



**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 for the Selection of an Individual Consultancy to prepare a Sexual Exploitation and Abuse, Sexual Harassment, and Gender-Based Violence (SEA/SH/GBV) Strategy under the STAR-P

Country: Liberia

Credit No.: IDA 63600

Project No.: P160945

Contract No: LR-PMU-MOA-439076-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 to prepare a Sexual Exploitation and Abuse, Sexual Harassment, and Gender-Based Violence (SEA/SH/GBV) Strategy for the STAR-P.

Scope of Services

The STAR Project wants to hire an individual to undertake the proposed assignment in project counties. The scope of work to be performed by the individual include but is not limited to the following:

- Review the basic social and gender profile of the project area including relative rates of poverty, the role of women in the sector.
- Review county level data on the prevalence of different forms of GBV, including intimate partner violence, sexual exploitation and abuse, sexual harassment, human trafficking, early/forced marriage, Female Genital Mutilation (FGM), etc. No new baseline data should be sought; the assessment should rely on existing reports.
- Review any relevant cultural, social or gender norms, particularly those which may be harmful to women and girls, and that could be exacerbated by project implementation. These include gendered power dynamics, division of labor, and participation in decision-making processes in professional and private spheres.

- Describe the availability and accessibility of safe and ethical GBV response services in project areas, including medical care, psychosocial services, legal aid/justice sector support, shelters, livelihood support, etc.

Briefly summarize (at a high level) the legal and policy frameworks relevant to GBV, including any legal requirements to report specific forms of GBV to the authorities, and any existing government GBV manuals, strategies, or sectoral responses. If possible, include analysis on the quality of implementation and enforcement of laws and policies.

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 the minimum of 5 years professional experience in GBV prevention and response, including excellent experience in several of the following fields: (a) conducting GBV/SEA/SH risk assessment and developing/implementing GBV Manuals; (b) implementing government or donor-funded GBV prevention and response programs (including report-writing); (c) delivery of services to survivors of GBV (e.g., case management, psychosocial support, medical or legal assistance); (d) community engagement and behavioral change communication on issues of gender and GBV; or (e) developing and delivering training to stakeholders on GBV prevention and response.
- The independent consultant should have or develop a robust working relationship with the Ministry of Gender, Children and Social Protection. A history of working with the GoL Gender SEA Response team is also acceptable.
- The independent consultant must have demonstrated knowledge and experience in implementing a survivor-centered approach that prioritizes survivor safety and confidentiality, and which respects survivors' decision-making and control. An international experience developing and implementing similar assignment and/or knowledge of the Liberia country context issues would be also acceptable.
- Must have at least a Master's degree, a PhD is an asset, in gender studies, policy, sociology, policy development, social sciences, international affairs, anthropology, or related discipline with a minimum of 8 years of experience.

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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TERMS OF REFERENCE

Individual Consultancy to prepare a Sexual Exploitation and Abuse, Sexual Harassment, and Gender-Based Violence (SEA/SH/GBV) Action Plan

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 Sexual Exploitation & Abuse/Sexual Harassment/Gender Based Violence (SEA/SH/GBV) Action Plan. This is intended to provide a roadmap for the STAR-Project to address SEA/SH/GBV in project areas and among stakeholders.

2. Objective of the assignment

The objective of the assignment is to assess the SEA/SH/GBV risks, and provide recommended measures for addressing these risks, and mechanisms for monitoring the implementation of the SEA/SH and the GBV Strategy. The specific objective of the SEA/SH and GBV Strategy is to identify and assess the risks of SEA/SH and GBV that may arise during the implementation of project activities, and provide adequate action plan for preventing and managing these risks and for responding to GBV/SEA/SH incidents that may arise in collaboration with the structure set up by national laws, ministries and agencies.

Specific objectives include but are not limited to:

- Analyzing the risks of Gender-Based Violence/Sexual Harassment/Sexual Exploitation & Abuse to the project stakeholders.
- Identify state actors (government ministries and agencies and private (non-governmental agencies involved in the prevention, response, and mitigation

- Providing technical support and advisory services on SGBV to address challenges in response and prevention.
- Provide a schedule for GBV/SEA/SH outreach nationwide to address prevention and response.

The Smallholder Agriculture Transformation & Agribusiness Revitalization Project (STAR-P) now invites eligible individuals to indicate their interest in performing the above-mentioned services. Interested Individual Consultants should provide an updated Curriculum/Curricula Vitae (CV) and relevant documents indicating that they have the required qualifications and relevant experience(s) to perform the Services.

3. Scope and focus of the assignment.

The STAR Project wants to hire an individual to undertake the proposed assignment in project counties. The scope of work to be performed by the individual include but is not limited to the following:

