REQUEST FOR EXPRESSIONS OF INTEREST TO SERVE AS DEBT MANAGEMENT CAPACITY BUILDING CONSULTANTS
FOR THE SUB-NATIONAL CAPACITY BUILDING PROJECT OF THE DEBT MANAGEMENT OFFICE, NIGERIA FUNDED BY THE AFRICAN DEVELOPMENT BANK

1. Background
The Debt Management Office (DMO), Nigeria was established in 2000 to rationalize, streamline and achieve operational efficiency with regard to the management of Nigeria's debt which was characterized by several shortcomings, particularly the diffusion of debt management responsibilities across numerous government agencies, which led to inefficiencies and coordination problems.

The high point in surmounting these problems is the Paris and London Clubs exist in 2005 and 2006, respectively. The DMO was the major player in the Nigeria's exit from these problematic debts. One of the major priorities of the DMO after the successful exit was the enthronement of sound public debt management practices at the sub-national level.

This drive was informed by the desire to strengthen and entrench sound public debt management skills and practices at the sub-national levels as a way of ensuring that Nigeria does not relapse into debt unsustainability that bedeviled the economy prior to Paris and London Club debt exits. To achieve its sub-national debt management objective, the DMO has since 2007 embarked on various programmes, in form of advocacy and training initiatives. The sub-national programmes of the DMO have in the past received sponsorship and funding by the DMO and some Development Partners like the World Bank, DFID and CIDA.

To sustain its sub-national programme, the DMO sought for and received a grant from the African Development Bank's (AfDB) Middle Income Country Technical Assistant Fund (MIC-TAF) to help finance further its Sub-National Capacity Building Project which entails the procurement of Two (2) International Consulting Firms to serve as Debt Management Capacity Building Consultants (DMCBCs) for the three Southern and three Northern zones of Nigeria.

The DMO hereby invites International Consulting Firms to express their interests to serve as DMCBCs for the Sub-National Capacity Building Project.

2. The Objective of the Assignment
The broad objective of the firm’s assignment is to support the DMO to enshrine sound debt management practices at the Federal and State Governments in Nigeria through capacity building for Debt Management Officials. The specific project objectives include: (i) equipping State and Federal Capital Territory (FCT) debt managers with the skills and knowledge to undertake annual DSAs at the sub-national level (ii) building the capacity of Nigeria government departments and agencies to assist in management of debt and to coordinate AfDB’s efforts effectively with the DMO; and (iii) ensuring that high-level officials, including arrangements at both the federal and state levels are aware of key challenges and opportunities in this area, as well as ongoing efforts led by the DMO.

3. The Required Experience of the Firm
- The Debt Management Capacity Building Consulting firm is expected to have a wealth of experience in Public Financial Management, particularly in Debt Management and Debt Sustainability Analysis.
- The firm will be expected to provide a team of resource persons with relevant qualification and experience in Debt Management to support its competence to perform the assignment.
- The firm will also be expected to have had experience in conducting management training Nigeria, particularly in the area of public sector staff capacity building.
The staff of the DMCBC must be up to date in IT. Particularly aspects that are relevant to modernize Debt Management. Firm team leaders must have a post graduate degrees in relevant areas, including Development Economics, Business Management, Accountancy, and Finance with at least 10 years progressive working experience in the Public Finance Management Sector.

The Firm Experts as a whole must be computer literate and with excellent report writing and communication skills in English. Previous experience of having performed similar assignments under any multi-lateral development Bank project will be an advantage.

The Firm must be highly skilled in Logistics and Project Management with at least 10 years proven record and experience.

