

AFRICAN UNION

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EXPRESSION OF INTEREST

(INDIVIDUAL CONSULTANT)

**To Support the Review and Development of The
Programme Action, Preparation of The Logical
Framework Matrix and Performance Based Budget for
The African Union Partnership Performance Acceleration
Programme**

PROCUREMENT NUMBER: XXX

June 2025

SECTION I: LETTER OF INVITATION

4 June 2025

Dear Applicants,

INDIVIDUAL CONSULTANT TO SUPPORT THE REVIEW AND DEVELOPMENT OF THE PROGRAMME ACTION, PREPARATION OF THE LOGICAL FRAMEWORK MATRIX AND PERFORMANCE BASED BUDGET FOR THE AFRICAN UNION PARTNERSHIP PERFORMANCE ACCELERATION PROGRAMME

1. The African Union Commission wishes to recruit a programme expert with extensive experience in the formulation of EU funded programmes to facilitate the design of a logical framework matrix for the AUPPAP and budget which is based on performance. The AUC now invites interested **Individual Consultants** to submit CVs for the assignment as per attached Terms of Reference (TORS). Applicants as team will be disqualified.
2. The assignment shall be for 30 working days at AUC Head Quarters in Addis Ababa and including working days of homework to review recent strategic plans and AU reform orientation of the African Union with possible extension subject to satisfactory performance and availability of funds.
3. A Consultants will be selected under the Fixed Budget Selection Method and the pass mark shall be 70%. The budget is indicated in the ToRs.
4. The EOI must include the following:
 - (i) A Cover Letter outlining the understanding of the assignment
 - (ii) CV demonstrating experience with similar assignments.
 - (iii) Financial proposal should be submitted together with Technical Proposal
5. Expressions of Interest must be received at the address below on or before the 2 July 2025 at 15:00hrs.
6. Submission should be addressed to the following e-mail address: tender@africa-union.org
7. The title of the Procurement and Procurement Number must appear as subject of e-mail submissions.
8. The address for submission of CVs is:
The Head, Supply Chain Division
African Union Commission,
Building C, 3rd floor, Roosevelt Street., P. O. Box 3243,
Addis Ababa, Ethiopia, Telephone number (+251) 11 5517700, Ext 4341
Email submissions: tender@africa-union.org. The Address for clarifications
DominicN@africa-union.org

Terms of Reference (ToR)

Individual Consultant

To Support the Review and Development of The Programme Action, Preparation of The Logical Framework Matrix and Performance Based Budget for The African Union Partnership Performance Acceleration Programme

BACKGROUND

The African Union (AU) is the EU's main political and institutional partner at Pan-African level. The AU plays an essential role in areas such as building peace and security across the continent, managing the pan-African process of regional integration, implementing the Agenda 2063 and its flagships such as the AfCFTA, coordinating the implementation of the Joint Africa – EU Partnership as well as an interlocutor on global issues. Since 2002, the AU has demonstrated increasing potential and confidence as the lead African inter-governmental organisation in the implementation of the AU political and integration agenda and advancing the strategic partnership with the EU.

The ambitious vision of Agenda 2063 and the reform process require reinforced and solid institutional capacity. The EU is the main contributing partner to the AU Budget and through the African Union Support Programme (AUSP) is the main international partner supporting the AU institutional capacity building.

As such, the AU is an important actor in a range of key policy areas, including for example leading the continental regional economic integration process, building peace and security across the continent, coordinating the implementation of the Africa–EU Partnership, as well as being the continent's leading interlocutor on global issues.

The African Union Support Programme, EU-AUC-funded intervention, has been supporting the AU since 2006 with its first phase. Phase AUSP IV, aims to support the implementation of the first Ten Year Implementation Plan and the Second Ten Year Implementation Plan of Agenda 2063. A new programmes, the African Union Partnership Performance Acceleration Programme (AUPPAP) was designed in 2023 and it builds upon the lessons learned from the fourth phase of the AU Support Programme (AUSP IV) and earlier editions of the AUSP, in particular with a view to improving the efficiency, effectiveness and impact of EU support to the AU when compared to the previous programmes.

The overall objective of the programme is to promote integrated development and capacity building of the African Union in line with the AU-EU partnership priorities.

The specific objectives are to:

- Improve organisational performance and effectiveness of processes of the AU.
- Improve policy frameworks relevant for the key EU-AU partnership priorities.
- Strengthen effectiveness of monitoring and evaluation of the AU policies and

- programmes, as well as of the AU contribution to the EU-AU partnership priorities.

