



REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – FIRM SELECTION)

COUNTRY	:	MALAWI
NAME OF PROJECT	:	THE DIGITAL MALAWI PROGRAM PHASE I: DIGITAL FOUNDATIONS PROJECT
CREDIT No.	:	60500MW
ASSIGNMENT TITLE	:	PROVISION OF CONSULTANCY SERVICES AS COMMUNICATION CONSULTANT FOR DIGITAL MALAWI PROGRAM PHASE 1: DIGITAL FOUNDATIONS PROJECT
REFERENCE No	:	MW-PPPC-256893-CS-QCBS

The Government of Malawi has received financing from the World Bank toward the cost of the implementation of a new ICT Project “**Digital Malawi Program Phase I: Digital foundations Project**”, and intends to apply part of the proceeds for the provision of consulting services as a Communications Consultant for Digital Malawi Program Phase 1: Digital Foundations Project

The Public Private Partnership Commission (PPPC) is implementing the Project. The Project is aimed at extending and improving access to critical ICT infrastructure for the public and private sectors; improving ICT governance; improving access to government services; and facilitate provision of public e-services thereby enhancing public service delivery. The proposed Project has been divided into four components, namely; digital ecosystems, digital connectivity (infrastructure), digital platforms and services (e-Government), and project management.

As part of the Project, the Government intends to use part of the loan proceeds to engage a consulting firm for the provision of Communications Consultancy to the Digital Malawi Program Phase 1: Digital Foundations Project. The main objective of the assignment is to develop and implement a communications strategy for the Project to ensure timely awareness and engagement of all stakeholders. This will involve among other activities:

- Effective communication between the Project and its external stakeholders;
- Ensuring that standard procedures, with appropriate oversight measures, are followed when communications are done to achieve quality, consistency and efficiency.
- Define the right communication channels and methods for effective dissemination of information pertaining to the success and progress of the project,
- Making use of modern communication tools such as the use of the social media and electronic media for the appropriate dissemination of information to the public.

The estimated level of effort for the assignment is 250man days within the duration of Twelve (12) months.

The detailed Terms of Reference (TORs) for the assignment can be found at the following website: www.pppc.mw/procurement or can also be obtained upon request at the address given below.

The Public Private Partnership Commission (PPPC) now invites eligible qualifying Consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consulting Firms should provide information demonstrating that they have the required relevant experience to perform the Services. The shortlisting criteria are:

- (a) The firm should demonstrate having experience in providing consultancy services in the Telecommunications Industry for not less than five (5) years
- (b) Should demonstrate having relevant experience in the following areas:
 - Provided at least two similar consultancy services within the past five years.
 - Developed a communication strategy with an implementation plan
 - Proven record of having designed communication materials with graphic designs, including a portfolio of completed materials
- (c) The firm should demonstrate having technical and managerial capabilities to successfully execute the assignment through a brief presentation of the firm’s management structure and number of permanent staff. Key Experts will not be evaluated at the shortlisting stage.

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 2017, August 2018 and November 2020 (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest.

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

Consultants will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours, that is, 08:00 to 4:30 hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by 2:00pm local time on Friday 25th January 2022.

Attn: The Chairman
Internal Procurement and Disposal Committee
Public Private Partnership Commission
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Glyn Jones Road
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MALAWI

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