REQUEST FOR EXPRESSIONS OF INTEREST

AFRICAN DEVELOPMENT BANK
AFRICAN NATURAL RESOURCES MANAGEMENT AND INVESTMENT CENTRE
Immeuble CCIA, Avenue Jean Paul II, Abidjan 01 BP 1387, Côte d'Ivoire

DEVELOPMENT OF THE KNOWLEDGE HUB OF THE GOVERNING NATURAL RESOURCE OUTFLOWS FOR ENHANCED ECONOMIC RESILIENCE IN FRAGILE AND TRANSITIONAL AFRICAN COUNTRIES (GONAT) PROJECT

DECEMBER 2023

1. The African Natural Resources Management and Investment Centre (ANRC) of the African Development Bank hereby invites individual consultants to express their interest in the following Assignment: Consultancy Services for the "*Development of the knowledge hub of the project: Governing Natural Resource Outflows for Enhanced Economic Resilience in Fragile and Transitional African Countries (GONAT).*

2. All activities will be performed by the Consultant under supervision and guidance of the AfDB project team, and in coordination with the national institutional focal points in the six countries and the respective AfDB country offices.

3. Interested Consultants shall provide information on their qualifications and experience demonstrating their ability to undertake the Assignment (documents, reference to similar services, experience in similar assignments, etc.).

4. The eligibility criteria, the establishment of a shortlist and the selection procedure shall be in conformity with the Bank's Procurement Policy for Recruitment of Individual Consultants.

5. Please, note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include the firm in the shortlist.

6. The estimated duration of the Consulting Services is **6 months** and the estimated starting date is **January 2024**.

7. Interested Consultants may obtain further information at the following email addresses during the Bank's working hours: **08:00 – 17:00 GMT. Mr. Jean Arthur BAINGUIE (A.BAINGUIE@AFDB.ORG)** and **Ms. Maali HARRATHI** (m.harrathi@afdb.org) with a copy to **Ms. Gérardine MAHORO, (g.mahoro@afdb.org).**

8. Expressions of interest must be received by **E-mail to the address below no later than 21ˢᵗ December 2023** at **17:00** hrs Abidjan local time and specifically mentioning in the subject-line: "**Expression of Interest: Knowledge Hub GONAT Consultant"** to the attention of **Mr. Jean Arthur BAINGUIE (A.BAINGUIE@AFDB.ORG)** with a copy to **Ms. Maali HARRATHI (M.HARRATHI@AFDB.ORG).**

TERMS OF REFERENCE: INDIVIDUAL CONSULTANT MOODLE SPECIALIST - KNOWLEDGE HUB OF THE GOVERNING NATURAL RESOURCE OUTFLOWS FOR ENHANCED ECONOMIC RESILIENCE IN FRAGILE AND TRANSITIONAL AFRICAN COUNTRIES (GONAT)

1. Background

The AfDB Ten Year Strategy and the High 5s identify natural resources as a critical factor in the transition to green growth in Africa. In response to the challenges facing sustainable management of Africa's natural resources, the Bank created the Africa Natural Resources Centre (ECNR) in 2013 and repositioned in 2022 as Africa Natural Resources Management and Investment Centre, to provide advisory services, technical assistance, and investment facilitation to RMCs to harness natural resources for sustainable development.

The Centre's Policy Analysis Division provides a systemic, integrated lens on the management of renewable and non-renewable natural resources for sustainable development. This is achieved through high-quality research and policy analysis, policy advocacy, knowledge dissemination, technical assistance, and capacity building for the Bank's RMCs in the following thematic areas: natural resource conservation, natural resource planning, natural resource economics, and natural resource governance.

The Division has been awarded a two-year grant, through the Bank's Transitional Support Facility (TSF) for a project on Governing Natural Resource Outflows for Enhanced Economic Resilience in Fragile and Transitional Countries in Africa (GONAT). The project will be implemented in the following 6 countries: Central Africa Republic, Chad, Democratic Republic of Congo, Mozambique, Sierra Leone, and Zimbabwe. The Bank through the ECNR, is seeking the services of a consultant with the requisite experience and competence to perform the tasks described in the attached Terms of Reference.

