Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)
National Fisheries & Aquaculture Authority
P. O. Box 10-1384
United Nations Drive, Bushrod Island
1000 MONROVIA 10, LIBERIA

REQUEST FOR EXPRESSION OF INTEREST (REOI)
(Consulting Services – Firm Selection)

Country: Liberia
Name of Project: Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)
Loan No.: 15809P
Date: November 9, 2026

Assignment Title: Consulting Services for the Provision of Detailed Engineering Design and Construction Supervision for the Construction of a Solar Powered Integrated Large Scale Aquaculture Off-Taker Farm in Sanniquellie, Nimba County

Reference No.: NAFAA/IFSSP/QCBS/005/2026

The National Fisheries and Aquaculture Authority (NaFAA) through the Government of Liberia has received financing support from the OPEC Fund for International Development (OPEC Fund) towards the implementation of the "Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)", and intends to apply part of the proceeds towards eligible payment for the consulting services to provide detailed engineering design, prepare tender documentation and supervise the construction of a Solar Powered Integrated Large Scale Aquaculture Off-Taker Farm in Sanniquellie, Nimba County.

The consulting services ("the Services") include the provision of comprehensive professional services for the detailed engineering design, preparation of bidding documents, procurement support, construction supervision, contract administration, and defects liability supervision for the construction of a Solar Powered Integrated Large Scale Aquaculture Off-Taker Farm in Sanniquellie, Nimba County. The assignment is expected to be completed in a period of thirty-six (36) months after the signing of the Contract.

The detailed Terms of Reference (TOR) for the assignment can be found at the following websites:
a) www.nafaa.gov.lr
b) www.emansion.gov.lr

The National Fisheries and Aquaculture Authority (NaFAA), executing agency of the LIFSS Project, now invites eligible consulting firms to indicate their interest in performing the Services. Interested firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services (brief corporate profile, description of similar assignments, experience in similar conditions, availability of appropriate skills, etc.)

Interested consulting firms shall demonstrate that they possess the requisite corporate experience, technical expertise, organizational capacity and professional resources to undertake the design, procurement support and construction supervision of the Integrated Aquaculture Off-taker Farm in Sanniquellie, Nimba County, Liberia.

Specifically, the firm shall:

- Have a minimum of ten (10) years of relevant professional experience in architectural and engineering design, infrastructure development, construction supervision, or related multidisciplinary consultancy services.
- Demonstrate specific, recent and verifiable experience in at least three (3) similar assignments undertaken within the last ten (10) years. Relevant assignments may include aquaculture facilities, hatcheries, fish ponds and tanks, fisheries infrastructure, fish handling and processing facilities, cold-chain infrastructure, agricultural infrastructure, post-harvest facilities, water supply and wastewater management systems, and other technically comparable infrastructure projects.
- Demonstrate the institutional capacity to deliver multidisciplinary services encompassing architectural, civil and structural engineering, geotechnical investigations, mechanical and electrical engineering, water and wastewater management, aquaculture production systems, renewable energy, and construction supervision.
- Demonstrate relevant experience in environmental and social risk management, including the application of the World Bank Environmental and Social Framework and relevant Environmental and Social Standards, or demonstrably comparable requirements of international development partners. Experience in environmental and social management planning, construction-phase ESHS supervision, occupational health and safety, labor management, stakeholder engagement, grievance redress, gender inclusion, and the prevention and management of SEA/SH risks shall be considered relevant.
- Demonstrate experience in projects financed by the World Bank, African Development Bank, OPEC Fund or other international development partners, and experience in Liberia or comparable West African operating environments, will be assessed as part of the firm's relevant qualifications.

The attention of interested Consultants is drawn to Section G and Appendix II of the OPEC Fund's Principles of Procurement of Goods, Works and Services dated June 2023, setting forth the OPEC Fund's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the

case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultancy Firm will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Procedures for the Procurement of Consulting Services dated April 2023.

