1. This request for Expressions of Interest (EOI) follows the General Procurement Notice for this Project that appeared in UN Development Business Number AfDB94-701/07 of 30th April 2007.

2. The Southern African Development Community (SADC) has received a grant from the African Development Bank (ADB) in various currencies equivalent to UA 20.00 million towards the cost of the Support to Capacity Building for Open and Distance Learning Project and intends to apply part of the proceeds of this grant to eligible payments under the contract for consultancy services for: “Development of an ODL Regional Strategic Plan”.

3. Through the Project, the SADC Secretariat is developing an evidence based regional ODL policy, which has been informed by studies in the four sectors, that is, secondary education, higher education, technical and vocational education and training (TVET) and teacher education. After the endorsement of the ODL policy by the SADC Ministers responsible for education and training, four (4) Strategic Forums will be convened in these four sub sectors. The outcome of the Forums will be the development of an ODL Regional Strategic Plan and Operational Framework.

The SADC Secretariat therefore wishes to engage an individual consultant to develop a Strategic Plan and Operational Framework to implement the regional ODL policy, which will detail how the ODL policy will be implemented across the region, identify strategic priorities and set timelines. The Consultant will be required to (i) Review the regional ODL policy and other relevant policy documents and summarise aspects that are relevant to the development of the Strategic Plan (ii) Consult with relevant SADC Secretariat staff in order to understand the context in which the Strategic Plan is being developed, which will require him/her to travel to Gaborone (iii) Produce an Inception Report outlining the methodology to be used in carrying out the assignment (iv) Co-facilitate four Strategic Forums (v) Produce a draft Strategic Plan and present it at the 3-day ODL stakeholder conference of 250 delegates (vi) Facilitate the stakeholder conference and produce a report on it. (vii) Finalise the Strategic Plan document, incorporating issues, changes and recommendations from the stakeholder conference. It is expected that the assignment will be carried out between November 2010 and March 2011.

4. SADC now invites qualified individuals to indicate their interest in providing the services. Those interested must provide a statement of capability and experience indicating that they are qualified to perform the services (Qualifications and suitability for the services, description of similar assignments, knowledge and experience in similar conditions in the SADC Region and demonstration of relevant skills).

5. Individual Consultants will be selected in accordance with the procedures set out in the African Development Bank’s Rules and Procedures for the Use of
6. Written EOIs, in English, must be marked ‘Expression of Interest for the SADC ODL Project – Strategic Plan Development’ and delivered to the address below (through post, courier or email) by 12H00, Botswana Time (GMT +2) on Friday, 01st October 2010.

Attention: Mr. Winter Chinamale
SADC Secretariat
Procurement Expert - CD and ODL Projects
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6. The submission of Expression of Interest does not commit the SADC Secretariat to include the firms expressing interest on the shortlist.