RECRUITMENT ANNOUNCEMENT

OF AN INDIVIDUAL CONSULTANCY FOR CAPACITY BUILDING SERVICE FOR PROJECT IMPLEMENTATION

Sector: Finance
Financing Agreement reference: 2100150036993
Project ID No.: P-ST-H00-002
Date Request: 05/04/2018

Reference Nº PISPIF.PTF.2018/1

1. The Government of Democratic Republic of Sao Tome e Principe has received financing from the African Development Bank and the Portuguese Technical Cooperation Trust Fund toward the cost of the upgrading the Payment System Infrastructure and deepen the state of Financial Inclusion, and intends to apply part of the proceeds financing support to payments under the contract for CONSULTANCY FOR CAPACITY BUILDING SERVICE FOR PROJECT IMPLEMENTATION.

2. The objective of the service is to strengthen the project implementation capacity to develop the planned activities for the project. It is envisaged to hire an experienced consultant to support the PIU in the establishment of the PIU, the day-to-day Project activities throughout the Project Implementation period.

3. The services to be provided under the assignment include but are not limited to the following:
   During Phase I of the Service: Support the Project Launch; Preparation of the Project Implementation procedures manual - Administrative, financial, procurement and M&E Sections - Preparation the initial procurement plan; Preparation the Initial Follow-up matrix; and Disbursement Linked Indicators; During Phase II of the service: Follow up and preparation of the audit after six months of the initial mission; Support in the overall project implementation; Support during the project financial audit; and Training sections on the new funding agency good practices, guidelines or regulations. Phase I will be Lump sum contracts with estimated duration of 2 months. The Phase II assignment will be conditional upon the successful completion of phase 1 assignment and acceptance by the client and will have a duration of 1 month.

4. The Payment System Infrastructure and Financial Inclusion Project (PISPIF) now invites eligible individual consultants to indicate their interest in providing these services. Interested individual consultants must send their CV providing information demonstrating that they are qualified to perform the services, namely their qualifications and experience, their ability to undertake this assignment (reference to similar services, experience in similar assignments, experience in similar conditions, availability, etc.). Required qualifications include: (i) Minimum of BSc Degree in IT, Computer Science, Software Engineering or related fields. (ii)
DEMOCRATIC REPUBLIC OF SÃO TOMÉ AND PRÍNCIPE
CENTRAL BANK OF SÃO TOMÉ AND PRÍNCIPE
PAYMENT SYSTEM INFRASTRUCTURE AND FINANCIAL INCLUSION PROJECT (PISPIF)

General post-graduation experience of at least fifteen (15) years, from which ten (10) years’ experience in projects financed by the African Development Bank, the World Bank or other International Financing Agencies; (iii) The consultant must have documented specific experience in the development of administrative, organizational, procurement and financial procedures Manual for projects financed by the African Development Bank, the World Bank or other National and International Financing Agencies; experience in the implementation of Payment System Infrastructure will be a plus; (iv) Familiarity and current experience in African Development Bank or other International Financing Agencies’ procurement and disbursement practices and procedures and documented previous experience in similar assignments is highly desirable; (v) Excellent computer skills in Office tools; (vi) Working experience in Portuguese speaking countries; (vi) Fluent in Portuguese and in English;

5. Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the Bank’s Procurement Policy for Bank Group Funded Operations, dated October 2015, which is available on the Bank’s website at http://www.afdb.org.

6. Interested individual consultants may obtain further information at the address below during office hours, from Monday to Friday, between 8:00 a.m. to 3:30 p.m.

7. Written expressions of interest must be delivered or submitted by e-mail to the address below by 11th May 2018, and must mention “Expression of Interest CONSULTANCY FOR CAPACITY BUILDING SERVICE FOR PROJECT IMPLEMENTATION”.

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