

Request for Proposal

Title	Consultancy Services for Environmental and Social Compliance Training and Traceability System Design and Pilot Implementation for the Palm and Cashew Value Chains.
Duration of Assignment	September 2026 to November 2027
Type of Contract	Service Contract
Supervision	Tree Crops Development Authority and the GPSCP II PMU

Introduction to the GPSCP Phase II Program

The Ghana Private Sector Competitiveness Program II (GPSCP II) is a bilateral program between the Switzerland Government through the Swiss State Secretariat for Economic Affairs (SECO) and the Government of Ghana. It is being implemented jointly by NIRAS International Consulting and Proforest. By building on the achievements of GPSCP Phase I, the second phase (GPSCP II) aims at continuously improving the enabling environment for the cashew and palm oil sectors and contribute to higher private sector productivity and competitiveness by fostering inclusive and sustainable growth through enhanced trade and competitiveness.

The GPSCP II works with three implementation modalities:

1) Strategic Cooperation Partnership (SCP): To strengthen the Tree Crops Development Authority (TCDA), the program will enter a strategic cooperation partnership. Guided by a Memorandum of Understanding, the program will support TCDA with its mandate of regulating the cashew and oil palm sectors and facilitate high-impact reform initiatives. This may include the development of strategies to facilitate finance and investment into the value chains among others, as well as internal organizational development.

2) Rapid Response Mechanism (RRM): The RRM is a fund, from which Ministries, Departments, and Agencies (MDAs) under the Government of Ghana can access finance to support and align reform initiatives that lead to a systemic benefit for the market systems of both value chains. The RRM can be used for a variety of activities around policy development and reviews to improve the speed and accuracy of developing private sector driven reforms, etc.

3) Development Partnership with the Private Sector (DPP): This matching grant fund is for the private sector to strengthen, processing, market linkages, service provision, sector associations, access to finance, and skills development in the cashew and oil palm value chains with counterpart contribution of the beneficiaries of the fund. The DPP also has the potential through its Call for Proposals mechanism to drive engagement and innovation through joint initiatives with the private sector, business associations or training institutions and co-finance the public good aspect such as innovation or sustainability in agricultural processing.

Background

The palm and cashew sectors are increasingly required to comply with evolving international environmental and social standards. This includes the European Union's Deforestation Regulation (EUDR) which is applicable to palm. To ensure long-term market access and sector resilience, there is a need to build institutional capacity and establish systems that address broader compliance and traceability requirements in the two value chains. The capacity building will include bespoke training for value chain actors and the practical pilot implementation of the agreed traceability system, alongside hands-on pilot implementation support. Thus, beyond capacity building, the focus of this project will be the pilot implementation of the selected traceability system, documentation of lessons and refinement of the system following the pilot to ensure its readiness for nationwide roll-out. This project will however not cover the nationwide roll-out.

Objectives of the project

- Conduct generic training on environmental and social compliance requirements for TCDA and relevant stakeholders.
- Undertake assessment of training needs across the supply chains of the two sectors.
- Identify an appropriate traceability system through collaborative engagement and develop operational guidelines for the palm and cashew sectors.
- Conduct bespoke training for value chain actors following needs assessment and identification of appropriate traceability system to build their technical and operational capacity.
- Design, pilot, and establish deployment framework for the agreed traceability system for the palm and cashew value chains in Ghana. The traceability system must align with international best practice but contextualised to the Ghanaian sector realities.

Scope of Work

The project will cover the following key activities:

1. Generic Training Delivery

Conduct comprehensive training on environmental and social compliance requirements across the palm and cashew value chains. The training will go beyond EUDR requirements for Ghana to include broader environmental and social sustainability compliance management requirements, due diligence, and traceability requirements to future-proof the two sectors.

2. Training Needs Assessment

Identify capacity gaps within the supply chain actors and TCDA to inform targeted training interventions.

3. Traceability Systems Assessment and Selection

As part of the training and engagement with stakeholders, the consultant will introduce, discuss and evaluate available traceability systems, including:

- Paper-based systems
 - Electronic systems (e.g., mobile applications, RFID technologies, blockchain solutions etc.)
- Thus, the consultant will facilitate informed discussions with TCDA on the advantages and limitations of each option and support a joint decision on the most appropriate system.

4. Consensus Building

Engage TCDA and key stakeholders in participatory discussions to ensure shared understanding and ownership of compliance requirements and traceability approaches. The aim of this step is to identify and agree on an appropriate traceability system.

5. Operational Guidelines (Preliminary Development)

Facilitate initial discussions and agreement on the scope and structure of operational guidelines for environmental and social compliance and traceability system.

6. Development and Delivery of Bespoke Training

Design and deliver tailored training for different categories of stakeholders including:

- Farmers
- Aggregators and processors
- Exporters and other private sector actors
- TCDA staff and regulatory bodies

This tailored training will serve as Training of Trainers (ToT) hence only selected participants from the stakeholder groups above will be trained. The training should focus on:

- Practical compliance with environmental and social standards
- Application of traceability tools and approaches in daily operations
- Record-keeping, reporting, and due diligence processes

The content and delivery of the training should be adapted to local contexts, literacy levels, and operational realities.

