National Fisheries & Aquaculture Authority (NaFAA)
P. O. Box 10-1384
United Nations Drive, Bushrod Island
1000 MONROVIA 10, LIBERIA

REQUEST FOR EXPRESSION OF INTEREST (REOI)

(RE-ADVERTISED)

Subject: Request for Expression of Interest (REOI) to Contract a Competent Private Firm under a Public Private Partnership arrangement to Manage and operationalize the Fish Landing Cluster in Robertsport, Grand Cape Mount County

Reference No.: NaFAA/REOI/LTA/RFLC/001/2025

Background

The Government of Liberia, through the National Fisheries and Aquaculture Authority (NaFAA), is seeking Expressions of Interest (EOI) from qualified private firms for the management and operation of the Robertsport Fish Landing Cluster under a long-term PPP arrangement.

The Robertsport Fish Landing Cluster, located in Fanti Town, Robertsport, Grand Cape Mount Count, is situated on a 5.1acre of land. The facility was constructed in 2017 under the World Bank's Funded West Africa Regional Fisheries Project (WARFP) to provide a group of economic activities and services to the local economy to increase the contribution of marine fish resources to national and global food security.

The construction works included the establishment of a jetty or landing site for offloading of fish products, supported by an integrated package of services around the site for processing the products including smoking unit, water source, fuel (petrol/diesel), boat repair unit, fish washing bowls, processing stands, locker units, chill room, ice plant, ice boxes, power plant, first aid kit, trolleys, fishing gear store, community center, clinic, administrative unit, day-care center and a fresh and dry fish market. Over time, most of these supplies had worn out and some units deteriorated.

This rationale of hiring a private company is aimed at enhancing the fisheries infrastructure, reducing post-harvest losses, promoting value addition, and increasing revenue generation for government and beneficiaries.

Objectives

This REOI is intended to identify and engage a competent private sector partner to manage, operate, and maintain the Robertsport Fish Landing Cluster, ensuring sustainability, efficiency, and economic viability while supporting the local fishing communities.

The selected firm will be expected to:

- Renovate, improve, operate and maintain the fish processing and storage facilities, ensuring upkeep of chill storage, water supply, sanitation facilities etc.)
- Manage site utilities including power generation and distribution, and all other existing infrastructures within the facility
- Ensure transparent collection of fees and charges, implement cost recovery mechanisms and payment systems, and work closely with designated NaFAA personnel for the purpose of data collection and other issues as may be deemed necessary;
- Train local operators in equipment use, safety, and business operations
- Ensure environmental compliance and site safety
- Collaborate with Collaborative Management Associations (CMAs) and NaFAA

The detailed Terms of Reference (TOR) for this assignment *are attached to this request for expressions of interest and can be found at the following website:* *www.nafaa.gov.lr* *and* *www.emansion.gov.lr* *and can also be obtained at the address given below.*

NaFAA now invites eligible firms to indicate their interest in providing the Services. Interested firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services by providing:

- Company profile and legal documentation
- Minimum of 5 years' experience in managing port, fisheries facilities/infrastructures, landing sites, or facility management and past project summaries.
- Proven capacity in financial management, cost recovery mechanisms, and PPP operations, including management approach and PPP model.
- Evidence of previous successful public-private partnerships (if any)
- Financial and technical capacity statements of technical expertise in cold chain logistics and fish processing and financial capacity to invest and operate under a PPP model.
- Verified financial capacity and audited financial statements for the past 3 years
- Technical expertise in marine infrastructure operations.
- Strong environmental and social safeguards track record.
- Knowledge of international fisheries standards, hygiene, and safety protocols.
- Strong technical team with expertise in fisheries management, infrastructure operations, financial administration, and social safeguards.

The firm will assemble a multi-disciplinary team of technicians with expertise in fisheries management, infrastructure operations, financial administration, and social safeguards which must include the key experts as stated below, though the consultant may propose additional expertise as required as non-key experts; however, their qualifications will not be considered in the evaluation of proposal. The proposed key staff listed below will not be evaluated at this stage:

Operations Manager (Team Leader), Finance and Administrative Manager, Quality Assurance & Hygiene Officer, Technical & Maintenance Engineer, Community Liaison & Capacity Building Officer, and Environmental & Safeguards Officer.

