

Request for Proposal

Date: 5/12/2022

Subject: Consultant for scoping and mapping work in advance of EOI release

Introduction: TechnoServe is an international nonprofit organization that helps people lift themselves out of poverty by harnessing the power of the private sector. Operating in almost 30 countries, we work with hardworking women and men in the developing world to build competitive farms, businesses, and industries. By linking people to information, capital, and markets, we have helped millions to create lasting prosperity for their families and communities.

General Requirements: The requirements for TechnoServe's anticipated purchase are listed below. An additional and more detailed Statement of Work is also attached.

The consultant will develop a comprehensive report that identifies 3-4 key value chains with high potential for job creation & productivity enhancement, & identifies entry points for TechnoServe's intervention. The report will be based on desk research & on virtual or in-person meetings with relevant value chain stakeholders (if possible).

The report will specifically address the following for each location:

- Stakeholder mapping

Period of Performance: The period of performance of any contract resulting from this solicitation is anticipated to be between the start and end dates listed below. Proposals shall detail the estimated length of time required to accomplish all requirements, with detail on individual activity implementation dates, as referenced in the Scope of Work.

Start Date: 5/24/2022

End Date: 6/24/2022

Proposal Content Instructions: In addition to responding to the Statement of Work, all proposals must:

- Describe the qualifications, experience and capabilities of the firm in providing the type of services being requested by this RFP. Resumes or CVs of "key personnel" shall be submitted as an attachment.

- Include a contact name, email address, and telephone number to facilitate communication between TechnoServe and the submitting organization.
- A brief outline of the company and services offered, including:
 - Full legal name, jurisdiction of incorporation, and address of the company.
 - Full legal name and country of citizenry of company's President, Chief Executive Officer, and/or all other principal officers of the company.
- Year the business was established.

Proposals must contain a detailed cost breakdown with applicable taxes and other charges clearly identified (and be presented in conformity with any further instructions included in the Statement of Work).

To ensure consideration, all quotes must be submitted in the language, currency, and by the due date noted below:

Language: English

Currency: USD

**Submission
Instructions:**

All proposals must be emailed to the address below with your proposal attached in one or more files (PDF preferred). You will receive an auto-confirmation upon receipt. To ensure the integrity of this procurement exercise, DO NOT email your proposal to any employee of TechnoServe or deliver your proposal in hard copy to a TechnoServe office. **Failing to strictly adhere to these instructions may make your proposal ineligible for consideration.**

Email: buy+US+P0011003@tns.org

Order of Events:

This solicitation exercise will be administered in accordance with the following dates (subject to change at TechnoServe's sole discretion):

Date	Event
5/17/2022	Last date that questions will be accepted. Note that questions and answers will be distributed to all interested parties, so questions should not disclose trade secrets, confidential information, or information that might give another vendor a competitive advantage. Questions should be emailed to: dlape@tns.org
5/18/2022	Date that answers to questions will be distributed to all.
5/19/2022	Last date that proposals will be accepted by TechnoServe.

Terms and Conditions:

- The Request for Proposal is not and shall not be considered an offer by TechnoServe.
- All responses must be received on or before the date and time indicated on the RFP. All late responses will be rejected.
- All unresponsive proposals will be rejected.
- All proposals will be considered binding offers. Prices proposed must be valid for the entire period provided by the respondent or required by the RFP.
- All awards will be subject to TechnoServe contractual terms and conditions and contingent on the availability of donor funding.
- TechnoServe reserves the right to accept or reject any proposal or cancel the solicitation process at any time, without assigning any reason, and shall have no liability to any vendors submitting proposals for such rejection or cancellation of the RFP.
- TechnoServe reserves the right to accept all or part of the proposal when awarding the purchase order/contract.
- All information provided by TechnoServe in this RFP is offered in good faith. Individual items are subject to change at any time and all bidders will be provided with notification of any changes. TechnoServe is not responsible or liable for any use of the information submitted by bidders or for any claims asserted therefrom.
- TechnoServe reserves the right to require any bidder to enter into a non-disclosure agreement.
- The bidders are solely obligated to pay for all costs, of any kind whatsoever, which may be incurred by bidder or any third parties, in connection with the Response. All Responses and supporting documentation shall become the property of TechnoServe, subject to claims of confidentiality in respect of the Response and supporting documentation, which have been clearly marked confidential by the bidder.
- Bidders are required to identify and disclose any actual or potential Conflict of Interest.

