



## REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – INDIVIDUAL CONSULTANT)

**Name of Project:** Harmonizing and Improving Statistics in West and Central Africa - Series of Projects 1 (HISWACA - SOP 1)

**Grant No:** P178497

**Assignment Title:** Individual Consultant (IC) to perform the Consultancy services for the Development of Harmonized Policy Document for Economic Censuses.

**Reference No.** ET-AUC-478510-CS-INDV.

### **1. Background**

The African Union Commission (AUC) has received financing from the World Bank toward the cost of Harmonizing and Improving Statistics in West and Central Africa - Series of Projects 1 (HISWACA - SOP 1) and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include Selection of an Individual Consultant (IC) to perform the Consultancy services for the Development of Harmonized Policy Document for Economic Censuses.

Economic statistics have been widely produced by National Statistical Offices (NSOs) and other stakeholders to monitor the implementation of policies and evaluate their impact to industries, countries and regions. Despite the importance of these statistics, some are usually not comparable and do not comprehensively represent the true economic status due to challenges associated with use of different methodological approaches, inaccuracy, data gaps and informality of some sectors. While it is important to make economic data readily available, it is equally imperative to ensure that it is of high quality for better policy formulation, monitoring programs implementation and having more reliable indicators on economic growth and development. This can be achieved through harmonization of the different approaches used for conducting economic censuses, and advocate for standardized procedures to have more quality data and comparable statistics across AU Member States.

### **2. Objectives of the assignment**

The objective is to develop a harmonized policy document for conducting economic censuses in Africa. The document will serve as a guiding tool for stakeholders, including National Statistical Offices (NSOs), ministries and development partners, for planning and implementation of economic censuses in AU Member States. The document should be aligned with national priorities and international recommendations. The specific objectives are as follows:



- a) Undertake an assessment of the existing national and international guidelines on economic censuses in Africa;
- b) Identify the main challenges and opportunities for harmonization of economic census;
- c) Harmonize the concepts/modules/approaches based on best practices;
- d) Offer modern tools for data collection and management;
- e) Develop a clear and operational strategy for the adoption of the document;
- f) Define performance indicators and a monitoring framework for implementing recommendations.

### 3. Duration and Timeline

The consultant is expected to produce a final document within 90 days from the date of assumption of duty. The first revised version will be submitted to the AU Member States and the relevant stakeholders from RECs and international organizations for comments and validation.

#### 3.1 Reporting and supervision

The individual consultant will work remotely with STATAFRIC staff and will provide regular updates according to the agreed schedule. The contract is offered under the following terms and conditions;

- The duration of this contract is **three months**.
- The individual consultant must send a C.V. and a methodological note on the understanding of the tasks.

#### 3.2 Timeframe

Activity	Deliverables/ Outputs	Anticipated Duration (Days)
1- Define the consultant's approach to delivering the policy document.	<b>Methodological report</b> outlining the consultant's approach to undertake this consultancy. This should be after the submission of an inception report.	10 days
2- Development of Policy document for conducting economic censuses in Africa.	Stakeholder engagement report and overview of policy document.	20 days
	Draft the policy document.	30 days
	Validation of the draft document by stakeholders.	10 days
	In-person meeting with STATAFRIC to present the finalized document	10 days
	Final Policy document.	10 days



#### 4. Required Qualifications and Experience

The ideal Individual Consultant (IC) should have:

1. Master's degree in economics or a related field with at least 15 years of proven professional experience.
2. Experience in designing and conducting economic censuses.
3. Demonstrated experience in developing policies, standards, or frameworks related to economic statistics.
4. In-depth knowledge of the African context, especially the challenges and opportunities in dealing with economic statistics.
5. Experience in working with international organizations, governments, statistical institutions and regional bodies.
6. Strong report-writing and communication skills, with the ability to produce clear, concise, and policy-oriented documents.
7. Strong analytical and problem-solving skills with the ability to interpret complex data and formulate actionable recommendations.
8. Experience in multi-stakeholder engagement and consultation processes.
9. Proficiency in at least one of the AU languages (Arabic, English, French, Portuguese or Spanish).

#### 5. Evaluation Criteria

The Candidate shall be selected based on the following criteria:

<b>Evaluation Criteria</b>	
1. General experience: 10%	Use the general experience indicated in the ToR
2. Specific experience: 40%	Use the Specific experience indicated in the ToR
3. Qualifications: 25 %	Use the qualification indicated in the ToR
4. Methodological note: 15 %	Understanding the assignment
5. Language: 10 %	

The detailed Terms of Reference (TOR) for the assignment are attached to this request for expressions of interest.



The African Union Commission now invites eligible individuals (“Consultants”) to indicate their interest in providing the Services. Interested Individual Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the aforementioned Consultancy Services.

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” July 2016, revised 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 selection method set out in the Procurement Regulations.

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

Expressions of interest must be delivered in a written form following the above shortlisting criteria to the address below (in person, or by mail) before **07<sup>th</sup> August 2025** at 15:00 Hours Local Time, Addis Ababa, Ethiopia.

