

MULTINATIONAL: BENIN, COTE D'IVOIRE, GHANA, NIGERIA, TOGO AND THE ECONOMIC COMMUNITY OF WEST AFRICAN STATES (ECOWAS)



**ABIDJAN – LAGOS CORRIDOR HIGHWAY DEVELOPMENT PROJECT
PROJECT IMPLEMENTATION UNIT (PIU)**

NOTICE OF EXPRESSION OF INTEREST

**SELECTION OF AN INDIVIDUAL CONSULTANT AS PROCUREMENT SPECIALIST FOR THE
BENEFIT OF THE PIU**

1. The ECOWAS Commission has received grants from the African Development Fund (ADF) and the European Development Fund (through the African Investment Platform (AIP)) to cover the cost of the project on the study of the development of the Abidjan-Lagos corridor Highway and intends to use part of the sums granted under these grants to finance the contract for the services of a **procurement specialist** within the Project Implementation Unit.
2. The services provided for under this contract relate essentially to all activities relating to the signing of supply, service and works contracts. They understand ; i) preparation of procurement plans; (ii) preparation of terms of reference, Expression of Interests, Request for proposals, technical specifications, bills of quantities and estimates; (iii) preparation and publication of tender documents; iv) the coordination of the operations of reception, opening and evaluation of the offers including the preparation of the reports of opening, evaluation, combined etc.; ; (v) preparation of requests for no objection; (vi) participation with the technical services in the preparation of contracts; (vi) filing and monitoring of bidding documents and contracts; vii) be aware of market conditions, including lists of suppliers and service providers, reference prices and ensure costs are correct and reasonable before submission of cases for approval. The contract period shall be one (1) year, renewable based on the results of the performance contract signed with the Project. The working languages will be English and French, and the person should therefore be fluent in either English or French and have working knowledge of the other language.
3. The ECOWAS Commission invites interested, eligible and qualified Individual Consultants to apply to provide the services described above. Consultants must produce a letter of expression of interest and their Curriculum Vitae clearly indicating information on their experience and skills in relation to the mission (**CV, references and supporting documents for similar services demonstrating that they are qualified), description of experience and tasks in comparable missions, availability, etc.**).
4. The eligibility criteria, the establishment of the shortlist and the selection procedure will be in accordance with the "Rules and Procedures for the use of Consultants" of the African Development Bank, edition of May 2008 - revised in July 2012, which are available on the Bank's website at: <http://www.afdb.org>.
5. Interested Consultants can obtain further information at the address mentioned below during office hours: 9:00 a.m. to 12:00 noon (GMT+1) on working days. The TORs can also be consulted on the ECOWAS website (<https://ecowas.int/procurement/>) and AfDB website.

6. The expressions of interest shall be submitted electronically, not later than **February 4th, 2023 at 11:00 a.m. (GMT+1), Nigeria Time**, to the email address indicated below:

For delivery by e-mail: procurementspecialistlchp@ecowas.int

7. The working languages shall be English and French.

**TERMS OF REFERENCE FOR RECRUITMENT
A PROCUREMENT SPECIALIST FOR THE ABIDJAN-LAGOS CORRIDOR HIGHWAY DEVELOPMENT
PROJECT IMPLEMENTATION UNIT**

I- Background and rationale

The ECOWAS regional integration vision aims to strengthen infrastructure development which is recognized as a catalyst for economic growth and the integration of peoples. In this regard, the ECOWAS Commission, which gives priority to transport infrastructure in its Vision 2020 strategic document “Towards an ECOWAS of the peoples” obtained from the Heads of State at the 42nd ordinary summit held in February 2013, the favorable agreement for the construction of a homogeneous motorway corridor of six (06) lanes (2x3 lanes) to connect the five countries which are: Nigeria, Benin, Togo, Ghana, and Côte d'Ivoire.

This highway called “Abidjan-Lagos Highway” of a length of about 1028 km connects major cities and crosses an area with strong economic potential representing about 75% of the volume of trade in West Africa. Its route will follow as much as possible a new route different from the existing corridor.

In view of the realization of this large-scale project, the technical and financial partners (including the ADF and the AIP Fund of the European Union) as well as the participating member states have decided to finance up to US\$43 million studies on the Abidjan-Lagos highway corridor development project.

This project, the objective of which is to carry out detailed and complementary feasibility studies for the transformation of the corridor into a competitive corridor from the point of view of the development of trade and transport, is articulated around eight (08) components and is being implemented under the authority of the ECOWAS Commission.

