



Terms of Reference (ToR) for:

i) Development of Comprehensive Business Plan for “Wood Snipe” Cardamom Enterprise and (ii) Development of Conservation Fund Charter

Established in 1982, Bird Conservation Nepal (BCN) is the leading organization in Nepal, focusing on the conservation of birds, their habitats and sites. It seeks to promote interest in birds amongst the general public, encourage research on birds and identify major threats to birds' continued survival. As a result, we are the foremost scientific authority providing accurate information on birds and their habitats throughout Nepal. We provide scientific data and expertise on birds for the Government of Nepal through the Department of National Parks and Wildlife Conservation (DNPWC) and work closely in birds and biodiversity conservation throughout the country.

The Mai Valley Forest Landscape is an Important Bird and Biodiversity Area (IBA) which lies in the north-eastern part of Nepal, south of the Kanchenjunga Conservation Area in Ilam district, and occupies an estimate of 30,000 hectares area. Available studies suggest that a total of 375 species of birds has been recorded for the whole of the Mai watershed. The forests are important for populations of the following restricted-range species: Rufous-throated Wren Babbler, Spiny Babbler and Hoary-throated Barwing. Several species recorded in the small remnant of tropical evergreen forest are either very rare in Nepal (e.g. Asian Fairy Bluebird *Irena puella*) or have only been found in this locality (e.g. Pale-headed Woodpecker *Gecinulus grantia*). Lesser Adjutant and White-rumped Vulture are reported to breed at the edge of the forests.

Currently Bird Conservation Nepal with the supports from BirdLife International has been implementing a project “Conservation of Mai Valley Forest Landscape through Sustainable Finance for People and Nature” in this IBA.

The project aims at achieving the following outputs:

- NTFP cultivation, marketing, and value addition enhanced.
- Sustainable finance and benefit-sharing mechanisms established.
- Birds and their habitats conserved and managed sustainably.

As a part of this project, BCN seeks consultancy services for:

(i) Development of Comprehensive Business Plan for “Wood Snipe” Cardamom Enterprise and (ii) Development of Conservation Fund Charter

Methodologies:

a. Work plan

The consultant team is required to prepare and submit a detailed work plan before the planning process. The work plan should describe how the plan's formulation process will be carried out; it should include a work schedule, methods and methodologies for each task as well as type and nature of information to be collected and analyzed.

b. Literature Review

The consultant team should perform a comprehensive literature review to identify the gaps, challenges, and opportunities related to the cardamom enterprises and conservation fund charter in Mai Valley Forests IBA.

c. Field work and consultation workshop:

The consultant team should organize a one-day consultation workshop at Sandakpur rural municipality, in the participation of local stakeholders related to cardamom business as well as conservation of biodiversity.

d. Drafting the business plan and conservation fund charter:

Draft of business plan and conservation fund charter action plan should be prepared in the given time frame in provided framework.

e. Sharing with BCN Team:

Presentation of draft business plan and conservation fund charter needs to be done to BCN Team. Final business plan and conservation fund charter needs to incorporate comments and suggestions from BCN team members.

f. Time Frame:

The proposed timeline for the development of business plan and conservation fund charter will be a three-month period (April 2026 to June 2026).

g. Consultancy fee:

The maximum budget for this consultancy, covering all the deliverables to be achieved by the consultant as listed above, should not exceed 3,50,000 Nepali Rupees.