COMMON MARKET FOR EASTERN AND

### **SOUTHERN AFRICA**



**السوق المشتركة للشرق والجنوب الأفريقى**

###### MARCHE COMMUN

**REQUEST FOR EXPRESSION OF INTEREST**

(FIRM SELECTION)

***RE - ADVERTISMENT***

**ASSIGNMENT TITLE:** **CONSULTANCY SERVICE** **TO DEVELOP AND IMPLEMENT A REGIONAL VOLUNTARY CAPACITY BUILDING SCHEME BASED ON THE GLOBAL MARKETS PROGRAMME (GMaP) OF THE GLOBAL FOOD SAFETY INITIATIVE (GFSI)**

REF NO. **CS/PROC/EDF/8.3/06/2022/02SM**

**1.0 INTRODUCTION**

International trade has long been recognized as Africa’s answer to overcome the disadvantages of the continent’s relatively small economies, the fluctuating and mostly negative trends in international terms of trade, and the legacy of colonialism as well as policy shortcomings, which have prevented the continent from assuming a global market share befitting its significant market size and natural resource endowments. Trade is key to Africa’s long-term sustainable economic growth and transformation.

However, Africa has continued to play a minimal role in global agricultural trade—its share of world agricultural trade grew only marginally from 4.3 percent to 5.0 percent between 2005 and 2017. And despite the strengthening of the continent’s comparative advantage in agricultural products in recent years, its advantage has largely been limited to unprocessed and semi-processed products. Non-tariff barriers present the biggest impediment to Africa’s trade performance, and to a lesser extent the lack of agricultural product diversification and high trading costs.

Food production, processing, and marketing in the COMESA Region is highly fragmented among many small producers, processors and handlers who lack appropriate knowledge and expertise in the application of modern practices and food hygiene. The challenges and capacity gaps for these small and medium size enterprises to supply safe and quality food are multi-faceted:

* few well established systems and programmes for assisting the less developed food enterprises to develop their capacity
* lack of effective public policies and institutions to provide regulatory oversight.
* too few trained and skilled people to carry out food safety activities in both the public sector and in small-and medium-size enterprises (SME’s)
* inadequate laboratory testing capacity to identify food safety risks.
* low levels of investment and compliance with international standards
* weak monitoring and enforcement of regulations by competent authorities
* low levels of literacy among most of the food producers and processors
* fragmented and disconnected food systems,
* Unaffordable and cumbersome conformity assessment systems

Sustainable and resilient food and agri-food businesses need to have market access to local, regional and global markets through compliance with internationally recognized food safety standards as well as market-driven safety and quality schemes. Recognizing the importance of this, COMESA’s Food Safety Programme has been designed to enhance food safety culture amongst competent authorities as well as industry and value chain actors in national, regional and global supply chains. The Programme recognizes the catalytic role of industry, especially SMEs, and thus places them at the centre-stage in order to enable sustainable implementation outcomes through effective capacity building interventions.

Towards this end, COMESA has, riding on the back of lessons learnt from the GFSI Global Markets Programmes implemented in some countries in the region and beyond (Malaysia, Egypt and a pilot carried out in Zambia between 2012-2014), initiated rolling-out of the first ever region-wide Global Markets Programme through development and implementation of a tailored Scheme fully anchored on the GFSI Global Markets Programme.in order to address the underlying challenges and dynamics that inhibit SMEs (primary producers and food processors) compliance and access to regional and global markets.

The project is anchored under the EDF 11 funded COMESA REGIONAL ENTERPRISE COMPETITIVENESS AND ACCESS TO MARKETS PROGRAMME (RECAMP) Sub-result 1.2 of the Programme: Capacities of beneficiary firms related to SPS and regional standards and quality management are improved, including social and environment standards required under the WTO and/or EU market.

The COMESA project forms the first of its kind for a region-wide programme, which will be implemented with technical support from an International Expert with extensive expertise and experience in projects of this nature recruited through competitive bidding. The primary objective is to facilitate market access, create mutual acceptance along the supply chain and provide a framework for mentoring small/less developed food businesses in the Member States.

Given the project wide scope incorporating several activities and sub-activities to be carried out over a protracted period, the assignment has been divided into 2 Phases. to be implemented consecutively. Phase I focuses on the design and development of the regional GMaP scheme itself, its validation by the participating Member States stakeholders as well as establishment of an online platform of the scheme. Phase II entails implementation of the developed scheme as well as key related imperatives covering global recognition requirements and perspectives.

**2. Description of the Assignment**

**2.1 Objective**

The overall objective of the assignment is to enhance SPS/Technical standards and quality management capacities of SMEs through the development and implementation of a voluntary capacity building scheme based on the Global Food Safety Initiative (GFSI) Global Markets Programme (GMaP) for both primary and processing sectors.

