

## REQUEST FOR EXPRESSIONS OF INTEREST

### AFRICAN DEVELOPMENT BANK GROUP

Avenue Joseph Anoma – 01 B.P. 1387 – Abidjan 01 – Cote d'Ivoire

Resource Mobilisation and External Finance Department

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1. The African Development Bank hereby invites Individual Consultants to indicate their interest in the following Assignment: **Consultation for Assistance on Peer-Reviewing the 2016 Country Policies and Institutional Assessments (CPIAs)**.
2. Under the supervision of FRMB.1 Manager, **sixteen (16) Individual Consultants** will be expected to provide the following services under the Assignment among others:
  - In line with the general guidelines of the CPIA questionnaire and the manual for drafters, ensure that – for each sub-criteria – the qualitative analysis provided adequately justify the proposed score;
  - Identify flagship policy and institutional reforms implemented in the course of the last 12 months and state dates and references related to each reform;
  - Provide brief comments and observations – through the dedicated forms in the online CPIA platform – aiming at enhancing the quality and the relevance of the proposed analysis;
  - If need be, undertake a literature review in the field of the treated CPIA domain – based on official / governmental sources – and share its outcomes with drafters. Among others, reference needs to be made to laws, regulations, decrees, parliament's circulars and government's communiques. References could also rely on studies released by development partners, recognized indicators, media interviews, press articles and any reliable sources of information that could be used to support discussions with national parties;
  - After the submission of the second drafts, assist the 2016 CPIA coordination team to identify: contradictory, inconsistent or missing information, significant gaps between proposed scores and provided analysis, and significant variations of proposed scores as compared to those of the last year evaluations;
  - Produce a 3-pager report summarizing the status of policy and institutional reforms in African in relation with the specific treated CPIA domain.
3. At the end of his/her mission, each consultant shall provide the following deliverables:
  - Written reviews and observations submitted to the attention of drafters on 54 CPIA evaluations regarding the covered sub-criteria;
  - Literature review compiled, summarized and submitted to CPIA drafters;
  - Matrix of missing information or contradictory analysis identified in CPIA evaluations which need further clarification or complementary justifications;
  - A summary report (3 pages) which takes stock of the existing policies and institutional reforms in Africa in relation with the CPIA areas covered by the consultation.
4. **Selection Criteria**
  - A Master degree or a PhD in any of the areas of the CPIA questionnaire (see Annex I);

- Minimum of 5 years of proven professional experience in any of the areas of the CPIA. In the absence of a professional experience, an academic research experience could be considered;
  - Any relevant experience or practical expertise as a policy analyst is an advantage;
  - Strong ability to communicate and write in English and French;
  - Ability to work under pressure and deliver requested outcomes in the allotted time;
  - Intellectual integrity and capability of treating information with high level of confidentiality.
5. The Resource Mobilization and External Finance Department invites Individual Consultants to indicate their interest in providing the above-described services. Interested Consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this Assignment (documents, reference to similar services, experience in similar assignments, etc.).
  6. The eligibility criteria, the establishment of a short list and the selection procedure shall be in conformity with the **Bank’s Rules and Procedures for the Use of Consultants**. Please, note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.
  7. The estimated duration of services is **thirty (30) working days** and the estimated starting date is **October 17, 2016**.
  8. Interested Individual Consultants may obtain further information at the address below during the Bank’s working hours: 09:00 and 17:00 hours.
  9. Expressions of interest must be received in soft copy to [r.benmessaoud@afdb.org](mailto:r.benmessaoud@afdb.org) and [a.ouni@afdb.org](mailto:a.ouni@afdb.org) no later than **Thursday, October 6, 2016 at 17:00 GMT** and should specifically mention: **“Consultation on Peer-Reviewing the 2016 CPIAs – FRMB Department”**.
  10. **Establishment of the short list**  
Successful consultants selected in the shortlist will be judged on the following criteria based on their resume.

