



Eastern Africa Farmers Federation

Request for Expressions of Interest

for

CONSULTANCY: Maize Value Chain Study in Burundi, Democratic Republic of Congo, Kenya, Rwanda, South Sudan, Tanzania and Uganda for “Farmers’ Organizations for the African, Caribbean and Pacific countries(FO4ACP)”

Ref No: EAFF/GSRN/007/TA002/2020

Submission Date: 15th October,2020

Letter of Invitation Requesting EOIs

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

9th October 2020

Re: Consulting Services for Maize Value Chain Study in Burundi, Democratic Republic of Congo, Kenya, Rwanda, South Sudan, Tanzania and Uganda for “Farmers’ Organizations for the African, Caribbean and Pacific countries(FO4ACP)”

Dear Madam/Sir:

1. EAFF invites Expressions of Interest (EOIs) from legally constituted consulting firms 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 conduct a value chain analysis.
3. Location: Burundi, DRC, Kenya, Rwanda South Sudan, Tanzania and Uganda
4. Anticipated Start Date: 25th November ,2020
5. Duration of Assignment: 3 months
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 *Procurement* methods 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) 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 10th November 2020. The Client will provide responses to all clarification requests by 5.00pm GMT of 12nd November 2020

11. EOs shall be submitted to the emails below no later than **5.00Pm EAT** of 10th November 2020

procurement13@eaffu.org

Form EOI-1

[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: _____

ANNEX 1

ABRIDGED TERMS OF REFERENCE

Consulting Services for CONSULTANCY: CONSULTANCY: Maize Value Chain Study in Burundi, Democratic Republic of Congo, Kenya, Rwanda, South Sudan, Tanzania and Uganda for “Farmers’ Organizations for the African, Caribbean and Pacific countries(FO4ACP)”

1. Background

EAFF is a regional farmers' organization whose membership consists of 24 national farmer federations, national cooperative organizations and national commodity associations in ten (10) countries in Eastern Africa - Burundi, Democratic Republic of Congo, Djibouti, Eritrea, Ethiopia, Kenya, Rwanda, South Sudan, Tanzania and Uganda.

Formed in 2001, EAFF's mission is to represent, lobby and advocate for Eastern Africa farmers' interests and build their capacities. The aim is to enhance regional cohesiveness and the social-economic status of Eastern Africa farmers. The federation voices the views and demands of farmers on issues such as: markets, productivity, capacity building, information and fostering regional integration (e.g. through trade and harmonization of relevant policies).

Lobby and advocacy is one of the core functions of EAFF. This function responds directly to one of the pillars of the EAFF strategic plan - "A dynamic regional platform for advocacy for policy development, implementation and accountability promoted". It supports the the main pillar of our strategic orientation which is Making smallholder farmers key value chain players. To that we rolled out an agribusiness strategy that centres on warehousing, inputs, out markets and financial services access.

We prioritized the following 6 commodities i.e. Maize, Rice, Potato, cassava, livestock (diary) and oil crops (mainly Soya) since they are the main crop produced and traded by the majority of smallholder farmers in the region where EAFF operates. These findings came from the regional consultative meeting EAFF held with farmer representatives all our members.

It is well documented that in Eastern Africa countries, agriculture contributes around 20 - 30% to GDP. Trade in agricultural products brings great challenges while also offering very high potential

for economic development in rural areas. Intraregional trade strengthens economic areas and brings them closer together. However, this requires common policies.

Over the years, governments made effort to stabilize grains production and availability for the national consumption through subsidies on inputs, price control via national food reserve agencies and more often in some of these countries import permits are issued or export bans in order to deal with shortages for national consumption caused by a severe drought.

EAFF's review of regional trade framework highlights some relevant known facts:

- The value of intra-EAC trade is low and declining: From \$5.1 billion in 2015 to \$4.4 billion in 2016 (or 20% of total EAC trade) with key agriculture commodities being maize, rice and sorghum;
- The remainder (nearly 80%) of EAC trade is outside the region (especially with China, India, the European Union and the United Arab Emirates);
- Informal trade within the EAC region is estimated to be as high as 60% of formal trade;
- Regional trade is hindered by cumbersome administrative procedures, high transaction costs and low competitiveness; Technical regulations and sanitary & phytosanitary requirements are not harmonised; Customs procedures, rules of origin and police roadblocks are major trade barriers;
- Variable standards and the inconsistent application of standards extend the time needed for clearing borders and increase transaction costs for cross-border trade
- The EAC tried to address trade barriers through tax exemptions on products from the EAC region; the Single Electronic Window System, One Stop Border Points or the Simplified Trade Regime; A Customs Union Protocol was proposed advocating to remove internal tariffs in the region;
- National agriculture policy orientation differs significantly between EAFF countries with measures being (i) consumer-oriented (focus on staple crops and food reserves); (ii) producer-oriented (with input subsidies, price regulation); or (iii) trade-oriented (e.g. import tariffs, export subsidies);

EAFF aims to build the capacities of her member organizations to provide relevant economic services to their members. By building their capacities, EAFF intends to ensure that farmer organizations play a more effective and beneficial role in the various activities along the Maize value chain. EAFF's aim to also understand agriculture trade policy landscape in the selected countries and how this promotes or inhibits crossborder trade. The ultimate goal is to strengthen the capacity of EAFF and its NFO members to develop strategies for influencing national and regional agricultural trade policies.