- Review the basic social and gender profile of the project area including relative rates of poverty, the role of women in the sector.
- Review county level data on the prevalence of different forms of GBV, including intimate partner violence, sexual exploitation and abuse, sexual harassment, human trafficking, early/forced marriage, Female Genital Mutilation (FGM), etc. No new baseline data should be sought; the assessment should rely on existing reports.
- Review any relevant cultural, social or gender norms, particularly those which may be harmful to women and girls, and that could be exacerbated by project implementation. These include gendered power dynamics, division of labor, and participation in decision-making processes in professional and private spheres.
- Assess the project's activities and their potential to increase GBV/SEA/SH risks.
- Assess the size, extent, and duration of any labor influx that the project will generate relative to the absorption capacity of the local community, as well as the potential for changes in social patterns as a result of project activities that could impact on GBV/SEA/SH risks.
- Assess features of the project that may have an impact on GBV/SEA/SH risks, including for example the physical location of project activities in relation to schools, footpaths and other travel routes used by women and children, as well as GBV service providers, etc.
- Describe the availability and accessibility of safe and ethical GBV response services in project areas, including medical care, psycho-social services, legal aid/justice sector support, shelters, livelihood support, etc. Briefly summarize (at a high level) the legal and policy frameworks relevant to GBV, including any legal requirements to report specific forms of GBV to the authorities, and any existing government GBV manuals, strategies, or sectoral responses. If possible, include analysis on the quality of implementation and enforcement of laws and policies.
- Develop a robust action plan for preventing and managing these risks and for responding to GBV/SEA/SH incidents throughout the project implementation.

4. Deliverables

The consultant shall assess the SEA/SH/GBV risks that may occur as a result of implementation of project activities, to include the following deliverables

- An inception report with the methodology, content and schedule for execution of the assignment

- Presentation of the methodology of the study to, the Gender & Social Development Officer and other technical staff;
- Prepare draft report with key findings and recommendations and SEA/SH prevention and mitigation action plan to technical staff
 - validation the draft report; afterwards incorporating relevant comments and recommendations into the report
 - Develop a robust SEA/SH prevention and mitigation action plan for responding to GBV/SEA/SH incidents throughout the project implementation and
- Submit final report

5. Qualifications and Experience

Interested individuals should provide information

- i. The individual consultant must have the minimum of 5 years professional experience in GBV prevention and response, including excellent experience in several of the following fields: (a) conducting GBV/SEA/SH risk assessment and developing/implementing GBV Manuals; (b) implementing government or donor-funded GBV prevention and response programs (including report-writing); (c) delivery of services to survivors of GBV (e.g., case management, psychosocial support, medical or legal assistance); (d) community engagement and behavioral change communication on issues of gender and GBV; or (e) developing and delivering training to stakeholders on GBV prevention and response.
- ii. The independent consultant should have or develop a robust working relationship with the Ministry of Gender, Children and Social Protection. A history of working with the GoL Gender SEA Response team is also acceptable.
- iii. The independent consultant must have demonstrated knowledge and experience in implementing a survivor-centered approach that prioritizes survivor safety and confidentiality, and which respects survivors' decision-making and control. An international experience developing and implementing similar assignment and/or knowledge of the Liberia country context issues would be also acceptable.
- iv. Must have at least a Master's degree, a PhD is an asset, in gender studies, policy, sociology, policy development, social sciences, international affairs, anthropology, or related discipline with a minimum of 8 years of experience.

Key Competencies

The successful candidate must demonstrate the following:

- Ability to design/prepare project safeguard plans and tools.
- Knowledge of World Bank ESF or Safeguard policies, procedures, and practice or international professional exposure on gender social policy/donor funds social policy is an asset.
- Knowledge of gender, GBV, Social Development and Environmental Legislation in Liberia is desirable.
- Policy background is most preferred
- Fluency in English language 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 with government on gender, social safeguards, sustainable development agenda is preferable.

- 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 skill-set; Good Communication, interpersonal skills, and time management.

6. Location and Targeted Population

The location of the assignment is in Monrovia.

7. Administrative Arrangements

a. Responsibilities

- The Project will assign qualified technicians from MoA and MGCP to support the consultant in 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 SEA/SH & GBV Action 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 ESF on SEA/SH and GBV risks.
- e) Legal and regulatory Frameworks and Institutional Arrangement for SEA/SH and GBV prevention and mitigation
- f) Country Level Baseline data on SEA/SH and GBV prevalence
- g) County Level GBV Service Providers and quality of Service
- h) Project SEA/SH and GBV risks assessment.
- i) Key findings
- j) Recommended measures for preventing and addressing SEA/SH and GBV risks in line with the Good Practice Note, in the format of a strategy and Action Plan (including activity, responsible party, timeline, monitoring, suggested budget, etc.).
- k) Recommended measures for reporting SEA/SH and GBV incidents (SEA/SH Grievance Mechanism and referral pathway).
- l) Awareness and Training plan for addressing SEA/SH and GBV risks.
- m) Public Consultation and information disclosure; and
- n) Conclusion and Recommendations

8. Duration of the Assignment

The duration of this assignment is 60 working days.

9. Payment Schedule

Payment of the agreed consultancy fees shall be done per the below schedule:

No.	Deliverables	Location and Action to be Undertaken	Duration (approx.)	Percentage of Payment
1	An Inception Report that sets out the methodology of the consultancy, content of the manual and schedule for executing the task.	Monrovia, Liberia	5 Calendar Days	15%
2.	Information and Stakeholders' Engagement	Regional	10 Calendar Days	20%
3.	Draft SEA/SH/GBV Report and SEA/SH/GBV Strategy & Action Plan	Monrovia, Liberia	30 Calendar Days	25%
5	Validation of SEA/SH/GBV Strategy & Action Plan	Monrovia, Liberia	5 Calendar Days	20%
6.	Presentation of Final Manual incorporating all comments and inputs after validation	Monrovia, Liberia	10 Calendar Days	20%
T o t a l Calendar Days			60 working days	100%