

## **TERMS OF REFERENCE**

### **FOR CONSULTANCY SERVICES TO UNDERTAKE A FEASIBILITY STUDY FOR THE YOUTH EMPLOYMENT ENTREPRENEURSHIP AND AGRO INNOVATIONS DEVELOPMENT IN UGANDA**

#### **1. Background**

The Government of the Republic of Uganda through the Ministry of Finance, Planning and Economic Development in collaboration with the Regional Universities Forum for Capacity Building in Agriculture (RUFORUM) <sup>1</sup> has received a grant from the Arab Bank for Economic Development in Africa (BADEA) for technical assistance to finance the *Feasibility Study for Youth Employment, Entrepreneurship and Agro-innovation Development in Uganda*. The feasibility study to be executed in collaboration with the Ministry of Science, Technology and Innovation (MoSTI) in Uganda, is designed as a pilot to contribute to activating the regional initiative to enhance Uganda's capabilities in science, technology, creativity and entrepreneurship in the agricultural field, by preparing for the youth employment and entrepreneurship development in the agricultural sector in Uganda proposal. The output and lessons from the Uganda Pilot Feasibility study will be used to design similar initiatives in other African countries, with RUFORUM Secretariat serving as the Regional Facilitating Unit (RFU).

Focus of the technical assistance from BADEA shall include:

- a) Strengthening ST&I infrastructure capacity at higher agricultural education institutions in Uganda
- b) Strengthening Agricultural Value Chains Development in nationally prioritized commodities
- c) Promoting human capital development in science, entrepreneurship and innovation in Uganda
- d) Project facilitation, coordination and management

#### **2. Objective of the of the Assignment**

The overall objective of the consultancy is to undertake a feasibility study and develop a proposal and project design for *Youth Employment, Entrepreneurship and Agro-innovation Development in Uganda*.

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<sup>1</sup> For more information of RUFORUM please visit <http://ruforum.org>

### **3. Scope of Work**

The assignment will be conducted in Uganda, across all regions with a view of informing the regional initiative coordinated by RUFORUM. As such, benchmarking reference to other higher agricultural education institution and agricultural systems on the African Continent and other developing regions should be made as appropriate. The assignment will be executed in two phases:

#### **Phase one: Feasibility Study**

- a) Preparing an economic and social survey of Uganda, identifying the point of growth, opportunities and challenges. Specifically, study the job opportunities in the agricultural sector; assess the system of higher education and vocational education and establish the opportunities and challenges for identifying and introducing programs for entrepreneurship within the system of higher education and vocational training. Consultants will be expected to present the best practices regarding youth employment and developing entrepreneurship in the agricultural sector as well as display successful initiatives with a focus on agriculture.
- b) Study the infrastructure (training and research facilities) in Higher Agricultural Education (HAE) institutions in Uganda and the requirements to stimulate agricultural training, entrepreneurship and the importance of establishing selected agricultural technology centres for advancing innovation, adapting to technology, knowledge transfer and enterprise development.
- c) Study the development of agricultural value chains in national priority enterprises through scientific research and the participation of the agricultural community in research processes to meet the needs of the agricultural sector and stimulate the use of modern technologies and technology; Establish the requirements for the development of entrepreneurship through a building; equipping and activation of agricultural business incubators and facilitating the absorption capacity of small and medium industries and other sectors that need innovative executive skills
- d) Study the development of human capital in science, entrepreneurship and innovation in Uganda through review of design and providing effective curricula for development in science and entrepreneurship education programs and designing multi-disciplinary training to aid innovation and entrepreneurship with the aim of strengthening staff capacities in Uganda Universities and TVET institutions, with special focus on increasing the contribution of women in science, technology, engineering and mathematics.

## **Phase two: Proposal Design and Development**

This stage will be informed by the findings of Phase 1 Feasibility study and will focus on development of a project proposal regarding youth employment and entrepreneurship development in Uganda to include:

- a) Defining components to be included in the project
  - o Location of the most appropriate sites for the implementation of the project and Explore the possibility of establishing two Regional Training Centres (Higher Education Centres of Excellence/Regional Anchor Universities) to serve Uganda and wider Africa in the areas of Agro-innovation and Technology transfer Centres and/or including Agri-food Systems transformation , Science, Technology and Innovations
  - o Estimation of the sub and total costs for the various components of the project
  - o Analysing the economic, social and financial aspects and calculating the financial and economic return of the project
- b) Determine the program and method of project implementation, management, operation and maintenance, taking into account the multi-sectoral dimension of the project
- c) Determine how the Uganda Project will link and relate to other similar initiatives to be set up in other African countries including the role of the Regional Facilitating Unit.

## **4. Duties of the Consultant**

- a) Carry out the socio-economic survey of the Country, drivers for growth, opportunities and challenges.
- b) Establish the main sectors of employment for youths as well as the opportunities and challenges.
- c) Review the agriculture and related sector, opportunities, challenges, and prospects for scaling-up and growth.
- d) Study the Higher Education System in the country, opportunities and challenges, with specific reference to the higher agricultural education and the TVET sectors.
- e) Assessment and Evaluation of Entrepreneurship Education and Programs within the Higher Education System and presentation of successful initiatives, with focus on agro innovation related initiatives.
- f) Presentation of best practices in Africa regarding Youth Employability and Entrepreneurship Development in the Agro related Sector and the role played by Higher Education Institutions.
- g) Establish potential linkages with similar or related initiatives in Africa and identify areas for potential synergy and cooperation
- h) Develop a Project Proposal on “Youth Employability and Entrepreneurship Development in Agro led Sector in Uganda”.

