



EXPRESSION OF INTEREST (EOI)

**TECHNICAL ASSISTANCE TO SUPPORT BORDER INFRASTRUCTURE UPGRADES AND STRENGTHEN TMA INTERNAL
PHYSICAL CONNECTIVITY CAPACITY ALONG THE CALAO AND COTONI CORRIDORS**

TENDER NUMBER: PRQ20251198

TENDER ISSUE DATE: 21ST APRIL 2026

TENDER SUBMISSION DATE: 14TH MAY 2026 ON OR BEFORE 15:00 (GHANA TIME)

DESCRIPTION OF SERVICES

TECHNICAL ASSISTANCE TO SUPPORT BORDER INFRASTRUCTURE UPGRADES AND STRENGTHEN TMA INTERNAL PHYSICAL CONNECTIVITY CAPACITY ALONG THE CALAO AND COTONI CORRIDORS

1. BACKGROUND

TradeMark Africa (TMA) is an aid-for-trade organisation established in 2010 to grow prosperity across Africa through increased regional and international trade. TMA works with governments, the private sector and civil society to reduce trade barriers, improve transport and logistics infrastructure and support inclusive and sustainable trade growth.

TMA has expanded its operations to West Africa to support trade facilitation and infrastructure development along key regional corridors to support regional trade. Among the priority corridors are the Cotonou-Niamey (herein referred to as COTONI) corridor connecting Benin with Niger through the port city of Cotonou; and the Abidjan-Lagos corridor covering Côte d'Ivoire, Ghana, Togo, Benin and Nigeria and the Abidjan-Ouagadougou corridor connecting Burkina Faso through the port city of Abidjan. The Abidjan-Lagos and Abidjan-Ouagadougou corridors are herein referred to as CALAO..

To support preparation and implementation of infrastructure upgrades at selected border posts along these corridors, TMA seeks to engage an Individual Technical Consultant to provide technical assistance and strengthen internal Physical Connectivity capacity within TMA.

2. Objectives of the Assignment

The objective of this assignment is to engage the services of an engineer to provide both technical and programmatic support to both TMA and relevant implementing partners in preparing, procuring and implementing border infrastructure upgrade projects along the CALAO and COTONI corridors while strengthening internal capacity in infrastructure development and project management.

The consultant will support infrastructure planning, procurement, implementation oversight and provide technical guidance to TMA teams working on Physical Connectivity programmes.

3. Geographic Scope

The assignment will support infrastructure projects located along the CALAO and COTONI trade corridors in West Africa, covering the countries of Benin, Burkina Faso, Ghana, Côte d'Ivoire, Nigeria and Togo.

Assignments will be issued depending on infrastructure implementation needs within these countries and corridors.

4. Scope of Services

Phase 1: Infrastructure Planning and Preparation

- Conduct site assessments of selected border facilities.
- Review existing designs and infrastructure documentation.
- Identify infrastructure gaps and propose upgrades.
- Prepare or review engineering designs and architectural layouts.
- Review/Develop Bills of Quantities (BoQs).
- Prepare technical specifications for infrastructure works.
- Ensure compliance with national regulations and international standards.

Phase 2: Procurement Support

- Provide technical input for preparation of tender documentation.
- Support preparation of technical specifications and BoQs.
- Provide technical clarification to bidders.
- Participate in technical evaluation of bids.
- Provide recommendations on contractor technical suitability.

Phase 3: Implementation Support and Oversight

- Conduct site inspections during construction.
- Participate in site meetings.
- Monitor construction progress and compliance with designs.
- Review of contractor submissions and progress reports.
- Review contractor payment certificates and recommend approval where appropriate.
- Support in Contract administration and claims handling based on FIDIC conditions of contract (RED & Yellow books).
- Prepare and/or provide technical inputs into the development of periodic progress/donor reports, technical briefs and other required reports to inform both internal and external reporting.

