

► Feasibility Study for the Establishment of Vegetable Cold Chain Facility in Port Loko District

Terms of Reference

July 2023

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Introduction

Opportunity Salone is part of a larger EU supported Jobs and Growth programme implemented by a number of partners that aims to stimulate job creation by improving the investment climate through enhanced access to finance, improving rural transport infrastructure, and upgrading human capital through general and vocational training and education. Opportunity Salone aims to contribute to more decent job creation in terms of quantity and quality of jobs for women, young women and men and persons with disabilities mainly in rural areas in Sierra Leone through inclusive value chain development focused on SMEs and cooperatives, and feeder road maintenance to improve access to markets.

The International Labour Organization's Opportunity Salone Programme is funded by the European Union's Jobs and Growth Programme, is implemented in Sierra Leone over 4 years, focusing on the target districts of Bo, Bombali, Kenema and Port Loko.

The overall development objective of the Programme is to contribute to large scale job creation and job quality improvement in sustainable enterprises for unskilled or semi – skilled youth, women and persons with disabilities. In promotion of its objectives, the Programme is pursuing 3 major outcomes:

1. Enhanced, conflict-sensitive, agricultural value chain and entrepreneurship development for SMEs, youth, women, and persons with disabilities.
2. Improved feeder road maintenance contributing to resolve infrastructure bottlenecks to immediate job creation.
3. Improved business environment for entrepreneurship development and feeder road maintenance.

A market systems analysis (MSA) conducted for Palm Oil, Vegetables, Cocoa and Cassava value chains in 4 districts identified the underlying causes of market system failure to produce adequate employment opportunities for the target group (women, youths and people with disabilities).

To address the identified challenges and market failures **within the vegetable value chain**, a feasibility study is required to inform the decision for the establishment of vegetable cold chain facility in two project districts. The study is expected to present the programme with a business case model for a vegetable value cold chain business.

To inform the design of actions to improve economic activities for SMEs in the selected agricultural value chains, the ILO seeks to engage two consultants one per district to carry out a feasibility study in Port Loko District.

Objective of the Assignment

The main objective of this consultancy is to conduct a feasibility study that will present the business case for the establishment of vegetable cold chain model in Port Loko District.

Task and Deliverables

Inception Report

This will be discussed with the ILO project team. The consultant is required to integrate eventual inputs and comments received.

Outputs:

- **Output 1:** Inception report

Primary and Secondary Data Collection

The consultant is required to detail the following:

1. Supply Side organisation, volumes, and constraints
 2. Demand side organisations, volume and constraints
- **Output 2:** Development of research tools approved by the ILO
 - **Output 3:** Demand side report
 - **Output 4:** Supply side report

Feasibility report and validation workshop

The consultant is required to write and submit to the ILO a first draft report on the business case for a vegetable cold chain model for inputs and comments from the project team. Preliminary findings will be first discussed in a meeting with the project team.

The consultant will then be required to present the findings in a restitution workshop with key stakeholders.

Inputs received by the ILO project team and by the key stakeholders during the workshop will be integrated by the consultant in the final report. The final report shall meet minimum quality standard for publication.

Outputs:

- **Output 5:** Draft report to the ILO project team submitted
- **Output 6:** A business plan detailing minimum scale of operations to ensure profitability.

Duration and timeline of the assignment

The assessment is expected to last 19 days and to be carried out from 22nd August 2023 to 23rd September 2023.

Detailed timeline is as follow:

Dates	Description of activities
22 nd August	Inception report
25 th August	Submission of research tools (interview guides with detailed questions and techniques for the study.
28 th August – 6 th September	Field work and data collection
7, 8 & 11 September	Drafting report writing
12, 13 & 14 th September	ILO reviews the draft report and provides guidance for the presentation of the findings.
15 th September 2023	Consultant finalises the report
20 th September	Presentation of the findings at a restitution conference gathering key stakeholders in Port Loko.
21 st September 2023	Consultant finalises the report
21 st September 2023 – Close of Business	Submission of the final feasibility report

Payment Schedule

The daily fee rate will be inclusive of DSA and any required travel costs and allowances based on ILO guidelines and policies.

The ILO will disburse the contract total amount in several instalments based on the below table, and upon the satisfaction of the ILO, as follows:

Key Deliverables	Instalments
Upon the delivery of deliverable number (1)	40 % of the professional fee
Upon the delivery of deliverable number (2–3)	30% of the professional fee
Upon the delivery of deliverable number (4 –6)	30% of the professional fee
Total	100 %

Supervision and coordination

The consultant will work under the supervision of the Chief Technical Advisor (CTA) and in collaboration with the project technical team.

Qualifications and experience

The consultant must have the following experience and skills to be able to perform the tasks of the TOR:

- A degree from an accredited academic institution in agribusiness, agricultural economics, marketing, horticulture, or a related field. Masters preferred.
- 5 years of experience in agriculture, agribusiness, and related work in developing countries, preferably in Sierra Leone with a strong understanding of business models within horticultural markets
- Excellent written and spoken communication skills in English.
- Experience in conducting feasibility studies for the establishment of cold chain facilities in the agricultural sector; and
- understanding of business models for agribusinesses

Application process

Applications should be submitted via email until 14th August, 2023 to OPPORTUNITYSALONE@ilo.org

Applications should be made separately for each district and kindly include:

- Technical offer for the study and CV of the candidate including previous relevant experience in conducting similar feasibility studies
- A financial offer
- List of references - (minimum 2)