While the role of EAFF is to deepen regional integration of farmers of the EAC, part of COMESA and IGAD in our geographic jurisdiction. However, the role of FOs in the process of shaping agricultural trade policies is often not sufficiently recognised. This is leading to the growing importance of jointly

developing strategies to achieve a regional trade policy that is beneficial for the members of the FOs and promote intra regional trade in key commodities.

Therefore, EAFF wants to develop and strengthen its capacity as well as the capacity of its member organisations regarding agricultural trade policies. By enhancing EAFF's and the organisations' knowledge and skills, the importance of lobbying for members will be emphasized and thus, developing effective engagement strategies.

2. The objective of this assignment

In order to support farmer organizations of EAFF, in the 7 selected countries, to engage effectively in Maize Cross border trade, EAFF is seeking the service of a qualified consultant to conduct a comprehensive value chain analysis for Maize.

3. The approach:

1. Conduct a comprehensive value chain analysis for Maize. The value chain analysis is expected to address all aspects of the value chain, with an emphasis on the actual value of the commodity along the chain. More specifically:
 - a. An analysis of the input supply side of the sector. What are the main challenges facing production, import, distribution and uptake of improved agricultural inputs for this commodity? Who are the main suppliers of improved inputs? Provide estimates of the prices of these inputs, as percentage of the final output for this commodity.
 - b. An analysis of the production side of the value chain - What are the average yield levels in the region? What are the major factors for good yield performance? what are the major factors affecting yield performance?
 - c. A comprehensive market analysis describing the main buyers of the commodity (including traders, processors, wholesale and retail markets, institutions, among others), the market structure, the different options for value addition for the commodity, a brief analysis of the price trends for the commodity (when is the commodity in highest demand, what prices do the different buyers pay, etc).
 - d. A stakeholder analysis: describe the main stakeholders in the sector, and their different roles along the value chain. It is important that the consultant does not mention generic stakeholder categories, but instead provide specific names. For example, instead of mentioning "traders" as a stakeholder, the consultant should mention "ABC trading company limited". The consultant is expected to physically meet some of the stakeholders for whom information is either not present, or not updated.
 - e. Crossborder trade in Maize analysis: The analysis of current situation on intra-regional trade in Maize; challenges and opportunities? What are the specific problem that the farmer organization need to address to be able to participate effectively in structured trade systems in Maize; Compile a mapping of relevant stakeholders

2. Analysis and documentation of agriculture and trade policy instruments existing in these countries: These trade instruments can cover a wide spectrum that includes environmental policy, grades & standards, animal health policies, land tenure regulation etc. The study should show how The existing “policy eco-system” interacts with those in neighbouring countries and 1) hinder or 2) promote cross border trade. This analysis will result into recommendations on how enabling national trade policies can thus translate into comparative trade advantages at a regional level.

Trade policy instruments can be divided as follows:

3. Table 1: Categories of Trade Policies

Direct influence on market outcomes	
<u>External</u> regulations	Import tariffs and export taxes; import / export quotas
<u>Domestic</u> regulations	Domestic taxes, subsidies, price regulation, production quota, land tenure
Indirect influence on market outcomes	
Public regulations	Sanitary & phytosanitary requirements; Regulation on inputs such as use of fertilisers, pesticides; Regulation on products and production processes, e.g. animal welfare, genetically modified crops, landscape protection

4. Deliverables of this assignment

The deliverable of this consultancy is an depth Maize value chain analysis report: Comprehensively addressing the questions above. The report shall have following components:

1. The value chain analysis with recommendation on entry points for farmer organizations to become key value chain actors or promote their own agribusinesses along the chain;
2. Recommendations on the capacity development for farmer organizations in agricultural trade policy
3. A practical policy lobbying master plan for farmer organization guiding EAFF and its NFOs on strategies aiming to influence regional agricultural trade policies and increase the role of farmers’ organizations in the policy making process;
4. Identified common indicators/guidelines on how to monitor and measure progress in influencing trade policies

The project being regional in nature, we encourage

- a) Regional consultancy firms/networks of agribusinesses to apply for this funding opportunity
- b) A consortium of consultants to work together based on strengths to work on this consultancy
- c) **The consultancy is open to Burundi, Democratic Republic of Congo, Kenya, Rwanda, South Sudan, Tanzania and Uganda firms or consultants**

The consultant is expected to give

- a) Detailed scope of work indicating both technical implementation of the assignment
- b) Detailed financial proposal to support the technical implementation of the project.

Ps. We are looking for a consultant who has network in the selected countries of the study, will not require to travel there and is immediately available to start. We encourage consultants to follow the guidelines of WHO for their own safety.

If interested, please send your Technical (with detailed SOW) and financial bids by COB 10th November 2020 addressed to procurement13@eaffu.org

ANNEX 2

Qualification and Evaluation Criteria

Table 1: Criteria and Point System for the Evaluation

Item	Criteria	Points
<i>For specific experience, evidence shall include successful experience in the execution of at least 2 projects of a similar nature and scope of works during the last 10 years.</i>		
A.	General Experience	30
i	General Experience: Firm has been in existence for 10 years	10
B.	Specific Experience	70
i	Experience in agricultural sector and specifically in the targeted value chain	15
ii	Experience in value chain analysis with extensive knowledge on calculating value add at each stage of the value chain, market approach, business linkages	40
iii	Experience with working with farmer organizations and formulation of policy recommendations and positions, agricultural training	15
	Total Points	100
	Minimum points required to pass	70 points