Only submitted Expression of Interests (EoIs) mentioning the reference number “**ET-AUC-478510-CS-INDV**” in the subject field of the e-mail, will be considered.

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## Terms of Reference

### Individual Consultant (IC) to perform the Consultancy Services for the Development of Harmonized Policy Document for Economic Censuses

#### 1. Background

Economic statistics have been widely produced by National Statistical Offices (NSOs) and other stakeholders to monitor the implementation of policies and evaluate their impact to industries, countries and regions. Despite the importance of these statistics, some are usually not comparable and do not comprehensively represent the true economic status due to challenges associated with use of different methodological approaches, inaccuracy, data gaps and informality of some sectors. While it is important to make economic data readily available, it is equally imperative to ensure that it is of high quality for better policy formulation, monitoring programs implementation and having more reliable indicators on economic growth and development. This can be achieved through harmonization of the different approaches used for conducting economic censuses, and advocate for standardized procedures to have more quality data and comparable statistics across AU Member States.

#### 2. Objectives of the assignment

The objective is to develop a harmonized policy document for conducting economic censuses in Africa. The document will serve as a guiding tool for stakeholders, including National Statistical Offices (NSOs), ministries and development partners, for planning and implementation of economic censuses in AU Member States. The document should be aligned with national priorities and international recommendations. The specific objectives are as follows:

- a) Undertake an assessment of the existing national and international guidelines on economic censuses in Africa;
- b) Identify the main challenges and opportunities for harmonization of economic census;
- c) Harmonize the concepts/modules/approaches based on best practices;
- d) Offer modern tools for data collection and management;
- e) Develop a clear and operational strategy for the adoption of the document;
- f) Define performance indicators and a monitoring framework for implementing recommendations.

#### 3. Scope of work

##### 2.1 Review of relevant documents:

- a) Review of the existing economic statistics systems, including a review of policies, infrastructure, legal frameworks and strategies.



- b) Examine the technical documents used by countries in conducting censuses in Africa (reports, questionnaires, manuals, data collection methods, analysis).
- c) Assess gaps in the existing policy frameworks for conducting economic censuses in Africa.

## 2.2 Stakeholders' Engagement:

- a) Conduct consultations with relevant stakeholders (e.g. NSOs, ministries, development partners, international organizations) to identify their needs
- b) Identify key areas of focus for economic census.

## 2.3 Develop the policy document to cover:

- a) Frameworks, concepts, definitions and classifications for harmonizing Economic censuses.
- b) Institutional roles, data quality and accuracy.
- c) Techniques for leveraging technology and innovation in economic censuses.
- d) Procedures for analyzing and disseminating data, capacity building and resource requirements.

## 2.4 Validation and Finalization:

- a) Virtual meeting to present the document to stakeholders for review and feedback.
- b) Revise and finalize the document based on stakeholder input.
- c) In-person presentation of the updated document to STATAFRIC and other stakeholders.

## 4. Deliverables

- a) **Methodological report:** A detailed report outlining the methodology to be used to undertake this consultancy and a stakeholder engagement strategy. This should be after submission of an inception report indicating the work plan with deliverables and timelines.
- b) **Stakeholder engagement report:** Highlighting findings from stakeholders' consultations and key areas of focus.
- c) **Draft policy document** proposing methodologies and best practices for conducting economic censuses.
- d) **Stakeholders' validation report.**
- e) **Final Document** with clear actionable recommendations, ready for adoption by relevant stakeholders after incorporating feedback from stakeholders.

## 5. Duration and Timeline

The consultant is expected to produce a final document within 90 days from the date of assumption of duty. The first revised version will be submitted to the AU Member States and the relevant stakeholders from RECs and international organizations for comments and validation.



### 5.1 Review of relevant documents

The consultant will work remotely with STATAFRIC staff and will provide regular updates according to the agreed schedule. The contract is offered under the following terms and conditions.

- The duration of this contract is **three months**.
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### 5.2 Timeframe

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- g) Strong analytical and problem-solving skills with the ability to interpret complex data and formulate actionable recommendations.
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- i) Proficiency in at least one of the AU languages (Arabic, English, French, Portuguese or Spanish).

## 7. Evaluation Criteria

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4. <u>Methodological note: 15 %</u>	Understanding the assignment
5. <u>Language: 10 %</u>	

## 8. Payment Terms and Milestones

Payments will be made in installments based on the delivery of the following milestones:

No	Activities and deliverables	Remuneration Percentage
1.	<b>Methodological report</b> outlining the consultant's approach to undertake this consultancy. This should be after the submission of an inception report.	10%
2.	<b>Stakeholder engagement report</b> and overview of policy document.	10%
3.	<b>Draft policy document.</b>	40%
4.	<b>Validation of the draft document</b> by stakeholders.	10%
5.	In-person meeting with STATAFRIC to present the finalized document	10%
6.	<b>Final Policy document.</b>	20%