



**Ministry of Agriculture**

**Tree Crop Extension Project-II (TCEP-II)**

**Expression of Interest  
for  
Consulting Services for TCEP-II**

**Quantitative and Qualitative Study on Child Labor in the Cocoa  
Value Chain**

**Ref No: LIB/IFAD/TCEP-II/CS-002/2023**

**Issue Date: July 12, 2023**



## Instructions to Consultants<sup>1</sup>

Reference Number:

Date: July 12, 2023

# Consulting Services for TCEP I/II Qualitative and Quantitative Study on Child Labor in the Cocoa Value Chain

The Government of The Republic of Liberia received financing from the International Fund for Agricultural Development (“the Fund” or “IFAD”) towards the cost of the Tree Crop Extension Projects (TCEP I/II) (“the client” or “procuring entity”), and intends to apply part of the proceeds for the recruitment of consulting services, for which this REOI is issued.

The use of any IFAD financing shall be subject to IFAD’s approval, pursuant to the terms and conditions of the financing agreement, as well as IFAD’s rules, policies and procedures. IFAD and its officials, agents and employees shall be held harmless from and against all suits, proceedings, claims, demands, losses and liability of any kind or nature brought by any party in connection with TCEP I/II Projects.

1. The client now invites expressions of interest (EOIs) from legally constituted consulting firms (not individual consultants) (“consultants”) **to conduct a Quantitative and Qualitative Study on Child Labor in the Cocoa Value Chain**. More details on these consulting services are provided in the preliminary terms of reference (PTOR) attached as **Annex 1**.
2. Before preparing its EOIs, the consultant is advised to review the preliminary terms of reference attached as **Annex 1**, which describe the assignment and **Annex 2** that details the evaluation of the technical qualifications.
3. The consultant shall not have any actual, potential or reasonably perceived conflict of interest. A consultant with an actual, potential or reasonably perceived conflict of interest shall be disqualified unless otherwise explicitly approved by the Fund. A consultant including their respective personnel and affiliates are considered to have a conflict of

---

<sup>1</sup> This document refers to legally constituted consulting firms as “consultant”.

interest if they a) have a relationship that provides them with undue or undisclosed information about or influence over the selection process and the execution of the contract, b) participate in more than one EOI under this procurement action, c) have a business or family relationship with a member of the client's board of directors or its personnel, the Fund or its personnel, or any other individual that was, has been or might reasonably be directly or indirectly involved in any part of (i) the preparation of this expression of interest, (ii) the selection process for this procurement, or (iii) execution of the contract. The consultant has an ongoing obligation to disclose any situation of actual, potential or reasonably perceived conflict of interest during preparation of the EOI, the selection process or the contract execution. Failure to properly disclose any of said situations may lead to appropriate actions, including the disqualification of the consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations<sup>2</sup>.

4. All consultants are required to comply with the Revised IFAD Policy on Preventing Fraud and Corruption in its Activities and Operations (hereinafter, "IFAD's Anticorruption Policy") in competing for, or in executing, the contract.
  - a. If determined that a consultant or any of its personnel or agents, or its sub-consultants, sub-contractors, service providers, suppliers, sub-suppliers and/or any of their personnel or agents, has, directly or indirectly, engaged in any of the prohibited practices defined in IFAD's Anticorruption Policy or integrity violations such as sexual harassment, exploitation and abuse as established in IFAD's Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse<sup>3</sup> in competing for, or in executing, the contract, the EOI may be rejected or the contract may be terminated by the client.
  - b. In accordance with IFAD's Anticorruption Policy, the Fund has the right to sanction firms and individuals, including by declaring them ineligible, either indefinitely or for a stated period of time, to participate in any IFAD-financed and/or IFAD-managed activity or operation. The Fund also has the right to recognize debarments issued by other international financial institutions in accordance with its Anticorruption Policy.
  - c. Consultants and any of their personnel and agents, and their sub-consultants, sub-contractors, service providers, suppliers, sub-suppliers and any of their personnel and agents are required to fully cooperate with any investigation conducted by the Fund, including by making personnel available for interviews and by providing full access to any and all accounts, premises, documents and records (including electronic records) relating to this selection process or the execution of the contract and to have such accounts, premises, records and documents audited and/or inspected by auditors and/or investigators appointed by the Fund.
  - d. Consultants have the ongoing obligation to disclose in their EOI and later in writing as may become relevant: (i) any administrative sanctions, criminal convictions or

---

<sup>2</sup> The policy is accessible at [www.ifad.org/anticorruption\\_policy](http://www.ifad.org/anticorruption_policy).

