

# REQUEST FOR EXPRESSIONS OF INTEREST

for the selection of a consultant (firm)

Country: MAURITIUS – Indian Ocean

Name of Project: SECOND SOUTH-WEST INDIAN OCEAN FISHERIES  
GOVERNANCE AND SHARED GROWTH PROJECT (SWIOFish2)

Loan No./Credit No./ Grant No.: IDA-Grant Number D1720

Assignment Title: Consultant (firm) for the establishment of a regional collaborative web platform dedicated for the emergence of enterprises and innovative projects to promote circular economy and reduce marine pollution in the African and Indian Ocean Developing Island States (AIODIS).

Reference No. SW2/Y5-C015



1. The Indian Ocean Commission (IOC) is an intergovernmental regional cooperation organization which brings together the Union of the Comoros, France, on behalf of Réunion, Madagascar, Mauritius, and Seychelles. Its mission is to strengthen the bonds of friendship and solidarity between peoples and to contribute through regional cooperation to the sustainable development of its member states. The IOC has received financing from the World Bank toward the cost of the SECOND SOUTH-WEST INDIAN OCEAN FISHERIES GOVERNANCE AND SHARED GROWTH PROJECT (SWIOFish2) regional project and intends to apply part of the proceeds for consulting services
2. The consulting services (“the Services”) include the Service contract for establishment of a regional collaborative web platform dedicated for the emergence of enterprises and innovative projects to promote circular economy and reduce marine pollution in the African and Indian Ocean Developing Island States (AIODIS), which will take place remotely between June 2022 and June 2023 with possibility of missions to the project sites (including Cabo Verde, Guinea Bissau, São Tomé & Príncipe, Comoros, Mauritius, Madagascar, Maldives and Seychelles).  
  
The Consultant's mission is to (i) Undertake a landscape needs assessment and mapping of entrepreneurship support institutions and structures, including incubators and accelerators in each of the eight AIODIS and their capacity to respond to the orientation of the economy towards circular economy; (ii) design an integrated solution including hosting services for 12 months for a regional collaborative web platform dedicated for the emergence of enterprises and innovative projects to promote circular economy and reduce marine pollution in the AIODIS. (iii) elaborate a clear operational plan with clear specific elements to establish the platform and for running the platform for 18 months following its creation. You may wish to consult the terms of reference on the website of the Indian Ocean Commission (<https://www.commissionoceanindien.org/sw2-y5-c015/>)
3. The Indian Ocean Commission (IOC) now invites eligible consulting firms (“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. The shortlisting criteria are: • Officially registered legal entity with a valid registration; • Minimum 5 years of relevant experience with a demonstrable ability to work with entrepreneurs, private sector companies, building inclusive business models and applied expertise in the areas of gender, economic empowerment, and multi-sector partnerships. • Strong network of partners in the space of entrepreneurship within the AIODIS; • Strong demonstrable experience on running entrepreneurship incubator and accelerator programmes; • Positive track-record on unlocking co-financed resources with public and private sector; • Innovation track-record and work-experience and/or presence in the SIDS, particularly the AIODIS countries; • Strong networks with private sector companies operating in the AIODIS will be an advantage.
4. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers edition January 2011 Revised July 2014 (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.
5. Consultants may associate with other firms in the form of a joint venture or a subconsultancy to enhance their qualifications.
6. A Consultant will be selected in accordance with the Selection Based on the Consultants’ Qualifications (CQS) method set out in the Consultant Guidelines.
7. Further information can be obtained at the address below.
8. Expressions of interest must be sent to the email addresses below by Monday 11 April 2022 at 4:30pm (Mauritian time UTC+4):

e-mail: [innocent.miada@coi-ioc.org](mailto:innocent.miada@coi-ioc.org) and [njiva.r@coi-ioc.org](mailto:njiva.r@coi-ioc.org)

Reference: “(SW2/Y5-C015) the establishment of a regional collaborative web platform ”

# APPEL A MANIFESTATION D'INTÉRÊT

en vue de la sélection d'une firme ou d'un cabinet (service de consultants)



Pays : **MAURICE – Océan Indien**

Nom du projet : **SECOND SOUTH-WEST INDIAN OCEAN FISHERIES GOVERNANCE AND SHARED GROWTH PROJECT (SWIOFish2-Projet regional)**

