

COMPLIANCE, HEALTH AND SAFETY TRAINING IN GHANA'S MINING INDUSTRY

PN: G-012232-417

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I. General information

1. Brief information on the project

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is a global service provider in the field of international cooperation for sustainable development dedicated to shaping a future worth living around the world. As a public-benefit federal enterprise, GIZ supports the German Government – in particular the Federal Ministry for Economic Cooperation and Development (BMZ) – and many public and private sector clients in achieving their objectives in international cooperation in around 120 countries.

The develoPPP programme being funded by the German Federal Ministry for Economic Cooperation and Development (BMZ) promotes private sector activities where business opportunities and development policy potential meet. Companies wanting to invest sustainably in a developing or emerging market country and expand their local operations can receive technical and financial support under the programme.

2. Context

The project is designed to provide participants with a comprehensive understanding of the structure, operations, and key value chains within the mining industry. It will seek to introduce participants to the various segments of the sector, including exploration, extraction, processing, and distribution, as well as the roles of key stakeholders such as regulators, mining companies, and service providers.

In addition, the project places strong emphasis on equipping participants with practical knowledge of health and safety standards that are critical to mining operations.

Participants will be trained to identify potential workplace hazards, understand risk prevention and mitigation measures, and properly use personal protective equipment (PPE). The training will also cover emergency response procedures, safe work practices, and compliance with national regulatory requirements and international best practices.

By combining industry knowledge with essential occupational health and safety competencies, the project seeks to enhance participants' readiness for employment, improve workplace safety culture, and reduce the incidence of accidents and health risks within the mining sector. Ultimately, this will contribute to a more skilled, safety-conscious workforce and promote sustainable and responsible mining practices.

GIZ's develoPPP project therefore seeks to hire a consultant to train and equip 300 people with requisite knowledge and skills to be able to identify, assess and mitigate hazards or risks in their various workplaces. Participants will also be equipped with a general overview of the Ghanaian mining industry.

Goal and objectives of the assignment

The goal of the assignment is to provide participants with the knowledge, skills, and attitudes necessary to identify, assess, and control hazards in their various workplace, ensuring a safe and healthy environment for all employees, subcontractors, and visitors.

The consultant is expected to help participants;

- Understand the importance of health and safety in the mining industry.
 - Identify potential hazards and risks specific to mining operations.
 - Learn procedures for reporting incidents and near misses.
 - Understand roles and responsibilities in maintaining a safe work environment.
 - Develop skills to assess and control hazards.
 - Familiarize participants with relevant laws and regulations in the mining industry.
3. GIZ shall hire the contractor for the anticipated contract term, from 10 September 2026 to 10 May 2027.
 4. The consultant shall provide the following work/service.
 - The consultant will develop training materials for the training session. The training materials should cover the following topics:
 - Mining Industry Overview
 - Hazard Identification and Risk Assessment
 - Occupational Health
 - Safety Procedures
 - Equipment and Machinery Safety
 - Environmental Hazards
 - Capacity Building and Training:
 - a. Conduct training sessions for participants to enhance their understanding of the general overview of the mining industry and its associated risks and hazards. Local suppliers will also be equipped with the requisite skills in hazard identification and mitigation.

b. Sensitizing local suppliers or contractors on the need of having a safety policy or plan while building their capacities to develop safety policy or plan for their respective operations.

Milestones/partial works	Date/location/responsibility	Criteria for acceptance
Preparatory meeting with GIZ develoPPP team	17 September 2026	Availability of consultant to attend the meeting
Inception report	23 September 2026	Inception Meeting Report
Gaps Assessment Report	29 Sept to 16 Oct 2026	• An assessment report that will help the consultant and the team to better understand where the gaps are, in terms of participants understanding of safety practices in the mining industry. • The report will also seek to help the consultant affirm the various modules proposed in the terms of reference.
Development of Training materials	20 Oct. - 26 Nov. 2026	• Consultant to develop training materials that will be relevant for conducting the training. • The training materials should be Specific, Measurable, Attainable, Realistic, Timely. • Practical workbooks should be developed for participants to aid their training sessions.
Training Workshops	02 Dec 2026 - 09 April 2027	• Consultants to organize training workshops in 4 different locations across the country. The specific locations will be agreed upon but would be in mining towns. The trainings will be done 4-5 days per location.

