



Liberia Sustainable Management of Fisheries Project (LSMFP)

National Fisheries & Aquaculture Authority

P. O. Box 10-1384
United Nations Drive, Bushrod Island
1000 MONROVIA 10, LIBERIA



REQUEST FOR EXPRESSION INTEREST (INDIVIDUAL CONSULTANCY)

Preparation Advance No. IDA V3100

PROJECT ID: P172012

Subject: Request for Expression of Interest (REOI) for provision of Consulting Services to Conduct Financial and Economic Feasibility Study for Rehabilitation and Construction of Klay Hatchery

Reference No.: LR-NAFAA-255518-CS-CQS

Assignment Title: Consulting Services to Conduct Financial and Economic Feasibility Study for Rehabilitation and Construction of Klay Hatchery

The government of Liberia through the National Fisheries and Aquaculture authority (NaFAA) has received support from the World Bank Group toward the preparation and implementation of the, "Liberia Sustainable Management of Fisheries Project (LSMFP)". The project development objective (PDO) is to improve the management and utilization of selected fisheries. The objective of this terms of reference is to recruit a firm who will conduct financial and economic feasibility study for rehabilitation and construction of Klay Hatchery.

The objectives of the assignment

The purpose of this assignment is for a consulting firm to prepare (i) a financial business model for the sustainable management and operation of the Klay Fish Hatchery and Centre of Excellence. (ii) Review available survey reports to inform projections for services that may be required from Klay Hatchery in the short and medium term. The firm will work directly under the guidance of the Division of Aquaculture and Inland Fisheries with close supervision of the Liberia Sustainable Management Fisheries Project (LSMFP).

The short-listed candidate is expected to have the following qualifications:

Qualifications and Experience:

The Consultant is required to have the following minimum qualifications and experience:

The minimum requirements for the firm:

are (i) extensive and proven experience in preparing economic business model for the sustainable management and operation of a Fish Hatchery in different parts of the world, especially in developing countries; for the last five (5) years (ii) It is preferred that the firm has a recent and solid experience in preparing economic feasibility studies for donor-financed fisheries projects, and must have successfully implemented at least 1 similar project in the past 5 years. • (iii) The firm must have acquired experience, knowledge and be familiar with the aquaculture industry in Africa.

In order to complete the assignment, the firm will assemble a multi-disciplinary team of technical Aquaculture scientist, and economist with substantial practical experience (no less than 5 years) and adequate educational backgrounds (bachelor's degree and higher) who will ensure the services are carried out in a professional and timely manner.

The team will include, but may not be limited to:

Description of Input (list only core responsibilities)	Position and experience
Lead and manage inputs of consultant team; responsible for overall product delivery and for timely and quality execution of services; primary contact point for contract execution	Team Leader (Key Position) *- 5 years: An Aquaculture scientist with Bachelor's degree in Fresh water Fisheries science, at least 5 years practical experience
Financial and Economic Analysis	Economist: Bachelor's degree in economics at least 5 years' experience, portfolio of economic and financial analyses to include business models in Liberia or similar economies. A background in fisheries social science would be an added advantage.

(*) Key Positions that will be included in the technical proposal evaluation (based on the detailed CVs of the proposed respective team members).

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

- a) www.nafaa.gov.lr
- b) www.emansion.gov.lr
- c) www.moa.gov.lr.

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 November 2020, 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://projectsbeta.worldbank.org/en/projects-operations/products-and-services/brief/procurement-newframework> .

A Consulting Firm will be selected in accordance with the **Consultant Qualification Selection (CQS)** method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours, i.e. 0900 to 1600 hours GMT.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by **Tuesday November 2, 2021 @ 4:00PM GMT**

Liberia Sustainable Management of Fisheries Project (LSMFP)

Attn: The Acting Project Coordinator

Mesurado Pier, Freeport of Monrovia

Monrovia, Liberia

Tel: +2310770532901/0777963901

E-mail: twsuwo@nafaa.gov.lr ,

Cc: kpelewahj100@gmail.com , maakundusiah@gmail.com, jkpelewah@nafaa.gov.lr

Terms of Reference

1.0 Introduction

The government of Liberia through the National Fisheries and Aquaculture Authority (NaFAA) has received support from the World Bank Group toward the preparation and implementation of the, “Liberia Sustainable Management of Fisheries Project (LSMFP)”, and desires to apply part of the proceeds towards eligible payment of the services of a consultant for the conduct of a feasibility study for rehabilitation and construction of the Klay hatchery, Klay, Bomi County. The purpose of this terms of reference is to solicit the interest of qualified consulting firm to conduct the feasibility assessment.