N° de prêt/n° de crédit/n° de don : **IDA-Grant Number D1720**

Titre de la mission : **Mise en place d'une plateforme web collaborative régionale dédiée à l'émergence d'entreprises et de projets innovants pour promouvoir l'économie circulaire et réduire la pollution marine dans les Etats insulaires en développement d'Afrique et de l'océan Indien (African and Indian Ocean Developing Island States, AIODIS)**

N° de référence **SW2/Y5-C015**

1. La Commission de l'Océan Indien (COI) est une organisation intergouvernementale de coopération régionale qui regroupe l'Union des Comores, La France/Réunion, Madagascar, Maurice et les Seychelles. Elle a pour mission de resserrer les liens d'amitié et de solidarité entre les peuples et de contribuer à travers la coopération régionale au développement durable de ses Etats membres. La COI a obtenu un financement de la Banque mondiale pour couvrir le coût du SECOND SOUTH-WEST INDIAN OCEAN FISHERIES GOVERNANCE AND SHARED GROWTH PROJECT (SWIOFish2) – Projet Régional et a l'intention d'affecter une partie du montant de financement à des services de consultant.
2. Les services de consultant (« les Services ») comprennent le contrat de service pour la mise en place d'une plateforme web collaborative régionale dédiée à l'émergence d'entreprises et de projets innovants pour promouvoir l'économie circulaire et réduire la pollution marine dans les Etats insulaires en développement d'Afrique et de l'océan Indien (African and Indian Ocean Developing Island States, AIODIS), qui se déroulera à distance entre juin 2022 et juin 2023 avec possibilités de missions sur les sites du projet (Cabo Verde, Guinée Bissau, São Tomé & Príncipe, Comores, Maurice, Madagascar, Maldives et Seychelles).

La mission du Consultant est de : (i) entreprendre une évaluation des besoins du paysage et une cartographie des institutions et des structures de soutien à l'entrepreneuriat, y compris les incubateurs et accélérateurs dans chacun des huit pays AIODIS et leur capacité à répondre à l'orientation de l'économie vers l'économie circulaire; (ii) concevoir une solution intégrée incluant des services d'hébergement pendant 12 mois pour une plateforme web collaborative régionale dédiée à l'émergence d'entreprises et de projets innovants pour promouvoir l'économie circulaire et réduire la pollution marine dans les Etats insulaires en Développement d'Afrique et de l'océan Indien (AIODIS) ; (iii) élaborer un plan opérationnel clair avec des éléments spécifiques clairs pour établir la plate-forme et exploiter la plateforme pendant 18 mois après sa création. Une version provisoire des termes de référence est disponible sous le lien <https://www.commissionoceanindien.org/sw2-y5-c015/>

3. La Commission de l'océan Indien (COI) invite maintenant les consultants (firmes ou cabinets) éligibles (« Consultants ») à manifester leur intérêt à fournir les Services demandés. Les Consultants intéressés doivent fournir les informations démontrant qu'ils possèdent les qualifications requises et l'expérience pertinente pour l'exécution des Services. Les critères de présélection du consultant sont les suivants : • **Personne morale légalement constituée et enregistrée** ; • **Au moins 5 ans d'expérience pertinente avec une capacité démontrable à travailler avec des entrepreneurs, des entreprises du secteur privé, à construire des modèles commerciaux inclusifs et une expertise appliquée dans les domaines du genre, de l'autonomisation économique et des partenariats multisectoriels.** • **Réseau solide de partenaires dans le domaine de l'entrepreneuriat au sein des Etats de l'AIODIS**; • **Solide expérience démontrable dans la gestion de programmes d'incubateurs et d'accélérateurs entrepreneuriaux**; • **Des résultats positifs en termes de déblocage de ressources cofinancées avec les secteurs public et privé**; • **Expérience en innovation et expérience de travail et / ou présence dans les petits États insulaires en développement (PIED), en particulier les pays AIODIS**; • **Des réseaux solides avec des entreprises du secteur privé opérant dans AIODIS constitueront un avantage.**
4. L'attention des consultants intéressés est attirée sur le paragraphe 1.9 des Directives de la Banque mondiale : Sélection et emploi de Consultants dans le cadre des prêts de la BIRD et des crédits et dons de l'IDA par les emprunteurs de la Banque mondiale édition janvier 2011 révisée en juillet 2014 (« Directives des consultants »), énonçant la politique de la Banque mondiale sur les conflits d'intérêts.
5. Les consultants peuvent s'associer avec d'autres entreprises sous la forme d'une coentreprise ou d'un sous-traitant afin d'améliorer leurs qualifications.
6. Un Consultant sera sélectionné conformément à la méthode « Sélection fondée sur les qualifications des consultants (QC) » énoncée dans les Directives du Consultant.
7. De plus amples informations peuvent être obtenues à l'adresse ci-dessous.
8. Les manifestations d'intérêt doivent être envoyées par email aux adresses ci-dessous avant le **lundi 11 avril 2022 à 16h30 (heure mauricienne UTC+4)** :