Further information can be obtained at the address below during office hours, i.e. 0900 to 1600 hours GMT.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by Monday, December 7, 2026 @ 4:00PM GMT:

Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)
National Fisheries and Aquaculture Authority
Attn: Austin Saye Wehye
Project Manager
Freeport of Monrovia, Adjacent LPRC
Tel: +231886 942170/ +231 775 717273
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TOR below

Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)
National Fisheries & Aquaculture Authority
P. O. Box 10-1384
United Nations Drive, Bushrod Island
1000 MONROVIA 10, LIBERIA

Terms of Reference

To Finalize Detailed Engineering Design (DED) and provide construction supervision

for the Construction of a Solar Powered Integrated Large-Scale Aquaculture Off-Taker Farm in Sanniquellie, Nimba County

under the

Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)

15809P

November 2026

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1. Introduction

Global aquaculture has reached a pivotal inflection point in the trajectory of aquatic food systems. According to the Food and Agriculture Organization (FAO), 2022 marked the first time in recorded history that aquaculture surpassed capture fisheries as the primary source of aquatic animal production. Total global aquaculture output reached approximately 130.9 million metric tons, of which 94.4 million tons consisted of aquatic animals. This accounted for 51% of total global aquatic animal production, underscoring aquaculture's emerging dominance in global food systems and its critical role in ensuring future food and nutritional security.

In Liberia, aquaculture is increasingly recognized as a high-potential subsector within the broader fisheries and blue economy domain. However, it remains in an early stage of development, characterized by low productivity, subsistence-level operations, and limited commercial integration. The 2023 Aquaculture Frame Survey conducted by the National Fisheries and Aquaculture Authority (NaFAA) identified approximately 1,704 fish ponds across 160 rural communities, covering a total surface area of 113.9 hectares. Of these, 1,125 ponds (73.3 hectares) are currently in active use, primarily culturing *Oreochromis niloticus* (Nile tilapia) and *Clarias gariepinus* (African catfish).

Annual national aquaculture production is estimated at only 2,000 metric tons, representing a small fraction of domestic fish demand, which is met predominantly through imports. Nonetheless, Liberia's aquaculture sector holds substantial potential for scale and impact, owing to its abundant freshwater resources, favorable agro-climatic conditions, and a growing domestic market for affordable fish protein.

To address these challenges, the Government of Liberia, represented by the National Fisheries and Aquaculture Authority (NaFAA) **through the** Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP) with funding from the OPEC Fund for International Development (OPEC Fund), seeks to establish an integrated aquaculture off-taker farm to catalyze the transition from subsistence fish farming to a commercially viable, environmentally sustainable industry.

This TOR outlines the consultancy services required for the **design and supervision** of the aquaculture off-taker farm, ensuring technical soundness, environmental compliance, socio-economic benefits.

2. PROJECT DESCRIPTION

2.1 Description of Project

The physical infrastructure proposed under the project consists of the construction of an aquaculture hub shall comprise of a) Covered fish handling area, b) Chilled storage room, (c) Ice cube making Machine d) Male and female hygiene block, (e) indoor and outdoor hatcheries, (f) fish ponds and concrete tanks. The facility shall be equipped with solar-powered, water supply borewell, rainwater harvesting system, liquid waste treatment system, municipal solid waste containers, Igloo cooler boxes for ice storage, and solar photovoltaic (PV) panels and batteries to run LED lighting and pumping requirements (borewell and header tanks) and stainless-steel work benches. The hub layout will also have other facilities, such as, building for

administrative activities including conference and training rooms, fresh and processed fish markets as well as fishermen changing rooms and eateries.

3. Objective and Scope of the Assignment

The objectives of the consultancy are to:

- Prepare detailed engineering designs for the first phase of the aquaculture hub and associated infrastructure, and the preliminary design of the remaining phases as proposed in the feasibility study report.
- Supervise construction to ensure compliance with design specifications, environmental and social safeguards, and international best practices.
- Build institutional and technical capacity for NaFAA and local stakeholders in farm management, operations, and maintenance.
- Ensure integration of sustainability, gender inclusion, and climate resilience in all phases of the project.
- Ensure that ESHS risks, including land, labour and working conditions, community health and safety, and gender-based violence (GBV) and sexual exploitation and abuse/sexual harassment (SEA/SH) risks, are identified, avoided or mitigated, and monitored throughout design, procurement, construction and handover, in line with the World Bank ESF and Liberian law.