The detailed Terms of Reference (TOR) for the assignment can be found at the following websites:

a) www.nafaa.gov.lr

b) www.emansion.gov.lr

c) https://nafaa.gov.lr/projects/lsmmfp

Selection Method
A private company will be selected using the **Consultants Qualification Selection (CQS)** method.

Submission Deadline
Expressions of interest must be delivered in writing to the address below (in person, or by mail, or by fax, or by e-mail) **on or before 17:00 hours local time on November 18, 2025.**

Address for Submission:
Department of Research and Statistics
National Fisheries and Aquaculture Authority (NaFAA)
Freeport of Monrovia
Monrovia, Liberia
Email: awehye@nafaa.gov.lr and copy to: pbkiadii@nafaa.gov.lr
Telephone: +231775717273; +231886942170

Terms of Reference
Management and Operations of the Robertsport Fish Landing Cluster

1. Background

With a coastline of about 580 kilometers and 18,400 square kilometers Exclusive Economic Zone (EEZ). Liberia possesses significant fisheries potential due to its 579 km Atlantic coastline, broad continental shelf (average 34 km wide), and extensive inland river systems, providing about 20,000 km² of continental shelf fishing grounds and supporting diverse fish stocks like tuna, demersal fish, and crustaceans. Given this vast potential, development of the coastal ecosystems remains critical to national development and the blue economy - particularly around key hubs in Robertsport, Monrovia, Buchanan, and Harper. The sector offers vital food security, employment for thousands, and economic development, with potential yields estimated at 40,000 tons annually, with huge efforts currently being implemented from the national government and donor-partners to improve the sector.

Against this backdrop, the National Fisheries and Aquaculture Authority (NaFAA) is committed to increasing the contribution of marine fish resources to local economies, thereby maximizing the benefits to Liberia. This is being pursued by enhancing the share of value-added products derived from fish harvested in Liberian waters. To achieve this objective, several mechanisms are being implemented, including the establishment of fish landing site clusters equipped with essential infrastructure for receiving, handling, and processing fish. These clusters are designed to enhance both national and international competitiveness in the fish commodity trade.

The Robertsport Fish Landing Site Cluster, situated in Robertsport, Grand Cape Mount County, was constructed in 2017 under the West Africa Regional Fisheries Project (WARFP) with funding from the World Bank Group. The facility was intended to provide a safe, hygienic, and modern landing site, complete with a flake ice machine, chill store, and improved fish smoking ovens, aimed at reducing post-harvest losses - then estimated at about 30% - for artisanal fishers in Robertsport and surrounding communities. Beyond serving as a model for post-harvest value addition, the facility was also envisioned as a pilot initiative to support the establishment of Co-Management in the artisanal fisheries sector, thereby strengthening community participation in the management and regulation of small-scale fisheries.

Unfortunately, despite these objectives, a combination of factors has resulted in inadequate management and, in practice, the near-abandonment of the facility.

2. **Objectives of the assignment**

To identify and contract a competent firm to operate the fish landing cluster under a public private partnership agreement for an initial period of five (5) years and

- Ensure efficient, hygienic, and sustainable operations of the fish landing facility
- Promote local fisheries development and economic growth
- Maintain compliance with environmental and safety standards
- Generate revenue through transparent and accountable management

3. **Scope of services, Tasks (Components) and Expected Deliverables**

The selected firm will be responsible to:

a) Operations Management:

- Manage berthing/landing, unloading, weighing, and handling of fish.
- Maintain orderly use of landing and processing facilities.
- Day-to-day management of the fish landing site and associated facilities
- Maintenance of infrastructure, equipment, and sanitation systems
- Coordination with fishers, vendors, and local authorities and the regulatory body
- Employment of local labor and capacity building initiatives

b) Infrastructure and Facility Maintenance

- Ensure functionality of cold storage, ice plants, water supply, sanitation, electricity, and waste management.
- Undertake routine maintenance and timely repairs.

c) Revenue Collection and Financial Management

- Collect approved user fees (landing charges, cold storage fees, etc.) in a transparent manner.
- Maintain proper accounting systems and submit monthly/quarterly reports to NaFAA.

d) Hygiene, Sanitation, and Safety

- Enforce compliance with food safety, hygiene, and occupational health standards.
- Manage solid and liquid waste disposal in an environmentally sound manner.
- Implement pest control and ensure fire and accident prevention measures.

e) Security

- Provide adequate security for facilities, users, and assets.

f) Stakeholder Engagement

- Work with fisherfolk associations, women fishmongers, processors, and traders to ensure inclusivity.