E-mail : [innocent.miada@coi-ioc.org](mailto:innocent.miada@coi-ioc.org) et [njiva.r@coi-ioc.org](mailto:njiva.r@coi-ioc.org)

Référence : "(SW2/Y5-C015) the establishment of a regional collaborative web platform "

**Promotion of African & Indian Ocean Island Developing States Blue Economy through the South-West Indian Ocean Fisheries Governance and Shared Growth Project (SWIOFish2)**

**Terms of reference for the recruitment of a consultant (firm) for the establishment of a regional collaborative web platform dedicated for the emergence of enterprises and innovative projects to promote circular economy and reduce marine pollution in the African and Indian Ocean Developing Island States (AIODIS).**

Assignment title	Consultancy for establishment of a regional web platform dedicated for the emergence of enterprises and innovative projects to promote circular economy and reduce marine pollution in the African and Indian Ocean Developing Island States (AIODIS).
Contract duration	June 2022 -June 2023
Primary assignment location	Home based with possibility to travel in African and Indian Ocean Developing Island States (Cabo Verde, Guinea Bissau, São Tomé & Príncipe, Comoros, Mauritius, Madagascar, Maldives and Seychelles)
Financed by	IDA

## **1. Background**

A Financing Agreement (Grant No. D1720) was signed between the International Development Association (IDA) and the Indian Ocean Commission (IOC) on the 30 May 2017 to support the Second South West Indian Ocean Fisheries Governance and Shared Growth Project (SWIOFish2).

This consultancy is in the context of the implementation of the subcomponent of the project that supports the African and Indian Ocean Developing Island States (AIODIS).

### **The AIODIS sub-component of SWIOFish2**

The sub-component will support the group of African and Indian Ocean Island Developing States (Cabo Verde, Guinea Bissau, São Tomé & Príncipe, Comoros, Mauritius, Madagascar, Maldives and Seychelles) in collaborating and sharing their own experiences to address some of their specific challenges such as improving the sustainable management of their vast maritime territory; innovating and developing their Blue Economy in the context of climate change; and collaboratively mobilizing financing for addressing those challenges. Activities include the organization of high-level meetings to discuss specific challenges and issues of regional interest; the creation and exchange of knowledge; the provision of a preparation facility for project proposal; and support to the AIODIS Secretariat to be hosted by the IOC.

## **2. Context of the assignment**

The African and Indian Ocean Island Developing States (AIODIS) are richly endowed with vast Economic Exclusive Zones (EEZ). The AIODIS have jurisdiction over a significant marine area of about 7 million km<sup>2</sup>, with a long coastline of about 15 000 km, multiple maritime boundaries and complex international and national legal frameworks. The ocean therefore plays a major role given, its economic, social, environmental and geopolitical interests.

The diverse components that make up Blue Economy have the potential to generate substantial direct and indirect income and employment opportunities to the population of the AIODIS, particularly through micro, small and medium enterprises (MSMEs). Except for tourism and fishing activities, the AIODIS have insufficiently developed other components. The current limited capacity prevents these AODIS from maximising opportunities in the other sectors. Moreover, while resources represent a formidable opportunity of growth and development, if not well managed, they can lead to critical challenges, with serious consequences on the lives of millions of people who depend on coastal areas.

The AIODIS component of the SWIOFish2 project aims to support the development of the entrepreneurship in the area of Blue Economy by providing opportunities for south-south exchange and increased access to needed expertise for the formulation of actions for the purpose.

