



FEDERAL REPUBLIC OF SOMALIA

Terms of Reference

For

**Training Consultant Firm for Providing Capacity Building on Quality Infrastructure
Livestock Value Chain**

April 2023

1. Background

1.1.Somali Bureau of Standards

The Somali Bureau of Standards (SOBS) was established by the Standards and Quality Control Act Law No. 27 in 2020. It has been given authority to control product quality and the safety of consumers. SOBS mandate covers standardization, metrology, conformity assessment activities, inspection testing, certification and accreditation. An inter-ministerial board governs SOBS.

The main objectives of the Somali Bureau of Standards are:

- Establish robust quality infrastructure for Somalia (standards, metrology, accreditation, and conformity assessment)
- Protect consumers' health, safety and environment.
- Promote local production and export through standardization.
- Support harmonization of standards in region, Africa and international to facilitate trade
- Collaboration with other standard bodies in region (EAC, ARSO) and international level ISO, CODEX for best practices and coherence.

1.2. DRIVE Project

Under the Horn of Africa Initiative, the World Bank is financing the De-Risking, Inclusion and Value Enhancement of Pastoral Economies Project (DRIVE). DRIVE aims to protect pastoralists against drought shocks, using a package of financial services including drought insurance, payment, savings and possibly credit, and to connect pastoralists better to markets by upgrading the livestock value chains and facilitating the regional livestock trade. This project is regional and with Djibouti, Ethiopia, Kenya and Somalia participating. The development objective is to enhance de-risking, financial inclusion and value addition of pastoral economies in the HoA.

DRIVE project envisions to protect pastoral Economies from disaster brought about by drought and related natural calamities through De-risking and Livestock value chain enchantment by supporting private investment in the pastoral value chains to facilitate livestock trade to ensure pastoralists get more value for their livestock-rearing activities. The project has two components: Component 1- Package of financial services for climate resilience that will support the provision of an integrated package of financial services to build the climate resilience of pastoralists. Component 2 focuses on Livestock Value Chains and Trade Facilitation. In Somalia, the activities will have a strong focus on quality infrastructure which is incipient in the country. Somalia is developing its national quality infrastructure system and the Somalia Bureau of Standards (SBS) was created in early 2021. Strengthening the national quality infrastructure system will support the private sector to export live animals and processed livestock products. SoBS faces some challenges including support for standards development in terms of procedural scope and operations, for implementing metrology, certification and testing services that are not yet operational. Similarly, there is need for a quality assurance system for livestock products. This sub-component will improve livestock product quality by supporting (i) technical assistance to SBS covering standards, accreditation, metrology and conformity assessment. The technical assistance will also include testing, laboratory procedures, livestock quality and regulations, establishment of quality systems and operation of a traceability system; and (ii) goods and services including equipment and testing supplies.

Within this framework, the Federal Government of Somalia is seeking the services of an international standards institute with relevant experience for the know-how transfer on the implementation of standards to ensure livestock products are appropriate for export including metrology, testing, standards, quality, certification, accreditation through the export supply chain.

2. Objective of the Assignment

The *main objective* of the Consultant is to develop appropriate technical skills among specialists of Somalia Bureau of Standards, Ministry of Commerce and Industry, Ministry of Livestock and Forest Range and other public labs through know-how transfer on the implementation of quality standards in accordance with national, international, and importing countries requirements, certification, testing, operation of the metrology equipment in the fields of livestock. The objective is to build the capacity in accreditation and the certification bodies of the livestock sector.

3. Scope of Work

The technical assistance will support increase in technical competence and sustainability of the National Quality Infrastructure System in Somalia. Institutional strengthening of key institutions through capacity building, skills development, and implementation of management systems to ensure quality and international recognition of their services will be key for improving trade in livestock and livestock products.

To achieve the assignment's objectives, the consultant firm shall perform the following tasks:

INCEPTION/FIRST PHASE

The Inception Phase will cover the following areas:

- A. Quick scan and gap analysis regarding the Quality System of the Somalia Bureau of Standards
- B. Analysis of the status of available equipment in Livestock Metrology, the application of standards on livestock products and along the value chain, certification, adoption of international standards, testing laboratories, and accreditation services
- C. Analysis of the knowledge and Experience level of the staff of the SOBs, MOCI, MLFR for Standardization, Metrology, Testing, Certification, Accreditation regarding livestock products and its value chain
- D. Analysis of the demand of the Somalia private sector regarding livestock metrology services, demand to the use of laboratories to provide certifications and applicability of international standards for exports. Especially the required facilities and type of services.
- E. The consulting firm will assess international quality standards & practical experiences of other countries such as Kenya, Namibia, Sudan, Ethiopia and Botswana against the Somali existing capacities and facilities. In view of international quality standards & experiences of the above countries, it will conduct an assessment of existing livestock infrastructural facilities that support trade facilitation in the pastoral and agro pastoral areas of Somalia to identify capacity gaps to improve veterinary laboratory testing facilities, inspection services, certification of export live animals & meat export, livestock market facilities &

infrastructures, calibration services, testing quality of veterinary services, drugs feed, & animal products.

