

**REQUEST FOR EXPRESSIONS OF INTEREST (REoI)  
(CONSULTING SERVICES – FIRMS SELECTION)**

**GHANA ENTERPRISE AGENCY (GEA)  
GHANA JOBS AND SKILLS PROJECT (GJSP)  
IDA CREDIT №: 6716-GH**

**Assignment Title:** Consultancy Services for the Provision of Entrepreneurial and Business Skills Training in the Eastern Sector (Eastern and Ashanti Region)

**Reference No.:** *GH-GEA-285116-CS-QCBS*

The Government of the Republic of Ghana has received financing from the World Bank toward the cost of the Ghana Jobs and Skills Project and intends to apply part of the proceeds for consulting services.

The project comprises five (5) components namely:

**Component 1:** Provision of apprenticeship training for jobs

**Component 2:** Provision of entrepreneurship and micro and small enterprise support for jobs

**Component 3:** Operationalization of the Ghana Labor Market Information System, upgrading of district PECs and services, and independent performance reviews of Government youth employment and skills development programs

**Component 4:** Capacity development, technical assistance, and project management support for enhanced skills and jobs impact

**Component 5:** Contingent emergency response component

The Developmental Objective of the project is to support skills development and job creation in the Country.

**The Specific objectives of the assignment are:**

GEA intends to contract a Consulting Firm to undertake and implement nationwide Entrepreneurship and Business skill training across the Basic, Intermediate and Advanced levels of the Entrepreneurship Training initiative under component 2.1 of the Ghana Jobs and Skills Project.

**The Consulting Services (“the Service”) includes the consultant’s scope of work which includes but not limited to:**

- i. conduct a series of nationwide entrepreneurship training in selected districts. Three levels of entrepreneurship training will be offered: basic, intermediate, and advanced.
- ii. training based on standardized, quality-assured packages, customized to the baseline needs and abilities of the target beneficiary population in different locations.
- iii. training materials based on the curriculum as designed and approved by the GEA. All participants will be expected to successfully participate in all and complete basic training modules.
- iv. Of those who complete basic training, 30 percent are expected to successfully participate in and complete intermediate training, which would take an additional two weeks in total.
- v. All recipients of business start-up capital grants are expected to successfully participate in and complete the advance training module.

- vi. The training curriculum will include climate change mitigation and adaptation and occupational health and safety (OHS) as well as basics of corporate governance. The training curriculum will also cover financial and digital literacy.
- vii. All training will be delivered using an experiential participatory approach conducive for adult learning.
- viii. All training will also be district based and non-residential. Before the training activities in each location, GEA will undertake outreach, sensitization and orientation, and a needs assessment. It will also screen and select individuals for entrepreneurship training based on standardized, transparent, and objective criteria. • Any other as may be agreed on by both parties

The duration of the assignment is thirty-six (36) months. The expected start date of the assignment is **July 2022**.

The detailed Terms of Reference (TOR) for the assignment: **can be found at the following website: [www.gea.gov.gh](http://www.gea.gov.gh) Or can be obtained at the address given below.**

The Ghana Enterprise Agency which will implement the component now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

**The shortlisting criteria are:**

- i. The firm must be a legally registered consulting firm- Registration Certificates with relevant regulatory authorities in the legal jurisdiction of the applicant/ Certificate of incorporation (If applicable).
- ii. Proof of Technical and Managerial Capability
- iii. At least 8 years of proven experience in the development of training manual, delivery of training and other learning interventions or similar assignments.
- iv. At least two or more similar assignments for public sector (MDA) institutions successfully completed in the last two years involving agencies at the decentralized level in Ghana or West Africa
- v. At least two assignments for MSMEs for technical support including capacity building
- vi. A track record of successfully executing multilateral and/or bilateral development partner assistance programs for MSME development or capacity building
- vii. Demonstrable experience and understanding of Ghana’s MSME or Entrepreneurship ecosystem

**Key Experts will not be evaluated at the shortlisting stage.**

The attention of interested Consultants is drawn to Section III, paragraphs, 3.4, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” July 2016, revised November 2017, August 2018 and November 2020 (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest. In addition, please refer to the following specific information on conflict of interest related to

this assignment as per paragraph 3.17 of the Procurement Regulations. Any false declaration will result in disqualification.

Consultants may associate with other firms to enhance their qualifications but should **indicate clearly** whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Quality Cost Based Selection (QCBS) method set out in the World Bank's "Procurement Regulations for IPF Borrowers" July 2016, revised November 2017, August 2018 and November 2020.

Further information can be obtained at the address below during office hours **9:00 a.m. to 4:30 p.m.** local time.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **23<sup>rd</sup> May 2022**.

**THE CHIEF EXECUTIVE OFFICER  
GHANA ENTERPRISES AGENCY  
BOX MB 85, ACCRA, GHANA**

**Attn: The Procurement Officer**

**TEL: +233 (0) 272 860 066**

**LOCATION: ADJACENT TO KEMPINSKI GOLD COAST HOTEL, ACCRA**

**Email: [procurementgea@gmail.com](mailto:procurementgea@gmail.com), [elizabeth.sekyi@gea.gov.gh](mailto:elizabeth.sekyi@gea.gov.gh)**