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## TERMS OF REFERENCE – SERVICE AGREEMENTS

### 1.- Main Objective/Background:

To work with the International Potato Center (CIP) and international research for development organization, to develop a corporate strategy that aligns with the organization's mission, vision, and goals.

### 2.- Technical Specification of the item:

1. Conduct an analysis of the current state of CIP, including a review of its mission, vision, and strategic goals, as well as an assessment of its internal and external environment.
2. Develop a comprehensive understanding of the organization's key stakeholders, including funders, partners, and beneficiaries, and identify their expectations and requirements for the organization.
3. Work with CIP's leadership team to define the organization's strategic objectives, key performance indicators, and targets.
4. Conduct a benchmarking exercise to identify best practices and potential areas for improvement.
5. Develop a strategic plan that includes a clear vision, mission, and values statement, as well as a set of strategic objectives, initiatives, and timelines.
6. Ensure that the strategic plan is aligned with the organization's resources, capabilities, and capacities.
7. Develop a monitoring and evaluation framework to track the implementation of the strategic plan and to measure progress towards achieving the organization's goals.
8. Prepare a final report that summarizes the key findings, recommendations, and action plans developed throughout the consultancy.

### 3.- Deliverables and dates for delivery (place):

1. A detailed work plan outlining the consultant's approach to the assignment and the timelines for each deliverable.
2. A comprehensive report that includes the analysis of the current state of CIP, the identification of stakeholders' expectations, the strategic objectives, initiatives, and timelines, and the monitoring and evaluation framework.
3. A presentation to CIP's leadership team to share the findings and recommendations of the consultancy.

### 4.- Contract Coordinator (PI):



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**5.- Total Cost:**

**6.- Project:**

**7.- Distribution of the contract value by cost center:**

**8.- Duration of the contract (start and end date):**

The consultancy is expected to take approximately 12 weeks, these dates will be determined.

**9.- Other comments:**