



**African Forum
for Agricultural
Advisory Services**

Knowledge & Novelty
for Africa's Livelihoods

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REQUEST FOR EXPRESSIONS OF INTEREST (REOI) CONSULTANCY TO FACILITATE THE PREPARATION OF THE OPERATIONAL PLAN FOR AFAAS 2018-2022

Country: Uganda

Organisation: African Forum for Agricultural Advisory Services (AFAAS)

Sector: Agriculture and Rural Development

Project Name: Second AFAAS Multi-Donor Trust Fund Project

Grant No. TF015730

Procurement Reference: AFAAS/ICS-2017/006

Consultancy Assignment: Consultancy for the preparation of the Operational Plan for AFAAS 2018-2022

Reference No. As per Procurement Plan; Item 3.1.2(a)

Date Issued: 22nd September, 2017

- 1) African Forum for Agricultural Advisory Services (AFAAS) has received financing from the European Union (EU) under the World Bank towards the implementation of the Second AFAAS Multi Donor Trust Fund Project, and it intends to apply part of the proceeds to payments under the contract for - **Consultancy to facilitate the Preparation of the Operational Plan for AFAAS (2018-2022)**.

The purpose of the consultancy is to develop AFAAS OP that describes the short-term business strategies and explains how the AFAAS Strategy 2018-2027 will be implemented in the medium term. The developed OP for the period 2018-2022 will form the basis/ justification for the operating budget estimates and the Programme activities for the AFAAS, the Regional and National Fora. The OP should contribute to the outcomes and impact of the Strategy.

Specifically, the consultant shall facilitate programmatic review and develop strategic thrusts for AFAAS programmes to guide organisational operations for 2018-2022; conduct a situational analysis to create an overview of the organizational understanding; review the conditions for programme delivery and Impact Drivers expected to contribute to the ultimate realization of impacts; consider assumptions that have significant bearing on the realization of programme impacts and develop the consolidated AFAAS Operational Plan for the period 2018-2022.

The Consultant is expected to propose a methodology that indicates how the Plan will be developed; highlight the content of the Operational Plan; draft the Operational Plan; submit the Plan for review and feedback; and submit the final Operational Plan document.

- 2) AFAAS now invites eligible individual consultants ("*Consultant*") to express their interest in providing the Services by submitting their EOI together with Curriculum Vitae (CVs). Interested Individual Consultants (IC) must provide information demonstrating that he/she has the required qualifications and relevant experience to perform the Services. Consulting firms may propose individual consultants, but only the

experience and qualifications of individual consultants shall be used in the selection process, and that his or her corporate experience shall not be taken into account, and the contract will be signed with the proposed individual consultant.

This Request for Expression of Interest (REOI) will lead to the preparation of a Short List of consultants. The short listing criteria are:

- a) Qualification of Individual Consultant and number of years in business;
 - b) Consultant's experience in similar assignment;
 - c) Consultant's experience in working in similar environment.
- 3) The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's *Guidelines: Selection and Employment of Consultants (under IBRD Loans and IDA Credits & Grants) by World Bank Borrowers* (January 2011 edition) ("Consultants Guidelines"), setting forth the World Bank's policy on conflict of interest.

In addition, please refer to the following specific information on conflict of interest related to this assignment - **Relationship with Borrower's staff**: Consultants that have a close business or family relationship with a professional staff of the Borrower (or of the project implementing agency, or of a recipient of a part of the loan) who are directly or indirectly involved in any part of (i) the preparation of the TOR for the assignment, (ii) the selection process of the contract, or (iii) the supervision of such contract may not be awarded a contract, unless the conflict stemming from this relationship has been resolved in a manner accepted to the Bank throughout the selection process and the execution of the contract.

- 4) The consultant will be selected under the Individual Consultant Selection (ICS) method in accordance with the procedures set out in the World Bank's Guidelines: [Selection and Employment of Consultants by World Bank Borrowers \(January 2011\)](#). The Terms of Reference are accessible on the AFAAS website at: www.afaas-africa.org or [Networking.afaas-africa.org/opportunities](http://networking.afaas-africa.org/opportunities).
- 5) Individual Consultants shall acknowledge the receipt of this Request for Expression of interest (REOI) by email to Grace Paddy Wanzala, pwanzala@afaas-africa.org no later than **27th September, 2017**, and indicate whether an EOI shall be submitted. *The acknowledgement shall provide the consultant name, telephone number and email.*
- 6) Further information can be obtained at the address below during office hours (8.30 to 1700 hours). Expression of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by email) by **9th October, 2017. Time of deadline: 10.00 hrs (10.00 a.m.)**.

Address:

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