Terms of Reference (ToR) for the Engagement of Consultant to Conduct Infrastructure Needs Assessment of all Identified Structures in Ogun State

April, 2026

ENGAGEMENT OF CONSULTANTS TO CONDUCT INFRASTRUCTURE NEEDS ASSESSMENT

1. 1.0 BACKGROUND

The Federal Government of Nigeria (FGN) has secured a facility from the International Fund for Agricultural Development (IFAD) to implement a 7-year IFAD – Assisted Special Agro-Industrial Processing Zone (SAPZ) Program in partnership with the State Governments and Private Investors in two (2) participating states of **Kano and Ogun** in the first phase.

The implementation of SAPZs is a major investment program of the Federal Government and Ogun State Government, driven by the Ogun State Program Implementation Unit (SPIU) in collaboration with relevant Ministries, Departments and Agencies (MDAs) in the state to develop agro-processing clusters in areas of high agricultural production across the country. It is a strategic move to rapidly develop modern agro-processing capacity to serve the vast and growing local markets, create sustainable market for farmers and reduce postharvest losses of local agricultural produce and thereby create wealth for farmers, promote import substitution and create sustainable agriculture related jobs.

This clustering approach is to help address investment challenges in the development of agro-processing areas across Nigeria, including poor access to quality infrastructures, inadequate agricultural production and productivity and other challenges confronting agro-processing environment. SAPZs, therefore, will be developed with requisite infrastructure for agro processing environment which will help reduce cost absorptions and engender competitiveness in agro-industrial production that is critical to further unlocking the potentials of Nigeria's Agriculture to create ready markets and wealth for farming communities and reduce rural poverty.

The SAPZ is made up of two building blocks which include the Agro-Industrial Hub (AIH) equipped with desirable infrastructure to create modern agro-processing environment where secondary value addition will take place, Agricultural Transformation Centre (ATC) which is a community-based rural institution within the host community to support agricultural production, with provision of quality production drivers for the production of feedstock, and the Aggregation Centre (AC) for primary processing and storage. The Agro-Industrial Hub (AIH) will draw its raw materials for processing from the ATC where activities of the production clusters and Aggregation Centers are being coordinated.

2.0 OBJECTIVE (S) OF THE ASSIGNMENT

The objective of this assignment is to engage a qualified consultant or firm to conduct a comprehensive needs assessment for the Ogun Special Agro-Industrial Processing Zone (SAPZ). The assessment will focus on the production of underlisted commodities and locations;

S/N	PROPOSED SITE	LOCAL GOVT AREA	COMMODITY
ATC 1	Technology Park	Ijebu East	Cassava, Rice, Timber, Oil Palm and Cocoa
ATC 2	Sawonjo/Imasayi Farm Settlement	Yewa North	Cassava, Rice and Oil palm

The key infrastructure to be assessed includes feeder roads, culverts, small bridges, processing facilities, commodity stores, local markets, and solar-powered boreholes in each of the proposed Agricultural Transformation Centres and Aggregation Centres.

3.0 SCOPE OF SERVICES

The consultant will provide expert services in evaluating and identifying the critical value chain infrastructure required to enhance agricultural production, primary processing, and market linkages in the four clusters. The consultant's work will include:

- Reviewing existing infrastructure and plans related to the production clusters.
- Site assessments in **Sawonjo-Imasayi, Ijebu-Ife, Apojola, Obafe and Ago- Iwoye, Ikenne, and Odogbolu** where high production of the selected crops occurs.
- Identifying infrastructure needs specific to irrigation schemes, farm lands, feeder roads,
- culverts, small bridges, processing centres, aggregation centres, storage facilities, markets, boreholes and water supply.
- Engaging local stakeholders, farmers, processors, and community leaders to determine infrastructure bottlenecks and opportunities.
- Conducting desk study about the physical, geographical and geological characteristics of the production clusters
- Conducting reconnaissance and detailed survey to gather information for the feasibility study and preliminary design of the infrastructures
- Developing a strategic plan for value chain infrastructure development that aligns with SAPZ objectives.

