CALL FOR
EXPRESSION OF INTEREST

german cooperation
DEUTSCHE ZUSAMMENARBEIT

Implemented by:
giz Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH

CONSULTANCY CONTRACT FOR A FIRM ON PROVISION OF CONSULTANCY SERVICE FOR SMOOTH IMPLEMENTATION OF DIFFERENT TYPES OF FINANCING CONTRACTS BY MATCHING GRANT PARTNERS

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH through the Market Oriented Value Chains for Jobs and Growth in The ECOWAS Region (MOVE) project invites qualified **Firms** to express their interest in the above consultancy work.

Background and Objectives

The Market-Oriented Value Chains for Jobs and Growth in the ECOWAS region (MOVE) project focuses on building resilient cashew and rice value chains to contribute to the creation of jobs and income in West Africa, with ECOWAS as its main political partner. The project is mainly funded by the German Federal Ministry for Economic Cooperation and Development (BMZ), with co-funding from the European Union and the Bill & Melinda Gates Foundation and implemented jointly with numerous private and public partners. MOVE is the successor of the GIZ-ComCashew and CARI projects and intervention countries include Burkina Faso, Côte d'Ivoire, Ghana, Sierra Leone, and Nigeria.

MOVE has five (5) main output areas:

Output 1: increasing the share of value added in the ECOWAS region.

Output 2: Enhancing the viability of production systems.

Output 3: Increasing the demand for regional products.

Output 4: Scaling good practices in supply chain development.

Output 5: Strengthening policy advice and public private cooperation.

The **objective** of this assignment is to support the MOVE team with sound financial, technical and monitoring reports of its Matching Grant Partners operation in accordance with KEP (eligibility assessment)

Tasks to be performed by consulting firm include:

- Capacity building for funding recipients regarding GIZ rules and reporting standards (after kick-off meeting delivered by GIZ)
- Setting up the necessary tools, training guides and improving internal control system (for financial and administrative purposes)
- Ongoing coaching on the financial management of funding
- Close follow up on the activities of funding recipients.
- Improve the partners internal control system (transparency, separation of functions, double control, need to know)
- Improving the rating obtained by the partners after the capacity assessment by supporting them in the implementation of certain procedures.
- Organizing and checking the financial and technical reports before submitting to GIZ. Alert when there is any management risk.
- Supporting during reporting and audits
- The consulting firm is responsible for selecting, preparing, training and steering the international and national, short and long-term experts assigned to perform the advisory tasks.
- The consulting firm provides equipment and supplies (consumables) and assumes the associated operating and administrative costs.
- The consulting firm manages costs and expenditures, accounting processes and invoicing in line with the requirements of GIZ.
- The consulting firm reports quarterly to GIZ in accordance with the current AVB of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

Experience of the Consulting Firm

The company selected should have:

1. knowledge and experience in supporting GIZ beneficiaries
2. experience in at least the ECOWAS countries
3. regional experience and regional coverage
4. ability to demonstrate the capacity to manage confidential data.
5. capacity to provide three (3) experts for this assignment.

Note: The firm should be able provide (1) senior expert and (2) junior expert for this assignment

Experience of the Proposed Team Leader

- Master's degree in business administration, Project Management, and business-related field
- C1-level language proficiency in English and French
- 12 years of professional experience in the Project Fund Management sector
- 3 years of management/leadership experience as project team leader or manager in a company
- 3 years of experience in projects in ECOWAS region of which 2 years in projects in Ghana (country)
- 5 years of experience in Development Corporation projects

Experience of the Key expert 1 & 2

- university degree (Degree/Master) in Business Administration, Project Management and business related field
- C1 -level language proficiency in English
- 7 years of general experience in the sector Project fund management
- 3 years of professional experience in supporting structures managed by GIZ
- 1 years of management experience in projects, companies or other organisations with disciplinary leadership responsibility
- Development Cooperation (DC) experience (2.2.7): 2 years of experience in development cooperation projects

Interested consulting firms with proven experience in this area of work are kindly requested to express their interest in the above-mentioned project.

Please send a Letter of Interest (LoI) with the following documents:

- **Commercial Certification Eligibility**
  - Official letter expressing interest.
  - Curriculum Vitae of the three (3) experts, indicating all relevant experiences and qualifications)
  - Workplan
  - Technical proposal
  - Business Registration Certificate
  - Company Profile
  - Valid VAT Registration Certificate
  - Valid SSNIT Clearance Certificate
  - Valid VAT Clearance Certificate
- **Technical Offer**
- **Financial Offer**

NOTE: The other information to assist in preparing your Technical and Financial offers, visit this Link: **www.giz.de/en/worldwide/115442.html**.

The Commercial Certification Eligibility, Technical and Financial Offers mentioned above should be sealed in Separate Envelopes and enclosed in one Bigger envelop, marked as "Expression of Interest for *(83462939/21.2199.4.500.00)*, CONSULTANCY CONTRACT FOR A FIRM ON PROVISION OF CONSULTANCY SERVICE FOR SMOOTH IMPLEMENTATION OF DIFFERENT TYPES OF FINANCING CONTRACTS BY MATCHING GRANT PARTNERS

To the following address:

The Procurement Unit

GIZ Ghana

No. 7 Volta Street, Airport Residential Area, Accra

P.O. Box KA 9698,

Accra

The deadline for submission of EOI is **23rd April, 2024.**