- F. Identify capacity gaps national and regional veterinary laboratories on export trade routes & that support pastoral areas live animal and meat exports and propose capacity building interventions including quality management system in view of the international standards and international experiences of Kenya, Namibia & Botswana.
- G. Identify the capacity and training gaps at SOBs on meteorology and provision of calibration services, inspection, certification, conformity assessments and propose capacity building activities.
- H. Assess the capacity gaps and propose interventions in relation to testing facilities in terms of veterinary drug quality control, animal feed, animal product and animal by-products qualities as per international standards

SECOND PHASE

Preparation of training materials and deliver trainings for specialists of SoBS, MOCI, MLFR and other regional laboratories on the application of standards on livestock products and along the value chain, certification, adoption of international standards, testing laboratories, and accreditation services

Under this task the Consultant must develop a curriculum based on the findings of the inception phase:

- A. Develop a curriculum on the capacity building with the courses to be provided, practical training and timeline.
- B. Present the methodology that would be applied to each part of the curriculum;
- C. Design the training courses for the task 1 based on the findings of the inception phase and on the curriculum;
- D. Prepare and submit to the Client training materials, including case studies where appropriate indicating which section of the curriculum is covered:
- E. Deliver training courses and consultation for the task in separate courses on standards, metrology, testing, certification, accreditation as per the curriculum. Some possible topics could include:
 - a) General introduction to metrology in livestock value chain. Methods applied for the quality management and accreditation. Validation of measurement procedures and their importance of metrology in the livestock value chain.
 - b) Internal quality control at the laboratory: a continuous, critical evaluation of the laboratory's analytical methods and working routines.
 - c) Sampling as a part of measurement procedure on different types of samples. sampling protocol.
 - d) International standards like Food Safety System Certification 22000, ISO 22000, ISO 19001 and HACCP) standards.
 - e) Certification
 - f) Accreditation
- F. Organize 6 trainings on the topics above in accordance with relevant international standards;
- G. Provide support for inviting experts and auditors (consultants) from the competent certification body of the importing countries for sharing their experience as part of the training;

- H. Organize practical training to the Client's laboratory staff with the aim of developing skills on operation of the metrology equipment with practical training.

The target groups; and number of participants~

For theoretical training courses: more than 50

For practical training: depending on the practical training to cover all the participants of the theoretical training;

Selection of Somalia specialists for participation in the actions will be ensured by the Steering Committee of DRIVE Project. Participants will include staff from FGS and Federal States.

4. Justification of the consultant firm

The consultant firm will deliver quality infrastructure tailored training and workshops by **arranging different background experts** who will deliver the training for the SOBS relevant staff, MOCI, MLFR and other stakeholders. Primarily, the training workshop will focus on the essential quality infrastructure concept, standardization in the livestock sector, with regional - based experience-sharing discussions on livestock trade facilitation across the border.

5. Firm and Core Team Qualifications

The selected firm (or consortium of firms) should demonstrate competence and capability to successfully undertake the consultancy.

The minimum firm qualification and experience are enumerated as follows;

- A. The Consultant firm should have at least 10-year experience and knowledge in livestock sector quality infrastructure and successful track record in conducting assessments/trainings on livestock value chains, livestock production, animal health and export processing and information flow between key stakeholders,
- B. Minimum of 10 years' experience working on standardization and conformity assessment, testing, metrology in organization or similar experience such projects model implementation and veterinary
- C. Knowledge in the livestock sector horn of Africa and international experience outside Africa
- D. Experience in coordinating/implementing complex technical quality infrastructure projects in developing country.
- E. Working both Somali language and English will be added advantage
- F. The Consulting firm should demonstrate experiences of similar assignment (s), and/or worked with World Organization for Animal Health (OIE/WOAH) and standard bodies.
- G. The Consulting firm should demonstrate its experience on National Quality Infrastructure and quality assurance services needed by Somali Livestock Value Chain
- H. The Consulting firm should demonstrate its understanding of livestock export markets and compliance requirements in the destination markets for Somali livestock exports

- I. The Consulting firm must have good understanding of Somali livestock policies, programs, etc
- J. Global exposure and work experience with Regional and International Quality Organizations like International Organization for Standardization (ISO), etc.