NB: As guide to the consultant, the allocated infrastructure per local government area and total in quantities in Ogun State is given in the table below

Infrastructure	Quantity Per LGA	Total Quantity for Ogun State (8 LGAs)
Feeder (Access) Road	12.5 km	30 km
Culverts	10	10 Nos
Bridges	7	7 Nos
Processing Facility	3	3 Nos
Commodity Stores	5	5 Nos

Local Market Stalls	6	6 Nos
Solar Powered Boreholes	7	7 Nos
Rehabilitation/Construction of Irrigation Schemes	-	200 Ha

4.0 TASKS

Task 1: Baseline Study and Data Collection

- Conduct a thorough review of existing infrastructure and land use, including available feeder roads, culverts, small bridges, irrigation schemes, lowland farms, markets, processing facilities, storages, and utilities in the clusters.
- Document current infrastructure gaps that impact the production and value chains of Timber, Oil Palm, Cocoa and Cassava and Rice.

Task 2: Field Visits and Infrastructure Evaluation

- Conduct field assessments at each production clusters **(Ijebu North East, Ijebu East, Odogbolu, Obafemi-Owode, Ikenne, Yewa North, Yewa South, Odeda LGAs)**, including other surrounding LGAs with high crop yield and production.
- Evaluate the state of **feeder roads**, **culverts**, **small bridges**, **irrigation schemes, lowland farms, processing facilities**, **commodity stores**, **local markets**, and **solar-powered boreholes**.
- Assess transportation challenges and storage bottlenecks faced by farmers and processors in moving commodities from farms to markets or processing centres.

LOCATIONS	**CLUSTERS**	Breakdown
Ijebu North East	Ogbogbo Cluster	Irolu
	Atan Cluster	Atan Imuroko Imuku
	Imewuro Cluster	Imewuro Ododeyo Omu gbawojo
	Isonyin Cluster	Isonyin Apunren Erunwon
Yewa South	Ilaro Cluster	Iweke Moro Ilaro
	Idogo Cluster	Idogo Ipaja Fagbohun
	Owode Cluster	Oke irinja Ilobi Olorunda

	Oke Odan Cluster	Ajilete Ikorodu Oke odan
Odeda	Odeda Cluster	Odeda Alabata Olugbo
	Osiele Cluster	Osiele Itesi/Agebtu
	Olodo Cluster	Olodo Kila/Ilugun
	Opeji Cluster	Opeji Mawuko
Ikenne	Irolu Cluster	Irolu
	Ilisan Cluster	Ilisan
	Ogere Cluster	Ogere
	Ikenne Cluster	Ikenne

Task 3: Stakeholder Engagement and Consultation

- Conduct consultations with local farmers, processors, marketers, and community leaders within the clusters to understand the challenges faced in relation to infrastructure.
- Hold meetings with local government officials and relevant state ministries to capture perspectives on existing infrastructure plans and gaps.

Task 4: Value Chain Infrastructure Gap Analysis

- Perform a gap analysis to compare existing infrastructure against the needs of each commodity value chain (Oil palm, Cocoa, Timber, Cassava and Rice).
- Identify specific interventions required to bridge infrastructure gaps, including road improvements, storage, water access, and processing facilities.

Task 5: Recommendations and Infrastructure Development Plan

- Develop a set of infrastructure recommendations tailored to each cluster's commodity focus.
- Mapping infrastructure locations and evaluating spatial distribution for effective accessibility
- Provide **conceptual designs and cost estimates** for the recommended infrastructure, including feeder roads, culverts, small bridges, irrigation facilities, lowland farms, processing facilities, markets, and boreholes.

- Propose a phased approach for implementing the necessary infrastructure improvements, taking into consideration environmental and social factors.

