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Accra - Ghana

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Request for Quotation (RfQ)

CONSULTANCY SERVICE TO MATCH RESEARCH OUTPUTS FOR INDUSTRY UPTAKE AND PRACTICAL APPLICATION

April 30, 2024

Invitation letter

Dear Sir/Madam,

Impact Investing Ghana (hereinafter referred to as IIGh) is pleased to invite prospective bidders to submit a quotation for the consultancy service to match research outputs for industry uptake and practical application, as detailed in Annex 1 of this RfQ.

Quotations may be submitted on or before May 9, 2024 by midnight via email to this address info@impactinvestinggh.org with julius.lamptey@impactinvestinggh.org in copy.

If you are interested in submitting a quotation in response to this RfQ, please prepare your quotation in accordance with the requirements of services as stated in this RFQ and submit it via this email by the deadline for quotation submission.

The Consultant is required to submit the following;

- Quotation
- Work Plan - a work plan showing how the deliverables will be achieved within the timeframe required and/or listing team members
- Past works – Two or more relevant past works for review.

We look forward to receiving your quotation.

Approved by:

Akua Asare

Procurement Officer



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About Impact Investing Ghana

Impact Investing Ghana (II Gh) is the Ghana National Advisory Board for Impact Investing. We are an independent, nonprofit initiative focused on advancing the development of Ghana’s impact investment ecosystem. II Gh is Ghana’s representative to the Global Steering Group (GSG) for Impact Investing, the successor to the Social Impact Investment Taskforce established by the G8. The GSG’s National Advisory Boards currently cover 33 countries and provide a global platform to drive investment and increase the global visibility of its members. Our aim is to tackle Ghana’s pressing social and environmental challenges by driving more capital to deliver genuine impact. Private-sector-led yet closely partnered with the national government, we raise awareness, create market intelligence, work to change policies, and mobilise financial resources for the public good. As a local platform that represents all the stakeholders needed to redirect capital flows towards social and environmental impact, II Gh brings together leaders from the worlds of finance, business, government, social organisations, and philanthropy. Our ambitious vision for 2021–2025 is to catalyse \$1 billion in impact funds for investment in ventures in Ghana and the West African subregion in pursuit of the United Nations Sustainable Development Goals (SDGs).

To learn more about II Gh, visit our website at <https://impactinvestinggh.org>

Terms of Reference (Annex 1)

Introduction

The Ghana Research and Industry Collaborative (GRIC), hosted by Impact Investing Ghana, is a national collaborative aimed at fostering collaboration and innovation between researchers and industry stakeholders. Comprising universities, applied research institutions, firms, government entities, and international partners, GRIC operates under a Steering Committee with three sub-committees focusing on collaboration, capacity-building and fundraising. As a catalyst for collaboration, GRIC identifies industry research needs, mobilises research outputs, supports research development, facilitates stakeholder collaboration, organises learning workshops, hosts policy dialogues, and advocates for resources to bolster research and innovation. By bridging the research-industry gap, GRIC aims to unlock Ghana's untapped potential in research and innovation for national development.

Project Overview

GRIC seeks to engage a qualified consultant or consulting team to match research outputs with the specific needs of industry stakeholders, ensuring a seamless process of uptake and practical application. This Request for Quotation (RfQ) solicits quotations from eligible vendors and individuals to deliver this consultancy service.

Scope of work

The consultancy service will encompass the following activities:

1. Conduct a desk review to evaluate industry research needs and emerging trends;
2. Develop clear and actionable matchmaking guidelines detailing best practices, strategies, and methodologies for successfully pairing research outputs with industry requirements, thereby maximising uptake and uptake;
3. Collaborate with the GRIC Secretariat to identify and select 50 high-quality research outputs;
4. Match research outputs to industry needs (e.g., connecting tiger nut milk producers with a research work that shows them how to create a more shelf-stable product). At the end of this process, at least 5 research outputs should be taken up by one or more organisations/businesses. This should be

demonstrated through an expression of interest or other action to use the research findings in some way;

5. Engage in industry brief sessions, where researchers share their research findings with industry in simple and easy-to-understand ways, and integrate feedback into the matchmaking process and guidelines; and
6. Participate in a learning call to share insights regarding the matchmaking process and guidelines

Working tool:

The main working tool for collaboration will be Google Documents, facilitating efficient teamwork, tracking of edits, and seamless sharing of information.

Deliverables

The consultant or consulting team will deliver the following outputs:

1. Selection of at least 50 high-quality research outputs;
2. Learning report on industry brief sessions highlighting successes, challenges and learnings;
3. Matchmaking guidelines to enable the GRIC secretariat to continue to successfully match research outputs to relevant industry needs and facilitate uptake; and
4. 5 successful matched cases with expression of interest from industry partners or other action to use the research findings in some way.

Duration and Timeline

The duration for the contract is: May 14, 2024 - September 30, 2024 with the following timelines:

- RFQ Posting - April 29, 2024.
- RFQ Responses- May 9, 2024
- Selection Process and announcement- May 13, 2024
- Kick-off Meeting with Project Management Team - May 14, 2024

Qualification and expertise

The consultancy service provider should demonstrate:

- Proven experience in conducting desk reviews
- Proficiency in analysing and synthesising complex information from diverse sources to inform decision-making processes

- Familiarity with various industry sectors, including an understanding of their unique challenges, opportunities, and regulator frameworks
- Excellent communication and collaboration skills
- Attention to detail and accuracy in work execution
- Creative thinking and a strong visual sense to enhance the presentation of information
- Proficiency in IT skills, particularly in word processing tools
- Strong project management skills to ensure timely completion of deliverables within the specified timeline

Budget for the project: \$5,400 (inclusive of withholding tax)

Submission of proposals

Interested consultancy service providers invited to submit their proposals no later than **May 9, 2024, at 2300 hours GMT** to info@impactinvestinggh.org with julius.lamptey@impactinvestinggh.org. Please label the email – “RFQ - Consultancy service for industry-driven knowledge matchmaking initiative”. The proposals should include:

- Profile and CV highlighting relevant experience of the consultant/consulting team
- Methodology and approach for conducting the consultancy service
- Detailed budget breakdown

Contact information

For inquiries, please contact Julius Lamptey, Senior Research and Policy Officer, IIGh at julius.lamptey@impactinvestinggh.org.