

REQUEST FOR EXPRESSION OF INTEREST



IMPLEMENTATION OF INCLUSIVE CONTRACT FARMING MODULE IN NORTHERN GHANA

NATIONAL COMPETITIVE TENDER - CONSULTANCY FIRM REQUIRED

Background

The Private Sector and Innovation Promotion in Ghana (PSInno) project is commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ), and is jointly implemented with the Ministry of Trade, Agribusiness and Industry (MoTAI). The project makes small and medium-sized enterprises more competitive, primarily in the agricultural sector and digital economy. By doing so, it fosters innovation and creates new jobs.

Output 2 of the PSInno Project focuses on the technical and entrepreneurial capacities of private-sector actors in the agri-food sector in northern Ghana, especially women and young people. This leads to the strengthening of the competitive and employment-creating economic development of companies in the agricultural sector in northern Ghana. In this regard, the project intends to support SMEs with capacity development around contract farming aimed at linking the processors with producers and to developing and implementing sustainable and mutually beneficial contract farming systems in northern Ghana.

The objective of the assignment

The objective of this assignment is to engage a firm to strengthen the supply chain management of SMEs in the Agricultural and agri-food sector in northern Ghana through facilitation of inclusive contract farming systems.

Tasks to be performed by the bidder.

The organization/firm to be contracted is responsible for providing the following services outlined below.

- a. **Preparation for an individual assessment of the business relationship of selected SMEs and their producer groups**
This is preparatory activity between the Master trainer and the coaches/facilitators to prepare for the individual assessment of the business relationship of selected SMEs and their producer groups
- b. **Conduct an individual assessment of the business relationship of selected SMEs and their producer groups.**
The assessment is to ascertain the existing relationship between the two parties (processors and producers) and the strategy to enhance the relationship through contract farming intervention.
- c. **Preparation of training materials**
The outcome of the assessment shall be the basis for the preparation of all necessary training materials. Based on the findings, tailored training materials will be developed for each SME and its producers to address their specific needs, challenges, and capacity gaps. The objective is to ensure that the training is relevant, practical, and responsive to the unique circumstances of each SME and its producer network.
- d. **Organize CF sensitization and group dynamics/Producer group strengthening.**
This will enhance the understanding of contract farming principles among producers and strengthen the organizational, leadership, and group dynamics capacities of groups to enable their effective participation in contract farming arrangements.
- e. **Conduct a three-day basic training on Inclusive CF for selected SMEs and their producer groups.**
The consultant, after the initial assessment, shall facilitate a basic and sensitization workshop for the parties (all the processors and their producers) with the aim of providing the feedback from the initial assessment, understanding the individual gaps that exist and developing a customised contract farming intervention to address these gaps.
- f. **CF management training for all selected SMEs.**
This will enhance the capacity of the SMEs in contract farming and increase productivity as well as ensure that the leadership of the SMEs are adequately prepared for this CF approach. This will further help develop an implementation strategy to actualise the overall objectives of this intervention. All the SMEs location. This will be communicated to the consultant when the time is right.
- g. **Facilitate contract negotiation, drafting and signing between selected SMEs and producers.**
This will ensure mutually beneficial contract negotiation, drafting, and signing processes between SMEs and producers ensuring that all parties clearly understand their roles, responsibilities, rights, and obligations within the contract farming arrangement.
- h. **Organize and facilitate a two-day B2B session on Contract farming involving producer organizations, processors, inputs suppliers, financial institutions, and other Agro service providers.**
This to ensure that all parties and partners (stakeholders) in the value chain get insight into the contract farming approach, identify, and discuss challenges, and prepare them for this initiative. Additionally, the assignment seeks to strengthen relationships between and within the value chain through business-to-business engagement sessions.
- i. **Conduct follow-up/backstopping/monitoring of partners implementation of contract farming activities**
This task will include backstopping activities during the consulting period. The consultant shall work in collaboration with PSInno in supporting the backstopping and monitoring activities. The aim is for the consultant to monitor

contract farming activities during these visits and provide advisory services to stakeholders for the smooth implementation of the CF approach.

- j. **Peer to Peer Learning event among SMEs and Producers**
The Peer-to-Peer Learning Event among SMEs and producers is designed to provide a platform for experience sharing, mutual learning, and the exchange of best practices among participating businesses and producer groups

Interested organization/firm with proven experience in this specific assignment are kindly requested to express their interest in the above-stated assignment.

Please submit an expression of interest with the following documents:

- Copies of original documents defining the constitution of legal status, place of registration (company certificate), principal place of business and written power of attorney of the signatory.
- Company registration certificates, SSNIT, VAT and tax clearance certificate
- A minimum of one (1) similar assignments completed within the past five (5) years in Ghana.
- A letter of commitment from a master trainer certified by GIZ in Inclusive Contract Farming with experience in contract farming facilitation in Ghana indicating his/her availability through the assignment period

How to apply

Please submit an expression of interest with the following **3 sets** of documents

a. Official letter expressing interest, including the following.

- ❖ Company profile
- ❖ Valid Tax Clearance Certificate
- ❖ Valid SSNIT Clearance Certificate
- ❖ Business Registration Certificate
- ❖ Declaration of Business Ownership by General Manager (3) (Inclusion of Form A for Sole Proprietorship or Form 3 for Limited Liability)
- ❖ VAT Registration Certificate
- ❖ other relevant supporting documents

b. Technical Proposal & CV/portfolio of the consultants (indicating the relevant experience and qualifications) – Two (2) Copies

c. Financial Proposal – Two (2) Copies

NOTE:

ALL PROSPECTIVE BIDDERS ARE REQUIRED TO PERFORM THEIR TAX OBLIGATIONS IN GHANA.

THE CURRENCY OF YOUR OFFER SHOULD BE IN GHANA CEDIS

Kindly visit the link for Terms of Reference and other documents to be used in preparing your Technical and Financial Proposals

Link- <https://www.giz.de/en/regions/africa/ghana/tenders>

The (a. Expression of Interest including required documents), (b. technical proposals + CV) (c. Financial Proposals) mentioned above should be sealed in Three (3) Separate Envelopes and enclosed in one Bigger envelop, marked as "7000019674/ G-018082-001/ IMPLEMENTATION OF INCLUSIVE CONTRACT FARMING MODULE IN NORTHERN GHANA"

Submit to the following address:

The Procurement Unit,
GIZ Ghana Country Office
No. 7 Volta Street, Airport Residential Area, Accra
P.O. Box KA 9698,
Accra

To All Bidders:

- ❖ Bids must be submitted at the GIZ Ghana Country Office Reception.
- ❖ The deadline for submission is **27th August 2026** until **11:59 PM**.
- ❖ Documents should be submitted as early as possible before the deadline.
- ❖ Should the reception be closed, documents might exceptionally be dropped off at the guard's booth.
- ❖ The guards need to be told by the person submitting the documents that they are submitting tender documents.
- ❖ Always send a receipt with your documents stating the **Tender Number**.

This receipt will be signed by the receptionist or a guard (in case of exceptional drop-off at the guard's booth) to provide the bidder with proof of submission.

Please note that participating in a GIZ tendering process is free of charge for bidders.

At no phase of the process is the bidder required to make any payment to GIZ or to one of its employees.

Kindly Note by sending in your offer, you are agreeing to the **GIZ General Terms** and giving us consent to process your company data.

ONLY SHORTLISTED FIRMS WILL BE CONTACTED