



**REQUEST FOR PROPOSALS APPLICATIONS
FOR
INDIVIDUAL CONSULTANT- INTERNATIONAL/ REGIONAL CONSULTANT**

<u>PROJECT TITLE:</u>	COMESA BUSINESS VISA- INSTRUMENT FOR THE MOVEMENT OF BUSINESS PERSONS IN THE REGION
<u>Assignment title:</u>	International/ Regional Consultant
<u>Contract Duration:</u>	Two months (August –September 2015)
<u>Duty station:</u>	Home-based
<u>Travel:</u>	Kenya, Nigeria, Philippines, Singapore plus Singapore-Malaysia Border
<u>Amount:</u>	

1. Background

The COMESA Treaty envisages a fully integrated, internationally competitive regional community within which goods, services, capital and labour are free to move across national borders. Additionally, COMESA has two Protocols on the Movement of Persons; on the gradual relaxation and eventual elimination of visas (1984) and the free movement of persons, labour, services, right of establishment and residence adopted in 2001. However, due to various reasons the Protocols are not fully implemented and the movement of persons; particularly business persons, remains constrained to the detriment of trade and regional integration.

The COMESA Council Of Ministers proposed COMESA Common Travel Instrument for the movement of Business Persons, herein known as the “COMESA Business Visa.” In 2008 the COMESA Ministers responsible for Immigration discussed the proposal to have a

Simplified Travel Document to support the movement of Persons in the region. The Meeting agreed that in principle such a simplified travel document could enhance the movement of people in the region.

In March 2012, COMESA Business Council, representative of the private sector in the region tabled before the Council of Ministers the need to have an interim solution for the movement of business persons in the region- through a common travel document for business persons known as the COMESA Business Visa. This will be an interim measure, as member states move towards the COMESA passport. Following which, The Thirty Second COMESA Council of Ministers meeting, 2012 endorsed the Decisions of the Fifth Meeting of COMESA Ministers Responsible for Immigration, and further made the following decisions:

- Council decided that the Protocol on the Free Movement of Business persons should be discussed with various sectoral committees before it is implemented;
- Council decided that the discussion on business passports/visas should be carefully re-examined especially that a business visa could suffice;

As a result, CBC has been tasked to work with COMESA Secretariat on the development of a business visa model to be presented to various consultative processes for adoption. This will be through an analytical study proposing the model instrument for the Business Visa and recommending the supporting framework necessary for its implementation.

2. Overall Objective of the Consultancy

The objective of the assignment is to develop a model instrument to facilitate the movement of business persons; herein named the COMESA Business Visa .

The assignment will broadly cover the following focus areas;

- Develop a project document that gives relevant background, justification, and operational scheme and budget for the implementation of the COMESA Business Visa scheme. The project document will include an assessment of the relevance of the business visa in comparison to other visas being issued.
- Develop a draft COMESA Business Visa instrument and operational scheme for validation.

3. Scope of Work

- a) Develop a project document a COMESA business Visa for the region, taking into account best practices from similar models in regional and international communities; The project document should cover the following :
 - Desk research- Review the current status of application on the protocols on the movement of persons focusing on Protocols- signed, ratified and implemented and; where they aren't being applied to propose recommendations on the implementation of these protocols;
 - Desk Research- Indicate relevant statistics on the trade flow based on the movement of businesses, and the impact of such an instrument on business and trade facilitation in the region. Indicate relevant statistics on the revenue losses or

- trade gains from the implementation of the Regional Visa for Businesses for the member states;
- Field research- Carry out an assessment of the relevance of the business visa in comparison to other visas being issued.
 - Based on findings develop a regional business visa instrument and scheme customized to the regional dynamics. Draw largely from regional and international approaches and mechanisms and other REC experiences in applying similar instruments.
- b) Develop an implementation framework of the Business Visa scheme- that will cover the following.
- o An operational and technical budget structure needed to implement the COMESA Business Visa Scheme, taking into consideration hard and soft infrastructure necessities.
 - o Propose pilot key interventions that public- private stakeholders can work on, in the immediate, mid- term and long term basis.
- c) **Expected outputs**
- One Project Development file on the Implementation of the COMESA Business Visa scheme to be presented to the COMESA Council of Ministers.
 - A demo COMESA Business Visa instrument
 - One implementation framework of the COMESA Business Visa Scheme.

4. **Performance period and outputs:**

The performance period for the assignment is from the date of signing, for a period of 2 months. The Table, below summaries the expected outputs and the timeline for the assignment.

Output	Description	Indicative input –days	Timeline
Inception Report	Develop Inception or Implementation Report	2 days	17 th August
Desk Study	Undertake Desk research;	5 days	
Field Work	Undertake Field visits;	14 days	
1 st Draft Report	Develop Draft Report	5 days	
Final Report	Submit Final Report	2 days	30 th September

5. **Qualifications, Competencies and experience required:**

- Degree in law, economics and/or international migration or trade policy/ related fields.
- At least 7 years of proven working experience in law within the fields of customs, migration and/or trade.
- Must have technical background and experience in the regional migration policy and the movement of persons in regional integration and must have undertaken similar studies in the area of focus at regional or international level.
- Proven working experience in similar regional and international studies.

- Proven capacity to interact with national and international stakeholders in public and private sectors in COMESA region.
- Women candidates who equally meet the criteria in the person specifications above are encouraged to apply.

Languages:

Fluency in both spoken and written English is essential. Working knowledge of French would be an asset.

6. Payment

- The Consultant shall be paid a lump sum of USD 7,000
- Payment to be made according to COMESA standard rules and regulations of short term consultancy.

7. Submissions

Applications must be delivered to the address below on or before **17th August 2015 at 15.00 hours**, Zambia time.

**The Secretary General
COMESA Secretariat.
Ben Bella Road
P.O. Box 30051 Lusaka, Zambia.
Tel: (260) 211 229725.
Fax: (260) 211 225107
Email: Procurement@comesa.int**

Only individual consultants with required profile are encouraged to apply.