



སོ་ནམ་དང་སློ་འོ་ར་ལྷན་ཁག།

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



MoAL/RNRJobs/Pro-1/FY2025-26 /116

April 27, 2026

**ACCELERATE BHUTAN'S JOB TRANSFORMATION THROUGH RENEWABLE
NATURAL RESOURCE VALUE CHAINS (P506825)- BHUTAN PROJECT**

REQUEST FOR EXPRESSION OF INTEREST (REoI)

for

**Hiring of National Individual Consultant for Assessment of Agriculture Extension System
to Identify Gaps and Strengthen Service Delivery specifically for Potato and Citrus
Production**

1. Royal Government of Bhutan has applied for financing from the World Bank towards the cost of the proposed Accelerate Bhutan's Job Transformation through Renewable Natural Resource Value Chains (P506825)-**Bhutan Project**, to be implemented partly by Project Management Unit under the Ministry of Agriculture and Livestock (MoAL) and intends to apply a part of the proceeds of this financing for the services of hiring of Individual consultant to assess the effectiveness of the citrus ordinance and a strategic way forward.

2. Scope of Services

The assessment shall focus on extension services related to potato and citrus, covering:

- Policy and institutional framework guiding agriculture extension in Bhutan
- Roles and responsibilities of MoAL departments, Dzongkhags, Gewogs, and specialized centres
- Extension approaches and methodologies used for potato and citrus (e.g. demonstrations, FFS, trainings, ICT tools)
- Technical content and quality of advisory services (seed systems, orchard management, pest and disease control, soil health, climate resilience)
- Linkages between extension services and research institutions, seed systems, plan protection, and markets
- Access to inputs, technologies, and post-harvest support facilitated by extension
- Impacts of climate change in the extension system

PHONE: +975-2-322482, 322129(O) FAX: +975-323153



སོ་ནམ་དང་སློ་འོ་ར་ལྷན་ཁག།

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



- Role of private sector in the extension system
- Role of digital tools in reducing the burden of extension workers and improve the timing, quality, and readability of extension information
- Gender, youth, and social inclusion in potato and citrus services
- Monitoring, feedback, and learning mechanisms within the extension system

3. Duration and Estimate of Services

The assessment is expected to be completed within four months from the date of contract signing, according to an agreed work plan.

4. Selection Procedures

The PMU, MoAL now invites the eligible Applicants to submit the Expressions of Interests (EoI) for providing these services. The Interested Applicants need to provide information demonstrating that s/he has the required qualifications and relevant experience to perform the services. The selection criteria are:

4.1 Education:

- A strong educational background with a minimum of Bachelor's degree in either Agriculture or Agricultural Policy and Institutions or Agriculture Extension Systems and Rural Advisory Services.

4.2 Experience:

- Should demonstrate a knowledge in agriculture or agricultural policy and institution or Agriculture Extension Systems and Rural Advisory Services with a professional work experience of minimum of 5 years.

5. Applicants are required to submit only their Expressions of Interest (EOI), comprising of a CV (including experiences with duties and responsibilities), Portfolio of past experience and a cover letter describing briefly the reasons that the applicant considers him/her-self best suited to perform the assignment.

6. 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, February 2025" ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.



སོ་ནམ་དང་སློ་འོ་ར་ལྷན་ཁག།

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



7. Detailed Terms of Reference (ToR) and other information will be available upon request from the address provided below either through email or in person. ToR is also available in www.moal.gov.bt

8. The consultant will be selected following the Selection of Individual Consultant method of the World Bank Procurement Regulations.

9. Only Expression of Interest needs to be submitted (either through e-mail or in person or by mail) to the following address by **17:00 hours** on or before **May 04, 2026**. Please clearly mention “Expression of Interest (EoI) for Selection of Consultant to assess agriculture extension system in the e-mail’s subject line or on the top of the envelope.

