

AFRICAN DEVELOPMENT BANK GROUP NIGERIA COUNTRY DEPARTMENT



Nigeria Country Department (RDNG)|
Plot 1521 Cadastral Zone A0, Off Memorial Close
Central Business District, Abuja, Nigeria

REQUEST FOR EXPRESSIONS OF INTEREST

CONSULTANT OUTREACH AND COMMUNICATIONS EXPERT FOR NIGERIA COUNTRY DEPARTMENT (RDNG) and NON-SOVEREIGN OPERATIONS (NSO) PRIVATE SECTOR SUPPORT DEPARTMENT(PINS)

1. The African Development Bank (The Bank) hereby invites suitably qualified Consultant Outreach Communications firms to indicate their interest in collaborating with a Consultant Financial Sector Specialist on the following Assignment, in its Nigeria Country Department (RDNG): **“Assessment of the Impacts of the AfDB’s Lines of Credit Operations in Nigeria”**.
2. The services to be provided by the Consultant Outreach/Communications Expert under this Assignment include the following:
 - (i) Collaborate with the Consultant Financial Sector Specialist to assess the beneficial outcomes and impacts of the Lines of Credit as a tool for promoting development in Nigeria, as well as assessing challenges and lessons learnt.
 - (ii) The task will be to engage in pre-production, production, and post-production activities necessary to create well captioned impact photos and videos for various LoC beneficiary projects in Nigeria, edit these photos and videos as needed, adding pre-recorded soundtracks, creating animations, 2D/3D graphics, sound mixing, color correction as well as interviewing stakeholders and beneficiary projects.
 - (iii) Work closely with the Consultant Financial Sector Specialist to ensure that the findings from the assessment are accurately communicated, highlighting the beneficial outcomes, impacts, success stories, as well as challenges and lessons learnt from the deployment of LOCs as a tool for promoting socio-economic development in Nigeria.

- (iv) Play a crucial role in engaging stakeholders throughout the project. This will involve direct engagement with end beneficiaries particularly during field visits and through other communications platforms.
- (v) Work closely with the Financial Sector Consultant to prepare an Inception Report outlining the methodology, tools, and timelines for the project.
- (vi) Effectively capture the findings of the assessment of the development impacts, environmental, social, gender and job creation including impacts of LOCs on projects and sub-projects while documenting implementation challenges and measures to improve development outcomes.

1. RDNG hereby invites suitably qualified Consultants to submit their **Expressions of Interest (EoI)** to undertake this assignment in line with the Terms of Reference (kindly refer to annexes). Interested Consultants shall provide information on their qualifications and experience demonstrating their ability to undertake this Assignment (documents, reference to similar services, experience in similar assignments, etc.).
2. The eligibility criteria, establishment of a shortlist and the selection procedure shall be in conformity with the Bank’s Procurement Policy and Procedure for Corporate Consultants Recruitment. Please note that interest expressed by a Consultant does not imply any obligation on the part of the Bank to include him/her in the shortlist.
3. The estimated duration of service of this assignment will be three months that may be spread over six months and is expected to commence on the **01 September 2023**.
4. Expressions of interest in English must be submitted to the address mentioned below or by e-mail, no later than **21 August 2023 at 17:00 hrs. WAT** and expressly mention "Notice of call for applications for the recruitment of Consultant Communication/Production firm for Nigeria Country Department and Non-Sovereign Operations and Private Sector Support Department".
5. Interested Consultants can obtain additional information, during the Bank's opening hours from **8:00 to 17:00 hrs. (WAT)**, at the following email address Recruit_RDNG@AFDB.ORG with copy to o.ladipo@afdb.org and s.selk@afdb.org
6. A shortlist of three to six Consultants will be established following the call for expressions of interest. Consultants will be assessed against the following criteria based on their updated CV:

Evaluation Criteria	Weights (%)
General qualifications and adequacy for the assignment	30
Experience in the specific assignment described in the Terms of Reference, including links to similar productions	30
Experience of working in international development agencies	10
Knowledge of Nigeria’s socio-economic and political landscape	20
Language proficiency (English, local languages, French is an advantage)	10
Total	100

ANNEX 1

AFRICAN DEVELOPMENT BANK GROUP NIGERIA COUNTRY DEPARTMENT



African Development Bank | Nigeria Country Department (RDNG)|
Plot 1521 Cadastral Zone A0, Off Memorial Close
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TERMS OF REFERENCE FOR THE RECRUITMENT OF AN OUTREACH COMMUNICATIONS/PRODUCTION FIRM IN RESPECT OF THE ASSIGNMENT ON “ASSESSMENT OF THE IMPACTS OF THE BANK’S LINES OF CREDIT (LOC) OPERATION IN NIGERIA”

