



ECOWAS MULTI-COUNTRIES, CHAD AND MAURITANIA

Support Project for Food Security Storage in West Africa.

CONSULTANTS SERVICES

Expressions of Interest for the establishment of short lists of service providers for intellectual services, logistics organization services, fiduciary management, publishing and communication within the framework of the Support Project for Food Security Storage in West Africa

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1. The Economic Community of West African States (ECOWAS) has received funding from the European Union to cover the cost of the Support Project for Food Security Storage in West Africa, and intends to use part of this funding to pay for the contracts for supplies, intellectual services and physical services necessary for the implementation of the project. Financing for the first three components of the Project is implemented through the indirect management modality entrusted to the French Development Agency (FDA).
2. The purpose of the Candidates' Services will be to provide intellectual services, publish documents and communication materials, logistical organization of workshops, training, conferences and fiduciary management of funds related to activities implemented in ECOWAS countries, Chad and Mauritania.
3. ECOWAS, through the Regional Agency for Agriculture and Food (RAAF), invites Candidates to express their interest in providing the Services described above.
4. This Call for Expressions of Interest is addressed to individual consultants, consulting firms and NGOs, publishing and communication agencies and accounting firms.
5. The eligibility criteria for FDA financing are specified in Article 1.3 of the "Guidelines for the Procurement of Contracts Financed by FDA in Foreign States", available online on FDA's website: <http://www.afd.fr>.

6. Candidates may submit only one application in their own name or in a Group. If a Candidate (including the member of a Group) submits or participates in more than one application, they will be eliminated. On the other hand, the same Subcontractor may participate in several applications.

If the Candidate is constituted as a Group, the Expression of Interest must include:

- a. a copy of the Grouping Agreement concluded by all its members.
- or,
- b. a letter of intent to form a Group, signed by all its members and accompanied by a copy of the proposed Grouping Agreement.

In the absence of this document, the other members will be considered as Subcontractors.

The references and qualifications of Subcontractors are not taken into account in the evaluation of applications.

7. This Call for Expressions of Interest concerns three types of services:
 - a. Part 1: realization of studies, design of strategies and mechanisms, capitalization, evaluations, design and publication of reports;
 - b. Part 2: management of financial resources allocated by the RAAF to work programs implemented by the 15 ECOWAS countries, Chad and Mauritania, and reporting of expenditures with supporting documents;
 - c. Part 3: logistical organization of national training programs for local stock managers, management of financial resources allocated by the RAAF and reporting of expenses with supporting documents.

PART N°1:

8. PART N°1 :

- a. Component 1, related to the establishment of the Regional Food Security Reserve (RFSR), aims to set up the RFSR's intervention tools and its governance modalities. Most tools are in place but need to be supplemented by:
 - The design of modalities for integrating potential RFSR support into national response plans of countries affected by a food crisis;
 - The design of a monitoring and evaluation system for RFSR interventions in support of national response plans for countries in food crisis situations;
 - The test evaluation of a national response plan including RFSR support in a country that has benefited from the interventions of the Regional Reserve;
 - The development of a livestock feed supply strategy to deal with pastoral crises, including an analysis of the livestock feed market, the pre-qualification of companies in a position to contract with the RFSR, and finally the determination of specific procedures to integrate into the procedures manual of

the RFSR.

- b. Component 3 related to local storage is structured around several activities including:
- The mapping of local stocks, the identification of local storage POs in coastal¹ countries, and the design and implementation of a monitoring and information system on stocks;
 - **The design of an innovative mechanism for financing storage and marketing and risk management at the level of POs and the private sector, integrated into the Regional Fund for Agriculture and Food, managed by the ECOWAS Bank for Investment and Development (EBID);**
 - Finally, the establishment of a regional training capacity for stock managers, including the design of training curricula and the deployment of training in the 15 ECOWAS Member States, Chad and Mauritania.
- c. More generally, after four years of implementation of the regional storage strategy, ECOWAS is preparing a new "post-2020" phase. In this context, it envisages:
- To conduct a thorough capitalization of the achievements and lessons learned from 4 years of implementation of the strategy;
 - To prepare a comprehensive report on the West African regional food reserve system, including local stocks, national security stocks and the Regional Food Security Reserve;
 - To carry out a thorough and comparative economic analysis of the RFSR with other models of food reserve functioning;
 - To prepare and organize an international conference on the West African regional storage system.

9. PART N°2 :

- a. Component 2 of the project related to the promotion of national storage provides financial support to ECOWAS Member States, Chad and Mauritania. These supports concern:
- The definition or revision of national storage policies
 - The definition of the modes of governance of the stocks
 - The design of procedure manuals
 - The training of stock managers
- b. The RAAF is required to allocate resources in accordance with the Work Plan and Budget agreed with the Government of each Member State, to secure the monitoring of expenditure, the justification of such expenditure and the collection of supporting documents.