Task 6: Environmental and Social Considerations

- Ensure that all infrastructure proposals comply with **Environmental and Social Impact Assessments (ESIA)** and **Environmental and Social Safeguards Management Plans (ESMP)**.
- Provide recommendations on sustainable and socially responsible infrastructure solutions.
- Ensure that all recommended infrastructure under this study should be climate resilient in nature, type and scope

5.0 EXPECTED DELIVERABLES

The consultant is expected to deliver the following outputs:

I. **Inception Report**: Outlining the methodology, work plan, and timeline for the assignment.
II. **Baseline Infrastructure Report**: Detailed report of the current state of infrastructure in the four clusters and surrounding areas.
III. **Gap Analysis Report**: Comprehensive analysis identifying infrastructure gaps in relation to each value chain (Oil Palm, Cocoa, Timber, Cassava and Rice) as well production clusters.
IV. **Infrastructure Development Recommendations**: Strategic recommendations and conceptual designs for the development of feeder roads, processing centres, markets, water access, and other infrastructure, including cost estimates.
V. **Environmental and Social Compliance Report**: Recommendations to ensure infrastructure development adheres to environmental and social standards.
VI. **Final Report**: Consolidated report containing findings, infrastructure recommendations, designs, and phased implementation plans.

6.0 DURATION OF THE ASSIGNMENT

The assignment is expected to take **8 weeks** from the date of contract signing. A detailed timeline will be provided in the Inception Report

7.0 REPORTING

The consultant will report directly to the **State Project Coordinator (SPC)** of the Ogun SAPZ, with regular updates provided to the **State Infrastructure Engineer and the National Infrastructure Engineer at the National Coordination Office, Abuja**

8.0 QUALIFICATIONS AND EXPERIENCE

The consultant or firm should have:

- Proven experience in conducting infrastructure needs assessments, particularly in agricultural or industrial sectors.

- Expertise in infrastructure design and development related to agricultural production and processing.
- Knowledge of environmental and social impact assessments.
- Strong stakeholder engagement and project management skills

8.1 KEY PROFESIONALS TO BE PROVIDED BY THE CONSULTANT FOR THE ASSIGNMENT

The Consulting firm shall engage the following key personnel whose CV and experience shall be evaluated by the OGUN STATE PIU.

- Team Leader/Civil Engineer
- Agricultural Engineer (Processing)
- Architect or Building Engineer
- Contract Management Engineer/Quantity Surveyor/GIS Expert
- Electrical/Mechanical Engineer
- Agricultural Extension Officers
- Environmental/ Social Safeguards

The consultant shall provide competent Registered Engineers (COREN) and other registered professionals (ARCON, QSRBN, CORBON etc.) for the exercise. All the key professionals are to be at least holders of BSc or equivalent in their respective fields of specialization with more than 10 years of experience in the design of irrigation network and appurtenant facilities (for the irrigation engineer), buildings (architect/building engineer), roads (the roads engineer), agro-processing (Agricultural Engineer) and water facilities (water engineer). Individuals should have been involved in at least 3 assignments in similar project within the last 10 years for the position for which he/she is nominated and the Team Leader should have at least 15 years of experience and must have led a team of similar nature at least on two occasions and have experience in Africa and be able to write effectively in English language.

8.1.1 Team Lead/Civil Engineer

The team leader must have minimum of Masters Degree in Civil /Water/agricultural Engineering, with at least 10 years of experience on infrastructure development projects and four years in similar role and belong to membership of an engineering professional body. The candidate should have a proven record of managerial capability in managing major civil engineering projects of a similar magnitude financed by a major multilateral international lending agency (WB, IsDB, AfDB, and IFAD). Sound knowledge of contract management of civil works is mandatory.

The team leader will act as the consultant's authorized representative and administrator for the infrastructure needs assessment, with authority to liaise with other Government agencies related to the project and make binding decisions on behalf of the Consultant on all matters pertaining to the consultancy services. The Engineer will also coordinate the supervision team, to ensure that technical policies are correctly and consistently implemented in the projects during implementation.

8.1.2 Contract Measurement Engineer/ Quantity Surveyor/ GIS Expert

The Contract measurement Engineer shall have a minimum of first degree in Civil Engineering, Quantity Surveying, Construction Management and Expert in GIS with at least 10 years post graduate experience in the development and execution of major civil engineering projects financed by Multilateral Development Banks. Must be very conversant with FIDIC conditions of contract. The incumbent must also be familiar with valuation and measurement of works on site for a project of such nature and be experience in standard measurement for civil works for the issuance of valuation certificates to Contractors. Sound knowledge of contract management is mandatory.

