

AFRICAN DEVELOPMENT BANK GROUP

Agriculture Finance and Rural Development Department

Immeuble CCIA, Tour B - Avenue Jean Paul II

01 BP 1387 Abidjan 01, Côte d'Ivoire

Web: <http://www.afdb.org>

REQUEST FOR EXPRESSIONS OF INTEREST

Individual Consultant: Communication and Project Portfolio Analysis Consultant for the Special Agro-Industrial Processing Zone Projects (SAPZ)

TERMS OF REFERENCE

1. Introduction and Background

The Bank:

Established in 1964, the African Development Bank (the “Bank”) is the premier Pan-African development institution promoting economic growth and social progress across the continent. There are 80 member states, including 54 in Africa (Regional Member Countries). The Bank’s development agenda is delivering the financial and technical support for transformative projects that will significantly reduce poverty through inclusive and sustainable economic growth. In order to sharply focus the objectives of the Ten-Year Strategy (2013 – 2022) and ensure greater developmental impact, five major areas (High 5s) have been identified for scaling up, namely, light up and power Africa, feed Africa, industrialize Africa, integrate Africa and improve the quality of life for Africans.

The Hiring Department:

The core mandate of the Agriculture Finance and Rural Development Department is to develop the strategy of the Bank, related to agricultural and rural finance and rural development, execute sovereign and non-sovereign operations for the transformation of agricultural value chains, represent the Bank with external stakeholders, provide sector expertise to the regions by gathering experts who can be consulted by operations and closing the financing gap for private sector-led development of agricultural value chains.

2. Objective and Activities of the Assignment

Context:

One of the major flagships being promoted in the implementation of the Feed Africa Strategy is the development of Special Agro Industrial Processing Zones (SAPZs). SAPZs (in some instances may also be known as Agro-Industrial Parks, Agribusiness Parks, Mega Food Parks, Agropoles, Agro-clusters, etc.) are agro based spatial development initiatives, designed to concentrate agro-processing activities within areas of high agricultural potential to boost productivity and integrate production, processing and marketing of selected commodities. The Banks’ SAPZ aligns with the Common African Agro-Parks (CAAPs) Programme, which is a mega-initiative to create regional

agro-industrial hubs conceptualized by the African Union to respond to the continent's demand for interventions aimed at: (i) increasing the supply of locally produced agricultural goods, (ii) reversing projections on African food imports, and (iii) value-added processing of agricultural products with a view to boosting intra-African trade and investment. The SAPZs are building blocks to Africa's intra-regional trade and aligns with the global objectives of the African Continental Free Trade Area to make it easier for African businesses to trade within the continent and benefit from the growing African market.

The Bank's approach in implementing SAPZ model is to work with governments and the private sector to create agro industrial zones that can turn the rural landscape into economic zones of prosperity and harness the power of commercial agriculture and food production. The idea is to create an integrated hub of commercial activity that encompasses production, processing, logistics and marketing supported by a network of agricultural transformation centers (ATC) and aggregation centers. The SAPZ promotes inclusive growth by creating opportunities for the participation of small, medium and large-scale farmers, producers and input suppliers in productivity enhancing and value-addition production, processing, distribution and marketing activities associated with the SAPZs. The focus in value addition includes agricultural inputs, crops, livestock, fisheries and forestry products. In addition, the Bank supports the development of relevant skills to ramp up the vocational education and skills requirements for the SAPZ. The expected impact of SAPZ is to expand employment with investment in agro industry, as well as expand trade by regional member countries. The specific goals are to:

- (i) Increase food production efficiency and capacity in value addition to agriculture,
- (ii) Create employment by promoting investments in agro-industry and agribusiness,
- (iii) Build capacity, skills and entrepreneurship for inclusive agro-industrial development in regional member countries, and
- (iv) Promote local, regional, and international trade.

Since the SAPZ initiative was launched, the Bank has been involved in various phases of specific and allied agro-industrialization activities in several African countries, starting with Ethiopia and Togo, and spread to approved / ongoing operations in Guinea, Mali, Senegal, Cote d'Ivoire, Democratic Republic of Congo, Liberia, Madagascar, Mozambique, and Nigeria. The Bank is also supporting other countries that have shown interest in the SAPZ model including South Africa, Mauritius, Tanzania, Ghana, Kenya, Uganda, Egypt and Zambia with project preparatory activities. Presently, the Bank has its SAPZ footprints in 19 RMCs.

In that context, the objective of the assignment is to support the development and operationalization of suitable communication and monitoring platform for SAPZ projects. This will include collection of photos, videos, success stories across SAPZ projects; analyzing project documents to capture key information to produce SAPZ portfolio' progress status reports; analyzing issues and key challenges across SAPZ project cycles; and ensuring online presence of SAPZ projects and ensuring the success stories are well communicated to the public.

3. Duties and Responsibilities: Communication and Project Portfolio Analysis

The objective of the assignment is to support the Rural Infrastructure Development Division (AHFR.2) in achieving the plan of developing a repository of SAPZ projects and establishing a

systematic project portfolio analysis reporting mechanism while creating improving the collection of development impact/progress and dissemination of media materials (videos, photos etc.).