10. PART N°3 :

- a. As part of the third component of the project, focusing on local storage, the RAAF

¹ Local stocks are better documented in the Sahelian countries which, due to climate shocks and variability, have a long tradition in this field

mandated a training structure and a Group of consulting firms and NGOs to prepare training modules for local stock managers (mainly farmers' organizations) and to provide regional training for a pool of national trainers.

- b. These national trainers from the technical structures of producer organizations, NGOs or national training institutions will be responsible for deploying the training in each country, in consultation with the national structures members of the regional networks of farmers' organizations (ROPPA, Bilital Maroobe Network, APSS and ROAC).
- c. The RAAF should provide logistical support for the organization of these regional and national training sessions, provide financial resources and secure the monitoring of expenditures, the justification of these expenditures and the collection of supporting documents, as well as the technical implementation reports of the training sessions.

11. The implementation of these activities requires the following needs in terms of intellectual services, logistical organization and fiduciary management, edition and communication:

PART N°1 :

- a. **IS 1** Study related to the design of modalities for integrating potential RFSR support into national response plans of countries affected by a food crisis;
- b. **IS 2** Study related to the design of a monitoring and evaluation system for RFSR interventions in support to national response plans of countries in food crisis situations;
- c. **IS 3** Test evaluation of a national response plan including RFSR support in a country that has benefited from Regional Reserve interventions;
- d. **IS 4** Study related to the development of a livestock feed supply strategy to deal with pastoral crises, including an analysis of the livestock feed market, the determination of the modalities for the pre-qualification of companies in a position to contract with the RFSR, and finally the determination of the specific procedures to integrate into the RFSR manual of procedures;
- e. **IS 5** Methodological study and realization of a mapping of producer organizations involved in local storage (characteristics of producer organizations, warehouses, volumes, management modalities, etc.), with priority given to the coastal countries of the Gulf of Guinea;
- f. **IS 6 Design and implementation of a monitoring and information system on local stocks that will be sustainable;**
- g. **IS 7 Support to ECOWAS in the design of an innovative mechanism for financing storage and marketing and risk management at the level of Producer Organizations and the private sector, integrated into the Regional Fund for Agriculture and Food, managed by the ECOWAS Bank for Investment and**

Development (EBID). This support includes (i) capitalization of existing financial, banking and insurance services and (ii) support for the participatory design of financial and insurance services that meet the needs of stakeholders and operational stakeholders (through the organization/moderation of dialogue between stakeholders - producer organizations and the private sector - national and regional financial institutions and insurance schemes);

- h. IS 8** In-depth capitalization of the achievements and lessons learned from 4 years of implementation of the regional storage strategy and formulation of recommendations for the next steps;
- i. IS 9** Design and edition of a comprehensive report on the West African regional food reserve system, including local stocks, national security stocks and the Regional Food Security Reserve;
- j. IS 10** Conduct of a thorough and comparative economic analysis of the RFSR with other models of food reserve functioning;
- k. IS 11** Support for the preparation and organization of the International Conference on the Regional Storage;
- l. IS 12** Realization of all types of communication and information materials.

PART N°2:

- m. IS 13** Management of financial resources allocated to planned activities in the Member States' Work Plans and Budgets, validated by the RAAF, preparation of financial reports, collection of supporting documents, verification of their compliance and transmission to the RAAF, this in close collaboration with the Ministry concerned and the RAAF.

PART N°3:

- n. IS 14** Management of financial resources allocated to activities planned under the regional and national workshops for the training of trainers and managers of local stocks in the countries, support for the logistical organization of regional and national training, preparation of financial reports, collection of supporting documents, verification of their compliance and transmission to the RAAF; this in close collaboration with the RAAF, the regional training structure and producer organizations.
 - o. IS 15** Ensure the translation and edition of training materials and pedagogical tools.
12. Interested Candidates are invited to submit their expressions of interest by providing information demonstrating that they are qualified and experienced to perform these Services, specifying their areas of interest (use **IS references**).

13. As such, they will justify that they have references to recent and similar services.

The similar character of the references will be analyzed according to:

- The size of the markets;
- The nature of the Services;
- The field and technical expertise(s), as referenced above;
- The Geographical context: ECOWAS region, Chad and Mauritania.

14. The RAAF will also examine the relevance of the Expressions of Interest with regard to the following criteria:

- Be regularly established and have been in practice for at least three (3) years;
- Have the relevant qualifications, skills and experiences for the targeted service areas;
- Have carried out at least three (3) missions or services of a similar nature over the last five (5) years. Experience in the West African region is an asset;
- Have permanent key personnel and non-permanent human resources available to the bidder in relation to the services requested;
- The degree of organization of the structure at the regional level and in the ECOWAS countries, Chad and Mauritania for fiduciary management services.