8.1.3 Architect

The Architect must have at least B.sc degree or equivalent in Architecture and registered with a Professional body, with at least 10 years of experience on project development, including development bank funded projects. Must be experienced in the design of Buildings, Warehouses, offices, Cold chain storage facilities, post-harvest structures, Silos, Industrial layout zoning, Offices, residential and commercial buildings in both concrete and steel. Conversant with the use of architectural design suites for infrastructural development works is an asset.

8.1.4 Agricultural Engineer Irrigation and Processing

The Agricultural Engineer Processing and Irrigation must have a minimum of B.sc or equivalent degree in Agricultural Engineering (Processing and Storage/Farm Power and Machinery) with at least 10 years post graduate' experience in the construction supervision of medium to large scale agro-processing projects financed by major multilateral international lending agency (e.g. WB, AfDB, IFAD, IsDB, AFD). Must also double as the Irrigation Engineer. The Agricultural Engineer must be registered with a Professional body. At least four (8) years' specific experience in the design of processing infrastructure of similar nature. Hands-on experience on the use of Mechanical Engineering/ Structural Engineering soft wares will be an added advantage.

8.1.5 Electrical / Mechanical Engineer

The Electrical/Mechanical Engineer must have a minimum of B.Sc. degree or equivalent in Electrical or Mechanical Engineering with 10 years of experience on infrastructure development projects and at least five (5) years' experience in projects financed by major multilateral international lending agency (e.g., IsDB, AfDB, IFAD). Must be registered with relevant Professional body. Experience in the design and construction supervision of electro-mechanical system, in residential/industrials/commercial agro-processing plants, post-harvest processing facilities, Cold chain storage facilities, warehouses and Water distribution networks and Containment Structures. Hands-on Experience on the use of electrical/ mechanical Engineering soft wares is an added advantage.

8.1.6 Agricultural Extension Officers

The extension officers should have at least B.Sc degree or equivalent in Agriculture, Agricultural Extension, Rural Development, Agronomy, or a related field with 10 years of hands-on experience working with farmers and rural communities, ideally focused on agricultural development, value chain improvement, or rural infrastructure. The officer should have sound understanding of good agronomy practices (GAP) is essential, as well as the ability to advise farmers on modern, sustainable practices that may tie into infrastructure projects. An experience in monitoring and evaluation practices for agricultural or rural projects is useful.

8.1.7 Environmental & Social safeguard Officer.

Minimum of B.Sc. degree or equivalent in Environmental Science, Agricultural & Bio resources Engineering or related discipline with 10 years professional experience and at least three (3) years specific experience in a donor funded project of similar nature. Must be conversant with preparation of ESMP, EIA and monitoring of mitigation measures in the construction supervision of buildings, roads, agro-processing facilities and irrigation development projects. Familiarity with the preparation RAP for project of this nature is an added advantage

9.0 STAFFING SCHEDULE

9.1 The implementation period for the entire assignment is expected to be Four (4) weeks. The Consultant would be expected to mobilize and commence activities with the OGUN STATE-PIU immediately after signing of agreement.

Key Personnel	**Duration (Weeks)**		**Total No. of Man-weeks**
	Data Collection	**Analysis and Reporting**	
Team Leader/Civil Engineer	**6**	**2**	**8**
Agricultural Engineer (Processing)	**6**	**2**	**8**
Architect or Building Engineer	**6**	**2**	**8**
Contract Management Engineer/Quantity Surveyor/GIS Expert	**3**	**2**	**5**
Electrical/Mechanical Engineer	**6**	**2**	**8**
Agricultural Extension Officers	**6**	**0**	**6**
Environmental/ Social Safeguards	**6**	**2**	**8**
Total No. Of Man-Months	**69**	**22**	**91**

10.0 BUDGETING

A Personnel Costs

Experts	**No. of Weeks**	**Rate Per Week**	**Amount (N)**
Team Leader/Civil Engineer	**8**		
Agricultural Engineer (Processing)	**8**		
Architect or Building Engineer	**8**		

Contract Management Engineer/Quantity Surveyor/GIS	**5**		
Electrical/Mechanical Engineer	**8**		
Agricultural Extension Officers	**6**		
Environmental/ Social Safeguards	**8**		
Total No. of Man-Months			