2. Objectives

The GONAT project seeks to build national capacity for governing natural resource outflows by addressing resource backed loans and the illicit natural resources trade, in order to strengthen domestic resource mobilization (DRM), debt sustainability and overall economic resilience in selected fragile and transitional resource-rich African countries. The project has three components: *1) Policy Analysis and Diagnostics; 2) Capacity Building and Country Support; and, 3) Policy Dialogue and Knowledge Exchange*.

The task for the consultant will be focused on the third component – 3) Policy Dialogue and Knowledge Exchange, more precisely the "Online Knowledge Hub" part of the third component.

The component 3 "Policy Dialogue and Knowledge" includes:

a. National dialogues ;
b. Inception Learning Workshop ;
c. Final Learning Workshop ;
d. Online Knowledge Hub.

The ANRC will develop an online portal through which the training program will be delivered to the targeted participants in the six countries. This portal will also serve as a repository for documents and information that can be shared between the project beneficiaries and stakeholders. Technical information and updates on the illicit natural resources trade and management of existing loans that are backed up with natural resources will be shared via the portal. The portal will have the capacity to host virtual conferences and media content (infographics and videos). The portal will continue to exist after the end of the project, to facilitate the growth of a community of practice on illicit resources trade and sustainable management of natural resources.

By providing a scalable online platform for e-learning and knowledge exchange to GONAT learners, the platform will specifically:

1. Enable course providers to register and build and publish their courses;
2. Enable to host virtual classrooms in form of webinars;
3. Enable to host virtual workshops and conferences;
4. Enable learners to register and explore the content and learn;
5. Enable learners to rate courses and make recommendations for improvements;
6. Enable learners to discuss and exchange documents and information;
7. Enable learners to upload and download files and learning content;
8. Provide a corner for tutors or supervisors to interact with learners and give feedback;
9. Enable statistics and dashboarding on the platform;
10. Be scalable to accommodate other courses from the ANRC or the BANK after completion of the GONAT project, and therefore ensure sustainability of the platform.

3. **Key Features**

The features of the virtual Knowledge Hub should facilitate the achievement of its objectives, which is mainly to provide a scalable platform for convivial learning and knowledge exchange and support capacity enhancement of its users. As such following features will be necessary**:**

- Modern & easy to use interface
- Course Authoring
- Custom branding and custom fields
- Exam engine
- Custom reporting and custom homepage
- Administrative reporting
- Course catalogue
- Display transcripts
- Training and eLearning online and offline
- Integration APIs and links with other social media used by the AfDB
- Mobile user support
- Multimedia capable LMS able to build-in and/or upload videos, graphical contents and podcasts
- Registration Management
- File exchange
- Email Integration
- Testing and grading
- Defined user roles
- Data import/export
- ILT support
- Goal setting
- Asynchronous self-paced learning
- Blended learning
- Virtual classrooms and e-conferencing
- Gamification
- Personalized dashboard
- Collaborative tools and activities
- All-in-one calendar
- Convenient file management
- Simple and intuitive text editor
- Notifications & Track progress
- Customizable site design and layout
- Multilingual capability (English, French, Portuguese)
- High Interoperability

- Regular security updates
- Detailed reporting and logs
- Embed external resources
- Multimedia integration
- Marking workflow
- Peer and self-assessment
- Integrated badges and Certificates
- Chat & Discussion forums
- Test & Quizzes
- Projects collaboration
- SCORM compliance

4. Tasks for the Consultant

The individual consultant is expected to perform the following tasks:

