

CALL FOR PROPOSAL – INDIVIDUAL CONSULTANT

**CONSULTANCY SERVICE TO PROVIDE TECHNICAL SUPPORT TO THE GAMBIA TO
DEVELOP A MECHANISM FOR SSR COORDINATION**

Reference Number. AUC/GCP-PAPS/C/029

1. Introduction

In response to the request made by the Government of The Gambia to the African Union (AU) in March 2017, the Peace and Security Council (PSC) directed the AU Commission, through the then Peace and Security Department, to undertake a “needs assessment” to the Gambia in order to provide concrete recommendations on how the AU can support the Gambian authorities. One of the recommendations of the assessment was to support The Gambia in the process of state-building and in the consolidation of transitional efforts, through addressing key broader governance priorities including Security Sector Reform (SSR), Rule of Law, Transitional Justice and Human Rights.

The PSC at its 694th meeting held on 15 June 2017, endorsed the AU Commission’s assessment report, and directed the Commission to deploy a ten-member AU Technical Support Team to The Gambia (AUTSTG). The team supported The Gambia from October 2018 to December 2020. The AUTSTG played a pivotal role in providing technical support to concerned national security institutions in the areas of capacity building, developing policies as well as appropriate procedures and processes in the Gambia.

The assessment identified coordination of SSR interventions as one of the main challenges undermining proper implementation of SSR strategies and programs. Therefore, and based on the specific request from The Gambia Government, the Commission plans to deploy a Security Sector Reform Consultant for a period of 3 months from October to December 2021, to provide technical support to the country to address the SSR coordination challenges.

2. Objective of the Assignment

The Consultant is expected to provide technical expertise to the Government of The Gambia in its efforts to establish a National SSR Coordination mechanism, in line with ongoing institutional and political transitions in the country. The consultant will support the Government to assess current coordination challenges in order to provide advice on how best to address the gaps identified. Improved coordination will enable the country to take full ownership of, and leadership role in the SSR processes, among

others, through creating specialized and fully capacitated structures based on needs expressed by different national security institutions.

3. Scope of the Assignment

The consultant will work under close supervision of the Gambian Office of National Security (ONS) with the oversight of AU Governance and Conflict Prevention Directorate of the Political Affairs, Peace and Security (PAPS) Department. The Disarmament, Demobilization and Reintegration / Security Sector Reform (DDR/SSR) Division will play the role of Focal Point in AU Commission.

The Scope of the Assignment will entail to following:

1. Consult with national authorities on status and challenges of SSR Coordination and SSR monitoring and evaluation, and map out key national and international SSR actors in The Gambia;
2. Provide technical support to the relevant national authorities in outlining the appropriate SSR coordination framework, and establish a monitoring and evaluation mechanism, on the basis of recommendations from consultative meetings, and in line with AU and ECOWAS SSR/Governance policy frameworks.
3. Support National authorities in validation of the draft SSR Coordination framework, with an operational SSR Coordination body and clear monitoring and evaluation systems
4. Where requested, provide general advice and guidance on strategic aspects on other portfolios related to SSR including Small Arms and Light Weapons (SALW) and Disarmament, Demobilization and Reintegration.
5. facilitate at the validation
6. Assist the Office of National Security on consultations with the different stakeholders in the area of SSR coordination and national ownership
7. Organize trainings, mentoring and sensitizations sessions through workshops (based on availability of funds) or bilateral meetings format on SSR Coordination and monitoring and evaluation.
8. Submit monthly reports to the AU Commission on activities undertaken, and final report at the end of the assignment.

4. Effort and Time Frame

The assignment is estimated to require sixty six (66) work-days. The assignment will begin as soon as the consultant has been selected, and his/her deployment is expected on 1st October 2021. The consultant will be required to provide the reports outlined below.

5. Key deliverables

The consultant will be required to provide following key deliverables:

