



Expressions of Interest (EOI)



Smallholder Agribusiness and Resilience Project (SARP)

Ministry of Agriculture, Livestock, Lands and Irrigation

Hiring of a Service Provider to Conduct Farmer Business School (FBS) Training Programs of the SARP Project Locations

The Smallholder Agribusiness and Resilience Project (SARP) in Sri Lanka aims to alleviate smallholder poverty in the Dry Zone, focusing on the challenges posed by climate change. The region suffers from unpredictable rainfall, prolonged dry spells, and environmental degradation, which affect rural livelihoods. The project, initiated with support from the International Fund for Agricultural Development (IFAD), addresses these challenges by promoting climate adaptation and farm commercialization.

SARP targets 40,000 smallholder households (approximately 148,000 individuals), aiming to reduce poverty and enhance food security by building resilience and increasing market participation. It operates in vulnerable areas across the North, North Central, Central, and North Western provinces, covering 173 tanks within the Malwathu Oya, Mee Oya, and Deduru Oya river basins.

The overall objective of this hiring is to, transforming farmers into entrepreneurs, improving productivity, quality and profitability in a sustainable way through a hands-on, market-oriented approach. The program aims to develop business and managerial skills, enhance market access, and encourage a shift in mindset to recognize farming as an agribusiness venture. Ultimately, these goals contribute to increased incomes, improved food security and the professionalization of Agro-entrepreneurs.

Those who are interested can download the TOR & EOI submission template through website www.sarp.lk

Please forward your EOI on or before 4.30 p.m. on 07th January 2026 by registered post/by hand to reach the following address and e-mail a soft copy of the registered post application with all the documents indicating subject of the email as “Hiring of a Service Provider to Conduct Farmer Business School (FBS) Training Programs of the SARP Project Locations” to procurementsarp@gmail.com Please indicate “Hiring of a Service Provider to Conduct Farmer Business School (FBS) Training Programs of the SARP Project Locations” on the top left-hand corner of the envelope.

For more details, please contact Procurement Specialist on +94 77 344 1309 or procurementsarp@gmail.com during working days, from 9.00 a.m. to 3.00 p.m.

Address

Project Director,
Smallholder Agribusiness and Resilience Project,
No. 2/2/1, Kandewaththa Road, Pelawaththa, Battaramulla.
Tel – +94 11 277 0986/ +94112770998

24th December 2025

Terms of Reference (TOR)

Selection of a Service Provider to Conduct Farmer Business School (FBS) Training Programs

1. Background

The Smallholder Agribusiness and Resilience Project (SARP) in Sri Lanka aims to alleviate smallholder poverty in the Dry Zone, focusing on the challenges posed by climate change. The region suffers from unpredictable rainfall, prolonged dry spells, and environmental degradation, which affect rural livelihoods. The project, initiated with support from the International Fund for Agricultural Development (IFAD), addresses these challenges by promoting climate adaptation and farm commercialization.

SARP targets 40,000 smallholder households (approximately 180,000 individuals), aiming to reduce poverty and enhance food security by building resilience and increasing market participation. It operates in vulnerable areas across the North, North Central, Central, and North Western provinces, within the Malwathu Oya, Mi Oya, and Deduru Oya river basins. Beneficiaries include extremely poor households, poor households with market potential, and commercially oriented smallholders.

SARP is executed by the Ministry of Agriculture, Livestock, Land and Irrigation through a central Project Management Unit and two regional hubs. The overall objective of the SARP programme is to 30 percent income increase of the 40,000 HHs targeted.

1.1 Project Components: The development objective of the project will be achieved through implementing two technical components focusing on capacity building for climate resilience and inclusive value chains (Component 1) and climate sensitive investments for climate resilience and inclusive value chains including last mile infrastructure (Component 2). Each of these components comprise two technical sub-components supported by a cross-cutting component that will service the project through effective coordination and management.

2. Overall objective of the assignment

Farmer Business School (FBS) program objectives include transforming farmers into entrepreneurs, improving profitability, and increasing productivity through a hands-on, market-oriented approach. The program aims to develop business and management skills, enhance market access, and encourage a shift in mindset to recognize farming as a business venture. Ultimately, these goals contribute to improved incomes, food security, and the professionalization of agricultural producers. It is accepted that technical know-how is not enough, but farmers' skills and capacity can only be built through a process of learning and practice.

A competent service provider / institute will be engaged to facilitate this program effectively.