Team Composition Experience and Qualification:

Expert	Academic/Professional Qualification	Years of experience	Other relevant traits
Standards expert (Team Leader)	Master's degree or higher in engineering, science, or a related field	At least 10 years	Knowledge of standardization and conformity assessment principles and practices; communication, facilitation, and presentation skills
International technical expert on accreditation and quality infrastructure	A university degree in a subject related to inspection and certification of products (e.g. engineering, physics, chemistry, and food science, livestock)	At least 5 years	Strong experience in implementing activities for accreditation. 5-10 years of experience in accreditation and the capacity building of quality infrastructure.
Expert for strengthening certification services	A university degree in a subject related to inspection and certification of products (e.g. engineering, physics, chemistry, and food science, livestock sector)	At least 5 years	Strong experience in implementing the activities related to Certification services; Familiar with ISO standards; 5-10 years of a qualified lead auditor with experience in conducting audits in certification bodies as per ISO 17021 and ISO 17065 standards
Testing expert	Master's degree or higher in chemistry, biology, physics, or a related field	At least 8 years	Knowledge of testing methods and procedures according to international standards and specifications; quality assurance, quality control, data analysis, and reporting skills

Metrology expert	Master's degree or higher in engineering, physics, mathematics, or a related field	At least 8 years	Knowledge of metrology and measurement science concepts and principles; calibration, traceability, uncertainty analysis, and reporting skills
International expert on good practices (GAP, GHP, and GMP) and certification scheme	Post-graduate degree in food safety and other related fields	At least 8 years	Proven experience in developing good practice and schemes; Possess auditor's certificate of good practices; Proven experience for the last 5 years on good practices auditing.
International expert on HACCP scheme	Post-graduate degree in food safety and other related fields	At least 8 years	Possess HACCP international auditors certificate/certified auditor; Proven experience for the last 5 years in carrying out auditing of HACCP.
International expert on halal standards of Gulf countries	Post-graduate degree in food safety and other related fields	At least 8 years	Proven experience in developing Halal certification scheme; Possess Halal international auditors certificate/certified auditor; Proven experience for the last 5 years in carrying out auditing of Halal certification.
International expert for strengthening the laboratory management system	A university degree in analytical or organic chemistry or other related fields and have excellent knowledge on ISO implementation;	At least 10 years	Strong experience in implementing the laboratory activities; At least 10 years of experience in laboratory accreditation and the implementation of ISO/IEC 17025 standards and other related international laboratory standards.
Veterinarian microbiologist	Doctorate degree or higher in veterinary medicine or veterinary microbiology	At least 6 years	Knowledge of the etiology, epidemiology, pathogenesis, prevention, and control of animal diseases caused by microbial agents; isolation, identification, characterization, and typing skills using conventional and molecular methods; biosafety

			and biosecurity measures
Veterinary laboratory technologist	Bachelor's or higher in veterinary laboratory technology or a related field	At least 8 years	<p>Knowledge of the types of samples to collect from animals; how to prepare them; how to use various instruments; how to perform different tests such as hematology; biochemistry; serology; parasitology; bacteriology; virology; mycology; immunology; molecular biology etc.; how to interpret test results etc.</p> <p>Skills in quality assurance; quality control; data management; reporting; maintenance. troubleshooting; calibration etc.</p> <p>Familiarity with the standard operating procedures (SOPs); good laboratory practices (GLPs); laboratory information management systems (LIMS) etc.</p>
Data management specialist	Bachelor's degree or higher in computer science; information technology; statistics; or a related field	At least 5 years	<p>Knowledge of the methods and tools for data collection; data cleaning; data validation; data analysis; data visualization; data security; data backup etc. Skills in using various software; such as Excel; SPSS; R; Python; SQL; Power BI; Tableau etc.</p> <p>Familiarity with the best practices and standards for data management and quality.</p>

The above professionals should have the following international experiences

- a. Experience in international organizations (OIE/WOAH, Sanitary and Phyto-Sanitary (SPS)).
- b. Livestock Value chain system
- c. Food safety management system.
- d. Experience and knowledge of traceability system design and implementation
- e. Quality management system
- f. International standards like Food Safety System Certification 22000, ISO 22000, ISO 19001 and HACCP standards
- g. Be familiar through experience at the Firm or key staff member level with Somalia industry actors, with demonstrated ability to engage with the relevant stakeholders,

i.e. ministries, supporting institutes, policymakers and regulators, private and public sector enterprises.

