

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

Country: Ethiopia

Name of Project: The Building Institutions and Systems to Harness and Realize Agenda (BIASHARA) 2063 Project

Grant No: P180117

Assignment Title: Consulting Service to Develop an Electronic Notification System for Non-Tariff Measures

Reference No. ET-AUC-424519-CS-INDV

The African Union Commission has received financing from the World Bank toward the cost of *The Building Institutions and Systems to Harness and Realize Agenda (BIASHARA) 2063 Project*, and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include Consulting Service to Develop an Electronic Notification System for Non-Tariff Measures. Specific tasks include:

- Adding on to the existing research conducted, explore other digital interactive platforms that can enhance the proposed notification system.
- Develop, propose and demonstrate the most feasible AfCFTA notification system options/models for NTMs
- Establish and facilitate the operationalization of the preferred notification system
- Develop an AfCFTA Electronic Notification System of Non-Tariff Measures, specifically for SPS and TBT.

The detailed Terms of Reference (TOR) for the assignment are attached to this Request for Expression of Interest.

The African Union Commission now invites eligible individuals (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- At least Master’s degree in Computer Science, Engineering or related field
- At least five (5) years’ experience developing web portals and electronic information platforms for international organizations
- Experience with International Organizations and government projects, and in the area of trade information will be an added advantage

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016, revised November 2020 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultant selection method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours *i.e. 0900 to 1700 hours*.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **17 June 2024**

African Union Commission,
Attn: Head of Supply Chain Management Division
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TERMS OF REFERENCE

CONSULTING SERVICE TO DEVELOP AN ELECTRONIC NOTIFICATION SYSTEM FOR NON-TARIFF MEASURES

ET-AUC-424519-CS-INDV

1. Background

- 1.1. The Protocol on Trade in Goods is implemented through nine Annexes. Three of these Annexes namely; Annex 5 on Non-Tariff Barriers (NTBs), Annex 6 on Technical Barriers to Trade (TBT) and Annex 7 on Sanitary and Phytosanitary Measures (SPS) address Non-Tariff Measures (NTMs).
- 1.2. Progressive elimination of Non-Tariff Barriers (NTBs) forms a critical anchor for the implementation of the AfCFTA Agreement. The implementation of Annex 5 on NTBs is therefore being pursued within the scope of the broad objectives of this Annex, which are, amongst others build institutional structures for the elimination of NTBs, and facilitate resolution of NTBs in the AfCFTA.
- 1.3. The TBT Annex applies to standards, technical regulations, conformity assessment procedures, Accreditation and metrology. The objective is to facilitate trade through cooperation and elimination of TBTs, international best practice in regulation, use of international standards, mutual recognition arrangements and transparency.
- 1.4. Annex 7 on SPS applies to measures that directly or indirectly affect trade between State Parties. The objectives are to facilitate trade while safeguarding human, animal or plant life or health in the territory of State Parties; enhance cooperation and transparency in the development and implementation of SPS measures to ensure that they do not become unjustifiable barriers to trade; and enhance technical capacity of State Parties for the implementation and monitoring of SPS measures while encouraging the use of international standards in the elimination of barriers to trade.
- 1.5. The AfCFTA Sub-Committees on NTBs, TBT and SPS have respectively developed Work Programmes for facilitating implementation of these three Annexes. The Work Programmes were approved for implementation by the Committee on Trade in Goods and Competition.
- 1.6. The Work Programmes contain key activities that were identified and aligned with the various articles of these three Annexes. In line with the key activities, the responsibilities of the State Parties, the Sub-Committees and the AfCFTA Secretariat have also been outlined in the Work Programmes
- 1.7. The Work Programmes for the Sub-Committees on TBT and SPS respectively focus on harmonization of standards and SPS measures. In addition, both Work Programmes reference the need for TBT and SPS Notification System.
- 1.8. A study has been conducted on State Parties notification of SPS and TBT measures drawing from the WTO ePing and to this end a report has been finalized. The main objectives of the study were to explore the level of implementation of the SPS and TBT transparency obligations as obtained in the WTO SPS and TBT Agreement; investigate factors contributing to inadequate implementation of the SPS and TBT transparency obligations; and as well provide recommendations on the related transparency obligations

2. Objectives of the Assignment

- 2.1. To support the development of a robust notification system for facilitating and achieving transparency obligations of State Parties relating to all Non-Tariff Measures.