15. The RAAF will draw up a short list of a maximum of six (6) Applicants for each category of services covered by this Call for Expressions of Interest, pre-selected on the basis of the applications received, to which it will send the Request for Proposals for the provision of the required Services.

16. Expressions of Interest must be submitted to the address below, no later than.....**06 JAN 2020**..... at 5:00 pm GMT, by hand delivery or e-mail, to the following addresses:

Regional Agency for Agriculture and Food (RAAF)
Boulevard de la Paix, 83, Rue de la Pature, Lome, Super Taco, Togo
01 BP 4817 .Telephone: +228 22 21 40 03
E mail: procurement@araa.org

In subject: "**Expressions of Interest for the constitution of short lists of service providers relating to intellectual services, logistical organization, fiduciary management, edition and communication services within the framework of the Support Project for food security storage in West Africa**"

17. Interested service providers can obtain additional information by e-mail at the

following address: procurement@araa.org.

18. The Expression of Interest will include:

- A letter of expression of interest;
- The Declaration of Integrity, Eligibility and Environmental and Social Commitment provided in the Annex to the Call for Expressions of Interest (CEI), duly signed;
- Proof of their legal existence;
- If the company is incorporated as a group: a copy of the grouping agreement concluded by all its members or a letter of intent to form a Grouping, signed by all its members and accompanied by a copy of the proposed Grouping agreement;
- The list of key personnel and the main Curricula vitae of these key personnel in relation to the intellectual services requested;
- The main references/experiences related to the services requested;
- The description of the organization of the structure for services relating to fiduciary management;
- Turnover and results for the last three financial years.

19. *Suppliers will be selected using only the Method of Quality Based Selection (SBS).*

Made at Lome, on.....**2.1 NOV 2019**.....

The Executive Director



SALIFOU Ousseini



Annex to the Expression of Interest

(To be provided signed with the application, without modification of the text)

Declaration of integrity, eligibility and environmental and social responsibility

Title of the offer or the proposal _____(the "Contract")

To: _____(the "Contracting Authority")

1. We acknowledge and accept that the French Development Agency (the "FDA ") only finances the projects of the Contracting Authority on its own terms and conditions which are determined by the Financing Agreement which links it directly or indirectly to the Contracting Authority. Consequently, there can be no legal relationship between FDA and our company, our group, our suppliers, entrepreneurs, consultants and subcontractors. The Contracting Authority retains sole responsibility for the preparation and implementation of the procurement process and their execution. Depending on whether the contracts are for works, supplies, equipment, intellectual services (consultants) or other services, the Contracting Authority may also be called the Owner, Client or Purchaser.
2. We certify that we are not, and that none of the members of our group, nor of our suppliers, contractors, consultants and subcontractors, is in one of the following cases:
 - 2.1 Be in a state of or have been the subject of bankruptcy, liquidation, judicial settlement, safeguard or cessation of activity proceedings, or be in any analogous situation resulting from a procedure of the same nature;
 - 2.2 Have been the subject of:
 - a) A conviction handed down less than five years ago by a judgment which has the force of res judicata in the country where the Contract is performed, for fraud, corruption or any offence committed in connection with the award or performance of a contract (in the event of such a conviction, we have the option of attaching to this Declaration of Integrity additional information which would make it possible to consider that such conviction is irrelevant to the Contract);
 - b) An administrative penalty imposed for less than five years by the European Union or by the competent authorities of the country in which we are established, for fraud, corruption or any offence committed in connection with the award or performance of a contract (in the event of such a penalty, we may attach to this Declaration of Integrity additional information that would allow us to consider that this penalty is not relevant in the context of the Contract);
 - c) A conviction handed down less than five years ago by a final judgment for fraud, corruption or any offence committed in connection with the award or performance of a contract financed by FDA;
 - 2.3 Be included on the lists of financial sanctions adopted by the United Nations, the European Union and/or France, in particular in the fight against the financing of terrorism and attacks on international peace and security;
 - 2.4 Have been the subject of a termination pronounced against us exclusively within

the last five years due to a serious or persistent breach of our contractual obligations in the performance of a previous contract, provided that this sanction has not been contested by us in progress or given rise to a court decision reversing the termination against our exclusive wrongs:

