NAME OF PROJECT: Liberia-Technical & Capacity Building Assistance Project

Assignment Title: Individual Consultancy to provide Technical Assistance in the areas of Development Planning, Project Tracking, Monitoring and Reporting

Financing Agreement reference: 5900155014451
Project ID No.: P-LR-K00-018
Reference No. MFDP/PMU/L-TCBA/02/07/19
Issue Date: July 3, 2019
End Date: July 18, 2019

1. Background
The Government of Liberia through the Ministry of Finance and Development Planning received US$1,400,000 for the Technical and Capacity Building Assistance Project funded by the African Development Bank. The project primary objective is to support the Government of Liberia strengthen its capacity to deliver the much needed services to its people. The project is composed of three components and one of them is to strengthen Macroeconomic Planning & Analysis in the Department of Economic Management and other complementary Government Ministries and Agencies. The project intends to apply part of the proceeds of the funding for eligible payment under the contract to hire an individual Consultant to provide Technical Assistance in the Office of Deputy Minister for Economic Management in the areas of Development Planning, Project Tracking, Monitoring and Reporting.

The services included under this project are addressed below:

2. Job Summary/Description
The position will support the Department of Economic Management (EMD) of the MFDP in Program Development & Effectiveness, especially covering technical assistance in the areas of development planning, project tracking, monitoring, evaluation and reporting, to enhance timely delivery of development assistance and the tracking of results in support of the National Development Plan-The Pro-poor Agenda for Prosperity & Development (PAPD).
3. The Scope of the Services to be performed
The Consultant shall perform the following duties:

- Support the relevant Unit (s) of the EMD to review the performance of existing development assistance portfolios and support ways to enhance effective coordination and implementation;
- Catalogue and present briefing notes to the Deputy Minister of Economic Management (DMEM) on bottlenecks that delay effective implementation of development assistance and prevent results on the ground and suggest any possible mitigation measures;
- Support the organization of periodically combined country performance reviews of development assistance projects to identify successes and common challenges related to implementation of portfolios;
- Support the Aid Coordination Unit of the EMD to enhance coordination to improve the implementation and tracking of development assistance by correctly sequencing and aligning multiple projects within a sector for ease of monitoring and measuring of development outcomes;
- Support the organization and conduct of training of sector ministries to align their programming with the national budget process to ensure that counterpart funding is available and secured for projects requiring counterpart funding - assessed against the macro-fiscal situation of the country;
- On authorization of the DMEM or the Director of Aid Management Unit, may participate in monitoring and field visits and present written report to the authorizing authority;
- Serve as a liaison or focal person of the EMD with the PFM Project Management Unit/MFDP and beneficiary line ministries and agencies involved in the implementation of the programs that are being supported by AfDB under the Technical and Capacity Building Assistance Project.

Minimum Qualification, Skills and Experience:
The ideal candidate should meet the following qualification and experience requirements:

- Advanced degree (s) in Public Administration, Development Education, Public Policy or other related courses from recognized institution(s)
- Work experience of more than 5 years in key areas of the consultancy
- Experience in similar work with the government of Liberia is an added advantage
- Excellent skill in the English language, both written and oral, and
- Current CV of the applicant must be attached

Duty Station: Monrovia
Start Date: TBA
End Date: TBA
Duration of Assignment: Nine Months
The Project Management Unit (PMU) of the Ministry of Finance & Development Planning (MFDP) now invites eligible individual consultants to indicate interest in providing these services by submitting their Curriculum Vitae (CV) and copy of academic credentials, demonstrating experience in performing similar assignments with references and showing responsiveness to the qualifications requirements outlined in this REOI. Eligibility criteria and the selection procedure shall be in accordance with the African Development Bank’s “Procurement Policy Framework for Bank Group Funded Operations” October 2015 which is available on the Bank’s website at http://www.afdb.org.

Further information can be obtained at the address below during office hours, i.e. from 0900 to 1700 hours (GMT) on working days.

Expressions of interest must be delivered in a written form or by email to the address below by 18th July, 2019 @ 1700 hours (GMT) and mention “MFDP/PMU/L-TCBA/02/07/19: Consultancy to provide Technical Assistance in the areas of Development Planning, Project Tracking and Reporting”.

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