ECOWAS REGIONAL ELECTRICITY ACCESS AND BATTERY ENERGY STORAGE TECHNOLOGY PROJECT (BEST – P167569)

REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – INDIVIDUAL CONSULTANT SELECTION)

RECRUITMENT OF AN IT ASSISTANT

NG-CEDEAO-DEM-371063-CS-INDV

Closing Date: 06th, Septembre 2023 at 5:00 pm GMT
Contract: Time base
Duty station: Abuja, Nigeria.

Project reference No.: P167569

1. To improve the population's access to electricity, ECOWAS is working for the establishment of a regional electricity market through the development of power generation and transmission infrastructure, and its intensifying initiative related to access to electricity. Thus, ECOWAS initiated, with the support of the World Bank, the Regional Electricity Access Project (REAP) to be implemented in the form of a series of projects to gradually cover 11 countries including 9 of the ECOWAS.

2. Phase 1 of the REAP, entitled ECOWAS-REAP, covers The Gambia, Guinea Bissau and Mali. The objective is to allow 2.04 million people to benefit from electricity services. The funding is 225 million USD. Components of ECOWAS-REAP are (i) Design, supply, and installation of the electricity distribution infrastructures, (ii) supervision of the construction and technical advisory, and (iii) project coordination and technical assistance. The project has created National Project Implementation Unit (PIU) in each country involved and a Regional Coordination Unit (RCU) housed in the Directorate of Energy and Mines.

3. Then, Phase 2 of the REAP, entitled Regional Electricity Access and Battery Energy Storage Technology Project (BEST) approved in 2022. It covers Mauritania, Niger, and Senegal for the "Access" component and Côte d'Ivoire, Mali, and Niger for the "Battery" component. The objective is to increase people's access to electricity and to contribute to stability and better energy flow in the WAPP transmission system. The funding is 465 million USD. All components of BEST are (i) Design, supply, and installation of electricity distribution infrastructure, (ii) design, supply, and installation of BEST equipment, (iii) supervision of the construction and technical advisory, and (iv) project coordination and technical assistance. National Project Implementation Units (PIU) have also been created in each country involved.

4. The RCU set up for ECOWAS-REAP was also entrusted to coordinate the BEST project, and it has become imperative to reinforce the RCU. In line with the above, ECOWAS Commission, in relation to the World Bank, plans to recruit an **IT Assistant** for the Regional Coordination Unit (RCU).

5. The consultant's services ("the services") include the following, as indicated below One (01) year period extensible based on satisfactory performance, including a probation period of three (03) months with Time base contract.

6. T**he IT Assistant** responsibility will be to ensure for ECOWAS-REAP and BEST projects, effective and efficient mechanism for project accountability and delivery aw well to support management decision making and control during implementation. Activities to be performed by him include but are not limited to the following:

    a) Provide first-level help-desk support to project staff for any matter related to IT;
    b) Handle routine operation and maintenance of IT equipment including PC, laptops, printer, and internet device and bring to attention of the RCU Coordinator on potential technical issues;
    c) Ensure the internet equipment's are working properly and be pro-active with the service supplier to ensure that for all issues relating to bad or weak connection are manage properly and timely;
    d) Provide support in conferencing (meeting, workshop etc.) with ICT and audiovisual equipment as and when requested;
    e) Support the procurement unit in the definition of technical specification for the purchase of IT equipment for project staff and contribute to bid evaluation;
    f) Work closely with the procurement specialist on in maintaining ICT equipment inventory, including documentation.
    g) Prepare equipment for new staff which includes Installing/upgrading, configuring systems, tools and equipment.
    h) Develop and manage a web portal for the project in liaise with the communication department of ECOWAS
    i) Set up a thesaurus and an electronic management of the project documents.
    j) Create and manage virtual meeting links as when needed;
    k) Respond effectively to any other tasks assigned by the RCU Coordinator and undertake any other activities, as instructed by ECOWAS Director of Energy and Mines.

7. QUALIFICATION REQUIREMENTS

Qualifications and skills

i. At least a Bachelor's Degree in Computer Science, Computer Information Systems, Electronics Engineering, or related fields;
ii. ITIL (stands for Information Technology Infrastructure Library) Foundation Certificate or other IT certification is an asset;
iii. Ability to work in a multidisciplinary team;
iv. Must be able to log and track reported IT problems beyond ordinary office hours.

General experience

v. A minimum of five (5) years of practical work experience in information technology, requiring system configuring, maintenance and problem solving is required;

vi. Experience in hardware management including servers, personal computers, and peripherals such as Smart mobile phones, tablets, printers, wireless network devices, and audiovisual devices is required.

Specific experience

i. Have been involved at least in one (1) international funded project during the past five years;

ii. Experience in providing assistance to users on IT products and services by using applications and diagnostic tools;

iii. Practical experience and working knowledge of various computer platforms and applications.

8. Language requirement

Candidates must speak and write fluent French or English. The knowledge of both languages is highly desired and will be an advantage.

9. A Candidate will be selected in accordance with the Selection of Individual Consultant set out in the World Bank Procurement Regulations for IPF Borrowers (Fourth Edition November 2020).

10. Further information can be obtained only by mail at the following email address: ***ecowas-reap@ecowas.int***; with copy to ***lkouassi@ecowas.int ; banwone@ecowas.int, ddegny@ecowas.int ; akoumoin@ecowas.int and bdabire@ecowas.int*** .

11. Expressions of interest must be delivered latest by **06th, Septembre 2023 at 5:00 pm GMT** at ***ecowas-reap@ecowas.int; copying lkouassi@ecowas.int, ddegny@ecowas.int, banwone@ecowas.int, akoumoin@ecowas.int and bdabire@ecowas.int***