1. INTRODUCTION

Established in 1964, the African Development Bank (“AfDB” or “the Bank”) is the premier pan-African development finance institution, promoting economic growth and social progress across the continent. There are 80 member states, including 54 in Africa (Regional Member Countries or RMCs). The Bank’s development agenda is providing financial and technical support for transformative projects and programs that will significantly reduce poverty through inclusive and sustainable economic growth. To sharply focus the objectives of the Ten-Year Strategy (2013 – 2022) and ensure greater developmental impact, the High 5s (Light up and Power Africa; Feed Africa; Industrialize Africa; Integrate Africa; and Improve the Quality of Life for the people of Africa) have been prioritized to accelerate delivery of the Bank’s support to African countries, through scaled up support to the RMCs.

The Nigeria Country Department (RDNG) was established with a mandate like the Regional Development, Integration and Business Delivery Directorates, to oversee the Bank’s operations in Nigeria. Nigeria Country Department, in collaboration with office of the Vice President for the Private Sector, Infrastructure, and Industrialization (PIVP) Complex and other Bank user units, is responsible for the implementation of the Bank’s Non-Sovereign lending Operations (NSOs) and other private sector focused initiatives in Nigeria. Implementation and supervision of projects originated under PIVP is handled by the Non-Sovereign Operations and Private Sector Support Department (PINS).

The AfDB is committed to the overarching objective of promoting green and inclusive growth in all its 54 Regional Member Countries (RMCs) across the continent as articulated in the Bank’s

High-5 priorities¹. To achieve this goal, the Bank provides a variety of financing instruments and non-financing interventions. The Bank's lending operations are carried out through both its sovereign and non-sovereign operations (NSO) windows. The AfDB's NSO lending involves a combination of direct lending to transformational projects sponsored by the private sector or thematic and programmatic indirect operations where resources are channeled through carefully chosen financial intermediaries. One of the main instruments of intermediated financial interventions in the AfDB is Line of Credit (LOC) extended to Banks and other regulated Financial Institutions (FIs) also called Projects for on-lending to eligible borrowers, often referred to as sub-projects.

The Bank's interventions have contributed immensely to the development and diversification of the real sector of the Nigerian economy, helped address infrastructure challenges facing the country and foster financial inclusion for Small and Medium sized Enterprises (SMEs) and other underserved groups with the objective of enhancing the welfare of its citizenry. The interventions have also played an important role in Nigeria's socio-economic development in various ways including the provision of financial resources to FIs in supporting SMEs and high impact greenfield projects (including start-ups) which are generally considered either too small for the Bank in terms of financing threshold or too risky in terms of appetite.

It is estimated that more than 230,000 sub-projects across a variety of sectors of the Nigerian economy have been supported through LOCs. These sectors include Agriculture & Agribusiness, Manufacturing, Real Estate, Education, Healthcare and Pharmaceuticals, as well as Trade, Transportation, Power etc. LOCs have supported infrastructure financing as well as SME loan portfolio expansion in the beneficiary banks. Given the overall macroeconomic challenges in Nigeria and constraints banks face in securing competitively priced long-term financing to support transformational projects, it is rather challenging and sometimes impractical, for commercial banks in Nigeria to issue foreign currency denominated bonds or access international capital markets to issue debt securities with long term tenors at competitive rates.

The Bank's long-term funding has therefore been crucial in enabling domestic FIs extend long-term loans to support local infrastructure development as well as on-lending to critical sectors and segments (including SMEs) that are critical drivers of job creation, improved female participation and all-round inclusive economic growth. However, despite the obvious benefits of LOCs, their origination and implementation have not been without challenges. For instance, there are sometimes gaps in collation and reporting of information related to development outcomes due to the limitations of banking software and internal resources to accurately disaggregate or extract certain types of data around gender, youth, tax, job creation or even the split between formality and informality of jobs created.

2. OBJECTIVES OF THE ASSIGNMENT

2.1 The African Development Bank's Nigeria Country Department (RDNG), in collaboration with the Department of Communications and External Relations (PCER), seek a communication firm to produce a series of videos for internal and external dissemination to help assess the impacts of the AfDB's Lines of Credit operations in Nigeria and also improve the Bank's visibility and institutional branding in Nigeria.

