



CALL FOR PROPOSALS

Request for Proposals: Capacity Assessment of the Ministry of Investment, Trade and Industry.

COUNTRY: Botswana

SUPERVISION: Ministry of Investment, Trade and Industry, Botswana

PERIOD OF ASSIGNMENT/SERVICES: To be proposed by bidder

1. BACKGROUND

- 1.1 The Country Programme Document for Botswana (2017-2021) (CPD) of the United Nations Development Programme (UNDP) outlines the Programme's response to support Government of Botswana (GoB). UNDP support is in three (3) areas 1) policy design, 2) policy implementation and 3) evidence-based monitoring and evaluation. The support is within the context of the UNDP mandate to provide technical expertise, exchange of knowledge and capacity development, based on international best practice. It is also UNDP's mandate to support developing countries to achieve national and international goals, notably the Sustainable Development Goals (SDGs).
- 1.2 GoB and UNDP priorities and aspirations as identified in National Development Plan 11 (NDP 11) and Vision 2036 include but not limited to; developing diversified sources of economic growth, employment creation, export-led growth, creating a conducive environment for the private sector, improving regulatory framework for doing business and global competitiveness. The Ministry of Investment, Trade and Industry (MITI) plays a critical coordination role in the Economy and Employment Thematic Area of NDP11 which overarches the preceding priorities and aspirations. The Ministry's mandate, as stated in the 2016 -2022 Strategic Plan, is to facilitate the Promotion of Investment and the development of Sustainable Industries and Trade.
- 1.3 In light of this, Ministry of Investment, Trade and Industry (MITI) recognizes that achievement of its goals, hinges on capacities of individuals and each Department partaking in the coordination and/or implementation of its mandate. UNDP supports this view. To drive this view UNDP seeks to support the improvement of national capacities in MITI to plan for delivery, identify and solve implementation challenges and account for the delivery of high quality sustainable development. To that effect, MITI with the support of UNDP seeks to engage consultancy services to conduct a comprehensive capacity assessment.

2. **DETAILED TERMS OF REFERENCE** and instructions to bidders should be obtained from:
<http://procurement-notices.undp.org>

3. SUBMISSION REQUIREMENTS

Proposals with reference should be submitted in a sealed envelope clearly labelled, “**Capacity Assessment of the Ministry of Investment, Trade and Industry**” and be submitted to:

The Resident Representative
United Nations Development Programme
P.O. Box 54
Gaborone, Botswana

OR by email to procurement.bw@undp.org

4. **SUBMISSION DATE:** Proposals should be submitted to the address above no later than **12.00 noon Botswana Time** on the **30th January 2019**.
5. **REQUEST FOR CLARIFICATION:** Any request for clarification must be sent in writing, or by standard electronic communication to enquiries.bw@undp.org UNDP Botswana will respond in writing or by standard electronic mail and will send written copies of the response, including an explanation of the query without identifying the source of the inquiry to all prospective candidates.

NOTE: *Consultancy firms/companies interested in applying for this assignment are free to do so provided they submit a CV of only one qualified consultant and present its bid in a manner that would allow for evaluation of the bid in accordance with the evaluation criteria specified in these solicitation documents. That is, the experience required is that of the individual whose CV would have been submitted by the company rather than that of the company. In this regard, the company by submitting a CV is bidding as an individual bidder rather than a company/firm. Further, if the submitted bid wins, the ensuing contract will be between the UNDP and the company/firm, not the individual.*