

MINISTÉRIO DA ECONOMIA E FINANÇAS

Institutional Support Project for Customs Administration and Public Expenditure Management – ISP CAPEM

**REQUEST FOR EXPRESSIONS OF INTEREST
(Individual Consulting Services)**

RECRUITMENT OF AN INDIVIDUAL CONSULTANT FOR THE INTEGRATION OF GENDER MARKERS INTO GENDER-SENSITIVE BUDGET PREPARATION

Sector: *Multi-Sector-Economic Governance*

Project ID No.: P-STP-K00-004

Grant Reference Number: 5900155018651

Ref number: 011/ISP-CAPEM/2025

The Democratic Republic of Sao Tome and Principe (RSTP)) has received financing from the African Development Fund (ADF) and African Development Bank (AfDB) as administrators of the Transitional Support Facility (TSF) towards the costs of an *Institutional Support Project for Customs Administration and Public Expenditure Management (ISP-CAPEM)* and intends to apply part of the agreed amount for this grant to payments under a contract for an individual Consultant for integration of gender markers into gender-sensitive budget preparation. The Project was approved on 28 November 2023. The overarching development objective of the project is to improve revenue collection and strengthen capacity in public expenditure management through modernized customs administration, improved expenditure management and oversight. This will be done through (a) customs administration modernization and sustainable public debt management aimed at increasing collection of trade revenue, improving efficiency and effectiveness on controlling legitimate trade operation, and preventing growth of public debt to unsustainable levels ; and (b) strengthening public expenditure management and oversight through designing and upgrading financial management systems and enhancing transparency and accountability in the use of public resources.

The Project will be implemented over a period of four years from January 2024 to December 2027. The Ministry of Economy and Finance (MEF) is the executing agency. The project's direct beneficiaries include MEP, State Financial Management Information System Coordination and Management Office (GSAFE-e), *Directorate Direção-geral das Alfândegas* (Custom Directorate, DGA), ITC Department (DITEI), the Court of Auditors (*Tribunal de Contas*, TdC), *Gabinete de Coordenação e Seguimento do Sistema de Licitação e Contratação Pública* (Coordination and Follow-up of the Bidding System, COSSIL), Public Debt Management and Monitoring Office (*Gabinete de Gestão e Seguimento da Dívida Pública*, GGSDP), *Inspecção Geral das Finanças* (Inspectorate General of Finance, IGF), Public Finance Reform Office (*Gabinete de Reforma das Finanças Publicas*, GARFIP) and the Financial Intelligence Unit (UIF).

The objective of the consultation is to assist the government, through the Ministry of Economy and Finance and other sectors of the state administration, in building capacity and preparing a gender-responsive budget within the framework of the 2026 General State Budget, based on existing gender markers. Therefore, the project aims to recruit a Gender Responsive Budgeting (GRB) expert to achieve several crucial objectives for the Government of São Tomé and Príncipe.

The duration of the assignment is 60 working days.



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The Ministry of Economy and Finance invites qualified individual consultants to indicate their interest in providing the consultancy service. Interested individual consultants must provide information indicating that they are qualified to perform the service (description of similar tasks, experience in similar conditions, availability of appropriate skills, a current resume, a cover letter, and if possible, a (list of at least three references)).

Eligibility criteria, establishment of the shortlist and the selection procedure shall be in accordance with the African Development Bank's **as specified in the Bank's Procurement Framework**, dated October 2015, which is available on the Bank's website at: <https://www.afdb.org/en/projects-and-operations/procurement/new-procurement-policy>.

A Consultant will be selected in accordance with the ICS method set out in the Procurement Policy. Interested consultants may obtain further information and detailed Terms of Reference at the address below during working hours: 9 am to 5 pm São Tomé and Príncipe time.

Expressions of interest should be delivered or sent by email to the address below or delivered in an envelope, in English, Portuguese or French, to the Coordination Unit of the Institutional Support Project for Customs Administration and Public Expenditure Management (ISP-CAPEM), no later than **August 08, 2025 at 15:00 GMT**) and mention in the email subject "Individual Consultancy for integration of gender markers into gender-sensitive budget preparation under the ISP-CAPEM project".

Attn: Dr Manuel Filipe Moniz, The Coordinator
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