

CALL FOR EXPRESSIONS OF INTEREST

Recruitment of an individual consultant to digitize the survey tools of the IDRC COVID-19 project and manage data collection

Opening date: May 21, 2021

Closing date: June 8, 2021

CEI n° 12-2021

In an effort to manage the disruptions caused by the COVID-19 pandemic in West Africa, the ECOWAS Agriculture and Food Ministers held a videoconference on March 31, 2020 on the impact of COVID-19 and crop pests on food and nutrition security in West Africa. The ministers noted that the following economic measures have been taken in all countries: partial or total lockdown of populations, limitation of the mobility of people, closure of borders, and closure of urban, peri-urban and rural markets that create the link between supply and demand. While acknowledging the positive effects of these measures aimed at reducing the spread of COVID-19, they also mentioned the initial negative impact on food and nutrition security, including: the increase in the prices of basic necessities, the poor access of vulnerable people to food, the drastic drop in the sales of perishable market garden and fruit products, increased transport costs, difficult access to seeds, fertilizers, phytosanitary products, etc. It should be noted that responses to COVID-19 vary from country to country, but no specific study has assessed the precise impact of different policy measures taken on food and nutrition security in the region and more precisely in the Sahel zone in West Africa.

In 2020, IDRC launched a call for proposals to document how responses to economic and health shocks associated with COVID-19 preserve and / or compromise the production, availability and access to food, and the impact this has had on gender relations and equity for the most vulnerable people. Following the call for proposals, CORAF was selected to conduct a study on "The impact of the Government's responses to COVID-19 on food systems and livelihoods in the Sahel". CORAF will therefore conduct strategic investigations on the specific measures taken in five countries namely: Burkina Faso, Cape Verde, Mali, Niger and Senegal. The specific objectives of the project are (i) to take stock of responses and determine their impact on food production, availability, access and adaptation mechanisms; (ii) identify gaps in responses to COVID-19, including gender inequality, in order to improve preparedness for possible pandemics; and (iii) to propose strategic considerations for possible future pandemics.

It is in this context that CORAF wants to recruit a consultant to digitize the survey tools of the IDRC project on COVID-19 and manage the data collection.

The tasks to be carried out as well as other information related to the mission are detailed in the attached terms of reference. These tasks are indicative and should not be considered as inflexible specifications as they may be modified after discussion with the selected consultant.

The Executive Director of CORAF invites individual consultants who meet the qualification criteria, as indicated in the terms of reference, to express their interest in this recruitment.

The consultant can obtain further information by sending correspondence to the Project Coordinator by e-mail m.ambali@coraf.org. The individual consultant will be recruited on a competitive basis according to the rules contained in the CORAF Administrative, Financial and Accounting Procedures Manual.

General selection criteria

- Minimum qualification: A master's degree in computer science, statistics, agricultural economics, economics, socio-economics, management, or any other related field.
- At least 05 years of experience in data collection and database management.
- Proven experience in advisory services to international or national agricultural organizations on various research and development issues, particularly the conduct of data collection operations using smartphones / tablets.
- Good command of electronic data collection technologies and devices.
- Ability to provide remote assistance to people with a low level of computer literacy.
- Ability to provide accurate and high-quality technical support under pressure.
- Proven knowledge of the agricultural sector in West Africa.
- Excellent communication skills, preferably in French and English.

Consultants interested in this call should submit an expression of interest to procurement@coraf.org highlighting their suitability based on the above criteria and a detailed CV, no later than **June 8, 2021, at 5:00pm GMT**.

Dr Abdou TENKOUANO
Executive Director of CORAF

Terms of references

Recruitment of an individual consultant to conduct a socio-economic monitoring survey and prepare the consolidated baseline survey report.