3. Scope of Work

The electronic notification system will consist of a comprehensive interactive platform similar to the WTO ePING that State Parties use to submit TBT and SPS notifications, submit and retrieve TBT and SPS documents on the AfCFTA implementation and access trade concerns brought to the attention of the TBT and SPS Sub Committees' attention among others. The Consultant will:

- Adding on to the existing research conducted, explore other digital interactive platforms that can enhance the proposed notification system.
- Develop, propose and demonstrate the most feasible AfCFTA notification system options/models for NTMs
- Establish and facilitate the operationalization of the preferred notification system
- Develop an AfCFTA Electronic Notification System of Non-Tariff Measures, specifically for SPS and TBT.

4. Qualifications and Experience

4.1. The Consultant shall have the following qualifications:

- At least Master's degree in Computer Science, Engineering or related field
- At least five (5) years' experience developing web portals and electronic information platforms for international organizations
- Experience with International Organizations and government projects, and in the area of trade information will be an added advantage

5. Deliverables for the Assignment

	Deliverable	Duration after Contract Signature
1	Submission of Inception Report (Highlighting the process analysis and software design of the recommended platform, fully illustrating different functionalities of the system)	10 Days
2	Develop a System Prototype Design that is functional and ready for usability and functionality testing	40 Days
3	Develop the final notification platform that is ready for use.	20 Days
4	Develop a comprehensive manual that is easy to use and detailed that guides the use of the platform.	8 Days
5	Validation Workshop with Focal Points from State Parties	5 Days
6	Conduct 2 Capacity Building workshops for the AfCFTA Staff (Training of Trainers) on the use of the system	5 Days
7	Submission of the Final Report	5 Days
8	Total Number of Days	93 days

6. Reporting

- 6.1. In execution of the assignment, the Consultant will work directly with the Principal Officer, SPS and the Head, Non-Tariff Measures and report to Director Trade in Goods and Competition, at the AfCFTA Secretariat Offices in Accra, Ghana

7. Terms of Payment

- 15% Payment of Contract Amount upon submission Inception Report and approved by AfCFTA Secretariat;
- 45% Payment upon acceptance by AfCFTA of the System Prototype Design
- 40% Payment upon acceptance by AfCFTA of the Final Deliverables

8. Duration

- 8.1. The Consultancy service shall be for a period of 93 days.

9. Evaluation of Offers and Performance

- 9.1. The eligibility criteria, the establishment of a shortlist and the selection procedure shall be in conformity with the WBG's Rules and Procedure for the Selection of Consultants. Interested individuals should provide information on their qualifications and experience demonstrating their ability to undertake the assignment (CV, reference to similar services, experience in similar assignments, etc.). The consultants shall be evaluated based on the following criteria.

General Education, Qualification and Relevant Training	40%
Experience and Technical Expertise	50%
Proficiency in Language	10%
Total	100%

10. Fees and Payments

- 10.1. The consultant shall be paid on a lump sum basis based on the deliverables for the assignment.

11. Working Arrangement

- 11.1. Consultant will be responsible for (and shall include in its financial proposal) its office accommodation, office equipment and furniture and all operational expenses, i.e. supplies (stationery, fuels and oils, general services and consumables, etc.) and travel required for purposes of carrying out the assignment. Any computers and peripherals, instruments/meters, office equipment, vehicles, and furniture brought on site for purpose of this assignment will be the Consultant's property, even after the expiration of the assignment. However, all records and files will be handed over to the AU.

12. Services /Facilities to be provided by the client

The AfCFTA Secretariat shall provide the following to the consultant:

- Existing policy documents, rules and regulations.
- Access to staff for interview process (if required)

- Any other materials required to conduct the assignment