit.

The project recognizes the critical importance of gender equality in achieving its long-term goals. The project aims to incorporate gender-sensitive approaches into its design, implementation, and monitoring.

To ensure that the benefits of the project are equitably distributed and that gender considerations are integrated through gender mainstreaming, the development of a **Gender Action Plan (GAP)** is required. This action plan will provide a comprehensive framework for promoting gender equality in all aspects of the RNR Jobs Project, ensuring women and men have equal access to opportunities, resources, and decision-making processes.

3. Purpose:

The purpose of this ToR is to define the scope of work, key deliverables, and expectations for the consultant(s) responsible for the development of a **Gender Action Plan (GAP)** for the RNR Jobs Project in Bhutan. The plan will serve as a tool to guide project stakeholders on how to integrate gender-sensitive strategies and activities of the project during implementation.

4. Objectives:

The specific objectives of developing the Gender Action Plan (GAP) are:

1. To assess the gender dynamics and challenges in the natural resource sector in Bhutan.
2. To identify key areas within the project where gender equality can be promoted in order to meet the gender targets of the project.
3. To develop a gender-sensitive framework that ensures equitable participation of women, men, and marginalized groups in project activities.
4. To propose practical, actionable recommendations to address gender disparities in the implementation of the project.
5. To create mechanisms for monitoring and evaluating gender outcomes throughout the life cycle of the project.
6. Strengthening gender awareness and capacity among project staff, implementing partners, and key stakeholders.

5. Scope of Work:

The scope of the works covers all 20 dzongkhags. The consultant(s) will be expected to undertake the following activities:

Phase 1: Inception and Context Analysis

- **Stakeholder Consultation:** Engage with relevant stakeholders, including government agencies, local communities, RNR Jobs project staff, NGOs, and women's groups, to understand current gender dynamics, opportunities, and barriers within the project.
- **Gender Analysis:** Review existing data and conduct field visits to assess the current gender situation in the target areas of the project as well as the priority value chains. Identify gender-based constraints, opportunities, and challenges in rural natural resource management, employment, and livelihoods.
- **Review of Relevant Policies and Guidelines:** Analyze national gender policies, the RNR Jobs Project's existing framework, and any other relevant documents (e.g., gender strategies, development frameworks, and international best practices).

- **Target group:**
 - Smallholder farmers and households engaged in citrus and potato, dairy, and timber/wood production.
 - Youth and women involved or potentially involved in RNR value chain related employment and enterprise.
 - Micro, small, and medium enterprises (MSMEs), such as processors, aggregators, carpentry units, dairy processors, storage and grading facilities, and nurseries.
 - Cooperatives and farmer groups involved in production, marketing, processing or service delivery.
 - Market actors such as traders, input suppliers, transporters and service providers.
 - Local institutions, such as gewog officials, extension agents, and the representatives of departments in MoAL (DoA, DoL, DAMC, BFDA) and DoFPS-MoENR.

Phase 2: Gender Action Plan Development

- **Integration of Gender Considerations:** Develop specific actions for the RNR Jobs Project that promote gender equality and women's empowerment. These actions should cover:
 - Capacity building of both women and men in the target communities.
 - Improved access to resources, technology, and employment opportunities for women in rural areas. Identify tailored approaches needed to ensure gender outcomes are achieved, particularly in terms of better working environment for women and enabling equal opportunities.
 - Strengthening women's participation in decision-making and leadership roles in natural resource management and project implementation.
 - Addressing issues such as gender-based violence, discrimination, and unequal access to economic opportunities.
- **Gender-responsive Budgeting:** Propose a gender-responsive budgeting framework to allocate resources for gender-sensitive interventions and ensure accountability.

Phase 3: Monitoring and Evaluation Framework

- **Monitoring Framework:** Develop a robust monitoring system to track the progress of gender-specific outcomes and activities within the project. Ensure data collection and reporting for indicators included in the RNR project's Results Framework.
- **Gender data analysis:** Provide inputs on gender in project's baseline, midline and endline survey data collection and analysis.
- **Indicators:** Define gender-sensitive indicators for monitoring, reporting, and evaluating the project's impact on gender equality. Ensure that these indicators are aligned with both the RNR Jobs Project and national gender goals.
- **Reporting Mechanisms:** Recommend strategies for regular reporting on gender issues to key stakeholders, including government ministries, donors, and beneficiaries.

