



FEDERAL REPUBLIC OF SOMALIA

TERMS OF REFERENCE

FOR

SELECTION OF CONSULTANCY SERVICE TO CARRYOUT A FEASIBILITY STUDY
ON THE DEVELOPMENT OF A UNIFIED NATIONAL DIGITAL EXPORT AND
ANIMAL HEALTH CERTIFICATE GENERATING SYSTEM

July 2024

1. Background

The Ministry of Livestock, Forestry and Range (MoLFR) of the Federal Republic of Somalia is responsible for improving livestock health conditions, access to high-quality fodder, suitable markets, and sustainable production. The ministry safeguards rangeland resources and forestry from land degradation and deforestation to ensure sustainable production of pasture for livestock and benefiting other natural resources on rangeland and forestry sustainably. The ministry further enhances human resource capacity building and institutional strengthening, animal health and disease control, animal production, rangeland development, and livestock marketing and trade facilitation.

Somalia has traditionally hinged on livestock production for a greater part of its GDP output. Most of this economic contribution to the GDP from livestock production is earned from export of livestock and livestock products to markets outside of Somalia including cross border trade and intense domestic consumption. Yet, given this significance, the sector has been facing significant challenges when it comes to an efficient certification process for both its export trade, domestic and cross border business engagements, due to the sector's currently heavily reliance on an old practice of certificate provision for its veterinary services and animal export certificates. The practice is majorly dependent on a paperwork-based certificate issuance, whose security vulnerability is a significant livestock trade barrier, given the multi-stakeholder involvement of the issuance process at various export points of the country. The Ministry of Livestock, Forestry and Range leveraging the support its development partner, the World Bank Group, through the DRIVE Project, seeks to address this multi-handed certification service currently in practice by assessing the development of a unified national digital export and animal health certification system and determining the best, suitable and state of the art certification system through this consultancy service. The consultancy will conduct a feasibility study on the development of the system and its operationalization by the ministry and define specifications, administrative, technological, and operationalization technical requirement of the certificate generating system.

With a regional coverage (Djibouti, Ethiopia, Kenya, and Somalia), the De-Risking, Inclusion and Value Enhancement of Pastoral Economies (DRIVE) project's development objective is to enhance de-risking, market inclusion, and value addition of pastoral economies in the Horn of Africa. DRIVE aims to protect pastoralists against drought shocks, using a package of financial services including drought insurance, savings facilitation, provision of credit funding, and to connect the pastoralists better to markets by upgrading the livestock value chains and facilitating the regional livestock trade. One of the initiatives of DRIVE is to support the Ministry of Livestock, Forestry, and Range, Federal Government of Somalia, to procure a modern and unified digital export and animal health certificate generation system. This initiative will upgrade Somalia's veterinary certification system, ensuring greater reliability, efficiency, and fostering significant technological advancement in livestock services. The goal is to facilitate livestock trade and establish uniform livestock export health certificate generation system within the country.

2. Significance and Rationale

The unified national digital export and animal health certificates system, that the Ministry of Livestock, Forestry, and Range currently is considering, will be a standardized and centralized online digital system where livestock transporters and exporters apply for with a system secure bar code for authenticity and receive animal health and livestock export certificates electronically.

In the context of the DRIVE project in Somalia together with its anticipated project results, establishing unified national digital export and animal health certificates system for the livestock sector will significantly help to improve the efficiency and accuracy of the export certification and enhance the delivery of public veterinary service of the Ministry. Through such a system, livestock exporters as well as the animal resource community will enjoy the advantage of an efficient, agile and reliable single window veterinary and export certification service, enabling them to lodge standardized information and documents with a central and single-entry point at the Ministry- fulfilling all health, export, administrative and transit-related requirements for the certification before organizing an action of export.

