ASSOCIATION OF POWER UTILITIES OF AFRIQUE
AFRICAN NETWORK OF CENTERS OF EXCELLENCE IN ELECTRICITY

TENDER NOTICE

EOI N° 08/APUA/ANCEE/CI-PP20 of August 03, 2020

Recruitment of an Individual Consultant, Engineering expert: Job-qualification profile in support of ANCEE Coordination Unit.

CONSULTING SERVICES
Expressions of Interest

Association of Power Utilities of Africa (APUA) has received a financing from Agence Française de Développement ("AFD"), and intends to use part of the funds thereof for payments under the following project: Recruitment of an Individual Consultant, expert in Job-qualification Engineering in support of ANCEE Coordination Unit.

Under the responsibility of the Project Coordinator, the individual consultant will be responsible for the following tasks:

**Animation:**
- Animate or participate in the animation of any operation to assess the training needs of power utilities;
- Steering, animation and ensuring the implementation of operations carried out within the network of utilities and training centres, in terms of jobs and skills.
- Manage projects for which he is responsible, by ensuring the involvement and efficiency of the players concerned;
- Facilitate workshops on Provisional Management of Jobs and Skills for the benefit of Directors of Human Resources of power utilities.

**Engineering Section:**
- Keep a watch on all developments likely to affect the sector, the companies or the organisation.
- Develop sectoral observation of employment and qualifications in order to anticipate their evolution.
- Develop a shared approach within the network of utilities in the definition of professional qualifications and in the process of awarding competency certifications.
- Develop support for utilities in the acquisition, adaptation, development and evaluation of skills (HR consultancy, GPEC, organisation of training, skills certification, etc.).
- Contribute to the definition of an employment-training policy and offer companies and centers guidelines for the training systems to be set up so that they are more suited to the needs of utilities.
- Propose and ensure the implementation of management and follow up applications in its field of intervention;
- Participate and contribute to the implementation of a training needs assessment methodology within ANCEE applicable to Power Utilities.

**Communication section:**
- Promote a territorial communication on the employment-training policy and on the guidelines or tools put in place to develop it.
- Promote the needs of the sector (trades, employment, skills, training) in relation to the network
- Establish indicators for monitoring the systems put in place and analyse the impacts.

**Achievement section:**
- Monitor studies and the collection of information to follow the evolution of needs
- Accompanying and monitoring the implementation of the employment-training policy within the network (utilities and centres)
- Manage and monitor the professional qualification system set up in the network.
- Contribute to the work of the APUA scientific committee.
- Chairing, leading and/or taking part in the various meetings and/or commissions relating to its field of activity.
- Ensure complementarity with the training engineering expert for a better configuration of the offer of Centers of Excellence;
- Contribute jointly with the training engineering expert to the improvement of the training evaluation system within the Power Utilities and in particular the post-training evaluation.

**Reporting Section:**
- Prepares and transmits the quarterly and annual pedagogical report within the set deadlines.
- Present the results during the regular coordination meetings of the RACEE.

APUA hereby invites Applicants to show their interest in delivering the Services described above.

This Request for Expressions of Interest is open to:

- Consulting firms
- NGOs
- Individual consultants
- Joint Venture between NGO(s) and consulting firm(s)

Eligibility criteria to AFD financing are specified in sub-clause 1.3 of the "Procurement Guidelines for AFD-Financed Contracts in Foreign Countries", available online on AFD’s website: [http://www.afd.fr](http://www.afd.fr).

The Applicant shall submit only one application, either in its own name.

Experiences and qualifications of Subconsultants are not taken into account in the evaluation of the applications.

Interested Applicants must provide information evidencing that they are qualified and experienced to perform those Services. For that purpose, documented evidence of recent and similar services shall be submitted.

Determination of the similarity of the experiences will be based on
- The extent of the contracts, missions or professional experience;
- The nature of the Services, the field and the expertise in engineering skills and training in the field of electrical energy;
- Good practice of the two languages (French/English).

The Client will also take into account for the evaluation of the applications the following items:

- Basic Qualification: Degree in Human resource management engineering and / or training;
- Complementary training: Training engineering, strategic management, project management, communication;
- Professional experience:
  - Ten (10) years of experience in the field of human resources management or in the management of professional training
  - Proven experience in the field of human resources management or training in industrial companies, and if possible in the electricity sector;
  - Experience in leading or contributing to the implementation of employment-training policies.

Knowledge of one (or more) APUA power utility(ies) or training centers of ANCEE network will be valued during the analysis.

