



FINANCIAL ACCESS FOR RURAL MARKETS, SMALLHOLDERS AND ENTERPRISES
MINISTRY OF FINANCE, ECONOMIC PLANNING AND DEVELOPMENT

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Request for Expression of Interest (REOI)-(individual consultant)

Development of Coaching and Mentoring Guidelines
for Ultra Poor Graduation Model- Malawi.

Procurement Title: Development of Coaching and
Mentoring Guidelines for Ultra Poor Graduation
Model

Procurement Ref No: **FARMSE/306/23/MW**

1. The Government of Malawi (GOM) received financing from the International Fund for Agricultural Development (IFAD and NORAD towards the cost of Financial Access for Rural Markets, Smallholders and Enterprises (FARMSE) and intends to apply part of the financing for the procurement of consulting services. 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 Financial Access for Rural Markets, Smallholders and Enterprises (FARMSE).
2. The overall goal of FARMSE is to reduce poverty, improve livelihoods and enhance the resilience of rural households on a sustainable basis. The Programme's development objective is to increase access to, and use of, a range of sustainable financial services by rural households and micro, small, and medium enterprises. The Programme is for the period of seven years from 2018 to 2025 with the total cost of US\$57.7 million.
3. This REOI follows the general procurement notice that appeared in Blantyre Newspapers and The Nation newspaper on 14th August, 2018, on the IFAD website and on DgMarket on 15th August, 2018
4. The client now invites expressions of interest (EOIs) from qualified individual consultants (not Firms") to provide services of developing coaching and mentoring guidelines for Ultra Poor Graduation Model for the Government of Malawi. More details on these consulting services are provided in the terms of reference.
5. Before preparing its EOI, the consultant is advised to review terms of reference which describe the assignment. These terms of reference can be downloaded on FARMSE Website: farmsemalawi.org.
6. 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 which can be accessed on IFAD website www.ifad.org/anticorruption_policy.
7. **Procedure:** The selection process will be conducted using Consultant Qualification Selection method (CQS) as laid out in the IFAD Procurement Handbook that can be accessed via the IFAD website at www.ifad.org/project-procurement.
8. FARMSE will evaluate the EOIs using the following mandatory criteria:
 - i. A minimum of a Master's degree in international development, development studies or any other related field.
 - ii. Minimum 3 years' experience in development of national guidelines
 - iii. A minimum of 3 years' experience in the implementation of UPG interventions (coaching and mentoring in particular) in Malawi Rural areas
 - iv. In depth knowledge of the Malawi Ultra Poor Graduation Strategy

The consultant who will be scored the highest will be invited to submit a detailed technical and financial offer for evaluation and negotiation. The evaluation will include a review and verification of qualifications and past performance, including a reference check, prior to the contract award.

9. Any request for clarification on this EOI including the TOR should be sent via e-mail to the address below omandala@farmse.org/akamenya@farmse.org no later than 15.00 hours, 18th August, 2023, CAT. The client will provide responses to all clarification requests by 17.00 hours 22nd August, 2023, CAT.
10. **Submission:** Please submit your expression of interest in a tender box in the conference room at FARMSE offices NOT later than 15.00 hours, 25th August, 2023, CAT. Your EOI should comprise one (1) original copy. EOIs shall be submitted to the address below;
11. The National Programme Coordinator,
Financial Access for Rural Markets, Smallholders and Enterprises,
Ministry of Finance and Economic Affairs, Off Mchinji Road,
P. o. Box 30049,
Lilongwe 3
Malawi.
Email:info@farmse.org