Criteria for Selection:

The evaluation of each response to this solicitation will be based on the requirements set out in the Criteria for Selection and according to the requirements in this RFP. At the sole discretion of TechnoServe, the responsive bidders may be selected for follow-up questions or to provide an oral presentation. TechnoServe reserves the right to award the contract to the organization whose proposal is deemed to be in the best interest of and most advantageous to TechnoServe. TechnoServe will not award a contract to any bidder where there is indication of a lack of business integrity. After TechnoServe receives proposals and written evaluations are completed, the selected bidder will be notified. Commitments made by the bidder after selection, and final demonstration will be considered. The following points will be assigned to the proposals for evaluation purposes.

Max Points	Criterion
35	Price, inclusive of all delivery fees and taxes
20	Experience and background in market systems
20	Prior experience in West Africa
20	Required skills and qualifications
5	Payment and Delivery terms (net 30 preferred)

The attached Statement of Work represents an integral part of this solicitation.

EXHIBIT 1: Consultant for Agricultural Productivity and Job Creation in West Africa

I. General context

For more than 50 years, TechnoServe has been transforming market systems to make farms, businesses, and livelihoods more sustainable – environmentally, socially, and commercially. To improve agricultural livelihoods, we focus on high margin crops that bring transformative impact to smallholders and their communities.

TechnoServe has been present in West Africa since its foundation in 1968 in Ghana, and currently has a presence in Ghana, Nigeria, Benin, Cote d'Ivoire, and Senegal. Our agricultural work in the region is focused on expanding market access for smallholder farmers while promoting regenerative agricultural practices that support farmers to increase their productivity, incomes, and resilience.

II. Specific context

TechnoServe is preparing for a proposal to improve agricultural productivity and create jobs across a wide range of value chains in West Africa. We are seeking a consultant with a strong background in market systems development and a deep understanding of agribusiness in West Africa to conduct a value chain mapping and identify the most strategic entry points for TechnoServe's intervention.

III. Objectives of the assignment

The overall objective of this assignment is to identify the agricultural value chains in Ghana and francophone West African countries (WAEMU) that have the greatest potential for job creation and productivity enhancement, and to develop a clear roadmap with specific entry points for intervention.

The consultant will gather information from producers, aggregators, agribusinesses, private sector actors, government sources, and other value chain stakeholders to identify the value chains with highest potential, to understand opportunities and challenges in each value chain, and to pinpoint areas for job creation.

IV. Tasks and duties

The consultant will develop a comprehensive report that identifies 3-4 key value chains with high potential for job creation and productivity enhancement, and identifies entry points for TechnoServe's intervention. The report will be based on desk research and on virtual or in-person meetings with relevant value chain stakeholders (if possible).

The report will specifically address the following for each location:

Stakeholder mapping (public, private, and farm-level)

- Which stakeholders are active in each key value chain in WAEMU?
 - a. What are the top five exporters in each country by volume?
 - b. What are the top five buyers in each country by volume?
 - c. How does aggregation take place, and what percentage of this commodity is aggregated through coops/private aggregators/ other?
 - d. Approximately how many producers of this commodity are active in each country?
- Where, geographically, are their major operations and offices?
- What are their top priorities and areas of interest?

Productivity analysis

- Which value chains have the greatest potential for agricultural productivity enhancement?
 - a. What are the average yields in each country, and how do they compare to other country averages, regional averages, and global averages? Must look at per hectare yields, as well as total area under cultivation.
- What are the key challenges to agricultural productivity?
- What steps can be taken to overcome these challenges?

Job creation analysis

- Which value chains have the greatest potential for job creation?
- What are the key challenges to job creation?
- What steps can be taken to overcome these challenges?

V. Deliverables

This assignment will include the following deliverables:

- A detailed stakeholder map
 - Including information about geographies, priorities, operations, sales, sourcing etc.
- A high-level mapping of each key value chain
- Analysis of challenges and opportunities for productivity enhancement
- Analysis of challenges and opportunities for job creation

VI. Skills and experience required

- BAC+5 degree minimum in Agronomy, Market Systems, Economics, or relevant degree
- At least 10 years of demonstrated experience in market systems development
- Experience in WAEMU countries
- Strong management and networking skills
- Excellent analytical skills
- Strong interpersonal communication and information gathering skills
- Ability to structure and manage complex tasks
- Demonstrated problem solving skills
- Ability to work independently and deliver high quality finished products
- Excellent writing and PowerPoint presentation skills
- A master's degree in economics, business administration or a related field is an advantage.

VII. Instructions

Qualified and interested applicants may submit their applications directly to the application including:

- A cover letter (maximum 1 page)
- Fee rate on a daily basis (if monthly, divide by 18)
- A detailed curriculum vitae (maximum 4 pages)

Only applications that meet the minimum qualifications will be considered.

TechnoServe is an equal opportunity employer, and therefore will never solicit fees or payments from applicants in the solicitation step of the procurement process.