

## REQUEST FOR CONSULTANCY SERVICES Service Contract (SC)

### “Comparative Sector Analysis for Agro-Processing & Production in Albania”

Project Unit: RisiAlbania – Partner for Growth  
Supported by: Swiss Agency for Development and Cooperation SDC  
Implemented by: HELVETAS Swiss Intercooperation and Partners Albania  
Location: Home based  
Estimated duration: October 24th – November 25th, 2016

**Deadline to submit Application: 17 October 2016 by 11:00 am**

Interested candidates should send their individual or company CV and a copy of the documents required in the following e-mail address: [info@risialbania.al](mailto:info@risialbania.al)

#### 1. Background Information

The RisiAlbania Project is funded by the Swiss Agency for Development and Cooperation (SDC) and implemented by a consortium consisting of HELVETAS Swiss Intercooperation and Partners Albania. The overall goal of the project is to contribute to an increase in employment opportunities for young women and men (age 15-29) in Albania. The goal will be achieved through (i) enhanced growth and job creation by the private sector in three selected subsectors (*agro-processing, tourism and ICT*) and (ii) improved access to job opportunities and interaction between private sector (labour demand) and young women and men (labour supply).

One of RisiAlbania’s target sectors is agro-processing, aiming to support economic growth and youth employment. In this sector, the project addresses issues such as marketing services, organic certification and access to finance. At this moment, the project does not have a sub-sector focus, but operates potentially in every commodity.

For the next phase of the project, RisiAlbania is looking to add a sub-sector focus to its work in agro-processing.

#### 2. Purpose of the assignment:

In order to select a set of subsector(s) to focus on during its second phase (starting in 2017), RisiAlbania is looking for a **comparative analysis of different sub-sectors in agro-processing**. This analysis should identify, map and comparatively analyse the development and growth potentials of 9 subsectors.

- Organic;
- Medicinal & Aromatic Plants;
- Fresh fruits & vegetable;
- Poultry;

- Dairy;
- Meat (beef & pork);
- Olive oil;
- Wine and spirits;
- Fish & aquaculture.

For each of these 9 sub-sectors, the study will look at and distinguish between both the production and the processing sides.

The comparison of the mentioned subsectors will be done based on specific criteria to be agreed with the project and will include:

- **Relevance** - total employment, number of employed youth (men and women), income level, formalization status and potential, attractiveness for the young people, etc.;
- **Growth Potential** – growth trends, potential for investment, etc.;
- **Cross-cutting** – opportunities for women employment;
- **Feasibility** – alignment on Government, donors & other stakeholders’ priorities (including supporting schemes).

### 3. Methodology

The expected analysis will be based on desk research and interviews with key players (e.g. relevant government institutions, donors, business associations, etc.).

### 4. Deliverables & Timeline

The consultant/s will work closely and under the lead of the RisiAlbania Intervention Manager, and the following deliverables are to be accomplished:

- Kick off workshop & methodology agreement, as soon as possible after signing the contract;
- Workshop preliminary presentation by 15.11.2016;
- Final report by 25.11.2016.

The final report should be maximum 5 pages + annexes. Annexes shall include key information for each of the sub-sectors (1-2 pages max per subsector).

### 5. Consultant’s profile

- In-depth knowledge, extensive network and experience working in Agro-business in Albania;
- Considerable experience in conducting similar tasks;
- Experience with private sector development;
- Strong analytical skills;
- Gender and social equity analytical skills are an asset;
- Excellent communication in English, both in speaking and writing;
- Fully available during the timeframe of this research.

### 6. Management

- a. The responsible body representing RisiAlbania is the Project Manager of the project, but the Intervention Manager will be the managing partner;
- b. The scope of the work of consultant does not foresee using the premises of the project, but does not exclude the possibility when the need arises.

## 7. Documents to be included in the offer submission

### a) Work proposal:

Describe briefly:	
The reasons why you are the best candidate to successfully fulfill the service requested	Free format
The methodology to be applied	Free format
A work plan detailing tasks and timeline including main milestones	Free format
Consultants' CV	Free format

### b) Financial proposal (free format):

The proposed fee shall include all the taxes. The proposal shall not exceed 5 pages (without Annexes).

## 8. Candidate's assessment and selection

The selection of the Consultant will be evaluated based on a cumulative analysis of the fulfilment of the evaluation criteria. The contract will be awarded to the Consultant getting the best technical-economic combination based on the evaluation criteria below:

Evaluation Criteria	Maximum score per requirement
In-depth knowledge, network and experience working in Agro-business in Albania	30
Considerable experience in conducting similar tasks	30
Gender and social equity analytical skills are an asset	10
Analytical skills and Excellent communication	10
Cost of the proposal	20
<b>Total</b>	<b>100</b>