



iDICE

Investment in Digital and Creative
Enterprises Programme

Terms of Reference (TOR) for

Consultancy Services for Domestication of the Startup Act in States

under the

Investment in Digital and Creative Enterprises (iDICE) Programme

Sector: Technology and Creative

Financing Agreement reference: 2000200005160

Project ID No.: P-NG-K00-009

June 15th 2026



1. Background

The Federal Government of Nigeria (FGN) has received financing from the African Development Bank (AfDB), Agence Française de Développement (AFD) and the Islamic Development Bank (IsDB) towards the implementation of the Investment in Digital and Creative Enterprises (iDICE) Programme¹. The development objective of the iDICE Programme is to promote entrepreneurship, boost innovation, create jobs, enhance social development, and achieve economic transformation by fostering growth in the digital technology and creative ecosystem, building on brownfield investments and synergies with ongoing initiatives in Nigeria.

The programme comprises three major components that respond to specific gaps and build on existing initiatives in Nigeria's technology and creative ecosystem. The first component of the programme is targeted towards skills and enterprise development for youth between 18-35 years. Component two addresses the funding gaps in the technology and creative ecosystem by providing patient funding to strengthen early-stage startups. **Component three** focuses on **creating an enabling environment through policy and advocacy for the technology and creative ecosystem by developing an operationalization framework for relevant policies that will improve both ecosystems.**

Against the above background and as part of implementation arrangements, the iDICE Programme Coordination Unit (PCU) within the Bank of Industry (BOI) – the Executing Agency for the Programme appointed by the FGN – is seeking to engage the services of a **Consultant to Domesticate the Startup Act in States.**

2. Objectives

The primary objective of this consultancy is **the domestication of the Startup Act in States** in line with the Programme Assessment Report of the iDICE programme's named policy areas including **advocacy and awareness campaign executed to support the operationalization and localization of the Start-up Act at the Federal and State level.**

3. Scope of work

The consultancy will involve but not limited to the following activities:

¹ More details about the iDICE Programme as documented in the Program Appraisal Report (PAR) can be accessed at <https://www.afdb.org/en/documents/nigeria-investment-digital-and-creative-enterprises-i-dice-program-project-appraisal-report>

- a) **Establish a Policy Working Group for iDICE:** Act as an aggregator of policy experts and actors to impact the overall objectives of the consultancy and coordinate the activities of this policy working group.
- b) **Policy Mapping:** Create a Policy Map highlighting the key areas, best practices, Gaps and Needs of the tech and creative spaces in terms of policy action.
- c) **Stakeholder Engagement:** Engage with public and private sector policy actors across all regulatory fronts involving the tech and creative business space in Nigeria particularly the National Information Technology Development Agency (NITDA), the National Start Up Act Secretariat, National Council for Digital Innovation and Entrepreneurship, State Governments, Regional Development Agencies and other relevant Ecosystem Players.
- d) **Policy Implementation Plan:** Develop a comprehensive plan to facilitate access to incentives at the federal level and to domesticate the start-up Act into states while highlighting the policy actors, actions and possible executive orders and/or legislation needed to implement these policy changes.
- e) **Implementation:** Collaborate with specific regulators, legislative houses and executive heads of Federal and State Ministries, Departments and Agencies (MDAs) to implement the policy changes identified.
- f) **State Domestication Support:** Conduct state-level diagnostics to assess policy, legal, and institutional gaps; identify and prioritize States for domestication based on readiness and ecosystem maturity; and provide advisory and drafting support for the development and adoption of State-specific Startup Act-compliant legal, regulatory, and institutional frameworks, including model laws, guidelines, and implementation structures.

This will primarily involve:

- i. Conducting a **full desk review** of all relevant iDICE Programme documents and related legislation, protocols, orders, papers, regulations, and executive orders.
- ii. Developing a **work plan** for project deliverables and stakeholder engagement.
- iii. Implementing, in collaboration with identified public sector actors, a framework to effect the policy changes.

4. Minimum Qualification and Experience

Key qualifications and experience required for this Consultancy include:

- a) Minimum of 20 years' cognate experience in law or related field, with experience in drafting legislation across the business law and regulatory space in Nigeria.

- b) Experience in working with Development Finance Institutions in Nigeria.
- c) Experience in Nigeria's Technology and Creative Sector
- d) Experience in providing quality comprehensive analytical reports.
- e) Demonstrated ability to advocate for policy adoption and negotiate terms with regulatory bodies and industry players.
- f) Proficiency in multiple languages for effective communication across diverse regions within Nigeria.
- g) Expertise in harmonizing local policies with international standards and practices, ensuring global competitiveness.
- h) Experience in conducting regulatory impact assessments to evaluate the potential effects of policy changes on the economy and society.
- i) Proven experience in strengthening institutional capacities to implement and enforce new policies effectively.

5. Reporting and Deliverables

The Consultant shall prepare comprehensive reports that are well-organized, data-driven, and presented in a clear and easily understandable format for the iDICE programme, to be submitted to the Programme Coordination Unit (PCU). The Consultant shall submit the following deliverables:

S/N	Deliverable	Description	Timeline
1.	Inception Report	Inception report detailing: <ul style="list-style-type: none"> • research and findings from desk review of iDICE Programme documents and related legislation, protocols, orders, papers, regulations, and executive orders; • work plan for project deliverables and stakeholder engagement; and • governance framework for Policy Working Group. 	28 days (4 weeks)
2.	Policy Map	<ul style="list-style-type: none"> • Detailed Policy Map highlighting key areas, best practices, Gaps and Needs of the tech and creative spaces in terms of policy action, based on benchmarking against leading practices 	28 days (4 weeks)

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3.	Stakeholder Engagement Reports	<ul style="list-style-type: none"> Reports on stakeholder engagement activities, including meetings, workshops, etc. Include feedback from stakeholders and action plans. 	Within one week following stakeholder engagement
4.	Policy Implementation Plan (including Capacity Building Plan / Program and States' Adoption of Draft Start up Laws)	<p>Comprehensive implementation plan covering:</p> <ul style="list-style-type: none"> the relevant policy area listed in the objectives while highlighting the policy actors, actions and possible executive orders and/or legislation needed to implement these policy changes. communication strategy to inform and educate stakeholders about policy changes and their implications. capacity building plan / program for public sector actors to ensure effective implementation and enforcement of new policies. State Level Adoption of draft Startup Laws. 	21 days (3 weeks)
5.	Implementation and Final Report	<ul style="list-style-type: none"> Report on implementation activities including on capacity building initiatives executed and State Level Adoption of Start Up Draft Laws 	252 days (36 weeks)

6. Duration

The duration of the consultancy shall be for a maximum of Twelve **(12) months**. Any need for extension should be communicated to the PCU in writing and with justifications stated.

7. Confidentiality

All data and information obtained during the consultancy must be treated as confidential and used solely for the purpose of this project.

8. Conflict of Interest

Consultant(s) will be required to highlight any areas where there is a potential conflict of interest and should propose mechanisms to resolve or manage these conflicts. This will not be regarded as a negative feature of an application, in as much as the BOI iDICE PCU is satisfied that any conflicts will be handled in a manner consistent with the interests of the project. Wherever possible, prospective Consultant(s) should follow technical, operational and commercial best practices in managing potential conflicts.

Prospective Consultant(s) should note that failure to disclose any material conflict of interest that is subsequently identified in the assessment process will be regarded as a significant negative feature. For joint ventures, the lead partner must have the power of attorney.