5. Deliverables

- ✓ Infrastructure assessment reports
- ✓ Technical design review reports
- ✓ Bills of Quantities and technical specifications
- ✓ Technical input to tender documentation
- ✓ Bid evaluation reports
- ✓ Site visit and supervision reports
- ✓ Technical review of contractor submissions
- ✓ Infrastructure completion verification reports
- ✓ Monthly progress reports

6. Capacity Building and Knowledge Transfer

The consultant will support strengthening of TMA internal Physical Connectivity capacity through:

- Providing technical guidance to TMA infrastructure teams.
- Supporting internal technical reviews and project preparation processes.
- Sharing international best practices in border infrastructure development.
- Supporting knowledge transfer during project implementation.
- Contributing to internal lessons learned and technical documentation.

7. Key Performance Indicators (KPIs)

- a) Quality and timeliness of technical deliverables.
- b) Compliance of infrastructure designs with relevant standards.
- c) Effectiveness of technical support during procurement processes.
- d) Quality of supervision and technical oversight during construction.
- e) Contribution to strengthening internal infrastructure capacity within TMA.

8. Risk Management and Quality Assurance

The consultant will support TMA in identifying and managing potential risks associated with infrastructure development projects. This includes:

- (i) Identifying technical, procurement and implementation risks.
- (ii) Recommending mitigation measures to reduce delays and cost overruns.
- (iii) Supporting quality assurance processes for infrastructure design and construction.
- (iv) Ensuring that infrastructure works meet required technical standards and specifications.

9. Procurement and Contracting Approach

TradeMark Africa will engage an individual consultant through an open and competitive procurement process, in line with its Procurement Procedures and the principles of transparency, fairness, and value for money.

The selected consultant will be engaged on an on-call basis, with specific assignments **issued as needed through clearly defined TOR**. Each TOR will define the scope of services, deliverables, timeline, and level of effort.

10. Consultant Qualifications and Experience

Bachelor's degree in civil engineering, Structural Engineering, Architecture, Construction Management or related field.

Certificate in FIDIC Contract management will be an advantage.

At least 7 years' experience in infrastructure design and supervision.

Experience in border infrastructure, transport infrastructure or public infrastructure projects.

Experience supporting procurement and evaluation of infrastructure contracts.

Experience working with development partners or international infrastructure programmes.

Proven experience of not less than 5 years in working on FIDIC works contract (RED and Yellow Books) and having experience in contract's claims handling.

11. Reporting and Coordination

The consultant will report to the TMA Director, Physical Connectivity and work closely with the TMA – West Africa Lead and relevant government authorities in Benin, Burkina Faso, Côte d'Ivoire, Ghana, Nigeria and Togo.

12. Duration and Level of Effort

The assignment will be procured through an open procurement process, with the shortlisted consultant will be engaged on needs basis

The total level of effort will range between 192 to 288 working days over a period of four years.

Input will be requested on an intermittent basis depending on project implementation needs along the CALAO and COTONI corridors.

A. INVITATION TO EXPRESS INTEREST

TMA therefore wishes to invite interested individuals possessing professional and demonstrable experience in the stated services. Bidders are required seek clarification through the procurement@trademarkafrica.com.

B. EXPRESSION OF INTEREST (EOI) REQUIREMENTS

EOIs are invited from interested and qualified individuals with appropriate experience and expertise in undertaking the stated assignment. Interested bidders are required to:

- Submit an EOI written in English language.
- Examine the documents comprising this EOI in detail and respond appropriately. Material deficiencies in providing the information requested may result in rejection of an EOI; and,
- Meet the qualification criteria stipulated. Those who do not meet the requirements need not submit EOI.

The EOIs must remain valid for not less than **120 days** from the date of submission. TMA shall endeavour to complete the evaluation and communicate within this period.

The EOI shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the bidder. Any such corrections must be initialled by the person(s) who sign(s) the EOI.