Building on the renewed and strengthened commitment of partnership between the AU and EU, the EU-AUPPAP will involve an increased focus on key priority areas identified as of mutual interest in the framework of the AU-EU Partnership and in line with the Agenda 2063 and the Global Gateway Africa-Europe Investment Package. Tentatively, the thematic areas to be prioritised are: i) economic integration; ii) energy; iii) digital. The pre-identification of priority areas has been done taking into account: a) EU-AU Partnership priorities as defined on the occasion of the latest EU-AU Summit; b) the EU's past success stories and the interest in continuing the support in key areas where we are the lead partner, such as in the case of the African Single Electricity Market (AfSEM) and the African Continental Free Trade Area (AfCFTA); c) the support to soft areas that align well with the EU strategic interest and the Global Gateway strategy and d) the complementarity with other EU-funded initiatives. For example, on digital, the action will complement the Africa-Europe Digital Regulator Partnership programme and while the latter will provide technical assistance, the AUPPAP will support AU Member States discussing adoption and implementation of the policies and decision.

Policy dialogue will be a key component of the three specific objectives, as the action will facilitate AU-EU dialogue on the identified areas of mutual interest and on general institutional exchanges. This will go hand in hand with a result-focused approach in implementation, monitoring and evaluation. Unlike with the former AUSP, it will indeed rely on an approach focusing on assessment of results instead of activities. The dialogue will – beyond the African Union Commission (AUC) and a few key AU organs – also involve exchanging with relevant AU policy organs and AU Member States, including in trilateral mode with AUC, AU Member States and the EU, as well as with other like-minded partners supporting the AU. The EU-AUPPAP will help accelerating the implementation of AU core decisions including through dialogue. The programme will put resources at AU disposal that should be accompanied with AU Member States resources.

Finally, the programme should establish a strong coordination with the Joint Financing Arrangements (JFA), established in 2020 as a pilot between the AUC and core donors, including EU Member States, and to be renewed in 2024, or with a Joint Partnership Framework that could come to replace the JFA mechanism. The AUPPAP would hence bring all institutional support to the AU from the EU, EU Member States and other key partners under one coordinated approach with key strategic objectives and limiting as much as possible transaction costs and duplication of actions.

The Consultancy service is expected to recruit a programme expert with extensive experience in the formulation of EU funded programmes to facilitate the design of a logical framework matrix for the AUPPAP and budget which is based on performance.

OBJECTIVE OF THE ASSIGNMENT

The consultant will contribute to facilitate the development of the description of the programme action, identify suitable indicators, baseline and target values to be included in the Financing Not Linked to Costs (FNLC) component of the AUPPAP.

SCOPE OF THE ASSIGNMENT AND RESPONSIBILITIES

In this scope, the consultancy services will include:

- a) Review recent strategic plans and institutional reform achievements of the African Union in order to identify suitable indicators, baseline and target values to be included in the FNLC component of the AUPPAP;
- b) Conduct meetings with stakeholders
- c) Assist the Department of Partnerships Management and Resource Mobilisation in the preparation of the AUPPAP documents, namely, description of the action and logical framework matrix which provides a clear, brief and logical description of the proposed programme with particular attention to the identification of indicators for the FNLC (Financing Not Linked to Costs) component, including baseline and target values;
- d) Identify possible risks to program implementation
- e) Assist the Department of Partnerships Management and Resource Mobilisation in the preparation on the budget of the AUPPAP in line with the budget template with cost based and FNLC components.
- f) Assist in uploading the revised AUPPAP logical framework in OPSYS;
- g) Provide recommendations to include FNLC system in AMERT and AUC budgeting process;
- h) Participate in progress meetings to be held with the participation of the AUC, AU Offices and the European Commission.

DELIVERABLES

The consultant will be required to provide the following key deliverables:

- Provide a detailed implementation plan for the task along with a Gantt chart (no less than one page, no more than 4 pages) - Due 1 Week after signing,
- Present assessment results to stakeholders,
- Report on programme implementation, monitoring, evaluation and reporting,
- Draft description of the action and its Logical Framework Matrix,
- Draft Budget in line with EU requirements,
- Presentation materials.

THE DURATION OF THE CONSULTANCY

The assignment shall be for 30 working days at AUC Head Quarters in Addis Ababa and including working days of homework to review recent strategic plans and AU reform

orientation of the African Union with possible extension subject to satisfactory performance and availability of funds.

PAYMENT

The Consultant will be paid a fixed lumpsum fee of **USD30,000 (THIRTY THOUSAND DOLLARS)** for the assignment. The payment shall be paid in accordance with the stated deliverables as indicated above and is inclusive of all costs and profits as well as tax obligations that may be imposed on the Consultant. If travel is required, ticket to and fro the duty station will be provided by the Commission under the principle of direct route and cheapest economy class ticket, in accordance with the AU Rules and Regulations.