A. Background

In an effort to manage the disruptions caused by the COVID-19 pandemic in West Africa, the ECOWAS Agriculture and Food Ministers held a videoconference on March 31, 2020 on the impact of COVID-19 and crop pests on food and nutrition security in West Africa. The ministers noted that the following economic measures have been taken in all countries: partial or total lockdown of populations, limitation of the mobility of people, closure of borders, and closure of urban, peri-urban and rural markets that create the link between supply and demand. While acknowledging the positive effects of these measures aimed at reducing the spread of COVID-19, they also mentioned the initial negative impact on food and nutrition security, including: the increase in the prices of basic necessities, the poor access of vulnerable people to food, the drastic drop in the sales of perishable market garden and fruit products, increased transport costs, difficult access to seeds, fertilizers, phytosanitary products, etc. It should be noted that responses to COVID-19 vary from country to country, but no specific study has assessed the precise impact of different policy measures taken on food and nutrition security in the region and more precisely in the Sahel zone in West Africa.

In 2020, IDRC launched a call for proposals to document how responses to economic and health shocks associated with COVID-19 preserve and / or compromise the production, availability and access to food, and the impact this has had on gender relations and equity for the most vulnerable people. Following the call for proposals, CORAF was selected to conduct a study on "The impact of the Government's responses to COVID-19 on food systems and livelihoods in the Sahel". CORAF will therefore conduct strategic investigations on the specific measures taken in five countries namely: Burkina Faso, Cape Verde, Mali, Niger and Senegal. The specific objectives of the project are (i) to take stock of responses and determine their impact on food production, availability, access and adaptation mechanisms; (ii) identify gaps in responses to COVID-19, including gender inequality, in order to improve preparedness for possible pandemics; and (iii) to propose strategic considerations for possible future pandemics.

B. Objectives of the mission

The services will be performed by a consultant who will use the data collection tools developed to provide the necessary technical support as part of the implementation of surveys related to the impact of measures taken by governments to counter COVID-19 pandemic on livelihoods. More specifically, this involves digitizing the various forms, configuring the various tablets with these forms and ensuring the availability of the data collected during the surveys.

C. Scope of work and work plan

The consultant must carry out the following main activities:

1. Review the data collection tools that have been developed;
2. Identify an electronic data collection platform / application suited to the needs of the study;
3. Digitize the various forms using the electronic data collection platform / application;
4. Configure tablets with digital forms;
5. Train surveyors in the use of tablets and forms;

6. Ensure the technical progress of the data collection operation in the field and resolve any technical problem;
7. Monitor data collection and ensure the availability of data collected in real time;
8. Extract all the data collected and make it available in an Excel format at the end of the data collection activity.

The consultant will work virtually from their usual place of residence. All reference documents and necessary information will be provided to the consultant. The consultant will be able to find additional information through the appropriate channels (websites, existing reports, etc.) to complement that received from CORAF. The consultant could travel to the target countries (Burkina Faso, Cape Verde, Mali, Niger, and Senegal) for field supervision purposes and to resolve any technical issues that may arise. In the context of COVID-19 where travel conditions are difficult, online exchanges may be the best approach.

The consultant will report to the Gender and Social Development Expert, through the study coordinator, the assignment and any other logistics until the deliverables are submitted as required. The consultant is expected to undertake the services with the highest standards of professionalism and ethics, competence and integrity.

D. Results or deliverables

The following results are expected from the consultant's activities:

- All data collection tools are digitized and the coordinator is trained in the use of the selected platform.
- Thirty-two (32) tablets are configured with survey forms.
- Survey data is available in real time to different survey members in a usable format.
- A final file in Excel format with all the raw data from the country survey is sent to CORAF.

All reports, notes and minutes prepared by the consultant must be written in French.

Duration of the mission

The duration of this consultation will be 15 effective working days spread over a period of 03 months from June to September 2021.

E. Required qualifications and experience

The following qualifications are required:

- Minimum qualification: A master's degree in computer science, statistics, agricultural economics, economics, socio-economics, management, or any other related field.
- At least 05 years of experience in data collection and database management.
- Proven experience in advisory services to international or national agricultural organizations on various research and development issues, particularly the conduct of data collection operations using smartphones / tablets.
- Have a good knowledge of electronic data collection technologies and devices.
- Ability to provide remote assistance to people with a low level of computer literacy.
- Ability to provide accurate and high-quality technical support under pressure.
- Proven knowledge of the agricultural sector in West Africa.
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Application Procedure

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