		• Consultant to engage Women in Mining, the chamber of commerce and industry to ensure adequate attendance. Women and young people who are employees to contracting companies should be encouraged to attend. • Feedback forms should be available to participants. • Prepare training report at the end of every workshop • The training will target 300 people.
Final Assignment Report	12 July 2027	• Detailed final assignment report. The final report should entail lessons learned and recommendations

II. Tender requirements

1. Qualifications of proposed staff

The tenderer is required to propose personnel for the positions specified here and described with respect to the areas of responsibility and qualifications on the basis of relevant CVs.

The below specified qualifications represent the requirements to reach the maximum number of points in the technical assessment.

1.1 Team Lead:

1.1.1 General qualifications

Education (2.2.1):

- University qualification of master's or better in Safety, Mining Engineering or Project Management or Similar.

Language (2.2.2)

- Business Fluency in English and Akan

General Professional experience (2.2.3):

- Certified safety professional with at least 15 years of experience in the mining industry.
- Knowledge of risk and hazard identification and mitigation in the mining industry.

Specific professional experience (2.2.4)

- Proven track record in providing capacity building and training to mining employees on risk and hazard assessment (referenced by 10 assignments).
- Ability to engage with diverse stakeholders, including government officials, private sector representatives, and international organizations.
- Previous experience working on similar projects, ideally funded by international organizations or government agencies.
- Strong analytical and report writing skills.
- Good business language skills in English language and any other Ghanaian language
- Proven experience in conducting workshops for mining industry actors in developing countries with 5 referenced assignments.
- 10 years of experience in practicing as a safety professional in Ghana and or any Africa country with in-depth expertise in mine safety procedures.
- Over 8 years demonstrated experience in leading and successfully managing a team of trainers evidenced with at least 5 referenced assignments

Experience in the region/knowledge of the country (2.2.6)

- 5 years' experience practising as a safety professional in the mining industry.
- Familiarity with the operations of Ghana's mining landscape.

1.2 Expert 1:

1.2.1 General qualifications

Education (2.3.1):

- Advanced degree in Business Administration, Economics, Safety or related field.

Language (2.3.2):

- Business Fluency in English or Akan.

Professional experience (2.3.3):

- 10 years' experience in providing capacity building support to mining employees in the extractive industry.

Specific professional experience (2.3.4)

- Proven track record in providing capacity building and training to mining employees (referenced by 3 assignments).
- Strong analytical and report writing skills.
- Ability to engage with diverse stakeholders, including government officials, private sector representatives, and international organizations.
- Previous experience working on similar projects, ideally funded by international organizations or government agencies.
- Good business language skills in English language and any other Ghanaian language

- Proven experience in conducting workshops for SMEs in developing countries with 2 referenced assignments.
- Good Understanding of the operations of the mining industry.
- 10 years of experience in practicing as a safety professional in Ghana and or any Africa country with in-depth expertise in mine safety procedures.

Experience in the region/knowledge of the country (2.3.6)

- 10 years' experience practising as a safety professional in the construction or extractive industry.
- Familiarity with the operations of local suppliers or contractors in the extractive industry.

Expert 2

Education (2.4.1):

- Advanced degree in Development Studies, Economics or related field.

Language (2.4.2):

- Business Fluency in English or Akan.

Professional experience (2.4.3):

- 10 years' experience in monitoring and evaluating trainings, evidenced with 2 referenced assignments.
- Ability to use

Specific professional experience (2.4.4)

- Strong analytical and report writing skills.
- Ability to engage with diverse stakeholders, including government officials, private sector representatives, and international organizations.
- Previous experience working on motor training outcomes, ideally funded by international organizations or government agencies.
- Good business language skills in English language and any other Ghanaian language
- Proven experience in supporting the training of mining employees with two referenced assignments.
- Good Understanding of the operations of contractors in the mining industry.

