

COMMON MARKET FOR EASTERN AND SOUTHERN AFRICA

MARCHE COMMUN



السوق المشتركة للشرق والجنوب
الأفريقي

EXPRESSION OF INTEREST

RECRUITMENT OF AN INDIVIDUAL CONSULTANT TO CONDUCT AN IMPACT ASSESSMENT ON THE COMESA TRADING FOR PEACE PROJECT

TERMS OF REFERENCE

I. INTRODUCTION AND BACKGROUND

1. The Trading for Peace Project was initiated in 2007 following a Decision of the Seventh Meeting of the COMESA Meeting of the Ministers of Foreign Affairs that was held in Djibouti in November 2006. The project's overall objective was to support post-conflict reconstruction, development and peacebuilding at the cross-border areas of eastern Democratic Republic of Congo and its neighbours in the Great Lakes region of Africa. The project further aimed at using trade as a tool to promote peace at the border areas of the eastern DRC through the facilitation and formalization of cross-border trade and the building of trust between small-scale cross-border traders and other key actors at the border areas including local administration, immigration and customs. COMESA, in consultation and partnership with USAID and DFID, agreed to take advantage of the emerging peace and security situation in the Great Lakes Region and implement the project after the resolution of the numerous conflicts that had taken place followed by successful democratic elections in both Burundi and the DRC in 2005 and 2006 respectively.
2. The project commenced with a research on the main trade corridors of the Great Lakes Region within the theme of "Achieving security and poverty reduction through trade in natural resources in the Great Lakes region". The research findings showed that fair and equitable trade can aid in promoting poverty reduction and contribute to consolidating peace in countries emerging out of conflict.
3. COMESA was well suited to implement the Project due to its geographic and programmatic competences, being a Regional Economic Community that geographically covers most of the Great Lakes Region countries (except Tanzania), and the various policies and instruments it had established that could facilitate the achievement of security and reduction of poverty through trade and other regional integration programmes including the Free Trade Area agenda including its Simplified Trading Regime, and the Peace and Security Programme amongst others.
4. In its first phase, the Trading for Peace Project focused on a research component while the second phase focused on supporting capacity building and networking for stakeholders related to trade at the Great Lakes Region. The last phase which started in March 2010 has been supporting three outputs which are: the establishment of small-scale cross-border traders formalized networks and the enhancement of their skills in conflict prevention and entrepreneurship; the establishment of Trade Information Desks (TIDs); and the implementation of post-conflict cross-border infrastructure projects at selected borders.

5. From 2007 to 2019, the project was supported financially by USAID, GIZ, DFID, KfW AfDB and EU/APSA III with the overall objectives of increasing opportunities of access to information by small-scale traders at the border areas, enhancing traders' incomes and welfare and reducing incentives for conflict.
6. The APSA 111 support that was provided in 2018-19 was contributed to the 3rd and 5th indicative elements of the AU PCRD Policy mainly to socio-economic and development, and to the improvement of human rights, justice, and reconciliation through the sensitization on the Minimum standards of the treatment of cross-border traders. In this regard the Trading for Peace Project registered key outcomes including: a) the conduct of sensitization workshops on the COMESA Simplified Trade which enhanced small traders and border officials skills and knowledge on the implementation of the STR in the targeted border areas; b) training of small scale traders and border officials on the Minimum standards for the treatment of cross-border traders which led to improved understanding on the rights of cross-border traders and obligations of border officials. Other outcomes of the APSA III support was the maintenance of the TID offices at selected border areas, formation of joint border committees by Member States, improved treatment of cross-border traders by border officials and the rehabilitation of key infrastructure such as roads and markets by governments to enhance cross-border trade.
7. COMESA is therefore recruiting a short-term consultant to conduct an impact assessment on the Trading for Peace Project at selected border areas of the Great lakes Region where the project has been implemented.

II. THE PURPOSE OF THE ASSIGNMENT

The purpose of this assignment is to conduct an impact assessment on the Trading for Peace Project.

III. METHODOLOGY TO BE USED

The consultant will use a combination of qualitative and quantitative appraisal methods which will provide a general overview of the key achievements that the Trading for Peace Project has achieved since inception and various implementation phases. The appraisal method will include:

- a. A desk review of the available literature and information sources from the Project and other sources at the Secretariat.
- b. Develop a concept note outlining the methodology to be used for submission and discussion with the Governance, Peace and Security Unit and to serve as guidance for the accomplishment of the assignment.
- c. Develop and submit for discussion and approval by the Head of Governance, Peace and Security Unit, guiding questions for the Focus Group Discussions (FGDs).
- d. Develop a questionnaire for individual interviewees to be used for interviews to be discussed and approved by the Head, Governance, Peace and Security Unit.
- e. Conduct Focus Group Discussions with different groups of the project beneficiaries selected to this effect. Guiding questions for FGDs and individual questionnaire should be gender and youth sensitive (under the chapter on key Trading for Peace achievements, the impact on women and youth should clearly be pointed out as well).
- f. Conduct surveys through individual questionnaires which will be administered to small-scale cross-border traders especially members of Cross-Border Traders Associations (CBTAs), leaders of CBTAs, border officials, local authorities and Trade Information Desk Managers especially those who worked under Trading for Peace Project.
- g. Undertake desk work to produce the Impact Assessment Report.