¹ <https://www.afdb.org/en/high5s>

This communication package will target a variety of audiences: donors, African government representatives, the private sector, civil society and the general public. The media (primarily, but not exclusively, in Africa) constitutes both a target audience and also one of the most important channels for reaching all other targeted viewers, from specialists to the general public.

The objective of the proposed assignment is for the Communications/Production firm to collaborate with the Financial sector Consultant who will assume the lead role to assess the beneficial outcomes, impacts and success stories arising from the deployment of LOCs as a tool for promoting socio-economic development in Nigeria, as well as distilling challenges and lessons learnt.

The project will highlight the economic and development impacts of the Bank's LoC operations in Nigeria aimed at improving the livelihoods of Nigerians and promoting economic development.

The task will be to engage in pre-production, production, and post-production activities necessary to create impact videos for various LoC beneficiary projects in Nigeria, edit these videos as needed, adding pre-recorded soundtracks, creating animations, 2D/3D graphics, sound mixing, color correction as well as interviewing stakeholders and beneficiary projects.

2.2 The communication kit to be produced will include:

- **A series of video reports that will:**
 - a) Provide viewers with the developmental context of each selected project.
 - b) Convey an understanding of its economic logic, linking particular aspects of the project to the value chain.
 - c) Describe accurately its socio-economic impacts.
 - d) Advocate the importance of each of the sectors covered through story-telling techniques, focusing on testimonies from a wide range of project clients/beneficiaries (individuals, families, community leaders, businesses etc).
- **A photo gallery** for each of the selected projects, which will be used on the Bank's communication platforms and events. The photos should be well captioned including the names of the individuals in the photos and the projects.

2.3 To provide an understanding of the project's operations and how these are meeting the development objectives, the team will interview project stakeholders at all levels with a particular focus on direct beneficiaries. The perceptions of interviewees about the benefits of the projects and how they have concretely affected their lives will be used by the firm as the best way to understand the 'human' dimension of the impact of the projects.

2.4 All materials produced by the firm will be used by the AfDB as communication tools to be displayed in the respective corporate communication platforms (website, intranet, publications, at official Bank events) as well as in any external communication platforms (TV, digital and social media, exhibitions, etc.).

3. SCOPE OF SERVICES

Under the overall guidance of the Director General, RDNG, and the immediate supervision by the Task Manager for this assignment, the Consultant Communications/Production firm will work under the direct oversight of the Financial sector Consultant who will serve as the lead Consultant with both consultants being integral members of the core team. They will actively participate and prepare a detailed assessment report as well as prepare the presentation and summary suitable for publication.

In the context described above in Section 2, the Nigeria Country Department (RDNG) and the Communication and External Relations Department (PCER) plan to recruit a suitably qualified firm to produce the following items in English and French languages:

Video

- a) **One (1) video report for each of the 15 selected projects.** The duration of each of the video reports should be average five (05) edited minutes. The recruited company should also be able to produce 2D or 3D animated graphics for all the edited videos (minimum of two (02) animated graphics for each video). Each video will be produced in English and in French. Each video should include drone images of project sites where applicable.

Completed videos will be provided in two formats: (a) a fully mixed version / and (b) a split track cleaned version that will enable the Bank to make future edits if necessary. The selected beneficiary projects will cover the Bank's LoC operations in Nigeria.

- b) **Two (2) short video clips on "life stories" of beneficiaries for each of the 15 selected projects.** To be used on social networks. The duration of each clip should not exceed 03 minutes. Each of the two videoclips per project will be produced in English with French subtitles along with their cleaned Master edits and split track versions. Each video will end with an animated AfDB graphic that says: "*African Development Bank: Making A Difference.*"
- c) **One (1) 360° virtual reality video (3 min max) focusing on the life story of the beneficiary for each of the selected projects.** To be used during the Bank's major events (i.e. Annual Meetings) on Virtual Reality goggles. The VR would also be accessible from home on our multimedia platforms. No subtitles, only original language (English or French) should be used.
- d) Short impact stories (700 – 1000 words maximum) on each project visited.

Photo

- e) **A selection of 20 “best of” high-resolution digital pictures** for each of the selected **projects**. The focus will be on project clients/beneficiaries, on infrastructure/equipment, and on the project’s location. Pictures must be virtually captioned (description of the context, people’s names, places, dates, etc.) The pictures shall be delivered in ready-to-use format for two main purposes, mainly web photo galleries and photo exhibitions.