Educational level and qualifications for the proposed assignment	40%
Experience with the Bank or other international donors	10%
Language proficiency (English and French)	5%
Knowledge of the Region	5%
Similar experience in the area of expertise of the assignment as described in the Terms of Reference	40%

## AFRICAN DEVELOPMENT BANK GROUP



### TERMS OF REFERENCE

#### CONSULTATION FOR ASSISTANCE ON PEER-REVIEWING THE 2016 COUNTRY POLICIES AND INSTITUTIONAL ASSESSMENTS (CPIAs)

##### BACKGROUND

The African Development Bank (AfDB) assesses the performance of its 54 Regional Member Countries (RMCs) and their capacities of implementing appropriate policy and institutional reforms.

The Country Policy and Institutional Assessment (CPIA) – which serves as the core framework for this exercise – consists in a questionnaire based on 49 areas (sub-criteria) grouped into 18 dimension (criteria) and 5 clusters assessing quality of policies and institutions. Assessed areas cover most of the issues related to economic development. Among others, these includes macroeconomic management, business environment, health, education, environmental issues, gender, governance, regional integration and infrastructure development.

The CPIA is the bedrock component of the AfDB Performance-Based Allocation (PBA) system, which channels a large part of the concessional resources of the African Development Fund (ADF) to 38 eligible RMCs. Furthermore, in addition of being a major policy dialogue tool, the CPIA provides crucial inputs to the annual Bank's report on the African Economic Outlook (AEO). The CPIA is also used internally by the Bank to help guiding its interventions, its assessments of risk and its research. Moreover, it is used by international institutions, such as Mo Ibrahim and Transparency International, to feed into the calculation of their own composite indicators.

Given the importance of the CPIA, the Bank has undertaken a number of actions to improve its quality, streamline its preparation process and make it more efficient. To this end, since 2012, the CPIA preparation process is fully automated through an online platform (<https://cpia.afdb.org/>) allowing drafting, peer reviewing, and releasing country notes and scores.

In order to follow-up on these improvement efforts, the Bank is calling for a consultancy service of individuals – with proven expertise – to provide sound technical assistance and independently peer review the first drafts of country evaluations prepared by its economists during the first preparation phase.

## **OBJECTIVES, MAIN TASKS AND EXPECTED OUTCOMES**

As part of the requested technical assistance, **sixteen (16) individual consultants will be recruited** to support the review of the 54 country evaluations. The distribution of CPIA domains and sub-criteria to be covered by the consultants are summarized in Annex I.

The CPIA peer-reviewing phase comes after the preparation of the first drafts of country evaluations. To this end, each consultant is requested to perform the following tasks:

- In line with the general guidelines of the CPIA questionnaire and the manual for drafters, ensure that – for each sub-criteria – the qualitative analysis provided adequately justify the proposed score;
- Identify flagship policy and institutional reforms implemented in the course of the last 12 months and state dates and references related to each reform;
- Provide brief comments and observations – through the dedicated forms in the online CPIA platform – aiming at enhancing the quality and the relevance of the proposed analysis;
- If need be, undertake a literature review in the field of the treated CPIA domain – based on official / governmental sources – and share its outcomes with drafters. Among others, reference needs to be made to laws, regulations, decrees, parliament’s circulars and government’s communiques. References could also rely on studies released by development partners, recognized indicators, media interviews, press articles and any reliable sources of information that could be used to support discussions with national parties;
- After the submission of the second drafts, assist the 2016 CPIA coordination team to identify: contradictory, inconsistent or missing information, significant gaps between proposed scores and provided analysis, and significant variations of proposed scores as compared to those of the last year evaluations;
- Produce a 3-pager report summarizing the status of policy and institutional reforms in African in relation with the specific treated CPIA domain.

At the end of his/her mission, each consultant shall provide the following deliverables:

- Written reviews and observations submitted to the attention of drafters on 54 CPIA evaluations regarding the covered sub-criteria;
- Literature review compiled, summarized and submitted to CPIA drafters;
- Matrix of missing information or contradictory analysis identified in CPIA evaluations which need further clarification or complementary justifications;
- A summary report (3 pages) which takes stock of the existing policies and institutional reforms in Africa in relation with the CPIA areas covered by the consultation.

