



**REQUEST FOR EXPRESSION OF INTEREST FOR CONSULTANCY SERVICE FOR
THE EVALUATION OF THE ENDOWMENT FUND FOR TaCRI**

Tender No. TCR/CONS/01/2011

The Tanzania Coffee Research Institute (TaCRI) has set aside funds for the budget during the year 2011/2012 and intends to apply part of the proceeds of these funds towards eligible payments under the contract for the provision of consultancy service **to carry out a detailed external evaluation of the performance of the Endowment Fund for TaCRI since its inception in March 2007 and advise the Trustees and the TaCRI Board of Directors on the most economic and administratively advantageous method to manage the Endowment Fund to meet its objectives.** In particular, the consultant will provide expert advice and guidance that will lead to informed decision making by the Trustees regarding the future management of the Endowment Fund for profit including, but not limited to the following:

- Review the performance of the fund to date and give concrete recommendations and options for improvement in light of the prevailing global financial environment.
 - Review the legal and institutional framework under which the Fund is operated and make appropriate recommendations for improvement.
 - Review the mechanisms, procedures and principles for the management of the Endowment Fund and recommend changes for improvement including the option of changing investment managers, if necessary, and selecting potential new managers and expected interest rates and returns if deemed necessary.
 - Explore other viable options for diversifying the portfolio, to optimize returns, including investments in Tanzania.
 - Review and identify risks and their mitigation with detailed cost calculations and projections.
 - Recommend action plan to implement recommended changes in the management of the Endowment Fund at the earliest opportunity.
1. TaCRI now invites Expression of Interest from eligible qualified consultants/firms to provide this service.
 2. Interested consultants must provide information indicating that they are qualified to perform the services (description of similar assignments, experience in similar conditions, availability of appropriate skills and competence).
 3. A Consultant/Consulting firm will be selected through International Competitive Tendering in accordance with the procedures set out in the Tanzania Public Procurement Act of 2004 and its Regulations, Government Notice No. 98 of 2005. Only consultants with demonstrated experience, skills, competence and track records in similar assignments will be considered for short listing.

4. This is not a request for proposal. After a review of the expression of interest, those short-listed consultants will be invited to submit their proposals through a letter of invitation including specific terms of reference.
5. Interested eligible consultants may obtain further information from the Chief Executive Director, Tanzania Coffee Research Institute (TaCRI), Lyamungu, Hai District, Kilimanjaro Region P.O. Box 3004, Moshi, Tanzania, from 08.00 to 16.30 hours on Mondays to Fridays inclusive except on public holidays.
6. The Expression of Interest must be delivered, in a sealed envelope or by courier to the Chief Executive Director, Tanzania Coffee Research Institute, Hai District, Kilimanjaro Region, P. O. Box 3004 Moshi, Tanzania. **The outer cover shall be clearly marked, Expression of Interest for Evaluation of the Endowment Fund for TaCRI.**
7. The deadline for submission of Expression of Interest will be on Monday 15th August 2011 at 14.00 hrs local time. Expression of Interest will be opened promptly thereafter in public and in the presence of tenderers representatives who choose to attend in the opening at Tanzania Coffee Research Institute, Lyamungu, Hai District, Kilimanjaro Region, Tanzania at the New Conference Hall.
8. Late submission of Expression of Interest shall not be accepted for evaluation irrespective of circumstances.

THE EXPRESSION OF INTEREST FOR CONSULTANCY SERVICE FOR THE EVALUATION OF THE ENDOWMENT FUND FOR TaCRI should be addressed to:

Chief Executive Director
Tanzania Coffee Research Institute (TaCRI), Lyamungu
P. O. Box 3004
MOSHI
TANZANIA
Phone: 255-27-2757568 (Mr. H. Lema)