Somalia is not only rich with terrestrial animal resource, but it also has plenty of aquatic animal resource potential for export, domestic and regional trade. The unified export certification system will also support the aquatic animal food export and trade through enhanced and centralized digital veterinary certification by the respective veterinary offices at the Ministry of Livestock, Forestry and Range.

While there may be no off the shelf digital system solution that offer such services, many countries have implemented bespoke solutions that are deeply integrated with internal practices but also interoperable with external systems through a custom set of application programming interfaces (API). The system that the Ministry of Livestock, Forestry and Range is seeking will be expected to offer a lot of benefits including improved regulatory compliance, streamlining issuance of competent export and animal health certificates, reducing turnaround times and increasing trade efficiency, reducing bureaucracy and paperwork, errors and inconsistencies usually associated with a rather cumbersome manual processes, providing greater transparency in the export and animal health certification process, building trust and confidence between stakeholders, including the Ministry, exporters, country livestock and livestock product importer partners, and consumers on the basis of health and safety of animals as well as increasing the competitiveness of the livestock sector abroad.

3. The Objective of Assignment

The objective of the assignment is to carry out a feasibility study for the design, development and operationalization of a unified national digital export and animal health certificates system for the Ministry of Livestock, Forestry and Range. Specifically, the feasibility study will cover:

1. Assessing the current state of export and animal health certification service in practice at different points (Federal and FMS) and conducting a feasibility study on the establishment of unified national digital export and animal health certification service in Somalia's livestock sector.
2. Identifying the potential benefits and challenges associated with developing such a system, particularly revenue generation aspects and, recommending the appropriate system to serve the health and quality requirements of Somalia's livestock and livestock products export in terms of certification.
3. Evaluating the technical feasibility of developing such a system, assessing the financial feasibility of developing such a system; engaging with stakeholders such as government agencies, animal health bodies of the Ministry and States, trade and agri-business associations, exporters, importers, and other relevant stakeholders throughout the

assignment processes to ensure that the system will meet their needs now and in the future.

4. Developing the technical specifications, software and hardware requirements, general technical compliance requirements, and installation and operationalization of the proposed/studied national digital export and animal health certificate generating system. The firm will prepare the full set of technical specification and operationalization documents to be utilized in the procurement process of the good.

4. Scope of the Assignment

To deliver the feasibility study that enables as well as providing essential information for the Ministry of Livestock, Forestry and Range and other stakeholders to make informed decisions about the development of a unified national digital export and animal health certificates system, the consulting firm will perform the following activities:

- i) Review the policy, legal, regulatory and market systems' requirements for export and animal health certificates and, determine how the chosen digital system for procurement could comply with the international requirements at the livestock markets that not only includes the Arabian Peninsula markets but also other potential markets for animal sourced food from Somalia including the EU, Asia, and the USA. This also includes reviewing the laws of the Federal Republic of Somalia, documenting any gaps for action by relevant parties.
- ii) Review the global trends and the digital solutions available in other jurisdictions for export and animal health certification, in line with the published standards and procedures at OIE, WTO, Codex, etc. and ISO. Of importance would be jurisdictions/benchmarks where unified national digital export and animal health certificates systems have promoted international trade for livestock and livestock products, simplified export processes, enhanced efficiency, traceability and augmented transparency, ensured consistent animal health and regulatory compliance, reduced administrative costs, and supported data-driven decision-making.
- iii) Assess how the proposed Animal Health (e-AH) Certificate to be exchanged between the AMS must be aligned to the Electronic Certificate (e-Cert), an international standard developed and maintained by the United Nations Centre for Trade Facilitation and Electronic Business (UN/CEFACT). Further, animal health requirements must also be aligned to standards published by the World Organisation for Animal Health (OIE), notably the "Terrestrial Animal Health Code" and the "Aquatic Animal Health Code.
- iv) Review and analyse the Somalia SPS and trade regulatory and legal frameworks and associated legal documents, including trade and SPS related laws, rules, regulations and other requirements for the imports, exports, and international trade of animal and animal products, and food products for compliance with SPS and other trade requirements and that of main trading partners.
- v) Provide justified recommendation to make changes in the relevant legal documents that would enable Somalia to meet the import and export requirements for animal and animal products, and food products.