The COMESA Secretariat herewith invites companies/firms to submit Applications for Expression of Interest (EOI) for the following contract: CONTRACT TO DEVELOP AND IMPLEMENT A REGIONAL VOLUNTARY CAPACITY BUILDING SCHEME BASED ON THE GLOBAL MARKETS PROGRAMME (GMaP) OF THE GLOBAL FOOD SAFETY INITIATIVE (GFSI)

The submissions will be evaluated against the following criteria.

|  |  |
| --- | --- |
| **No.** | **EVALUATION CRITERIA** |
| 1. | Experience of the firm (Evidence of having carried out similar assignment which should be in the form of (brochures, descriptions of similar assignments, experience in similar conditions etc.) |
| 2. | General qualifications and number of key staff as per the TOR |
| 3. | Core business and number of years in similar business |
| 4. | Evidence of having undertaken similar assignments  |

\*\* Firms that participated in the first call for bids are required to re-submit their bids.

**4.0 SUBMISSION**

Expressions of interest must be submitted in a written form to the email address below clearly quoting the reference number as shown stated.

 **REF NO.** **CS/PROC/EDF/8.3/06/2022/02SM: CONSULTANCY SERVICE TO DEVELOP AND IMPLEMENT A REGIONAL VOLUNTARY CAPACITY BUILDING SCHEME BASED ON THE GLOBAL MARKETS PROGRAMME (GMaP) OF THE GLOBAL FOOD SAFETY INITIATIVE (GFSI)**

**Email address:** **tenders@comesa.int****,** **smwesigwa@comesa.int****,** **procurement@comesa.int**

**5.0 CLOSING DATE FOR SUBMISSION**

The Closing date for receipt of Expression of Interest ***30th June 2022 AT 17:00 hours Zambian Time***

 ***PHYSICAL SUBMISSION OF APPLICATIONS IS NOT ALLOWED.***

**ANNEX 1: TERMS OF REFERENCE**

**TERMS OF REFERENCE – CONSULTING FIRM**

**DEVELOP AND IMPLEMENT A REGIONAL VOLUNTARY CAPACITY BUILDING SCHEME BASED ON THE GLOBAL MARKETS PROGRAMME (GMaP)**

**OF THE GLOBAL FOOD SAFETY INITIATIVE (GFSI)**

1. **Background information**

International trade has long been recognized as Africa’s answer to overcome the disadvantages of the continent’s relatively small economies, the fluctuating and mostly negative trends in international terms of trade, and the legacy of colonialism as well as policy shortcomings, which have prevented the continent from assuming a global market share befitting its significant market size and natural resource endowments. Trade is key to Africa’s long-term sustainable economic growth and transformation.

However, Africa has continued to play a minimal role in global agricultural trade—its share of world agricultural trade grew only marginally from 4.3 percent to 5.0 percent between 2005 and 2017. And despite the strengthening of the continent’s comparative advantage in agricultural products in recent years, its advantage has largely been limited to unprocessed and semi-processed products. Non-tariff barriers present the biggest impediment to Africa’s trade performance, and to a lesser extent the lack of agricultural product diversification and high trading costs.

Food production, processing, and marketing in the COMESA Region is highly fragmented among many small producers, processors and handlers who lack appropriate knowledge and expertise in the application of modern practices and food hygiene. The challenges and capacity gaps for these small and medium size enterprises to supply safe and quality food are multi-faceted:

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Towards this end, COMESA has, riding on the back of lessons learnt from the GFSI Global Markets Programmes implemented in some countries in the region and beyond (Malaysia, Egypt and a pilot carried out in Zambia between 2012-2014), initiated rolling-out of the first ever region-wide Global Markets Programme through development and implementation of a tailored Scheme fully anchored on the GFSI Global Markets Programme.in order to address the underlying challenges and dynamics that inhibit SMEs (primary producers and food processors) compliance and access to regional and global markets.

The project is anchored under the EDF 11 funded COMESA REGIONAL ENTERPRISE COMPETITIVENESS AND ACCESS TO MARKETS PROGRAMME (RECAMP) Sub-result 1.2 of the Programme: ***Capacities of beneficiary firms related to SPS and regional standards and quality management are improved, including social and environment standards required under the WTO and/or EU market***.

The COMESA project forms the first of its kind for a region-wide programme, which will be implemented with technical support from an International Expert with extensive expertise and experience in projects of this nature recruited through competitive bidding. The primary objective is to facilitate market access, create mutual acceptance along the supply chain and provide a framework for mentoring small/less developed food businesses in the Member States.