- 2.5 Not having fulfilled our obligations relating to the payment of our taxes in accordance with the legal provisions of the country in which we are established or those of the country of the Contracting Authority;
 - 2.6 Be subject to an exclusion decision issued by the World Bank and therefore appear on the list published at <http://www.worldbank.org/debarr> (in the event of such an exclusion decision, we may attach to this Declaration of Integrity additional information that would allow us to consider that this exclusion decision is not relevant in the context of the Contract);
 - 2.7 Have produced false documents or made false declaration(s) by providing the information required by the Contracting Authority as part of this procurement and award process.
3. We certify that we are not, and that none of the members of our group or of our suppliers, contractors, consultants and subcontractors, are in any of the following conflict of interest situations:
- 3.1 Shareholder controlling the Contracting Authority or subsidiary controlled by the Contracting Authority, unless the resulting conflict has been brought to the attention of the FDA and resolved to its satisfaction.
 - 3.2 Have business or family relations with a member of the Contracting Authority's services involved in the procurement process or the supervision of the resulting Contract, unless the resulting conflict has been brought to the FDA's attention and resolved to the FDA's satisfaction;
 - 3.3 Controlling or being controlled by another bidder or consultant, being under the control of the same company as another bidder or consultant, receiving from another bidder or consultant or awarding grants directly or indirectly to another bidder or consultant, having the same legal representative as another bidder or consultant, maintaining direct or indirect contacts with another bidder or consultant to enable us to access, influence or influence the information contained in our respective offers or proposals, or to influence the decisions of the Contracting Authority;
 - 3.4 Be engaged for an intellectual service mission which, by its nature, may prove incompatible with our missions on behalf of the Contracting Authority;
 - 3.5 In the case of a procedure for the award of a works, supplies or equipment contract:
 - a) Have prepared ourselves or been associated with a consultant who has prepared specifications, plans, calculations and other documents used in the procurement proceedings.
 - b) Be ourselves, or one of the firms to which we are affiliated, recruited, or to be recruited, by the Contracting Authority to carry out the supervision or control of the works under the Contract.
4. If we are a public institution or public company, to participate in a competitive bidding

procedure, we certify that we enjoy legal and financial autonomy and that we are managed in accordance with the rules of commercial law.

5. We undertake to inform the Contracting Authority without delay, which will inform FDA of any change in the situation with regard to points 2 to 4 above.
6. In the context of the award and performance of the Contract:
 - 6.1 We have not and will not commit any unfair practice (act or omission) intended to deliberately deceive others, intentionally conceal elements from them, surprise or vitiate their consent or cause them to circumvent legal or regulatory obligations and/or violate their internal rules in order to obtain an improper profit.
 - 6.2 We have not and will not engage in any unfair practice (act or omission) contrary to our legal or regulatory obligations and/or internal rules in order to obtain an illegitimate profit.
 - 6.3 We have not promised, offered or granted and we will not promise, offer or grant, directly or indirectly, to (i) any Person holding a legislative, executive, administrative or judicial office in the State of the Contracting Authority, whether permanently appointed or elected or not, whether remunerated or not and regardless of his or her hierarchical level, (ii) any other Person who performs a public function, including for a public body or public enterprise, or who provides a public service, or (iii) any other Person defined as a public official in the State of the Contracting Authority, an undue advantage of any kind, for himself or for another person or entity, to perform or refrain from performing an act in the exercise of his official functions.
 - 6.4 We have not promised, offered or granted and we will not promise, offer or grant, directly or indirectly, to any Person who manages or works for a private sector entity in any capacity whatsoever, any undue advantage of any kind, for himself or for another Person or entity, to do or refrain from doing anything in violation of his legal, contractual or professional obligations.
 - 6.5 We have not and will not commit any act likely to influence the procurement process to the detriment of the Contracting Authority and, in particular, any anti-competitive practice having as object or effect to prevent, restrict or distort competition, in particular by tending to limit access to the Market or the free exercise of competition by other companies.
 - 6.6 We, or one of the members of our group, or one of the subcontractors, will not acquire or supply equipment and will not operate in sectors under embargo from the United Nations, the European Union or France.
 - 6.7 We undertake to respect and ensure that all our subcontractors comply with the environmental and social standards recognized by the international community, including the fundamental conventions of the International Labor Organization (ILO) and the international conventions for the protection of the environment, in accordance with the laws and regulations applicable in the country where the Contract is being carried out. In addition, we undertake to implement measures to mitigate environmental and social risks when indicated in the environmental and social management plan provided by the Contracting Authority.
7. We, the members of our group, our suppliers, entrepreneurs, consultants and subcontractors, authorize FDA to examine the accounting documents and documents

related to the award and performance of the Contract and to submit them for audit by auditors appointed by FDA.

Name: _____ As:

Duly authorized to sign for and on behalf of²: _____

Signature: _____

As of: _____

² In the case of a grouping, enter the name of the grouping. The person signing the offer, proposal or application on behalf of the bidder, consultant or candidate shall attach to it the authority given by the bidder, consultant or candidate.