TERMS OF REFERENCE
FOR

TRAINER (S) TO PROVIDE TRAINING ON PASTURE AND FOODER PRODUCTION TECHNOLOGY FOR 43 TUTORS FROM AGRICULTURAL TRAINING INSTITUTES (ATIs) AND LIVESTOCK TRAINING AGENCIES (LITAs)

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SUSTAINABLE AGRICULTURE TANZANIA
P.O. BOX 6369, MOROGORO-TANZANIA
Website: www.kilimo.org.

1.0. Overview

Sustainable Agriculture Tanzania (SAT) is seeking to hire a Trainer(s) to conduct pasture and fodder Production Technology training for 43 tutors from Agricultural Training Institutes and Livestock Training Agencies. The trainer (s) is free to use any workable methodologies to conduct the training. These Terms of Reference (ToR) serve as a request for proposals from individual consultants/firms interested in conducting this training.

2.0. About Sustainable Agriculture Tanzania (SAT)

SAT is a local organization registered in June 2011 and complying with the NGOs Act 2002 as amended in 2019 with registration number 00NGO/R/833. SAT's vision is that "the majority of farmers are using acknowledged agroecological methods to improve their livelihoods, conserve the environment, and reduce pressure on natural resources". SAT collaborates with different stakeholders including farmers, Ministry of Agriculture (MoA), universities, organizations, companies and government extension officers to carry out its activities. This holistic approach establishes an Innovation Platform, where dissemination of knowledge, research, application and marketing and networking build the main pillars. SAT headquarters are in Morogoro with branch offices in 4 regions and operates all over Tanzania. SAT runs its operations through a number of donor-funded projects and the CISTI project is one of them.

3.0. About CISTI project

SAT in collaboration with the Division of Training and Research (DTR) of the Ministry of Agriculture and with the support of Liechtenstein Development Services (LED) started implementing the CISTI project in 2019 with the major aim of supporting the production of competent technical personnel who work effectively to meet the demand of Tanzania's agriculture sector, increasing climate resilience and strengthening livelihoods of smallholder farmers, thus alleviating poverty and food insecurity for sustainable development. The current phase of the project has increased the scope to include the Directorate of Training, Research and Extension Services (DTRE) of the Ministry of Livestock and Fisheries (MLF). In this phase, the project aims to support the production of competent technical personnel in Tanzania's crop, livestock, and fisheries sectors who can meet labour market demands, promote the scaling of agroecological practices, and strengthen the livelihoods of smallholder farmers and pastoralists.

4.0. Objective of the assignment

The main objective of Pasture and Fodder production Technology training is to equip 43 tutors from ATIs and LITAs with knowledge and skills on pasture and fodder production technology. Training of tutors responsible to train students on pasture and fodder production technology is an important step towards enabling effective delivery of the curriculum. After the training, the tutors are expected to work together to prepare a draft compendium/training manual on Pasture and Fodder production Technology. The developed compendium will be used as a teaching and learning resource to both tutors and students.

5.0. Scope of Pasture and Fodder Production Technology Training

The facilitator may navigate in length, width and depth regarding the field of Pasture and Fodder Production Technology, but they should focus on the aspects described in section 5.1 below, as they are reflected in the

curricula implemented in Agricultural Training Institutes (ATIs) and Livestock Training Agencies (LITAs) to certificate and diploma students. The aim of offering this training to students is to enable them to Apply pasture, fodder crop, rangeland and pasture seed production skills in optimizing livestock production, animal health, and feed systems.

5.1 Summary of learning outcomes

Students who will be training on Pasture and Fodder Crop Production Technology are expected to be able to Apply pasture, fodder crop, rangeland and pasture seed production skills in optimizing livestock production, animal health, and feed systems.

5.1.2 Enabling Learning Outcomes

Under this standardized module, the learning outcomes of this standardized module will cover the learning outcomes stipulated in three main programmes namely agriculture production, animal health and production and animal feed technology. The enabling learning outcomes include the following:

- Apply pasture husbandry principles in agriculture production
- Apply pasture establishment skills in animal health and production management
- Apply pasture management skills in animal health and production
- Apply pasture harvesting, processing, and conservation skills in animal health and production
- Apply pasture and fodder crops management, and seeds production skills in range and animal feed technology

5.1.3. Sub-Enabling Outcomes

Under this module, there are seven consolidated major sub-enabling outcomes. These are the major areas that students will be required to gain knowledge and skills through theoretical and practical learning. These sub-enabling outcomes are expounded further through their related tasks as will be indicated in the table that follows this section.

- Apply pasture production practices in identifying pasture resources and selecting sites for establishment
- Apply pasture production practices in establishing pasture and fodder crops
- Employ routine pasture and fodder crops management practices in agriculture and livestock production
- Apply harvesting, processing, conservation, and storage skills in pasture and fodder crops production
- Apply pasture seed harvesting, processing, quality control, and storage skills
- Apply rangeland improvement and utilization techniques in livestock production
- Apply rangeland improvement and utilization practices in grazing systems and agroforestry
- Apply marketing, economic, and legal principles in pasture and fodder seed production enterprises

The table below gives more details of these sub-enabling outcomes by breaking them down into related tasks. Related tasks are the more refined content areas that are derived from each sub-enabling outcome.

