



## **DEVELOPMENT OF DRAFT BDS STANDARDS AND CAPACITY BUILDING OF BDS SERVICE PROVIDERS**

**REFERENCE NO: PSFU/YAW-LFS/CONS/20-21/00001**

### **REQUEST FOR EXPRESSION OF INTEREST**

#### **Background**

##### **About the Young Africa Works-Lead Firm Structure Programme**

The Private Sector Foundation Uganda (PSFU) is partnering with Mastercard Foundation (MCF) to implement the Young Africa Works in Uganda – Enhancing Lead Firm Structure for Youth Employment Program. The Intervention’s ultimate goal is to create dignified and fulfilling work for young women and men and contribute to the effort to lifting Ugandans out of poverty. The intervention focuses on creating, maintaining and sustaining growth in job markets through strengthening the capacity of actors to efficiently produce and sell their goods and services in expanded markets, developing new diversified financing mechanisms as well as growing the capacity of business leaders and their support service providers to manage and expand their enterprises. This transformative intervention will also transition Micro Enterprises to Small Enterprises.

##### **About Private Sector Foundation Uganda**

The Private Sector Foundation Uganda (PSFU) is Uganda’s leading private sector association with a membership covering all sectors of the economy. Its members include corporations (big, medium and small); sector associations; and private sector support institutions. Since its founding in 1995, PSFU has implemented a mandate focusing on creation of a conducive business environment that supports competitiveness by conducting policy research and advocacy; and by providing enterprise development and capacity building support to members. The PSFU has over the years seen the country develop and implement strategies such as the Poverty Alleviation Action Plan; and National Development Plan (NDPI & NDPII).

#### **2) Objective of the Expression of Interest (EOI)**

The Expression of Interest will enable PSFU through the Lead Firm Structure (LFS) approach to identify a capable consulting firm that will be contracted to develop Draft BDS Standards and build capacity of BDS service providers under the project.

#### **3) Scope of Work**

BDS Providers will develop Draft BDS Standards and build capacity of BDS service providers to enable them adequately support MSME transformation, which in turn drives growth and job creation. This includes providing business development services in the following areas:

- Promoting the development of 10 quality standards for BDS by facilitating the Uganda Bureau of Standards (UNBS) and Ministry of Trade, Industry and Cooperatives;
- Promoting the developed standards to providers and users and advocate for enforcement by UNBS;
- Training BDS providers to address the supply challenge particularly for specialized areas, sectors and industries in the areas of Feasibility Studies, Marketing & Marketing Plans,

Business Plans, Production Planning & Management, Finance and Finance management, Strategy & Governance, Supply Chain etc.

#### **4) Qualifications and Eligibility Criteria**

Past Experience in:

- BDS assignments and extensive knowledge of the Ugandan private sector and enterprise development, not limited to market research, value chain development, supporting innovations and product development
- Experience training and capacity building
- Strong interpersonal skills and the ability to work effectively with stakeholders across multiple organizations
- Market-based approaches to private sector development
- Promotion of women and youth entrepreneurship initiatives
- Experience in promoting and strengthening inclusive public-private dialogue

Eligible organizations:

- Will be a formally registered business
- At least 10 years of experience in developing BDS standards/benchmarks or provision BDS services to reputable organizations or its Directors and proposed team members must clearly demonstrate past experience on at least three similar assignments either as individuals or as team members of other firms.
- Examples of previous work must be submitted demonstrating at least three similar assignments successfully conducted over the last 5 five years.

#### **5) Instructions for EOI application / proposal**

##### **a) Past performance:**

Interested firms are required to present in a table format the following information regarding past performance by providing the following details concerning at least 3 similar assignments:

- a) Project / contract name
- b) Client name
- c) References (Name, position, email and telephone number)
- d) Contract value in UGX
- e) Description of implemented activities
- f) Timeline of contract delivery (Start and End dates)

In addition to the table, kindly provide an Executive Summary describing each assignment (1-page limit)

##### **b) Team and staffing structure:**

Applying firms need to include their staffing structure in their application (number of full time and part time employees). In addition, firms have to provide the CVs of all team members. The CVs must clearly state the sectoral/technical expertise, and each is restricted to a 2-page limit. Where applicable, providers must include contractual arrangements regarding their outsourcing needs / consultants.

**c) Administrative requirements:**

Interested firms are required to include the following information:

- Company ownership/Shareholding
- Board of Directors (if applicable)
- Company profile
- Certificate of Incorporation
- Trading license
- URA Tax Identification Number

For more information and inquiries, please email [procurement@psfuganda.org.ug](mailto:procurement@psfuganda.org.ug) with a copy to [ambazzira@psfuganda.org.ug](mailto:ambazzira@psfuganda.org.ug), before **15<sup>th</sup> January, 2021**

**SUBMISSION PROCEDURE**

Expressions of Interest for described above shall be submitted **ON-LINE** to [procurement@psfuganda.org.ug](mailto:procurement@psfuganda.org.ug) with a copy to: [ambazzira@psfuganda.org.ug](mailto:ambazzira@psfuganda.org.ug), before 11.00 hours, East African Time on **20<sup>th</sup> January, 2021**.

Expressions of Interest shall be submitted together with all the required documents to support the short listing process