



MINISTRY OF FINANCE

REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES – FIRM SELECTION)

Name of Project:	GHANA YOUTH EMPLOYMENT AND ENTREPRENEURSHIP IN PRODUCTIVE SECTORS (YESp) PROGRAM FOR RESULTS (PforR)
Project Number:	P179221
Assignment Title:	CONSULTING SERVICES FOR THE DEVELOPMENT OF GOVERNANCE AND OPERATIONAL FRAMEWORK FOR AUTOMOTIVE DEVELOPMENT CENTRE (ADC) INCLUDING LEGAL FRAMEWORK, BUSINESS MODELS AND AGENCY MoUS
Reference No.:	GH-MOF-YES-380548-CS-CQS

Background

Government has received financing from the World Bank towards the proposed Ghana Youth Employment and Entrepreneurship in Support in Productive Sectors Program for Results (YESp) and intends to apply part of the proceeds for consulting services by inviting suitably qualified Firms for the Development of Governance and Operational Framework for Automotive Development Centre (ADC) including Legal Framework, Business Models and Agency MoUs. The Program's Development Objective (PDO) is to increase investment commitments in selected sectors, improve sector-specific skills among youth, and provide gainful self-employment opportunities for youth.

Youth unemployment in Ghana is a socio-economic imperative now more than ever. Unemployment among Ghanaian youth has been on the rise following the Covid-19 pandemic, thus, posing a threat to our national security and economic stability. To tackle this intractable problem, the Government through the proposed YES Programme aims to create 1 million jobs in the economy over the next five (5) years.

The PforR will support the development of three priority sectors under the Ministry of Trade and Industry's (MOTI's) Strategic Anchor Industries program as well as the District Entrepreneurship Programme (DEP) under YOUStart. The program will run for five years and will cover interventions nationwide. It will focus on three results areas: (1) investment attraction; (2) sector-specific skills training; and (3) youth-led enterprise promotion. The PforR beneficiaries include investors (both foreign and domestic) and their employees (of which 60 percent are estimated to be under 30 years of age), young graduates enrolled in industry-led training programs (of which at least 30 percent will be women), young entrepreneurs between 18-40 years old (of which at least 50 percent will be women and 5 percent will include persons with disabilities) and their employees. The PforR will indirectly benefit the households that employees and entrepreneurs support through their additional wage incomes or business margins.

Objective of the Assignment

As part of implementing the Ghana Automotive Development Policy, the Ghana Automotive Development Centre (Auto Centre) has been established to host the Secretariat of the Ghana Automotive Development Council and its Functional Units of the Centre. The Centre is envisioned to function as a one-stop-shop streamlining the implementation of the Ghana Automotive Development Policy and serving as the interface for investor relations and sectoral collaboration.

The Scope of Services shall include:

Specifically, the consultant will undertake the following activities;

1. A Comprehensive Review of proposed conceptual framework and business model for the Automotive Development Centre (Including a review of the GADP, the current landscape of the automotive sector and any similar existing structures, both domestically and globally).
2. Development of a 5-year Strategic/Business Plan for the GADC. The Business Plan should a business model to ensure self-sufficiency, sustainability, innovation, and competitiveness over the medium to long term. This should articulate the ADC's value proposition, potential funding models, revenue streams, and financial management strategies to secure the ADC's long-term viability.
3. A governance framework detailing the organizational structure of the ADC, including the roles, responsibilities, and accountability mechanisms for the Secretariat and its Functional Units. This may also extend to include the necessary governance and administrative policies for the establishment.
4. An operational framework that identifies key areas such as investor engagement, policy implementation, sectoral collaboration/dialogue, and monitoring and evaluation (M&E). The mechanism for operationalizing a regular dialogue (PPD) between government and private stakeholders should be included.
5. A legal/regulatory framework establishing and outlining the legal and regulatory requirements essential for the effective and efficient operationalising ADC.
6. Develop an Organisational and Administrative Manual for the GADC.
7. Develop Standard Operating Procedures for the operationalisation of the GADC.
8. Drafting of a Memoranda of Understanding between the Centre and Programme Implementation Support and Beneficiary Institutions outlining the expected roles of each institution in the execution of Project.
9. Development of an "**Implementation Roadmap**" detailing the phases, milestones, timelines, and resource allocations essential for the execution of the governance and operational frameworks.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: <https://www.mofep.gov.gh> or the address below

The Ministry of Finance now invites eligible Consulting Firms ("Consultants") to indicate their interest in providing the Services. Interested firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The Selection Criteria are:

The assignment will be delivered by a firm with the following qualifications:

- A proven record of having successfully undertaken at least two (2) of similar assignments in organizational development within the automotive or manufacturing sectors within the last decade;
- An interdisciplinary team with expertise across various relevant fields, including Organizational Development/Change Management, Automotive or relevant Manufacturing Industries, Legal & Regulatory, Strategic Planning and Business Development, Public-Private Dialogue (PPD), Stakeholder Engagement;
- A quality assurance process that ensures the delivery of high-quality deliverables and
- The Firm should be able to deploy qualified/competent resources towards the execution of the assignment.

Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" 5th edition September 2023, setting forth the World Bank's policy on conflict of interest.

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 **Consultant Qualification Selection (CQS) Method** as set out in the Procurement Regulations. Expressions of interest must bear the title **Consulting Service for the Development of Governance and Operational Framework for Automotive Development Centre (ADC) Including Legal Framework, Business Models and Agency MoUS** must be delivered in a written form to the address below (in person or by mail, or by e-mail) by **5:00pm GMT on July 3, 2024**.

Further information can be obtained at the address below during office hours from **9:00 am to 4:00 pm, local time** or through Yesp@mofep.gov.gh

Address – For Submission of Expressions of Interest:

**Ministry of Finance,
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Finance Drive,
P.O. Box MB 40
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New Block, Room 112
Attention: Procurement Specialist,
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Program for Results (PforR)
Telephone Number +233(0) 24 095 6958
Ghana Post Digital Address: GA-144-2024
Online submission: Yesp@mofep.gov.gh**

For further enquiries you may also contact the Procurement Specialist per undermentioned Email Address:

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