Sub-Enabling Learning Outcomes	Related Tasks
Apply pasture production practices in identifying pasture resources and selecting sites for establishment	a) Define terms related to pasture, fodder and rangeland production b) Explain importance of establishing pasture and fodder crops c) Identify pasture grasses (Elephant, Guatemala, Nandi, Rhodes, Star, Buffel, Panicum, Maasai love, Thatch, Rye, Ruzi, Molasses) d) Identify pasture legumes (Desmodium, Glycine, Lucerne, Siratro, Blue pea, Velvet bean, Lablab, Cowpea, Beans) e) Identify fodder trees (Leucaena, Calliandra, Sesbania, Acacia, Moringa, Mulberry) f) Identify climate conditions suitable for pasture production g) Assess soil type and topography h) Select suitable sites for pasture establishment i) Collect soil samples for testing
Apply pasture production practices in establishing pasture and fodder crops	a) Clear land for pasture establishment b) Conduct land tillage and seedbed preparation c) Level seedbeds d) Prepare planting materials (seeds, cuttings, splits, seedlings) e) Describe methods of planting or sowing pasture and fodder crops f) Determine seed/cuttings and planting rates used for different planting materials g) Apply manure and fertilizers h) Carry out sowing/planting practices of pasture and fodder crops according to specifications to establish pastures and fodder crops i) Label, record, inspect, and replant missed spots
Employ routine pasture and fodder crops management practices in agriculture and livestock production	j) Identify weeds, pests, and poisonous plants in pasture and fodder crops k) Explain importance of weed and pest control l) Explain different methods of controlling pests in pasture/fodder crops m) Apply manual, mechanical, chemical, and cultural weed control methods

	n) Carry out pests control practices in pasture/ fodder production o) Explain the importance of fertilizer application in pasture/fodder production p) Identify different types of fertilizers used in pasture and fodder crops q) Outline methods of fertilizer application in pasture/fodder crops r) Identify common poisonous plants and their toxic components for animals s) Outline control measures of plant poison in animals t) Eradicate poisonous plants in pasture and fodder crops
Apply harvesting, processing, conservation, and storage skills in pasture and fodder crops production	a) Identify maturity indices of pasture and fodder crops b) Select harvesting methods (cut-and-carry, grazing, mowing) c) Prepare harvesting tools and equipment d) Cary out harvesting pasture and fodder crops e) Handle and transport harvested forage f) Process forage (chopping, drying) g) Prepare hay and silage h) Carry out treatment of low-quality feeds i) Store fodders/pasture /seeds
Apply pasture seed harvesting, processing, quality control, and storage skills	a) Identify characteristics of pasture seeds ready for harvesting b) Monitor seed maturity c) Select seed harvesting methods d) Harvest pasture and fodder seeds e) Clean, dry, and grade seeds f) Conduct seed quality assessment and certification g) Package and label seeds h) Store pasture seeds h) Keep seed production and quality records
Apply rangeland improvement and utilization techniques in livestock production	a) Define animal unit, stocking rate, carrying capacity, grazing capacity, PUF, and usable forage b) Identify causes and effects of rangeland degradation c) Determine benefits of rangeland improvement d) carry out procedures for estimating stocking rate and carrying capacity of area e) Reseed denuded rangelands f) Carry out pitting and water conservation practices

	g) Apply irrigation methods to increase forage production h) Construct fences to control grazing i) Oversaw range land to improve forage yield and quality j) Establish stock routes and holding grounds
Apply rangeland improvement and utilization practices in grazing systems and agroforestry	a) Identify trees and shrubs suitable for agroforestry b) Explain importance of agroforestry in rangeland utilization c) Explain tree management practices (weeding, thinning, pollarding, pruning, trimming, harvesting) d) Use principles of grazing management in grazing systems (proper kind of animals, proper number of animals, proper season of use, proper distribution of animals) e) Identify grazing systems (continuous, rotational, deferred, traditional) and their importance f) Identify factors for designing grazing systems g) Identify causes of land degradation h) Determine consequences of land/environmental degradation i) Carryout methods of controlling land degradation in rangeland (tree planting, mulching, drainage ditches, terracing, controlled grazing)
Apply marketing, economic, and legal principles in pasture and fodder seed production enterprises	a) Select high-yielding and marketable pasture seed varieties b) Add value to pasture and fodder products c) Identify target customers d) Promote and market pasture seeds e) Conduct demonstrations and field days f) Keep sales and financial records g) Optimize profits in seed production h) Interpret Grazing Land and Animal Feed Resources Act No. 13 of 2010

6.0. Methodology

The facilitator is at liberty to use any workable methodologies based on his/her experiences in facilitating and teaching pasture and fodder production technology to mid-cadre professionals. The bottom line is that

whatever techniques that will be used, the trainees should get the most out of the contents to be delivered by the facilitator/trainer.

