

# Terms of reference (ToRs) for the procurement of services below the EU threshold

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Economic expert for task force

**Project number/  
cost centre:**

**17.2029.1-007.00**

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## **0. List of abbreviations**

AVB	General Terms and Conditions of Contract (AVB) for supplying services and work 2018
BMZ	The German Federal Ministry for Economic Cooperation and Development
EU	European Union
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit GmbH
PSD	Private Sector Development Project
IECG	Iraqi Economic Contact Group
ToRs	Terms of reference

## 1. Context

The Private Sector Development & Employment Promotion (PSD) Project in Iraq is a multi-donor action commissioned by the German Federal Ministry for Economic Cooperation and Development (BMZ), co-funded by the European Union (EU) and implemented by the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

The PSD Project supports governmental efforts of creating conditions for a growth-oriented business and investment climate in central and south Iraq as well as Kurdistan Region of Iraq. It provides advisory services for economic reforms to government partners and supports fact-based policy making through promoting the inclusion of private sector representations, academic institutions, and civil society organisations into policy-making processes.

In addition, the PSD Project supports the creation of employment prospects in the private sector for young Iraqis, especially women and returnees, following an integrated approach that combines labour market-driven skills development and job placement measures as well as entrepreneurship development, and advisory services for MSMEs.

Overall, this multi-donor action puts emphasis on developing long-term abilities of its partners such as Ministry of Higher Education and Scientific Research, Ministry of Labour and Social Affairs, chambers and business associations. Special attention is given to sectors with a strong potential for growth such as agribusiness, solar energy, waste management, and hospitality, with a regional focus on Baghdad, Basra, Diwaniyah, Diyala, Erbil and Mosul.

On top of the overall fragile economic and political challenges Iraq faces, the COVID-19 pandemic has hit the country hard. In order to slow down infection rate, the Iraqi government announced a nationwide curfew in March 2020, which has mostly been in place ever since.

The crisis has already transformed into an economic and labour market shock, impacting not only the supply of goods but also consumption and investment. All businesses, regardless of the size or industry, are facing severe challenges, significant declines in revenue, insolvencies and job losses. Following travel bans, border closures and quarantine measures, many workers cannot move to their places of work or carry out their jobs, which has knock-on effects on incomes, particularly for informal and casually employed workers. The impact of the latter is currently partly compensated by the government handing out basic food supplies in Baghdad and informal neighbourhood support.

Furthermore, the significant drop of crude oil prices to an 18-year low of less than \$20 per barrel in April 2020 has significant effects for the Iraqi economy. The annual budget for 2020 has been calculated with a minimum oil price of \$60, resulting in a massive lack of sufficient funds for paying wages in the public sector starting in May. Based on these circumstances, the Iraqi government released the white paper which included key solutions to develop and enhance the development process. The project establishes a task force to assist the Iraqi government to set up and implement constructive solutions to achieve economic reforms.

## 2. Tasks to be performed by the contractor

The contractor is responsible for providing the following services:

### I. Research & Analysis

- Conduct an in-depth analysis of the white paper, published by the Iraqi government on October 10<sup>th</sup>, 2020 together two other experts that are part of a

task force and will also be working on this assignment. This analysis shall include – but is not limited to – the following guiding questions:

- a. **Identifying quick wins:** Which low-cost, non-legislative reforms steps proposed in the White Paper could be implemented quickly without high (social and political) costs for Iraqi society (e.g. regulatory simplifications to improve access for foreign companies, easing/digitizing administrative procedures)? Which measures are already “in the drawer” of the Iraqi government for quick implementation? Which role can the international community play?
  - b. **Identifying drivers of pro-poor, non-oil growth:** Which proposed measures have the highest potential for significant employment effects in the private sector?
  - c. **Identifying high potential areas for longer-term international support:** Which measures require particular provision of longer-term external expertise to the Iraqi government?
- Collect, analyse and interpret data such as public opinions surveys, agriculture policy research, reporting on findings, recommendations and conclusions related to the white paper, since its publication in October 2020.
  - Conduct desk research and develop approaches/mechanisms for effective implementation of the white paper projects for Iraqi Economic Contact Group (IECG).

