

Request for Proposal
for

Ref No: PREMIS-CS-01/2018 (PFM Financial Advisers), PREMIS-CS-02/2018 (HR and Civil Service Advisers), and PREMIS-CS-03/2018 (Revenue Advisers), PREMIS-CS-04/2018 (Procurement Advisers), PREMIS-CS-05/2018 (External Audit Advisers) PREMIS-CS-06/2018 (Internal Audit Advisers).

The Public Resource Management in Somalia (PREMIS) is a Public Financial Management (PFM) and Public Administration (PA) technical assistance programme funded by the United Kingdom's Department for International Development (DFID) and the European Union (EU). This programme is working primarily with the Ministries of Finance (MoF) and Civil Service Commissions (CSC) of the Federal Member States (FMS) in Somalia: Jubbaland State (JSS); the South West State (SWS); Galmudug State (GSS); and Hirshabelle State (HSS). The overall goal of the programme is to contribute to sound, accountable PFM implementation in the FMS. To support this work, PREMIS is seeking to engage additional individual consultants to act as Advisers to the FMS MoF and CSC in a number of capacities:

1. RFP Ref No: **PREMIS-CS-01/2018**. Serve as PFM Financial Adviser in an FMS delivering advice and assistance to the MoF on a range of PFM policy and processes relating to budget preparation, budget execution, ICT systems operation and accounting and financial reporting.
2. RFP Ref No: **PREMIS-CS-02/2018**. Provide advice and assistance to FMS CSC on establishing sound human resource management policies and a Civil Service operating framework.
3. RFP Ref No: **PREMIS-CS-03/2018**. Assist the MoF Revenue Collection Authority (RCA) with revenue mobilization, taxpayer identification, assessment and collection processes, including community communications.
4. RFP Ref No: **PREMIS-CS-04/2018**. Assist the MoF Procurement Department to conduct procurements in accordance with international standards using standard bidding documents, including assistance with bid evaluation and contract management.
5. RFP Ref No: **PREMIS-CS-05/2018**. Assist the Auditor General to develop and implement an Office of Auditor General and develop external audit capacity.
6. RFP Ref No: **PREMIS-CS-06/2018**. Assist the MoF Internal Audit Unit to develop the organization and internal audit capacity.

General information

Adviser positions will be filled using a Competitive selection process. The positions are open to all eligible individual consultants that meet the following minimum qualification criteria:

- A post-graduate degree in Accounting, Economics, Human Resource Management or other discipline relevant to Public Financial Management or 10+ years of relevant experience.
- Experience in fragile states, preferably Somalia.
- Ability to deliver technical advice and effectively work with government counterparts.
- Ability to use initiative to be client-orientated in delivering knowledge and building capacity.
- Excellent communication, inter-personal and team-working skills.
- Political awareness, technical skills and ability to work in complex operating environments like Somalia.

Location: The assignments will be located in the Capital city of the respective FMS. Consultants should be prepared to work in one or more of the FMS as required.

Duration: The positions will be for an initial period of 12 Months, all with possibility of extension subject to performance review. Expected start date is 1 April, 2018.

Type of Award: Individual Consultant Contract.

Proposal Closing Date: Friday, 16 February, 2018, 1700 Hours (EAT) for all positions

PREMIS invites individual consultants to indicate their interest in providing the above services by submitting an email to procurement@premis.so, indicating the position for which they wish to apply. Interested individual



consultants will be sent an electronic **Request for Proposal (RFP)**, containing **Terms of Reference (TOR)** for the position, details of the evaluation and contract award process, as well as instructions for submitting an application that provides information indicating that they are qualified to perform the required duties.

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