



**WORLD BANK/IFAD PROGRAM IMPLEMENTATION UNIT
MINISTRY OF AGRICULTURE, REPUBLIC OF LIBERIA
SMALLHOLDER AGRICULTURE TRANSFORMATION AND AGRIBUSINESS
REVITALIZATION PROJECT (STAR-P)
1st Floor LIBSUCO Building Japan Freeway (Formerly Somalia Drive), Gardnersville –
Monrovia, Liberia**

**REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES –
INDIVIDUAL SELECTION)**

Client: Ministry of Liberia Agriculture

Contract Title: Consultancy Service for the Selection of an Individual Consultancy for the Development of Child Labor Policy Manual

Country: Liberia

Credit No.: IDA 63600

Project No.: P160945

Contract No: LR-PMU-MOA-439079-CS-INDV

Date Issued: November 25, 2024

The Government of Liberia, through the Ministry of Agriculture, has received a support from the World Bank, for Smallholder Agriculture Transformation and Agribusiness Revitalization Project (STAR-P). The STAR-P seeks to increase agricultural productivity and commercialization of smallholder farmers for selected value chains in selected counties and intends to apply part of the proceeds for the recruitment of an individual consultant for the Development of Child Labor Policy Manual for the STAR-P.

Scope of Services

The STAR Project wants to hire an individual to undertake the proposed assignment. The Individual Consultant selected will conduct a quantitative and qualitative study of child labor in the fifteen Counties and report the findings and develop a policy for the PIU adherence. The scope of work to be performed by the individual include but is not limited to the following:

- Identify factors that are giving rise to, or driving child labor in the rice, oil palm, cassava, rubber and horticulture value chains and livestock rearing.
- Identify best practices that comply with ILO concerns.
- Collect quantitative data on child labor in rice, oil palm, cassava, rubber value chains and livestock rearing through an appropriate household survey of representative household heads
- Collect qualitative data using Focus Group and key informant Interviews in representative farming communities.
- Position the STAR-Project and RETRAP to prevent child labor in the agriculture sector, particularly in the above-mentioned value chains and livestock farming.

- Recommend measures for the protection of children from child labor and other form of abuses in the project targeted areas.
- Prepare a child labor policy in accordance with best practice.

The Ministry of Agriculture now invites eligible individual consultants to indicate their interest in performing the Services. Interested Individual Consultants should provide **updated Curriculum Vitae (CV) and relevant documents** indicating that they have the required qualifications and relevant experience to perform the Services.

The shortlisting criteria include but not limited to the following:

- The individual consultant must have at least a Master’s degree, (a PhD is an asset) in gender studies, policy, sociology, policy development, social sciences, international affairs, law, anthropology, or related discipline with a minimum of 8 years of experience;
- S/he should have at least eight (8) years of excellent experience in several of the following fields: (a) conducting risk assessment and developing/ policy briefs; (b) implementing government, donor-funded or international child development and protection programs (including report-writing); (c) experience in conducting qualitative and quantitative research (e.g., case management, psychosocial support); (d) community engagement and behavioral change communication on issues of child development and protection and (e) knowledge transfer to stakeholders on child development and protection mechanisms;
- The Individual consultant with a public sector or international development experience in policy development or Child Protection/Development Ministry or Agency is desired;
- The independent consultant with demonstrated knowledge and experience in developing policy documents and implementation of similar assignment is an asset.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website:

- a) [https://vacancies & Career Opportunities | Ministry of Agriculture \(www.moa.gov.lr\)](https://vacancies & Career Opportunities | Ministry of Agriculture (www.moa.gov.lr))
- b) Request TOR directly via email from the email addresses below

The attention of interested individual Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” dated July 2016, revised November 2017, August 2018 and September 2023, setting forth the World Bank’s policy on conflict of interest. Please refer to *paragraph 3.17 of the Procurement Regulations* on conflict of interest related to this assignment which is available on the Bank’s website at <http://projects-beta.worldbank.org/en/projects-operations/products-and-services/brief/procurement-new-framework>

An Individual Consultant will be selected in accordance with the **Individual Consultant Selection (ICS)** method set out in the Procurement Regulations.

