# NORTHERN CORRIDOR TRANSIT AND TRANSPORT COORDINATION AUTHORITY

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## REQUEST FOR PROPOSALS

## CONSULTANCY SERVICES

**Project Manager**

**Promoting Intra-EAC Agri-Food Cross-Border Trade by Addressing Non-Tarriff Barriers (NTBs)**

**TENDER CLOSING DATE: 2 DECEMBER, 2026**

**November 2026**

**TERMS OF REFERENCE (ToR)**

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|---|---|
| **Project Title** | **Promoting Intra-EAC Agri-Food Cross-Border Trade by Addressing Non-Tariff Barriers (NTBs)** |
| **Position** | **Project Manager** |
| **Duration** | **Six (6) Months** |
| **Reporting to** | **NCTTCA, Private Sector, Investment Promotion Department** |
| **Contract Type** | **Fixed-Term Contract (Six Months)** |

## 1. INTRODUCTION

The East African Community (EAC) has made significant progress towards regional economic integration and the promotion of intra-regional trade. However, cross-border trade in agricultural and food products continues to face several challenges resulting from Non-Tariff Barriers (NTBs), which hinder the smooth movement of goods across borders and limit the competitiveness of regional traders.

These barriers include cumbersome administrative procedures, delays at border crossing points, inconsistent application of standards and regulations, challenges related to sanitary and phytosanitary (SPS) measures, and limited access to information on cross-border trade procedures. Such challenges increase transaction costs, delay the movement of agri-food products, and disproportionately affect small-scale traders—particularly women traders, who often face additional constraints in accessing regional markets.

In response to these challenges, the project entitled **"Promoting Intra-EAC Agri-Food Cross-Border Trade by Addressing Non-Tariff Barriers (NTBs)"** aims to contribute to improved trade facilitation within the EAC region through strengthened NTB identification, monitoring, reduction, and stakeholder contribution, as well as support for standards harmonisation.

To ensure effective implementation and achievement of the project's objectives, the recruitment of a dedicated **Project Manager** is required. The Project Manager will be responsible for providing overall leadership, strategic direction, technical and operational coordination, stakeholder engagement, implementation oversight, monitoring, and reporting throughout the project period. The Project Manager will ensure that the project activities are implemented efficiently and that efforts to address NTBs translate into measurable improvements, including faster border crossings, reduced trade-related costs, and increased competitiveness of small-scale agri-food traders, particularly women traders.

## 2. OBJECTIVES OF THE ASSIGNMENT

### 2.1 OVERALL OBJECTIVE

The overall objective of the assignment is to manage and coordinate the effective implementation of the project, ensuring the achievement of its objectives and expected results in promoting intra-EAC agri-food cross-border trade through addressing Non-Tariff Barriers.

### 2.2 SPECIFIC OBJECTIVES

The Project Manager will be responsible for:

1) Providing overall leadership and strategic direction for project implementation.

2) Planning, coordinating, and supervising the implementation of all project activities.
3) Facilitating the identification, monitoring, and resolution of NTBs affecting intra-EAC agri-food trade.
4) Strengthening collaboration and coordination among relevant EAC stakeholders and institutions.
5) Supporting initiatives aimed at harmonising standards, regulations, and trade procedures.
6) Ensuring effective monitoring, evaluation, and reporting on project performance and results.
7) Promoting inclusive participation in cross-border agri-food trade, particularly among small-scale and women traders.
8) Ensuring efficient utilisation of project resources and compliance with institutional procedures.

## 3. SCOPE OF WORK AND KEY RESPONSIBILITIES

Under the supervision of NCTTCA, EABC, and AGRA, the Project Manager will undertake the following responsibilities:

1. Lead the design and implementation of activities that directly contribute to the reduction of NTBs along the Northern Corridor.
2. Develop and implement a comprehensive project work plan, including activities, timelines, milestones, and expected results.
3. Coordinate the day-to-day implementation of project activities.
4. Ensure that project activities are aligned with the approved objectives, budget, and implementation framework.
5. Identify implementation challenges and propose appropriate corrective measures.
6. Ensure timely delivery of planned activities and achievement of project milestones, and prepare periodic progress reports highlighting achievements, challenges, and corrective actions.
7. Maintain proper project documentation and records.
8. Coordinate and facilitate public-private dialogues to foster collaboration and policy development.
9. Facilitate structured dialogue mechanisms between public and private stakeholders to identify and resolve priority NTBs, leveraging existing platforms in the EAC.
10. Deliver training and sensitisation sessions for youth cross-border traders, entrepreneurs, and SMEs on compliance with quality standards, ensuring their inclusion in formal trade systems.
11. Develop work plans, ToRs, and technical specifications for consultancies and service providers related to NTBs and standards/SPS interventions.
12. Ensure that project activities are informed by robust evidence and align with lessons learned from other programmes across Africa.
13. Maintain regular contact with key national stakeholders, including border authorities, ministries of trade, standardisation agencies, border management committees, and private-sector associations.
14. Research, analyse, and produce policy briefs that inform decision-making and advocacy efforts on NTBs and SPS measures.
15. Support programme development by assisting in the design, planning, and implementation of initiatives aligned with organisational goals.
16. Perform any other related duties as may be assigned by the supervisor from time to time.
17. Liaise with the Finance Manager on financial and administrative matters.

18. Prepare a comprehensive final project report documenting results, lessons learned, and recommendations for sustainability.

## 4. DURATION OF THE ASSIGNMENT

The assignment will be undertaken over a period of six (6) months, commencing from the date of signature of the contract. The Project Manager will be expected to dedicate the necessary time and professional commitment to ensure effective coordination, implementation, and monitoring of all project activities throughout the contract period.

## 5. REQUIRED QUALIFICATIONS AND EXPERIENCE

a) A post-graduate degree in trade policy, international trade, economics, agricultural economics, regional integration, business law, project management, or a related field.
b) A certification in trade facilitation, NTB management, or SPS/technical standards would be an added advantage.
c) Candidates must have at least five (5) years of proven professional experience in trade facilitation and providing technical assistance for cross-border trade, preferably within regional or international organisations.
d) Demonstrated track record of working with national and regional institutions (border agencies, standards bodies, and private-sector stakeholders).
e) Experience in managing or supporting donor-funded programmes, preferably with multilateral partners.
f) Experience in cross-border trade contexts, particularly involving SMEs and informal traders, is highly desirable.
g) Experience working on NTB identification, monitoring, and resolution will be an advantage.
h) Knowledge of EAC regional integration frameworks and intra-regional trade policies.

## 6. REQUIRED TRAITS, SKILLS, AND COMPETENCIES

I. Must possess entrepreneurial acumen.
II. Must have excellent oral and written communication skills.
III. Must be a team player.
IV. Must have proficiency in English, with French as an added value.
V. Must have excellent programme management and computer skills.

## 7. WORKING LANGUAGE REQUIREMENT

Applicants must be fluent in English.

## 8. APPROVAL

These Terms of Reference are prepared to guide the recruitment of a Project Manager responsible for the effective planning, coordination, implementation, monitoring, and reporting of the project entitled **"Promoting Intra-EAC Agri-Food Cross-Border Trade by Addressing Non-Tariff Barriers (NTBs)."**

Interested, qualified persons are requested to submit their applications to the following address: **procurement@ttcanc.org**, not later than **2nd December 2026**. Applications should contain an updated curriculum vitae (CV) showing the qualifications and experience that best qualify them for the assignment, along with three referees and copies of relevant degrees and academic qualifications.

Sincerely,

**Dr. John Deng Diar Diing, PhD, PE**
**EXECUTIVE SECRETARY**

18/11/2026

Autorité de Coordination De Transit et de Transport du Corridor Nord
ACTTCN ★ NCTTCA
Northern Corridor Transit and Transport Coordination Authority