<sup>3</sup> The policy is accessible at <https://www.ifad.org/en/document-detail/asset/40738506>.

temporary suspensions of themselves or any of their key personnel or agents for fraud and corruption, and (ii) any commissions or fees paid or to be paid to agents or other parties in connection with this selection process or the execution of the contract. As a minimum, consultants must disclose the name and contact details of the agent or other party and the reason, amount and currency of the commission or fee paid or to be paid. Failure to comply with these disclosure obligations may lead to rejection of the EOI or termination of the contract.

- e. Consultants are required to keep all records and documents, including electronic records, relating to this selection process available for a minimum of three (3) years after notification of completion of the process or, in case the consultant is awarded the contract, execution of the contract.
5. The Fund requires that all beneficiaries of IFAD funding or funds administered by IFAD, including the client, any consultants, implementing partners, service providers and suppliers, observe the highest standards of integrity during the procurement and execution of such contracts, and commit to combat money laundering and terrorism financing consistent with IFAD's Anti-Money Laundering and Countering the Financing of Terrorism Policy.<sup>4</sup>
6. **Procedure:** the selection process will be conducted using Consultant's Qualification Selection (CQS) as laid out in the IFAD Procurement Handbook that can be accessed via the IFAD website at [www.ifad.org/project-procurement](http://www.ifad.org/project-procurement). Only the highest-ranked firm will be invited to submit a combined technical and financial proposal. If such proposal is responsive and acceptable, the firm will be invited for negotiation. Both technical and financial aspects of the proposal may be negotiated. If negotiations with the selected firm fail, the procuring entity may terminate the negotiations after obtaining IFAD's no objection (NO) and invite the second-ranked consultant to submit a combined technical and financial proposal.
7. Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.
8. Any request for clarification on this EOI including the TOR should be sent via e-mail to [evah@moa.gov.lr](mailto:evah@moa.gov.lr) no later than **July 19, 2023**. The client will provide responses to all clarification requests by **July 20, 2023** at **16.00h** GMT.
9. **Submission Procedure:** please submit your expression of interest using the forms provided for this purpose. Your EOI should comprise one (1) original copy of each EOI form annexed to this document. EOIs shall be submitted to the address below no later than **July 21, 2023** at **16.00h** GMT to the address below:

## IFAD PIU/PMU/MOA

---

<sup>4</sup> The policy is accessible at <https://www.ifad.org/en/document-detail/asset/41942012>.

Ministry of Agriculture Annex, Libsuco Compound  
Somalia Drive, Gardnerville, Montserrado County  
Telephone: 0775901977  
[recruit@moa.gov.lr](mailto:recruit@moa.gov.lr) , Cc: [rcole@moa.gov.lr](mailto:rcole@moa.gov.lr)

Yours sincerely,

**Form EOI-1**  
**EOI Submission Form**

**Re: Consulting Services for Quantitative and Qualitative Study on Child Labor in the Cocoa Value Chain**

**Ref: LIB/IFAD/TCEP-II/CS-002/2023**

We, the undersigned, declare that:

1. We are expressing our interest in providing the consulting services for the above-mentioned assignment and have no reservations to the REOI, the instructions to the consultants and any addenda thereto.
2. Our expression of interest is open for acceptance for a period of ninety (90) days.
3. Our firm, its associates, including any subcontractors or suppliers for any part of the contract, have not been declared ineligible by the Fund and have not been subject to sanctions or debarments under the laws or official regulations of the client's country or not been subject to a debarment recognized under the Agreement for Mutual Enforcement of Debarment Decisions (the "Cross-Debarment Agreement")<sup>5</sup>, beyond those declared in paragraph 9 of this EOI submission form.
4. We acknowledge and accept the IFAD Revised Policy on Preventing Fraud and Corruption in its Activities and Operations. We certify that neither our firm nor any person acting for us or on our behalf has engaged in any prohibited practices as provided in ITC Clause 6. Further, we acknowledge and understand our obligation to report to [anticorruption@ifad.org](mailto:anticorruption@ifad.org) any allegation of prohibited practice that comes to our attention during the selection process or the contract execution.

