



## 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 developing harmonized strategy document to NSOs and RECs on how to disseminate statistical information.

**Reference No.** ET-AUC-478566-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 developing harmonized strategy document to NSOs and RECs on how to disseminate statistical information.

Dissemination is a data production phase in which statistical information and findings are released to users such as policymakers, researchers, businesses, public and media. Through this, data and statistics are made available in various formats which are accessible, understandable and friendly to the targeted users. There are standard procedures which should be followed to make official statistics and meta data accessible to users. For instance, the National Statistical Offices (NSOs) are supposed to adhere to the Fundamental Principles of Official Statistics in producing and disseminating statistical data. In addition, principle four of the African Charter on Statistics (ACS) sets out the rules to be followed by Member States in dissemination of statistics such as accessibility, clarity and ensuring that data is released to all users simultaneously.

The importance of having standardized dissemination manuals, tools and platforms to improve accessibility of statistical information cannot be overemphasized. SHaSA-2 acknowledged that there is weak dissemination of statistics in Africa which has resulted in limited accessibility and use. To improve communication of statistical information, SHaSA-2 recommended development of a harmonized strategy for the dissemination of data which will culminate in increased use of statistics and improvement in the quality of policies and decisions, as well as their impacts.



The harmonized strategy document should provide clear guidelines and practical tools to support NSOs and RECs in improving the dissemination of statistical information. It should therefore serve as a good reference document for producers of official statistics to harmonize dissemination practices while adhering to their national and international requirements. The strategy should be aligned with the provisions of; SHaSA 2, UN Fundamental Principles of Official Statistics, IMF Data Dissemination Standards, and the African Charter on Statistics while considering regional and national specificities.

## 2. Objectives of the assignment

The main objective of this consultancy services is to develop a harmonized strategy to NSOs and RECs on how to disseminate statistical information. The strategy should be aligned with SHaSA 2, adhere to the provisions of the UN Fundamental Principles of Official Statistics, IMF Data Dissemination Standards, and the African Charter on Statistics while considering regional and national requirements

## 3. Duration and Timeline

### 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 and the assignment.

### 3.2 Timeframe

Activity	Deliverables/ Outputs	Anticipated Duration (Days)
1- Define the consultant's approach to delivering the strategy.	Methodological report outlining the consultant's approach to undertake this consultancy. This should be after the submission of an inception report.	15 days
2- Development of the harmonized dissemination strategy and the road map.	Stakeholders' engagement report and overview of the strategy.	15 days
	Draft the harmonized dissemination strategy.	30 days
	Stakeholders' validation report.	10 days
	In-person meeting with STATAFRIC to present the finalized document.	10 days



	Final dissemination strategy	10 days
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#### 4. Required Qualifications and Experience

The ideal Individual Consultant (IC) should have:

1. Master's degree in statistics, economics, information technology or related field with at least 15 years of proven professional experience.
2. Experience in statistical data production and dissemination practices
3. Demonstrated experience in developing strategies, standards, or frameworks related to statistical data dissemination
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. Experience in multi-stakeholder engagement and consultation processes.
8. 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:

Evaluation Criteria
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 required qualifications indicated in the ToR.
4. Methodological note: 15 % Understanding the assignment and the tasks.
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 **28<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-478566-CS-INDV**” in the subject field of the e-mail, will be considered.

African Union Commission,  
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## Terms of Reference

### **Individual Consultant (IC) to perform the Consultancy Services for developing harmonized strategy document to NSOs and RECs on how to disseminate statistical information**

#### **1. Background**

Dissemination is a data production phase in which statistical information and findings are released to users such as policymakers, researchers, businesses, public and media. Through this, data and statistics are made available in various formats which are accessible, understandable and friendly to the targeted users. There are standard procedures which should be followed to make official statistics and meta data accessible to users. For instance, the National Statistical Offices (NSOs) are supposed to adhere to the Fundamental Principles of Official Statistics in producing and disseminating statistical data. In addition, principle four of the African Charter on Statistics (ACS) sets out the rules to be followed by Member States in dissemination of statistics such as accessibility, clarity and ensuring that data is released to all users simultaneously.