Location(s): Abuja, Lagos and other parts of the country where the selected beneficiary projects are domiciled.

1. One (1) video report for each of the selected projects (5 minutes)

- **Duration:** 4 to 5 minutes approximately
- **Script:**
 - Needs to include all beneficiaries
 - Can include a voice over narrator
 - Documentation and information to be shared by the Bank
- **Language:**
 - English with French subtitles
 - Any other language used should be subtitled in both French and English (1 version including 2 subtitles)
- **Footage:**
 - Should include all stakeholders including Interviews with beneficiaries, donors and/or other partners.
 - B-roll of the beneficiaries, surrounding context and location, activities, with context/surrounding environment
 - Avoid the use of stock footage; video should be developed from the newly filmed footage
- **Motion Design:** Special attention and care should be given to the dynamic 2D and 3D graphic animation/ Motion Design.
- **Music soundtrack** used for the movie should be royalty free (provider must provide evidence of such provision)
- **Tone:** upbeat, inspirational, engaging, fast-paced movie and soundtrack, inspiration from the country of shooting
- **Delivery schedule:**
 - Include provision in proposed scheduling for at least 4 levels of escalation and feedback sessions for the concept, the storyboard, scripting and editing
 1. PCER Multimedia Team
 2. PCER Management
 3. PCER Direction
 4. President’s Cabinet

- **Examples**
 - <https://vimeo.com/746923748>
 - <https://vimeo.com/318023555>
 - <https://vimeo.com/413901617>
- **Deliverables:**
 - Export Formats:
 - 4K 25fps, 16:9 horizontal, max bitrate for broadcasting on big screens
 - Full HD 25fps, 16:9 horizontal, min 10.000 bitrate
 - Raw footage to be shared on external hard drives to hand over to the Bank's Communication Department (PCER)
 - Full, back-to-back unedited, synchronized Interviews (without any Broll)
 - All uncompressed project timelines and used footage
 - Clean versions and separate audio tracks:
 - Edited versions without Graphics, Animations, Music, Subtitles.
 - Keep only Speakers' voice and Natural Sound.
 - Separate audio tracks
 - Mix
 - Music
 - Narrator's voice if any

2. Two (2) Social media videos (3minutes max)

- **Script:** no Voice over narrator except of the beneficiary, possibility to add graphic animations to contextualize.
- **Language:**
 - English with French subtitles or French with English subtitles (depending on the country's official language).
 - Any other language used should be subtitled in both French and English (1 version including 2 subtitles)
- **Footage :**
 - including interview with beneficiary
 - B-Roll of the beneficiary, activity and context
 - If needed, any additional related stock footage
- **Motion Design:** Special attention and care should be given to the dynamic 2D and 3D graphic animation/ Motion Design.
- **Music soundtrack** used for the movie should be royalty free (provider must provide evidence of such provision)
- **Tone:** upbeat, inspirational, engaging, fast-paced movie and soundtrack, inspiration from the country of shooting
- **Delivery schedule:**
 - Include provision in proposed scheduling for at least 4 levels of escalation and feedback sessions for the concept, the storyboard, scripting and editing
 1. PCER Multimedia Team
 2. PCER Management
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- **Examples**
 - <https://vimeo.com/713824073>
 - <https://vimeo.com/748108732>
 - <https://vimeo.com/767734579>
- **Deliverables:**
 - Export Formats:
 - 4K 25fps, 16:9 horizontal, max bitrate for broadcasting on big screens
 - Full HD 25fps, 16:9 horizontal, min 10.000 bitrate,
 - Full HD 25fps, square format for social media
 - Raw footage to be shared on external hard drives to hand over to the Bank
 - Full, back to back unedited, synchronized Interviews (without any Broll)
 - All uncompressed editing timelines and used footage
 - Clean versions and separate audio tracks:
 - Edited version without Graphics, Animations, Music, Subtitles. Keep only Speakers' voice and Natural Sound.
 - Separate audio tracks
 - Mix
 - Music
 - Narrator's voice if any