2.0 Background

The Government of Liberia through the National Fisheries and Aquaculture Authority (NaFAA) has secured funding from the World Bank Group to help develop the Liberia fisheries and aquaculture sector. The project has identified five (5) components namely: **Component 1:** Improving management and governance of fisheries; **Component 2:** Improving handling of fish and fish products; **Component 3:** Support to Aquaculture; **Component 4:** Project Management and **Component 5:** Contingent Emergency Response Component (CERC). Component 3 focuses on supporting aquaculture through the development of a policy and regulatory framework and a zoning map to help identify prone aquaculture areas. It also focuses on establishment of a full-scale aquaculture technology research and development and a Quality Assurance Center (QAC) in Klay, Bomi County. This component is to raise awareness about aquaculture and develop a private sector aquaculture on the basis of public- private partnership (PPP).

Against this backdrop, through the Liberia Sustainable Management of Fisheries Project (LSMFP) is soliciting the expertise of a reputable and qualified firm or consultant to develop an economic model (business plan) for the proposed reconstruction and management of the Klay Fish Hatchery, and to prepare the business case for aquaculture development in Liberia based on services from the Klay Fish Hatchery. The Klay Fish Hatchery would serve as the Centre of excellence for the following purpose:

- Produce tilapia and catfish fingerlings in sufficient quantity and quality for smallholder and commercial fish farmers.
- Produce quality formulated feed to meet the demand of fish farmers from locally available fish feed ingredients.
- Conduct primary and adaptive research in aquaculture development and technology.
- Conduct testing of water quality parameters, proximate analysis and fish diseases diagnosis.
- Provide treatment for fish diseases.

- Provide short- and medium-term technical training for farmers.
- Provide extension/advisory services for farmers.

3. Objective of the assignment

The purpose of this assignment is for a consulting firm to prepare (i) a financial business model for the sustainable management and operation of the Klay Fish Hatchery and Centre of Excellence. (ii) Review available survey reports to inform projections for services that may be required from Klay Hatchery in the short and medium term. The firm will work directly under the guidance of the Division of Aquaculture and Inland Fisheries with close supervision of the Liberia Sustainable Management Fisheries Project (LSMFP).

4.0 Scope of Feasibility Analysis/Study

The selected consulting firm will work with the Division of Aquaculture and Inland Fisheries and the Project Implementation Unit (PIU) of the LSMFP to gather the requirements, economic and research processes around planning activities at the Klay hatchery, analyze the current state and propose recommendations for the sustainable management of the hatchery and project the requirements for a full-fledged aquaculture industry able to produce over 50,000 MT of fish per annum in Liberia.

For this purpose, the firm will undertake the following tasks:

- Conduct a market survey on consumer's preference for cultured species like tilapia and catfish to inform decision on the quantity of fingerlings to produce per species.
- Undertake a Market Gap Analysis for farmed fish species in Liberia and advice management of Klay fish hatchery on required investment and marketing strategy.
- Develop a well-informed Economic model services on the running of Klay hatchery to meet the seed and feed demand gaps pinning the sector.
- Conduct a SWOT analysis of the aquaculture sector in Liberia with view to supporting Klay Fish Hatchery operations.
- Review the status of extension services in Liberia and make recommendation for their strengthening with a view to improving delivery of services of the Klay Fish Hatchery.
- Carve a strategic management plan for the promotion of a vibrant hatchery inclusive of research base model to strengthen the capacity of scientists and technicians from NaFAA, CARI, tertiary institutions and farmer's organizations.

- Produce an Economic Model Requirements Document (EMRD) to guide the design of future planning of hatchery management
- Conduct sensitivity analysis to predict the outcome of the various decisions and how changes in a variable affect the outcome.
- Conduct cost benefit analysis on the utilization of the various holding facilities and systems (earthen ponds, tanks, recirculating systems, flow through, etc) to produce fingerlings and table fish.

Output

The individual consultant or firm is required to submit a detailed economic report according to the following outline:

- a) Executive summary
 - b) Introduction
 - c) Major findings and recommendations
 - d) Background to the project
 - e) Project objectives and relevance
 - f) Project design
 - g) Project implementation (including budget and expenditure)
 - h) Project effects and their sustainability and impact (including cost effectiveness)
- The report will be prepared by the firm or consultant in country and the findings and recommendations will be fully discussed with all concerned parties and wherever possible consensus achieved.
 - The final report will be submitted by the firm or consultant to LSMFP PIU prior to departure from Liberia
 - The firm or consultant will hold a meeting and present finding of his/her report to NaFAA and LSMFP PIU.

5.0 Methodology

In order to carry out the above tasks, the Consultant will be required to adopt the Fisheries Infrastructure Assessment Tools¹ (FIAT) which provides a useful framework and checklist as the core methodological guide to implement the assignment. Additionally, the Consultant should apply methodologies that incorporate the foregoing as well as allow the social inclusion and environmental effects of the hatchery so as to meet the objective of this consultancy.

¹ Fisheries Infrastructure Assessment Tools (FIAT), World Bank

6.0 Qualification Requirements and Composition of Study Team: The minimum requirements for the firm:

are (i) extensive and proven experience in preparing economic business model for the sustainable management and operation of a Fish Hatchery in different parts of the world, especially in developing countries; for the last five (5) years (ii) It is preferred that the firm has a recent and solid experience in preparing economic feasibility studies for donor-financed fisheries projects, and must have successfully implemented at least 1 similar project in the past 5 years. • (iii) The firm must have acquired experience, knowledge and be familiar with the aquaculture industry in Africa.