The development of economic sectors must happen in healthy oceans, where marine pollution is prevented. Transition to a more circular economy is at the cornerstone of preventing pollutants, including marine plastic litter, to reach the oceans, by addressing the problem at the very source. The Indian Ocean Commission, as an intergovernmental organization supporting its member states as well as the Small Island Developing States (SIDS) of West Africa in their march towards sustainable development, proposes to collaborate with the authorities on the one hand to improve the business environment for the emergence of the circular economy and on the other hand to establish a process for the promotion of innovation and entrepreneurship on the issues and perspectives of the circular economy within the framework of the AIODIS with focus on marine pollution. Better use of resources and change from a linear model to a more circular one and a change of perception from waste to value will help combat land-based sources and marine sources of pollution that ends up in the sea and help create employment opportunities and reduces poverty. This will enable entrepreneurs in the AIODIS to move towards a circular economy that responds to both environmental and economic problems.

## **2.1. Circular economy in island states**

The recent years have seen an increasing awareness on the need to move from an economy based on extraction and consumption to one of regeneration and restoration, which has become an increasing priority for policymakers around the world.

The geographical remoteness of islands, and in most cases their small size, represent an obstacle to the sourcing of raw materials, which is due to limited resources, and outlets for finished products, which is due to limited local demand. These represent a major challenge to the adoption of a circular economy. The AIODIS also face challenges of waste management, including limited landfill capacity and the lack of economies of scale for waste collection, treatment and/or recycling processes. Many of the AIODIS countries also have limited financial resources for waste management infrastructure. Transitioning towards a circular economy model in the various sectors of the Blue Economy will considerably contribute in reducing waste generated by those sectors. For example, adopting a circular model in the tourism and recreation sector, which is an important economic sector generating increased amounts of waste in the AIODIS, is a perfect example of how Circular Economy would in turn help reduce waste in that sector.

With the recent improved access to internet worldwide and in the AIODIS, the use of online tools imperative for entrepreneurs across AIODIS, especially youth, can access comprehensive support for them to be able to create, maintain and grow successful businesses in their islands. The improved networking through the platform will also create opportunities for development of regional projects and address the issue of economy of scale in the islands, particularly in waste management.

## **2.2. Need for a regional platform**

One of the major recommendations of the Circular Economy Forum held in December 2019 in Mauritius in the context of the AIODIS component was the setting up of a regional collaborative platform for AIODIS entrepreneurs operating in the field of circular economy, with purpose to EDUCATE, CONNECT, INSPIRE.

Participants present from all the nine AIODIS identified critical gaps in the entrepreneurship ecosystem which the collaborative platform can address. The recommendations made revolve around the following four main aspects of platform ecosystem support:

- a) Information: The platform should aim to provide relevant, entrepreneurship-specific information and direct to appropriate advisory services based in the each of the AIODIS. Virtual platforms provide entrepreneurship specific information, which need to be constantly updated. Information is to help entrepreneurs develop or consolidate and find what is relevant to them.
- b) Mentorship: The AIODIS has limited online mentoring platforms that allow entrepreneurs and other professionals to connect with specialized advisors online for low fees or even for free. Platforms that provide mentorship specific to circular economy are non-existent. This platform will establish the first contact between mentee and mentor, who can subsequently interact further and build the mentoring relationship.
- c) Finance: Young entrepreneurs with interesting ideas often are not aware of the process to access finance for their business. Rather than providing access to finance the platform will facilitate contact with finance providers including banks, crowdfunding platforms, etc.
- d) Networking: Networking opportunities for entrepreneurs operating in the field of circular economy in the AIODIS were identified as a major a gap in the ecosystem. Existing online communities leverage social media and existing platforms such as LinkedIn or Facebook. Maintaining a separate networking page is difficult to manage from a resource perspective, as it is resource intensive to curate discussions.

