

COMISSÃO DA CEDEAO

ECOWAS COMMISSION



COMMISSION DE LA CEDEAO

Département Agriculture, Environnement et Ressources en Eau

Department of Agriculture, Environment and Water Resources

ARAA / RAAF

Agence Régionale pour l'Agriculture et l'Alimentation

Regional Agency for Agriculture and Food

Expression of interest

Recruitment of a consultant for the design and development of a web portal for the Department of Agriculture, Environment and Water Resources of ECOWAS.

EOI N°: ARAA/BUDGET/2020/PI/04

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1. The Department of Agriculture, Environment and Natural Resources (DAERN) of ECOWAS, has as strategic objective the implementation of three (3) sectoral policies, namely (i) the agricultural policy (ECOWAP), (ii) the environmental policy (ECOWEP), and (iii) the West Africa Water Resources Policy (WAWRP). This is in order to respond coherently to the needs of West African populations while ensuring economic and social development and poverty reduction in Member States in a controlled environment and in a sustainable manner.

Within the framework of communication and visibility actions in overall support to RAAF, cross-cutting communication support is planned for the Department of Agriculture, Environment and Natural Resources (DAENR) of ECOWAS.

The ECOWAS Commission through the Regional Agency for Agriculture and Food intends to use the services of a consultant for the design and development of a web portal for the Department of Agriculture, Environment and Water Resources of ECOWAS.

2. Purpose and expected results of the mission:

The overall objective of the consultation is to design and put online a dynamic web portal to present the main actions undertaken by the Department in the implementation of its sectoral policies in the areas of agriculture, environment, water and other natural resources. This portal must be receivable on all applications, including smartphones.

The specific objectives of the consultation are as follows:

- a. Make an in-depth technical analysis of the existing system (based on the institutional communication system of the RAAF) particularly in terms of architecture, interactivity and graphic design;
- b. Propose an innovative architecture and graphic design that takes into account the usability of the interface that improves the user experience on any type of screen;
- c. Develop and put online the Department's web portal;
- d. Supporting the Department in the launch of the web portal version;
- e. Make available to the Department a manual for the use and administration of the portal; and
- f. Provide six (6) months of maintenance after the launch of the portal to ensure that it is functioning properly.

3. Interested consultants (Consulting firms or two-person teams of consultants) are requested to produce the information demonstrating their qualifications and experience in the delivery of such services. They will have to give evidence of references of recent and/or similar services. In this respect, they are invited to submit their expressions of interest to the address below:

Regional Agency for Agriculture and Food
Boulevard de la Paix, 83 rue de la Pâture, Lomé, Super Taco, Togo
Telephone: +228 22 21 40 03/ 22 21 50 03.
Email: procurement@araa.org.

Subject: Recruitment of a consultant for the design and development of a web portal for the Department of Agriculture, Environment and Water Resources of ECOWAS.

NB: Bid whose subject is not specified will not be considered.

4. Expressions of interest are receivable by... **06 MARS 2020** at 17: 00 GMT, Togo time, the latest.
5. RAAF will make a shortlist of up to 6 applicants, on the basis of applications received, to whom the Request for Proposals to perform the Services required will be sent.
6. The expression of interest shall include:
- A letter of expression of interest, including the availability period;
 - A letter of expression of interest, including availability time;
 - A recent curriculum vitae detailing professional experience and similar assignments;
 - Three professional references (first and last names, current functions, functions at the time of collaboration with the Consultant, email and telephone contacts)
 - Certified copy of the highest diploma;
 - Copy of the certificates of work or service rendered, listed in the curriculum vitae.

Incomplete application will not be considered.

7. The consultant should have the following profile:
- ✓ hold a higher education degree (at least BAC + 3) or equivalent in the field of Information and Communication Technologies (ICT), the web and/or any other field related to ICT and web databases,
 - ✓ have at least five (5) years of professional experience in IT development, website development and/or computer graphics including web content management, with three (3) references of similar assignments (development of institutional websites) in the last five (5) years in the region (provide copies of certificates of completion or contracts),
 - ✓ have solid notions in terms of application/web site security, search engine referencing, as well as legal notions relating to compliance with the regulations in force, in particular regarding the protection of personal data,
 - ✓ have a good knowledge of the ECOWAS Commission and its institutions,
 - ✓ having worked for ECOWAS or a regional integration institution would be an asset.

- ✓ Candidates must be fluent in one of the 3 ECOWAS working languages (French, English, Portuguese). Knowledge of a second language is an asset.

Only shortlisted candidates will be contacted. ARAA reserves the right not to act on this expression of interest.

Done in Lomé le **05 FEV 2024**

The Executive Director



SALIFOU Ousseini

