



Terms of Reference for Vanuatu Blockchain Technology Adaptation Plan Consultancy

Consultancy title	Assessment of blockchain technology opportunities to support business resilience.
Duration	45 days

1. Background

The Vanuatu Business Resilience Council (VBRC) with the support of the Connecting Business Initiative (CBI) are exploring options to use blockchain technology to support businesses and improve trade between urban and rural areas of Vanuatu, and linking with overseas markets. Vanuatu is pioneering blockchain technology use in the field with its “unblocked cash transfer” program, which is currently being implemented by Oxfam in partnership with the VBRC, and was tasked for the distribution of aid funds and speed-line recovery in response to the category five Tropical Cyclone Harold which struck Vanuatu April 2020. After the successful trial of cash distribution, the VBRC wants to leverage on the lessons learned and extend the benefits of blockchain technology to facilitate the movement of goods, funds and services from and towards the rural and urban centers of Vanuatu and overseas markets.

The overall project objective is to assess options to apply blockchain technology in removing existing barriers to trade in Vanuatu by addressing issues such as the cost and timing of transactions (and access to funding), the transparency of pricing and distribution of value along the supply chain, the traceability of merchandise and certifications, and the visibility of the products and diversification of income streams through access to overseas markets.

Established in October 2017, the VBRC is supported by CBI in collaboration with UNDP. The VBRC’s role is to coordinate and strengthen engagement of the private sector in disaster risk reduction, emergency preparedness, response and recovery, and climate change adaptation and mitigation in Vanuatu. In 2018, the VBRC facilitated the first ever Private Sector Climate Finance Tradeshow organized in Vanuatu by the VCCI, VBRC and Ministry of Climate Change, with support from the Global Green Growth Institute (GGGI). Later in the year, the VBRC and GGGI developed a successful proposal to further the work of the Government / NDA by helping to mobilize the local private sector towards climate action. The Green Climate Funded ‘Access to Climate Finance’ project was then implemented by the VBRC throughout 2019 and 2020, concluding in December 2020.

Given its medium to long term objectives, the VBRC has allocated funding towards capacity building and development of a national blockchain technology adaptation plan to upscale and replicate benefits through a pipelines of projects and options to be identified and further implemented upon feasibility, prioritization (impact) and funding available.

2. Scope of Work:



Under guidance of the VBRC Board, and with the support from the VCCI staff, the consultant is expected to develop a blockchain adaptation plan with a medium-term (5-year) horizon and a detailed list of projects, options and timeline, and a corresponding resource mobilisation plan. The consultant will review all prior developed documents relating to blockchain technology implementation in Vanuatu and conduct additional research over similar international programs. The consultant will make recommendations and prioritized actions to develop further the penetration of blockchain technology in support of business resilience in Vanuatu. The implementation plan will assess the level of financial resources and technical capacity needs required to ensure the sustainability of the project and its benefits to the population.

The consultant shall conduct a review of key policy documents and legal frameworks, identifying potential challenges and limitations in light of this project. The consultant will make recommendations for future consideration regarding potential public policy or legislation that may need to be revised, removed or implemented to support the adoption of blockchain technology. This assessment will be done in consultation with local stakeholders including the key institutions of the Government, including the VBRC Board, the Ministry of Finance and Economic Management (MFEM), Ministry of Climate Change (MoCC), the donors and civil society, and the private sector organisations.

The consultant shall also explore options for international funding that are aligned with the organisational objectives of the VBRC, and which could possibly be accessed to finance the proposed project pipelines. These funding sources should be ranked according to ease of access, noting the current Government of Vanuatu stance not to increase national debt levels. In undertaking this assessment, the consultant shall consult with international donors and development partners, including those residing domestically in Vanuatu.

Additionally, the consultant will undertake a capacity needs assessment of the blockchain adaptation plan against its current and medium-term targets, and make recommendations over technical up-skilling of existing institutions personnel and appropriate structures to monitor and regulate blockchain technology and its intercourse with traditional finance (financial institutions and banking sector).

3. Overall Objective

The VBRC blockchain technology adaptation plan aims to identify opportunities and make recommendations to develop appropriate policies, structures, funding, institutions and legal framework to enable a sustainable penetration of blockchain technology in support of business resilience via the application of blockchain to mobile money and adaptation technologies.

