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Call for Tenders
Recruitment of a Specialized Consultant to Conduct an Environmental and Social Impact Assessment (ESIA) and Develop an Environmental and Social Management Plan (ESMP) for the Making Trade Work for Women in West Africa Project

Reference	80050 MTWW-CI
Budget Line	1401300 – Experts climate-smart practices, renewable energy solutions, and disaster risk reduction measures for enterprises
Publication Date	April 3, 2026
Terms of Reference	Recruitment of a specialized consultant to conduct an Environmental and Social Impact Assessment (ESIA) and develop an Environmental and Social Management Plan (ESMP) for the Making Trade Work for Women in West Africa project
Project	Making Trade Work for Women in West Africa (MTWW)
Organization	Centre for International Studies and Cooperation (CECI)
Countries	Benin, Burkina Faso, Côte d'Ivoire, Ghana, Togo et Nigeria
Submission Deadline (date and time)	Applications must be submitted no later than May 1, 2026, at 5:00 PM (GMT)
Submission Method	Applications will be accepted electronically at mtww.communication@ceci.ca

Part 1: Call for Tenders

The Centre for International Studies and Cooperation (CECI) is launching a call for tenders for the recruitment of a specialized consultant or consulting firm to conduct an Environmental and Social Impact Assessment (ESIA) and to develop an Environmental and Social Management Plan (ESMP) within the framework of the implementation of the Making Trade Work for Women in West Africa (MTWW) project.

The Making Trade Work for Women in West Africa (MTWW) project is implemented by a consortium composed of CECI and TradeMark Africa (TMA), with financial support from Global Affairs Canada (GAC). The project aims to strengthen the participation and competitiveness of women traders and entrepreneurs in regional trade in West Africa, particularly by improving their access to markets and enhancing their capacity to seize opportunities offered by regional economic integration.

Within the framework of Component 1300 – Strengthened, inclusive and environmentally sustainable regional value chains, and specifically Sub-component 1330 – Improved knowledge and application of environmentally sustainable trade products and practices by women traders, CECI seeks to recruit a specialized consultant or consulting firm to conduct an Environmental and Social Impact Assessment (ESIA) to identify, analyze, and assess the potential impacts of project activities on the environment and affected communities, and to propose appropriate mitigation measures. This study will also lead to the development of an Environmental and Social Management Plan (ESMP) in compliance with national regulatory requirements and applicable project standards.

Interested consultants or firms are invited to submit complete technical and financial proposals, including all required information and documents as specified in the Terms of Reference for this call for proposals.

Proposals must be submitted electronically to the following address: mtww.communication@ceci.ca no later than May 1, 2026, at 5:00 PM (GMT).

Late, incomplete, or non-compliant submissions will not be considered. Proposals will be evaluated in accordance with the evaluation criteria set out in the Terms of Reference and in line with the procedures of the CECI project management manual.

The issuance of this call for proposals does not in any way constitute a commitment by CECI to award a contract. CECI reserves the right to reject all or part of the proposals received. All costs related to the preparation and submission of proposals shall be borne by the bidders.

The complete tender dossier can be obtained by writing to the following email address: mtww.communication@ceci.ca.

Regional Coordinator
Halima Ouattara

Part 2: Terms of Reference

2.1 Context and Rationale

Women represent a major share of cross-border trade actors in West Africa; however, they still operate largely in highly informal conditions, with limited access to finance, market information, and structured networks.

To address these challenges, TradeMark Africa (TMA) and the Centre for International Studies and Cooperation (CECI), with financial support from Global Affairs Canada, are implementing the Making Trade Work for Women in West Africa (MTWW) project over the period 2024–2030 in six countries (Benin, Burkina Faso, Côte d’Ivoire, Ghana, Nigeria, and Togo), with a particular focus on the Tema–Ouagadougou and Abidjan–Lagos corridors. The project aims to contribute to inclusive and sustainable economic growth by strengthening women’s access to regional trade opportunities within the framework of the African Continental Free Trade Area (AfCFTA).

As part of project implementation, a value chain analysis was conducted to identify value chains with high potential for women’s regional trade. Following this analysis, the following value chains were preselected: cassava; vegetables (onion, tomato, okra, and chili pepper); fruits (pineapple and mango); rice and other processed cereals; and oilseed products (processed shea products and palm seed products). A call for expressions of interest was also launched to select women-led enterprises engaged in regional trade activities within these value chains.

Within the framework of Sub-component 1330 – Improved knowledge and application of environmentally sustainable trade products and practices by women traders, the environmental and climate-related challenges associated with these value chains must be further analyzed and better integrated across processing and marketing stages. The main concerns include:

- Inadequate management of waste generated from agro-processing activities.
- Pollution risks (wastewater, smoke emissions, organic residues) linked to processing methods.
- Widespread use of non-sustainable or polluting packaging materials.
- Limited capacity of women actors to comply with environmental and quality standards.
- High vulnerability of value chains to climate-related shocks affecting production, storage, and trade.
- Negative environmental impacts within logistics and transport systems for regional market distribution.