7.0. Expected deliverables

The following deliverables are expected from the facilitator/trainer.

i. Inception report indicating the detailed training methodologies, training contents, sources, five-day training program and training materials will be discussed and approved by SAT team before training starts.
ii. Carry out face-to-face training to trainees for 5 days
iii. Comprehensive training report of the training assignment
iv. Deliver notes which may be shared in soft or hard copy materials
v. An electronic copy of all training materials and contents including presentations, videos and other resource relevant materials on pasture and fodder production technology.
vi. Technical advice on pasture and fodder production technology compendium development to SAT management and the task team.
vii. Proof-reading of the draft compendium on pasture and fodder production technology once developed by the Task Team

Note:

The training report will be produced after one week from the date of the training closure. Training notes and other resource materials should be provided during or at the end of the training.

8.0. Time span of the training

This training is expected to be carried out for a period of 5 days (from 9th to 13th March 2026).

9.0. Profile/Consultancy requirements

- A minimum of a master's degree in agriculture, Animal Science, Animal Production, Range Management, Pasture and Fodder Production, Animal Nutrition, or a closely related field, relevant to the objectives and scope of the assignment as outlined in Sections 4.0 and 5.0.
- At least three (3) years of proven practical experience in pasture and fodder crop production, rangeland management, forage conservation, and/or pasture seed production within agricultural or livestock production systems.
- Demonstrated experience in training, facilitation, or capacity building for agricultural and livestock training institutions, extension services, or livestock-related programmes, particularly in pasture, fodder, and feed systems.
- Proven expertise in pasture and fodder seed production, including harvesting, processing, quality control, certification, storage, and record keeping.
- Sound understanding of rangeland improvement and utilization techniques, grazing systems, agroforestry practices, and land degradation control measures.
- Demonstrated knowledge of animal feed systems, including forage quality, feed preparation, feed utilization, and feed storage techniques, with familiarity with current best practices and innovations.

- Proven experience in developing training manuals, compendiums, curricula, or other teaching and learning resources for agricultural and livestock training institutions.
- Evidence of having successfully completed similar assignments, with clear documentation and at least three (3) references from previous clients or institutions.
- Excellent analytical, facilitation, communication, interpersonal, and report-writing skills, with the ability to work effectively in multi-disciplinary and multi-cultural settings.
- Demonstrated experience working with government institutions, training agencies, and non-governmental organizations, preferably within the agricultural or livestock sectors.
- Familiarity with the Tanzanian agricultural and livestock training curricula, CBET approach, and relevant policies and legislation (including pasture, rangeland, and animal feed regulations) will be an added advantage

10.0 Proposed modality of payment

Upon signing of the contract and prior to commencement of the assignment, a first instalment of seventy percent (70%) of the agreed contract sum shall be paid. A second instalment of ten percent (10%) shall be paid upon submission and acceptance of the training report. The third instalment of twenty percent (20%) shall be paid upon submission of the proofread compendium.

11.0. Points for consideration in evaluating expression of interests

- Demonstration of clear understanding of the scope of the assignment
- Demonstration of the trainer's expertise, capacity and capability to undertake the assignment
- Clear budget cost for the entire assignment
- Evidence of past similar works done through samples and references
- Demonstration of innovative approaches/methodologies of undertaking the assignment
- Timely submission of the Expression of Interest (EOI)
- Clear proposed plan/timetable of the assignment

12.0. Sustainable Agriculture Tanzania (SAT) has a zero tolerance to:

- **Sexual Exploitation, Abuse and Harassment**

Protection from Sexual Exploitation, Abuse and Harassment (PSEAH) is everyone's responsibility, and all staff, consultants and partners are required to adhere to the Code of Conduct, that enshrines principles of PSEA, always (both during work hours and outside work hours). Familiarization with, and adherence to, the Code of Conduct is an essential requirement of all staff, consultants and partners in addition to related mandatory training. All staff, consultants and partners must ensure that they understand and act in accordance with this clause.

- **Corruption and bribery**

The consultant shall comply with all applicable laws, statutes, regulations relating to anti-bribery and anti-corruption including but not limited to the Prevention and Combating of Corruption Act No. 11 of 2007 and not engage in any activity, practice or conduct which would constitute an offence under the Act.

13.0 Equality

Sustainable Agriculture Tanzania (SAT) is committed to encouraging equality and inclusion. Qualified consultants and firms regardless of their gender, religion, age or ethnicity who meet the minimum requirements are encouraged to apply.

14.0. Application and Documentation

Interested qualified trainers are invited to submit their applications. Trainers who meet the requirements should submit the following: application letter (EOI), Curriculum Vitae, conceptual inception report showing how you intend to achieve the stated objectives, previous experience (sample work and references), proposed five days training program and budget for undertaking the assignment. Please send your application electronically via consultancy@kilimo.org by **22nd February 2026 w**ith the subject line of email **Pasture and Fodder Production Technology Training. NB**: Deadline for submission of EOI will be on **22nd February 2026 at 1700hrs East African Time.** Late EOIs and portions of EOI, shall not be accepted for evaluation irrespective of the circumstances. Only awarded consultant(s) will be contacted.

We are open to receive questions for clarifications if any through consultancy@kilimo.org until 18th February after which no further questions will be received. No in-person or phone follow up is accepted.