

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 UNDERTAKING TRAINING NEEDS ASSESSMENT OF THE INSTITUTIONS BENEFITING FROM THE PROJECT AND PREPARING A TRAINING PLAN

Sector: *Multi-Sector-Economic Governance*

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

Grant Reference Number: 5900155018651

Ref Number: 010/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 undertaking a Training needs assessment (TNA) and Preparing a Training Plan**. 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 assessment will cover the following project beneficiaries: Coordination and Monitoring Office of the Tender System-COSSIL; General Inspectorate of Finance-GIF; Office for the Reform of Public Finances-GARFIP; Department of Information Technology-DITEI; Department of Public Accounting; and Others Departments related with Public Finance.

The duration of the assignment is 40 working days.

The Ministry of Economy and Finance invites qualified individual consultants to indicate their interest in providing the services for undertaking a training needs assessment (TNA) and preparing a training plan. Interested individual consultants must provide information indicating that they are qualified to perform the services (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).

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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 8, 2025 at 15:00** GMT and mention in the email subject “Individual Consultancy for the assessment of the training needs of the institutions benefiting from the project and preparation of a Training Plan within the framework of the ISP-CAPEM project”.

Attn: Dr Manuel Filipe Moniz, The Coordinator
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