Based on the above recommendations, the platform aims to achieve the following results:

1. The platform should provide responses to the most basic questions that entrepreneurs have when they start an enterprise in the field of circular economy. This feature will help entrepreneurs begin their entrepreneurship journey by providing the answers that help them understand basic but key concepts relevant for enterprise development (e.g. type of capital needed? what type of mentoring is needed and available? what is a business plan? what permits are needed?).
2. The platform will avoid duplication of existing efforts and leverage existing platforms and offline resources. IOC will facilitate an AIODIS “one-stop solution” to the circular economy entrepreneurship ecosystem. It will act as an ecosystem catalyst that enables to aggregate existing [information, access to finance, mentorship and networking] platforms and communities for entrepreneurs to find and access them easily from one place. The platform will navigate entrepreneurs to existing online resources through a listing of micro-sites as well as a map-based directory-like feature searchable by island, stakeholder group (e.g., finance, networking, mentoring, government programme, incubator, etc.), and sector (e.g., waste reduction, collection, recycling, education etc.).
3. The platform should support the development of entrepreneurship in the AIODIS by running entrepreneurship challenges and providing awards in 2022 and 2023 for the development of entrepreneurship in the field of circular economy. These challenges will focus on social and individual enterprises that propose innovative solutions contributing to the reduction of marine pollution and advancement of blue economy.

The consultant should be able to propose and implement an innovative operational and financial sustainability plan to keep the platform relevant and sustainable in the very long run.

The design and development work of the platform should take into consideration the fact that platform must be dynamic, containing room for easy adjustment and changes.

### **3. Objectives of the Consultancy**

The overall objectives of the consultancy are:

- A. Undertake a landscape needs assessment and mapping of entrepreneurship support institutions and structures, including incubators and accelerators in each of the eight AIODIS and their capacity to respond to the orientation of the economy towards circular economy
- B. To design an integrated solution including hosting services for 12 months for a regional collaborative web platform dedicated for the emergence of enterprises and innovative projects to promote circular economy and reduce marine pollution for entrepreneurs in the African and Indian Ocean Developing Island States (AIODIS).
- C. To elaborate a clear operational plan with clear specific elements to establish the platform and for running the platform for 18 months following its creation

To elaborate a clear operational and financial sustainability plan for running the platform for beyond the initial 18 months of operation.

- A. Assessment of the situation with respect to support institutions and structures in the AIODIS with a focus on circular economy**
  - Comprehensive assessment of existing support institutions and structures such as business incubators, innovative business technopoles
  - Comprehensive assessment of Banking and financial institutions

- Diagnosis and comprehensive inventory of existing support structures in the Indian Ocean region
- Impact assessment of current and new initiatives
- Identification/establishment of a regional interest group/structure for the development of enterprises through crowdfunding in the sector of the circular economy.
- Define the development of a regional support process (through standardisation levels of procedures up to funding and the establishment of a seed fund).
- Define the establishment of a network of Incubator structures in AIODIS

**B. To design an integrated solution including hosting services for 12 months for a regional collaborative web platform dedicated for the emergence of enterprises and innovative projects to promote circular economy and reduce marine pollution for entrepreneurs in the African and Indian Ocean Developing Island States (AIODIS).**

The consultant will need to design an integrated solution for the Content Management System of the platform and the front end.

This includes maintaining and managing the front end and back-end functions of the platform.

To ensure that platform can deliver on its goals and remain relevant to the end users (AIODIS entrepreneurs operating in the field of circular economy) over time, the following are considered as critical front-end functions:

1. The platform is designed as a collaborative platform and its success and effectiveness is highly dependent on contributions to be made by key partners and relevant stakeholders. Potential partners include (but are not limited to):

- Content partners: organisations that form the entrepreneurship support ecosystem in the AIODIS, including business incubators and accelerators
- Dissemination partners: who will publicize the platform to their larger set of audiences using their existing resources.
- Financial partners: who will be mobilized to facilitate access to funds. These can include donor organizations, foundations and corporates who are keen on building entrepreneurship ecosystems for the advancement of in the AIODIS.
- Implementing partners: who can be mobilized to partner with the platform and provide offline support services around the four pillars of the youth entrepreneurship ecosystem (i.e., funding, mentoring, networking, and information) to users of the platform.
- Outreach partners: who include social media channels like Facebook and Twitter etc.
- Entrepreneur drivers: who can be part of a network of entrepreneurs who will drive the transition to circular economy in the AIODIS. IOC wishes that the platform can be interactive, with its content and direction driven by AIODIS entrepreneurs themselves.

The consultant should clearly highlight how partnerships will be identified, sourced and maintained in the long run by the platform.