Given the project wide scope incorporating several activities and sub-activities to be carried out over a protracted period, the assignment has been divided into 2 Phases. to be implemented consecutively. Phase I focuses on the design and development of the regional GMaP scheme itself, its validation by the participating Member States stakeholders as well as establishment of an online platform of the scheme. Phase II entails implementation of the developed scheme as well as key related imperatives covering global recognition requirements and perspectives.

**2. Description of the Assignment**

**2.1 Objective**

The overall objective of the assignment is to enhance SPS/Technical standards and quality management capacities of SMEs through the development and implementation of a voluntary capacity building scheme based on the Global Food Safety Initiative (GFSI) Global Markets Programme (GMaP) for both primary and processing sectors.

**2.2 Scope of Work**:

1. Inception Report
2. Design/Development of a voluntary capacity building scheme based on the Global Food Safety Initiative (GFSI) Global Markets Programme (GMaP) for both primary and processing sectors.
3. Conduct data collection on consumer market preferences and regulatory requirements in the selected countries.
4. Organize virtual validation of the designed scheme
5. Design/Formulate an online platform concept of the scheme.
6. Phase I Report

***Phase II***:

1. Organize national training workshops for COMESA MSs on the developed scheme
2. Identify and engage four (4) Regional Consultants for sub-contracting work at national level to provide coordination, technical backstopping and day-to-day mentoring of SMEs
3. Conduct gap assessments of identified agri-business SMEs in the food sector in 10 countries (gaps)
4. Establish 10 public-private platforms (one per country) to finalize the scheme based on the outcome of the national and regional workshops.
5. Implement the designed GFSI GMaP Scheme in the ten identified countries (20 enterprises/country) covering the identified key value chains
6. Support enterprises to develop action plans to implement technical capacity programs from training.
7. Provide skills transfer and technical backstopping to the Regional consultants
8. Train core group auditors from ten (10) Member States on GFSI recognized certification schemes.
9. Mentor a group of suppliers (20 per country), provide advice and technical support for the implementation of the scheme (diagnostic, training, mentoring & audit)
10. Create business linkages between supplier (SMEs) and the buyers.
11. Launch award program for the suppliers successfully implementing the scheme and achieve the compliance. Link the Award to the GFSI Global Awards Programme
12. Support COMESA Secretariat to negotiate with GFSI for the benchmarking and recognition of the developed voluntary capacity building scheme
13. Organize regional workshop to share experience and lessons-learned and develop policy recommendations for an AfCTA wide programme.

**2.3. Deliverables**

1. Inception report, incorporating the methodology and draft work-plan.
2. Voluntary capacity building scheme based on the Global Food Safety Initiative (GFSI) Global Markets Programme (GMaP) developed and validated by stakeholders.
3. Consumer market preferences and regulatory requirements data matrix compiled and evaluated.
4. Online platform concept of the scheme designed/formulated.
5. Phase I report
6. Four (4) Regional Consultants identified and sub-contracted.
7. National training workshops for COMESA MSs on the developed scheme
8. Gap assessments of identified agri-business SMEs in the food sector in the 10 countries.
9. Ten (10) public-private platforms established (one per country) to finalize the scheme
10. SMEs action plans developed/implemented.
11. Skills transfer/Technical backstopping to the Regional consultants.
12. Core group of auditors from ten Member States trained on the GFSI recognized certification schemes.
13. National training & consultation workshops in ten target countries covering the priority value chains.
14. Twenty suppliers in the ten countries mentored through advice and technical support for the implementation of the scheme (diagnostic, training, mentoring & audit)
15. Business linkages created between supplier (SMEs) and the buyers.
16. GFSI GMaP Scheme in the ten identified countries (20 enterprises/country) implemented
17. Award program for the suppliers successfully implementing the scheme and achieving compliance. Award linked to the GFSI Global Awards Programme
18. Negotiations with GFSI to support COMESA for the benchmarking and recognition of the developed voluntary capacity building scheme.
19. SMEs ready for certification on one of the Schemes.
20. Regional workshop to share experience and lessons-learned and develop policy recommendations for a Tripartite/AfCFTA wide programme.
21. Final consolidated report

**2.4 COMESA-led Complimentary activities**

1. Facilitate access to all available documentation relevant to this assignment
2. Official introductions of the consulting firm to the relevant Member States Institutions and project stakeholders.
3. Translation of official project related documents to COMESA official languages
4. Validation workshops logistics
5. MoU with GFSI (collaboration on implementation and sustainability of GMaP)
6. Engagements with CCFICS and establishment of partnerships with vTPA programme owners

**3. Reporting**

The consultants will submit an inception report, a final work plan and project milestones within the first month of contracting. The Phase I report should be completed and submitted within the first two weeks of contract signature. whilst the mid-term report will be submitted half-way through the project implementation period. The consultants will provide electronic versions of all materials. The selected consulting firm and team will work closely with the COMESA SPS/TBT Unit and report to the Director for Industry and Agriculture at the COMESA Secretariat.