The Coordination Unit will draw up a shortlist of up to four (4) Applicants, preselected on the basis of the applications received, to which it will send the Request for Proposals for the provision of the Services required.

An application that does not meet any of these requirements will be rejected.

**NB: The position is based in Abidjan (Côte d'Ivoire). The contract will be signed for a period of twelve (12) months, renewable depending on the consultant’s results.**

The Expressions of Interest must be submitted to the address below no later than **September 04, 2020** at 5:00 p.m. local time.

Expressions of interest must be accompanied by a declaration of integrity, eligibility and environmental and social responsibility, dated and signed. Said declaration is annexed to the Tender notice on the following sites: [https://afd.dgmarket.com](https://afd.dgmarket.com), [www.apua-asea.org](http://www.apua-asea.org).

Electronic submission is allowed.

**Coordination Unit of the African Network of Centers of Excellence in Electricity**

To the attention of Mr. Mitiche Reda El Hadi,  
ANCEE Coordinator  
Address: 06 BP 1444 Abidjan 06 - Côte d'Ivoire  
Deux-Plateaux Les Vallons 3rd Tranche Lot 1761  
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E-mail: mitiche.redaelhadi@apua-asea.org Copy to soraya.quonian@apua-asea.org

Interested Applicants may obtain further information at the address below during office hours: from 09h 00 to 17h 00 GMT.
Appendix to The Request for Expressions of Interest
(To be submitted with the application, signed and unaltered)

Statement of Integrity, Eligibility and Environmental and Social Responsibility

Reference of the bid or proposal ________________________________________ (the “Contract”)
To: ____________________________________________________ (the “Contracting Authority”)

1. We recognise and accept that Agence Française de Développement ("AFD") only finances projects of the Contracting Authority subject to its own conditions which are set out in the Financing Agreement which benefits directly or indirectly to the Contracting Authority. As a matter of consequence, no legal relationship exists between AFD and our company, our joint venture or our suppliers, contractors, subcontractors, consultants or subconsultants. The Contracting Authority retains exclusive responsibility for the preparation and implementation of the procurement process and performance of the contract. The Contracting Authority means the Purchaser, the Employer, the Client, as the case may be, for the procurement of goods, works, plants, consulting services or non-consulting services.

2. We hereby certify that neither we nor any other member of our joint venture or any of our suppliers, contractors, subcontractors, consultants or subconsultants are in any of the following situations:

2.1 Being bankrupt, wound up or ceasing our activities, having our activities administered by the courts, having entered into receivership, reorganisation or being in any analogous situation arising from any similar procedure;

2.2 Having been:
   a) convicted, within the past five years by a court decision, which has the force of res judicata in the country where the Contract is implemented, of fraud, corruption or of any other offense committed during a procurement process or performance of a contract (in the event of such conviction, you may attach to this Statement of Integrity supporting information showing that this conviction is not relevant in the context of this Contract);
   b) subject to an administrative sanction within the past five years by the European Union or by the competent authorities of the country where we are constituted, for fraud, corruption or for any other offense committed during a procurement process or performance of a contract (in the event of such sanction, you may attach to this Statement of Integrity supporting information showing that this sanction is not relevant in the context of this Contract);
   c) convicted, within the past five years by a court decision, which has the force of res judicata, of fraud, corruption or of any other offense committed during the procurement process or performance of an AFD-financed contract;

2.3 Being listed for financial sanctions by the United Nations, the European Union and/or France for the purposes of fight-against-terrorist financing or threat to international peace and security;

2.4 Having been subject within the past five years to a contract termination fully settled against us for significant or persistent failure to comply with our contractual obligations during contract performance, unless this termination was challenged and dispute resolution is still pending or has not confirmed a full settlement against us;

2.5 Not having fulfilled our fiscal obligations regarding payments of taxes in accordance with the legal provisions of either the country where we are constituted or the Contracting Authority's country;
2.6 Being subject to an exclusion decision of the World Bank and being listed on the website (in the event of such exclusion, you may attach to this Statement of Integrity supporting information showing that this exclusion is not relevant in the context of this Contract);

2.7 Having created false documents or committed misrepresentation in documentation requested by the Contracting Authority as part of the procurement process of this Contract.