6. Methodology of the Assignment

The Consultant will be contracted and come through the hereunder mentioned four major phases to finalize the assignments. These are inception phase and desk review, provision of training, report compilation and stakeholders review and validation phases. The detail of these phases presented as follows: -

- Desk Review (inception) Stage: The Consultant must hold a briefing meeting with project in the first day after signing the contract. Subsequently, the consultant shall prepare assessment tools, formats, checklists for establishing the curriculum as indicated in the description on the inception phase above. Besides, the consultant will also systematically review all the secondary data sources (e.g., relevant available project documents, directives, standards, previous studies etc.) and design the whole working procedure. Review of relevant documents on local, regional, and international standards and requirements, policies & strategies, proclamations, regulations & guidelines being used by Kenya, Ethiopia Namibia, Sudan and Botswana & assess their practical experiences on physical facilities & infrastructures online. At the end, there will be discussion on working procedure to start developing of the capacity building curriculum.
- Curriculum Phase and delivery of training: The Consultant should submit detailed curriculum and schedule of training including a list of team members in charge for the respective trainings and get approval from the client. The consultant shall work closely with the relevant government agencies during entire preparation and delivery of the training and capacity field assignments. The Consultant is expected to visit & physically observe facilities & infrastructures which support export of live animals & meat. At the end of delivering each training, the Consultant has to summarize its capacity building works, discuss the learning outcomes, and present its preliminary results in a meeting with the Client/project implementation unit.
- Stakeholder review and validation Phase: The Client will circulate the training reports and deliverables for comments to the relevant stakeholders and convene a meeting in the presence of the evaluation team members. The consultant has to incorporate all the inputs provided from various validations and finalize the report. However, a small group of review meetings can be held at any critical stages if deemed necessary to validate the study. The consulting firm is expected to prepare detail methodologies to perform the assignment.

7. Duration and length of the assignments

The assignment is expected to be completed within **180 calendar days** from the contract signature. The assignment is divided into three phases:

- a) Desk review and Inception report: - is expected to be completed within 30 calendar days starting from date of contract signing,

- b) Developing of the curriculum and delivering of training
- c) Completion of final report and all necessary documents with detailed training report and capacity building interventions undertaken within 30 calendar days after validation.

Table 1: Description of activities and duration for the delivery.

S/N	Deliverables	Description of activities	Duration	Milestone of Payments %
1	Kick-off	Programming of the assignment and exchange of necessary information.	Within 1 week of contract signing	0%
2	Desk review and Inception Report	The inception report shall include: Review the tasks to be carried out with associated methodologies, <ul style="list-style-type: none"> ▪ Consideration of any modifications and additions that may be required; ▪ Prepare tasks scope and a detailed work plan. ▪ Identify & present the list of key personnel required for each task. 	Within 2 weeks of Kick-Off (N.1)	10%
3	Preparation of Curricullum	- Develop a curriculum with the trainings and timeline for delivery	Within 2 weeks of Inception Report (N.2)	10%
4	Delivery of training	<ul style="list-style-type: none"> ▪ Depending on the curriculum, the payments will be based on the training delivered ▪ Delivery of training materials ▪ Delivery of training reports <p>After each training the firm has to submit the report. Before the training the firm has to submit the training materials and discuss learning outcomes</p>	Within 5 weeks of the Inception the first training is delivered Report (N.3) Subsequent trainings will be delivered	10% (for first training) Total for delivery of training 60 percent
4	Workshop and Presentation of learning outcomes and policy	<ul style="list-style-type: none"> ▪ A workshop shall be organized in consultation with client (timing), for review and validate the learning outcomes, delivery of the 	Within 2 weeks after finalization of all	20%

	recommendations on what else is needed	curriculum and additional gaps that need to be addressed.	capacity building activities (N. 3)	
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8. Location of Work

Mogadishu, with frequent travel to pastoral areas and regions in Somalia

9. Duration of the consultant contract

The duration of the work of the consultant will be of 180 **calendar** days based the proposed curriculum.

10. Language

The delivery and the reporting of the training workshop will be an English. The participants of the training workshop can use their Somali language during the discussion sessions with the support of translation.

11. Reporting and period of assignment

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The Consultant will act under the supervision of and shall coordinate the progress status with the Ministry of Commerce and Industry, Somali Bureau of Standards (SoBS), the PIU, and the Steering Committee of DRIVE.

12. Monitoring and Evaluation

The training participants would be evaluated based on their performance before and after the training. In addition, a long-term monitoring plan would be developed to gauge the impact of learning developed through the training program.