



## MULTINATIONAL PROJECT: SOMALILAND/DJIBOUTI- NAGAD-LOWYADDO-BORAMA ROADS PHASE 1 UPGRADING PROJECT

### CONSTRUCTION OF THE LOWYADDO- BORAMA ROAD - FROM LOWYADDO TO ZEILA (30KM)

#### REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

#### RECRUITMENT OF PROCUREMENT SPECIALIST – INDIVIDUAL CONSULTANT

---

1. The Government of the Somaliland has received financing from the African Development Bank (AfDB) to finance the **Multinational project between Somaliland and Djibouti namely Negad- Lowyaddo-Borama Road project**, and intends to apply part of the proceeds for this loan to make eligible payments under the contract for the provision of **Consultancy Services for Procurement Specialist (Individual Consultant) for the Proposed Construction of the Lowyaddo- Borama Road -Phase 1 from Lowyaddo to Zeila (30km)**
2. The Consultancy Service, among others, will involve providing expert guidance and support in managing procurement activities throughout the project lifecycle. This includes preparing and reviewing procurement plans, bidding documents, and contracts to ensure compliance with Bank guidelines and national regulations. The specialist will assist in bid evaluations, contract negotiations, and award processes, while also advising on procurement risks and resolving related issues. Coordination with project teams, implementing agencies, and stakeholders will be essential.
3. It is envisaged that the Consultant's Services will be for a duration of Eighteen (18) months.
4. The Somaliland Roads Development Agency (SRDA), the implementing agency of the Government of the Somaliland now invites eligible Individual Consultants to indicate their interests in providing the above services.
5. Mode of Application: Interested candidates should submit their (i) Short Cover Letter, (ii) Curriculum Vitae (CV) using the template provided, detailing educational qualifications and relevant work experience; copies of academic and professional qualifications (iii) financial proposals indicating their proposed all-inclusive monthly fees in USD. Facilitation for official travel outside the workstation will be met separately by the Client (RDA).
6. Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the African Development Bank's ***"Procurement Policy for Bank Group Funded Operations"-August, 2015***, which is available on the Bank's website at <http://www.afdb.org>. Borrowers are under no obligation to shortlist any consultant who expresses interest.
7. Interested consultants may obtain further information and clarifications at the address below during office hours 08:30 – 16:00hours local time on Saturdays – Wednesdays, and 08:00 – 13:00 hours local time on Thursdays except on Public Holidays.
8. Expressions of interest with detailed Curriculum Vitae, and Cover letter in English must be delivered in written form and clearly marked "EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES FOR PROCUREMENT SPECIALIST – INDIVIDUAL CONSULTANT "to the address below:

Attention:  
**General Manager**  
Somaliland Roads Development Agency  
31<sup>st</sup> May District, Pepsi Area,  
Opposite Ministry of Water Development  
Hargeisa, Somaliland

Tel: +252-634405060/ +252-634417688/ +252634248300

E-mail: [srda.procurement@gmail.com](mailto:srda.procurement@gmail.com) and copy [mfaarax1982@gmail.com](mailto:mfaarax1982@gmail.com) and [cabdilaahia@yahoo.com](mailto:cabdilaahia@yahoo.com)

The expression of interests must be received on or before **11 September 2025 at 09:00 hours Local Time**.

Electronic submission is acceptable and should be sent to the email address above by the submission deadline.  
The format for electronic submission shall be PDF.

# TERMS OF REFERENCE FOR A PROCUREMENT SPECIALIST

## A. INFORMATION SHEET

|   |                               |   |
|---|-------------------------------|---|
| 1 | <b>Project Identification</b> | MULTINATIONAL PROJECT: SOMALILAND/DJIBOUTI- NAGAD-LOYADA/LOWYADDO-BORAMA ROADS PHASE 1 UPGRADING PROJECT<br>Funding: African Development Fund (ADF)<br>Project ID no: P-Z1-DBO-251  |
| 2 | <b>Country</b>                | Somaliland  |
| 3 | <b>Consultancy services</b>   | Recruitment of a Procurement Specialist   |
| 4 | <b>Location of Service</b>    | Somaliland Roads Development Agency (RDA)<br>Hargeisa, Somaliland   |
| 5 | <b>Recipient</b>              | Somalia/Somaliland  |
| 6 | <b>Executing Agency</b>       | Somaliland Roads, Development Agency<br>Opposite of the Ministry of Water Development, Pepsi Area,<br>31 <sup>st</sup> May District, Hargeisa, Somaliland<br>E-mail: <a href="mailto:srdaprocurement@gmail.com">srdaprocurement@gmail.com</a> |
| 7 | <b>Estimated Duration:</b>    | Total duration of the services: Eighteen (18) Months  |