10. The authority reserves the right to accept or reject any or all EoIs without assigning any reason, whatsoever.

11. For any clarifications contact following during office hours;

- Sherub Gyeltshen, Project Manager, PMU, RNRJobs Project at sherubg@moal.gov.bt
- or
- Kelzang Wangmo, Procurement Expert at kelzangwangmo@moal.gov.bt

Terms of Reference
National Individual Consultant
For
Assessment of the Agriculture Extension System to Identify Gaps and Strengthen Service Delivery specifically for Potato and Citrus Production

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

1. Background and Rationale

Potato and citrus are among Bhutan’s most important agricultural commodities, contributing significantly to farm income, food security, and export earnings. Potato is a major cash crop in the western and central regions, while citrus plays a critical role in sustaining rural livelihoods and generating export revenue in the southern, central, and eastern Dzongkhags. The Agriculture Extension System therefore plays a central role in strengthening both value chains by supporting productivity enhancement, quality improvement, pest and disease management, post-harvest handling, and improved market access.

Despite their importance, the two commodities face distinct and emerging challenges that require targeted technical and institutional interventions. The potato subsector is confronted with issues related to seed quality, declining soil health, pest and disease pressures, post-harvest losses, and price volatility. Similarly, the citrus subsector faces declining productivity driven by citrus greening disease (HLB), orchard management constraints, phytosanitary compliance requirements, and increasing export market standards. Addressing these challenges through strengthened extension services and value chain support is critical to sustaining production, improving farmer incomes, and enhancing the long-term competitiveness of both commodities

Given the decentralized extension system and evolving roles of public, private, and cooperative actors, there is a need to assess how effectively extension services are responding to specific needs of potato and citrus farmers. This assessment will identify gaps in service delivery and recommend measures to strengthen extension support for these two priority commodities within Bhutan's agricultural system.

2. Objectives of the Assessment

2.1 Overall Objective

To assess the effectiveness, relevance, and inclusiveness of Bhutan's Agriculture Extension System in delivering services to potato and citrus value chains and to recommend practical measures to strengthen extension service delivery.

2.2 Specific Objectives

- To assess the adequacy and quality of extension services provided to potato and citrus farmers at national, Dzongkhag and Gewog levels.
- To identify systemic, institutional and operational gaps in extension service delivery for two commodities.
- To examine capacity, skills and workload of extension personnel supporting potato and citrus production
- To assess coordination between extension, research, plant protection, marketing, and private sector services.
- To evaluate how extension services address key seed and seedling supply and distribution, nutrient management, production, pest and disease, post-harvest, and market challenges.
- To assess inclusiveness of extension services for smallholders, women, youth and farmer groups.
- To assess and explain how the extension system is dealing with the rising issues of climate change
- To understand what role does the private sector currently play in extension and is there any role/incentive for them to become more actively engaged in providing extension services
- To assess whether digital tools reduce the burden of extension workers and improve the timing, quality, and readability of extension information
- To propose commodity-specific and system-wide recommendations to strengthen extension services

3. Scope of the Assessment

The assessment shall focus on extension services related to potato and citrus, covering:

- Policy and institutional framework guiding agriculture extension in Bhutan
- Roles and responsibilities of MoAL departments, Dzongkhags, Gewogs, and specialized centres
- Extension approaches and methodologies used for potato and citrus (e.g. demonstrations, FFS, trainings, ICT tools)
- Technical content and quality of advisory services (seed systems, orchard management, pest and disease control, soil health, climate resilience)

- Linkages between extension services and research institutions, seed systems, plant protection, and markets
- Access to inputs, technologies, and post-harvest support facilitated by extension
- Impacts of climate change in the extension system
- Role of private sector in the extension system
- Role of digital tools in reducing the burden of extension workers and improve the timing, quality, and readability of extension information
- Gender, youth, and social inclusion in potato and citrus services
- Monitoring, feedback, and learning mechanisms within the extension system

4. Key Assessment Questions

The assessment will address the following questions:

- How effectively does the extension system meet the specific needs of potato and citrus farmers?
- Are extension services adequately tailored to the distinct production and market challenges of the two commodities?
- Do extension personnel have required technical capacity and resources?
- What gaps exist in service coverage, frequency, quality, and responsiveness?
- How well are research findings and innovations translated into farmer-level-practices?
- How inclusive and demand-driven are extension services for potato and citrus farmers?
- What institutional or operational changes are needed to improve service delivery?

5. Methodology

The assessment shall apply a participatory and mixed-methods approach, including:

- Desk review of policies, strategies, extension guidelines and commodity-specific program
- Review of staffing patterns, budgets, training records and performance data
- Key informant interviews with MoAL officials, Dzongkhag and Gewog extension staff, research and plant protection units
- Focus group discussions with potato and citrus farmers, cooperatives, women and youth groups
- Field visits to selected potato and citrus producing Dzongkhags
- Case studies of good practices and innovative extension models
- Stakeholder consultation and validation workshop

6. Deliverables

The assessment team shall submit:

- **Inception Report** - with methodology, assessment framework and work plan
- **Draft Assessment Report** - including gap analysis and commodity-specific finding
- **Stakeholder Validation Workshop** - for feedback and consensus building
- **Final Assessment Report** - with prioritized recommendation
- **Executive Summary / policy briefs**- highlighting key gaps and proposed actions/recommendations

7. Payment method

Deliverable	Description	Payment of contract value (%)
Inception Report	Outline methodology, assessment framework including questionnaires and work plan	30
Draft Assessment Report	Submit a draft report by presenting findings, analysis, and preliminary recommendations.	40
Final Assessment Report	Submit final version of the report incorporating feedback from the PMU and stakeholders and finalized recommendations. The consultant must also provide the complete cleaned dataset, data dictionary, codebook, and all related metadata.	30

8. Evaluation Criteria

Proposals will be assessed based on Individual Consultant's Qualifications and Experience.

Criteria	Points
1. Academic qualifications - Bachelor's degree in either Agriculture or Agricultural Policy and Institutions or Agriculture Extension Systems and Rural Advisory Services.	<ul style="list-style-type: none"> ▪ Master and above: 15 ▪ Degree: 10
2. Technical and professional experiences with minimum of 5 years	<ul style="list-style-type: none"> ▪ Above 7 years: 25 ▪ 5-7 years: 15
3. Relevant experience in similar RNR sector assessments, or socio-economic research	<ul style="list-style-type: none"> ▪ Experience in RNR: 30 ▪ Other than RNR: 15
4. Quality, clarity, and suitability of the proposed methodology and work plan	<ul style="list-style-type: none"> ▪ Clarity on methodology: 20 ▪ Clear work plan: 10

Total score	100
--------------------	------------

9. Duration and Timeline

The assessment is expected to be completed within four months (by August 2026) based on an agreed work plan.

10. Academic Qualifications

A strong educational background with a minimum of Bachelor’s degree in either Agriculture or Agricultural Policy and Institutions or Agriculture Extension Systems and Rural Advisory Services.

11. Technical and professional Experience

Should demonstrate a knowledge in agriculture or agricultural policy and institution or Agriculture Extension Systems and Rural Advisory Services with a professional work experience of minimum of 5 years.

12. Institutional Arrangements and Reporting

The assessment will be commissioned by the PMU at MoAL including overall oversight, coordination, and approval of deliveries. The consultant/assessment team shall report to the PMU. All deliverables shall be submitted in English and in both electronic and hard copy formats.

13. Consultant’s Obligations

- Ensure high-quality, evidence-based analysis report
- Maintain regular communication with the PMU
- Submit all agreed deliverables on time
- Provide complete datasets and documentation

14. Facilitation Provided by the Employer

The PMU and the technical department will:

- Facilitate coordination with relevant agencies
- Provide access to relevant documents and data (where available)
- Support stakeholder consultations where necessary

15. Ethical Considerations and Confidentiality

The assessment shall be conducted in a transparent, particularly, and ethical manner. All information collected shall be treated as confidential and used solely for the purpose of this assignment.