The implementation mechanism provides for a Steering Committee as a monitoring body, a Project Implementation Team for the supervision of activities and a Project Implementation Unit. The unit will have to (i) ensure the day-to-day administration and effective management of the project, (ii) carry out the procurements planned under the project, (iii) examine the various reports prepared within the framework of the studies and decide on their quality and admissibility, (iv) organize the logistics and financial support of the meetings of the various stakeholders, the round table of donors and potential private investors, and finally (v) carry out the administrative and financial management of the project activities.

The PIU, is based in ECOWAS office in Abuja, Nigeria, is composed of: (i) independent experts, namely: a bilingual project coordinator, two (02) road engineers (one French-speaking and one English-speaking), a specialist in procurement, support staff (accountant, administrative assistant, vehicle driver) as well as (ii) five (05) experienced representatives (civil engineers or any other disciplines related to implementation of the study) from the sector Ministries of each country which will be deployed periodically according to needs. The Project Implementation Unit works in close collaboration with ECOWAS and benefits from the expertise of a mobilized Technical Assistance team.

II- Mission and tasks of the procurement specialist

Under the control and supervision of the Project Coordinator, he/she will be responsible for procurement, be particularly responsible for:

- a. Preparing the project procurement plan for goods, consultancy services and works;
- b. Supporting the technical team in the preparation of technical specifications for supplies and terms of reference for consultancy services, to ensure compliance with standards, regulations, procedures and application processes established in accordance with the regulations of the African Development Bank in terms of procurement.
- c. Supporting the technical team in the preparation of bills of quantities to ensure compliance with standards, regulations, procedures and application processes established in accordance with the African Development Bank procurement regulations.

- d. Preparing requests for proposals for bidders/suppliers by writing letters and issuing related notices;
- e. Preparing bidding documents in accordance with the method of procurement of consultancy services/ goods/works;
- f. Coordinating bid receipt/opening activities in accordance with AfDB procedures;
- g. Providing secretarial services to the tender evaluation committee in accordance with the criteria established in the tender dossier.
- h. Preparing the evaluation report, present it to the members of the evaluation committee for signature and to the AfDB for “no objection”.
- i. Supporting the preparation of contracts;
- j. Ensuring that an effective procurement filing system is in place.
- k. Tracking the status of each procurement activity - from request to receipt of submissions by the the PIU/ECOWAS - ensuring that priorities are met.
- l. Being aware of market conditions, including source listings, price availability and competitiveness, and ensure costs are fair and reasonable before approving any purchase.

The ECOWAS Commission invites eligible Individual Consultants (“Consultants”) to express their interest in providing the Services. Interested Consultants must provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. **Attestations for satisfactory services carried out and copies of qualifications shall be included in the submission.** *The pre-selection criteria are indicated in section V below.*

III-Expected outputs of the procurement specialist

This Consultant is expected to ensure the:

- Development of procurement plans;
- Rigorous and timely implementation of this plan;
- Coordination during all stages of procurement;
- Proper filing and monitoring of all ongoing or completed procurement operations and contracts.

The performance of the procurement specialist will be assessed according to the above points and the quality of his services.

IV-Profile of Procurement Specialist (Selection Criteria)

The procurement specialist of the Abidjan-Lagos Project Implementation Unit must have the following qualifications:

Qualifications: (20 points)

- Shall possess a University degree, Master degree, in procurement, logistics, purchasing & supply, management, engineering, project management, business administration, economics, contract/commercial law or in a more directly related domains;
- Specialized Procurement Trainings with multilateral partners (World Bank, AfDB, EU, IDB etc) on procurement of Goods, Works and Consultancy Services would be an added advantage.

Experience and skills: (65 points)

- The candidate shall have at least eight (8) years of experience in procurement with relevant experience;
- Shall justify at least five (5) years’ experience as procurement specialist with projects assisted by the African Development Bank (AfDB) or in a similar multilateral institution such as WB, EU, IDB etc;

- Shall demonstrated of having executed at least two (2) similar assignments as procurement specialist with Regional/International Organizations or projects financed by multilateral institutions such as AfDB, WB, EU, IDB etc;

IT Skills: (5 points)

- Proficiency with computer tools and in particular MS Office applications, including Excel, Word, PowerPoint, Project, e-mail and Internet programs. Knowledge of relevant Procurement Software would be an added advantage.

Language Requirements: (10 points)

- Should be fluent in either English or French and have working knowledge of the other language.

V- Contract duration

The duration of the contract is one (01) year, renewable over the life of the project and based on the results of the performance evaluation report.

VI- Workplace

The place of work is Abuja, Nigeria