



# ***Eastern Africa Farmers Federation***

## **Request for Expressions of Interest**

for

**CONSULTANCY: Development of an Online input-output market place for youth Agribusinesses within the project “scaling up rural youth access to inclusive financial services for entrepreneurship and employment (RYAF)”**

Ref No: ***PSP003***

**Submission Date: 5<sup>th</sup> July,2020**

## Letter of Invitation Requesting EOIs

Eastern Africa Farmers Federation  
Westlands, 205 David Osieli Road  
Nairobi, Kenya

28<sup>th</sup> May 2020

**Re: Consulting Services for Development of an Online input-output market place for youth Agribusinesses within the project “scaling up rural youth access to inclusive financial services for entrepreneurship and employment (RYAF)”**

Dear Madam/Sir:

1. EAFF invites Expressions of Interest (EOIs) from legally constituted consulting firms (not individual consultants) to provide the consultant services referenced above. More details on these consultant services are provided in the Abridged Terms of Reference (ATOR). This **REOI** is open to all eligible entities (“Consultants”) who wish to respond.
2. EAFF intends to hire a consulting firm (the “**Consultant**”) to provide support to develop an online input-output market place for agricultural youth enterprises. The Consultant may sub-contract selected activities provided that said services do will not exceed 20% of the total consultancy work.
3. Location: Kenya, Uganda, Rwanda and Burundi
4. Anticipated Start Date: 10<sup>th</sup> July,2020
5. Duration of Assignment : 6months
6. Before preparing its EOIs, the Consultant is advised to review the Abridged Terms of Reference attached hereto as **Annex 1**, which describe the assignment in detail and Annex 2 which delineates how the technical qualifications and the shall be evaluated.
7. A firm will be selected under **Selection Based on the Consultants’ Qualifications (CQS)** method in accordance with the procedures set out in the EAFF Procurement manual.
8. **Submission Procedure:** Please submit your EOIs using the forms provided for this purpose. Your EOIs should comprise one (1) original copy each of the EOI Forms.
9. **Procedure:** EAFF will evaluate the EOIs using the criteria provided in Annex 2. The Consultants that attains the highest (minimum of 3 and maximum of 6) total points (who also attain the minimum technical score required to pass)

RCQ: [insert title & ref]

shall be shortlisted.

10. Any request for clarification on this REOI including the ATOR should be sent via e-mail to the address above no later than 5.00pm EAT of 8<sup>th</sup> June 2020 The Client will provide responses to all clarification requests by 5.00pm EAT of 12<sup>th</sup> June 2020
11. EOIs shall be submitted to the address below no later than **5.00Pm EAT** of 5<sup>th</sup> July 2020

**The, Procurement Officer**  
**Eastern Africa Farmers Federation**  
**P.O. Box 13747 - 00800, Nairobi, Kenya**  
**[Consultancies010@gmail.com](mailto:Consultancies010@gmail.com)**

Yours sincerely,

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**Procurement Officer**  
**Eastern Africa Farmers Federation**

RCQ: [insert title & ref]

## Form EOI-1 EOI Submission Form

[Location, Date]

[Authorised Official]

Dear Sir or Madam,

**Re: Consulting Services for [insert assignment]**

**Ref: [insert]**

On behalf of my firm, [insert name of firm or JV entity, if applicable], I, the undersigned, offer to provide the consulting services for the above-mentioned assignment in accordance with your REOI dated [insert date].

I am hereby submitting my firm's EOI, which will be open for acceptance for a period of ninety (90) days.

I hereby declare that all the information and statements made in this EOI are true and accept that any misrepresentation contained in it may lead to the firm's disqualification.

We understand you are not bound to accept any EOIs that you may receive.

Yours sincerely,

Authorized Signatory

Name and title of Signatory

Name and Address of Firm

## **Form EOI-2 Organization of the Consultant**

**Re: Consulting Services for [insert assignment]**

**Ref: [insert]**

Provide a brief description of the background and organization of your firm/entity and of each Associate for this assignment. Include the organization chart of your firm/entity.

The EOI must demonstrate that the Consultant has the organizational capability and to carry out the assignment.

The Qualifications document shall further demonstrate that the Consultant has the capacity to field and provide experienced replacement Personnel on short notice.

**Maximum 10 pages**

### Form EOI-3 Experience of the Consultant

Re: Consulting Services for [insert assignment]

Ref: [insert]

[Using the format below, provide information on each relevant assignment for which your firm, and each Associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under the Abridged Terms of Reference included in this RCQ. The EOI must demonstrate that the Consultant has a proven track record of successful experience in executing projects similar in substance, complexity, value, duration, and volume of services sought in this procurement.

**Maximum 20 pages]**

Assignment name:	Approx. value of the contract (in current US\$):
Country: Location within country:	Duration of assignment (months):
Name of client:	Total No. of staff-months of the assignment:
Address, and contact details (including email address(es)):	Approx. value of the services provided by your firm under the contract (in current US\$):
Start date (month/year): Completion date (month/year):	No. of professional staff-months provided by associated consultants:
Name of associated consultants, if any:	Name of proposed senior professional staff of your firm involved and functions performed (indicate most significant profiles such as project director/coordinator, team leader):
Narrative description of project:	
Description of actual services provided by your staff within the assignment:	

Name of Firm: \_\_\_\_\_

# ABRIDGED TERMS OF REFERENCE

## Consulting Services for Development of an Online input-output market place for youth Agribusinesses within the project “scaling up rural youth access to inclusive financial services for entrepreneurship and employment (RYAF)”

### Background

The Eastern African Farmers’ Federation (EAFF) was formed in 2001 as a non-political, non-profit and democratic organization, whose role is to voice the concerns and interests of farmers of the region to enhance their social-economic status and regional cohesiveness. EAFF’s establishment was championed by national farmers’ organizations from Kenya, Tanzania, Uganda, Rwanda and DR Congo. Membership was subsequently extended to Rwanda, Burundi, Eritrea, Djibouti, Ethiopia and South Sudan. EAFF membership is now composed of 23 farmer organizations serving about 20 million farmers. EAFF is one of the IFAD funded investment projects in East Africa and will benefit directly from the outcomes, results and best practices that will be generated and disseminated in this project.

