

COMMON MARKET FOR EASTERN AND SOUTHERN AFRICA

MARCHE COMMUN



السوق المشتركة للشرق والجنوب
الأفريقي

INDIVIDUAL CONSULTANT TO CONDUCT CAPACITY BUILDING OF FISH TRADERS AND SPS/TBT BORDER REGULATORY AUTHORITIES ON SELF REGULATION AND RISK-BASED APPROACHES TO REGULATION

TENDER NO. CS/PRO/CSM /SS/5/10/20

1. BACKGROUND

COMESA recognizes the importance of small-scale cross border trade, and Informal Cross Border Trade (ICBT), and has developed several policies and mechanisms to facilitate it, including the Simplified Trade Regime (STR) and the COMESA Green Pass (GP)

Under the Cross-Border Trade Project, the SPS/TBT component of the project focuses on overcoming bottlenecks in intra-regional trade by applying these existing trade facilitation instruments. COMESA has developed the Green Pass, - a certification system meant to support trade in agricultural commodities – which is currently under implementation. The Green Pass is a risk-based certification system to specific SPS requirements meant to facilitate and simplify trade for Small Scale Cross Border Traders under the COMESA Simplified Trade Regime (STR). It is being piloted on dried/salted fish originating from Luangwa District of Zambia which is traded across several borders, including DR Congo through Kasumbalesa border post.

Several activities are foreseen in order to facilitate pilot implementation of the Green Pass Certification initiative, including the following:

- a) Capacity building of stakeholders along the fish value chain, including fish farmers; fish traders (associations/cooperatives); SPS/TBT Agencies and CBTOs/TIDOs on self-regulation/co-regulation model.
- b) Capacity building of Regulatory Authorities' at the borders for district level personnel (Ministries of Health, Agriculture/Fisheries and District Council/Local Authority) on risk-based approaches to regulation.
- c) Design and development of a manual on self-regulation and standard operating procedures (SoPs) for fish traders for their daily reference and use, and translated into local languages
- d) Design and development of the Green Pass Certificate and GP label for affixing on verified consignments as proof of compliance to requirements

Analytical work from studies conducted by COMESA under the STDF funded **Breaking Barriers Facilitating Trade Project** as well as under the AfDB funded Tripartite project on **Border Assessments** reveal that current SPS/TBT practices at most borders in the region are perceived by scale cross border traders as being unpredictable in nature who then resort to using informal routes. In addition, food safety issues surrounding the Luangwa fish came to the fore a few years ago relating to the use of unsafe products for preservation of the fish by fish farmers and traders. The GP has been planned for pilot implementation in this region in response to these key challenges.

2. DESCRIPTION OF THE ASSIGNMENT

2.1 Objective and scope of the consultancy

- a) Development of training material/modules on self-regulation/co-regulation model
- b) Development of training material/modules on risk-based approaches to regulation
- c) Capacity building training sessions on self-regulation/co-regulation model for stakeholders along the fish value chain (fish farmers; fish traders associations/cooperatives; SPS/TBT Agencies and CBTAs/TIDOs)
- d) Capacity building training sessions risk-based approaches to regulation for Regulatory Authorities' at the borders/district level personnel (Ministries of Health, Agriculture/Fisheries and District Council/Local Authority).
- e) Design and development of a manual on self-regulation and standard operating procedures (SoPs) for fish traders for their daily reference and use, and translated into local languages
- f) Prepare final report

2.2 Deliverables

- a) Inception report, outlining the approach to the assignment and draft work-plan
- b) Training materials on risk-based approaches to regulations for district level regulatory authorities
- a) Training materials on self-regulation/co-regulation for fish traders
- b) Fish value chain stakeholders trained on self-regulation/co-regulation
- c) Border SPS/TBT Regulators trained on risk-based approaches to regulation
- d) Manual and standards operating procedures for self-regulation for fish traders
- e) Final Report

3. Timeline of Assignment

| No | Description of Activities | Work days |
|----|---|-----------|
| 1 | Inception Report | 5 |
| 2 | Development of training materials on self-regulation/co-regulation model and risk-based approaches to regulations | 15 |
| 3 | Capacity building training sessions on risk-based approaches to regulation | 3 |
| 4 | Capacity building training sessions on self-regulation/co-regulation model | 2 |
| 5 | Design and development of a manual on self-regulation and standard operating procedures (SoPs) for fish traders | 10 |
| 6 | Final report | 5 |
| 7 | Total | 40 |

The tasks will be carried out over a period of 40 days between September and November 2020, with travel to Luangwa District for on-site training. However, considering the Covid-19 situation, training material and other required document preparatory will be developed remotely while the onsite training will be conducted following consultations and guidance from COMESA Executive Management and Zambia Health Ministry.

4. Reporting

The regional consultant will work closely with the COMESA SPS/TBT Coordinator, the SSCBTI Team Leader and report to the Director for Industry and Agriculture at the Secretariat.

5. Qualifications and Skills

- a) Post-graduate degree in Agricultural Sciences/Veterinary Sciences; Food Science/Technology, Biological Sciences
- b) At least ten (10) years' experience in training and mentoring Micro, Small and Medium Enterprises (MSMEs) on implementation of food safety standards
- c) Experience in design and implementation of risk-based approaches to regulation.
- d) Experience in design and implementation of self-regulation/co-regulation models
- e) Sound knowledge of the COMESA region and familiarity with regional SPS/TBT trade issues
- f) Fluent in vernacular language common in the Luangwa District (Nyanja)

EVALUATION CRITERIA

| EXPERT REQUIREMENTS | | | |
|---------------------|--|------------|--|
| | | MAX SCORE | |
| | 1. Education and Training | 20 | |
| | Post-graduate degree in Agricultural Sciences/Veterinary Sciences; Food Science/Technology, Biological Sciences | 20 | |
| | 2. Specific Skills relevant to assignment | 70 | |
| | At least ten (10) years' experience in training and mentoring Micro, Small and Medium Enterprises (MSMEs) on implementation of food safety standards | 20 | |
| | Experience in design and implementation of risk-based approaches to regulation | 20 | |
| | Experience in design and implementation of self-regulation/co-regulation models | 10 | |
| | Sound knowledge of the COMESA region and familiarity with regional SPS/TBT trade issues | 10 | |
| | Fluent in vernacular language common in the Luangwa District (Nyanja) | 10 | |
| | 3. General Skills | 10 | |
| | Strong inter-personal skills, good writing and analytical skills and be conversant with the relevant computer software applications. | 10 | |
| | TOTAL | 100 | |
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6. Source of funding

The consultancy fee will be funded from the EDF 11 Small Scale Cross Border Trade Initiative, Green Pass component budget (Activity 1.5)

7. Remuneration

- a) A consultancy fee of Eur 500 daily fee amounting to Eur 20,000.
- b) 30% at the beginning of the assignment upon submission of the inception report
- c) 70% upon completing the assignments and submission of final report

8. Documents

Any documents required will be provided upon signature of contract for appropriate background information and guidance of the consultant

9. Submission of Applications

The bidder shall submit their CVs through email to:

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

Submission emails: procurement@comesa.int, ssimatengo@comesa.int

10. CLOSING DATE OF TENDER

CVs must be submitted to the COMESA Secretariat via the above emails on or before **27th October 2020 at 15:00 hours LUSAKA TIME.**

No Physical submissions shall be accepted.

11. 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

12. Technical Queries

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

END