The key tasks and deliverables to achieve the objectives of this assignment will include, but not limited to, the following:

1. Build and maintain a platform / repository of AHFR2' projects / knowledge management repository that effectively generates, stores and shares related knowledge, documents, case studies, data and insights produced or associated with the SAPZ projects.
2. Collect relevant document and liaise with project management units within RMCs and Task managers within the Bank to collect photos, videos, and other communication materials that will ensure the proper sharing of success stories across SAPZ projects.
3. Regularly upload relevant project communication materials on the platform and ensuring the platform is up to date while developing other communication channels and materials (newsletters etc.) for further visibility enhance of the SAPZ portfolio with internal and external audience.
4. ation to produce SAPZ portfolio' progress status reports (quarterly and annually) to be submitted to the Bank' senior management.
5. Analyze project portfolio data to produce analytical reports while identifying issues and key challenges across SAPZ project cycles (pipeline development, preparation, appraisal, effectiveness, disbursement, implementation etc.).
6. Assist project team and partners to integrate lessons learned from ex-post implementation into future project design. Make recommendations to improve implementation of future activities.
7. Support the AHFR.2 Manager with ad hoc tasks, as required.

4. Deliverables

1. Develop and maintain a platform / repository of AHFR2' projects and a web-presence for SAPZs.
2. Collect photos, videos, and other materials that will ensure the proper sharing of success stories across SAPZ projects.
3. Analyze projects' data/documents to capture key information to produce SAPZ portfolio' progress status reports (quarterly and annual reports) to be submitted to the Bank' senior management and President (PRST).
4. Analyze issues and key challenges across SAPZ project cycles (pipeline development, preparation, appraisal, effectiveness, disbursement etc.)

5. Qualifications and Experience Required

The Consultant shall demonstrate appropriate qualifications and skills necessary for the assignment as described above:

- A minimum of a Masters' degree in Business Administration, Economics, Communication, M&E, Project Management or related fields.
- A minimum of eight (8) years working experience in communication, M&E, preferably working on impact-oriented projects financed by development institutions. Knowledge of

public sector project development is an advantage.

- Expertise in designing data and knowledge repositories and dashboards, tracking indicators at all levels (output, outcomes and impact).
- Proven knowledge of project cycles (pipeline development, preparation, appraisal, effectiveness, disbursement etc.).
- Demonstrated experience developing and communicating, reporting outputs, knowledge products and impact stories.
- Experience in establishing data collections tools and dashboards for development projects in the agricultural sector.
- Experience in project data collection, validation, analysis, interpretation and reporting.
- Familiarity with the functioning or previous experience with a multilateral development finance institution or a bilateral institution:
- Excellent verbal and written communication skills in English and/or French. A good working knowledge of the other language would be an added advantage.
- Proven ability to manage and deliver products in a timely manner and handle multiple tasks at the same time; and
- A national of the Bank’s Member Country.

6. Administrative and Technical Reporting

The Consultant will work independently, under the overall guidance of the division manager (AHFR.2) and under the immediate supervision of the task manager for this undertaking.

7. Duration of the Assignment

The assignment will be for **six (6) months** with the possibility of extension. The assignment is expected to start in April 2023. Renewal will be subject to budget availability and the Bank’s satisfaction of the consultant’s work.

8. Establishment of the Shortlist

A shortlist of consultants will be established at the end of the stipulated period of request for expressions of interest. Consultants on the shortlist will be assessed based on the following criteria and on the basis of their updated resume:

General qualifications and adequacy for the assignment to be undertaken	25%
Experience in the area of the assignment as shown in work samples and understanding of the terms of reference	45%
Experience with the Bank and/or other international development organization	15%
Knowledge of the Region (Africa)	5%
Language proficiency in both English and French	10%
Total	100%

9. Eligibility

The position is open to nationals of Member Countries of the African Development Bank Group. Interested applicants are encouraged to send an updated Curriculum Vita and samples of their previous works related to the assignment. Selected candidates will be asked to participate in a skills assessment exercise including an online evaluation interview. Only shortlisted candidates will be contacted.

10. Remuneration

The Consultant will receive a monthly lump sum. No additional benefits or per diems will be paid. The Consultant is responsible for his/her own health insurance and accommodation costs. The Bank will cover full costs of any required missions and provide per-diem in accordance with rules governing consultant mission travel. The Bank will also cover or reimburse any related costs pre-approved and required to carry out deliverables appropriately.

11. Duty Station

The duty station is Abidjan, Cote d'Ivoire although it may be subjected to the Bank's policy on Working from Home and Return to Office.

12. Application

The AHFR Department invites Individual Consultants to indicate their interest in providing the above-described services. Interested Consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this Assignment

The eligibility criteria, the establishment of a short list and the selection procedure shall be in conformity with the Bank's Rules and Procedure for the Selection of Corporate Consultants. Please, note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.

Expressions of interest must be received at the address below no later than Friday, 3rd March 2023 at 17:00 GMT.

Please submit your expression of interest including your CV and a cover letter summarizing key relevant experience and send your email with the following title in the subject line: **Communication and Project Portfolio Analysis Consultant for the Special Agro-Industrial Processing Zone Projects (SAPZ).**

For the attention of Mr Bashir Gaya and Ms Flora Foto

E-mail : b.gaya@afdb.org; a.foto@afdb.org

African Development Bank - AHFR Department

Abidjan, Côte d'Ivoire