- i) Establish the STI infrastructure needs in supporting youth employment and entrepreneurship in agro led interventions in the country.

## **5. Expected Outcome/Deliverables**

The Consultant shall submit the following reports and/or deliverables electronic and **seven (7)** hard copies

- i. Inception report setting out proposed methodology and feasibility study coverage within two weeks of signing the contract
- ii. Feasibility Study detailing the components specified in the above detailed specifications within four months of signing contract
- iii. Outline of methodology and coverage for proposal development after acceptance of the Feasibility Study report
- iv. A detailed project proposal and project design by the 8<sup>th</sup> month of contract signature,
- v. All data collected in the execution of the assignment

## **6. Time Frame of the Assignment**

Consultants will be accorded a contract not exceeding 8 months effective from the active date of the contract. The consultants' proposal should therefore articulate the appropriate work plan for execution of the tasks outlined in the terms of reference.

## **7. Project Monitoring and Evaluation**

The overall management of the assignment will be under Regional Universities Forum for Capacity Building in Agriculture (RUFORUM) in collaboration with the Ministry of Science, Technology and Innovation of the Republic of Uganda. The reporting will be structured along the phases articulated in scope of the assignment.

## **8. Consultant Qualifications and Experience**

The short listed firms should have carried out at least three (3) similar studies, two of which should have been in a developing country. The firm shall be required to demonstrate this experience in addition to knowledge in higher agricultural education and tertiary vocational education training. A suitable firm shall also be expected to have demonstrable experience with innovations in agriculture, entrepreneurship and youth development. Specifically, the firm should:

- a) Field a team of well-qualified members and key personnel with experience in the field of Higher education, entrepreneurship, agriculture and youth development.
- b) Have executed similar assignments in the last 5 years
- c) Field team members who have executed similar assignments in the last 5 years

- d) Excellent written and oral English.

## **9. Selection Criteria:**

The short listing of a consultant is primarily based on the assessment of the capacity of the firm to offer the services for the assignment basing on the following criteria:

- i. The Consultant's reputation as a professional body and its reputation for maintaining a satisfactory client consultant relationship.
- ii. The consultant's past project related experience and performance in the field of this study.
- iii. The composition of the team to be fielded for the Consultancy assignment
- iv. Demonstrated knowledge and experience of the team in working in Africa on Agricultural innovation development and Higher Education issues in Africa. Knowledge of Uganda Agro led system is an added advantage
- v. The financial ability of the consultant. The longevity of the consultant in the international/Africa-wide arena is one measure of its stability and a good indicator of continued solvency throughout the period of services.
- vi. Freedom from conflict of interests.
- vii. Relevant qualification and experience of the key personnel, organization chart and key technical personnel of the consultant.
- viii. Knowledge of local language, culture, administrative system and work on similar assignments in the region or country concerned.

## **10. Preparing an Implementation Schedule**

Once a set of anticipated work tasks, and their sequencing has been prepared, an indicative implementation schedule shall be developed to clearly state the time period for each of the tasks, and also lists the major deliverables and their anticipated deadlines

## **11. Expected Contribution from RUFORUM and MOSTI**

- i. Provision of all relevant reports and documentation pertaining to and as required in the assignment.
- ii. Provision of contacts as well as access to information that is essential to the proper implementation of the assignment.
- iii. Provision of a focal point officer between the client and the Consultant. The RFU will handle all logistical issues and coordination matters relating to the assignment.
- iv. Ensure that the project staff members and implementing partners are available for periodic meetings as needed.
- v. Provision of letters of introduction to Local Authorities and other relevant offices as necessary.
- vi. Facilitation on other matters related to the assignment, as and when necessary, upon request by the consultant

vii. Facilitating national as well as other stakeholder consultations, once draft reports are received

## 12. Eligibility

Consulting firms shall be Arab, African or Arab-African joint venture.

## 13. Time Frame for Selection of Consulting Firm

| Activity  | Start Date | Finish Date |
|---|------------|-------------|
| EOI announcement                                    | 9-Mar-20   | 23-Mar-20   |
| Send evaluation report to BADEA                     | 31-Mar-20  | 31-Mar-20   |
| BADEA approval                                      | 6-Apr-20   | 6-Apr-20    |
| Issue RFP to the shortlisted Firms                  | 10-Apr-20  | 10-Apr-20   |
| Receive the proposals                               | 20-May-20  | 20-May-20   |
| Send the proposals evaluation report to BADEA       | 28-May-20  | 28-May-20   |
| BADEA approval                                      | 7-Jun-20   | 7-Jun-20    |
| Contract negotiations                               | 8-Jun-20   | 11-Jun-20   |
| Send the draft contract to BADEA and BADEA approval | 14-Jun-20  | 22-Jun-20   |
| Contract signature                                  | 25-Jun-20  | 25-Jun-20   |
| Start and finish date for the Feasibility Study     | 28-Jun-20  | 28-Feb-21   |

## Deadline for Submission Monday 23<sup>rd</sup> March 2020

Interested consultants may obtain further information at the address below during office hours. You can also download this [advert](#) and the [Terms of Reference](#) from our website <https://www.ruforum.org/expression-interest-badea>.

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