



PROJECT PREPARATION AND DEVELOPMENT UNIT
UNITE DE PREPARATION ET DE DEVELOPPEMENT DES PROJETS
UNIDADE DE PREPARAÇÃO E DESENVOLVIMENTO DE PROJETOS



REQUEST FOR EXPRESSION OF INTEREST (Consulting Services - Selection of a Consulting Firm)

Selection of An Individual Consultant for the Evaluation of AECID Support to the ECOWAS Project Preparation and Development Unit (PPDU).

Reference Number: PPDU/AECID-007/PPM-IC/10-2025

1. Introduction

The Project Preparation and Development Unit (PPDU) is a specialized agency of the ECOWAS Commission established by Regulation C/REG.5/08/11 and is based in the Togolese Republic. Article 5 of the Regulation C/REG.5/08/11 establishes a Steering Committee, which is the decision making and strategic organ of the Unit. This committee is composed of the representatives of the ECOWAS Commission, the ECOWAS Bank (EBID), ECOWAS Member States, Development Partners and the Private Sector. The Steering Committee is chaired by the ECOWAS Commissioner for Infrastructure.

In terms of strategic positioning, the PPDU is a unique instrument of ECOWAS responsible for the preparation and development of "bankable" infrastructure projects. In this regard, it ensures that its portfolio of regional infrastructure projects meets the necessary conditions for mobilizing investments. Additionally, the Unit is mandated to directly receive project preparation and capacity building requests from both public and private sector partners for the joint development of Public Private Partnership (PPP) projects.

In February 2015, a Memorandum of Understanding (MoU) was signed between the ECOWAS Commission and the Spanish Agency for International Development and Cooperation (AECID). The primary objective of the MoU was to support the establishment of the PPDU, enhance its capacity to achieve the goal of developing regional infrastructure projects and ensure institutional capacity in Member States. Under the MoU framework, a dedicated fund of €5 million was allocated to the PPDU through the ECOWAS Commission.

Activities funded through this allocation have been directed towards three main areas: (1) supporting development of regional infrastructure projects and the mobilization of key stakeholders; (2) technical capacity building in ECOWAS Member States in priority infrastructure-related areas; and (3) fostering the institutional development of the PPDU as a specialized agency responsible for implementing the ECOWAS Regional Infrastructure Master Plan.

As the implementation period of the MoU approaches its conclusion on 31st December 2025, AECID and the PPDU seek to engage an independent Individual Consultant to conduct an analysis of activities carried out under the MoU. The consultant will provide a summary of key lessons learned and offer strategic recommendations for future collaborations. This analysis will be done in the context of the newly adopted PPDU's Strategic Business Plan 2026 – 2030 and the renewal of the PPDU's mandate to lead the review and update of the ECOWAS Regional Infrastructure Master Plan.

2. Scope of services

The Consulting services ("the Services") include, but are not necessarily limited to, the tasks and responsibilities described below:

- i. **Task 1** - Related to the improvement of process and procedures: Conduct a Comprehensive Assessment of Procurement Process of ECOWAS and PPDU and propose areas of improvement within the current framework.
 - Deliverable 1: Report on procurement processes.
- ii. **Task 2:** Reinforce Portfolio management framework - Evaluation of Project Pipeline and Implementation Barriers.



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- Deliverable 2: Report on the evaluation of project portfolio management with implementation recommendations.
- iii. **Task 3:** Evaluation of the PPP capacity building plan to national units and its incorporation in project processes.
 - Deliverable 3: Evaluation report of the capacity building activities undertaken.
- iv. **Task 4:** Institutional and Capacity Assessment of the PPDU.
 - Deliverable 4: Assessment Report on Institutional Capacity.
- v. **Deliverable 5: Final Report.**

3. Individual Program Evaluation and Assessment Consultant Role

The ECOWAS Commission invites qualified Individual Program Evaluation and Assessment Consultants with expertise in development cooperation in the infrastructure sector to express their interest in providing services for program evaluation and assessment. Interested consultants should submit a cover letter and a résumé demonstrating that they meet the required qualifications and possess relevant experience to carry out the assignment as stated. *The shortlisting criteria are as follows:*

Shortlisting Criteria:

I. Experience

The consultant should have extensive experience in program evaluation and assessment within development assistance contexts, particularly in infrastructure planning and project preparation.

- Qualifications and skills:
 - A master's degree (or higher) in Social Sciences, Public Administration or a related field, with a focus on Program Monitoring and Evaluation.
 - Strong analytical skills and proven ability to conduct program evaluations and assessments in the context of international development cooperation, particularly within the infrastructure sector.
 - Strong writing and presentation skills.
- Relevant Experience
 - At least 10 years of experience in evaluating and assessing development cooperation programs, specifically in infrastructure project development.
 - A minimum of 7 years of experience in conducting monitoring and evaluation assignments for reputable international organizations in the development cooperation sector.
 - Experience in Africa will be an added advantage

II. Language

The consultant must demonstrate fluency in a minimum of two (2) of the official ECOWAS languages (English, French and Portuguese).

4. Duration of the mission

The duration of the contract is 3 calendar months.

5. Selection method

Consultants will be selected in accordance with the Quality and Cost Based Selection Method (QCBS) defined in the ECOWAS Public Procurement Code. Only shortlisted candidates will be contacted for interview.

6. Request for additional information

Interested consultants may obtain additional information at the email addresses below during business hours, no later than one (1) week prior to the submission deadline: Monday to Friday from 9:00 GMT+1 to 17:00 GMT+1, with the subject line "**EOI-PPDU-IC10-Program Analysis and Evaluation Consultant**".



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Email: ikkamara@ecowas.int; procurement@ecowas.int; with a copy to: oshokunbi@ecowas.int , kfy@ecowas.int , gdikko@ecowas.int , ctienon@araa.org

7. Submission of applications

Expressions of interest will be submitted by email no later than **7 November 2025 at 16h00 Nigeria Time (GMT+1)**. Submissions should be sent to the following email addresses:

ikkamara@ecowas.int; procurement@ecowas.int;

With a copies to: oshokunbi@ecowas.int, kfy@ecowas.int, gdikko@ecowas.int, ctienon@araa.org – Email subject must be : **“EOI-PPDU-IC10-Program Analysis and Evaluation Consultant”**

Expressions of interest must include the following documents:

- A Letter of Expression of Interest.
- A detailed Curriculum Vitae or Résumé.
- Copies of relevant academic and professional qualifications.
- Work References (Optional)

8. Publication website

This Notice of Interest is also published on the ECOWAS website <http://www.ecowas.int/doing-business-in/ecowas/ecowas-procurement> and the PPDU website www.ppdu.org .

Commissioner, Internal Services

Prof. Nazifi Abdullahi Darma