B. Reimbursable

Activity	Quantity	Rate	Amount (N)
Rent of Pick -up Vehicles			
Equipment, Instruments, Materials, Supplies, etc	Various		
Office and Residential Accommodation (Inclusive of Furnishing	3 Months		
Drafting, Reproduction of reports	L/S		
Technical Investigation such as Geophysical, Geotechnical, Topographic survey etc	L/S		
Miscellaneous (Communication, Reporting, Admin Expenses etc)	L/S		
Sub Total			
Grand Total (A+B)			

11.0 TERMS OF PAYMENT FOR THE ASSIGNMENT

20% payment upon submission of the inception report with invoices and receipts for reimbursable

50% of the contract sum upon submission of the draft report acceptable to SAPZ

30% of the contract sum upon submission of the final report acceptable to SAPZ and IFAD

12.0 Procurement Methods

The Procurement method for the needs assessment of identified structures is Consultant's Qualification Selection Methods (CQS)

12.1 Bid Evaluation

Firms will be evaluated by the Ogun State-PIU based on a cumulative analysis taking into consideration the combination of the applicants' Technical and Financial proposals.

-Technical Evaluation will be done as follows: Desk review of firm's background, experience and other skills will be evaluated. Firms who have 75% of total score in the technical evaluation, will be considered RESPONSIVE and will continue for the financial evaluation of proposals.

-Financial Evaluation: The financial criteria weight is 20% of total score.
The contract will be awarded to the Offeror with the highest combined score.
Interested firms or team of consultants must submit their **technica**l and **financial** proposals separately and marked "consultancy for Design and Supervision Consultant" and addressed to:

13.0 OBLIGATIONS OF THE CONSULTANT

a) Documents: The consultant shall take stock of all documents made available to him by the OGUN STATE-PIU for the purpose of this assignment. These documents in his custody shall be returned at the end of the project. The consultant shall be entirely responsible for the analysis and interpretation of data obtained from these documents or from other sources. These documents shall be considered confidential and treated as such.
b) Personnel: The consultant shall provide all personnel and labour necessary for the expeditious execution of his duties.
c) Offices: During the execution of this assignment, an office shall be provided for as stipulated in the construction contract for stage III (Supervision of Works) – the consultant shall provide and charge for an office space during stage I & II assignment (Design & Bid Documents).
d) Vehicles: For the proper execution of his duties, Project vehicle shall be purchased by the Consultant as provided for in the construction contract for stage 2. The Consultant shall return the Project vehicle in good condition upon completion of the assignment.
e) Equipment and sub-contracting: The consultant shall provide all equipment that are not specified to be provided by the contractor but necessary for the execution of his duties. The consultant shall submit for approval of the Ogun State-PIU, the choice of any specialized sub-contractor for any part of the services.
f) The Ogun State-PIU will attach key staff to the consultant to familiarize themselves with the engineering services during the execution of the assignment. The consultant will provide on the job certificated and relevant training for the counterpart staff assigned by the PIU to the project.

14.0 SERVICES AND FACILITIES TO BE PROVIDED BY THE OGUN STATE- PIU

a) The Ogun State PIU in conjunction with the NCO shall assist the consultant in obtaining immigration authorization for staff and custom clearance for instruments and other equipment imported for the project.
b) The Ogun State PIU shall ensure the best cooperation of all ministries and government agencies concerned with the project.

14.1 The Government will grant the consultant and their expatriate staff the following Facilities and exemption:

- Immunity from any legal action which might be instituted from any non-criminal acts accomplished by them in the discharge of project related facilities;
- Inviolability of secrecy and immunity from seizure of documents relating to the project.

14.2 The Government will ensure that correspondence exchanged in connection with the execution of the project is dealt with promptly by its agencies, so as not to cause any delay.

14.3 The Consultant shall liaise closely with the OGUN STATE PIU during the course of the works.

14.4 Client's Input and Counterpart Personnel

- S Relevant Project Documents
- Feasibility Reports/ Previous studies.
- Project Management Counterpart Staff

The Ogun State Program Coordinator, SAPZ
Project Implementation Unit (PIU), Ogun State