## **REQUIRED QUALIFICATIONS**

- A Master degree or a PhD in any of the areas of the CPIA questionnaire (see Annex I);
- Minimum of 5 years of proven professional experience in any of the areas of the CPIA. In the absence of a professional experience, an academic research experience could be considered;
- Any relevant experience or practical expertise as a policy analyst is an advantage;
- Strong ability to communicate and write in English and French;
- Ability to work under pressure and deliver requested outcomes in the allotted time;
- Intellectual integrity and capability of treating information with high level of confidentiality.

## **DURATION AND LOCATION**

The consultation will run for **thirty (30) working days** divided into two periods as follows:

- First period (20 working days): From **October 17 to November 12, 2016;**
- Second period (10 working days): From **November 28 to December 11, 2016.**

Physical presence in the offices of the Bank is not requested from the consultants of this mission. All requested deliverables are to be submitted through the online CPIA platform. Technical and coordination meetings with the Bank's CPIA team will be held within videoconference or phone calls.

#### **ACCOUNTABILITIES**

The consultants are to work under the direct supervision of the Bank's team in charge of the 2016 CPIA exercise and will formally report to the Manager of the sovereign division of the Resource Mobilization and External Finance Department (FRMB.1).

#### **COSTS**

Each consultant will receive a lump sum of **EUR 1,300** at the end of the mission with no additional benefits or per diems to be paid. The consultants are responsible for their own health insurance and accommodation costs during the mission period.

## Annex I: Distribution of CPIA Domain and Sub-criteria to be Covered by the 16 Consultants

#	CPIA Criterion	CPIA Sub-criterion	# of Consultants
1	<b>Monetary Policy</b>	Monetary policy	1
2	<b>Debt Policy</b>	Debt policy	
3	<b>Fiscal Policy</b>	Fiscal policy	
4	<b>Efficiency of Revenue Mobilization</b>	Tax policy	1
		Tax administration	
5	<b>Trade Policy</b>	Regional Integration and Economic Cooperation	1
		Trade restrictiveness	
		Customs/trade facilitation	
6	<b>Regional Integration</b>	Movement of persons and labor and right of establishment	1
		Regional financial integration	
7	<b>Financial Sector Development</b>	Financial stability	1
		Sector's efficiency, depth, and resource mobilization strength	
		Access to financial services	
8	<b>Business Regulatory Environment</b>	Regulations affecting entry, exit, and competition	1
		Regulations of ongoing business operations	
		Regulations of factor markets (labor and land)	
9	<b>Property Rights and Rule-based Governance</b>	Legal basis for secure property and contract rights	1
		Predictability, transparency, and impartiality of laws affecting economic activity	
		Difficulty in obtaining business licenses	
		Crime and violence as an impediment to economic activity	
10	<b>Gender Equality</b>	Promotion of equal access for men and women to human capital development opportunities	1
		Promotion of equal access for men and women to productive and economic resources	
		Men and women equal status and protection under the law	
11	<b>Equity of Public Resource Use</b>	Poverty Measurement	1
		Public Expenditures: Priorities and strategies	
		Regressive Tax	
12	<b>Quality of Budgetary and Financial Management</b>	Comprehensive and credible budget	1
		Effective financial management systems	
		Timely and accurate fiscal reporting	
		Clear and balanced assignment of expenditures and revenues to each level of government	
13	<b>Building Human Resources</b>	Health and nutrition services	1
		Education, ECD, training and literacy programs	
		Prevention and treatment of HIV/AIDS, tuberculosis, and malaria	
14	<b>Environmental Policies and Regulations</b>	Environmental policies and regulations	1
15	<b>Social Protection and Labor</b>	Social safety net programs	1
		Protection of basic labour standards	
		Labour market regulations	
		Community driven initiatives	
		Pension and old age savings programs	
16		Policy coordination and responsiveness	1

	<b>Quality of Public Administration</b>	Service delivery and operational efficiency	
		Merit and ethics	
		Pay adequacy and management of the wage bill	
<b>17</b>	<b>Transparency, Accountability and Corruption in the Public Sector</b>	Accountability of the executive to oversight institutions	<b>1</b>
		Access of civil society to information on public affairs	
		State captured by narrow vested interests	
<b>18</b>	<b>Infrastructure Development</b>	Sector strategy/policy	<b>1</b>
		Legal and regulatory frameworks for infrastructure	
		Public resource management and accountability in the infrastructure sector	

**1.**