1. Inception report following guidance in an induction meeting with the Office of National Security in The Gambia, in close collaboration with the DDR/SSR Division. The report shall be submitted within ten (10) days from commencement of the assignment. The Commission shall pay 20% of the fee upon approval and acceptance of inception report.
2. Assist the Office of National Security to organize a national consultative workshop on SSR Coordination, with national and international stakeholders, and prepare a report of the workshop. The Workshop will be held thirty five (35) days after commencing the assignment. The consultant will be paid 20% of the fee upon approval and acceptance of the report.
3. Provide the first draft of the legal framework of the national SSR Coordination Body/Mechanism highlighting its structure from the high political, sectorial and decentralized levels. The first draft of the SSR Coordination Framework shall be submitted fifty (50) days from commencement of the assignment, upon which 30% of the fee shall be paid to the Consultant, after approval of the draft document.
4. Provide support to the Office of National Security to hold a validation workshop of the draft SSR Coordination legal framework. This activity shall be held sixty (60) days after commencing the assessment. The Consultant will be paid 20% of the fee after submission and approval of the updated SSR Coordination document.
5. Submit reports on weekly updates and monthly reports on the development of the mission to the National Security Advisor, copying the AUC through its DDR/SSR Focal Point Division
6. Submit a final report on the assignment, with proposals on how aspects complementary to SSR like fight against illicit SALW and DDR should be The remaining balance of 10% of the fee shall be paid after approval of the final report

Assignment Management and Administration

The immediate supervision of the assignment shall be done by the Office of National Security (ONS) of The Gambia. The DDR/SSR, as the focal point at the AU Commission, will work closely with the ONS on the execution of the activity and delivery of the expected deliverables.

Consultancy Fees

The Consultant will be paid a fixed fee of **USD 24,225** (Twenty Four Thousand, Two hundred and Twenty Five USD) for the assignment. The payment will be phased in accordance with the various deliverables as indicated above, and is inclusive of all costs and profits as well as tax obligations that may be imposed on the Consultant.

Air travel to and from the duty station, will be provided by the Commission under the principle of direct route and cheapest economy class ticket, in accordance with the AU Rules and Regulations.

Qualifications

The consultant should be a holder of a minimum of an advanced University degree (Master) in the field of Political Science, Law, International Relations or any related Social Sciences. Having a certification on an internationally recognized course on Security Sector Reform would be an added advantage.

Experience

1. Have at least seven (7) years of work experience on peace and security issues, preferably in the field of Security Sector Reform and conflict management.
2. Have experience in engaging with high level government officials, including from the military, Parliament, and other national institutions and bodies.
3. Experience with nongovernmental organizations, multi-lateral institutions, and international organizations, working in complex peace and security environments with multiple interests will be desirable;
4. Experience in drafting legal documents
5. Experience in establishing national coordination mechanisms, in providing training and facilitation in conflict management or peace processes, especially in the African context, would be an added advantage.
6. In-depth knowledge of ECOWAS would be an asset.
7. Should have computer literacy, and be well versed in the use of Word Processing, Power Point, Excel, and the use of the Internet.
8. Have excellent writing, negotiating, analytical and communication skills.
9. Have experience in monitoring and evaluation.

Required Skills

- Significant knowledge of SSR concepts, terminology, and research and policy literature, particularly on the African continent is required.
- Have proven interest in following developments in the security sector in Africa.
- Excellent writing skills and ability to clearly communicate both in writing and speaking, including public speaking and Power Point presentations.
- Good interpersonal skills.

Languages

Proficiency in oral and written English is required.

Evaluation and qualification criteria

For evaluation of the expressions of interest the following criteria will be applied:

- a) General Education Qualification and Relevant Training (30 points);
- b) Experience Related to the Assignment (70 points);

Interested candidates are requested to submit the following documents for AUC's consideration as an attachment to their CVs:

- a) Document required:
 - Cover letter - Understanding of the assignment / TOR
 - CVs

INVITATION

The African Union Commission now invites eligible **Individual Consultants** to indicate their interest in providing the Services. Interested candidate must provide information demonstrating that he/she has the required qualifications and relevant experience to perform the Services. Consulting firms may propose individual consultants, but only the experience and qualifications of individuals shall be used in the selection process, and that his or her corporate experience shall not be taken into account, and the contract would be signed with the proposed individual.

Interested candidates are requested to submit the following documents for AUC's consideration as an attachment to their CVs:

Technical Proposal on:

- Understanding of the TOR
- Technical approach and methodology to undertake the assignment

Further information can be obtained at the address below during office hours 8:00-13:00hrs and 14:00-17:00 hours Local Time.

Proposal must be delivered in a written form to the address below not later than 15:00 hours local time, 10 November 2021.

African Union Commission,
Head of Procurement Travel and Store Division
Building C, Room 327
P.O.Box 3243, Roosevelt Street
Addis Ababa, Ethiopia
Tel: +251 (0) 11 551 7700 – Ext 4305
Fax: +251 (0) 11 551 0442; +251 11-551-0430
E-mail: tender@africa-union.org and Meronw@africa-union.org
(Consultant should send the proposal to both emails)

NB: The Title of the Assignment and Procurement reference number should be clearly indicated in the subject matter of the email.