

FEDERAL GOVERNMENT OF SOMALIA



MINISTRY OF HEALTH AND HUMAN SERVICES IMPROVEMENT OF HEALTH SERVICES (DAMAL CAAFIMAAD) PROJECT

REQUEST FOR EXPRESSION OF INTEREST (REOI)

Individual Selection of Consultant

Country: Federal Government of Somalia

Name of the Project: Improvement of Health Services (Damal Caafimaad) Project

Consulting Service: **PCIU Contract Management Specialist (no.3)**

Individual/Firm: Individual

Duty Station: Mogadishu

Deadline: 10th August 2021

Ref No. SO-MOH-FGS-012-CS-INDV

1. BACKGROUND OF THE PROJECT

The Government of the Federal Republic of Somalia, through the Federal Ministry of Health, is implementing the Improving Healthcare Services in Somalia under the “Damal Caafimaad” Project, with financing from the International Development Association (IDA) of the World Bank Group. The four-year project will contribute to Essential Package of Health Services (EPHS 2020) implementation aimed at improving the coverage of essential health and nutrition services in project areas and strengthen the stewardship of the Ministries of Health in Somalia. The Damal Caafimaad Project, funded by the World Bank, has three key components: (i) Expanding the coverage of a prioritized EPHS in selected geographic areas; (ii) Strengthening Government’s stewardship to enhance service delivery; and (iii) Project Management, M&E, Knowledge Management, and Learning. The Project will focus on expanding an essential package of high-impact health and nutrition services across the population in project target regions within available resources and service delivery capacity, and also aims to develop the Federal and State Ministries’ of Health capacity to act as stewards of the health sector.

Objective: To carry out all contract management activities for *Damal Caafimaad* and FHW health programs including setting expected performance standards, completing procurement processes, conducting technical contract monitoring, documentation and reporting on satisfactory fulfilment of contractual obligations, and advising on contract amendments, cancellation, and authorization of invoice acceptance and payments, and ensuring transparency and accountability of processes through proper record-keeping. In addition to managing the contracts, the team is expected to build capacity of existing MOH officials through hands on training on contract management.

The Ministry of Health and Human Services is seeking to use a portion of the Damal Caafimaad Project to finance the recruitment of a Contract Management Specialist.

2. SCOPE OF WORK AND RESPONSIBILITIES

The Contract Management Specialist will play a crucial role in implementation of the *Damal Caafimaad* project and will support the implementation of the FHW program. The procurement and subsequent contract management of the EPHS service delivery agents will be performed according to World Bank procurement regulations. The Specialist is expected to work according to principles of good practice in contract management, and bear responsibility for performance

management and cost effectiveness of contracts. The Specialist contributes throughout the entire procurement processes, e.g.: planning and executing the procurement activities, as well as managing these contract(s) during implementation phase. The specialist will support the contract management of the FHW program and will review of HTP contractor deliverables (including inception, quarterly and end of project reports) in a timely manner, in order to provide clear and concise feedback in line with expectations as outlined in contract.

The incumbent is expected to execute the following tasks among others:

- Contribute actively in the development of ToRs for Invitations to Bid/Expressions of Interest, Requests for Bids/Proposals, and other required documentation for procurement, in line with FMOH and WB Procurement guidelines and templates.
- Prepare procurement contracts and include results of the negotiations of certain conditions of contracts.
- Conduct at least two field visits to project sites per year to assess both technical, administrative and financial processes and implementation progress of the contract by the contracted agency and discuss and document project strengths and challenges.
- Act as the FMOH focal point and liaison for the contracted agency for Damal Caafimaad, FHW Programme and other programmes;
- Organize and conduct [quarterly] progress review meetings with the contracted agencies.
- Take the lead in the preparation of a template/checklist to standardize quarterly and annual progress review meetings with contracted agencies, assessing technical and financial reporting, progress towards indicators, and overall performance.
- Review financial data submitted by the contractor, in support of the Finance department
- Meet regularly with FMS contract management officers and Support FMS contract management officers in problem solving with contractors, as needed
- Prepare and submit monthly report about project related work and deliverables to the Senior Program Coordinator, and report on the outcomes of all the quarterly contract review meetings

S/he will undertake all the other specific tasks detailed in the Terms of Reference (TOR) that can be found at the following www.mof.gov.so or can be provided upon submission of application (in person or by E-mail to the address in paragraph 7.1 below).

3) SELECTION CRITERIA:

The selection shall be based on qualification, experience and skills of the candidate and followed by an interview. The qualifications, experience and competencies:

- Master's degree in management discipline such as business administration or public administration is required
- The candidate is required to have training in management / administration. Candidates with additional training in public health / health are strongly preferred (ex: additional degree in additional degree in public health, epidemiology, statistics or related health field)
- The ideal candidate will have a combination of training in health / public health and management competencies
- At least 7 years of experience in a project or programme management position, in the health sector, with government, or NGOs, or development agencies. At least 5 years experience with NGOs development agencies in the health sector is required. Program management experience in the health sector is strongly preferred.
- Experience working in senior management positions and/or on contract management with government and/or international institutions
- Demonstrated management experience, preferably contract management experience is required; additional skills and background in public health and health service delivery are highly desirable

- The ideal candidate will have a combination of experience in health / public health and management competencies
- Familiarity with current health policies and the functions and use of existing M&E tools such as DHIS2, supportive supervision tools
- Excellent written and spoken English and fluency in Somali
- The ability to work with flexibility in a multi-disciplinary environment
- Excellent teamwork and communication skills, and the ability to take initiative

4. REPORTING

The Contract Management Specialist will report to the Senior Programme Coordinator of the PCIU in the Federal Ministry of Health.

5. DURATION OF ASSIGNMENT:

The Contract Management Specialist will be engaged on a part-time basis and is expected to commence the assignment on 14th October 2021 for an initial period of 12 months, with a probation period of 6 months. The contract shall be renewed annually subject to satisfactory performance.

6. DUTY STATION

The Contract Management Specialist will be based in the Project Coordination and Implementation Unit (PCIU) to be established within the Federal Ministry of Health, with site visits to health facilities to support project understanding and implementation on an as-needed basis. The duty station is Ministry of Health in Mogadishu, Somalia.

7. SUBMISSION REQUIREMENTS

The attention of interested Consultants is drawn to section III, para 3.14,3.16 & 3.17 of the World Bank's *Procurement Regulations for IPF Borrowers: Procurement in Investment Projects Financing Goods, Works, Non -Consulting and Consulting Services, July 2016, revised November 2017 August 2018 and November 2020* ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultant method set out in the World Bank Procurement Regulations.

Interested applicants may obtain further information including a detailed Terms of Reference from the Ministry in person or by e-mail to the address given below during office hours from 9.00 a.m.– 4.00 p.m. Saturday to Thursday.

Deadline: Expressions of interest and CV must be delivered to the address below by hand, mail, courier or email on or before **10th August 2021 at 16:00 E.A.T hours.**

7.1: Address:

The General Director; Ministry of Health and Human Services
Federal Government of Somalia
Corso Somalia Street, P.O. Box 22, Shangani, Mogadishu, Somalia
Email Address: procurement.damalcaafimaad@gmail.com
with copies to: dq@moh.gov.so; planning@moh.gov.so

Submit your application with the following as your subject: **PCIU Contract Management Specialist No. 3 -SO-MOH-FGS-012-CS-INDV**

Female Candidates are strongly encouraged to apply for the position.