



## TERMS OF REFERENCE FOR SEEKING THE SERVICES OF A LEGAL CONSULTANT

<b>Reference</b>	Legal consultant
<b>Procuring organisation</b>	European Research Institute (ERI)
<b>Project</b>	FED/2018/397-602 Circular Economy in Sustainable Agricultural Development (CESAD)

### Introduction

The European Research Institute (ERI) is seeking a Legal consultant within the framework of the CESAD Project - Circular Economy in Sustainable Agriculture Development.

The CESAD Project is co-funded by the European Union, started in August 2018 and lasts three years. The project is managed by the European Research Institute (ERI) in partnership with the Agency for the Development of Women and Children (ADWAC) and the Njagara Agricultural Training Center (NATC). The purpose of the CESAD Project is to enhance the small-holder farmers' competitiveness and support the local development of the North Bank Region through a series of activities aimed at improving the quality of farming practices, providing logistic solutions to the storage and distribution of goods, introducing diversity of supply, and strengthening local capacities for competitive market accessibility.

The project's main target group is the Solicita Marketing Federation, a federation of farmers recently established in the North Bank Region. The members of the cooperative come from 8 villages in the North Bank region and in each village there is a communal garden devoted to the activities of the cooperative. The CESAD project is providing Solicita executives and ordinary members with specific training in different subjects and key innovative infrastructures, such as an aquaculture facility, a food-processing centre and an office. In addition to this, the project is supporting the cooperative in enhancing its marketing and sales capacity.

### Objective

The main objective of this tender is to select a legal consultant to support the preparation of the Consortium Agreement and the contracts for the provision of services, supplies and works within the CESAD Project.

### Deliverables

The selected legal consultant shall provide the following deliverables:

- Consortium Agreement.

### Duties of the contractor

The selected legal consultant shall perform the following tasks:



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- collect all the relevant information from partners in order to prepare a Consortium Agreement;
- prepare a Consortium Agreement;
- support the Project Manager and partners in the preparation of all contracts to be awarded for the procurement of services, supplies and works within the framework of the project;
- provide consultancy for privacy regulations.

**Qualifications and experience required (Selection Criteria)**

The selected legal consultant shall have:

- a degree in Law;
- at least two years work experience;
- previous experience in working within EU-funded projects;
- good writing skills to produce high-standard reports free of errors, inconsistency and vague/ambiguous statements;
- a good command of English.

**Time frame**

The deadline for submission of bids is 28th September, 2018. The successful bidder will be contacted within five days of the deadline and receive a contract for this service. The assignment is expected to start within five days from the signing of the contract by both parties and is expected to last until the end of 2021.

**Maximum budget**

The maximum budget for this service is EUR 5,500.00.

**Quotations**

Bidders shall submit a quotation to the European Research Institute (ERI) with the title: “Graphic Consultant for the CESAD project” Quotations should include:

- cost of the service;
- CV.

**Selection of proposals**

The proposal that will get the highest score will be selected. Selection of proposals will be based on the following criteria:

Award Criteria	Maximum Points
Price	40
Qualification	20



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Previous work experience	20
Completeness of proposal	20
Total	100

Threshold: 70/100.



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