## B. BACKGROUND

The Government has received financial assistance from the African Development Bank for the construction of the Lowyaddo- Borama Road -Phase 1 from Lowyaddo to Zeila (30km) as part of the Multinational project between Somaliland and Djibouti namely Negad- Lowyaddo-Borama Road project. The development objective of the project is to improve transport efficiency and effectiveness, regional integration and trade between Somaliland and its neighbours in the Horn of Africa region and beyond. The specific objective of the project is to improve transport and communication along the road corridor by reducing travel time, reducing travel cost, reducing vehicle operating costs and improving road traffic safety along the project road as well as providing efficient and effective transport system and promoting trade and regional integration. The project intends to recruit a procurement Specialist to provide expert assistance to RDA in Procurement and Contract Management.

## C. OBJECTIVE OF THE SERVICES

The main objective of the assignment is to provide expert assistance to RDA in procurement and management of contracts.

The specific objectives of the assignment are to help the RDA's Project Implementation Unit (PIU) team and members to secure the best outcomes for the Organization by:

- i. Strengthening PIU's capacity in Procurement and Contract Management
- ii. Ensuring that all contractual parties meet their obligations;

- iii. Making certain that Value for Money (VfM) is considered at all stages of the procurement process;
- iv. Securing effective contract management to ensure successful execution of contracts and ensure that the deliverables are met as agreed in the contract.

#### **D. SCOPE OF SERVICES**

Reporting to the Project Coordinator, the Procurement Specialist will:

- Provide, advise and prepare draft detailed project procurement plan based on the list of goods, works and services.
- Supports the procurement process including providing inputs to statement of works/requirements (including articulation of performance standards and Key Performance Indicators, Schedules of Works;
- Advise on technical content of Terms of References, assists in the development of technical evaluation criteria and preparation of minutes of bid evaluation;
- Provide technical assistance to the proposals evaluation;
- Provides guidance during contract negotiation and drafting;
- Oversee all types of procurement compliance with AfDB procurement guidelines and national procurement law and regulations;
- Assist the Project Coordinator in preparation of periodic status reports (Monthly, Quarterly and Annually) on the procurement and contract management related activities under AfDB funded projects to keep the AfDB informed of procurement status;
- Develops a quality assurance plan to provide a systematic method to monitor contract performance;
- Participates in the development of contract risk assessments and risk management plans, including mitigating measures;
- Develops contract compliance checklists and implementation plans;
- Advise the client on appropriate action to address instances of poor performance and/or non-compliance with contractual obligation;
- Within the terms and conditions of the contract, works towards resolution of conflicts or performance issues arising in cases of poor performance and/or non-compliance with contractual obligations;
- Drafts relevant audit responses on contract management related issues, as required;
- Provide procurement and contract management on-job training to Project Implementation Unit (PIU) including the procurement staff and Project Engineers.
- Undertake any other duties assigned by the Project Coordinator from time to time.

#### **E. REQUIRED QUALIFICATION**

- i. The procurement specialist should possess at least a Master's degree in the fields of Procurement, Law, Management, Engineering or Business Administration with at least 6 years' relevant experience in the field of Procurement, of which four (3) years' experience is in procurement of infrastructure projects;
- ii. A professional qualification in Procurement will be an added advantage;
- iii. At least two (2) traceable references in technical assistance in procurement to public institution;

- iv. In-depth knowledge and experience of procurement rules and regulations for the African Development Bank (AfDB) and other multilateral development partners.
- v. Experience in training of public officials in public procurement and/or in procurement regulation and procedures of any International financing institution (at least 3 assignments in training and developing training modules in procurement)
- vi. To be a registered member of any recognized procurement professional's association in AfDB's member states.
- vii. Good knowledge of the English language, writing and speaking. Knowledge of Somali would be an added advantage
- viii. High computer literacy (Microsoft, Excel and other software etc.)

## **F. EVALUATION CRITERIA**

Eligibility and selection procedure shall be Individual Consultant Selection (ICS) in accordance with the African Development Bank's "Procurement Policy for Bank Group Funded Operations dated October 2015", which is available on the Bank's website at <http://www.afdb.org>. The selection of Individual Consultant shall be based on (i) Consultant's experience relevant to the Assignment (ii) Competency/Qualification of the Consultant relevant to the Assignment

### **Evaluation Criteria for the Expressions of Interest (CVs)**

- General qualifications and adequacy for the proposed Assignment : 30 points
- Similar experience in the area of expertise of the Assignment : 60 points
- Experience with the Bank or other international donors : 10 points
- **Total : 100 points**

Only consultants who have obtained 75 points and above will be considered for further evaluation. All consultants will be ranked in descending order and the first on the list shall be retained for the assignment if the proposed professional fees fall within the limits of the budget.