In order to complete the assignment, the firm will assemble a multi-disciplinary team of technical Aquaculture scientist, and economist with substantial practical experience (no less than 5 years) and adequate educational backgrounds (bachelor’s degree and higher) who will ensure the services are carried out in a professional and timely manner. The team is expected to have the following:

- Strong analytical and report writing skills
- Strong communication and facilitation skills
- High computer literacy, and
- Full proficiency in English

The team will include, but may not be limited to:

Description of Input (list only core responsibilities)	Position and experience
Lead and manage inputs of consultant team; responsible for overall product delivery and for timely and quality execution of services; primary contact point for contract execution	Team Leader (Key Position) *- 5 years: An Aquaculture scientist with Bachelor’s degree in Fresh water Fisheries science, at least 5 years practical experience
Financial and Economic Analysis	Economist: Bachelor’s degree in economics at least 5 years’ experience, portfolio of economic and financial analyses to include business models in Liberia or similar economies. A background in fisheries social science would be an added advantage.

(*) Key Positions that will be included in the technical proposal evaluation (based on the detailed CVs of the proposed respective team members).

7. Deliverables, Schedule of Deliverables

I. Deliverables.

The Consultant will produce the following deliverables (described further below):

1. Inception Report for Feasibility Assessment;
2. Draft Feasibility Assessment Report;
3. Final Feasibility Assessment Report

The preparation and delivery of the above documents will be organized as outlined and presented in three steps, as follows:

1. Inception Report submitted within **two (2) weeks** of contract signing: The Consultant will submit an Inception Report detailing the methodological approach for the entire assignment covering all items under "Scope of Services" and "Methodology" as outlined in this Terms of Reference. The Inception Report will inter alia describe the method of data collection including field work plan, verification, field work with project stakeholders and beneficiaries, and analysis. The Inception Report will provide an outline of the team tasks and team members' inputs and deliverables. The Inception Report will provide a list of the available/collected information, identify studies to be carried out and timeline to fill in the gaps. It will comment on the TOR and propose changes / clarification (if any) to the TOR. This Inception Report will be subject to review and comment by the NaFAA and the World Bank. The Consultant will revise the inception report based on those comments. The final Inception Report will be submitted to the NaFAA after incorporation of comments.
2. Draft Feasibility Assessment (FA) Report submitted **4 weeks** after contract signing: The Consultant will prepare a Draft FA Report covering all tasks under the assignment with specific recommendations on the feasibility of project interventions. It will be accompanied by a draft executive summary. After submission of the draft reports, a presentation shall be disseminated to the Client for obtaining feedback. The Client's comments on the draft final report will be incorporated in the final report.
3. Final Feasibility Assessment Report submitted **8 weeks** after contract signing: This deliverable should include all the review comments and suggestions by the client, World Bank and other relevant stakeholders. It will include all relevant data in a tabulated format used by the Consultant for the baseline, raw and processed data, toolkits and questionnaires used for the social-cultural assessment, and other supplemental information that will constitute the project file. The Report will be prepared in the English language following the format outlined in annex 1.

The total duration of the consultancy services will be **8 weeks** from the date of contract signing.

8. Institutional Arrangements

NaFAA is the implementing agency of the project hence, the Consultant will work under the direct supervision of the LSMFP Project Coordinator and in close collaboration with the Division of Aquaculture and Inland Fisheries.

9. Consultant Responsibilities

Data, personnel, facilities and services will be provided by the Consultant as detailed in this ToR. The Consultant will mobilize the necessary expertise for the effective delivery of the services as stipulated in the scope of works and ToR. The Consultant will carry out the services in the best interest of the Client, the GoL represented by NaFAA, with reasonable care, skills and diligence in line with sound professional, administrative and financial practices. Field surveys and field data collection will be carried out in coordination with Division of Aquaculture and Inland Fisheries. The Consultant will be responsible to the client for the execution of the contract according to the terms and conditions spelled out therein. Consultant will organize presentations and dissemination events to enable the monitoring of progress and study results by the relevant NaFAA personnel.

10.0 Client's Responsibility

The client, NaFAA, will provide access to available data, reports and information, and to relevant personnel of NaFAA and officials of government institutions with important roles in achieving the objectives of this terms of reference. NaFAA will also provide a favorable work environment and logistical support for the consultant, and support/facilitate stakeholder consultations. NaFAA will review all draft reports and provide comments and suggestions to enable the consultant finalize the economic feasibility report.

11.0 Payment Schedule

Payment will be made according to the following schedule:

- (i) 25% after submitting the Inception report
- (ii) 40% after submitting the draft feasibility report
- (ii) 35% after submitting the final report

All the payments will be made only after acceptance of the reports and deliverables by the Client.

13.0 Selection method will be through Consultant Qualification Selection (CQS)