



**REQUEST FOR EXPRESSION OF INTEREST
(Consulting Services – Individual Consultant Selection)**

**RECRUITMENT OF INDIVIDUAL CONSULTANT FOR RESOURCE MOBILIZATION FOR THE REALIZATION
OF THE AFRICAN FORUM ON RESEARCH AND INNOVATION (FARI) 2025.**

From: 21/11/2024

To: 10/12/2024

Reference No: ECW/ESC/PROC/DAGS/FARI-25/18-11/ss

The Economic Community of West African States (ECOWAS), in the framework of the execution of its 2025 Budget, intends to apply a portion of the budgeted funds towards the **Recruitment of Individual Consultant for Resource Mobilization for the Realization of the African Forum on Research and Innovation (FARI) 2025.**

2. The African Forum on Research and Innovation (FARI), the ECOWAS forum dedicated to Science, Technology and Innovation is one of the ECOWAS region's major scientific activities. The establishment and organization of FARI was the subject of a decision (A/DEC/.1/6/21) by the sixtieth Ordinary Session of the ECOWAS Conference of Heads of State and Government. The second edition of the African Research and Innovation Forum will take place in 2025 in Cotonou (Republic of Benin). Communication and visibility are an integral part of FARI's main lines of action. The aim is to ensure better organization of the event, with a view to mobilize technical and financial partners and promoting the event regionally and internationally. The Commission also aims to mobilize a pool of private and public investors, for the realization of potential research and innovation projects that will be presented during the Forum.

3. The overall objective of this assignment is to ensure the mobilization of resources for the implementation and success of the activities planned within the framework of FARI-2025. Thus, the Consultant will have to develop and implement a resource mobilization action plan and mobilize technical and financial partners.

4. The consulting services ("the Services") requires the Resource Mobilization Consultant to:

- Design and implement an action plan to mobilize resources for the realization and success of the Forum in 2025.
- Identify technical and financial partners and sponsors for the event.
- Propose a financial package for the organization of the event.
- Ensure the mobilization of the additional financial resources needed to organize FARI-2025.
- Mobilize resources to finance innovative projects.

5. The expected result of the consultancy engagement shall include the following:

- An action plan to mobilize resources for the success of the Forum designed and implemented.
- National, regional and international technical and financial partners identified and mobilized.
- A financial package for the organization and staging of the event drawn up.
- Mobilization of resources for organization of FARI- 2025 and financing of projects effectively accomplished.

6. The final deliverables to be submitted by Consultant at the end of the mandate shall include:

- A methodology for drafting a resource mobilization strategy.
- A strategy, action plan and list of partners mobilized for FARI 2025.

- FARI resource mobilization strategy final report.
7. The duration of this consultancy engagement shall be for a period of four (4) months.
8. Overall coordination and supervision by ECOWAS, shall be provided through its Directorate of Education, Science and Culture.
9. The ECOWAS Commission now invites all interested, eligible and qualified individuals (“Consultants”) to indicate their interest in providing the Services described above. Interested individuals must submit a letter of expression of interest and curriculum vitae, providing clear and detailed information on their experience and qualification for the assignment (CV, references of similar services demonstrating that they are qualified, description of experience and tasks in similar assignments, availability, etc.).
10. The Eligibility criteria for selection are as follows:
- I. Citizenship of ECOWAS Member State**
 - Must be a citizen of ECOWAS Member State
 - II. Educational Qualifications**
 - Shall justify having Advanced degree (Masters or equivalent) in Economics, Planning, Marketing, Resource Mobilization or related fields.
 - III. Professional Experience**
 - Shall justify having a minimum of eight (8) years proven experience in mobilizing financial resources and monitoring projects related to major events at national and regional level.
 - Shall justify having executed at least two (2) similar experience in engaging with development partners in aspects related to resource mobilization.
 - Shall justify having successfully executed one (1) similar assignment in ECOWAS Region.
 - IV. Knowledge and Skills**
 - Comprehensive understanding of event management
 - Proficiency in the financial aspects of event projects
 - Must be computer literate with knowledge of basic project management software
 - V. Language Proficiency:**
 - Consultant must be bilingual with a good command of English and French.
 - Knowledge of Portuguese would be an added advantage.
11. The selection will be done on the basis of a comparison of curricula vitae and the consultant with the highest score will be requested to submit its technical and financial proposals prior to negotiation and the conclusion of the selection process. (**Selection method: Individual Consultant**).

N.B: ECOWAS Commission is under no obligation to shortlist any Consultant who expresses interest for this consultancy engagement.

12. The attention of interested Individual consultants is particularly drawn to **Article 118 of the ECOWAS Revised Procurement Code (“Infringements by Candidates, Bidders and Awardees”)**, providing information on corrupt or fraudulent practices in competing for or executing a contract. In addition, please refer to the following specific information on conflict of interest related to this assignment as per **“Article 119 of the ECOWAS Revised Procurement Code**.

Please note that the Expression of Interest can be made in any of the three (3) ECOWAS Community Languages (English, French & and Portuguese)

13. Interested Consultants may obtain further information from the email addresses below during office hours: **Monday to Friday from 9.00 am to 5.00 pm (GMT+1).**

Email: procurement@ecowas.int; with copy to: sbangoura@ecowas.int; ikkamara@ecowas.int; rkouakou@ecowas.int; sshadrach@ecowas.int.

14. Interested Individual Consultants shall express their interest via email by sending the documents listed above and other relevant supporting documents, **no later than December 10th, 2024 at 11am GMT+1** to the following addresses: procurement@ecowas.int; with copy to: sbangoura@ecowas.int; ikkamara@ecowas.int; rkouakou@ecowas.int; sshadrach@ecowas.int. The subject of the Email shall read **'Recruitment of Individual Consultant for Resource Mobilization for the Realization of the African Forum on Research and Innovation (FARI) 2025.**

Please note that only electronic submissions via email addresses indicated above shall be accepted.

15. This REoI and TOR is also published on the ECOWAS website https://www.ecowas.int/procurement/procurement_m/intellectual-services/

Prof. Nazifi Abdullahi DARMA
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