2. The platform will collate existing online resources in a module that helps entrepreneurs get started. This will include (but will not be limited to) the collation of existing online resources available to entrepreneurs for business creation, establishment and development in AIODIS; existing online funding platforms targeting AIODIS entrepreneurs, disaggregated by sex; existing online mentorship platforms targeting AIODIS entrepreneurs; existing information on (communities of) entrepreneurs, investors, mentors, business networks, the private sector etc. for the entrepreneurs to network with bilaterally, through recurring forums/events, or through networking platforms.

3. As the platform needs to have very strong social media presence, the consultant should indicate how they would keep the platform's Facebook, Twitter and LinkedIn pages active. It is anticipated that the social media pages will be where the entrepreneurs get to interact with one another actively, but the consultant is invited to make additional propositions on how to create interactive spaces where youth using the platform can interact, network and share ideas. It should be noted that several initiatives to establish platform like Facebook, Twitter or LinkedIn have failed. It should rather concentrate on leveraging on social network

To ensure that the platform can deliver on its goals and remain relevant to the end users (AIODIS entrepreneurs) over time, the following are considered as critical back-end functions which consultants will be advised to take into consideration in their sustainability plans:

1. Dedicated human and technical resources to maintain and manage the backend functions, systems and processes as may be required to keep the platform optimally running. This includes managing and maintaining all relevant hardware and software needs to ensure the success of the platform in delivering and attaining its goals.
2. Transparency, and where feasible, open sourcing of skills, resources and input for the platform.
3. Systems which ensure that entrepreneurs and relevant partners can effectively interact with the platform.
4. Designing and implementing a communications strategy to raise awareness and place the 'AIODIS Circular Economy Entrepreneurs Online Platform' in the public domain.

The table below identifies other requirements of the platform which are not listed in any particular priority.

Requirements	Description
Visually and aesthetically appealing and user friendly with cohesive, engaging, varied and dynamic content	Content is high quality, timely, useful and relevant to the visitor, with regular new information and timely "front page" information. Photography, diagrams, maps and illustrations presented are appealing to the target audience, are relevant and truly add value to the message. Elements of the site and other supporting media are visually connected and balanced.
Management analytics and statistics for the platform	Statistical information and analysis that measures how visitors use and interact within the platform. Ability to see trends user traffic and platform usage patterns, where they go on a platform, where they drop off.
Ownership and management of platform and related elements, it should be easily managed and updated	Ability to add or change content (menus, tabs, pages, links text, images, social media feeds, etc.) Can be managed by content manager (with unique password protected access) to ensure continuity. Ability to add or change authorized users as needed to meet operational requirements.
Security and Backups	The platform/ integrated tools are backed up in a secure fashion. Platform integrated tools are regularly updated with the required security patches and levels of security required.
Mobile version application (app)	Develop the mobile version app of the platform designed to run on mobile devices such as smartphones and tablet.

Open-source engine – most preferably Moodle	Preferable open-source engine provides the rights to study, exchange, and distribute the knowledge to anyone and for the purpose of promoting circular economy.
Language	The platform should be operated in English, French and Portuguese for the entire AIODIS audience and English for international audience

**C. To elaborate a clear operational plan for running the platform for 18 months following its creation (using project funds)**

The consultant must propose a clear financial model that will lead the platform to own financial sustainability within, at least the next 18 months. Interested consultants should clearly indicate what (if any) additional information they would add to the existing information, how they would secure this information, keep it relevant and up to date over time.

**D. To elaborate a clear operational and financial sustainability plan for running the platform for beyond the initial 18 months of operation.**

The platform is to be made sustainable beyond the lifetime of the SWIOFish2 project.

The consultant must propose clear operational and financial mechanism options that will enable the platform to develop its own financial sustainability.

It would also be important to consider the expertise that will enable entrepreneurs to be supported, once they have been launched or boosted, and help them build a long-term vision for company or innovative project, by identifying the players necessary for their success.

**4. Deliverables**

The initial duration of the engagement is from June 2022 to June 2023.

It will be also essential to work in strong partnership with AIODIS National Focal Points to ensure the complementarity and linkages to the national context of each of the islands.