---

<sup>5</sup> The Cross-Debarment Agreement was entered into by the World Bank Group, the Inter-American Development Bank, the African Development Bank, the Asian Development Bank and the European Bank for Reconstruction and Development, additional information may be located at: <http://crossdebarment.org/>.

5. No attempt has been made or will be made by us to induce any other consultant to submit or not to submit an EOI for the purpose of restricting competition.
6. We acknowledge and accept the IFAD Policy on Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse. We certify that neither our firm nor any person acting for us or on our behalf has engaged in any sexual harassment, sexual exploitation or abuse. Further, we acknowledge and understand our obligation to report to [ethicsoffice@ifad.org](mailto:ethicsoffice@ifad.org) any allegation of sexual harassment, sexual exploitation and abuse that comes to our attention during the selection process or the contract execution.
7. The following commissions, gratuities, or fees have been paid or are to be paid with respect to the selection process: *[Insert complete name of each recipient, its full address, the reason for which each commission or gratuity was paid and the amount and currency of each such commission or gratuity.]*

Name of Recipient	Address	Reason	Amount	Currency

(If none has been paid or is to be paid, indicate “none.”)

8. We declare that neither our consulting firm nor any of its directors, partners, proprietors, key personnel, agents, sub-consultants, sub-contractors, consortium and joint venture partners have any actual, potential or perceived conflict of interest as defined in ITC Clause 5 regarding this selection process or the execution of the contract. *[insert if needed: “other than the following:” and provide a detailed account of the actual, potential or perceived conflict].* We understand that we have an ongoing disclosure obligation on such actual, potential or perceived conflicts of interest and shall promptly inform the client and the Fund, should any such actual, potential or perceived conflicts of interest arise at any stage of the procurement process or contract execution.
9. The following criminal convictions, administrative sanctions (including debarments) and/or temporary suspensions have been imposed on our consulting firm and/or any of its directors, partners, proprietors, key personnel, agents, sub-consultants, sub-contractors, consortium and joint venture partners:

Nature of the measure (i.e., criminal conviction, administrative sanction or temporary suspension)	Imposed by	Name of party convicted, sanctioned or suspended (and relationship to the consultant)	Grounds for the measure (i.e., fraud in procurement or corruption in contract execution)	Date and time (duration) of measure

If no criminal convictions, administrative sanctions or temporary suspensions have been imposed, indicate “none”.

10. We acknowledge and understand that we shall promptly inform the client about any material change regarding the information provided in this EOI submission form.
11. We further understand that the failure to properly disclose any of information in connection with this EOI submission form may lead to appropriate actions, including our disqualification as consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations.
12. We understand that you are not bound to accept any EOI that you may receive.

*[Authorized signatory]*

*[Name and title of signatory]*

*[Name and address of firm]*

**Form EOI-2**  
**Organization of the Consultant**

**Re: Consulting Services for *[insert assignment]***

**Ref: *[insert]***

*[Provide a brief description of the background and organization of your firm/entity and of each associated firm for this assignment. Include the organization chart of your firm/entity. The EOI must demonstrate that the consultant has the organizational capability and to carry out the assignment. The qualifications document shall further demonstrate that the consultant has the capacity to field and provide experienced replacement personnel on short notice. Key staff CVs are not required at the shortlisting stage.]*

Name of the firm	
Date of establishment	
Country of registration	
Full address of the firm	
Focal point: name, position, contact information (telephone, email):	Name:
	Tel:
	Email:
Number of branches in the country	
Country(ies) of operations with number of branches in each country	
Number of full-time employees	
Number of part-time employees	
Field(s) of expertise of the firm	
Number of professional staff with experience related directly to the assignment	



Subsidiary and associated companies <i>(wherever applicable)</i> : (details in the following format to be provided for all associates) – (i) Name of the company (ii) Nature of business (iii) Address of the company (iv) Website of the company (v) Brief description of company (maximum of 120 words)	
Any other information that the consultant would like to add:	

**Maximum 10 pages**

**Form EOI-3**  
**Experience of the Consultant**

**Re: Consulting Services for *[insert assignment]***

**Ref: *[insert]***

*[Using the format below, provide information on each relevant assignment for which your firm, and each associate for this assignment, was legally contracted either individually as a corporate entity or as one of the major companies within an association, for carrying out consulting services similar to the ones requested under the preliminary terms of reference included in this EOI. The EOI must demonstrate that the consultant has a proven track record of successful experience in executing projects similar in substance, complexity, value, duration, and volume of services sought in this procurement.]*