**4. Timeline of activities**

The expected duration of the consultancy work is 12 months; expected to commence in September 2022 and to end by 31st November 2023.

**5. Requirements**

The consulting firm/organization/entity must have professional experience in design development and implementation of the Global Markets Programme (GMaP) of the Global Food Safety Initiative (GFSI) on a regional level. The following minimum requirements are required:

* Company Profile (including any other material relevant to the services being requested); nature of business, field of expertise, license and certifications
* Business licenses-registration papers, tax payment certification, etc.
* Demonstrated 20 years of combined experience in delivering similar assignments on GMaP (list of projects’ details including the scope, location and clients)
* Team size and competencies in the key areas of assignment; program design, program implementation; diagnostic, training, mentoring & audit of SMEs on Food Safety Management Systems.
* The consulting firm presence (offices) in East and Southern Africa and understanding of challenges and capacity gaps of small and medium size enterprises in the region.

a)**. Key Expert: Team leader: Qualifications and Experience**

1. University degree in a field of food science/technology; public health, chemical and biological sciences, agri-business and related disciplines
2. Relevant post-graduate degree would be an added advantage.
3. Demonstrated technical knowledge and expertise in design, development, and implementation of the Global Markets Programme (GMaP) of the Global Food Safety Initiative (GFSI)
4. Good knowledge of the GMaP training and competency framework and its application at a regional level
5. Practical experience in developing food safety capacity building needs assessments
6. Demonstrated competences related to mentoring SMEs in the agri-business sector on voluntary capacity building certification schemes requirements.
7. At least 10 years demonstrable experience performing food safety management systems audits. Registered food safety management systems auditor
8. Experience working within the agri-business value chain implementing and operating a food safety management system within a company.
9. Practical implementation knowledge and skills of relevant good practice guides (GMP, GHP, GAP, GVP)
10. Participation in the GFSI structures (technical committees; working group; G2B Committee etc
11. Strong networks in the public sector, SPS/TBT regulatory Institutions; private sector bodies; GFSI – linked consumer goods forum organisations; and large retail supermarkets in the region.

**b) Regional Consultants: Required Number: four (4): Qualifications/Experience**

1. University degree in a field of food science/technology; public health, chemical and biological sciences, agri-business and related disciplines
2. At least five years demonstrable experience performing food safety management systems audits.
3. At least five years’ experience relevant to training in food safety management systems and standards
4. Demonstrated knowledge and experience in implementation of the Global Markets Programme of the GFSI.
5. Experience working within the agriculture value chain, preferably with an understanding of implementing and/or operating an agro- management system of a company.
6. Experience with implementation of good practice guides, such as GMP, GHP, GAP, GVP, in SME environments.
7. Understanding the principles and application of HACCP in SMEs in the region.
8. Understanding the principles of food safety risk management and risk mitigation, including the processes used for determination and application of risk levels.

**6 Source of funding**

The consultancy fee will be funded from the EDF 11 COMESA Regional Enterprise Competitiveness and Access to Markets Programme (RECAMP); Intervention 1.2.2

**7. Fee’s disbursements schedule**

* 10% at the beginning of the assignment upon submission of the inception report
* 20% upon submission of Phase I report and its approval by COMESA.
* 10% upon submission of mid-term report (Progress Report)
* 60% upon completion of assignment, submission of final report and its approval by COMESA.

**8. Required Submissions**

* Technical proposal including a letter of motivation, methodology, work plan, description of qualifications and unique skillset of each team member, as well as balance and complementarity of skills within the team
* Financial proposal including professional fees, sub-contracting fees for regional consultants; international/regional travel; reimbursable expense items for the assignment
* Proof of previous related work - at least two examples of written work of a similar scope and at least two traceable references
* Detailed company profile, indicating the scope and size of similar projects undertaken in the past; understanding of the assignment; proposed methodology and work plan for performing the assignment; CVs of the proposed team members including their academic qualifications, relevant expertise and role on the assignment.

**9. Documents**

Any documents required will be provided upon signature of contract for appropriate background information and guidance of the consulting firm.

**10. Confidentiality**

The documents produced during the period of this consultancy will be treated as strictly confidential, and the rights of distribution and/or publication will reside with COMESA Secretariat,