



Terms of reference

Consultancy on Contract farming

1 - Background to the assignment

A - CCL, the project ADAEBIO2 and COSKA

The CCL (Comité de Coopération avec le Laos) has been involved in implementing rural development programs in Laos for about 40 years. Currently, CCL works in different provinces in Laos, including Phongsaly, Oudomxay and Bolikhamxay.

The project ADAEBio phase 2 “Project on Integrated rural development in Beng, La and Xay districts, Oudomxay province”, funded by Bread for the World and the French Development Agency, is implemented from 1st of January 2025 to 31st of December 2027. It targets 50 villages from ethnic minorities (Khmu 80%, Hmong 10%, Akha 9%, Lao/PouNoy 1%). The project follows an integrated and participatory approach and has 3 specific objectives:

1. The villagers and communities activate levers to reduce the economic and environmental vulnerability of their agroecosystems.
2. The local governance on environment and economic development issues is strengthened.
3. The local knowledge on development and environmental issues are acknowledged, strengthened and shared at the scale of the Oudomxay province and beyond.

B - Context on contract farming

Contract farming in northern Laos has expanded rapidly. While this represents opportunities for smallholders, many agreements are improvised and lack clear definitions of rights, obligations and dispute-resolution procedures. Companies typically supply seedlings, inputs and technical instructions while setting strict quality and grading standards, leaving farmers to absorb production risk and price volatility. Common models such as the “2+3” or long lease arrangements create tenure insecurity because households give up land-use control for lengthy periods with limited safeguards. Language barriers, poor translation, and the weak involvement of district authorities mean many villagers sign contracts they do not fully understand or that omit locally relevant protections. In some cases companies have abandoned projects or altered terms without fair cancellation clauses, leaving communities bound to unfavourable commitments and livelihood losses. Farmers also face hidden costs (transport, input debts, penalties for quality shortfalls) that erode the income gains promised in headline price offers. Companies’ production specifications and procurement practices can incentivize monocropping and intensive agrochemical use, increasing environmental and health risks for communities. Without collective bargaining, transparent pricing formulas, and accessible grievance mechanisms, smallholders are in a weak negotiating position and may accept contracts that transfer most commercial risk to households.

C - Integration of contract farming issues in ADAEBIO2

Considering the various challenges listed beforehand, the project wishes to work with communities to raise awareness, inform on the related legislation, coach on contract negotiation as well as on conflict solving. Indeed, the design of fair, clear and safe contracts is a key condition to sustainable rural development.

Especially, the project includes 2 activities related to contract farming:

- **Organize workshops on contract farming at community level**

The project will work with 50 villages, to raise awareness on contract farming, inform on the related legislation and give tools for conflict solving and contract negotiation.

- **Coaching of communities on the design of fair, clear and safe contracts**

In order for the initial workshops to have a sustainable impact, a follow-up is considered relevant. It will aim at coaching villagers on the design of fair, clear and safe contracts. This will be done through the facilitation of working groups at village level, for the review of existing contracts, identification of the main weaknesses, coaching on the elaboration of improved contracts and support in the case of conflicts.

This activity will be done with a sample of a dozen of villages particularly subject to contract farming, as well as particularly exposed to associated risks.

A total number of 1200 villagers (50% women) are expected to attend the various sessions.

2 – Objectives and outputs of the consultancy

A – Specific objectives of the consultancy

1. Prepare and facilitate a training workshop on contract farming.

The objective of the training workshop is to increase the knowledge of the project staff on contract farming issues and on tools for coaching the communities to solve them, in accordance with 1) the activities and objectives of the project 2) the identified challenges faced by communities regarding contract farming. The workshop will include the following topics:

- Main challenges faced by communities on contract farming.
 - Laotian legislation regarding contract farming.
 - Information needed for negotiation of farming contracts, including elements to cover (rights and obligations, grievance mechanisms, etc) and factors to take into account (market considerations, opportunities, etc).
 - Simple and practical negotiation strategies and approaches, and negotiation dynamics.
 - Methodology for conflict resolution and associated articles of laws.
2. Formalize a strategy for implementation of workshops in communities as well as subsequent coaching sessions.

This strategy should provide the project team with a methodology to provide workshops on contract farming to communities as well as to coach a sample of these communities on the design of fair, clear and safe contracts. The people responsible for each step, the calendar, the associated tools and the methodology used at each step of the process should be clearly detailed.