***Maximum 20 pages]***

Assignment name: <b>Consultancy to Carry out Quantitative and Qualitative Study on Youth Participation and Inclusion in the Cocoa Subsector</b>	Approx. value of the contract (in current US\$):
Country: Location within country:	Duration of assignment (months):
Name of client:	Total No. of staff-months of the assignment:
Address, and contact details (including email address(es)):	Approx. value of the services provided by your firm under the contract (in current US\$):

Start date (month/year): Completion date (month/year):	No. of professional staff-months provided by associated consultants:
Name of associated consultants, if any:	Name of proposed senior professional staff of your firm involved and functions performed (indicate most significant profiles such as project director/coordinator, team leader):
Narrative description of project:	
Description of actual services provided by your staff within the assignment:	

Name of Firm: \_\_\_\_\_

**ANNEX 1**  
**PRELIMINARY TERMS OF REFERENCE**  
**Consulting Services for TCEP I/II to Carry out Quantitative and Qualitative**  
**Study on Child Labor in the Cocoa Value Chain**

**1. Client**

The client for this assignment is the TCEP-II Projects

**1.2 Background**

Currently, the International Fund for Agricultural Development (IFAD) portfolio in Liberia includes four (4) ongoing projects: (i) The Tree Crop Extension Project (TCEP); (ii) The Tree Crop Extension Project II (TCEP-II); and (iii) The Building Climate Resilience Project (BCRP).

The Tree Crops Extension Project (TCEP). TCEP is designed to reach 11,000 beneficiaries including 8,000 smallholder cocoa producers who are members of kuu groups and Farmer Field Schools (FFS); 2,400 farmers who will benefit from access to roads, input supply and market linkages and 600 farmers who will benefit as a result of job creation along the value chain. The objective of the project is to improve incomes and climate change resilience of smallholder cocoa producers, particularly women-headed households, youths and Farmers Based Organizations (FBOs). The project is being implemented in eight (8) districts in Nimba County over a period of six (6) years. The project will adopt a value chain approach to link cocoa farmers, organized at grassroots level in traditional community-based labor groups and FFS, to markets and services through cooperatives and Private Sector Partners (PSPs).

The Tree Crops Extension Project II (TCEP-II). TCEP-II is designed to benefit about 15,000 households of which 10,000 households will be smallholder cocoa farmers and the remaining 5,000 rural households will benefit from improved roads, input supplies, market linkages and spillover effects along the value chain. The development objective is to improve the incomes and climate change resilience of smallholder cocoa producers in Lofa county. The project financing is being implemented in seven (7) districts in Lofa County over a period of six (6) years with the possibility to include areas in other counties with comparable socio-economic and agronomic conditions. The project will also adopt a value chain approach to link cocoa farmers, organized at grassroots level in traditional community-based labor groups and Farmers Field Schools (FFS), to markets and services through cooperatives and Private Sector Partners (PSPs) building on the achievements and lessons learnt from the IFAD co-financed Smallholder Tree Crops Rehabilitation Support Project (STCRSP).

The Building Climate Resilience Project (BCRP) is designed to reach 25,000 smallholder farmers including 10,000 rice producers, 10,000 cocoa producers and 5,000 smallholder farmers from other enterprises of which at least 40% will be women and 40% young people. The goal of the project is that livelihoods and climate change resilience of rural farming households in Bong, Lofa and Nimba Counties are improved. The project development objective (PDO) is to promote agriculture as a business for enhanced incomes and reduced rural poverty in the counties.

**1.2 Issue of Child Labor**

According to the International Labor Organization (ILO),<sup>6</sup> child labor refers to work that (i) is mentally, physically, socially, and morally dangerous and harmful to children; and (ii) interferes with their

---

<sup>6</sup> International Labor Organization (ILO) (2002). Eliminating the Worst Forms of Child Labor: A Practical Guide to ILO Convention No. 182. Handbook for Parliamentarians No. 3, 2002. ILO, Geneva  
Consulting Services for TCEP I/II: Quantitative and Qualitative Study on Child Labor in the Cocoa Value Chain – LIB/IFAD/TCEP-II/CS-004/23

schooling by depriving them of the opportunity to attend school, by obliging them to leave school prematurely, or by requiring them to attempt to combine school attendance with excessively long and heavy work. The worst forms of child labor (WFCL) is defined (by ILO Convention 182) to include all forms of slavery or practices similar to slavery (the sale and trafficking of children, debt bondage and serfdom, forced or compulsory labor including recruitment for use in armed conflict); the use or offering of a child for prostitution and/or pornography, illicit activities including the production and trafficking of drugs; as well as work which when performed is likely to harm the health, safety or morals of the child (as determined by national authorities).