Expressions of interest must be submitted electronically in a format that cannot be altered (PDF format is preferred) to the email address below by e-mail by **11th December 2024 @ 5:00pm local time.**

Note: All Expression of Interests MUST include at least three (3) references with their names, telephone numbers and email addresses; curriculum vitae (cv) with copy of educational credentials to be submitted to the below email address:

Galah Toto

National Program Coordinator)

Project Implementation Unit (PIU)

Ministry of Agriculture

**SMALLHOLDER AGRICULTURE TRANSFORMATION AND AGRIBUSINESS
REVITALIZATION PROJECT (STAR-P)**

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Email: starp-bids@moa.gov.lr with a copy to Email: gtoto@moa.gov.lr and
rglaydor@moa.gov.lr

TERMS OF REFERENCE

Individual Consultancy to Conduct a Child Labor Survey in the Agriculture Sector and prepare a Child Labor Policy

1. Background

The Government of Liberia received funding support of US\$48 Million from the World Bank and International Fund for Agriculture Development (IFAD) for implementation of the Smallholder Agriculture Transformation and Agribusiness Revitalization Project (STAR-P). The STAR Project is managed by the Ministry of Agriculture and seeks to Increase agricultural productivity and promote commercialization of smallholder farmers through productive linkage between the farmers and the private agribusiness firms in selected value chains. At its focus, the project will support the value chains of Rice, oil palm and Horticulture. The project is being implemented in Liberia over a period of five years and consists of the following three components: Institutional Capacity Building of Farmers, State and Non-State Organizations, Financial & Technical Assistance for Productivity Enhancement; and Project Management, Monitoring & Evaluation.

As part of its interventions, the STAR Project will contribute to enhancing productivity and commercialization of rice, oil palm and horticultural crops for smallholder farmers and agribusinesses across Liberia. To successfully achieve increase in production and productivity of the targeted crops, the STAR Project will support the introduction and adoption of various climate smart agriculture technologies and agronomic best practices geared at improving the output of smallholder farming systems. To facilitate this process, the STAR Project will contract the services of relevant firms to provide technical assistance for the transfer of site-specific agronomic farm management technologies to include various climate smart agriculture technologies, good agricultural practices and best management practices to various targeted smallholder farmers, farming groups and cooperatives across the country.

The selected individual will be tasked with developing the Child Labor Policy, Sensitization Plan and survey in the Agriculture Sector. This is intended to direct the Smallholder Agriculture Transformation & Agribusiness Revitalization Project (STAR-P), the Rural Economic Transformation Project (RETRAP) and the agriculture sector as a whole in adherence to the child labor regulations of the World Bank and ILO.

2. Objective of the Study

The objective of this individual consulting service is to conduct a quantitative and qualitative study on child labor in the 15 counties (to comply with ILO concerns and upholding best practice in meeting international standards of labor use).

3. Scope & focus of the Study

The study will identify practices in the agriculture sector nationwide, taking into considerations the gendered divisions of labor that comply with ILO concerns and those that do not. It will also determine the extent (if it is observed to be the case) of child labor practices in the workforce in areas where they are identified; recognize positive practices that help prevent child labor; establish push and pull factors driving child labor in the agriculture regions of interventions and propose recommendations for project implementation.

The Individual Consultant selected will conduct a quantitative and qualitative study of child labor in the fifteen Counties and report the findings and develop a policy for the PIU adherence. This study aims to:

1. Identify factors that are giving rise to, or driving child labor in the rice, oil palm, cassava, rubber and horticulture value chains and livestock rearing.
2. Identify best practices that comply with ILO concerns.
3. Collect quantitative data on child labor in rice, oil palm, cassava, rubber value chains and livestock rearing through an appropriate household survey of representative household heads
4. Collect qualitative data using Focus Group and key informant Interviews in representative farming communities.
5. Position the STAR-Project and RETRAP to prevent child labor in the agriculture sector, particularly in the above-mentioned value chains and livestock farming.
6. Recommend measures for the protection of children from child labor and other form of abuses in the project targeted areas.
7. Prepare a child labor policy in accordance with best practice.