3. Development Objective

The primary objective of this assignment is to design, organize, and deliver training sessions tailored to farmers' needs, while also building their capacity in business management and agricultural entrepreneurship.

4. Scope of Work

The work involves review and modifies and adapt the existing training modules to ensure they are well-structured and aligned with the SARP programme objectives and activities for conducting

Farmer Business School (FBS) training for selected farmer groups. Optimize the content, delivery methods, and practical applications to enhance engagement and effectiveness.

Conduct appropriate Training of Trainers (TOT) sessions for SARP field staff and selected line agency staff to effectively facilitate FBS sessions for farmer groups. Extension officers and lead farmers are trained as facilitators and then organize seasonal training courses, where farmers work in small groups at their own pace using materials that have been specially designed for the schools.

5. Anticipated Participants for field level trainings:

SARP beneficiaries of 4P value chain projects, Livelihood Development Resilience Projects & Youth entrepreneurs will be included in FBS training. Women and youth entrepreneurship will also be promoted through the FBS. However, it is not compulsory that those farmers who receive SARP Farmer Field School (FFS) training should provide FBS, it has to be on need basis.

6. Responsibilities of the Selected Service Provider: (Service provider can be a Consultancy Firm or a Training Institute)

The Service Provider will be responsible for undertaking following tasks:

- i. Familiarize with the SARP objectives and implementation strategies / activities.
- ii. Study the types of business training offered to farmers by IFAD/SAPP programme (sister project). Familiarize and understand the different agribusiness related interventions of SARP: 4P, resilience and YED activities

Main tasks

- i. Review existing FBS training modules being used in Sri Lanka and develop training modules / Curriculum tailor made/customizing to meet the needs of the SARP beneficiaries and validate with the stakeholders: SARP staff, line agency staff, Project Promoters, identified farmer leaders and youth
- ii. Establish selection criteria for farmer identification for the TOT and farmer trainings.
- iii. Submit FBS training delivery programme details including time frame, number of sessions to be conducted, time allocated for each session, target number of farmers to be trained and an assessment methodology on training effectiveness.
- iv. Undertake trainings as per the training modules prepared
 - a. Conduct 2-day residential TOT training for lead farmers, line agency staff and SARP officers.
 - b. Conduct 20 FBS programs in Six project districts
- v. Organize Training Sessions:
 - a. Screen participants for eligibility.
 - b. Provide training materials, tools, and resources.
 - c. Use participatory, farmer-centric approaches.
 - d. Submit feedback summaries to PMU after each session.

vi. Monitor and Evaluate Outcomes: Develop monitoring Schedules, assess training effectiveness and report key performance indicators (KPIs).

vii. Submit the final project completion report within one month of completion of the task

7. Duration of the contract:

One year after signing the contract agreement.

8. Allocated programmes per district

Hub Name	District	Programs	Timeline
Hub 01	Kurunegala	5	Will be informed
	Puttalam	3	
	Matale	2	
Hub 02	Anuradhapura	5	
	Vavuniya	3	
	Mannar	2	

The allocation of training programmes across districts is determined by two key factors:

- Number of projects expected to be implemented in each district
- Number of farmers projected to benefit from the SARP initiatives

To ensure effective delivery and alignment with project timelines, the total number of training programmes has been limited to 20. This limitation accounts for the restricted time frame available for completing core project activities and the need to design and deliver supporting activities that are customized to meet the specific needs of the beneficiaries.

This strategic approach ensures that resources are optimized and that training efforts are both impactful and feasible within the given constraints.

9. Responsibilities of SARP:

- Assist the service provider with participant coordination.
- Conduct regular support visits to training venues.
- Maintain correspondence and a database for tracking progress.
- Prepare monthly progress reports for the M&E division in consultation with the Agribusiness Development Specialist.

10. Deliverables

The institute must deliver:

1. A FBS curriculum and a training delivery plan.

2. Training materials (modules, videos, handouts).
3. ToT and FBS sessions. Minimum 25 participants are mandatory and attendance should be 90% of it.
4. Reports on training sessions, timely completed monitoring schedules, including feedback and attendance records.
5. The institute must submit monthly progress reports and a final report upon program completion. Reports should include quantitative and qualitative assessments of training outcomes.
6. A final report summarizing outcomes, challenges, and recommendations.

