



REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES)

LESOTHO

Institutional Support for the Enhancement of Public Financial Management Project (ISEP)

Consultancy Service related to design, develop, test and implement a website for the Public Procurement and Advisory Department (PPAD)

Sector: Public Procurement Advisory Department (PPAD)

Financing Agreement reference: 2100155025968

Project ID No.: P-LS-K00-003

The Government of the Kingdom of Lesotho has received financing from the African Development Bank toward the cost of the Institutional Support for the Enhancement of Public Financial Management Project (ISEP), and intends to apply part of the agreed amount for this grant to payments under the contract to assist the Public Procurement Advisory Department (PPAD) with development of a website for the Public Procurement and Advisory Department (PPAD). This will be the appealing point of reference on Public Procurement information for stakeholders, including government entities, services providers, development partners, civil society, among others.

The services included under this project are:

- ***Branding and Communication Development:*** The consultant shall prepare a Brand and Brand Roadmap demonstrating how to express the brand elements in PPAD publications and documentation, representational material for key events, and physical structures in print and soft copy and adhering to contemporary standards. It will also include guidelines regarding applicable fonts, colours, designs, layouts, and theme.
- ***Website Design, Development and Hosting:*** The consultant shall compare or benchmark websites of other Public Procurement Regulatory Bodies or Departments in the region
- Design, develop, test and activate the website, taking cognizance of the results of the needs assessment and the brand that shall have been developed; and
- ***Website Maintenance:*** Continue to host and maintain the website, including applying security patches, clearing out log files, enlarging disk space before it runs out, sorting out security certificates and fixing bugs.

The estimated period of execution is 120 days.

The Government of the Kingdom of Lesotho through the Ministry of Finance now invites eligible **Consulting Firms** to indicate their interest in providing these services. Interested firms must send information demonstrating that they have the required qualifications and relevant experience to perform the Services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc). Consultants may constitute joint-ventures to enhance their chances of qualification. In such cases of associations/ consortiums, EOI submissions should clearly identify one lead firm that would take up the primary responsibility of assignment delivery.

Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the **African Development Bank Rules and Procedures for the Use of Consultants, May 2008 Edition, revised July 2012**, which is available on the Bank's website at <http://www.afdb.org>.

Interested firms may obtain further information at the address below during office hours 08.00 hours to 16.30 hours.

Expressions of interest must be delivered to the address below **by 12 July 2018 at 10.30hours** and mention "Design, development, testing and implementation a website for the Public Procurement and Advisory Department (PPAD)".

Attn: The Procurement Officer
Public Financial Management Reform Secretariat
Ministry of Finance
Government Complex, Finance House, Third Floor, office #3044
P.O. Box 395
Maseru, Lesotho

E-mail: lsopfm@gmail.com