C. EOI SUBMISSION

EOIs will be submitted as follows:

Submission Mode	Details
Electronic/ Soft Copies:	Bidders MUST submit their CV via TMA procurement mailbox at the address procurement@trademarkafrica.com on or before 14 May 2026, 15:00 (Ghana Time) .

Any EOI received after the deadline in C above shall be rejected as a late tender and shall not be considered further. All expenses relating to the preparation and submission of the response to this EOI including providing any additional information shall be entirely incurred and borne by the individual.

This EOI does not entail any commitment on the part of TMA, either financial or otherwise. TMA reserves the right to accept or reject any or all EOIs without incurring any obligation to inform the affected applicant/s of the grounds.

D. TIMETABLE FOR THIS EOI

The timetable for the EOI stage is detailed in the table below.

Activity	Expected dates.
Expression of Interest (EOI) sharing	21 April 2026

Deadline for receipt of EOI proposals

On or before 14 May 2026 15:00 (Ghana time)

TMA may at its discretion alter this timetable.

E. Potential bidders are informed that all bidders shall be contacted on the outcome of the EOI **RESPONDING TO THIS EOI**

Bidders will be required to present their EOI proposal in a format providing a table of contents clearly showing the pages of the relevant section and the related contents in response to the specific requirements of the EOI as indicated.

F. FURTHER INFORMATION AND CLARIFICATION

All enquiries about this EOI should be submitted via the email address below:

Particulars	Contact Details
Name:	Attention, Mr. Joe Namwaya Head of Procurement
Email:	procurement@trademarkafrica.com
Subject:	TECHNICAL ASSISTANCE TO SUPPORT BORDER INFRASTRUCTURE UPGRADES AND STRENGTHEN TMA INTERNAL PHYSICAL CONNECTIVITY CAPACITY ALONG THE CALAO AND COTONI CORRIDORS

Enquiries must only be for the purposes of clarifying the content of this EOI. All enquiries must clearly specify the tender title and number.

TMA cannot answer any query relating to this tender seven (7) days or less prior to the submission deadline.

TMA will endeavour to reply within three (3) business days of receipt of the sought clarification(s) to any reasonable request for explanation. It will be at TMA discretion to provide additional information where necessary.

All clarifications from respondents and TMA responses through procurement@trademarkafrica.com on or before **7 May 2026 (on or before 15:00 Ghana Time)**.

G. EVALUATION of proposals

The EOI shall be evaluated using the criteria below:

Criteria	Description	Score (%)
Academic Qualifications	Bachelor's degree in civil engineering, Structural Engineering, Architecture, Construction Management or related field	10%

Criteria	Description	Score (%)
Professional Experience (General)	Minimum 7 years' experience in infrastructure design and supervision	20%
Specific Infrastructure Experience	Experience in border infrastructure, transport or public infrastructure projects	20%
FIDIC Contract Experience	At least 5 years' experience in FIDIC (Red & Yellow Books) including contract administration and claims handling	15%
Procurement & Contract Management Experience	Experience supporting tender preparation, bid evaluation, and contractor selection	10%
Experience with Development Partners	Work with international programmes / donors (e.g. TMA-type programmes)	5%
Regional / Corridor Experience	Experience in West Africa or similar corridor-based infrastructure programmes	10%
Language Competence (Mandatory)	Bilingual proficiency in French and English (written & spoken)	10%
Total		100%

Note:

Only applicants that attain a minimum of 70 marks out of 100 marks shall be shortlisted for the interview stage, which will comprise of an oral interview. It will test the candidate's analytical, communication and interpersonal skills.

TERMS AND CONDITIONS OF THIS EOI

1. Acceptance of Terms and Conditions

In submitting a response to this EOI, the respondent is deemed to have accepted the terms and conditions of this and all other sections of this EOI.

2. No Contract

This EOI process does not create a binding legal contract or relationship either explicit or implied, between TMA and any respondent or any other party to this EOI.

The issue of and response to this EOI does not create any obligation on TMA to enter any commitment to procure services specified in this EOI.