Facilitate periodic stakeholder consultations.

g) Monitoring and Reporting

- Keep records of fish landings, revenues, and user statistics.
- Submit monthly and quarterly progress and financial reports.
- Employment of local labor and capacity building initiatives

4. Legal and Regulatory Compliance

The firm must:

- Comply with Liberia's Fisheries and Aquaculture Management and Development Law (2019).
- Adhere to environmental and sanitary regulations, including EPA permits and ESMP provisions.
- Observe labor laws, anti-corruption provisions, and occupational health and safety standards.

5. Performance Indicators

Key indicators shall include:

- Uptime of facilities (cold storage, ice plants, etc.) ≥ 90%.
- Compliance with sanitary audits ≥ 85%.
- Timely submission of reports (100% compliance).
- Revenue targets met or exceeded.
- Documented stakeholder engagement meetings conducted quarterly.

6. Governance and Oversight

- The firm shall operate under NaFAA's oversight.
- A Joint Oversight Committee, comprising representatives from NaFAA, fisherfolk associations, women fishmongers, and local authorities, will monitor performance.
- Disputes shall be resolved in line with the contract's dispute resolution mechanism.

7. Financial Arrangements

- Revenue-sharing formula between the Government and the firm shall be defined in the contract.
- The firm shall bear operational and maintenance costs, with incentives for reinvestment in the facility.
- Fees and tariffs shall be approved by NaFAA.

8. Staffing and Capacity Building

- The firm shall employ qualified staff, including a site manager, technicians, sanitation workers, and security personnel.
- Local employment, including women and youth, shall be prioritized.
- Training programs for fisherfolk and workers shall be provided.

9. Ethics and Anti-Corruption

- Strict prohibition of bribery, extortion, or unauthorized fees.
- Annual audits to be conducted by NaFAA's Finance Team to verify reports and ensure transparency.
- Adherence to anti-corruption frameworks of the Government of Liberia.
- **Team Composition and Qualification Requirements for the Key Experts (and any other requirements which will be used for evaluating the Key Experts**

10 Qualification Requirement

- Company profile and legal documentation
- Minimum of 5 years' experience in managing port, fisheries facilities/infrastructures, landing sites, or facility management and past project summaries.

- Proven capacity in financial management, cost recovery mechanisms, and PPP operations, including management approach and PPP model.
- Evidence of previous successful public-private partnerships (if any)
- Financial and technical capacity statements of technical expertise in cold chain logistics and fish processing and financial capacity to invest and operate under a PPP model.
- Verified financial capacity and audited financial statements for the past 3 years
- Technical expertise in marine infrastructure operations.
- Strong environmental and social safeguards track record.
- Knowledge of international fisheries standards, hygiene, and safety protocols.
- Strong technical team with expertise in fisheries management, infrastructure operations, financial administration, and social safeguards.

The List of Key Experts

- **Cluster Operations Manager (Team Leader)**
- **Financial & Administrative Manager**
- **Quality Assurance & Hygiene Officer**
- **Technical & Maintenance Engineer**
- **Community Liaison & Capacity Building Officer**
- **Environmental & Safeguards Officer**

The firm will be evaluated against its

- Relevant experience
- Technical and operational plan
- Staffing and management structure
- Financial proposal, including lease terms and revenue-sharing model
- Environmental and social safeguards plan
- Legal documentation (registration, licenses, etc.)

11.0 Reporting Requirements and Time Schedule for Deliverables

The contracted private firm will be required to submit:

- Quarterly operational and financial reports.
- Annual audited accounts.
- Social impact reports, including employment and training statistics.

12. Duration

NaFAA and the Private Sector Firm will enter into a public private partnership (PPP) agreement for a period of an initial period of 5 years. The agreement will be subject to extension based on the performance of the firm.

13. 0 **Exit and Handover Provisions**

- The Government reserves the right to terminate the contract for non-performance, breach of contract, or unlawful practices.
- Upon expiry or termination, the firm shall hand over all assets, records, and revenues to NaFAA.
- The firm shall ensure continuity of services during transition.