4. Duties and Responsibilities of the Firm
The duties and responsibilities of the DMCBCs will be detailed during the request for technical and financial proposals. However, the key tasks will include liaising with the DMO to:

- Train the Sub-national debt managers in Nigeria on how to conduct the Debt Sustainability Analysis (DSA) that will enable them conduct the exercise in their various States on an annual basis.
- Build the capacity of Sub-nationals to manage and report debt data to the DMO as and when due.
- Train the various MDAs in the States on effective public debt management practices including risk management.
- Sensitize the MDAs and the DMDs on the need for harmonious work relationship through the establishment of a Domestic Debt Data Reconciliation Committee (DDDRC) that will trigger operational efficiency especially with regard to timely, accurate and reliable reporting of debt data.
- Sensitize the Top Policy Makers in each State of the federation and the FCT on the need for the formation of DDDRC and the DSA core group in order to garner full participation and attendance during the exercise.
- Provide Monthly Progress Reports to the Project Coordinator.
- Provide draft indicators to ensure that the activities already carried out are in line with the project objective; a draft Inception Report one month after the start of the Project and a final Report not later than one month after the completion of the Project.
- Develop a tool / system to measure progress each quarter in the implementation of action plans.

5. Expected Outcomes of the Project
At the completion of the AfDB sponsored project and assignment of the Consultants, it is expected that the DMD Officials should be able to:

i. Comprehend the key variables that interplay in determining debt;
ii. Apply the DSA template in computing the debt ratios and sustainability indicators;
iii. Be able to carry-out Debt Portfolio Review and determine the fiscal balance from a given set of macro data;
iv. Input data into the DSA Template, run it and interpret the results;
v. Develop the right skills in record keeping using Excel worksheet (MDA staff);
vi. In liaison and agreement with the States, the DMCBC should set up Debt Reconciliation Committees in the States for more effective debt data compilation and reporting and also create smooth and cordial working relationship between the Staff of Debt Management Department (DMDs) and relevant Ministries Departments and Agencies (MDAs) in the States with the advantage of information sharing;
vii. The States’ Legislators and Executives will better understand and appreciate the debt management processes, its inter-relatedness and centrality in effective Public Debt Management Policy in the entire gamut of a public financial management framework.

viii. Trained Officials will be able to carry out such vital functions as risk management and ensuring compliance with debt management strategies.

ix. Officials should be able to effectively apply the DSA template in computing debt ratios and sustainability indicators, as well as carry out debt portfolio reviews.

x. Policy makers and other high-level decision makers will appreciate the need to support and encourage debt management operations in the States.

6. **Target Beneficiaries**

   The target beneficiaries are the staff of the DMO and DMDs in all the States of the Federation and the FCT. Policymakers and the Legislators involved in debt issues in the States will also benefit from the Sensitization Workshop.

7. **Supervision and Reporting**

   For close supervision and reporting, the successful Firm will be stationed at the project Office, the DMO and be reporting to the DMO Project Coordination Team (DPCT) through the Project Coordinator to ensure smooth project execution.

8. **Duration**

   The duration of the Consultancy service will be 18 months.

9. **Remuneration/Payment**

   The discussion on remuneration will be finalized during contract negotiation between the DMO and the shortlisted Consultants. The successful Consultants will be paid based on quantity and quality of work done and the number of States covered. The work done by a Consultant must be certified by the DMO and forwarded to the ADB for payment. AfDB payment to a Consultant will be based on direct payment or reimbursement method.

10. **Obligations of the Consultants**

    While the obligations of the consultants will be finalized at contract negotiation, it is expected that the DMCBCs shall carry out the assignment in keeping with internationally accepted standards and specifically in accordance with the Procurement Policy and Methodology for Bank (ADB) Group Funded Operations (BPM), October 2015 as amended.

11. **Submission date and Procedure**

    Expressions of Interest must be received at the address below not later than February 15, 2018 at 5.00pm Local time (Nigeria).

    **The AfDB Project Coordinator**

    Debt Management Office (The Presidency),
    NDIC Building (First Floor),
    Plot 447/448 Constitution Avenue, Central Biz. District,
    P.M.B532Garki, Abuja. Email: aanukposi@dmo.gov.ng
12. **Enquiries**

Interested firms may obtain further information by contacting any of the Officials below during the working hours: 9.00 to 7.00 hours.

i. **Mr. Alfred Anukposi**, The Head, Strategic Programmes Department on +234-(0)8166213369.
   Email: aanukposi@dmo.gov.ng

ii. **Mr Frank N. Anyanwu**, The Team Leader, Debt Management Training Unit on +234-(0)8033082117.
   Email: fanyanwu@dmo.gov.ng