IV. MAIN TASKS

Under the overall supervision of the Head of Governance, Peace and Security Unit, the consultant will perform the following tasks:

- a) Conduct consultations with the Governance, Peace and Security Unit staff, and any other identified staff familiar with the Trading for Peace Project.
- b) Develop and propose a detailed concept note outlining the methodology and steps to be followed for the accomplishment of the assignment.
- c) Conduct Focus Group Discussions (FGDs) and individual interviews to targeted staff, CBTA members, and border officials.
- d) Produce the impact assessment report which should be in line with the concept note developed by the consultant and approved by the Head of Governance, Peace and Security Unit. In addition, the report should take into cognizance the COMESA Strategic Plan (2016-2020) Strategic Priorities with regard to peace and security, and should contain:
- e) a detailed list of the services that Trading for Peace offered to the beneficiaries;
- f) Key achievements of the Trading for Peace Project as on 31st December 2019. This should also show how women and youth in cross-border trade benefited from the Trading for Peace Project;
- g) The contribution of the project in enhancing cross-border trade facilitation, cooperation, management;
- h) Implementation gaps and challenges;
- i) Recommendations and proposal of activities that can be considered for future implementation through resource mobilization.

V. DELIVERABLES

The deliverables for the assignment include the following:

- I. An inception report;
- II. An Intermediary report;
- III. A final Report of the Impact Assessment.

VI. PROFILE OF THE CONSULTANT

The consultant should possess the following qualifications and skills:

- a) At least a post-graduate degree (Master of Arts) in the areas of Peace and Conflict studies, Economics, Social Sciences, Monitoring and Evaluation or other related discipline from a recognized university. A PHd would be an added advantage.
- b) At least 10 years' experience in areas related fields of impact assessment, research, and report writing;
- c) Knowledge of trade facilitation, Post-Conflict Reconstruction and Development and peace building fields;
- d) Strong inter-personal skills, good writing and analytical skills and be conversant with the relevant computer software applications.

VII. Professional Experience

The candidate should have:

- a) At least 10 years' experience in areas related to post-conflict reconstruction and development, peace building, small scale cross-border trade facilitation, Monitoring and Evaluation;
- b) Previous experience in facilitating meetings, workshops and Focus Group Discussions;
- c) Experience in developing training, facilitation or research tools;
- d) Previous experience in carrying M&E and/or project impact assessment;
- e) Previous similar work for projects implemented in post-conflict areas;
- f) Previous experience working in the Great Lakes region and particularly in selected borders would be an added value.

The ideal candidate should also be conversant with the political and economic environment in COMESA Member States and have a sound appreciation of most COMESA Programmes.

VIII. DURATION AND LOCATION

The Consultant shall:

- a) Undertake and finalize the assignment within 30 working days.
- b) Perform the assignment in the country of residence and at the COMESA Secretariat as per the arrangements agreed upon with the Head of Governance, Peace, and Security Unit.
- c) The Consultant will be required to travel to COMESA Member States especially in selected border areas where Trading for Peace Project has been implemented.

IX. LANGUAGE

The consultant should be conversant with English while a working knowledge of one of the other COMESA official languages (French, Arabic) will be an added advantage.

X. REPORTING

The Consultant will submit the finalized report and all accompanying tools to the Head of Governance, Peace and Security.

XI. LEGAL FOR COMPETITORS:

Only Nationals of COMESA Member States are encouraged to apply.

XII. Submission of Applications

The bidder shall submit their CVs through either email or physical delivery to:

**THE CHAIRMAN -PROCUREMENT COMMITTEE
COMESA SECRETARIAT
BEN BELLA ROAD
P.O BOX 30051
LUSAKA, ZAMBIA
Tel: 260 211 229725 - 32**

Submission emails: procurement@comesa.int

For physical/courier delivery, the outer envelope should be clearly marked in the top right-hand corner **“RFP: NO. CS/PRO/CSM /SS/06/08/20 SHORT TERM EXPERT IT CONSULTANT FOR IMPLEMENTATION OF THE COMESA ELECTRONIC CERTIFICATE OF ORIGIN**

DO NOT OPEN BEFORE 15th SEPTEMBER 2020 at 15.00 HRS Lusaka time.

NOTE: If the envelopes are not sealed and marked as per the instructions in this clause, COMESA will not assume responsibility for the proposal's misplacement or premature opening and may – at its discretion – reject the proposal.

XIII. CLOSING DATE OF TENDER

CVs must be submitted to the COMESA Secretariat on or before **15th SEPTEMBER 2020 at 15:00 hours LUSAKA TIME.**

XIV. AWARD OF CONTRACTS

COMESA reserves the right to wholly or partially reject or award these contracts to any bidder and has no obligation to award this tender to the lowest bidder

XV. Technical Queries

Technical queries related to this tender should be submitted in writing to procurement@comesa.int

XVI. Financial Proposal - Standard Bidding Form

Bidders are advised to use the standard tender Form below as sample format and modify it to cover all relevant costs or charges.

There will be no price variation tender.

Bidders are also advised to disclose any other relevant information on a separate sheet of paper.

Financial proposal Form

	AMOUNT IN USD
TOTAL PROFESSIONAL FEE	
OTHER RELEVANT EXPENSES	
VAT AND ALL OTHER TAXES	EXCLUSIVE

Amount in words: _____

Submitted by:

Name : _____

Signature: _____

Date: _____

END

