REQUEST FOR PROPOSAL

LEGAL ADVISOR

PROJECT BACKGROUND:

MEDA is an international economic development organization whose mission is to create business solutions to poverty. Founded in 1953 by a group of Mennonite business professionals, we partner with the poor to start or grow small and medium-sized businesses in developing regions around the world.

In Nigeria, MEDA is implementing the project Youth Entrepreneurship and Women’s Empowerment in Northern Nigeria project (also known as Nigeria WAY), with the financial support of Global Affairs Canada (GAC). The project seeks to advance equitable economic growth in Nigeria’s agricultural sector by sustainably raising the business performance of small-scale businesses and entrepreneurs, particularly those run by women and youth plus the value chains they depend on.

Reach: 41,000 direct beneficiaries. 16,000 being part of value chain crops originating in Bauchi state, and 25,000 community and family members with increased awareness and capacity.

Project length – Five (5) years. March 27, 2017 to March 31, 2022

PURPOSE:

While implementing the Nigeria WAY project, MEDA involves in a web of relationships in partnerships and engagement in a number issues that may have legal aspects. In that regard, MEDA is seeking to contract an individual or legal firm to engage in an advisory role with MEDA Nigeria WAY project on all legal aspects and support the organization in compliance within both Labour, tax and contractual laws of the country.

The engaged legal advisor/firm shall work hand-in-hand with the Nigeria WAY Country Project Manager who shall also be the point of reference for the assignments on behalf of MEDA.

SCOPE OF WORK:

- Advise on all complex and simple legal issues that may hinder our effective implementation and existence,
- Advice on staff and service contracts, Memorandum of Understanding including granting processes to ensure effective alignment to all relevant in country laws.
- Assessment of legal risks and providing mitigating strategies to the project.
- Advise on risks factors that may include: human resources, partnerships, liabilities, taxation and governance among other things.
- Follow up on the registration of MEDA as an International Non-Governmental organization and all other Governance related issues.
• Support management in policy formulation by checking compliance to existing laws and regulations in the country.
• Draw up formalities regarding the settlement of disputes and monitor the implementation of legal clauses including drafting legal opinions and other legal documents.
• Assist in reviewing legal materials and any other relevant documents to identify important issues that need to be sorted out on a priority basis.

DELIVERABLES:

The law firm/Individual legal advisor will be expected to deliver generally on identified elements in the scope of work when requested by MEDA and provide documented report/advice accordingly.

DURATION:

The law firm/Individual legal advisor will be engaged on a consultancy basis which is expected to last for a period of one.

QUALIFICATIONS:

• At least a bachelor's degree from an accredited university in law.
• At minimum 5-10 years experience working as a legal advisory to similar organizations.
• Legaly registered as a practicing law firm;
• Good command of English and Hausa languages

SUBMISSION OF PROPOSAL:

Eligible Consultants should submit technical and financial proposals in electronic format to nigeriaway@meda.org with email title “Legal Advisor”. Proposals should include:
• Statement of relevant experience
• financial offer indicating cost of service on a daily basis
• references of similar services
• Deadline for application is: Monday, 7th December 2020
• Only shortlisted proposals will be contacted please.