Experience in the region/knowledge of the country (2.4.6)

- 10 years' experience in monitoring and evaluating trainings Ghana or any African country.
- Familiarity with the operations of mining contractors in the country.

2. Quantitative requirements

Per-diem and overnight accommodation allowances are reimbursed as a lump sum up to the maximum amounts permissible under tax law for each country as set out in the country table in the circular from the German Federal Ministry of Finance on travel expense remuneration (download at <https://www.bundesfinanzministerium.de>).

All travel activities must be agreed in advance with the staff member responsible for the project.

Sustainability aspects for travel

GIZ would like to reduce greenhouse gas emissions (CO₂ emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, such as selecting the lowest-emission booking class (economy) and using means of transport, airlines and flight routes with a higher CO₂ efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

If they cannot be avoided, CO₂ emissions caused by air travel should be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.

The market for carbon credits is made up of a large number of providers, each with different claims as to their climate impact. The [Development and Climate Alliance](#) has published a [list of standards](#). GIZ recommends using the standards specified there.

Fee days	Number of experts	Number of days per expert	Comments
• Implementation by team lead	1	42	42 days for the lead expert
• Implementation by key expert	2	35	35 days for each expert
Travel expenses	Number of experts	Number of days/nights per experts	Comments
• Per Diem/Overnight allowance	3	24	Per diem for overnight stay in training towns/communities. (8 days per expert)
• Accommodation	3	32	12 nights for the team lead and 10 each for the other two experts.
• Travel costs (train, private vehicle, taxi)	3	8	Cost of fuel or car rental throughout the implementation of the assignment.
Flights	Number of experts	Number of flights per experts	Comments
• International flights			
• Domestic flights			
• CO ₂ compensation for air travel Guidance for GIZ service providers on avoiding, reducing and offsetting GHG emissions (giz.de)			
Other costs	Unit	Amount (EUR)	Comments
Workshop			
Communication and internet	3		Call and internet cost for the entire contract period.
Stationery			

Calculate your financial bid exactly in line with the quantitative requirements of the specification of inputs above. There is no contractual right to use up the full days/travel or workshops or budgets. The number of days/travel/workshops and the budgets will be contractually agreed as **maximum amounts**. The regulations on pricing are contained in the price schedule.

Since the contract to be concluded is a contract for works, you should offer your services at a fixed lump sum price, which provides **an itemised breakdown of all the relevant costs (fees, travel costs, etc.)**. **The specification of inputs should provide guidance in this respect.** The assessment of the financial bid is based on the lump sum price tendered, which must be realistic for the services to be rendered. In the contract itself, the budgets will be contractually agreed as **maximum amounts**.

III. Requirements on the format of the tender

The CV submitted for each expert can have a maximum of four pages. The concept (if required) should not exceed five pages. If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment. External content (e.g. links to websites) will also not be considered).

The consulting firm shall submit written technical and financial proposals. The technical proposal should not be more than 10 pages and must include but not limited to.

- the firm/ lead consultants' level of experience in trade facilitation and trade policy capacity building activities.
 - A detailed workplan.
 - The CVs of relevant staff and consultants
 - Quality control measures
 - References to similar assignments.
- The consulting firm is responsible for the costs of its team's field accommodation, feeding and travel and must be **included** in the financial proposal.
- The costs of workshop venue and related logistics will be the responsibility of the consulting firm and thus should be **included** in the financial proposal to GIZ.
- The cost of hotel accommodation will be covered by the consultant and must be **included** in the financial proposal to GIZ
- The arrangement for pre- and post-assessment, printing of materials, as well as report writing and submission, are all contractual duties of the consulting firm and must be included in the technical and financial proposals to GIZ.