This complementary environmental study aims to further deepen the analysis of environmental impacts associated with the selected regional value chains, identify appropriate technical and organizational solutions, and explore strategic partnerships to mitigate these impacts.

2.2. Main Objective

The main objective of the study is to complement and further deepen the preliminary environmental analyses already carried out, with a particular focus on waste and pollution management, energy and water consumption, transport-related emissions, as well as green solutions adapted to women-led enterprises. The study will also lead to the development of an operational Environmental and Social Management Plan (ESMP) for the MTWW project.

2.3. Specific Objectives

This study will address the environmental issues of the selected value chains, with a particular focus on:

- Waste management and by-products from processing activities.
- Prevention of pollution linked to processing methods;
- Promotion of more sustainable and less polluting packaging.
- Reduction of energy consumption and emissions related to transport (regional and international) and industrial processing.

Specifically, it aims to:

- Deepen the assessment of environmental impacts of the selected regional value chains at the main segments concerned (processing, transport and marketing);
- Identify the main climate and environmental risks affecting the performance and sustainability of the value chains;
- Analyze and map current practices of women traders and processors that may have environmental impacts;
- Identify, prioritize and document technically and economically viable green opportunities, particularly in waste management, reduction of water and energy consumption, sustainable packaging, and greenhouse gas emission reduction;
- Formulate concrete, realistic and inclusive greening measures adapted to women-led SMEs and cross-border women traders;
- Identify relevant technical, financial and institutional partnerships to support the transition towards more sustainable trade practices.

The expected results will directly support the implementation of the project component on improving knowledge of environmentally sustainable trade products and practices and their application by women traders. An Environmental and Social Management Plan (ESMP) will also be developed for the project.

2.4. Scope of the Study

The study will primarily cover the MTWW project intervention areas along the Abidjan–Lagos and Tema–Ouagadougou corridors, with a focus on the countries where the selected regional value chains (RVCs) are most active, namely: Burkina Faso, Côte d’Ivoire, Benin, and Ghana.

Other countries within the MTWW project scope may be considered on a complementary basis, depending on the relevance of trade flows in the targeted value chains and subject to validation by the project team. It is also expected that the practices of small-scale women traders along both corridors will be assessed.

2.5. Methodological Approach

The study will be based on an in-depth desk review, complemented where necessary by online consultations.

It will include:

- **A literature review** covering, among others, the MTWW project final value chain selection report and its Excel file of value chain selection criteria, national and regional environmental policies related to cross-border trade, environmental and climate analyses of the relevant sectors, sectoral environmental standards, as well as green and climate-smart initiatives in agricultural value chains and cross-border trade, etc.
- **A simplified environmental analysis of the selected value chains** through the mapping of environmental hotspots, an analysis of impacts and their causes by value chain segment, and an examination of the links between these impacts and women's trading activities.
- **Targeted online interviews** with a sample of preselected enterprises, women processors and/or traders' organizations, exporters, transporters, technical services, and experts on the trade–climate nexus, etc.
- **Field visits** to a sample of 12 selected enterprises operating in the priority value chains (i.e., 4 per country: Benin, Burkina Faso, and Côte d'Ivoire).
- **Analysis of green opportunities** in energy efficiency and renewable energy, sustainable water management, sustainable packaging, circular economy, climate-smart agricultural solutions, reduction of transport-related losses, low-carbon transport, and optimization of logistics circuits.

NB: As part of this assignment, regional travel is not eligible. Consultants are allowed to engage local subcontractors for field data collection.

2.6. Expected Deliverables

The expected deliverables are:

- **Deliverable 1:** Methodological note and work plan including an analytical framework, data collection tools, an interview plan, and an environmental analysis matrix.
- **Deliverable 2:** Draft environmental analysis report, including a value chain-based environmental diagnosis, climate risk analysis, analysis of the links between environmental impacts, climate risks, and women's trade activities, as well as an analysis of green opportunities.
- **Deliverable 3:** A simplified Environmental and Social Management Plan (ESMP) including:
 - An impact matrix
 - Mitigation measures
 - Monitoring indicators
 - Responsibilities
- **Deliverable 4:** consolidated final report incorporating comments and feedback from the project team.

2.7. Profile of the Consultant or Firm

The consultant or key team members must hold at least a **Master's degree (or equivalent, Bac +5 minimum)** in one of the following fields or related disciplines: environmental and social assessment; environmental sciences; environmental engineering; environmental management and sustainable development; land use planning/geography; agriculture/agronomic sciences (with environmental specialization); social sciences with a focus on development or impact analysis, etc.

