

REQUEST FOR EXPRESSIONS OF INTEREST

AFRICAN DEVELOPMENT BANK

Avenue Joseph Anoma, Abidjan 01 BP 1387 | HQ 9S

Corporate Human Resources Management

E-mail: o.ogbadu@afdb.org Telephone: +225-2026-1868

Email 2 (cc): n.ndambuki@afdb.org

1. The African Development Bank hereby invites Consulting Firms to indicate their interest in the following Assignment: *Total Remuneration/Rewards Survey, and Analysis & Benchmarking of Survey Results.*
2. The services to be provided under the Assignment include: *conducting a comprehensive Total Remuneration/Rewards Survey for expatriates and local staff in the different countries mentioned below, analyzing results and benchmarking the bank's total rewards package (financial and non-financial elements) against similar International Financial Institutions (IFIs) and other segments (as required) across the different countries for both expatriates & local staff. Benchmarking of mobility data is part of the assignment as well.*
3. The majority of the staff are based at the headquarters location in Abidjan, Côte d'Ivoire (61%). About 39%, international and local Bank staff members, operate from 39 country and program offices in Africa and Tokyo, Japan. These are Algeria, Angola, Benin, Burkina Faso, Burundi, Cameroon, Central African Republic, Chad, Cote d'Ivoire, DR Congo, Egypt, Ethiopia, Gabon, Ghana, Guinea, Guinea Bissau, Kenya, Liberia, Madagascar, Malawi, Mali, Morocco, Mozambique, Niger, Nigeria, Rwanda, Sao Tome & Principe, Senegal, Sierra Leone, South Africa, South Sudan, Sudan, Tanzania, Togo, Tunisia, Uganda, Zambia, and Zimbabwe.
4. The Bank has a staff compliment of about 1,900 categorized into Executive Level (EL), Professional Level (PL) and General Support (GS) categories. The Bank boasts an extensive demographic and geographic diversity, through a workforce that represents employees from over 70 regional and non- regional countries, supporting the Bank's multicultural designation. The use of two official languages, French and English further demonstrate its multicultural orientation. Further information of the Bank's activities can be found on the website at <http://www.afdb.org>.
5. The *Corporate Human Resources Department* invites Consulting Firms to indicate their interest in providing the above-described services. Interested eligible Consulting Firms or associations of Consulting Firms shall provide information on their qualifications and experience demonstrating their ability to provide the services (documentation, references for similar services, experience in comparable Assignments, availability of qualified staff, etc.).

6. The eligibility criteria, the establishment of a short list and the selection procedure shall be in conformity with the Bank's **Rules and Procedure for the Use of Corporate Consultants**. Please, note that interest expressed by a Consulting Firm does not imply any obligation on the part of the Bank to include it in the shortlist.
7. The estimated duration of services is **3 months** and the estimated starting date is **December 10, 2018**.
8. Interested Individual Consultants may obtain further information at the e-mail address below during the Bank's working hours: *08:00 to 17:00* (local time).
9. Expressions of interest must be received at the email address below no later than **Sunday, November 11, 2018** at *24:00* local time and specifically mentioning *Total Remuneration/Rewards Survey, Analysis & Benchmarking of Survey Results*.
10. **Please note that consulting firms who responded to the EOI published earlier seeking expressions of interest for the same assignment need not reapply. However, such firms can update or make changes to earlier submissions in accordance with the above stated deadlines if they choose to do so.**

For the attention of: Mr. Odoma Ogbadu
African Development Bank
Corporate Human Resources Department/ Staff Training & Development
E-mail: o.ogbadu@afdb.org
Email 2 (cc) : n.ndambuki@afdb.org