The payment schedule is arranged as follows:

- 20% on the submission and approval of an initial Report.
- 80% on submission of the final report.

GOVERNANCE AND SUPPORT BY THE AFRICAN UNION

The Expert's Monthly Performance shall be evaluated by the Acting Head of Division - Partnerships Management and Resource Mobilization Directorate and will also work closely with the EU Project Management Unit within the Partnerships Management and Resource Mobilization Directorate. A certified memo shall be issued to the AUC Operational Support Services Department (OSSD) upon completion of the assignment.

LOGISTICAL ARRANGEMENTS

The assignment will be carried out within the AUC Partnerships Management and Resource Mobilization Directorate at the African Union Headquarters in Addis Ababa, Ethiopia and targeted AU Organs where relevant. The expert will also consult with the Delegation of the European Commission to the African Union. The Department will provide office space and necessary administrative and logistical support for the smooth implementation of the assignment.

REQUIRED QUALIFICATION AND EXPERIENCE

The consultant is expected to fit the following profile:

- Advanced degree in public, animal health; business planning, agriculture, economics, business administration, or relevant field is a plus,
- A minimum 20 years of proven work experience in designing, implementing, and evaluating development programmes and projects, monitoring, evaluation and reporting, donor proposals writing and funding strategy development,
- Experience in Result Based Management,
- Experience in design of performance-based budgets,
- Previous experience with African Union Commission and AU Organs or international

organisations is desirable,

- Experience with European Union funded programmes,
- Prior experience and/or knowledge of the African Union Support Programmes will be an added advantage,
- Proficiency in qualitative analysis tools,
- Strong analytical and research skills,
- Understanding of the African Union context and donor landscape,
- Demonstrated experience in coordination and strong writing skills,
- Fluency in English, both spoken/written and knowledge of another official language of AU, will be an added advantage.

LANGUAGES AND COMMUNICATION SKILLS

Excellent written and oral communication and presentation skills are required in English language. Knowledge of other AU languages will be an advantage.

EVALUATION AND QUALIFICATION CRITERIA

The following criteria will be applied during the technical evaluation:

S/N	Award Criteria	Allocated Point
1.	Advanced degree in public, animal health; business planning, agriculture, economics, business administration, or relevant field is a plus.	20
2.	At least 20 (years) of general postgraduate professional experience related to managing European Union funded development programmes in the African Union Commission and AU Institutions.	30
3.	Experience in Result Based Management as well as European Union funded programmes.	10
4.	Proficiency in qualitative analysis tools with strong analytical and research skills.	10
5.	Understanding and interpretation of the TOR and Methodology to be used in undertaking the assignment.	10
6.	Understanding of the African Union context and donor landscape.	5
7.	a) Personal Capacity Statement i) Relevant experience related to the assignment (include samples of two (2) most recent similar works and/or references for the same) ii) Contacts of at least three (3) organizations previously worked for iii) Curriculum Vitae of the Consultant	5
8.	Feasible Work Plan and Timeline	5
9.	Fluency in English or one of the AU-recognized languages	5
Total		100

MINIMUM TECHNICAL SCORE IS 70 POINTS (PASS MARK)

SELECTION METHOD

The Individual Consultant will be selected under the Fixed Budget selection method where the:

- (a) Technical proposals will be evaluated using the same procedure followed for QCBS, and consultants who pass the minimum technical mark will be invited to a public opening of their financial envelopes.
- (b) Any financial proposals that exceed the indicated budget shall be rejected and the Consultant who has submitted the highest ranked technical proposal within the budget will be awarded the contract.

SUBMISSION OF PROPOSALS

Interested candidates are requested to submit the following documents for AUC's consideration:

1. **Technical Proposal not exceeding 8 pages on:**
 - a) Understanding and interpretation of the TOR and Methodology to be used in undertaking the assignment
 - b) Time and activity schedule.
2. **Personal Capacity Statement**
 - a) Cover letter with a statement describing the applicant's capability to complete the assignment (1-page maximum)
 - b) Resume/CV, not exceeding two pages, containing, but not limited to: 1) Previous experience with similar activities; and 2) List of three references with contact information (name, company or organization, phone number, and email) who can independently verify past work.
 - c) Relevant experience related to the assignment

Further information can be obtained at the address below during office hours 8:00-13:00hrs and 14:00-17:00 hours Local Time. Proposals must be delivered in a written form to the address below not later than **15:00 hours local time, on 2 July 2025.**

The address for submission of CVs is:

The Head, Supply Chain Division

African Union Commission,

Building C, 3rd floor, Roosevelt Street., P. O. Box 3243,

Addis Ababa, Ethiopia, Telephone number (+251) 11 5517700, Ext 4341

Email submissions: tender@africa-union.org. The Address for clarifications

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