

**REQUEST FOR EXPRESSIONS OF INTEREST (EOI)  
CONSULTING SERVICES (Individual Consultant)**

**AFRICAN CASHEW ALLIANCE (GHANA)**

**Technical Assistance and Business Advisory Services for Cashew Processing Factories**

Sector: Private Sector, SME's

Project Grant No: ML0035/714122:

1. African Cashew Alliance (ACA) has received a grant from the African Development Bank (AfDB) under the Africa Trade Fund (AfTra), to implement an extensive technical assistance program for cashew processors in 8 countries in East and West Africa. As part of implementing this project on the ground in East Africa, ACA seeks to recruit a Technical Officer for Cashew Business Advisory (Consultant) to deliver on training cashew processors and their management on factory layout, processing flow, choice of equipment, business best practices and efficiency of cashew processing. The ACA's Business Advisory models for processors will be adopted for trainings in cashew processing factories.
2. The consultancy services included under this part of the project are as follows:
  - (i) Under the supervision of the ACA's Business Advisory Manager, select potential companies/processors and develop the technical assistance scope as per AfTRA project criteria.
  - (ii) Provide technical assistance to cashew processors on best processing techniques, technology selection, environmental impact guidance, industry benchmarks and ACA Seal standard implementation under guidance of the ACA BA Manager.
  - (iii) Monitor company performance against delivered technical assistance and ACA food safety and quality procedures and recommendations.
  - (iv) Collect and report information on the regional cashew sector, including weekly price updates during the harvest season, crop updates outside of the harvest as well as other relevant issues, such as policies, regulations and institutions active in the sector.
3. The ACA now invites eligible and interested consultants to indicate their interests in providing the required services. Interested consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this assignment. The consultant must provide a CV, certificates, other documents detailing experience in similar assignments.
4. The expected duration of the assignment is Twenty (20) months with a possible start date of 1<sup>st</sup> November, 2015.
5. Evaluation of EOI will be based on the following evaluation criteria :
  - i. Capability and Experience of the Consultant
  - ii. Key Professional skills
  - iii. Experience in Similar Environment
  - iv. Experience in Similar assignments
6. The eligibility criteria, establishment of the short list and the selection procedure shall be in conformity with the African Development Bank's "**Rules and Procedures for the Use of Consultants**" (May 2008 Edition, Revised July 2012, which is available on the Bank's website <http://www.afdb.org>. Please note that, interest expressed by a consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.

7. Interested consultants may obtain further information at the address below during office hours 08:00 to 17:00 hours local time, Mondays to Fridays excluding public holidays.

iv. The deadline for submission of EOI will be 17:00 (GMT) on the 21st October 2015.

8. Expressions of interest must be delivered to the address below:

African Cashew Alliance  
Attention: M. Kingsley Nai Mensah,  
Jubilee House, 4th Street, Kuku Hill  
PMB 35A- Osu  
Accra – Ghana  
Tel: +233 302 78 22 33  
Email: [kmensah@africancashewalliance.com](mailto:kmensah@africancashewalliance.com)