EAFF secured grant funding from IFAD to implement a youth project dubbed “scaling up rural youth access to inclusive financial services for entrepreneurship and employment’. This project is being implemented in 4 countries i.e. Kenya, Uganda, Burundi and Rwanda. The overall goal of this project is to enhance the current process of raising capital for poor rural youth enterprises (start-up/existing/scale-ups) by mitigating financial institutions risks, increasing interactions with industry experts, acquiring new knowledge and sharing success stories. One in four businesses generally fail before their second year, and half do not survive beyond the fifth year; a situation experienced by many youth-led agri-enterprises in Kenya, Uganda and Rwanda. This is a growing concern in a countries which has very young population coupled with a high youth unemployment rate. Economically viable agribusinesses could help to address this challenge; thriving youth-led agribusinesses are vital for job creation, make agri-enterprises attractive to the youth and hence could contribute towards alleviating youth unemployment.

Many youth agri-enterprises are confronted with a web of complex challenges that impede

their growth, profitability and sustainability. The COVID-19 situation is further aggravating the situation of businesses and thus inhibiting them from reaching their full potential. EAFF has seen the rise of pandemic created trade barriers that inhibit movement of goods or services within the country and across borders. EAFF therefore would like to develop an online market place where youth in agriculture can learn and interact with each other.

### **Introduction to African Youth Agripreneurs marketplace**

More than 1.3 billion people worldwide live in poverty – nearly three-fourths of them in rural areas. Virtually all depend directly or indirectly on agriculture for their livelihoods. Many are farmers or pastoralists, while others eke out a living from forestry or fishing. Today more than 80 low income developing countries suffer from chronic food deficits and about 800 million people live in hunger (FAO,2000). By 2025, the world's population may exceed 8 billion and food needs in developing countries may nearly double. To the extent that extra raw food and other raw materials can be produced competitively by small farmers within food deficit countries, this has the triple benefit of increasing supplies, reducing rural poverty and improving household food security. If unmatched by increases in food production mounting demand for food will raise prices and aggravate food insecurity worldwide while swelling the ranks of the hungry.

EAFF is among other organizations involved in a youth project for youth in Agribusiness. One of the findings from the project is that many youth in order to be successful agripreneurs, will need more practical agricultural information. This type of information is hard for them to get. EAFF has started to develop a website <http://www.youth.eaffu.org/> to provide youth agribusiness with news, information and agribusiness opportunities. In this era of developed communications and computer technologies, the overall use of information in business performance has become de-facto standard. Competitive advantages depend on good decision making, which in turn based on availability of pertinent information. Practical organization of information provision may reduce a number of obstacles which impede access to needed business information.

What the market place is trying to solve

1. Facilitate trade through knowledge management: Availability of practical information on input and output markets for agribusiness production or value addition e.g. access to certified input suppliers, tractor services, standards and technical guidelines among others.
2. Capacity building through targeted online/physical learning: the platform seeks to ignite thought processes on how to do something through value addition and subsequent creation of cottage industries, this will be done through demand driven trainings as well as linkages to mentors and agribusiness incubators.
3. Strategic linkages through networking: AYA seeks to provide a safe space where youth agri-enterprises can network with financial service providers and mentors.

EAFF is looking for concept developer who can help us in developing such a space where youth in agribusiness can interact learn and grow their enterprises to the next level.

### **Terms of Reference/Scope of Work**

- Conduct needs assessment on youth on feasibility of access and use of an online market place dedicated to youth agriprenuers
- Development of website market place: logo, front and backend sections. To be discussed with EAFF on how this will work
- Training of staff to populate the market place and use it effectively
- Sustainability plan for the AYA market place.

The project being regional in nature, we encourage

- a) Regional consultancy firms/networks of agribusinesses to apply for this consultancy opportunity
- b) The consultant needs to show proof of work to develop successful agribusiness market places.
- c) The consultant should be willing to share more information on improving the market place than it is defined in the scope of work to ensure success of the project.
- d) Detailed scope of work indicating both technical implementation of the assignment
- e) Detailed financial proposal to support the technical implementation of the project.

Ps. We encourage consultants to follow the guidelines of WHO for their own safety.

### **Timelines**

This assignment will run for 6 months from 29<sup>th</sup> June –30<sup>th</sup> December 2020



## ANNEX 2

# Qualification and Evaluation Criteria

**Table 1: Criteria and Point System for the Evaluation**

<u>Item</u>	<u>Criteria</u>	<u>Points</u>
<i>For specific experience, evidence shall include successful experience in the execution of <b>at least 2 projects</b> of a similar nature and scope of works during the <b>last 10 years</b>.</i>		
<b>A.</b>	<b>General Experience</b>	<b>30</b>
i	General Experience: Firm has been in existence for 10 years	10
<b>B.</b>	<b>Specific Experience</b>	<b>70</b>
i	Experience in development of online market places	15
ii	Experience in data modelling and content development Experience in setting up agricultural or similar online market places for input and output markets	40
iii	Knowledge on block chain management	15
<b>Total Points</b>		<b>100</b>
<b>Minimum points required to pass</b>		<b>70 points</b>