Activity
1. Building the Virtual Learning and Knowledge Exchange Platform
The Learning and Knowledge Exchange platform are a CMS-based platform that will provide functionalities for interaction with learners and teachers and management of the GONAT project. It will serve as the knowledge hub for the GONAT project, to facilitate collaboration amongst GONAT national beneficiaries, stakeholders and facilitate work amongst the AfDB team and the consultants. It will be flexible enough to integrate the LMS and provide additional functionalities that may not be available in the LMS. It will provide an interface with external modules and applications and ensure scalability and extension of the knowledge hub in the future. The platform should be easily transferrable and hosted in a domain easily accessible through the AfDB corporate website, embedded or through a straight link. Technical information and updates on the GONAT components will be shared via the hub. The hub will have the capacity to host virtual conferences and media content (infographics and videos). The hub will continue to exist after the end of the project, in order to facilitate the growth of a community of practice on the illicit natural resources trade and existing resource-backed loans in Africa, The Platform is designed to support learning by facilitating knowledge sharing amongst the beneficiary countries to strengthen data quality and enhance institutional coordination. Therefore, it will also serve as a repository for documents and information that can be shared between the project beneficiaries and stakeholders
2. Building the LMS portal
The LMS will be developed with the guidance of the GONAT project team and the consulting firm recruited on the project who, will supply the content and publish training courses and materials in the LMS to support knowledge exchange and peer learning for the project beneficiaries.
3. Integrating the LMS into the Knowledge Exchange platform
The LMS portal will be integrated into the Knowledge Exchange platform, from which it will be accessible by registered users. To publish content, upload and download materials and train and learn. It should provide possibilities for offline learning.

All activities will be performed by the consultant with the supervision and guidance of the GONAT project team, and in collaboration with the consulting firm and national institutional focal points in the six countries, and the respective AfDB country offices.

5. **Deliverables**

The expected deliverables from the consultant include:
- Inception report with an analytical and conceptual design of the platform and LMS portal;
- The online knowledge hub made up of the knowledge exchange environment and the LMS portal;
- User guide document and videos to facilitate usage of the platform;
- A technical description document;
- Short completion report.
- Web and mobile solutions that meet user expectations
- System and program tests
- System and program documentation
- Well-designed Browser-based and mobile application pages
- Browser-based systems with good usability
- Browser-based systems with good visitor frequency profile
- Users empowered through workflow automation

- The design, creation, testing, implementation and support of complex browser-based pages, systems and mobile applications.
- Site and mobile application designs from client specifications
- Integrate web applications with other technologies
- Makes recommendations towards the development of new web and mobile capabilities or reuse of existing ones.
- Approved final report and technical description and user guides
- Provide peer-to-peer Quality Assurance of web and mobile developments to development standards and requirements specifications
- Anticipate client/user requirements, implement additional feedback and data gathering mechanisms where required.
- Use appropriate tools to make finished web and mobile material available on a web server.
- Provide guidance and assistance to Bank staff in any aspect of program design, creation, testing and documentation.
- Train and ensure proper knowledge transfer to IT department and other Bank's staff
- Provide full documentation, all source codes, and all development artifacts upon completion of the assignment.
- Fix all vulnerabilities raised by the Bank's security scanning tools
- Perform IT support and platform administration including resolutions of issues faced by learners and trainers.

6. **Duration**

The duration of the assignment is 6 months (3 months for completion of the first version of the platform and 3 months for supporting in its utilisation and improvement based on users' feedback).

7. Criteria for Selection of Consultant

- Minimum of a Bachelor's degree in computer sciences or related discipline;
- Over ten years of professional experience in online platforms including experience in building online training delivery platforms; computer science, software development, web and mobile application development including "graphics, layout, scripting, programming",
- Expertise in Moodle 4 and strong programming skills in PHP, HTML5, JavaScript, CSS, SQL, APIs, graphics creation, and multimedia creation.
- Knowledge of design experience with web services REST, JSON and SOAP Good understanding of security principles and how they apply to external/public hosted applications.
- Demonstrated ability to design and/or customise Learning Management Systems;
- Demonstrated ability to design online knowledge hubs with multimedia and social media capabilities with state of art tools and processes;
- Demonstrated ability to produce infographics and carry out data analysis and aggregation for use by a broad audience;
- Knowledge in understanding business processes or systems, evaluating the business model or its integration with technology
- Strong project management capabilities with high organizational and ability to handle complex tasks with tight deadlines;
- Excellente communication and facilitation skills ;
- Fluency in French and English languages.