The importance of having standardized dissemination manuals, tools and platforms to improve accessibility of statistical information cannot be overemphasized. SHaSA-2 acknowledged that there is weak dissemination of statistics in Africa which has resulted in limited accessibility and use. To improve communication of statistical information, SHaSA-2 recommended development of a harmonized strategy for the dissemination of data which will culminate in increased use of statistics and improvement in the quality of policies and decisions, as well as their impacts.

The harmonized strategy document should provide clear guidelines and practical tools to support NSOs and RECs in improving the dissemination of statistical information. It should therefore serve as a good reference document for producers of official statistics to harmonize dissemination practices while adhering to their national and international requirements. The strategy should be aligned with the provisions of; SHaSA 2, UN Fundamental Principles of Official Statistics, IMF Data Dissemination Standards, and the African Charter on Statistics while considering regional and national specificities.

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

The main objective of this consultancy is to develop a harmonized strategy to NSOs and RECs on how to disseminate statistical information. The strategy should be aligned with SHaSA 2, adhere to the provisions of the UN Fundamental Principles of Official Statistics, IMF Data Dissemination Standards, and the African Charter on Statistics while considering regional and national requirements.



### 3. Scope of work

- a) Undertake a review of the existing national, regional, and international frameworks, guidelines, and best practices on statistical dissemination and identify gaps.
- b) Undertake stakeholders' consultation to understand their requirements. The key stakeholders NSOs, RECs, AfDB, UNECA, STATAFRIC, PARIS21 among other relevant partners.
- c) Draft the harmonized strategy document to NSO and RECs on dissemination of statistical information ensuring consideration of;
  - i. Include clear principles, objectives, approaches, tools, and recommended actions.
  - ii. Include type of statistics to be disseminated and formats (digital and print), metadata standards, communication channels, and feedback mechanisms.
  - iii. Ensure alignment with digital transformation trends and open data initiatives.
- d) Validation: Conduct stakeholders' validation with stakeholders on the draft harmonized dissemination strategy.
- e) Finalize the strategy.

### 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 the submission of an inception report indicating the work plan with deliverables and timelines.
- b) **Stakeholders' consultation report.**
- c) **Draft of the harmonized strategy document** to NSO and RECs on dissemination of statistical information
- d) **Stakeholders' validation report.**
- e) **Final harmonized strategy document** to NSO and RECs on dissemination of statistical information

### 5. Duration and Timeline

#### 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**.
- The consultant must send an updated C.V. and a methodological note on the understanding of the tasks and the assignment.



## 5.2 Timeframe

Activity	Deliverables/ Outputs	Anticipated Duration (Days)
1- Define the consultant's approach to delivering the strategy.	<b>Methodological report</b> outlining the consultant's approach to undertake this consultancy. This should be after the submission of an inception report.	15 days
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	Stakeholders' validation report	10 days
	In-person meeting with STATAFRIC to present the finalized document.	10 days
	Final dissemination Strategy.	10 days

## 6. Required Qualifications and Experience

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- Experience in working with international organizations, governments, statistical institutions and regional bodies.
- Strong report-writing and communication skills, with the ability to produce clear, concise, and policy-oriented documents.
- Experience in multi-stakeholder engagement and consultation processes.
- Proficiency in at least one of the AU languages (Arabic, English, French, Portuguese or Spanish).



## 7. Evaluation Criteria

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2. <u>Specific experience: 40%</u>	Use the Specific experience indicated in the ToR.
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4. <u>Methodological note: 15 %</u>	Understanding the assignment and the tasks.
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.	Stakeholders' engagement report.	10%
3.	Draft the harmonized dissemination strategy.	40%
4.	Stakeholders Validation report.	10%
5.	In-person meeting with STATAFRIC to present the finalized document.	10%
6.	<b>Final dissemination Strategy.</b>	20%