It is essential to stress while considering child labor issues within the African context, that not all work by children is child labor. The ILO elaborates and clarifies that child labor **is not** the participation of a child in work that does not affect his/her health and personal development or interferes with his/her schooling. Such work “includes activities such as helping their parents care for the home and the family, assisting in a family business or earning pocket money outside school hours and during school holidays”. It includes also work that “contributes to children’s development and to the welfare of their families; provides them with skills, attitudes and experience, and helps to prepare them to be useful and productive members of society during their adult life” (ILO, 2002).

The ILO estimated 218 million child laborers from 5-17 years old globally, of which an estimated 70% are working in agriculture. These children work on small family farms or large plantations, caring for domestic animals, weeding, harvesting, etc. A countless number of these children are missing out on school, and many are regularly exposed to serious hazards and exploitation. The extent to which agricultural work is harmful to children depends on a number of factors, including the type of work they do, the hours they work, their age and their access to education. It also depends on whether or not they are separated from their families for long periods and the degree to which they are exposed to specific hazards. Children who work on family farms – which characterize most child agricultural workers – are by no means immune to the many hazards associated with agriculture. The problems related to agricultural child labor are particularly acute in sub-Saharan Africa, where nearly 30% of all children under the age of 15 are working. International media attention at the beginning of the decade on the use of child labor in cocoa farming in West Africa under appalling conditions placed a glaring spotlight on just how harmful and hazardous agricultural work can be for children, particularly in areas of extreme rural poverty (ILO, 2000).

In Liberia approximately 16.6% of children are employed. Of this 16.6%, 78.4% work in the agricultural field. Work in agriculture includes work in rubber and charcoal production, and farming including the cocoa, rice, cassava, and coffee production. Some work in all these industries is deemed hazardous (U.S. Department of Labor).

Convention No. 182 of the ILO requires countries to take immediate, effective, and time-bound measures to eliminate the worst forms of child labor as a matter of urgency. Recommendation No. 190 of June 1999 also recommends that any definition of “hazardous work” should include: work which exposes children to physical, psychological, or sexual abuse; work underground, underwater, at dangerous heights, or in confined spaces; work with dangerous machinery, equipment, and tools or carrying heavy loads; exposure to hazardous substances, agents or processes, or to temperatures, noise levels or vibrations damaging to health; work for long hours, night work, and unreasonable confinement to the premises of the employer.

Consistent with the International Labor Organization (ILO) standards related to child labor, the project will integrate measures to avoid child labor use by project beneficiaries in cocoa farming. Measures will include community sensitization as well as integration into the project’s social mentoring package.

## **2.0 Objective of the Individual Consulting Services**

The objective of this consulting service is to conduct a quantitative and qualitative study on child labor in the project areas in Lofa and Nimba Counties in cocoa production, (to comply with ILO concerns and upholding best practice in meeting international standards of labor use).

## **3.0 Scope of Work**

The firm will have up to twenty-five (25) work days to conduct and complete the study within two months. The study will identify practices in the cocoa sector in Nimba and Lofa Counties 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 practice in the workforce in areas where they are identified; identify positive practices that help prevent child labor; establish push and pull factors driving child labor in the areas and propose recommendations for project implementation.

## **3.0 Objective of the Consulting Services**

The objective of this consulting service is to conduct a qualitative and quantitative study to generate information on youth gaps as well as needs, constraints and opportunities in the cocoa subsector of the agriculture sector in the project target areas as evidence-based data to develop a strategy for youth inclusion and full participation.

## **4.0 Scope of work**

The study will identify practices in the cocoa sector in Nimba and Lofa Counties 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 practice in the workforce in areas where they are identified; identify positive practices that help prevent child labor; establish push and pull factors driving child labor in the areas and propose recommendations for project implementation.