The consultant must demonstrate:

- Proven expertise in environmental and social assessment, including the conduct of Environmental and Social Impact Assessments (ESIA) and the development of Environmental and Social Management Plans (ESMP), with at least five (5) successfully completed similar assignments.
- Proven experience in environmental analysis of agricultural value chains, with at least three (3) relevant references.
- Good knowledge of cross-border trade issues in West Africa, particularly in relation to production, processing, and product circulation dynamics.
- Experience or expertise in women's economic empowerment will be considered an asset, particularly in the context of value chains or trade-related initiatives.

Part 3: Instructions to Bidders

3.1. Submission of Bids

Bids must be submitted electronically by email to: mtww.communication@ceci.ca, no later than May 1, 2026, at 5:00 PM GMT.

Bids and all accompanying documents must be numbered and signed by the bidder. Applicants must submit their technical and financial proposals in two separate files clearly identified as follows: "TECHNICAL PROPOSAL" and "FINANCIAL PROPOSAL."

The validity period of bids shall be 90 days from the final deadline for submission.

3.2. Documents to be Submitted for the Proposal

3.2.1 Technical Proposal

Administrative documents:

- Trade register or equivalent for legal entities
- Copy of the Tax Identification Number (TIN) certificate for individuals
- Commitment of availability during the assignment period

Technical proposal documents:

- Methodology including an implementation schedule for the assignment
- Detailed curriculum vitae highlighting key qualifications of the candidate(s) in relation to the nature and scope of the assignment
- Proof of experience (certificates of satisfactory completion or employment certificates)

3.2.2 Financial Proposal

Components of the financial proposal:

- Signed and dated anti-corruption declaration according to the annex template
- Signed and dated letter of submission indicating the total lump-sum fee (excluding taxes), in accordance with the annex submission template
- Unit price schedule (UPS)
- Detailed cost estimate (DCE)

3.3. Evaluation of Bids

The evaluation of bids will be carried out in accordance with the MTWW procurement procedures manual.

The evaluation process will take place in four distinct stages:

Administrative Compliance Check

This stage consists of determining the admissibility of bids by verifying compliance with the submission instructions, followed by the opening of the "Technical Proposal" envelope for each submission to assess conformity with the requirements of the tender dossier. The presence and validity of the

required administrative documents will be verified. The absence or invalidity of any required document may lead to the rejection of the bid.

Technical Evaluation

Only bids deemed administratively compliant will be evaluated based on the criteria defined in the technical evaluation grid below:

- Quality of presentation and compliance of the submission with the ToR (10 points)
- Profile and experience (degrees, professional experience, etc.) (40 points)
- Methodology (40 points)
- Work plan adequacy (10 points)

The technical proposal is scored out of 100 points. A minimum score of 70% is required to proceed to the financial evaluation. The technical score is weighted at 60%.

If no bidder reaches the minimum threshold (70%), a justified waiver may be granted by the evaluation committee to select the top three candidates with the highest technical scores. The three best technical proposals will then proceed to the next stage of evaluation.

Financial Evaluation

Bids that are found substantially responsive will be checked for arithmetic errors. Corrections will be made as follows:

- Where there is a discrepancy between the amount in figures and the amount in words, the amount in words shall prevail;
- Where there is a discrepancy between the unit price and the total obtained by multiplying quantity by unit price, the unit price shall prevail, and the total amount will be corrected accordingly.

Bid Comparison

The technical score is weighted at 60% and the financial score at 40%.

The technical score is calculated using the following formula:

$$NT = (\text{Score obtained} / \text{highest score}) \times 60$$

The financial score is calculated after correction of errors using the following formula:

$$NF = (\text{lowest bid amount} / \text{bidder's amount}) \times 40$$

The overall score is the sum of the technical and financial scores.

The bidder with the highest overall score will be invited for negotiations, if necessary.

Negotiation and Contract Award

Negotiations will cover the Terms of Reference, proposed methodology, personnel, resources provided to the consultant by the project, and specific contractual conditions. These discussions will be based on the strengths and weaknesses identified in the bidder's proposal and shall not substantially modify

the original Terms of Reference. The final Terms of Reference and agreed methodology will be included in the "Description of Services," which will form part of the contract.

The selected consultant will not be allowed to replace key personnel unless mutually agreed or if such replacement is necessary to achieve the objectives of the assignment. If it is established that the consultant proposed key personnel to obtain a higher score without ensuring their availability, the consultant may be disqualified, and the selection process may continue with the second-ranked bidder. In all cases, any replacement key expert must have equal or superior qualifications to the originally proposed expert.

Financial negotiations will notably aim to determine the tax obligations of the consultants (if applicable) and how such taxation will be reflected in the contract. Upon conclusion of negotiations, the project will promptly inform the unsuccessful bidders that they have not been selected.