11. Eligibility Criteria to qualify for undertaking the assignment.

Eligibility criteria for a FBS service provider include the capacity to deliver the curriculum, a team of specialists for support, and to ensure long-term impact. In particular the applicants;

1. Should have hands-on experience in developing and using FBS curriculum: It should be a structured, participatory approach to business and management skills. SARP agribusiness development projects will cover Dairy, Other Field Crops, Herbal Products, vegetables and gherkins etc.
2. Provide specialist teams: They need to have a backup team of specialists to coach and mentor the trainers who work directly with farmers. The team should include expertise in agricultural business, market orientation, entrepreneurial mindset and training and capacity building.
3. Meet learning standards: Providers must be able to meet the standards set by the FBS learning approach.
4. Ensure long-term impact: The FBS is not a one-off event but an extended strategy. The provider must have the long-term capacity to implement it as a continuous process.

12. Team Composition and Basic Qualifications

1. Team Leader / FBS Program Coordinator

Qualifications:

- Bachelor's degree or higher in Agriculture, Agribusiness, Rural Development, Economics, or a related field.
- Minimum 7 years of experience in managing agricultural development or agribusiness capacity-building programs.
- Proven experience in implementing FBS or similar participatory learning methodologies.
- Strong coordination, leadership, monitoring, and reporting skills.

2. Agribusiness / Value Chain Development Specialist

Qualifications:

- Bachelor's degree in Agribusiness, Agricultural Economics, Business Management, or a related field.
- At least 5 years of experience in farm business management, enterprise development, business planning, market development, financial analysis, or supply chain development.

- Practical and proven experience working with smallholder farmers and youth entrepreneurs.
- Familiarity with the FBS curriculum is an added advantage.

3. Training & Capacity-Building Specialist (Master Trainer)

Qualifications:

- Bachelor's degree in Education and Training, Social Sciences, Agriculture Extension, Rural Development, or a related discipline.
- Minimum 5 years of experience in adult training methodologies, curriculum development, participatory learning approaches, or farmer field schools.
- Experience in implementing FBS is an added advantage.
- Proven ability to mentor and coach field-level trainers, smallholder farmers, or youth entrepreneurs.
- Experience in assessing behavioral change and measuring training impact is preferred.

4. Field-Level Trainers (4 positions)

Qualifications:

- Bachelor's degree in Education and Training, Social Sciences, Agriculture Extension, Rural Development, or a related field.
- 3–5 years of experience in conducting field-level training, project monitoring and evaluation, data collection, outcome tracking, and learning documentation.
- Field-level experience in FBS training will be an added advantage.

13. Submission Requirements

Interested institutes should submit:

1. A technical proposal outlining the approach and methodology.
2. A financial proposal with a detailed budget.
3. Organizational and personnel profiles for ToT and FBS sessions.
4. Evidence of past experience and references.
5. A work plan and timeline for program implementation.

14. Payment Modes

- 1) The first payment, constituting 10% of the total amount, will be made upon the successful completion of developing training modules
- 2) The second payment of 10% of the total amount, will be made available after successful completion of TOT program and submission of evaluation report.
- 3) The third payment of 30% of the total amount, will be made after the successful completion of 50% of the planned FBS training sessions.
- 4) The fourth payment of 30% of the total amount, will be made after the successful completion other balance 50% of FBS trainings.
- 5) And the final payment of 20% of the amount, will be made upon the submission of the final report.

15. Contact Information

For further details and proposal submission, contact:

1. Senior Procurement Specialist
 - Email: procurementsarp@gmail.com
 - Phone: +94 773441309

Address: Smallholder Agribusiness and Resilience Project, 2/2/1, Kandewatta Road, Pelawatta, Battaramulla, Sri Lanka.



EOI Submission Template

Smallholder Agribusiness and Resilience Project (SARP)

1. Front Page

- Heading of the EOI
- Name and Contact details
- Date of submission
- Name and signature of the Authorized person

2. From Second Page onwards

- a) Status of the firm, including the names of the owners and the qualifications of key staff.

Names of the owners	Key staff	Qualifications

- b) Description of similar assignments and experience under comparable conditions, including the name of the client, nature of assignment, location, and contract value.

No	Name of the assignment	Name of the client	Nature of the assignment	Location	Contract Value	Available annexure for proof (Annex No.)

- c) Any intension for association with another firm to strengthen the proposal.

Firm Name	Suggestions/ Annex No

- d) Any other relevant information that supports the firm's ability to deliver the services.

Firm Name	Delivered Service	Annex No