3. Coach the project staff on the coaching of communities to elaborate improved contracts.

Following the implementation of initial workshops in 50 villages, the project aims to focus on a sample of a dozen of villages for in-depth coaching on the elaboration of improved farming contracts. The methodology associated to these village-level coaching sessions must be clarified in the objective 2. It may include technical working groups with each community on their experience of contract farming, previous challenges and elaboration of new contracts for the next season, guided by a template. This 3rd objective aims at coaching the project staff during and between these sessions with communities.

B – Specific outputs of the consultancy

Specific output 1

The participants gain knowledge on contract farming, its advantages and disadvantages. They understand the associated legislation. They learn skills and approaches such as negotiation, access to justice and conflict resolution. They learn how to be effective trainers to communities.

Specific output 2

A strategy for implementation of workshops and coaching sessions in communities is developed and validated by the project team.

Specific Output 3

The project staff gets clear guidance, feedback and suggestions in the coaching of communities on the design of improved contracts as well as negotiation and conflict solving.

3 – Deliverables and timeline

N°	Deliverable	Timeline
<u>1</u>	Agenda, content, tools, technical documents associated to the workshop.	Mid-January 2026
<u>2</u>	Facilitation of a training workshop on contract farming	End January 2026
<u>3</u>	Submission of a report on the training workshop (Lao & English)	Mid-February 2026
<u>4</u>	Strategy for implementation of community-level workshops and coaching sessions (Lao & English)	Mid-February 2026
<u>5</u>	Coaching sessions with the project staff on the coaching of communities in the improvement of their farming contracts and conflict solving.	End-February 2026
<u>6</u>	Report on the coaching sessions (Lao & English)	Mid-March 2026

4 - Methodology

Activity	Expected number of days
Preparation step of the workshop , including content, tools, agenda and associated documents. Preliminary with the project team is included in this step.	1
Workshop on contract farming, including in-room training (4 days) and field practice (1 day): Participants (14 – subject to modification): <ul style="list-style-type: none"> - CCL (2) - COSKA (1) - Local authorities (11): PAFO (2), DAFO (6), LWU (3). 	5
Redaction of the workshop report	1
Redaction of the strategy for implementation of community workshops and coaching sessions	1
Coaching sessions with the project staff on the coaching of communities in the improvement of their farming contracts. These include: <ul style="list-style-type: none"> - In room coaching sessions (2 days) - Follow-up (2 days) of the project team during the coaching sessions to communities, in order to observe and provide adapted feedback. 	4
Report on the coaching sessions	1
TOTAL	13

5 - Conditions

The consultancy is expected to be held over the following period:

- Specific objective 1: January to Mid-February = 7 days
- Specific objective 2: Mid-February = 1 day
- Specific objective 3: Mid-February to Mid-March = 5 days

A total of 13 days is expected. This number of working days is indicative and based on the project budget prevision and will be discussed with the selected consultant.

The consultancy associated to the specific objectives 1 and 3 is supposed to be held in Oudomxay province, while the completion of the specific objective 2 can be done from remote. Two roundtrips Vientiane - Oudomxay will be covered by the project. DSA and accommodation costs will be covered by the project budget and should appear in the daily rate proposed by the consultant.

The consultant will work closely with the project staff.

6 - Selection process

The CCL is looking for one national (Lao PDR) consultant.

The application file should include:

- A Curriculum Vitae
- A technical proposal which includes the description of the method followed to complete each step of the consultancy.
- A financial proposal which details the consultancy fees (related to the number of working days required and every expense expected to be made to reach the objectives of the consultancy). The financial proposal should detail the expected costs for each of the 3 specific objectives of the consultancy.
- Any other documents developed by the applicant and that could be relevant to the topic of the consultancy (ex: previous workshop, strategy or tools associated to contract farming)

The following skills will be assets:

- Background or knowledge in land rights and contract farming.
- Experience in the facilitation community workshop and sessions on contract farming in Lao PDR.
- Good writing skills and proficient in English.
- Women are encouraged to apply.

For any question about this call for proposal, please contact, **before December 31, 2025**: Mr Dorian DEJACE, dorian.dejace@ccl-laos.org.

Candidates should send their application file per email by **December 31, 2025** to:

- CCL Director, Ms. Manivone Vorachak, manivone@ccl-laos.org
- CCL program officer: Ms. Violaine Fourile, violaine.fourile@ccl-laos.org
- CCL Project advisor for ADAEBIO2: Mr Dorian DEJACE, dorian.dejace@ccl-laos.org

The consultant selected will be offered a consultancy contract signed with CCL.