7. Design a traceability system appropriate for Ghana's smallholder-dominated palm oil and cashew sectors.

8. Pilot and refine the traceability system in the cashew and palm oil value chains

Specific activities for the pilot implementation will include:

- Piloting of the system in selected regions and districts.
- Monitoring of data quality and system usability.

9. Technical Backstopping and Support

- Provide ongoing technical assistance during the pilot implementation.
- Troubleshoot system challenges and adapt processes as needed.
- Support TCDA in supervising and coordinating the pilot.

10. Refinement of Operational Guidelines

- Finalize and operationalize the guidelines.
- Ensure guidelines are practical, user-friendly, and aligned with field realities.
- Support dissemination and adoption of the guidelines across stakeholders.

Key dependency for completion of activities in the scope of work:

The outcome of the consensus building stage (Activity 4 above) will determine whether the consultant can progress to the pilot implementation stage. Thus, stakeholders must agree on a traceability system before it can be piloted. Hence the development of operational guides, the pilot implementation and the associated training of trainers will depend on agreement among stakeholders on the traceability system. It is therefore expected that the consultant will provide two separate budgets for activities 1 – 4 (Phase 1) and activities 5 – 10 (Phase 2).

Expected Deliverables

1. Inception report - (within 5 days)
2. Training needs assessment report - (within 5 days of finalization of needs assessment)
3. Generic TCDA training - materials and training report (Phase 1 training) - (within 21 days of finalization of needs assessment)
4. Baseline assessment report on current traceability systems in the sector, and recommendations and analysis on options (within 21 days after submission of training report).
5. Agreed initial concept for the traceability system (paper-based or electronic)
6. Draft framework for operational guidelines - (within 21 days after agreement on traceability concept)
7. Bespoke value chain actors training - materials and training report (Phase 2 training) - (within 21 days of finalization of needs assessment)
8. Traceability System Design - Framework and Architecture (including, SOPs, manuals, etc.)
9. Pilot implementation report - Results and lessons - (within 30 days after last pilot)
10. Scale-up or National roll out plan - Long-term roadmap

All the above deliverables are expected bearing in mind the key dependency stated earlier (Deliverable 1-4 for Phase 1 and 5 – 10 for Phase 2).

Duration

The project will run from September 2026 to November 2027.

Firm Qualifications

The consulting firm should demonstrate:

- Proven track record in agricultural traceability systems, sustainability standards, agricultural supply chain compliance, and EU trade regulations.
- At least 10 years of institutional experience in agricultural value chain development and trade facilitation.
- Knowledge of palm oil and cashew value chains and experience with smallholder-based systems

- Demonstrated experience supporting government regulatory agencies, international organizations, and private sector actors.
- Access to and ability to deploy a multidisciplinary team with expertise in:
 - EUDR and international trade regulations
 - Traceability systems and digital platforms
 - Agribusiness and value chain development (cashew and oil palm preferred)
 - Environmental sustainability and deforestation monitoring
 - Capacity building, training, and stakeholder engagement

Team Composition

- The firm should propose a team that includes, at a minimum:
 - Team Leader / Project Manager – with experience in international trade compliance and sustainability standards.
 - Traceability and ICT Specialist – with expertise in digital platforms, geolocation, and data systems.
 - Agribusiness Value Chain Expert(s) – with practical knowledge of cashew and oil palm value chains.
 - Environmental/Sustainability Specialist – with background in deforestation monitoring, MRV, and certification.
 - Training and Capacity Building Specialist – skilled in adult learning, participatory training, and institutional strengthening.

Coordination and Oversight

The firm will report directly to the Chief Executive Officer of TCDA, working closely with the relevant value chain managers. Oversight will be provided by the PMU of the GPSCP II.

Budget and Financing

The assignment is to be financed through development partner support. The financial proposal should clearly outline costs across the following indicative categories:

- Professional fees for team members
- Workshops and stakeholder consultations
- Development of tools and operational guides
- Production of training and sensitization materials
- Operational expenses (travel, logistics, reporting)

The financial proposal should be in two parts:

- Activities leading up to the Consensus building and agreement on traceability system (Activities 1-4)

- Pilot implementation and associated activities i.e., development of operational guides, bespoke training, actual pilot implementation of the selected traceability system, and development of a framework for national roll-out (Activities 5 – 10).

Proposal Submission Requirements

Interested firms are requested to submit:

- Technical Proposal including:
 - Understanding of the assignment;
 - Proposed methodology and work plan;
 - Relevant experience and similar assignment completed;
 - Team composition and CVs of key personnel;
- Financial Proposal, as per above.

Evaluation Criteria

Proposals will be evaluated based on:

- Technical understanding and methodology;
- Relevant institutional experience;
- Qualifications and expertise of proposed personnel;
- Experience with traceability systems and sustainability compliance;
- Financial competitiveness and value for money.

Submission Deadline

Interested firms should submit their proposals electronically no later than:

28th August 2026 to scp-gpscp2@niras.com.

Additional Information

TCDA and GPSCP II reserve the right to:

- Accept or reject any proposal;
- Cancel the procurement process without incurring liability;
- Request additional clarification from applicants where necessary.

Only shortlisted firms will be contacted.