8. Evaluation criteria

The consultant will be selected in accordance with the African Development Bank's Implementation Manual relating to the Procedures for Acquisition of Consultancy Services. The candidates shall be evaluated based on following criteria:

Criteria	Score (%)
Consultant's qualifications relevant to the assignment	30
Understanding of the terms of reference and scope of work demonstrated though the EOI.	20
Experience in developing Learning and Knowledge Exchange platforms	30
Knowledge of the region (environment of the assignment)	10
Language and communication skills: ability to deliver project outputs and effective communication in English and French	10
TOTAL	100

Applicants are to submit a brief technical proposal in line with objectives and scope of work. Submissions should include **EOI, CV (see template in Appendix), copies of transcripts and academic certificates.**

9. Remuneration

The Consultant will be hired for a period of six (06) months and paid a lump sum according to the agreed amount following negotiation in line with the project budget.

10. **The AfDB's obligation**

The AfDB will facilitate the consultant's task by providing the means necessary to successfully carry out their mission as well as the documentation, information, and any other elements in its possession.

11. **Responsibilities of the Consultant**

The consultant shall make available all project reports, training guides, software, databases, and online platforms that shall be the exclusive property of the Bank.

12. **Reporting**

For the duration of the assignment, the consultant will report directly to the GONAT Task Manager in coordination with the Technical Committee (CHIS, Project Manager and Consulting Firm) with overall reporting to the Division Manager.

13. **Terms and conditions**

AfDB terms and conditions on the procurement of consulting firms for projects will apply.

14. **Location**
This assignment will be home based, except when specific travel to the Bank HQ may be required.

Appendix

Please attach an updated Curriculum Vitae on the basis of the template below:

MODEL CURRICULUM VITAE (CV)

Title of the Assignment:
Department:
Surname: First Name:
Birth Date: Nationality:
Address: Country:
Telephone: E-mail:

Are any of your family members (spouse/partner, father/mother, Brother/sister, Son/daughter, etc. employed in the African Development Bank?			Yes ☐ No ☐ If « Yes », the following data must be provided
Name	Relationship	Organisation Unit	Place of Assignment

Language Level	Read	Written	Spoken
English	☐ Fair ☐ Good ☐ Excellent	☐ Fair ☐ Good ☐ Excellent	☐ Fair ☐ Good ☐ Excellent
French	☐ Fair ☐ Good ☐ Excellent	☐ Fair ☐ Good ☐ Excellent	☐ Fair ☐ Good ☐ Excellent
Other (specify)	☐ Fair ☐ Good ☐ Excellent	☐ Fair ☐ Good ☐ Excellent	☐ Fair ☐ Good ☐ Excellent

Key Qualifications:

Please provide (i) a summary of your experience and training highlighting the most relevant for the proposed assignment, and (ii) the responsibilities which you exercised. Utilise one half-page maximum.

Education (University Level and above only):

Name of University - City - Country	Period		Diploma Obtained	Main Topic / Major
	From	To		

Professional Training:

Name of Training Institution- City - Country	Type of Training	Period		Certificates or Diploma Obtained
		From	From	

Employment Record:

Begin with your most recent employment. For each job, please indicate:
-      Name of the Employer
-      Type of Activity/Business of the Employer
-      Title/Function
-      Place of Employment
-      Brief Description (three lines maximum) of main accomplishments and responsibilities

Reference:
Please indicate the name and address of three persons with no family relationship with yourself, familiar with your character and work.

I hereby certify that the responses which I provided above are all, to the best of my knowledge, true, complete and accurate. I acknowledge that an inaccurate statement or essential omission in a personal declaration or another document required by the African Development Bank might result in the rejection of my application, termination of my Contract or any other administrative sanction by the Bank. The African Development Bank may verify any statements which I made in this application.

Date: _____

Signature: