



MSME Business Mentoring Project

Call for expressions of interest

The Vanuatu Chamber of Commerce and Industry is seeking a consultant/consultancy to assist in the implementation of a government funded New Policy Project (NPP) focused on capacity building regional officers and MSMEs.

Deadline for submissions: 20 September 2019

Background

In 2019 the Vanuatu Chamber of Commerce and Industry (VCCI) was successful in securing Vanuatu government funding focused on increasing the sustainability of existing Ni Vanuatu owned businesses in the provinces, as well as increasing the number of Ni Vanuatu new businesses.

The approach was to set up an MSME mentoring program that supported the development of business management and technical skills, as well as encourage Ni Vanuatu businesses to develop their ideas and start to diversify their ideas to strengthen their business initiatives.

During the first quarter of 2019 the Chamber developed a new and dynamic 3 year Strategic Plan and Business Plan, which refocused the Chamber to look at ways of making significant contributions, in partnership with its Government counterparts.

After reviewing the initial approach to implementing this program focusing directly on MSME engagement, the review highlighted the need to *include all stakeholders who support MSMEs in the provinces*. This includes Provincial Officers of Department of Industry, Provincial Officers of Department of Cooperatives, and Provincial Officers of Department of Tourism, who all interact with MSMEs on the ground, and who are all responsible in working towards the common goal of supporting MSME growth across Vanuatu.

The reviewed approach can be summarized as follows:

1. Skills gap analysis of Provincial Officers of Industry, Cooperatives and Tourism
2. Training for Provincial Officers in basic business support skills (based on skills gap analysis) to assist them in turn to support MSMEs at provincial level
3. Mentorship training/coaching for Officers (provincial) and their Principal Officers (Port Vila based)
4. Product innovation and product quality training to support value addition under programs such as EDF11.

All Provincial Officers will be brought to Port Vila and trained as a cohort. To encourage partnership and cooperation each group of provincially based officers will be requested to nominate a MSME representative who will be invited to join their government counterparts to also be trained alongside them.

In parallel VCCI will work with the Principal Officer from each department, based in Port Vila, who manages provincial staff to strengthen their management skills, and increase their capacity to better understand and support initiatives such as quality innovation and product quality to encourage value addition and market



chain strengthening initiatives.

Goal

Enhanced capacity of the selected stakeholders to support business growth and contribute positively to the Vanuatu economy.

Eligibility and evaluation criteria

1. Locally owned consultancy/locally based consultant;
2. Qualification in training facilitation and assessment or related field;
3. Demonstrable experience in training design and delivery;
4. Excellent communication and interpersonal skills, including the ability to effectively manage a variety of relationships;
5. Ability to work autonomously and under minimal supervision;
6. Experience in budgeting;
7. The ability to deliver training in Bislama is required.

Budget and duration

Total value of the contract is 4,480,000VT. This is based on 58 days of input over 3 months by the key consultant, November 2019 to January 2020. Contract is inclusive of the engagement of up to 6 additional subject experts to co-facilitate workshops, as well as the design and printing of resources.

Proposed dates of workshop/s are mid to end of January, 2020 (2 x 4 day programs). Travel, logistics and venue/catering to be managed by VCCI.

Applying to the call for expressions of interest

VCCI welcomes expressions of interest from consultants/consultancies interested in this exciting project.

Based on the criteria above, interested parties should submit an expression of interest with supporting documents by Friday 20 September, 2019. All applications should be sent to reception@vcci.vu with the subject title "Submission: VCCI EOI".

Applications must not exceed 3 pages.

All enquiries should be addressed to reception@vcci.vu

Please note that we are unable to provide feedback on submissions.

EOI content

The applicant should submit an expression of interest based on the 'eligibility and evaluation criteria' section above.



Timeline

Expression of interest submission date: September 20, 2019

Selection of successful consultant/consultancy: September 27, 2019

Full briefing on project, including provision of detailed scope of works, expected outputs, reporting requirements and deliverables: week of October 7, 2019

Questions and clarifications

Contact Joanna at reception@vcci.vu or call VCCI on 27542