

Cellule Millennium Challenge Account - Togo (Cellule MCA-Togo)

SPECIFIC PROCUREMENT NOTICE

Procurement of Fiscal Agent Services

Ref No: TTP/2019/Cons/FBS/010

Letter of Invitation Requesting Proposals

**Lomé, Togo
September 18th, 2019**

The Government of Togo (“Government” or “GoT”) has applied for grant funding from the Millennium Challenge Corporation (“MCC”), called a Threshold Program, and intends to apply parts of the proceeds of the funds to payments for contracts for goods, works and services. MCC is a U.S. government agency focused on assisting countries dedicated to good governance, economic freedom, and investments in people. Subject to the terms and conditions of the Threshold Agreement, related agreements, and the availability of funds, the Government intends to use a portion of the funds to finance professional fiscal agent services from a firm/organization (“Fiscal Agent” or “Consultant”) to assist the GoT with the implementation of the Threshold Agreement program in a transparent and sound manner, all in accordance with the terms and conditions set forth in a Fiscal Agent agreement (“Fiscal Agent Agreement”) a form of which is attached to this Request for Proposals (RFP) in Section 5.

The proposed Threshold Program of approximately USD \$35,000,000 is designed to support the Government of Togo in implementing policy and institutional reforms in two areas critical to economic growth and poverty reduction: information and communication technology (ICT) and land tenure (LRAP-Land Reform and Agricultural Productivity). To do so, the program plans to: (1) improve access to high quality and affordable ICT services to Togolese citizens by encouraging private sector investments in the ICT sector and developing an independent regulatory regime; and, (2) expand access to formalized land through the recognition and protection of legitimate land rights. It is expected that the Program will be completed within 4 years or less.

The proposed Threshold program will include staffing of approximately 12 staff members, procurement of consultants and other goods and services for technical assistances, environmental and social assessment, Procurement and Fiscal Agents, and other goods. These contracts will be competed through open international procurement procedures. The proposed Fiscal Agent services are required to support these and all other aspects of the Threshold Agreement.

In issuing this RFP, the Government is represented by the **Cellule Nationale de**

Coordination du Millennium Challenge Account (“Cellule MCA-Togo”). However, it is anticipated that an Accountability Entity (“AE”), a Government entity, will be established and designated to serve as the accountable entity for implementing this Threshold Program and to execute the Fiscal Agent Agreement on behalf of the Government. Prior to the establishment of the AE, any references to actions taken or rights received by the AE in this RFP, including in the Form of Contract, shall be taken or received by Cellule MCA-Togo on behalf of the Government, and any references herein to the AE shall be deemed to mean Cellule MCA-Togo during this period.

The Cellule MCA-Togo/AE now invites proposals from legally constituted consulting firms to provide the consultant services referenced above (“Proposals”). More details on these consultant services are provided in the Terms of Reference at Section V of this RFP.

This RFP is open to all eligible entities (“Consultants”) who wish to respond. Subject to restrictions noted in the RFP, consultants may associate with other consultants to enhance their capacity to successfully carry out the assignment.

The Fiscal Agent services, and the contract expected to be awarded, are required for a **fixed price up to 12 months of a base period, plus three options periods of one year (12 months)** each.

However, the final option period may be more or less than 12 months. For purposes of preparing proposals, Consultants should assume that the final option period will be for full 12 months from the time of contract effectiveness. If this period comes out to be of a duration other than 12 months, the payment for this period will be adjusted on a pro-rata basis at the time of the signing of the first option period contract.

The Consultant will be selected under the **Fixed Budget** method, the evaluation procedure for which is described in sections of the RFP in accordance with “MCC Program Procurement Guidelines” which are provided on the MCC website (www.mcc.gov/ppg). The selection process, as described, will include a review and verification of qualifications and past performance, including a reference check, prior to the contract award.

Please note that a Pre-Proposal Conference will be held as of **September 26th, 2019 at 3:00 pm** as described in the Proposal Data Sheet (“PDS”), Section II of this RFP. Attendance at the Pre-Proposal Conference is optional, not mandatory.

Consultants interested in submitting a Proposal should register their interest by sending an e-mail with subject: Request for Togo Fiscal Agent RFP to: recruitmcatogo@gmail.com with copy to mdoumbial@gmail.com, giving full contact details of the Consultant. This will ensure that the Consultants receive updates regarding this RFP.

Proposals –in hard-copy - must be delivered to the address below and in the manner specified in the PDS ITC 17, no later than **10.00am Togo, Time (GMT+0000) of October 14th, 2019**.

Cellule MCA-Togo

Avenue Duisburg 43, Quartier Administratif,

Building facing FAO Offices closed to l’Agence de Solidarité Nationale in Lomé 09

Phone: +228 22 20 17 24 - PO Box 9295

E-mail: recruitmcatotogo@gmail.com

Lomé-TOGO

(Phone number is for information only)

Consultants should be aware that distance and customs formalities may require longer than expected delivery time. Late Proposals will not be accepted under any circumstances and will be returned unopened at the written request and cost of the Consultant.

Please note that electronic Proposals are not accepted as per the details provided in the RFP.

Yours sincerely,
Mr. Stanislas Baba
National Coordinator
Cellule MCA-Togo