



SADC SECRETARIAT

REQUEST FOR EXPRESSION OF INTEREST FIRM CONSULTANCY

COUNTRY: Botswana
NAME OF PROJECT: SADC REGIONAL STATISTICS PROJECT (RSP)
PROJECT ID: P175731
ASSIGNMENT TITLE: CONSULTANCY FOR DEVELOPMENT OF STATISTICS INFORMATION SYSTEMS TO SADC SECRETARIAT REGIONAL STATISTIC PROJECT
REFERENCE NUMBER: SADC/3/5/2/337
DATE OF ISSUE: 17th April 2024

The SADC Secretariate has received financing from the World Bank toward the cost of the SADC Regional Statistics Project grant, and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include the need of providing data on a timely basis, ICT innovative tools play a significant role in assisting service delivery of statistics to users. Thus, Secretariat is embarking on a project to develop and modernize the data transmission, validation from Member States to Secretariat and dissemination features through an Open Data Portal (ODP) and an Integrated Trade Statistics Database System (ITSDS). The overall objective of this exercise is to modernize the service delivery of statistical data in SADC efficiently for users with specific Objectives to develop and operationalize a SADC Regional ODP and ITSDS. The system is expected to make data collection, validation, processing, and publication process effective and efficient for use and uptake regarding policy purposes and monitoring.

The estimated level of effort and implementation period is 8 months and is expected start date of assignment is July 2024.

The detailed Terms of Reference (TOR) for the assignment are attached to this request for expressions of interest.

The SADC Secretariate now invites eligible consulting firms (“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:

shortlisting criteria		
1	qualifications and experience of the firm	5 years
2	core business and years in business	10 years
3	relevant experience, technical and managerial capability of the firm	7 years
4	Contract of similar nature and value	3 contracts for the past 3 years
5	Availability of staff with pre-requisite	Confirmation by the mentioned resources
6	Annual Turnover for the last 2 years	\$500,000.00

NOTE: The Qualifications and Experience of Key Experts shall not be included when sending your documentation at this shortlisting stage as Key Experts will be evaluated at the next stages.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” dated September 2023 (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the **Consultant’s Qualification-based Selection** method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours if applicable, i.e. 7.30 to 16.30 hours.

Expressions of interest must be delivered in a written form to the SADC Collab drag and drop link below by **Wednesday, 1st May 2024 on or before 00:00 hours, Botswana local time.**

SADC Collab Link: <https://collab.sadc.int/s/PPCj6KmntyD5epL>

The Procuring entity: **SADC Secretariat**

Head of Procurement Unit

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Attachments:

- Detailed TORs