3. One (1) 360° virtual reality video (3 minutes max)

- **Concept and Script:**
 - The voice over should be of the beneficiary talking about his or her activity OR a voice over narrator and having the beneficiary talking in one of the scenes.
 - minimum of 4 Virtual Reality scenes illustrating the voice over narration, the activity and the context
- **Duration:**
 - 2 to 3 minutes
- **Language:**
 - English or French, depending on speaker's original voice.
 - No Subtitles
 - Any other languages should be dubbed in English OR French (depending on the country's official language)
- **Footage:**
 - B-roll of the Beneficiary, its activity and context
- **Motion Design:** Special attention and care should be given to the dynamic 2D and 3D graphic animation/ Motion Design.
- **Music soundtrack** used for the movie should be royalty free (provider must provide evidence of such provision)
- **Tone:** upbeat, inspirational, engaging, fast-paced movie and soundtrack, inspiration from the country of shooting
- **Delivery schedule:**
 - Include provision in proposed scheduling for at least 4 levels of escalation and feedback sessions for the concept, the storyboard, scripting, and editing

1. PCER Multimedia Team
2. PCER Management
3. PCER Direction
4. President's Cabinet

- **Deliverables:**

- Export Formats:
 - 4K, H264, 25fps, 360°, max bitrate for broadcasting on VR goggles
- Raw footage to be shared on external hard drives to hand over to the Bank
- All uncompressed Premiere Pro timeline and used footage
- Clean versions and separate audio tracks:
 - Edited version without Graphics, Animations, Music, Subtitles. Keep only Speakers' voice and Natural Sound.

4. Selection of fifty (50) edited photos for each project

A selection of **50 fully captioned high-resolution and edited digital pictures** of each of the projects (photos of Interviewee, smiling faces, interviewee in action, context, project, training situations, scenes of daily life, project infrastructure, landscapes...)

- a) These pictures shall be delivered in edited ready-to-use (not raw) format for two main purposes, mainly web photo galleries and photo exhibitions
- b) **Requirements:** The photos must be captioned (date, event, place, identity, project name, beneficiary's story, description of the context...).
- c) **Copyright mention:** All pictures must be copyrighted as follows in their EXIF / metadata information: @AfDB/Name of the Photographer
- d) **Deadline:**
 - e) A quick selection of the Photos should be delivered just after event/ session/ project ends on the dedicated cloud server shared by the Bank
 - f) A full selection and Raw photos can be delivered in a second time on a dedicated cloud server to be shared by the Bank

DELIVERY ON HARD DISK

The video exports and photographs can be shared on the Bank's cloud services.

All other deliverable needs to be shared on external hard drives via quick and secure postal services to a Bank specified address. Costs of these postal services should be included in the budget.

The vendor should keep a copy of the footage for archiving for a minimum period of 5 years.

Each folder must be dedicated to one project only and precisely classified into as many subfolders as needed:

1. DATE_NAME OF COUNTRY

- 1.1. NAME OF PROJECT 1
 - 1.1.1. PHOTOS
 - 1.1.1.1.1. Raw Photos of Project 1
 - 1.1.1.1.2. Selection of edited photos of Interviewee
 - 1.1.2. VIDEOS
 - 1.1.3. Interviewee 1_Name
 - 1.1.3.1. Interview 1
 - 1.1.3.2. Broll of Interviewee 1
 - 1.1.3.3. VR of Interviewee 1
 - 1.1.4. Interviewee 2
 - 1.1.4.1. Interview 2
 - 1.1.4.2. Broll of Interviewee 2
 - 1.1.4.3. VR of Interviewee 2
 - 1.1.5. Context and Surroundings of Project 1
- 1.2. NAME OF PROJECT 2

(...)

4. APPROACH

The Consultant Communication/Production firm working alongside a Financial Consultant will carry out the assignment in accordance with the Bank's Guidelines for the Preparation of Evaluation Report and videos.

Therefore, in line with established standards in the industry, in preparing the film, the selected firm will embark on a three-phase approach, namely, pre-production, production and post-production. All materials shall be produced in a journalistic way and tone (i.e. with simple, flowing, 'human' language), so as to increase their credibility and impact.

- Period 1: In-depth discussions with the communication firm and financial consultant in order to understand the scope of the assignment as well as the main messages which have to feature in the various communications materials to be produced. Discussions would take place on the Bank's premises in Abuja, or by using videoconference tools.
- Period 2: Development and rapid agreement with the task managers and PCER's designated communication officers on a production schedule, identification of locations, people to interview and themes to be covered. An approach paper/inception report detailing how to deliver the scope of work should be produced by the communication firm in collaboration with the financial consultant. Once endorsed by the Bank, this first deliverable will enable the communication firm to receive a first payment of 20%.
- Period 3: Organizing, filming, interviewing of stakeholders, photography activities with beneficiaries, officials and experts on the ground. Wherever relevant, the Bank's Nigeria country office through the task manager will provide local support to guide the production

team during field visits.