The scope of services for the consultancy is presented below:

Design Phase

- **Site investigations and feasibility confirmation**: The Consultant shall review the feasibility study report and ESIA report including the preliminary design and or undertake all investigations where necessary to support the detailed design. This shall include confirming that the ESIA/ESMP covers the full scope proposed (including markets, eateries, training and administrative facilities), confirming the status of the EPA Environmental Permit, and identifying any design changes that require an ESIA addendum, permit amendment or other E&S instrument. The Consultant shall also confirm land due diligence for the site (tenure, acquisition process, users or occupants, and any need for a Resettlement or Livelihood Restoration Plan).
- **Engineering Designs**: Prepare architectural, structural, electrical, and mechanical designs for:
    - Hatcheries (indoor/outdoor)
    - Grow-out ponds and concrete tanks
    - Fish handling and processing facilities (chilled storage, ice production, hygiene blocks)
    - Administrative and training facilities

    - Renewable energy systems (solar PV, water supply borewell, rainwater harvesting, waste treatment).
    - Fresh and processed fish market, vending stalls, eateries, and changing rooms for fish farmers and workers.

- **Bill of Quantities (BoQ)**: Develop detailed cost estimates and technical specifications.
- **Implementation Plan**: Provide phased construction timelines and procurement strategies.
- E&S Integration in Design: Ensure that the designs incorporate all ESIA/ESMP mitigation measures and address, at a minimum: pond and tank effluent and sludge management, with effluent quality targets for the liquid waste treatment system; effects of borewell abstraction on community water sources; biosecurity and prevention of fish escapes; safe storage of feed, fuel, hatchery chemicals and veterinary products; refrigerants used for chilled storage and ice production; end-of-life management of solar PV panels and batteries; fire and life safety; fencing and safety measures around ponds and tanks; drainage, standing water and vector control; and climate and flood risk.
- Inclusive and Gender-Responsive Design: Ensure universal access for persons with disabilities; separate, lockable and well-lit sanitation facilities for women and men; adequate lighting of public areas; and equitable access to market stalls and processing space for women fish processors and traders, including provision for a nursing/child-care space.
- Stakeholder Consultation on Design: Work with the E& S team of the PIU to consult affected communities, local fish farmers, women fish processors and traders, and local authorities on the preliminary design, in line with the project SEP, and document how their feedback has been addressed in the final design.
- Social and Livelihood Considerations: In coordination with the PIU Social Development Specialist, assess the potential effects of the off-taker model on smallholder fish farmers and on local fish traders and processors (including women), and recommend inclusion criteria and measures to avoid exclusion, displacement of existing livelihoods, or elite capture.
- ESHS Requirements in Tender Documents: Prepare the ESHS requirements of the works bidding documents, including ESHS specifications, costed ESHS items in the BoQ, contractor ESHS staffing requirements (Health and Safety Officer and Community Liaison/Social Officer), Codes of Conduct for workers addressing SEA/SH, requirements for a Contractor's ESMP (C-ESMP) and its sub-plans, and ESHS criteria for evaluating bids.

Supervision Phase

- **Construction Oversight**: Monitor contractor performance, quality assurance, and adherence to design standards.
- **Environmental & Social Safeguards**: Ensure compliance with ESIA/ESMP, World Bank Environmental and Social Standards (ESS), and Liberia's EPA regulations. The World Bank ESF applies as the project's E&S standard notwithstanding OPEC Fund financing.

