



SUSTAINABLE AGRICULTURE COMMUNITY DEVELOPMENT PROGRAMME SACDEP KENYA

Sustainable Agriculture Community Development programme, SACDEP-Kenya is an indigenous non-profit making NGO. The organization works with resource limited small holder farmers in Kenya and Tanzania. SACDEP-Kenya provides farmers with skills in Sustainable Ecological Agriculture for food security and livelihood improvement. The organization is seeking for competent firm in development of post-harvest loss booklet as follows:

Terms of Reference for development of postharvest loss Booklets and Infographics

1. Purpose of the Assignment

Developing booklets that would be structured to share causes of post-harvest losses, recommendations on how to address post-harvest loss, post-harvest technologies and infographics that would summarize research studies into simple visual representation

2. Objective

The primary objective of this service is to design and print booklets and infographics that display the quality and durability of the end product.

3. Scope of the work

The consultant/consulting firm will be required to design and print 500 booklets of 8-12 pages size A5 and 300 copies of Infographics. The content of the infographic materials shall encompass all the relevant information pertaining to the booklet as required, mandated and provided by the client.

In general, the activities of the consultant/consulting firm should cover the following specific areas but not limited to:

1. Propose innovative Idea of developing the Booklet
2. Comply with content development.
3. Compile all the information including design and layout for the documents, in the best interest of the client and objective stated.
4. Printing of the booklets using appropriate technology to produce fine and clear copies.
5. Commit to quality delivery of products within the quoted prices.
6. The firm must sign and comply with the integrity pact.
7. The copyright of the materials shall remain with the organization and no materials are to be re-produced without prior consent of the Office.

4. Output

The expected output from this consultancy services is production of simple yet effective, catchy and easy to understand information booklets. The consulting firm shall design, develop and print the materials in a comprehensive manner ready use by target group.

5. Duration of engagement

The successful consultant firm will be provided 2 weeks for the completion of work.

6. Application

Those interested in taking up this task should submit their application stating their technical ability, experience and team competency. Attach a Bill of Quantity for this work and copies of previous similar work done. The application via email should be sent to; info@sacdepkenya.org so as to reach not later than 30th June 2020. Those who will not have received feedback by 7th July, should consider their application as un-successful.