4. Deliverables (60 days)

The consultant shall identify areas where child labor is persistent in the agriculture sector, outlining the risks that may occur as a result of implementation of project activities. to include the following deliverables:

S/N	Task/Activity	Time Schedule of Deliverable	Percentage of Payment
1.	An inception report with the methodology, content and schedule for execution of the assignment	Five (5) calendar days	15%
2.	Prepare draft report and	Fifteen (15) calendar days	20%
3.	Stakeholders' consultation and key findings and recommendations – inputs for the development of the child labor policy	Fifteen (15) days	25%
4.	Validate the draft report and child labor policy to incorporate relevant comments and recommendations into the report.	Fifteen (15) calendar days	25%
5.	Submit final survey report and Child labor policy	Ten (10) calendar days	15%

5. Qualifications and Experience

Interested individuals should have the below listed qualifications and experience

- i. The individual consultant must have at least a Master's degree, (a PhD is an asset) in gender studies, policy, sociology, policy development, social sciences, international affairs, law, anthropology, or related discipline with a minimum of 8 years of experience
- ii. S/he should have at least eight (8) years of excellent experience in several of the following fields: (a) conducting risk assessment and developing/ policy briefs; (b) implementing government, donor-funded or international child development and protection programs (including report-writing); (c) experience in conducting qualitative and quantitative research (e.g., case management, psychosocial support); (d) community engagement and behavioral change communication on issues of child

- development and protection and (e) knowledge transfer to stakeholders on child development and protection mechanisms
- iii. The Individual consultant with a public sector or international development experience in policy development or Child Protection/Development Ministry or Agency is desired.
 - iv. The independent consultant with demonstrated knowledge and experience in developing policy documents and implementation of similar assignment is an asset.

6. Key Competencies

The successful candidate must demonstrate the following:

- Ability to design/prepare child protection plans and child labor prevention strategies.
- Knowledge of World Bank and/or IFAD Child Policies or Safeguard policies, procedures, and practice or international professional exposure on gender social policy/donor funds social policy is an asset.
- Knowledge of gender equality and social protection, National Child Protection and Social Development and Environmental Legislation in Liberia is desirable
- Policy background is preferred
- Fluency in English language (knowledge of local dialects is an advantage) with strong written, oral communication and listening skills is demanded.
- Advanced computer (PC) skills, including Microsoft Office or related software, data and policy development and analysis skills
- Good pedagogical skills
 - Proactive skills and ability to respond effectively to deadlines and high-pressure situations.
 - Track record of successfully working on gender, social safeguards, sustainable development agenda is preferred.
 - Ability to design/prepare project safeguard plans and tools.
 - Report writing skills.
 - Fluency in English language with strong written, oral communication and listening skills.
 - Advanced computer (PC) skills, including Microsoft Office, related software and data skillset; g) Good Communication, interpersonal skills, and time management.

7. Location and Targeted Population

The location of the assignment is in Monrovia with data collection in the 15 counties

8. Administrative Arrangements

a. Responsibilities

- The Project will assign qualified technicians to support the consultant in purposive sampling of targeted population for data collection.
- The project will provide relevant documents for desk review and other resources necessary for the consultant to fulfil his/her obligations.

b. Reporting:

- The consultant will report to the Operations Manager through the Gender & Social Development Officer of the STAR-Project.

The contents of the Child Policy Document and Robust Sensitization Plan at a minimum should include the following:

- a) Executive Summary
- b) Introduction
- c) Description of the Project and the proposed Project activities.
- d) Brief summary of the World Bank and IFAD Child Policy.
- e) National Legal and regulatory Frameworks and Institutional Arrangement for Child Labor Prevention and Protection
- f) Country Level Baseline data on Child Labor/Development and Protection
- g) County Level Child Protection
- h) Project Child Labor and implementation risks assessment.
- i) Key findings
- j) Recommended measures for preventing and addressing Child Labor
- k) Sensitization Strategy and Training plan for the prevention of child labor in the agriculture sector.
- l) Conclusion and Recommendations

9. Facilities to be Provided by the Client

The consultant will be provided with the necessary documents that may be required, office space, and access to the relevant staff and key stakeholders.