



Expression of Interest

Procurement of Technical Planning Expert for the GMES & Africa Program

Procurement No: AUC/ESTI/CS/006

EOI – INDIVIDUAL CONSULTANT

Procurement of Technical Planning Expert for the GMES & Africa Program

I. BACKGROUND

Since the inception of the first phase in 2016, the Global Monitoring for Environment and Security and Africa (GMES & Africa) has been delivering on its Pan African mandate of strengthening the capacities of African institutions with the required resources for access to and exploitation of Earth Observation-based services, particularly in the Water & Natural Resources, and Marine & Coastal domains. This concerted effort is in line with the AU Agenda 2063 and the African Space Policy and Strategy that promote environmentally sustainable economies and communities that are resilient to climate change through sustainable production and consumption, water security, Natural Disaster Preparedness & Prevention and Renewable Energy. The GMES and Africa program aims at ensuring the implementation of the following pillars: **Policy and Institutional Framework, EO Data Access, Service Delivery, African Human Capital Development, Synergies & Partnership** and **Outreach and Awareness raising**. These are done to ensure that Africa's human and institutional capacities in accessing, processing and utilizing Earth observation (EO) products and services are improved, while information is communicated through the right channels to improve decision making throughout the African continent.

The AUC in collaboration with the European Commission under the European Union's Copernicus Program kicked-off the second phase of the program, hence, the GMES and Africa is recruiting the services of a Technical Planning Expert.

Under the direct supervision of the GMES and Africa Program Coordinator, the incumbent's duties are outlined below and will be fulfilled in line with the AUC and EU rules and procedures as well as with due compliance with the internal control framework of both institutions.

II. OBJECTIVE OF THE ASSIGNMENT

The objective of the assignment is to support the planning effort and ensure smooth and conflict-free functioning of all the planning activities of the GMES & Africa Program Management Unit (PMU) by supporting in the technical planning of the program activities to ensure timely execution of tasks and schedules within a given time constraint which in turn improves effective performances of the PMU for a guaranteed robust program implementation output.

III. SCOPE OF THE ASSIGNMENT

- a. Oversee the planning of the GMES & Africa activities (program workplan, Budget allocation, expenditure targets, program calendar) of the program.
- b. Support the GMES & Africa Enterprise Resource Planning (SAP, AMERT) management systems.
- c. Provide the technical team and the Program Coordinator with a framework to

accomplish the technical activities that collectively increases productivity and reduces risks in the program.

- d. Plan the scope of the technical effort by investing time upfront to develop the technical Program breakdown structure, the technical schedule, workflow, and the technical resource requirements and constraints (funding, budget, facilities, and long-lead items)
- e. Develop and monitor program dashboard of the GMES & Africa activities.
- f. Work closely with the Program Coordinator in data management processes which includes proactively collecting, organizing, analyzing, storing, and sharing data.
- g. Ensure adequate planning and adherence to project activities such as the existing financial, procurement and administrative processes.
- h. Maintain regular communication on relevant project planning issues with the Program Coordinator and ensuring quality and timely delivery of all agreed outputs.
- i. Support the workshop/event planning team by drafting briefing notes, inputs to speeches and document review.
- j. Lead the development of the calendar of technical activities with detailed mission plans. Furthermore, track implementation of mission plans and coordinate documentation and management of resulting technical mission reports of approved activities.

IV. DELIVERABLE

- a. The Expert shall prepare monthly activities report outlining activities executed and status. He/she will report on critical milestones attainment.
- b. He/She will also develop comprehensive activity calendars with corresponding quarterly mission plans.

V. THE DURATION OF THE CONSULTANT

The assignment shall be for 6 months.

VI. CONSULTANCY FEE

A fixed lump sum of US \$39,000 is attached to the Technical Planning Expert position, inclusive of all allowances. Payment will be made monthly, upon submission of a monthly delivery report. Fees payable do not include costs associated with project related travels, coordination/organization of project related activities and events, stakeholder dialogues, consultations and workshops. These costs will be met by the AU.

VII. GOVERNANCE AND SUPPORT BY THE AFRICAN UNION

The Technical Planning Expert will work under the supervision of the GMES and Africa Program Coordinator with support from the GMES and Africa Monitoring and Evaluation Officer. The expert will have access to the AUC compound in Addis Ababa and will operate physically from the GMES and Africa Program Management Unit (PMU) offices.

VIII. REQUIRED SKILLS AND EXPERIENCE

The consultant that is envisioned to undertake this assignment must have proven track record in fields related to project planning, and/Project Integration Management, Project Time, and scope management at the continental level.

The following competencies and experience are required:

- a. Minimum of master's degree qualification or higher in related disciplines such as Natural Sciences, Physical Sciences, engineering, energy economics, Marine Engineering, Environmental Science, and other related fields.
- b. At least 5 years of experience in project planning and management in which three years of experience should be at the continental level.
- c. Excellent Planning, time management and reporting skills are required.

IX. LANGUAGES:

Excellent written and oral communication and presentation skills are required in English languages or in other AU languages.

X. EVALUATION AND QUALIFICATION CRITERIA

For evaluation, the following criteria will be applied:

S/N	Award Criteria	Allocated Point
1.	At least a master's degree in physical sciences, Natural Sciences, engineering, energy economics, Environmental Science, Marine Sciences, or other relevant qualifications from a recognized educational institution	20
2.	A minimum of 5 years relevant work experience in project planning and management in which three years of experience should be at the continental level.	30
3.	Technical approach and methodology	35
4.	Work Plan	10
5.	Fluency in English or in one of the AU recognized languages	5
Total		100

XI. INVITATION

The African Union Commission now invites eligible individual consultant to submit his/her CVs in providing the services and required documents as listed in the TOR. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services.

Proposal must be sent to tender@africa-union.org and copy to Mahleta@africa-union.org not late than 15:00hours local time on 28th March 2024.

African Union Commission,
Director of Operations Support Services Directorate,
Building C
P.O. Box 3243, Roosevelt Street