

REQUEST FOR EXPRESSION OF INTEREST
(Consulting services – individual consultant selection)

Recruitment of an Individual Consultant for the finalisation of technical details for extension of the ECOWAS Radio Station and evaluation of investment costs (equipment procurement, installation, testing and commissioning), and the annual cost of renting the space segment and other broadcast media

Reference No. ECW/IC/ADM-TIT/21.8.20/dg

In the framework of the execution of the 2020 Budget, The Economic Community of West African States (ECOWAS) intends to apply a portion its budgeted counterpart funds for the **Recruitment of an Individual Consultant for the finalisation of technical details for extension of the ECOWAS Radio Station and evaluation of investment costs (equipment procurement, installation, testing and commissioning), and the annual cost of renting the space segment and other broadcast media.**

2. The aim of this study is to finalise the technical details for the extension of the radio station to all the 15 Member States and to provide a detailed evaluation of the cost of establishing the ECOWAS Radio Station in the region.

3. The consulting services (“the Services”) include the followings as shown below and the duration of the contract shall be for a maximum period of four (4) calendar months. Duties and responsibilities of the consultant:

Role and Responsibilities

- Prepare a document review on suppliers of satellite technology for the ECOWAS radio transmission network alongside technical specifications of equipment to be procured.
- Provide a status report on the Radio Station in Monrovia and propose any improvements necessary for the smooth operation of the Radio Station alongside technical specifications of equipment to be procured.
- Conduct technical field visits to remote sites in some Member States (to be determined in conjunction with the ECOWAS Commission).
- Provide the breakdown of the necessary equipment at each remote site for signal distribution, and propose the technical specifications.
- Provide a cost estimate for the procurement of equipment, installation, and subsequent commissioning in all the Member States.
- Make appropriate recommendations that will serve to sustain the transmission system.
- Propose a fund mobilisation strategy to cover procurement and operational costs of the ECOWAS Radio Station.
- Facilitate a regional workshop, in conjunction with the ECOWAS Commission, for validation of the draft report. It will bring together the experts from the Member States and the different stakeholders..

4. The ECOWAS Commission now invites eligible Individual Consultants (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. *The shortlisting criteria are as follow:*

Educational Qualification

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Experience

- The consultant must demonstrate expert knowledge of radio broadcasting and the management of radio stations with the necessary qualifications and proven experience in the establishment of radio stations.
- He or she must demonstrate clear knowledge of the political and economic context of the ECOWAS region as well as a firm grasp of international standards, practices and technology in relation to radio broadcasting.
- The consultant must also have at least eight years professional experience in broadcast engineering and management at regional or international levels, with in-depth knowledge of the following
 - Management of radio and television stations;
 - Radio broadcasting practices at regional and international levels;
 - Technical knowledge of broadcasting (networks, services and agreements) and telecommunications, and their evolution;
 - Excellent writing and reporting skills;
 - Excellent planning and organisational skills

Language

- The individual consultant shall be fluent (reading, writing, speaking) in one (1) of the ECOWAS Official Languages (English, French or Portuguese) and the practical knowledge (reading, writing, speaking) of an additional one would be an advantage.

NB: The attention of interested Individual consultants is particularly drawn to **Article 118 of the ECOWAS Revised Procurement Code (“Infringements by Candidates, Bidders and Awardees”)**, providing information on corrupt or fraudulent practices in competing for or executing a contract. In addition, please refer to the following specific information on conflict of interest related to this assignment as per **“Article 119 of the ECOWAS Revised Procurement Code.**

5. The Consultants will be selected in accordance with the *Selection of Individual Consultant* set out in the Consultant Guidelines. The shortlisted candidates will be interviewed for the position.

Interested consultants may obtain further information at the email addresses below during office hours: **Monday to Friday from 9.00 am GMT+1 to 5.00 pm GMT+1.**

Email: procurement@ecowas.int,
with copy to: sbangoura@ecowas.int; rkoffi@ecowas.int

6. Expressions of Interest (**1 original and 3 copies**) **must now be delivered** in sealed envelopes and clearly marked **“Recruitment of an Individual Consultant for the finalisation of technical details for extension of the ECOWAS Radio Station and evaluation of investment costs (equipment procurement, installation, testing and commissioning), and the annual cost of renting the space segment and other broadcast media.”**, **Do not open except in the presence of the Evaluation Committee**” to the address below latest by **11 September , 2020 at 11.00 am (GMT+1), Nigerian Time.**

The ECOWAS Tender Box is located at the **Directorate of General Administration, Procurement Division, 1st Floor ECOWAS Commission, 101 Yakubu Gowon Crescent, Asokoro District, P. M. B. 401 Abuja Nigeria.**

Please note that electronic submissions are also accepted and shall be addressed to: procurement@ecowas.int,
with copy to: sbangoura@ecowas.int, rkoffi@ecowas.int

This EOI is also published on the ECOWAS website <http://www.ecowas.int/doing-business-in-ecowas/ecowas-procurement>

Commissioner, General Administration & Conference