

REQUEST FOR EXPRESSIONS OF INTEREST

AFRICAN DEVELOPMENT BANK

African Legal Support Facility

CCIA Plateau, 01 B.P. 1387, Abidjan 01, Côte d'Ivoire

E-mail: i.mejai@afdb.org Telephone: +225 20 26 35 96

1. The African Development Bank hereby invites Individual Consultants to indicate their interest in the following Assignment: *Individual Legal Consultant (Long Term)*
2. The services to be provided under the Assignment include:
The African Legal Support Facility (ALSF), hosted at the African Development Bank in Abidjan, Côte d'Ivoire is currently recruiting an Individual Legal Consultant (Long Term) to assist in the operations of the ALSF.

The ALSF's main objectives include: (i) assisting African Governments in defending against litigation brought against them by vulture funds (and other such entities); (ii) providing legal advisory services to African Governments in the negotiation of complex commercial transactions relating to extractive resources, infrastructure, PPPs, debt, and related commercial agreements; (iii) capacity building for lawyers related to the above; and (iv) development of knowledge products.

The Objectives and Tasks of the Assignment include:

- *Conducting legal due diligence on proposed transactions such as the review of project documents and agreements (including development or construction contracts, supplier agreements, concession agreements, joint venture agreements, management agreements, etc.);*
- *Analysis of country requests for legal assistance and preparation of project proposals and reports to the Director and Management Board of the Facility regarding requests;*
- *Assist in recruiting and managing external legal counsel, including negotiating fee arrangements;*
- *Draft and negotiate financing agreements and prepare other legal documents as required;*
- *Regularly liaise and interact with senior government officials to discuss legal interventions;*
- *Contribute to compilation of precedents in creditor litigation and best practices in negotiating complex commercial transactions;*
- *Liaise with partners, co-financiers and facilitate cooperation with other development partners;*
- *Draft policy documents on operational matters relating to the Facility;*
- *Mentoring and assisting with the development of junior team members;*
- *Ensuring that, if required, documents presented to the Management Board and Governing Council are accurately translated into the official languages of the Facility in a timely fashion;*
- *Perform such other assignments as may be required from time to time by the Director of the Facility or such other person as may be authorized by the Director.*

More specifically the role will have emphasis on the strategic development and maintenance of relationships with the Facility's stakeholders especially development partners. To this end the individual will be expected to be engaged the following tasks:

- *Coordination with donors on specific projects in the pipeline especially KfW, IFC, DFID, AFD, ISLP, A4ID, GIZ, USAID and others including the CONNEX arrangement.*
- *Establish partnerships and networks with the African Universities and/or African law firms and manage those relationships especially on the Capacity Building projects.*
- *Coordinate relationships with International and African Law Firms.*
- *Development of a network of training consultants with experience of training in Africa.*
- *Management of the development and maintenance of the ALSF database of law firms and*

consultants.

- *Follow-up on projects needing closure or resolution of complicated issues – including follow up with governments.*
- *Be responsible for project origination and building the portfolio of the ALSF.*
- *Establish and manage the legal exchange programme as the direct linkage with law firms and the partners active on it.*
- *Represent the Facility at conferences related to it's work and deliver presentations highlighting the Facility's activities.*
- *Identify strategic opportunities for the Facility and external optics in conjunction with the Facility's communications manager.*
- *Develop an internal training programme for ALSF staff.*
- *Carry out any other related duties as may be assigned to you by the Director or a Senior Staff member delegated to work with you on any particular matter.*

The consultant will be under the overall supervision of the Director/CEO who will adequately brief and guide the consultant and may delegate such responsibility to a senior officer for specific assignments.

3. *The ALSF 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.).*

The Qualifications and Experience required include:

- *At least a Master's degree in Law or relevant combination of experience, plus admission to the Bar of (or diploma to practice law in) a member of the African Development Bank; or a first university degree plus a relevant combination of academic qualifications in law e.g. Juris Doctor (JD) plus admission to the Bar of (or diploma to practice law in) a member country;*
 - *At least fifteen (15) years of relevant professional experience preferably with an established international law firm, or international financial institution, with proven technical competence and experience in international private law, project finance, extractive resources, international arbitration and/or commercial contracts;*
 - *Strong skills in preparation and negotiation of complex legal documents including briefs, legal opinions, investment agreements and related transactions;*
 - *Demonstrated effective coordination skills and an ability to work under pressure in a multicultural environment to complete multiple tasks and meet deadlines;*
 - *High-level skills in communication, team building, highly developed inter-personal skills, writing, and analytical skills; sensitivity to working internationally;*
 - *Be a self-starter with spirit and drive and a team player with strength of character and determination;*
 - *Demonstrate: commitment; good judgment; a "big picture" attitude and the ability to think laterally and desire to be in a changing environment;*
 - *Competence in Microsoft Office; knowledge of cloud-based project management software and SAP are a plus;*
 - *Ability to communicate and write effectively in English and/or French with good working knowledge of the other language;*
 - *Must be a citizen of a member country of the African Development Bank; and*
 - *Willingness to undertake extensive travel (up to 30% of time).*
4. 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.

5. The estimated duration of services is (12) months, starting in **15 January 2017 and ending in 14 January 2018**.
6. Interested Individual Consultants may obtain further information at the address below during the Bank's working hours: *09:00 to 17:00 hours*.
7. Expressions of interest must be received at the address below no later than **9 January 2017 at 18h00** local time and specifically mentioning *Individual Legal Consultant (Long Term)*

For the attention of: *Ms. Imen Mejai*
African Development Bank
African Legal Support Facility (ALSF)
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Abidjan 01, Côte d'Ivoire
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ESTABLISHMENT OF THE SHORT LIST

8. A shortlist of three to six individual consultants will be established at the end of the request of expressions of interest. The consultants on the shortlist will be judged on the following criteria on the basis of their updated resume.

Level of education in general	20%
Educational level compared to the field of mission	20%
Years of experience in general	20%
Number of years of experience relevant to the mission	40%