REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES)  

REPUBLIC OF SIERRA LEONE  

CONSULTANCY SERVICE TO ESTABLISH AN EXTRACTIVE INDUSTRY REVENUE TECHNICAL ADVISORY FIRM  

Grant No:5900155006002  
Mining/Extractive Sector  
Project ID No.: P SL KFO 008  

The National Revenue Authority is the organization mandated by government through an Act of Parliament, the National Revenue Authority Act 2002 (Act No 11), to assess and collect domestic revenues on behalf of government. This implies, the National Revenue Authority has the principal responsibility for revenue administration in Sierra Leone under the supervision of the Ministry of Finance and Economic Development. The Authority was primarily established to strengthen revenue mobilization and administration systems following the inefficiencies of the previous revenue administration systems (The Income Tax and The Customs and Excise Departments) which operated separately. The National Revenue Act mandated the Authority to collect both direct and indirect taxes, and subsequently, the Authority has taken over the responsibilities of collecting Non-Tax Revenues.

The main aim of this assignment is to assist the NRA in developing their administrative capacities for managing revenues from the extractive industry. This precisely involves providing advice to NRA senior management on capacity and structure, training and transitioning the EIRU to an operational status.

The consultancy service will include to develop and implement procedures for an effective tax administration of the extractive industry, develop Extractive industry specific audit capacity and capabilities in the areas of: accounting, finance, legislative interpretation, planning, negotiating, compliance, risk assessment and audit techniques, to formulate an effective audit strategy within the established unit, to train officials of the established unit and selected staff of the Large Taxpayer Office (LTO) and Non Tax Revenue departments on the effective administration of extractive industry revenues as well as in negotiation of contracts with EI companies, to assist extractive industry taxpayers in understanding their obligations under the tax regime.

The consultant firm must supervise Extractive Unit staff operations in a modern, busy Environment; Natural resources taxation Procedures, based on international taxation standards and international best practice; Providing effective technical assistance on modern extractive industry technique and practice in developing countries, including the mentoring of Extractive Unit staff in Natural Resource Taxation; Drafting written guidance for procedures and guidance in relation to natural resource exploration and taxation systems; Training/mentoring staff engaged in the above mentioned activities; Liaising with key agencies involved in building capacity in EI revenue and international taxation; Developing EI audit systems. The Consultant with at least 15 years post graduate working experience whereof at least seven years from the extractive industries sector. (A detailed involvement in any reputable EI African/ developing country will be an added advantage).

TCB-MREG now invites interested eligible firms to indicate their interest in providing the above mentioned services. Interested consultants must provide information indicating that they are qualified to perform the services (Description of similar assignments, experience in similar conditions, etc. This REoI will lead to the preparation of a shortlist of consultants.

1. The consultancy services are expected to have duration of 5 months. The assignment is expected to start by 30th January 2018.
2. A shortlist of six consultants will be selected in accordance with the procedures set out in the African Development Bank’s Rules and Procedures for the use of consultants available at the Bank Website www.afdb.org
3. Interested Consulting firms may obtain further information at the addresses below during office hours from Monday to Friday (0900 to 1600 hrs GMT).

All Expressions of Interest should be accompanied and addressed to:

Attn: The Senior Deputy Financial Secretary (Fiscal Operations)
Ministry of Finance and Economic Development
Treasury Building
George Street
Freetown, Sierra Leone

By E-mail application as attachment (including all supporting documents) to: ipau.mofed@gmail.com

Please indicate clearly on the envelope (in the case of hard copy application) or in the email subject heading and attachment (in the case of electronic applications) the post for which the Expression of Interest is made.

Closing Date:
The Closing Date and time for receipt of applications is 18th, December 2017 at 5:00 pm GMT.