Phase 4: Gender Awareness and Capacity Building

- Design and deliver gender awareness sessions for:
 - Project management and technical staff

- Implementing partners and field-level stakeholders
- Project beneficiaries
- Facilitate training on:
 - Gender mainstreaming in RNR value chains
 - Gender-responsive extension services
 - Inclusive business models and women's economic empowerment
- Develop simple training materials and tools for continued use by the project.
- 10 sensitization workshops to be conducted across 20 dzongkhags.

Phase 5: Integration and Advisory Support

1. Provide practical recommendations to integrate gender considerations into:
 1. Value chain development activities
 2. Capacity-building programs
 3. Monitoring and evaluation systems
2. Offer technical backstopping during the finalization of project implementation arrangements.

6. Deliverables and payment methods:

Deliverable	Description	Payment (%) of contract value
Inception report	A report outlining the methodology, work plan, and approach for developing the Gender Action Plan. This should include a review of initial findings from consultations and background analysis.	40
Draft Gender Action Plan	A comprehensive draft of the Gender Action Plan, covering gender-sensitive strategies, actions, and indicators for the RNR Jobs Project. The Plan will include a detailed timeline for activities captured in a Gantt Chart. The Plan will include detail actions necessary for operationalization. The firm will conduct validation workshop with PMU, World Bank/Implementing Partners and key stakeholders.	10
Final Gender Action Plan	A finalized version of the Gender Action Plan, incorporating feedback from stakeholders and ensuring that it meets the needs and objectives of the project	20
Monitoring and Evaluation Plan	A detailed framework for monitoring and evaluating the gender-related outcomes of the RNR Jobs Project, with clear indicators and data collection mechanisms.	20

Sensitization workshop on GAP	Conduct 10 sensitization workshops for the Implementing Partners and the key stakeholders.	10
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7. Duration of Assignment:

The expected duration of the assignment will be **4 months** from the date of contract signing.

8. Qualifications and Experience:

The consultant(s) must meet the following qualifications:

- **Educational Background:** A Master's degree in gender studies, social sciences, development studies, public policy or administration.
- **Experience:** At least 5 years of professional experience in developing gender action plans and gender mainstreaming into plans and programs. Experience working with government institutions, NGOs, and community-based organizations and farmers is preferred.
- **Knowledge of Bhutan's context:** Familiarity with the socio-cultural, political, and economic environment of Bhutan, particularly in the context of rural development and gender issues.
- **Expertise in Gender Analysis:** Proven ability to conduct gender analysis and design gender-sensitive interventions. Specialized expertise on women's economic empowerment is preferred.
- **Communication Skills:** Excellent writing and communication skills in English and Dzongkha.

9. Reporting and Supervision:

The consultant(s) will report to the PMU of the RNR Jobs Project, with regular updates and feedback sessions throughout the assignment. Close coordination with the Gender Specialist from World Bank and other relevant project staff will be required.

10. Budget and Payment Terms:

- The consultant(s) should submit a detailed financial proposal with a breakdown of costs associated with each deliverable.
- Payment will be made upon successful completion of the deliverables as per the agreed milestones, upon approval from the Project Manager.

11. Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

1. Academic Qualifications (20 points)

- Master's degree in gender studies, social sciences, development studies, public policy or administration (**10 points**)

- Relevant professional training/certificate in gender analysis and GAP development (**10 points**)

2. Relevant Professional Experience (30 Points)

- Minimum 5 years' experience in gender mainstreaming in development projects (**15 points**)
- Proven experience in developing Gender Action Plans/Gender strategies (**10 points**)
- Experience with donor-funded or government projects (**5 points**)

3. Technical Competencies (30 points)

- Experience in stakeholder consultations, FDGs, participatory approach (**10 points**)
- Experience in M&E of gender indicators (**10 points**)
- Experience in gender assessment covering desk review and analysis (**10 points**)

4. Knowledge of national and donor frameworks (10 points)

- Understanding of national gender policies and legal framework (**5 points**)
- Experience in aligning GAPs with donor requirements (**5 points**)

5. Communication and Facilitation skills (10 points)

- Excellent report writing and analytical skills (**5 points**)
- Proven experience in capacity building, training and awareness programs (**5 points**)

12. Conclusion:

The development of a comprehensive Gender Action Plan for the RNR Jobs Project is crucial to ensuring that gender equality is effectively integrated into all stages of the project's implementation. This ToR serves as a guide to selecting a qualified consultant to undertake this important task, ensuring that the RNR Jobs Project promotes equitable opportunities for all participants, regardless of gender.