1. Inception report that clearly defines activities for implementation of activities for achieving objectives A, B, C and D
2. Report on the assessment of the situation with respect to support institutions and structures in the AIODIS
3. A draft report that includes objectives B, C and D
4. Final report

The Assignment will be considered complete on:

- Successful launch of the web platform which satisfies the SWIOFish2 project team
- Transfer of all user rights and installation to SWIOFish2 team
- Submission of all required documents such as reports in English
- Based on challenges, obstacles and observation of implementing web-based platform develop version 2
- The consultant ensures that the web platform is secure through various tests
- Providing training and guidance SWIOFish2 project team on using the platform

## 5. Duration

The level of effort required for the completion of the tasks should not exceed a total of 100 person days, between June 2022 and June 2023

## 6. Supervision Responsibility

The consultant shall report to the Officer in Charge for AIODIS via the SWIOFish22 Coordinator based at the Indian Ocean Commission, throughout the duration of the project and shall maintain constant liaison with them to discuss on matters pertaining to progress of works as well as for eventual claims for payment.

## 7. Qualifications and experiences

Qualifications of the contractor

The Consulting Firm hired must fulfil the following requirements:

- Officially registered legal entity with a valid registration
- Minimum 5 years of relevant experience with a demonstrable ability to work with entrepreneurs, private sector companies, building inclusive business models and applied expertise in the areas of gender, economic empowerment, and multi-sector partnerships.
- Strong network of partners in the space of entrepreneurship within the AIODIS
- Strong demonstrable experience on running entrepreneurship incubator and accelerator programmes
- Positive track-record on unlocking co-financed resources with public and private sector
- Innovation track-record and work-experience and/or presence in SIDS, particularly the AIODIS
- Strong networks with private sector companies operating in the AIODIS will be an advantage.

The team composition is expected to have at minimum two senior experts leading a multidisciplinary team of non-key experts. The assignment lead must have strong programme management and enterprise development capabilities.

The following expertise will be required for the implementation of this assignment:

### *1. Senior Expert 1/ Team Leader*

- Master's degree in management, economics, business administration, public policy, law, international relations or other related fields.
- Minimum 7-years of relevant experience with a demonstrable ability to undertake research and analytical and policy reviews, and provide technical expertise in the areas of economic empowerment, and multi-sector partnerships.
- Very good multi-stakeholder understanding with strong focus on governments and private sector
- Very good understanding of the sustainability and circular economy issues in the AIODIS
- Excellent English writing skills is a must. Knowledge of French and Portuguese will be an advantage.
- Minimum 5 years of relevant experience in entrepreneur empowerment space and/or working with entrepreneurs (SMEs)
- Strong experience working with private sector
- Proven experience in business planning and development and project management
- Strong English writing skills

### *2. Senior Expert 2/System Architect*

- A first degree in Computer Science or Information System or IT related field
- 7 Years of relevant experience in developing system architecture
- Strong experience working on web-based business networking platforms

The team should include non-key experts with the following educational qualifications; experience and competencies:

No.	Title	Qualifications	Minimum experience
1	Portal developers	A first degree in Computer Science, Information System or IT related field	4 years of relevant experience in portal development
2	Database Specialist/Content Management Specialist	A first degree in Computer Science, Information System or IT related field	4 years of relevant experience in database design, content development
3	Portal Graphics Designer	A first degree in Computer Science, Information System or IT related field	4 years of relevant experience

## 8. Payment schedule

As agreed by the Procurement Department of the IOC.

### Submission of Proposal

Interested consultants should provide the proposal including below information in English and not exceeding **than 25 pages**:

- Letter of expression of interest
- Executive summary of the proposal
- A brief profile of the company (maximum two pages)
- A list of executed assignments similar to this project. This list must include complete website addresses and the name and contact information of the client representative
- Technical proposal (methodology, technology, work and maintenance plan)
- The consultant should provide a brief implementation plan demonstrating the time frame and milestones for the design, development, testing, debugging and the launch.
- Information sheet with a list of the key team members, key duties on this assignment and amount of time dedicated to this project and their CVs (no more than two pages for each person)
- Financial proposal (separate) which must include the following:
  - a) Rates for all services provided (domain and host rate, server charge etc.)
  - b) Rates and explanation of charges to execute assignment
  - c) A brief statement on how the services offer good value for money