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**GOVERNMENT OF SIERRA LEONE
MINISTRY OF FINANCE**

Project Fiduciary
Management Unit
Ministry of Finance
13 Howe Street
Freetown
Sierra Leone

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – INDIVIDUAL SELECTION)
RE-ADVERTISEMENT
ISSUE DATE 13th September, 2019.**

Sierra Leone

Sierra Leone Agro-Processing Competitiveness Project

Loan No. P160295

Assignment Title: Consultancy Services to Conduct Diagnostic Assessment of Quality Infrastructure (QI) Services

Reference No. SL-MOFED-121844-CS-INDV

The Government of Sierra Leone has applied for financing from the World Bank toward the cost of the *Sierra Leone Agro-Processing Competitiveness Project*, and intends to apply part of the proceeds for consulting services.

The government of Sierra Leone, through the Ministry of Trade and Industry (MTI), is implementing the Sierra Leone Agro-processing Competitiveness Project with financing from the International Development Association (IDA) of the World Bank Group. This project was developed to support the government's strategic objectives to promote private sector development, achieve economic diversification, and boost agricultural productivity. The project development objective is to improve the business environment in agribusiness sector and increase productivity of targeted agro-processing firms in Sierra Leone. Achieving the project objective contributes directly to strengthening agro processing competitiveness, which is defined as the ability of agro-processing firms to generate new investments and increase market share in goods and services through improved productivity. Productivity depends on improving the quality of the business environment and capability of the economy, including skills and capacity of institutions that provide services to local and foreign investors. As its main implementing partners, the project will work closely with government ministries and agencies to include the Ministry of Trade and Industry (MTI), Ministry of Agriculture and Forestry (MAF), Sierra Leone Import & Export Promotion Agency (SLIEPA), Sierra Leone Standards Bureau (SLSB), Small and Medium Enterprise Development Agency (SMEDA), Employment Promotion Agency (EPA), Sierra Leone Local Content Agency (SLLCA), complementary projects to include Smallholder Commercialization and Agricultural Development Program (SCADeP) and Sierra Leone Agricultural Development Fund (SLADF), and other ecosystem players and implementing partners. The project will run for five years starting 2018, with a possibility for extension.

The Sierra Leone Agro-Processing Competitiveness Project will focus on providing solutions to key market failures inhibiting competitiveness of the agro-processing sector and limiting firm and SME productivity. These market failures are as follows: (i) policy, institutional, and coordination failures that raise the cost of doing business for agribusiness and agro-processing investors; (ii) information asymmetries and failures on the demand and supply sides limiting SME market opportunities and links with larger domestic and foreign agro-processors; (iii) weak supply chain links; (iv) lack of access to finance and technology; and (v) skills gap at the firm and SME levels. Project components are designed to address these specific market failures and are meant to complement other World Bank-supported initiatives that address other market failures holding back the development of agriculture and agribusiness value chains in Sierra Leone.

The project consists of three components:

Component 1: Promote enabling environment for agro-processing sector competitiveness and growth of agribusiness firms (US\$2 million)

- Component 2: Firm-level support to increase productivity and strengthen competitiveness of agro-processing firms and SMEs in selected value chains (US\$6 million)

Component 3: Project implementation, coordination, and monitoring and evaluation (M&E) (US\$2 million) which is managed by the Project Coordination Unit (PCU) under the supervision of the Ministry of Trade and Industry (MTI).

B. Scope of the consultancy to undertake the Investment Perception Survey

A diagnostic assessment of the current status of the Quality Infrastructure (QI) and Institutions including verification for demand for the QI services; and identifying essential QI services and training needs in Sierra Leone. The specific objectives are as follows: The specific objectives of the Diagnostic Assessment of the National Quality Infrastructure in Sierra Leone are to:

- Diagnostic assessment of the current status quo of QI and institutions
- Verification of the demand for QI services
- Identification of essential QI services
- Identification of training needs to effectively implement QI services
- Review the legal and institutional framework for QI and identify the gaps and needs for an effective framework
- Review the Draft National Quality Policy (NQP) for Sierra Leone, identifying the gaps and recommendation for finalization.

C. Expected Outcomes

The survey will produce the following outcomes:

- Comprehensive understanding of the current status of QI Services
- Clear understanding of the intutional gaps and needs, and map of essential trainings and services
- Comprehensive list and estimated demand for QI services
- Recommendations for an effective legal and institutional framework.
- Finalizing the NQP

D. Deliverables

1. Inception Report

- A detailed budget and work plan (complete with human resource specifications)

- A detail methodology and approach
- A qualified survey sample based on SLSB's and other sources
- Draft Survey Instrument
- Final Version of the survey instrument(s)

2. Draft Report

- Presentation of findings, analysis and recommendations

3. Validation of draft report

4. Final Report

E. Approach and Implementation Arrangements

1. The survey will be designed and administered by the consultant and will be carried out nationwide using a mix of instruments; such as questionnaires (hardcopy and online), email, face-to-face interviews, phone calls and online platforms. SLSB, as an implementing agency for the Sierra Leone Competitive Agro-processing project will play a key coordinating and leadership role in ensuring stakeholder entities are engaged in the national QI diagnosis. The assignment will be delivered by a Lead Consultant through a stakeholder driven approach. SLSB will facilitate smaller meetings at key stages of the assignment and the Consultant will provide updates and/or reports to SLSB through the Director, while keeping the PCU in the loop at all times.

F. Qualification and Experience

The Project is seeking to hire the services of a consultant that possess the following attributes:

- Personnel of high integrity with a relevant post graduate qualification(s) and 15 years of relevant experience.
- Knowledge of Standardization, Metrology Conformity Assessment and Accreditation.
- Knowledge and use of the Diagnostic Assessment tools produced by World Bank and PTB (National Metrology Institute of Germany), or any other widely used and credible diagnostic assessment tool
- Good understanding of the policy and business environment of Sierra Leone as well as experience in the ECOWAS region will be an added advantage;
- Awareness of international (WTO, ISO, IEC, OIML, BIPM, Codex Alimentarius, ILAC, IAF) as well as regional developments (ECOWAS) in the quality infrastructure.
- Must provide at least three (3) references of similar work done in the past.

G. Duration of Consultancy

The Consultancy shall be for a maximum period of three (3) months from the signing of the contract. H. Reporting Arrangements The successful consultant will sign a contract with the Government of Sierra Leone through the Project Fiduciary and Management Unit (PFMU). The Project Coordination Unit will provide technical oversight for the implementation of the assignment. The consultant will provide updates and/or reports to SLSB through the Director. Expressions of interest for this assignment should include:

- The methodology to collect, analyze and present findings;
- A standardized questionnaire/data collection instrument for gathering survey results;
- Detailed Curriculum Vitae (CVs) of the consultant; and
- At least minimum of two sample reports of similar work in the past

- Breakdown of the tasks and responsibilities between the members of the team.

The attention of interested consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 Revised November 2017 and August 2018 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest. (The Bank requires that firms involved in Bank IPF procurement shall not have a conflict of interest).

The consultant will be selected in accordance with the Individual Selection method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours.

Project Fiduciary Management Unit
13a Howe Street Freetown
9:00am to 5:00pm Monday -Friday

Expressions of interest must be delivered in a written form to the address below in person, or by email not later than Friday 27th September, 2019 at 4:00pm.

Project Fiduciary Management Unit
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