- vi) Develop and simplify the guidelines and/or standard operational procedures (SOP) for market access and obtaining SPS certificates ensuring the SPS compliance requirement of Gulf countries and main trading livestock partners. The SOP should cover detailed steps for both private sector, who are exporters and producers, and authorities, who issue the certificates. The SOP should be developed in consultation with both private sector and public agencies concerned, as well as in coordination with neighbouring countries. This includes consultation workshops to finalize the SOP.

- vii) Assess e-certification for export of animal and animal products: Review the existing processes of animal tracking and issuance of sanitary certificates including animal health certificate, vaccination certificate, biosecurity certificate of animal farm, animal product safety certificate for imports, exports and transit and advise to develop online systems for issues of these sanitary certificates.
 - a) Review strategy/ies drafted by other project(s) for targeting the informal animal trade in Somalia based on an assessment of the sources of the trade, the likely border and other transit points for such trade and the most effective and efficient means of intercepting such traffic.
 - b) Review the e-veterinary certification systems for international trade on the basis of a single window system under the WTO Standards Trade Development Facility (STDF) being developed by the World Organization of Animal Health (OIE) <https://www.woah.org/en/home/> (previously oie.int).
 - c) Identify the basic features for operating systems, including technical details, the drivers for introducing e-certification (e.g. economic development, trade facilitation, enhancing regulatory controls), and challenges in overcoming the hurdles preventing widespread use).
 - d) Provide recommendations on development of the system for the gathering information on animal and animal product import and export and initiate a framework to facilitate e-veterinary certification development and potential link with the international trade on the basis of a single window system based on the WTO Standards Trade Development Facility (STDF).
 - e) Review the prerequisites for the hub. The structure and transmission of eCVI should be harmonized globally, allows equal participation to countries without national system, animal health authorities do not need to set up bilateral systems to connect with each other and should be link with other international E-Systems (e.g., single window).
 - f) Conduct a business process evaluation and determine the steps required to implement e-certificate system, including contacting -or/and contracting- WOA (and WTO) on the progress and conditions for an international e-CVI system to be operational.
 - g) Assist the DLF in relating with Vet Sentry e-CVIs (vet-sentry.com/eCVI) to seek assistance or explanations on their system.

- viii) Asses the current system of manual (or other) export and animal health certification apparatus in Somalia. Analytical work could focus but not be limited to:
 - a. The digital technology gaps, needs and concerns of key stakeholders relevant to the MoLFR, encompassing trade and producer agencies, government, industry associations, and international partners, to gauge their

- appreciation, potential and preparedness (literacy levels, level of use of digital skills, etc.) for eventual beneficiation of such a system.
- b. The current infrastructure and the current processes and procedures for issuing export and animal health certificates in the country. Where many apparatuses exist, the consulting firm should investigate the possible migratory, efficacy and interoperability of such systems with a view to the new hardware and software and unification initiative, including associated processes and costs.
 - c. The data security risks associated with the current unified system in use.
- ix) Evaluate the technical feasibility of owning independently the system, or a hosting choice (if there is no option of independent system ownership) and maintaining the unified digital export and animal health certificates system within Somalia, in terms of requisite technical personnel, technical infrastructure and cyber security support needed to operate and maintain such a system.
- Conduct technical and legal mapping and coordinate with relevant stakeholders on the Single Window and the readiness to exchange e-SPS; •
 - Present the proposed electronic SPS information flow and e-SPS data structure
 - Develop the Electronic Operational Certification Procedure for e-SPS; • Develop the e-SPS message implementation guide, export declaration business process flow, process specifications, including the XML Schema Definition (XSD);
 - Identify technical and legal gaps that must be resolved prior to the exchange of the e-SPS and provide recommendations on how to address any remaining gaps;
 - Develop the user acceptance process criteria and success indicators of the project, to ensure that these requirements are met.
- x) Assess the financial feasibility of developing a unified national digital export and animal health certificates system in Somalia (broader system capability), by analyzing costs associated with the development, procurement and establishment (including piloting and testing), implementation (deployment and scaling up), and maintenance, as well as an evaluation of future evolution and establishment of extension centers of the system at various export points across Somali livestock terminals.
- xi) Provide on a change management agenda and plan to facilitate a seamless transition from paper-based livestock export certification to robust digital systems (considering requirements enshrined on the trade protocols and MOUs between MoLFR and its trade partners) including training, capacity-building for relevant stakeholders and public awareness campaigns on process modernization.
- xii) Advise on robust key performance indicators (KPIs) that will be used to measure the success of the digital system, including improvements in trade volume, value, cost savings, and animal health outcomes, to feed into the DRIVE project's monitoring and evaluation framework.