3. Cancellation, Suspension or Change to the EOI

TMA reserves the right in its sole and unfettered discretion to:

- a) Cancel or suspend this EOI or vary any of the terms, dates, timings, or processes in this EOI.
- b) Call and/or re-advertise for responses or revisit any evaluation criteria or process pertaining to this EOI; and
- c) Seek clarification about any response.

4. Official Communication

Respondents must provide full contact details of the person nominated to represent the respondent for the purpose of making and receiving communications about this EOI.

5. Clarification of Meaning

Respondents will document their interpretations, assumptions, and perceived risks they have used in response to this EOI where they deem necessary.

6. Ownership of Documents

This EOI is the property of TMA and may not be copied or reproduced in any way, other than for the purpose of preparing and submitting responses without the prior written approval of TMA. The responses submitted to TMA shall be retained by TMA.

7. Conflict of Interest

Respondents will ensure that, throughout the evaluation process, TMA is kept informed of any perceived, potential or real conflicts of interest that should reasonably be brought to the attention of TMA, where such conflicts arise from the interests or duties of the respondent or its employees, officers, shareholders or directors.

8. Acceptance of Responses

TMA shall not accept a response which does not comply with or fails to provide the information specified in this EOI.

9. Notification to Respondents

TMA will notify **all** respondents on the outcome of this EOI once the evaluation process has been completed.

10. Confidentiality

The information provided in this EOI, and any other information, material or communication released during this EOI process is for the sole purpose of enabling a respondent to prepare and submit a response.

11. No Liability

TMA will not be liable (in contract or tort, including negligence) for any direct or indirect damage, loss, or cost (including legal and lawyer/client costs) to any respondent or other person in respect of this process.

12. Costs and Charges

This EOI is issued on the understanding that no charge will be made by the respondent for preparation of any EOI response or any other information that may be supplied.

13. Ghana Laws Apply

This EOI and any subsequent decisions, actions, contracts or outcomes are subject to and governed by the laws of Ghana.

14. Evaluation Process

The evaluation team will follow a formal evaluation process to ensure a fair and transparent assessment of each response. The evaluation will allow the team to eliminate responses that do not meet the minimum criteria. The responses that do meet minimum criteria will be evaluated on the basis of best fit to the objectives and will be short listed for interviews.

15. Special conditions

Special conditions of EOI as relates to the General Conditions Contract (GCC):

REFERENCE OF GCC	SPECIAL CONDITIONS OF CONTRACT
1. Acceptance of Terms and Conditions	The following conditions shall apply: a. TMA is not bound to accept any EOI. b. No queries shall be responded to 7 days to the submission deadline. c. It is a bidder's responsibility to seek for an update on this opportunity. d. Canvassing shall lead to automatic disqualification. e. All communications must be written to procurement@trademarkafrica.com f. Incomplete responses and late submissions shall be rejected. g. TMA at its own discretion, may seek any clarification and/or additional information from tenderer(s) within reasonable time.
2. Clause 13: Applicable laws	The contract for this assignment shall be domiciled in Ghana and the relevant applicable taxes in Ghana shall apply.

ANNEX 1 : CURRICULUM VITAE (CV)

CURRICULUM VITAE (CV)

Position Title and No.	{e.g., K-1, TEAM LEADER}
Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Country of Citizenship/Residence	

Education: {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained **attach valid copies of the certificates and testimonials**}

Employment record relevant to the assignment: {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

Period	Employing organization and your title/position. Contact info for references	Country	Summary of activities performed relevant to the Assignment
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[e.g., May 2005-present]	[e.g., Ministry of, advisor/consultant to... For references: Tel...../e-mail.....; Mr. Hbbbb, deputy minister]		
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Membership in Professional Associations and Publications:

Language Skills (indicate only languages in which you can work ranking from 1 to 5 for speaking, writing and reading where 1 is poor and 5 is excellent): _____

ANNEX 2: TMA SUPPLIER CODE OF CONDUCT

This document is shared as a separate document to the tender document.