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Project Fiduciary Management Unit –  
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**GOVERNMENT OF SIERRA LEONE**

## **REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – INDIVIDUAL SELECTION)**

Accountable Governance for Basic Service Delivery Project (AGBSDP)

Grant No.: D8380-SL

Issue date: 16<sup>th</sup> February 2023

**Assignment Title: Consulting Services to Hire a consultant to support the ASSL Citizen Engagement in the audit process (pre-planning and follow-up stages), as well as capacity building to the Information Education and Communication (IEC) Division in organizing and facilitating citizen engagement dialogue.**

**Reference No.: SL-MOFED-337833-CS-INDV**

The Government of Sierra Leone has received financing from the World Bank toward the cost of the Accountable Governance for Basic Service Delivery Project (AGBSDP) and intends to apply part of the proceeds for consulting services.

The Consulting Services (“the services”) seek to support the ASSL to develop a strategy for citizen's engagement, develop training materials, train staff and produce reports that capture citizen's feedback both at the planning and follow-up stage of an audit in line with the Audit Service Act 2014.

*The assignment is only for six months.*

### **The consultant will be expected to:**

- 1) Gathering background information and relevant documentation that relates to citizen engagement;
- 2) Develop a strategy for citizen engagement and communication in the audit process. The Strategy would provide guidance on harmonized/systematic results focused on formal and informal approaches, tools, and mechanisms for citizen engagement.
- 3) Design and develop relevant documents to support citizen engagement and communication meetings including concepts note and related reports;
- 4) Manage and facilitate citizen engagement and consultation sessions at district and regional levels;
- 5) Collate and synthesize stakeholders’ inputs into coherent reports;
- 6) Produce any other inputs that might be identified during the consultancy period.

This citizen engagement will be carried out in five districts; one from each of the five regions. The following stakeholders will be consulted per district:

- Paramount Chiefs / Headmen (2)
- Councillors (12)
- Local Community members (40)
- District Budget Oversight Committee members (2)
- Civil Society Organizations in the districts (4)

The Project now invites eligible Individuals (“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 minimum qualifications for the Consultant for this assignment are:**

- ❖ A master’s degree in Mass Communication, Finance/Accounting, or Economics with adequate knowledge in project management and implementation.
- ❖ At least 10 years of experience in public sector auditing and Supreme Audit Institutions (SAIs)
- ❖ Proof of delivery of at least 3 or 4 similar assignments with African Supreme Audit Institutions on Citizen Engagement.
- ❖ Expertise in the field of citizen's audit engagement and Public Relations Engagements.
- ❖ Proven experience in developing and delivery of training manuals.
- ❖ Experience in organizing citizens’ engagement for different categories of people
- ❖ Fluency in English and excellent facilitation skills

Further information can be obtained at the address below or via email request to [agbsdproject2022@gmail.com](mailto:agbsdproject2022@gmail.com) during office hours from 0900 to 1700 hours

Expressions of interest can be delivered in written form to the address below (in person)

Project Management Unit  
Accountable Governance for Basic Service Delivery Project  
3<sup>rd</sup> and 4<sup>th</sup> Floor-SLCB Building  
35 Liverpool Street  
Freetown  
Attn: Procurement Specialist

**OR**

Via e-mail to: [agbsdproject2022@gmail.com](mailto:agbsdproject2022@gmail.com)

When submitting, please indicate *clearly in the sealed envelope* or *email subject* heading ‘**EOI CITIZEN’S ENGAGEMENT’**  
**SUBMISSION DEADLINE is 2<sup>nd</sup> March 2023**