

**STATE ACTION ON BUSINESS ENABLING REFORMS (SABER) PROGRAM**

**PROGRAM COORDINATING UNIT.**

**DEPARTMENT OF HOME FINANCE, FEDERAL MINISTRY OF FINANCE**

**CENTRAL BUSINESS DISTRICT AREA, AHMADU BELLO WAY, ABUJA.**

**REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES - FIRMS SELECTION)**

**NIGERIA**

**STATE ACTION ON BUSINESS ENABLING REFORMS (SABER) PROGRAM - INVESTMENT PROJECT FINANCING (IPF) COMPONENT**

**Loan No.: IDA 72090**

**Assignment Title: ENGAGEMENT OF INDEPENDENT VERIFICATION AGENT (IVA)**

**Reference No.: NG-SABER NPCO-382675-CS-QCBS**

The State Action on Business Enabling Reforms (SABER) Operation focuses on improving the business enabling environment in Nigerian states and the Federal Capital Territory (FCT). Leveraging the States Fiscal Transparency, Accountability and Sustainability (SFTAS) Program, which has created a mutual accountability platform between the federal government and the states, the SABER program will further consolidate and deepen gains from business enabling reforms implemented across the country by the Presidential Enabling Business Environment Council (PEBEC)-National Economic Council (NEC) subnational interventions through incentives, in the form of results-based financing to the states, and the delivery of wholesale technical assistance-available to all states-to support gaps in reform implementation.

The SABER Operation is receiving financial support in the form of a credit from the World

Bank to support its implementation. The Home Finance Department (HFD) in the Federal Ministry of Finance, Budget and National Planning (FMFBNP) houses the Program Coordination Unit (PCU). The PCU intends to procure the consulting services of an Independent Verification Agent (IVA).

The consulting services (“the Services”) include:

To assess and verify the achievement of results as laid out in the DLI matrix and Verification Protocol in a manner and substance that conforms with guidelines, procedures and proper documentation. Results will be verified through desk reviews and physical inspection to confirm authenticity.

The IVA to be engaged will conduct three (3) Annual Performance Assessments (APA) to be held once every year over the 3-year period. For some of the Eligibility Criteria, which have deadlines mid-year, the assessment should be conducted closer to the completion date; however, the bulk of the verification is at the beginning of the fiscal year (January-March).

The IVA reports will be subjected to a technical review by the Program Coordinating Unit in collaboration with the World Bank. The review could include calls for IVA reassessments.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website:

**<https://www.sftas.org.ng/docs/terms-of-reference-for-engagement-of-a-firm-as-independent-verification-agent-of-the-state-action-on-business-enabling-reforms-saber-program/>**

The PCU now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- The IVA shall be a Firm or a consortium of Firms having representative offices, at the minimum, three (3) geo-political regions of the country. In the case of a Consortium, it shall not include more than three (3) Firms.

- The IVA will be a top tier consulting firm, or consortium of firms, with a minimum of 10 years operational existence as an organization.
- Minimum of two similar assignments in the last 7 years.
- Demonstrated experience in verification/audit exercises, with both desk-and field verification methods.
- Experience working on the business enabling environment in Nigeria, and with state-level Ministries, Departments or Agencies (MDAs). Familiarity at both the federal and state level is desirable.
- Good knowledge of state-level public-sector policy and regulatory environment related to businesses.
- Demonstrated experience working in a virtual work / desk research only environment.
- Comprehensive knowledge and understanding of controls within an IT environment, including experience and competence in managing, storing, filing data electronically.
- The selected firm is expected to be of an adequate professional staff size to provide the necessary team members to cover the work across all states in Nigeria without the use of temporary hires in management roles. The minimum complement of permanent professional staff expected to be in place at the selected firm as at 31st December 2022 is 50. Smaller firms are able to partner to achieve this requirement. Where temporary staff are to participate as team members, the firm is required to provide evidence of an acceptable on-boarding or induction process for temporary staff that includes guidance on conduct and ethics, and an adequate system of providing oversight and management of temporary staff.

The Qualifications and Experience of Key Experts shall not be included in the shortlisting criteria. Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" November, 2020,

setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the Quality and Cost Based Selection Method (QCBS) set out in the Procurement Regulations for IPF Borrowers dated November 2020, available at the World Bank website:

<https://pubdocs.worldbank.org/en/178331533065871195/Procurement-Regulations.pdf>

Further information can be obtained at the address below during office 0900 to 1700 hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail or by e-mail) by **12.00noon 24 October, 2023**.

Federal Ministry of Finance (Nigeria)

Attn: Dr. Ali Mohammed

National Program Coordinator, SABER

Director - Home Finance Department,

Block B, Room 330, Third Floor,

Federal Ministry of Finance Building

Central Business District, Abuja, FCT, Nigeria

+2348142344324

[procurement@sftas.org.ng](mailto:procurement@sftas.org.ng)

**SIGNED**

**DR. ALI MOHAMMED**

**NATIONAL PROGRAM COORDINATOR, SABER**

Director – Home Finance Department,

Federal Ministry of Finance

Central Business District, Abuja, FCT, Nigeria