## II. Communication & Coordination

- Communicate and coordinate meetings with Iraqi stakeholders.
- Coordinate with the other task force members independently, according to the needs of each member.
- Participate in weekly update calls with GIZ and the other task force member, regarding a progress report and discuss changes if necessary.
- Present the final analyses (online) to stakeholders (yet to be identified) in up to three sessions.

## III. Output

- Written approach (English), incl. management summary (English + Arabic), next steps and milestones.
- PowerPoint presentation visualising the approach, at least 10 slides (English + Arabic).
- Paper on public works projects in Iraq (current activities + potential), at least 10 pages (English).

**Period of assignment: From 08.08.2021 until 31.05.2022.**

### **3. Personnel concept**

#### **Expert**

##### Tasks of expert:

As mentioned in chapter 2

##### Qualifications of expert 1

- Education/training (2.2.1): PhD degree in economics, statistics, or a related field.
- Language (2.2.2): Fluency (written and spoken) in English and Arabic is mandatory.
- General professional experience (2.2.3): intensive knowledge in research and analysis, work experience with international development organisations, and expertise in economics and a deep understanding of the Iraqi economy evident in work experience.
- Specific professional experience (2.2.4): Expertise in agricultural economics.
- Leadership/management experience (2.2.5): n.a.
- Regional experience (2.2.6): Extensive work experience in Iraq at least 10 years, intensive knowledge of the country, culture, political & economic situation is essential
- Development Cooperation (DC) experience (2.2.7): work experience with international development organisations
- Other (2.2.8): Experience working abroad

### **4. Costing requirements**

#### **Assignment of personnel**

Expert 1:      Assignment in home country for 90 expert days  
                    Assignment in Iraq for 10 expert days

#### **Travel**

The bidder is required to calculate the travel by the specified experts and the experts it has proposed based on the places of performance stipulated in Chapter 2 and list the expenses separately by daily allowance, accommodation expenses, flight costs and other travel expenses.

The contractor will have to travel to Baghdad up to 2 times, if travel restrictions and the security situation in Baghdad allows to do so. Costs for accommodation will be paid by the contractor at the hotel directly at a maximum rate of USD150 per night.

#### **4.1 Only applies if the contractor is based in Iraq outside Baghdad**

##### **4.1.1. Flight connection to Baghdad**

Flights will be booked and paid by the contractor himself, GIZ will reimburse the amount of economy class ticket against a proof of payment.

##### **4.1.2. No flight connection to Baghdad**

- a. If the **consultant does not have** a vehicle, then he/she can commute using a public transportation service but will only be able to reimburse the amount against proof of payment.
- b. If the **consultant has a personal vehicle** to use for commute from his residency to the working location, then the GIZ will reimburse 50 cent per kilometers per trip and for up to 2 trips only to Baghdad.

#### 4.2 Contractor is based outside Iraq

Flights will be booked and paid by the contractor himself, GIZ will reimburse the amount of economy class ticket against a proof of payment.

#### 4.3 Contractor is based in Baghdad

If the **contractor is residing in Baghdad**, then the GIZ will reimburse the amount of USD10 per day only without hotel accommodation.

**Costs for accommodation and transport can only be reimbursed against proof of payment.**

Fee days	Number of days	Comments
• Implementation in home country	90	
• Implementation in Iraq	10	If the health or security situation make travelling impossible, the assignment can be completed in the home country.
Travel expenses	Number of days/nights	Comments
• Per-diem allowance in country of assignment	10 * 22USD	
• Overnight allowance in country of assignment	10 * 150USD	Paid directly by the contractor, reimbursed against proof.
Flights	Number of flights	Comments
• Flights	2* return	

## 5. Option

After the tasks put out to tender have been completed, important elements of these tasks can be continued or extended within the framework of a follow-on assignment according to the followings:

1. **The contract period can be extended in case of the** followings:
  - a. The project implementation was interrupted for force majeure reasons. And/or;
  - b. Additional need for advisory will be required from the Iraqi government.  
The extension can be processed upon the availability and agreement of the consultant.
2. **The overall working days can be extended for a maximum of 45 days and 2 more trips to Baghdad.**
  - a. Tasks of the consultant could be revised depending on the implementation progress.
  - b. The amended tasks should be within the framework of section 2.
  - c. If new tasks were required to be added, it should be done upon agreement with the consultant.

The option is exercised in the form of an extension to the contract based on the already offered individual rates.