



REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

ENGAGEMENT OF A CONSULTANT FOR THE CONDUCT OF FIELD DOCUMENTATION OF PROJECT SUCCESS STORIES AND DEVELOPMENT OF CONTENTS FOR NEWSLETTERS, FACTSHEETS AND OTHER SAPZ PUBLICATIONS (INDIVIDUAL CONSULTANT SELECTION)

COUNTRY: Federal Republic of Nigeria

NAME OF PROJECT: FIELD DOCUMENTATION OF PROJECT SUCCESS STORIES AND DEVELOPMENT OF CONTENTS FOR NEWSLETTERS, FACTSHEETS AND OTHER SAPZ PUBLICATIONS

Ref No: NPCO/SAPZ/IFAD/26/1021/580

The Federal Government of Nigeria has received financing from the International Fund for Agricultural Development (IFAD) towards the cost of the Special Agro – Processing Zones Program (SAPZ), and intends to apply part of the proceeds for the recruitment of consulting services, for which this REOI is issued.

The use of any IFAD financing shall be subject to IFAD's approval, pursuant to the terms and conditions of the financing agreement, as well as IFAD's rules, policies and procedures. IFAD and its officials, agents and employees shall be held harmless from and against all suits, proceedings, claims, demands, losses and liability of any kind or nature brought by any party in connection with Special Agro – Processing Zones Program.

The consulting services ("the services") shall involve the following:

1.0 Identification of Stories and Documentation Sites

The assignment will cover selected SAPZ-supported sites, interventions and beneficiaries in Kano and Ogun States, and will specifically involve:

- i. Review relevant SAPZ reports and background documents.
- ii. Identify potential stories and beneficiaries in consultation with the NCO/KMC Unit.
- iii. Prepare a simple field documentation plan and interview guides.
- iv. Visit selected project sites and conduct beneficiary and key-informant interviews.
- v. Observe relevant project activities and collect supporting evidence.
- vi. Document results such as changes in production, income, employment, market access, services and livelihoods, where applicable.
- vii. Capture photographs and short audiovisual materials where required.
- viii. Draft and submit agreed communication products for review and validation.
- ix. Revise and finalise the products based on comments from the NCO/KMC Unit.

2.0 Key Areas for Documentation

- i. Smallholder farmer support and agricultural productivity;
- ii. Agro-processing and agro-industrial hubs;
- iii. Market linkages and farmer organisations;
- iv. Digital agricultural and extension services;
- v. Input support and financial inclusion;
- vi. Matching grants and agribusiness development;
- vii. Women and youth empowerment;
- viii. Nutrition-sensitive and climate-smart agriculture;
- ix. Infrastructure and community-level interventions;
- x. Capacity building and value-chain development; and
- xi. Other SAPZ-supported activities with demonstrable results.

More details on this consulting services are contained in the Terms of Reference (TOR) which can be obtained from the address below between 10am – 4pm on working days or obtained from the website: sapz.gov.ng.

It is expected that this consultancy service shall be for a period of 2 months within which the consultant shall accomplish all the tasks including submission of final report to the Client.

This request for expressions of interest (REOI) follows the General Procurement Notice that appeared on the IFAD website on 17th April, 2023, on UNDB on 17th April, 2023.

The attention of interested consultants is drawn to IFAD's Anti-Money Laundering and Countering the Financing of Terrorism Policy and the Revised IFAD Policy on Preventing Fraud and Corruption its Activities and Operations. The latter sets forth IFAD's provisions on prohibited practices. IFAD further strives to ensure a safe working environment free of harassment, including sexual harassment, and free of sexual exploitation and abuse (SEA) in its activities and operations as detailed in its IFAD Policy to Preventing and Responding to Sexual Harassment, Sexual Exploitation and Abuse.

Interested consultants shall not have any actual, potential or reasonably perceived conflict of interest. Consultants with an actual, potential or reasonably perceived conflict of interest shall be disqualified unless otherwise explicitly approved by the Fund. Consultants are considered to have a conflict of interest if they a) have a relationship that provides them with undue or undisclosed information about or influence over the selection process and the execution of the contract, or b) have a business or family relationship with a member of the client's board of directors or its personnel, the Fund or its personnel, or any other individual that was, has been or might reasonably be directly or indirectly involved in any part of (i) the preparation of the REOI, (ii) the selection process for this procurement, or (iii) execution of the contract. Consultants have an ongoing obligation to disclose any situation of actual, potential or reasonably perceived conflict of interest during preparation of the EOI, the selection process or the contract execution. Failure to properly disclose any of said situations may lead to appropriate actions, including the disqualification of the consultant, the termination of the contract and any other as appropriate under the IFAD Policy on Preventing Fraud and Corruption in its Projects and Operations.

The National Program Coordination Office now invites eligible Individual consultants ("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 in the form of a curriculum vitae (CV). A consultant will be selected in accordance with the individual consultant selection (ICS) method set out in IFAD's Project Procurement Handbook that can be accessed via the IFAD website at www.ifad.org/project-procurement. Interviews will not be conducted as part of the selection process.

The shortlisting criteria are: The criteria for shortlisting consultants will be based 1. General Qualification 2. General Working Experience 3. Adequacy for the assignment 4. Experience in Similar assignment in Donor Funded project.

Any request for clarification on this REOI should be sent via e-mail to the address below no later than 4.00 pm local time on 12th October, 2026. The client will provide responses to all clarification requests by 4.00 pm local time 14th October, 2026.

Expressions of interest in the form of curriculum vitae (CV) must be delivered in a written form to the address below later than 12.00 Noon local time on 21st October, 2026. **Late Submissions will NOT be accepted.**

SIGNED:
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