

FEDERAL GOVERNMENT OF SOMALIA
MINISTRY OF FINANCE
REQUEST FOR EXPRESSION OF INTEREST (REOI) – CONSULTING FIRM

COUNTRY: **Federal Republic of Somalia (FGS)**
NAME OF PROJECT **Somalia Enhancing Public Resource Management Project**
PROJECT ID **P177298**
Grant No. **IDA-E1360/TF: B9920**
Assignment Title **Consultancy to conducting job analysis, establishment of job titles, development of job descriptions and job evaluations for Civil Service Employees of the Federal Government of Somalia**
Reference No **SO-MOF-497342-CS-QCBS**
Place of assignment: **Mogadishu, Somalia**

1. **Background:** The Federal Republic of Somalia has received financing from the World Bank toward the cost of the Somalia Enhancing Public Resource Management Project (SERP) and intends to apply part of the proceeds for consulting services.
The Project Development Objective (PDO) of SERP is to strengthen accountability, transparency, and institutional capacity in public resource management across participating entities. As part of its Public Sector Management (PSM) component, the project supports reforms in civil service management, including the implementation of a new Pay and Grading Policy

The Ministry of Finance (MoF), in collaboration with the Ministry of Labor and Social Affairs (MoLSA) and the National Civil Service Commission (NCSC), intends to engage a qualified consulting firm to support the Federal Government of Somalia (FGS) in conducting a comprehensive job analysis, establishing standardized job titles, developing detailed job descriptions, and performing job evaluations for civil service employees.

2. **Objective of the Assignment:** The objective of this assignment is to develop a new, logical, and consistent Job Classification System aligned with the new Pay and Grading Policy approved by the Cabinet in December 2022. The scope includes conducting job analysis across approximately 63 Ministries, Departments, and Agencies (MDAs), covering a civil service workforce of around 20,000 employees, including teachers, health workers, and temporary staff.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: <https://mof.gov.so/publications>, or by email (see contact below).

3. The Ministry of Ministry of Finance now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide 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.).

4. The shortlisting criteria are as follows:

- a) Core business of the firm (At least 10 years of consulting experience in the areas of Pay Reform, Civil Service Reform, Human Resource Management, and Public Sector Management)
- b) Experience of conducting similar assignments (minimum of three similar assignments of the same magnitude and complexity in the past involving job evaluation and grading structure review and implementation within the public sector). The Consultant shall provide the work performed, name, country and contact address of the Client (office and e-mail address and telephone number), date(s) of execution, name (s) of lead and associate firms, contract amount and financing sources.
- c) Experience of relevant services in an environment similar to that of Somalia or Horn of Africa
- d) The technical and managerial organization of the firm. (Provide only the structure of the organization. Do not provide CVs of staff). Key experts will not be evaluated at the shortlisting stage.

5. The attention of interested consultants is drawn to paragraphs 3.14, 3.16, and 3.17 of the World Bank's Procurement Regulations for IPF Borrowers (July 2016, revised November 2017, August 2018, November 2020, and September 2023), setting forth the World Bank's policy on conflict of interest.

6. Consultants may associate with other firms to enhance their qualifications but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the **Quality- and Cost-Based Selection (QCBS)** method set out in the World Bank's Procurement Regulations.

Interested Consultant may obtain further information (in person or by e-mail) at the address below during office hours from 8.00 a.m.– 4.00 p.m., Saturday to Thursday, except on public holidays.

7. **Deadline for submission:** Expressions of Interest (EOI) must be delivered in a written form (in person or by e-mail) in three (3) hard copies (if not submitted electronically) to the address below by **3rd July 2025 at 12:00 PM (Mogadishu Time)**.

Attention:

Project Coordinator

Somalia Enhancing Public Resource Management Project (SERP)

Project Coordination Unit (PCU)

Ministry of Finance

Corso Somalia Street, Shangaani District, Mogadishu, Somalia

Email: serprecrutment@mof.gov.so and procurement@ncsc.gov.so