4. Project Outcomes:

The expected outcomes of this project include:

- The identification and prioritization of a range of projects relying on blockchain technology to support adaptation, with a focus on local businesses in Vanuatu.
- A mid-term plan (5y) showing a list of actions and steps to be undertaken in the implementation of one to several projects relying on blockchain technology.



- A high-level policy and legal review identifying the key documents of the existing legal framework, gaps and changes required to enable blockchain technology development and intercourse with traditional finance.
- The identification of one or several donors able to support blockchain projects development and the drafting of one to several projects funding requirements for VBRC to apply for future funding in line with the blockchain adaptation plan.

5. Project Outputs:

- Inception Report & Stakeholder Engagement Plan.
- Draft Vanuatu Blockchain Technology Adaptation Plan.
- Design a funding roadmap for possible funding options to implement blockchain technology in line with the mid-term plan.
- Final draft of the Vanuatu Blockchain Technology Adaptation Plan.

6. Duration of the Work

The duration of the contract will be 45 working days spread over two months. The VBRC will not consider travel days as working days. The contract is expected to start within 15 days of shortlisting of the successful applicant who should be based in country due to existing Covid 19 restrictions on work permits and closed borders.

7. Key Deliverables and Schedule of Payments

Payment will be made upon acceptance/approval of the key deliverables as shown in the below schedule. Total value of the contract is 2,000,000VT:

#	Deliverables	Timeline	Percentage payment linked to the outcome
1	Presentation of assignment outline and first engagement with VBRC based on the proposed work plan and the defined scope of works	Within 7 days after contract signing	15 % of contract amount 300,000VT
2	Undertook at least 10 consultation meetings either in person or virtual – presentation of consultation meetings minutes and outcome. (inception 10-15 pages)	Within 20 days after contract signing	25 % of contract amount 500,000VT
3	Presentation and acceptance of the draft blockchain technology adaptation plan by the VBRC Project Management team. (30 – 45 pages + annexes)	Within 25 days after contract signing	20% of contract amount 400,000VT



4	Funding roadmap for possible options presented in the mid-term plan and according to the outcome of the draft plan review with VBRC project management team.	Within 35 days after contract signing	20% of contract amount 400,000VT
5	Submission and acceptance of Final draft of draft blockchain technology adaptation plan (30 – 45 pages + annexes)	Within 45 days after contract signing	20% of contract amount 400,000VT

8. Location

Inputs and deliverables for this contract will be home-based, with travel to Port Vila and field locations when required.

9. Candidate selection criterion

The following guidance should apply in the shortlisting of the successful candidate

Major Criteria	Details & Sub-Criteria	Top Score
Consultant's general expertise	Minimum 10 years of proven track record in conducting financial and capacity building analysis, climate change adaptation and mitigation, business development and business resilience, blockchain technology and modern/market finance.	20
Qualifications of expert (please refer to the TOR for detailed requirements)	Master's degree or above in finance and business or economy and banking fields.	20
Experience and previous assignments	Experience in developing resources mobilization and institutional or business sustainability plans in the Pacific region and/or Vanuatu in the past 5 years.	30
Assessment of proposed methodology	<ul style="list-style-type: none"> - General approach including understanding and incorporation of the requirements of the assignment in the Proposal - Knowledge of stakeholders and responsiveness to the terms of reference. - Methodology for carrying out the work, showing step by step, how the consultant will work with the key stakeholders to complete the work within the required timeframe. 	30



	- Comments and suggestions on the TOR and identification of bottlenecks/project risks and possible solutions/mitigation strategies.	
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10. Administrative and logistical requirements

Selected consultant will be responsible for arranging for a lowest economic fare for her/his inter-island travels to and from Port Vila upon necessity to conduct the mission and subject to approval by VBRC. Costs will be met by the VBRC. VBRC will assist to arrange in-country duty travel.

11. Institutional Arrangements

The expert will work closely with the VBRC Project Management Team, the VBRC Board, the Vanuatu Government’s financial institutions, the Ministry of Finance, the Ministry of Climate Change, the donors.

12. Recommended Presentation of Offer

Applicants should respond to the above TOR in submitting the following documents:

- Letter of confirmation of interest and availability.
- Updated personal CV indicating all past experience of similar assignments, including details of three references.