- xiii) Identify potential benefits, in terms of economic growth by the export-oriented livestock production, challenges and opportunities of expansion the Ministry to ponder of
- xiv) Synthesize the findings in i) to viii) above to:
 - a) Develop the technical specifications, software and hardware requirements, general technical compliance requirements, and installation and operationalization of the proposed/studied national digital export and animal health certificate generating system. The firm will prepare the full set of technical specification and operationalization documents to be utilized in the procurement process of the good.
 - b) Recommend the key specifications of the system in terms of functionality (certificate issuance, data management etc.), technical (accessibility, authentication, security, audit etc.), and other considerations such as multilingual support and contingency plans.

5. Qualifications of the Firm and the Team of the Consultants

5.1. The Eligible Firm(s)

The firm must exhibit verifiable technical proficiency and capacity required to effectively carry out the entire scope of work and objectives of the consultancy and fulfill the specified qualifying and shortlisting criteria outlining below.

- A minimum of 10 years of relevant experience in carrying out feasibility studies on digital exports certificate, phyto sanitary standards, development and operationalization in any state within the Horn of Africa, developing countries, in any context similar to Somalia or in advanced societies.
- Working knowledge with government agencies, private sector actors such as livestock traders, livestock industry associations, exporters and importers and consultations is a requisite requirement for eligibility to carry this work.
- Eligible firms should hold experience that should contain understanding in international livestock trade including the current policy, legal, regulatory and market system's situation.
- Eligible firm(s) must have a verifiable experience of implementing at least one contract in the past 5 years having experience of conducting feasibility study and development of a system technical specification, software and hardware requirements, general technical compliance requirements, and installation and operationalization of the system; preferably a system of export and animal health certificate generating system.
- Experience on analysis of business processes, interconnectivity with Customs, reengineering to support improved clearance, experience in ePhyto implementation with respect to ASYCUDA Risk Management, ports and other systems such as Port Community System, etc.

5.1.2. Expert Team Composition

The consulting firm should demonstrate the following capacities/skills within its key expert staff, they should be of multi-disciplinary team, and with substantial expertise in carrying out feasibility study in agriculture/livestock economies:

- a) **Regional Policy and Trade Expert (Key Expert 1 - Team Leader):** Proposed expert should hold more than 10 years' proven professional experience in productive sector development, experience in leading, designing and managing technical studies in productive sector with special concentration in livestock economics. A minimum of master's degree in development economics and trade, livestock economics or a related field is required.
- b) **Livestock Value Chain and Market Systems Expert (Key Expert 2):** He/she must be possessing minimum of 10 years' professional experience in livestock market systems development, upgrading livestock value chains, processing and value addition. At least master's degree in livestock husbandry and production or in a related field are desired. He or she should have an in-depth and strong understanding of livestock value chains and market systems development.
- c) **IT and Business Systems Expert (Key Expert 3):** Proposed expert should be holding advanced systems engineering master's degree or computer science and relevant bachelor's degree to the advanced education is required. Candidate must be having at least 10 years demonstrated and proven professional experience in designing, engineering and developing systems, particularly systems in productive sectors such as livestock or public veterinary services. He or she should demonstrate an in-depth knowledge of developing ISO and OIE standard certificate generating systems in the livestock arena or other related sector.
- d) **International E-Phyto Specialist (Key Expert 4):** The consultant will assist the MOLF to develop the mechanism to adopt e-Phyto certificate. He/she must be holding around 8 years of experience in modernization of agricultural (livestock agriculture sub sector) import and export processes, E-phyto implementation, and business process engineering. The candidate must have Master Degree in IT or related field and proven relevant experience working in developing electronic systems. Experience in e-Phyto related work is highly desirable with strong command of certification process of phytosanitary products and international best practices as recommended by the IPPC and FAO. Fluency in written and spoken English is mandatory.
- e) **Animal Health Expert (Key Expert 5):** A veterinary doctor with a minimum of 10 years strong professional experience in standardizing and developing national veterinary services. He or she must be holding master's degree in veterinary medicine or animal health science.

6. Reporting Arrangement and Structure

The firm will work under the general supervision of the Director General, Ministry of Livestock, Forestry and Range and engaging relevant departments of the ministry under the coordination of the DRIVE Project Focal Point at the MoLFR, it shall also provide weekly basis progress reports summarizing progress; challenges and presenting any issues that require action from the Ministry and Project team. The firm will further coordinate with the PIU of the DRIVE project through the existing coordination team at the MoLFR to include inputs from

the relevant government agencies, where necessary. Sharing of work progress updates, stakeholder meetings, and workshops shall be conducted within the agreed timelines by the parties. A handover ceremony shall be conducted for the final close out of the consultancy works.

7. Deliverables and Timelines of the Delivery for the Service

The firm is expected to conclude the delivery of this consultancy service within 3 months. The percentage payments will be released to the consultant on the submission and acceptance/ approval of the deliverables (as mentioned below) by the competent authority of MoLFR (Client). Expected deliverables and an indicative timeline for delivery and payments is included below:

D#	Deliverable	Timeline	Payment schedule
1	Kick-off and foundational meeting/consultation with the Ministry relevant departments and stakeholders (within 7 days after contract signature) and submission of inception report and work plan outlining overall execution plan guaranteeing timely completion of the assignment.	Within 15 days after contract signature.	Payment of 10% of the signed contract amount
2	Draft feasibility study report together with the draft technical specification of the recommended certificate generating system (i.e., full drafts of items discussed under sections 3 and 4 of the terms of the reference).	Within 60 days after contract signature.	Payment of 30% of the signed contract amount after acceptance of the draft report
3	Validation workshop on the feasibility study report containing all items under the scope of the assignment and objectives on sections 3 and 4 of the ToR.	Within 72 days after contract signature.	Payment of 20% of the signed contract amount
4	Final report/ versions of all deliverables, incorporating feedback and recommendations, including short read-out of consultations with relevant stakeholders and how they have been reflected.	Within 90 days (3 months) after contract signature.	Final Payment of 40% of the signed contract amount after acceptance of the deliverable by the client (MoLFR).

8. Location of the Services

The consultancy will be conducted in Somalia, particularly in Mogadishu and the administrative capital cities of the Somali Government federal member states. The firm will be required to assess the various paper-based certifications practiced at the states and the HQ centers of the Ministry of Livestock, Forestry and Range while also engaging main bodies of the relevant stakeholders such as livestock export trade groups, quarantine facilities, professional associations and customs authority at both the two layers of Somali Federal

Republic. The assigned team of experts from the consulting firm are supposed to expect adequate travels to these stakeholders and locations to ensure informed actions are addressed towards the challenges and process transformation that this consultancy service is aiming to achieve.