



**REQUEST FOR EXPRESSION OF INTEREST**  
**(Recruitment of an Individual Consultant)**

**Selection of an Individual Consultant for the Development of a Web-Based Emergency Management System (WBEMS) for ECOWAS**

***Reference No. PP-CS-2025-115***

1. The ECOWAS Commission intends to use part of its budget to finance the contract of an individual Consultant for the development and implementation of a Web-Based Emergency Management System (WBEMS). This vital system will significantly enhance ECOWAS's capacity for efficient humanitarian response and disaster risk management across West Africa.
2. The **overall objective** is to develop a comprehensive Web Based Emergency Management System that enhances the efficiency and effectiveness of ECOWAS's humanitarian and disaster risk management initiatives.
3. The scope of work of the consultant will include conducting a needs assessment through stakeholder engagement and requirements gathering; designing the system architecture, database, user interface, and security framework; developing and integrating both backend and frontend components; performing rigorous testing to ensure system reliability, usability, and data integrity; and finally, delivering training, documentation, and ongoing support for ECOWAS staff and member states.
4. The contract shall be for a duration of six (6) months commencing from the date of signature.
5. The services to be provided by the Consultant ("the Services") shall take into consideration the following duties and responsibilities but not limited to:
  - **Needs Assessment:** Engaging stakeholders, evaluating existing methods, and documenting detailed requirements.
  - **System Design:** Creating architecture blueprints, designing a robust database, developing user interface prototypes, and establishing a security framework.
  - **Development:** Implementing backend infrastructure, developing frontend interfaces, integrating with existing systems, and optimizing performance.
  - **Testing and Validation:** Conducting comprehensive testing (unit, integration, user acceptance, load, stress) to ensure functionality, usability, and data integrity.
  - **Training and Rollout:** Developing training materials, conducting sessions for ECOWAS staff and member state representatives, providing documentation, and establishing support resources.
6. The ECOWAS Commission therefore invites eligible Consultants to express their interest in providing the services. Interested Consultants who are citizens of ECOWAS Member States shall provide information showing that they have the qualifications and experience to provide the requested services. Qualifications and experience must be accompanied by evidence to confirm such qualifications and experience (copies of contracts, certificates of satisfactory performance, copies of diplomas, etc.).

The candidates are to meet the criteria set out below:

**Qualifications**

- Shall possess a Master's Degree in Information Technology, Computer Science, Data Science and Business Analytics, Artificial Intelligence Engineering, or a closely related field.

**General Experience**

- Shall demonstrate a minimum of eight (8) years of experience in developing and implementing M&E systems, with a strong background in information management, data management, and analytics.
- Must have extensive experience in managing and analyzing data, including the development of data collection tools and reporting mechanisms.
- Demonstrated ability to manage complex projects independently, including planning, execution, and delivery within specified timelines.
- Experience in collaborating with diverse stakeholders, including government agencies, UN, NGOs, and international organizations.
- Proven ability to adapt to changing project requirements and solve complex problems effectively.

### **Specific Professional Experience**

- Shall demonstrate strong technical skills in web development, database management, and data visualization tools.
- Must have proven ability to develop training materials and conduct capacity-building workshops to ensure effective use of M&E systems by end-users.
- Must have proven ability to integrate innovative technologies and best practices into M&E systems to enhance efficiency and effectiveness.
- Must be Familiar with the humanitarian and social context of West Africa, including an understanding of regional challenges and priorities.
- Shall have experience in formulating policies and strategies that align with organizational goals and regional frameworks.
- Experience working across various sectors such as coordination, education, protection, and disaster management to ensure a holistic approach to projects.

### **Other Skills and Competencies**

- Strong analytical skills to interpret data and provide actionable insights for decision-making.
- Experience with project management methodologies and tools to ensure timely delivery and quality of project outcomes.
- Excellent written and verbal communication skills to effectively engage with stakeholders and produce clear, concise reports.

### **IT Skills**

- Proficiency in web development technologies.
- Experience in data science implementation.
- Strong skills in database management.
- Familiarity with machine learning integration.
- Proficiency in data visualization tools.

### **Language**

- Fluency in one of the ECOWAS languages. Knowledge of second language will be an asset.

7. (NB: The ECOWAS Commission would like to draw the attention of interested consultants to **Article 117 of the revised ECOWAS Procurement Code on “Fraud and Corruption”**, which provides information on fraudulent or corrupt practices in competition or contract execution. Furthermore, candidates are invited to take cognisance of the specific information on conflict of interest related to this consultancy service, under **Article 118 of the revised ECOWAS Procurement Code.**)

The selection of the Consultant will be made following the criteria for the *Selection of Individual Consultants* set out in the Guidelines for Consultants. Interested Consultants may obtain more information by contacting the Procurement Division at the email below during working hours, i.e., **Monday to Friday, from 9:00 am to 5:00 pm (GMT +1). Email: [ikkamara@ecowas.int](mailto:ikkamara@ecowas.int)**, with copies to: [sugbe@ecowas.int](mailto:sugbe@ecowas.int); [galozie@ecowas.int](mailto:galozie@ecowas.int)

8. Expressions of interest must be submitted by email to the following addresses : [ikkamara@ecowas.int](mailto:ikkamara@ecowas.int), with copies to: [sugbe@ecowas.int](mailto:sugbe@ecowas.int); [galozie@ecowas.int](mailto:galozie@ecowas.int), no later than **22 July 2025 at 11:00 a.m. (Nigerian time)** to the following address:

**Commissioner for Internal Services**