- Period 4: Provide a synopsis / and a draft script for each of the video reports to be produced. Include all comments received from the Bank and submit a draft version of the snapshots for comments/approval. Finalize the selection of photos.
- Period 5: Submit preliminary versions of the impact videos, 700-1000 words success stories (one per project visited), snapshots and selected photos for the Bank's review and input. After the delivery of the first edit, the vendor can share an additional invoice of 30%.
- Period 6: Delivery of digital master copies, as listed above, in English and in French for all products taking into account all corrections and inputs from stakeholders. The vendor can share an invoice of 30% after delivery of the Hard Drive.
- Balance to be paid upon receipt of Management's clearance of final report.

5. LOGISTICS

Average duration of the field mission: 15 working days. The objective is to visit 10 banks each of them presenting 2 of their best projects funded by African Development Bank.

Room and Board: To be organized by the production firm (including lodging and meals)

Transportation: Travel within Nigeria to be organized/met by production firm.

In-country transportation, accommodations and meals should be considered in financial proposal.

6. TIMING AND OUTPUTS

Duration

The services will be delivered over a period of three (3) months, which is anticipated to begin in September (pre-production). The consultancy is for a duration of three (3) months that may be spread out over six (6) months, from the date of signing of the Contract.

Expected Delivery Date: Final, approved videos due 45 days following conclusion of filming mission (final dates to be determined by the Bank).

7. QUALIFICATIONS AND EXPERIENCE

The service provider must be a regional and/or an internationally recognized and reputable Outreach/Communications audio-visual production firm.

The service provider must be in a position to provide satisfactory evidence of existence of high quality staff, to be employed for the project as follows:

- Executive Producer
- Videographer
- Photographer
- Sound Engineer
- Lighting Technician
- Video/Graphic Editor
- Journalist

In order to reduce the costs of the assignment, the production firm should encourage multi-tasking within their teams: e.g. instead of suggesting a team comprising a cameraman, a lighting technician and a sound engineer, they can suggest a smaller team (Videographer-reporter / fixer / photo-reporter) as long as international standards are met in terms of image, sound and light quality.

As a minimum, the service provider must be in possession of the following:

- Professional 4K video cameras
- Lighting equipment
- Digital video editing suites
- Digital photo (still) camera (at least 18 Mo) with all necessary accessories.

The ability to broadcast at a national or global level the movies produced (or a journalistic version of those movies) would be an additional asset.

The service provider's team must be fluent in English. French language is an advantage.

The technical proposal should include

1. Certificate of Incorporation and three years Tax Clearance Certificate
2. A presentation of the company and its services, including the firm's experience in outreach and communications including editing, filming and production of digital content, experience with international development organizations.
3. A selection of references including links to similar productions, including the VR component.
4. A portfolio to key artistic team member (director, videographer, editor, VR specialist...), including their language skills in English, French and other languages
5. Equipment list
6. Approach and Methodology

8. BANK'S RESPONSIBILITY

The Nigeria Country Department (RDNG) will provide guidance on all logistical arrangements needed in-country. RDNG and PCER will also provide guidance on final output.

9. COPYRIGHT

AfDB will hold exclusive rights to all productions (footage, films, photo and stories).

10. REMUNERATION

The Consultant will be paid according to scope of work for the assignment and years of experience in line with the Bank's guidelines for remuneration of consultants.

Payments of undisputed invoices will be made directly into the Consultant's bank account stated in the invoice(s) within **thirty (30) days** from the date of approval by the Bank of the relevant invoice.

All questions relating to this assignment should be addressed to: recruit_rdnng@afdb.org with a copy to o.ladipo@afdb.org and s.selk@afdb.org

Key Qualifications:

Please provide a summary of your experience and training highlighting the most relevant for the proposed assignment. Utilize one half-page maximum.

Please indicate the name and address of three persons with no family relationship with yourself, familiar with your character and titles.

I hereby certify that the responses which I provided above are all, to the best of my knowledge, true, complete, and accurate. I acknowledge that an inaccurate statement or essential omission in a personal declaration or another document required by the African Development Bank might result in the rejection of my application, termination of my Contract or any other administrative sanction by the Bank. The African Development Bank may verify any statements which I made in this application.

Date:

Signature: