

REQUEST FOR EXPRESSION OF INTEREST

AFRICAN DEVELOPMENT BANK

Private Sector, Infrastructure and Industrialization Complex (PIVP) - Lusophone Compact

Immeuble du Centre de commerce international d'Abidjan (CCIA)

Avenue Jean-Paul II - 01 BP 1387, Abidjan 01, Côte d'Ivoire

E-mail : o.leal@afdb.org; compacto-lusofono@afdb.org

Consultancy Services for Proofreading and Editing of Reports, Concept Notes and Other Publications from the Lusophone Compact Initiative

1. The African Development Bank hereby invites Individual Consultants to indicate their interest to work as Editor in the Lusophone Compact Initiative, under the Complex in charge of Private Sector, Infrastructure, and Industrialization.
2. The Lusophone Compact (LC) is a special initiative launched by the African Development Bank (AfDB), Portugal and the six Portuguese-speaking countries of Africa (PALOPs), namely Angola, Cabo-Verde, Equatorial Guinea, Guinea-Bissau, Mozambique, and São Tome and Principe. The Compact is governed by the Regional Development, Integration and Business Delivery Complex, while the Secretariat is hosted by the Private Sector, Infrastructure, and Industrialization Front Office to enable better coordination with non-sovereign operations. The Vice-Presidency for Private Sector, Infrastructure, and Industrialization (PIVP) is central to the Bank's mission of developing the private sector, improving infrastructure, and accelerating industrialization. PIVP leads the implementation of the Industrialize Africa High 5 while playing a prominent role in collaboration with RDVP on the Integrate Africa High 5.
3. It is in this regard the Bank is recruiting a consultant to work under the general guidance and supervision of the Lusophone Compact Program Coordinator. The consultant will proofread and edit a number of Compact documents including the Annual Report, the Work Program, Concept Notes, Briefings, etc.
4. The consultant is expected to perform the following tasks:
 - Work on all documents related to the Lusophone Compact Initiative, including the following responsibilities:
 - Documents for Standing and Steering Committee meetings
 - Editorials and inputs for the Annual Report
 - Editorials and Inputs for the Memo and concept notes
 - Editorials and Inputs for the Work Program
 - President's and other Briefs
 - Editorials for any other documents related to the Lusophone Compact

5. The assignment is expected to start in June 2023 for a period of twelve (12) months.
6. The Lusophone Compact 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.).
7. 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 Selection of Corporate Consultants**. 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.
8. The estimated duration of services is twelve months, and the estimated starting date is 1st June 2023.
9. Individual Consultants may obtain further information at the address below during the Bank's working hours of 8:00 to 17:00 GMT.
10. Expressions of interest must be received at the address below **no later than 18th May 2023 at 17:00 GMT**, specifically **mentioning 'Editor – Lusophone Compact Initiative'**.

For the attention of Ms. Osana Leal
African Development Bank
PISA – Lusophone Compact
Immeuble du Centre de commerce international d'Abidjan (CCIA)
Avenue Jean-Paul II
01 BP 1387, Abidjan 01, Côte d'Ivoire
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ESTABLISHMENT OF THE SHORT LIST

11. A shortlist of three individual consultants will be established at the end the request of expressions of interest. The consultants to be shortlisted will be assessed based on the following criteria in line with details provided in their updated resume.

Level of education in general	10%
Educational level compared to the field of mission	10%
Years of experience in general	20%
Number of years of experience relevant to the mission	60%