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| Assignment name: In-depth Monitoring and Impact of “Research, Development and Extension of Cashew Nut and Coffee Project” of DAE-BARI, MoA | | Approx. value of the contract: BDT 32,70,500 | | | | | | | | | | | | | | | | | | |
| Country: Bangladesh Location: 19 District 66 Upazila | | Duration of assignment (months): 6 | | | | | | | | | | | | | | | | | | |
| Name of Client: IMED, Ministry of Planning, Bangladesh | | Total No of staff-month of the assignment: 20 man-months | | | | | | | | | | | | | | | | | | |
| Start Date: (Month/Year) December 2023 | Completion Date: (Month/Year) June 2024 | Approx. value of services provided by your firm under the contract Tk BDT 32,70,500 | | | | | | | | | | | | | | | | | | |
| Name of associated Consultants, if any: N/A | | No of Staff-Months of Key Professional Staff provided by associated Consultants: N/A | | | | | | | | | | | | | | | | | | |
| Name of Senior Staff (Project Director/Coordinator, Team Leader) Involved and Functions Performed: | | | | | | | | | | | | | | | | | | | | |
| <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">Dr. Yousuf Ali</td> <td style="width: 5%;">–</td> <td>Team Leader and Evaluation Specialist</td> </tr> <tr> <td>Dr. Mohi Uddin</td> <td>–</td> <td>Horticulture Specialist</td> </tr> <tr> <td>Dr. Nowsher Ali Sarder</td> <td>–</td> <td>Agricultural Extension Specialist</td> </tr> <tr> <td>Dr. F I M Golam Wahed Sarker</td> <td>–</td> <td>Socioeconomic Research Specialist</td> </tr> <tr> <td>Md. Gias Uddin</td> <td>–</td> <td>Procurement Specialist</td> </tr> <tr> <td>Md. Abdul Latif</td> <td>–</td> <td>Statistician</td> </tr> </table> | | | Dr. Yousuf Ali | – | Team Leader and Evaluation Specialist | Dr. Mohi Uddin | – | Horticulture Specialist | Dr. Nowsher Ali Sarder | – | Agricultural Extension Specialist | Dr. F I M Golam Wahed Sarker | – | Socioeconomic Research Specialist | Md. Gias Uddin | – | Procurement Specialist | Md. Abdul Latif | – | Statistician |
| Dr. Yousuf Ali | – | Team Leader and Evaluation Specialist | | | | | | | | | | | | | | | | | | |
| Dr. Mohi Uddin | – | Horticulture Specialist | | | | | | | | | | | | | | | | | | |
| Dr. Nowsher Ali Sarder | – | Agricultural Extension Specialist | | | | | | | | | | | | | | | | | | |
| Dr. F I M Golam Wahed Sarker | – | Socioeconomic Research Specialist | | | | | | | | | | | | | | | | | | |
| Md. Gias Uddin | – | Procurement Specialist | | | | | | | | | | | | | | | | | | |
| Md. Abdul Latif | – | Statistician | | | | | | | | | | | | | | | | | | |
| Narrative Description of Project: | | | | | | | | | | | | | | | | | | | | |
| <p>Ministry of Agriculture taken the “Research, Development and Extension of Cashew Nut and Coffee Project” which is implementing jointly by the Department of Agricultural Extension (DAE) and Bangladesh Agricultural Research Institute (BARI). The project has started in January 2021 in 88 upazila under 28 districts. The total allocation for the project is Tk 21,184.75 lakh with full government funding.</p> <p>The main objectives of the project are:</p> <p>DAE Part</p> <ul style="list-style-type: none"> J To increase production by 50% and to increase production area from 2,000 hectares to 6,000 hectares through development and expansion of cashew nut and coffee cultivars and management technologies; J In addition to meeting the country’s demand for produced cashew nuts and coffee, increasing foreign income through exports abroad; J Skill development of farmers in the project area (49,500 farmers/farmers), creation of employment opportunities, poverty alleviation and supporting nutrition development; and J Processing, conservation and marketing of cashew nuts and coffee produced by small capital interested and pioneer farmers utilizing fallow land in hilly areas. | | | | | | | | | | | | | | | | | | | | |

BARI Part

- J Collection, characterization, evaluation, conservation and high-yielding and improved development of cashew nut and coffee crop inputs;
- J Development and diversification of sustainable production management and post-harvest technology innovations, especially processed cashew nuts and coffee crops;
- J Training, results evaluation and production, commercialization and technology dissemination of quality cashew nuts and coffee products;
- J Development of infrastructure to conduct sustainable research activities on cashew nut and coffee crops; and
- J Development of skilled and trained manpower for cashew nut and coffee crop research using modern and advanced technologies.

Description of Actual Services Provided by the Staff:

- J Comparative review and examine basic information about the project such as project approval stage, background, objectives, implementation time, estimated cost, source of funding, exit plan and other relevant issues
- J Present with graphical/tabular form of data in regards to overall progress & component wise implementation progress (physical and financial) of the project;
- J Review and examine project output, outcome and progress as per DPP and log-frame;
- J Review and analysis on poverty alleviation and improvement of socio-economic status through family self-employment generation and income generating activities also among the beneficiaries sampled in the survey;
- J Examine and review the project tender documents (invitation of tender, evaluation of tender, approval procedures, contract awards etc.) whether the existing procurement rules (PPA-2006/PPR-2008) were followed/are being followed in procuring goods under the project;
- J Review of various issues in project implementation such as inefficiency in project implementation, inadequate ADP allocation, delay in disbursement of funds or inadequate disbursement, late payment of bills, delay in project procurement, constraint on project implementation, increase in project cost and duration, DPP revision etc and present those in graph/charts and tabular forms;
- J Review of Project BCR and IRR achievement;
- J SWOT analysis of activities implemented under the project, implementation methods, facilities created, facilities created sustainable issues and facilities created management and maintenance;
- J Review and monitor the status of goods/works/services procured/are being procured and its proper maintenance with necessary/appropriate manpower under the project;
- J Review project documents of project management: recruitment of Project Director, Project Staff/Officers, forming of project management committee, PIC, Steering Committee Meeting and its decisions and implementation, progress etc.;
- J Review of various issues in delay in disbursement of funds or inadequate disbursement, increase in project cost and duration, DPP revision etc and present those in graph/charts and tabular forms;
- J Review of other documents (i) project related documents; (ii) analysis of data collection from field; (iii) conduct Focus Group Discussion (FGD) and KII; (iv) preparation and presentation of draft report in the light of various data, including overall review, observation, and necessary recommendations in the time mentioned in No. 3; (v) organize Local Level Workshop; and (vi) prepare final report including all recommendations;
- J Recommendation on project sustainability after completion of the project;
- J Project monitoring activities need to be integrated with specific (time-based) work plan and work method technical proposal for this the in-depth study;
- J The in-depth monitoring study will be completed with 120 days from the date of contract signing; and
- J The firm will prepare the reports following the decisions/instructions conducted by the IMED officials.

Firm's Name: Creative Consultant International Limited