

---

# Request for Expression of Interest (EOI) PROVISION OF INDEPENDENT DIAMOND VALUATION SERVICES FOR THE NATIONAL MINERALS AGENCY

DATE OF ISSUE: 25<sup>th</sup>

October, 2019

Procurement Number: NMA/PMT/NCB/2019/0006

The National Minerals Agency desires to engage firms for the provision of Independent Diamond Valuation Services and now requests for proposals from all qualified and certified Independent Diamond Valuation (IDV) companies who wish to submit applications/proposal for the provision of these services to the National Minerals Agency.

## Terms of Reference

- Ascertain the international market value of the diamonds produced in Sierra Leone.
- Provide and maintain modern electronic valuation system to be used by the Precious Minerals Trading Directorate (PMT) of the National Minerals Agency (NMA).
- Undertake unbiased market intelligence on the global diamond industry and advise on the effect that the changes in the world market of rough diamond prices may have on the rough diamond market in Sierra Leone.
- Prepare and submit reports and statistical information on parcels of diamond presented for valuation as well as suspected anomalies in the price and quality of the diamonds
- **Must** carry out Capacity Building of PMT staff in diamond sorting and valuing, including market assortments and other related diamond matters. The training should cover both rough, and uncut diamonds.
- Advise on policy, appropriate frameworks for legislative/administrative diamond operation
- Advise on issues relating to facilities and equipment used by PMT, methods used to clean diamonds and valuation methods; and
- Provide independent expert testimony with respect to the valuation of diamonds for any court proceedings when necessary.

Note: The Independent Diamond Valuation of the successful firm should be independent of PMTD in terms of pricing. However, the firm should work closely with the PMT Directorate in terms of implementing valuation policies as established by the National Minerals Agency from time to time.

Also have close cooperation and consultations with other relevant Ministries, Departments and Agencies (MDAs), the private sector diamond operators and other stakeholders.

## Responsibilities to be carried out by the Consultant

- Provide software diamond price list regulated by current market forces.

- 
- Possibly provide the OG Sarin Machine (Yield optimization machine) especially for the purpose of appraising large stones.
  - Arrange possible exchange visits of Diamond Valuers within the Mano River Union(MRU) countries or the African Region.

## **Qualification and Experience**

Interested Institutions should provide information demonstrating that they have the qualifications and relevant experience to carry out the required task. The prospective Institutions must provide relevant details of their experience in managing similar tasks and must have worked in Africa and in countries with similar conditions as Sierra Leone.

Interested Institutions should prepare and submit their expressions of interest, including the following information:

- **Basic Information**
- Name of firm(s) and legal status
- Team of Valuers that must be accredited Diamond Valuers with a minimum relevant work experience of 10 years and the Team Leader must be a certified Valuer with relevant qualifications of fifteen (15) years of relevant work experience.
- Must have at least three (3) competent Diamond Valuers and the Team leader must have worked in Africa and in countries with similar conditions as Sierra Leone.
- Must be highly knowledgeable about the Kimberley Process Certification Scheme. An initiative that regulates the flow of rough diamonds globally.
- Firm's strategy and mission
- Contact details for primary contact point

## **Description of Relevant Experience**

- Details of experience in carrying out the task.
- Track record in the provision of similar service.
- Understanding of the needs and challenges aligned with, in carrying out the assigned task

## **Other Information**

- Any other experience or capacity as may require.

## **Logistical support to the consultant**

- Office space and furniture to work in a conducive environment
- Support staff to assist consultant
- Provide ICT accessories
- Provide Diamond colorimeter

---

## **Duration of Contract**

The duration of the contract is two (2) years subject to renewal.

## **Expected output for the services**

- Expected to improve on the revenue generation for the government
- Be absolutely independent of PMT Valuers and avoid conflict of interest in the discharge of duty
- Annual report submission of activities to the Director-General and copy the Deputy Director General and the Director of PMT

## **Training requirement of PMT/NMA staff**

- Evidence to show that at least 2 PMT/NMA Valuers have external training and exposure before the contract duration expires.

## **Selection Criteria**

The short-listing criteria are:

- Firms Experience relevant to the Assignment
- Competency/Qualification of the Team relevant to the Assignment
- Most competitive submission

## ***This REOI will lead to the preparation of Short list of Firms***

Expressions of interest must be delivered in a written form to the address below in person by **the 22<sup>nd</sup> November 2019** on or before 2:00 pm.

### **The Procurement Unit**

### **Finance & Administration Directorate**

### **National Minerals Agency**

### **New England Ville**

### **Freetown**