## **G. DURATION OF THE ASSIGNMENT**

The assignment will be an initial period of 12 months renewable subject to availability of budget and a satisfactory annual performance evaluation.

## **H. SCHEDULE OF PAYMENTS**

During negotiations, the client will agree with the consultant on an all-inclusive monthly payment based on monthly professional remuneration and subsistence allowances, and eligible reimbursable costs.

The Expert will be paid in USD currency upon submission and approval of the activity report.

## **I. FACILITIES, DATA TO BE PROVIDED BY RDA**

The Client (RDA) will provide the expert with the following:

- Provide office facilities and necessary office equipment and supplies to enable the technical Expert to discharge his/her duties;

- Liaison and assistance with any information or documents required from RDA or other agencies which the Client considers essential for the proper and effective execution of his/ her duties and functions;
- Copies of all relevant reports and assessments undertaken by entities concerned in relation to components of the services;
- Transport to the consultant when moving to the project sites and related Per diem including Overnight stay and without overnight stay outside Hargeisa, the consultant is not eligible to Per diem.

#### **J. OTHER ADMINISTRATIVE INFORMATION**

The Consultant will be required to bring his/her own computer/laptop, and possess the required software installed. Communication and local transportation requirements within the country shall be covered by the consultant. Transportation for field visits will be provided by the Client as stated in paragraph H.

## MODEL CURRICULUM VITAE (CV)

Title of the Assignment:

Department:

Surname:

Birth Date:

Address:

Telephone:

First Name:

Nationality:

Country:

E-mail:

|  |              |                   |   |
|--|--------------|-------------------|---|
| <b>Are any of your family members (spouse/partner, father/mother, Brother/sister, Son/daughter, etc. employed in the African Development Bank?</b> |              |                   | <input type="checkbox"/> Yes <input type="checkbox"/> No<br>If « Yes », the following data must be provided |
| Name   | Relationship | Organization Unit | Place of Assignment   |
|  |              |                   |   |
|  |              |                   |   |

| Language Level  | Read   | Written  | Spoken   |
|-----------------|--|--|--|
| English         | <input type="checkbox"/> Fair<br><input type="checkbox"/> Good<br><input type="checkbox"/> Excellent | <input type="checkbox"/> Fair<br><input type="checkbox"/> Good<br><input type="checkbox"/> Excellent | <input type="checkbox"/> Fair<br><input type="checkbox"/> Good<br><input type="checkbox"/> Excellent |
| French          | <input type="checkbox"/> Fair<br><input type="checkbox"/> Good<br><input type="checkbox"/> Excellent | <input type="checkbox"/> Fair<br><input type="checkbox"/> Good<br><input type="checkbox"/> Excellent | <input type="checkbox"/> Fair<br><input type="checkbox"/> Good<br><input type="checkbox"/> Excellent |
| Other (specify) | <input type="checkbox"/> Fair<br><input type="checkbox"/> Good<br><input type="checkbox"/> Excellent | <input type="checkbox"/> Fair<br><input type="checkbox"/> Good<br><input type="checkbox"/> Excellent | <input type="checkbox"/> Fair<br><input type="checkbox"/> Good<br><input type="checkbox"/> Excellent |

### Key Qualifications:

Please provide (i) a summary of your experience and training highlighting the most relevant for the proposed assignment, and (ii) the responsibilities which you exercised. Utilize one half-page maximum. Education (University Level and above only):

| Name of University -<br>City – Country | Period |    | Degree/Diploma Obtained | Main Topic/Major |
|--|--------|----|-------------------------|------------------|
|  | From   | To |                         |                  |
|  |        |    |                         |                  |
|  |        |    |                         |                  |
|  |        |    |                         |                  |

| Name of Training<br>Institution - City –<br>Country | Period |    | Type of Training | Certificate or<br>Diploma Obtained |
|---|--------|----|------------------|------------------------------------|
|   | From   | To |                  |                                    |
|   |        |    |                  |                                    |
|   |        |    |                  |                                    |
|   |        |    |                  |                                    |

### Employment Record:

Begin with your most recent employment. For each job since your Master Degree achievement, please indicate:

- Name of Employer
- Type of Activity/Business of Employer
- Title/Function

- Place of Employment
- Brief description (three lines maximum) of main accomplishments and responsibilities

**Reference:**

Please indicate the name and address of three persons with no family relationship with yourself, familiar with your character and titles.

**Declaration:**

I hereby certify that the responses which I have provided above are all, to the best of my knowledge, true, complete and accurate. I acknowledge that an inaccurate statement or essential omission in a personal declaration or another document required by the African Development Bank might result in the rejection of my application, termination of my Contract or any other administrative sanction by the Bank. The African Development Bank may verify any statement which I made in this application.

Date: \_\_\_\_\_

*Signature:*