

REPUBLIC OF SOUTH SUDAN

MINISTRY OF FINANCE AND PLANNING
REQUEST FOR EXPRESSION OF INTEREST (REOI)
(INDIVIDUAL CONSULTANT)

NON-OIL REVENUE MOBILISATION AND ACCOUNTABILITY IN SOUTH SUDAN
(NORMA-SS) PROJECT

Sector: Economic and Financial Governance

Financing Agreement Reference: 5900155011704

Project ID No.: P-SS-KFO-004

1. The Government of South Sudan has received grant from the African Development Bank toward the cost of the implementation of the Non-Oil Revenue Mobilisation and Accountability in South Sudan (NORMA-SS) Project, and intends to apply part of the agreed amount for this grant to payments under the contract for hiring the services of Project Procurement Officer for the Project Coordination Unit.
2. Under the direct supervision of the Project Coordinator, the services to be provided under the Assignment include, but not limited to:
 - I. prepare and periodically update the respective Project Procurement Plans based on the Bank's template and ensure Bank's approval of the same;
 - II. Assist in the preparation of specifications and bills of quantities for procurement of goods and works and preparation of terms of reference for selection of consultants and procurement of goods;
 - III. Prepare tenders documents (RFQ, RFP), requests for proposal documents following the Bank's Standard Bidding Document (SBD);
 - IV. Prepare General Procurement Notices (GPN); Specific Procurement Notices (SPN); Expression of Interests (Eoi), Request for Quotations/shopping,
 - V. Ensure timely publications;
 - VI. Coordinate the Evaluation Committees meetings, and
 - VII. provide guidance and assist in the preparation of evaluation reports;
 - VIII. Provide support in preparation of the final contracts and ensure timely distribution of copies of contract agreements to relevant stakeholders including the Bank;
 - IX. Prepare periodic status reports (monthly, quarterly and annual) on procurement implementation under the project and keep stakeholders and the Bank informed of procurement status;
3. The Ministry of Finance and Planning of the Republic of South Sudan therefore invites Individual Consultants to indicate their interest in providing the above-described services. Interested Consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this Assignment (documents, reference to similar services, experience in similar assignments, etc.).
4. The eligibility criteria, the establishment of a short list and the selection procedure shall be in conformity with the Bank's **Procurement Policy Framework** for projects financed by the Bank Group, October 2015 Edition, available on the Bank Website at <http://www.afdb.org>. Please, note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.

5. Interested applicants must have the following educational qualification and professional experience :
 - i. A Bachelor's Degree in either Purchasing and Supply management; Economics; Finance, Business Administration or any other relevant field; Masters Degree in Business, Economics and Logistics and Operation is an added Advantage.
 - ii. A post graduate diploma from the Chartered Institute of Purchasing and Supply (CIPS) or equivalent of 5 years' experience in procurement practice of which 3 years should be in bilateral or multilateral donor-funded programs with specific responsibilities in procurement of goods, works and services.
 - iii. Computer literate with demonstrable proficiency in Microsoft Word, Excel, Project and Access, or equivalent;
 - iv. Excellent writing, presentation and interpersonal skills; and
 - v. Excellent analytical skills and ability to effectively communicate with procurement stakeholders.
6. The estimated duration of services is 12 months (with possibility of extension, depending on availability of funds and satisfatcory performance) and the estimated starting date is September 2023.
7. Interested Individual Consultants may obtain the Terms of Reference and further information at the address below during the project's working hours between 8:30AM to 5:00PM Central African Time on working days.
8. The Expression of Interest must be hand-delivered or e-mailed to the address below no later than *15th August 2023, time 4:00PM Central African Time*. The Expression of Interest must be clearly marked at the Subject line: "**Expression of Interest for the Position of Project Procurement Officer**". The applicant should provide full time contact (email-address and mobile phone numbers).
9. Note that only shortlisted candidates will be invited for interviews and if you have not heard from us two weeks after the deadline for receiving applications, you should consider that you have not been shortlisted. ***This position is only for South Sudanese Nationals and Female Candidates are highly encouraged to apply.***

**Attn: Mr. Emmanuel Elisa,
Project Coordinator,
AfDB-funded Projects
Project Coordination Unit
Next to the Computer Lab Building Room-2
Government Accountancy Training Centre (GATC)
Opposite Chinese Embassy
P O. Box 80-Juba South Sudan
Tel: +211923497444**

E-mail: emmanuelmoyaagya@gmail.com; copying to: eelisa@afdbpcu-ss.org and pdeng@afdbpcu-ss.org