- **Contractor ESHS Management:** Review and recommend for approval the Contractor's ESMP (C-ESMP) and sub-plans (Occupational Health and Safety, Labour Management, Traffic Management, Waste Management, Emergency Preparedness and Response, Worker Accommodation where applicable, and Chance Finds) before mobilisation; carry out regular ESHS inspections; monitor environmental parameters (effluent and water quality, noise and dust); issue non-compliance notices; and recommend withholding of payments or suspension of works for serious ESHS non-compliance.
- **Incident Management:** Notify NaFAA of any serious ESHS incident (including fatalities, serious injuries, SEA/SH allegations, and significant environmental or community incidents) within 24 hours of becoming aware of it, and ensure that a root-cause analysis and corrective action plan are prepared.
- **Labour and Working Conditions:** Monitor contractor compliance with the project LMP and the Decent Work Act, including the prohibition of child and forced labour, written terms of employment and timely wage payment, occupational health and safety, fair local recruitment, and the functioning of a workers' grievance mechanism.
- **GBV/SEA/SH Risk Management:** Support the GBV/SEA/SH risk assessment for the works; monitor the signing of and training on Codes of Conduct; ensure that GBV service providers and referral pathways are mapped; and ensure that SEA/SH complaints are handled confidentially through a survivor-centred channel within the GRM.
- **Community Health and Safety:** Monitor and manage risks from labour influx, construction traffic, site security, open excavations, ponds and tanks, and water- and vector-borne disease.
- **Cultural Heritage:** Ensure that the chance-find procedure is applied and that communities are consulted on any sacred or culturally significant sites.
- **Capacity Building**: Train NaFAA staff and local operators in infrastructure management, safety protocols, and aquaculture best practices.Training shall also cover ESMP implementation during operations, occupational health and safety, biosecurity, effluent monitoring, waste and chemical management, grievance handling, and GBV/SEA/SH prevention.
- **Reporting**: Provide monthly progress reports, site inspection notes, and a final completion report. Monthly reports shall include a dedicated ESHS section, and quarterly E&S compliance reports shall be prepared for NaFAA and the OPEC Fund.
- **Health and Safety Plan:** Review and approve contractor's Occupational , Health and Safety Plan
- **Quality Assurance Plan:** Develop a quality assurance plan to guide the contractor

The Consultant shall review the approved Feasibility Study, ESIA, ESMP and all associated technical investigations and shall ensure that the detailed design fully incorporates their recommendations and mitigation measures. Where information is insufficient for detailed design, the Consultant shall undertake or commission the necessary supplementary investigations. Where any design change or supplementary investigation alters the E&S risk profile of the project, the Consultant shall advise NaFAA on the need to

update the ESIA/ESMP or obtain additional approvals before works proceed.

4. Deliverables

The Consultant shall prepare and submit all deliverables necessary to complete the assignment in accordance with the approved work plan and implementation schedule. All deliverables shall be prepared in English and submitted in both hard copy and editable electronic formats. Unless otherwise specified, reports shall be submitted in **three (3) hard copies**, one (1) reproducible master copy, and editable electronic versions in Microsoft Office-compatible formats, AutoCAD/Revit (or other agreed CAD/BIM software), PDF, and native software files.

All reports, drawings, calculations, specifications, and other documents shall be reviewed internally by the Consultant and signed and sealed by the appropriate licensed professionals prior to submission.

The Consultant shall revise and resubmit deliverables to address comments received from the NaFAA, the Project Implementation Unit (PIU), and the OPEC Fund, as applicable.

4.1 Detailed Deliverables

a. **Inception Report:** Within one month of contract signing, the consultant shall deliver an inception report that clearly outlines the methodology, work plan, and schedule for the assignment, including team composition, roles, and responsibilities, initial findings from site reconnaissance and stakeholder consultations, identification of data gaps and risks, and proposed mitigation strategies, thereby confirming full understanding of the TOR and securing client approval before proceeding. The Inception Report shall include an E&S gap analysis (ESIA/ESMP coverage, EPA permit status and land due-diligence findings) and an E&S work plan for the assignment.
b. **Preliminary Design Report:** The preliminary design report will present the results of site surveys, draft layouts of the aquaculture hub facilities, conceptual architectural and engineering drawings, a draft bill of quantities with preliminary cost estimates, and an options analysis comparing alternative design scenarios, providing the client with a basis for review, feedback, and decision-making on preferred design directions. It shall also summarise the E&S implications of each design option and the results of stakeholder consultations on the preliminary design.
c. **Final Design Report:** The final design report shall comprise a complete set of engineering drawings across all disciplines, detailed technical specifications for materials and equipment, a finalized bill of quantities with comprehensive cost estimates, construction methodology requirements, and a phased implementation plan, ensuring the project is fully tender-ready and aligned with operational and maintenance needs for long-term sustainability. The Final Design Report shall include an E&S Design Compliance Matrix mapping each ESIA/ESMP mitigation measure to the drawing, specification or BoQ item through which it is delivered.
d. **ESHS Requirements for Tender Documents**: ESHS specifications, costed ESHS BoQ items, Codes of Conduct, C-ESMP requirements and ESHS evaluation criteria for inclusion in the works bidding documents.
e. **C-ESMP Review Report:** Review of, and recommendation for approval of, the Contractor's ESMP and sub-plans, submitted before the commencement of works.

f. **Construction Supervision Reports:** During the construction phase, the consultant will submit monthly supervision reports that document progress against milestones, compliance with quality assurance and environmental and social safeguards, results of site inspections and contractor performance assessments, records of stakeholder engagement and grievance redress, and recommendations for corrective actions, thereby ensuring transparency, accountability, and adherence to standards throughout implementation. Each monthly report shall contain a dedicated ESHS section covering occupational health and safety statistics, labour and working conditions, grievances received and resolved, GBV/SEA/SH prevention measures, environmental monitoring results, and the status of corrective actions.

g. **Quarterly E&S Compliance Reports:** Consolidated reports on ESHS performance and compliance with the ESIA/ESMP, C-ESMP and World Bank ESF, submitted to NaFAA for onward transmission to the OPEC Fund.

h. **Incident Reports:** Notification of serious ESHS incidents to NaFAA within 24 hours, followed by a root-cause analysis and corrective action report within ten (10) working days.

i. **Final Completion Report:** At the conclusion of the project, the consultant shall prepare a final completion report that summarizes construction outcomes, provides as-built drawings and final bills of quantities, certifies compliance with design and standards, documents lessons learned and challenges encountered, and offers recommendations for operations, maintenance, and sustainability, including capacity-building results and institutional strengthening achieved, thereby providing a definitive record for operational handover. The Final Completion Report shall be accompanied by an E&S Completion Audit and an Operational-Phase E&S Management Manual for NaFAA covering effluent and waste management, biosecurity, chemical handling, occupational health and safety for operators, grievance management and community relations.

4.2 Deliverable Review and Approval

The NaFAA shall review each deliverable and provide consolidated comments within **ten (10) calendar days** of receipt. The Consultant shall address all comments and submit a revised version within **seven (7) calendar days**, unless otherwise agreed. Deliverables shall be deemed accepted upon the NaFAA's written approval. Review periods for E&S documents requiring the OPEC Fund's review or no-objection shall be extended accordingly. For this assignment, experience in the planning, design and implementation of inland aquaculture, agricultural and post-harvest infrastructure shall be considered relevant and equivalent.

4.3 Ownership of Deliverables

All reports, drawings, specifications, calculations, models, digital files, Bills of Quantities, cost estimates, photographs, databases, and other documents prepared under this assignment shall become the property of the NaFAA. The Consultant shall not reproduce, disclose, or use such documents for purposes unrelated to this assignment without the prior written consent of the NaFAA, except where required by law or professional obligations. Electronic files shall be provided in editable formats together with PDFs, and all intellectual property rights in the deliverables shall vest in the NaFAA upon acceptance and payment in accordance with the Contract.

5. Qualification and Team Requirements

5.1 Consulting Firm

The Consulting Firm shall demonstrate extensive and relevant experience in the planning, design, and implementation of inland aquaculture infrastructure, agricultural and post-harvest infrastructure shall be considered relevant.

Specifically, the Firm shall:

- Have a minimum of ten (10) years of demonstrated experience in:
    - Architectural and Structural engineering
    - Integrated waste and water management
    - Geotechnical investigations
    - Design and/or supervision of aquaculture/ agriculture construction works
    - Environmental and social risk management on infrastructure projects financed by multilateral development institutions, including application of the World Bank ESF
- Demonstrate specific, recent, and verifiable experience in at least three (3) similar assignments within the last ten (10) years, involving:
    - Design of aquaculture or postharvest facilities
    - Aquaculture, cold-chain systems
    - Environmental, social, health and safety (ESHS) management, including social development and gender
- Demonstrate the ability to mobilize and supervise a multi-disciplinary engineering team, including expertise in:
    - Structural and hydraulic and water-resources engineering
    - Geotechnical engineering
    - Mechanical & Electrical Engineering
- Demonstrate prior experience working on donor-funded projects, including familiarity with international design standards and procurement procedures, which will be considered an added advantage.

5.2 Team of Key Experts

The Consultant shall propose a multi-disciplinary team of qualified experts with demonstrated experience in aquaculture infrastructure design. The key experts shall include, at a minimum, the following:

Expert	Position	Qualification

KE - 1	**Team Leader / Project Manager-Aquaculture Engineer or Senior Civil Engineer**	Minimum Master's Degree in Aquaculture Engineering, Civil Engineering, Structural Engineering, Construction Management, Project Management, or a related engineering discipline; Registered Professional Engineer with a recognized professional institution; Minimum **15 years** of relevant professional experience; At least **10 years** of experience in managing multidisciplinary engineering consultancy assignments; Experience as Team Leader or Project Manager on at least **three (3)** similar aquaculture, post-harvest fisheries, or agricultural infrastructure projects; Demonstrated experience with OPEC Fund, World Bank, African Development Bank, or other international development partner-funded infrastructure projects.
KE - 2	**Civil or Structural Engineer**	Bachelor's Degree in Civil Engineering or Structural Engineering; Registered Professional Engineer; Minimum **10 years** of experience. The Civil/Structural Engineer will design and supervise the construction of all civil works, including foundations, reinforced concrete structures, drainage systems, and support facilities. This expert will ensure that designs meet geotechnical requirements, withstand local climatic conditions, and comply with safety and durability standards. The role includes preparing detailed drawings, specifications, and BoQs, as well as monitoring construction quality and contractor performance.
KE - 3	**Environmental and Social Safeguard Specialist**	Bachelor's Degree in Environmental Science, Environmental Engineering, Natural Resources Management, Social Sciences, Sociology, Development Studies, Anthropology, Community Development, or related discipline or related field; Minimum **10 years** of experience; Demonstrated experience implementing the applicable Environmental and Social Framework (ESF), including preparation or supervision of Environmental and Social Management Plans (ESMPs) The candidate should also have experience in implementing the applicable Environmental and Social Standards (ESSs), including labor management, stakeholder engagement, and grievance redress. The Specialist shall have demonstrated experience in applying the World Bank ESF; familiarity with the Liberia EPA environmental permitting process and Liberian labour law; and experience in occupational health and safety and ESHS supervision of civil works. A Master's Degree will be an added advantage. The Specialist shall be resident on site for a substantial part of the construction phase.
KE - 4	**Electrical/ Mechanical Engineer**	Bachelor's Degree in Electrical Engineering, Mechanical Engineering; Registered Engineer; Minimum **10 years** of experience; the expert will design and oversee installation of mechanical and electrical systems, including pumping stations, aeration systems, cold-chain equipment, solar PV systems, and backup power solutions. This expert will ensure energy efficiency, reliability, and compliance with environmental and safety standards. Responsibilities include preparing technical specifications, supervising installation, and training operators in maintenance and safe use of equipment.
K-5	**Aquaculture Production Specialist**	Master's Degree in Aquaculture, Fisheries Science, Aquatic Biology, or a closely related discipline, with a minimum of **10 years** of experience The Aquaculture Production Specialist will provide technical guidance on broodstock management, hatchery operations, feed formulation, and grow-out systems. This expert will ensure

		that production systems are efficient, biosecure, and capable of meeting targeted output levels. The role includes developing training modules for smallholder farmers, advising on best practices, and supporting integration of local producers into the off-taker value chain.

5.3 Non-Key Experts

The Consultant shall engage, as necessary, appropriately qualified non-key experts to support the assignment and shall determine the number and level of effort of non-key experts necessary to ensure effective delivery of the assignment. At a minimum, non-key experts shall include a full-time, site-based Health and Safety Officer and a Community Liaison Officer during the construction phase. The Consultant shall indicate in its proposal the person-months of input for all E&S personnel, key and non-key.

6. NaFAA's Inputs and Responsibilities

The National Fisheries and Aquaculture Authority (NaFAA), through the Project Implementation Unit (PIU) of the **Liberia Integrated Fisheries Sector Strengthening Project (LIFSSP)** shall be responsible for the overall management and coordination of the assignment.

The NaFAA shall provide strategic guidance, facilitate coordination with relevant government institutions and stakeholders, review and approve the Consultant's deliverables, and ensure that the Consultant has timely access to available project information required for the successful execution of the assignment. NaFAA shall make available the project's E&S instruments (ESMF, ESIA/ESMP, SEP, LMP, GRM procedures and any resettlement instruments, as applicable), and the PIU Environmental and Social Specialists shall provide guidance and oversight on E&S matters.

The Consultant shall remain fully responsible for the quality, accuracy, completeness, and professional integrity of all services performed under this assignment, notwithstanding any review, comment, or approval by the NaFAA.

7. Consultant's Inputs and Responsibilities

The Consultant shall provide all professional, technical, administrative, and logistical resources necessary to perform the Services described in these Terms of Reference. The Consultant shall exercise the degree of skill, care, diligence, efficiency, and professional judgment expected of a qualified consulting firm experienced in the design and construction supervision of aquaculture facilities and similar infrastructure financed by international development partners. The Consultant shall ensure that its own personnel comply with applicable ESHS requirements, including a Code of Conduct addressing SEA/SH.

The Consultant shall perform the Services independently and impartially while safeguarding the interests of the NaFAA and maintaining the highest standards of professional ethics and integrity.

8. Facilities and Services to be Provided by the NaFAA

NaFAA shall provide assistance and facilitate access to available information, government institutions, stakeholders, and project sites to enable the Consultant to perform the Services efficiently.

Unless expressly stated otherwise in the Consultancy Contract, the Consultant shall be responsible for providing all personnel, office accommodation, equipment, transport, software, communication facilities, and other resources necessary for the execution of the assignment.

The facilities and services provided by the NaFAA shall not relieve the Consultant of its contractual obligations or professional responsibilities under the Consultancy Contract.

9. Duration of the Assignment and Implementation Schedule

The Consultant shall provide professional services for the design, procurement support, construction supervision, testing and commissioning, and Defects Liability Period (DLP) supervision of an integrated aquaculture off-takers farm.

The assignment is expected to be implemented over an **estimated period of thirty-six (36) months**, comprising the design phase, procurement support, construction supervision, testing and commissioning, and supervision during the Defects Liability Period. The actual duration may be adjusted by the NaFAA depending on project implementation progress, procurement timelines, and construction performance.

The Consultant shall commence the Services upon receipt of the Notice to Proceed and shall mobilize its Key Experts in accordance with the approved Inception Report and staffing schedule.

9.1 Indicative Assignment Schedule

The assignment shall be implemented in the following phases:

Phase	**Activity**	**Indicative Duration**
Phase I	Inception, Data Collection, Site Investigations, and confirmation of existing feasibility and ESIA studied reports and site information for detailed design. Includes E&S gap analysis and land due-diligence confirmation.	1 months
Phase II	Detailed Engineering Design (including E&S integration in design and stakeholder consultation on design)	2 months
Phase III	Preparation of Tender Documents and Procurement Support (including ESHS requirements in bidding documents)	3 months
Phase IV	Construction Supervision, Contract Administration, ESHS Supervision, Testing and Commissioning (including C-ESMP review, GRM and GBV/SEA/SH monitoring)	18 months

Phase V	Defects Liability Period (DLP) Supervision and Final Completion (including E&S Completion Audit and handover of the Operational-Phase E&S Management Manual)	12 months
Total Estimated Assignment Duration		**36 months**

The above schedule is indicative and may be revised by the NaFAA to reflect project requirements and procurement outcomes.

10. Payment Schedule and Milestones

The Consultant shall be remunerated in accordance with the Consultancy Contract and the approved Financial Proposal. Payments shall be linked to the successful completion and acceptance of specific deliverables and milestones identified in these Terms of Reference.

Payments shall be made upon submission, review, and written acceptance of the relevant deliverables by the NaFAA. The NaFAA shall process payments in accordance with the payment provisions specified in the Consultancy Contract and applicable OPEC Fund procurement requirements. Payments for deliverables that include E&S components shall be subject to acceptance of those components.

The Consultant's remuneration shall include all costs associated with the performance of the Services.

10.1 Payment Methodology

The Consultancy Contract shall generally be structured as:

1. **Lump-Sum Payments** for design, procurement support, and defined deliverables; and
2. **Time-Based Payments** or agreed monthly payments for construction supervision and Defects Liability Period services, depending on the procurement approach adopted by the NaFAA.

The final payment mechanism shall be confirmed during contract negotiations and reflected in the signed Consultancy Contract.

11. LOCATION: Monrovia, with occasional travel to project communities (Sanniquellie, Nimba County). During the construction phase, the Consultant shall maintain a resident site supervision team in Sanniquellie, including E&S personnel.

12. PROCUREMENT METHOD: Quality and Cost Based Selection (QCBS)