3. We hereby certify that neither we, nor any of the members of our joint venture or any of our suppliers, contractors, subcontractors, consultants or subconsultants are in any of the following situations of conflict of interest:

3.1 Being an affiliate controlled by the Contracting Authority or a shareholder controlling the Contracting Authority, unless the stemming conflict of interest has been brought to the attention of AFD and resolved to its satisfaction;

3.2 Having a business or family relationship with a Contracting Authority's staff involved in the procurement process or the supervision of the resulting Contract, unless the stemming conflict of interest has been brought to the attention of AFD and resolved to its satisfaction;

3.3 Being controlled by or controlling another bidder or consultant, or being under common control with another bidder or consultant, or receiving from or granting subsidies directly or indirectly to another bidder or consultant, having the same legal representative as another bidder or consultant, maintaining direct or indirect contacts with another bidder or consultant which allows us to have or give access to information contained in the respective applications, bids or proposals, influencing them or influencing decisions of the Contracting Authority;

3.4 Being engaged in a consulting services activity, which, by its nature, may be in conflict with the assignments that we would carry out for the Contracting Authority;

3.5 In the case of procurement of goods, works or plants:
   a) Having prepared or having been associated with a consultant who prepared specifications, drawings, calculations and other documentation to be used in the procurement process of this Contract;
   b) Having been recruited (or being proposed to be recruited) ourselves or any of our affiliates, to carry out works supervision or inspection for this Contract.

4. If we are a state-owned entity, and to compete in a procurement process, we certify that we have legal and financial autonomy and that we operate under commercial laws and regulations.

5. We undertake to bring to the attention of the Contracting Authority, which will inform AFD, any change in situation with regard to points 2 to 4 here above.

6. In the context of the procurement process and performance of the corresponding contract:

6.1 We have not and we will not engage in any dishonest conduct (act or omission) deliberately intended to deceive others, to intentionally conceal items, to violate or vitiate someone's consent, to make them circumvent legal or regulatory requirements and/or to violate their internal rules in order to obtain illegitimate profit;

6.2 We have not and we will not engage in any dishonest conduct (act or omission) contrary to our legal or regulatory obligations or our internal rules in order to obtain illegitimate profit;

6.3 We have not promised, offered or given and we will not promise, offer or give, directly or indirectly to (i) any Person who holds a legislative, executive, administrative or judicial mandate within the State of the Contracting Authority regardless of whether that Person was nominated or elected, regardless of the permanent or temporary, paid or unpaid nature of the position and regardless of the hierarchical level the Person occupies, (ii) any other Person who performs a public function, including for a State institution or a State-owned company, or who provides a public service, or (iii) any other person defined as a Public Officer by the national laws of the Contracting Authority's country, an undue advantage of
any kind, for himself or for another Person or entity, for such Public Officer to act or refrain from acting in his official capacity;

6.4 We have not promised, offered or given and we will not promise, offer or give, directly or indirectly to any Person who occupies an executive position in a private sector entity or works for such an entity, regardless of the nature of his/her capacity, any undue advantage of any kind, for himself or another Person or entity for such Person to perform or refrain from performing any act in breach of its legal, contractual or professional obligations;

6.5 We have not and we will not engage in any practice likely to influence the contract award process to the detriment of the Contracting Authority and, in particular, in any anti-competitive practice having for object or for effect to prevent, restrict or distort competition, namely by limiting access to the market or the free exercise of competition by other undertakings;

6.6 Neither we nor any of the members of our joint venture or any of our suppliers, contractors, subcontractors, consultants or subconsultants shall acquire or supply any equipment nor operate in any sectors under an embargo of the United Nations, the European Union or France;

6.7 We commit ourselves to comply with and ensure that all of our suppliers, contractors, subcontractors, consultants or subconsultants comply with international environmental and labour standards, consistent with laws and regulations applicable in the country of implementation of the Contract, including the fundamental conventions of the International Labour Organisation (ILO) and international environmental treaties. Moreover, we shall implement environmental and social risks mitigation measures when specified in the environmental and social commitment plan (ESCP) provided by the Contracting Authority.

7. We, as well as members of our joint venture and our suppliers, contractors, subcontractors, consultants or subconsultants authorise AFD to inspect accounts, records and other documents relating to the procurement process and performance of the contract and to have them audited by auditors appointed by AFD.

Name: ________________________ In the capacity of: ___________________________________

Duly empowered to sign in the name and on behalf of 1: ___________________________________

Signature: ______________________________________________________ _______________________

Dated: __________________________________________________________________________

1 In case of joint venture, insert the name of the joint venture. The person who will sign the application, bid or proposal on behalf of the applicant, bidder or consultant shall attach a power of attorney from the applicant, bidder or consultant.