The consultant will have up to twenty-five (25) work days over a period of two months to conduct and complete the study in the project targeted areas in Nimba and Lofa Counties, report findings with recommendations.

## **5.0 Generally, the required services of the consultant firm will include the following:**

- 1.** Consulting firm lead the development of the survey methodology with technical inputs from MOA/IFAD technical team. The consulting firm will lead the development of the sample size, the sample frame and the questionnaires; and train enumerators on usage of tools.
- 2.** Consulting firm conduct quantitative and qualitative analyses and needs assessment of youth in the project target districts
- 3.** Consulting firm will determine the extent (if it is observed to be the case) of child labor practice in the workforce in areas where they are identified; identify positive practices that help prevent child labor; establish push and pull factors driving child labor in the areas and propose recommendations for project implementation

## 6.0 Methodology

Consultant firm is encouraged to develop its methodology, staffing plan, level of effort and work approach to accomplish the TORs. The firm shall have key staff with relevant education and track record in research with specific reference to the assignment.

## 7.0 Deliverables of the assignment

The consulting firm will be expected to deliver the following outputs:

Expected Outputs
Inception Report
Research tools
Draft research report
Validation workshop & report
Final report

## 8.0 Timing of the Assignment

The duration of the Quantitative and Qualitative Study on Youth Participation and Inclusion in the Cocoa Subsector for TCEP I/II is 25 days from the date of signing the contract but to be completed within two months

S/N	Activities	Timelines
1	Literature review and preparation of tools and submission of Inception report with detailed study design including sampling and draft questionnaire (s) and Activity Plan	5 days
2	Data collection	8 days
3	Data analysis and drafting of report and strategic plan	7 days
5	Validation workshop and draft strategic plan	1 day
6	Finalization and submission of final study report and strategic plan	4 days

## **8. Qualification and Experience of consulting firm**

The firm must be a legally registered organization whose core activities are in research, and have more than five (5) years' experience.

The consultant firm is required to possess the following:

### **Lead Consultant qualification**

- a) Have advance degree or equivalent in Gender, Social Work, Anthropology, Economics, Agriculture or a related field;
- b) Have experience in conducting baseline and research or other similar study in the agriculture sector or other related fields in Liberia.
- c) Have at least 5 years of experience in collecting primary data and field work; and experience in livelihood development in rural areas would be an asset
- d) Demonstrated ability to write high quality, methodologically sound, analytical papers in English
- e) Solid communication skills and sensitivity to the target group
- f) Exposure to value and principles of human rights as well as sensitivity to gender, children and disadvantaged groups and diversity.
- g) Good working knowledge of quantitative and qualitative performance evaluation methods in agricultural development projects.

### **Enumerators/Key Staff Qualification**

- a) Have at least Bachelor's degree in agriculture or any social science
- b) At least three years of experience in collecting primary data and field work
- c) Solid communication skills and sensitivity to the target group
- d) Exposure to value and principles of human rights as well as sensitivity to gender and disadvantaged groups and diversity.
- e) Good working knowledge of quantitative and qualitative performance evaluation methods in agricultural development projects.



**Note:** The assignment may require a degree of flexibility and modification following new information, with additional tasks as agreed with the Project Coordinator and Gender Officer. In case additional days may be required, these should be agreed with the Project Coordinator in advance, following discussion of workload management but at no cost.

The subject line should read: **EOI for Consulting Services for TCEP-II - Quantitative and Qualitative Study on Child Labor in the Cocoa Value Chain**

Only pre-selected consulting firms will be contacted.

## **ANNEX 2**

### **Qualification and Evaluation Criteria**

Item	Criteria	Points
<b>A.</b>	<b>General experience</b>	<b>10</b>
i	Minimum of 5 years' of existence and experience in Conducting similar studies	10
<b>B.</b>	<b>Specific experience</b>	<b>40</b>
i	Experience in successfully completing at least four (4) assignments of similar kind (cost, scale etc.) within the last 5 years, with list of institutions worked for and type of work	10
ii.	Research methodology to conduct the study	30
<b>C.</b>	<b>Personnel qualification and experience</b>	<b>50</b>
i	<ul style="list-style-type: none"> <li>• Team Leader/Research Specialist</li> </ul>	20
ii	<ul style="list-style-type: none"> <li>• Enumerators</li> </ul>	30
	<b>Total Score</b>	<b>100 points</b>