

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

AFRICAN CASHEW ALLIANCE (GHANA)

Training in Food Safety and Quality Standards for Cashew Processors

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 Food Safety and Quality, to train cashew processors in food safety standards, customer and foreign market requirements to improve their performance in terms of quality, quantity and efficiency of cashew processing. The ACA food safety and quality seal program procedures, which is also in line with international food safety and quality standards, will be adopted for trainings in cashew processing factories.
2. The consultancy services included under this part of the project which are provided under the supervision of the ACA's Food Safety and Quality Coordinator are as follows:
 - i. Conduct initial assessments of cashew processing factories to determine needs and requirements for food safety and quality standards implementation.
 - ii. Conduct capacity building sessions on food safety and good manufacturing practices (GAP analysis)
 - iii. Coordinate with factory staff to implement recommendations from gap analysis conducted.
 - iv. Develop written programs and train quality assurance personnel in the various ACA Seal Procedures.
 - v. Train factory personnel on food safety hazards risk assessments and implementation of control measures to mitigate identified risks (basically to assist the factory to have a GMP and HACCP system in place).
 - vi. Conduct capacity building sessions on international cashew quality standards.
 - vii. Develop Quality monitoring systems with factory team to ensure compliance to international and local cashew standards.
3. The African Cashew Alliance (ACA) now invites eligible and interested consultants to indicate their interests in providing the required services. Interested consultants shall information of their qualifications ad experience demonstrating their ability to undertake this assignment. The consultant must provide a CV, certificates, other relevant documents detailing experience in similar assignments.
4. The expected duration of the assignment is Twenty (20) months with a possible start date of 1st November, 2015 and the Consultant will be based in East Africa (Kenya, Mozambique or Tanzania).
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.
8. The deadline for submission of EOI will be 17:00 (GMT) on the 21st October 2015.
9. 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