



AFRICAN DEVELOPMENT BANK

Immeuble du Centre de commerce international d'Abidjan CCIA
Avenue Jean-Paul II 01 BP 1387 Abidjan, Côte d'Ivoire

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

Energy, Financial Solutions, Policy & Regulation (PESR) Department
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RECRUITMENT OF A CONSULTING FIRM TO IMPLEMENT A REGULATORY DATABASE AND INFORMATION MANAGEMENT SYSTEM FOR REAL TIME DATA AND INFORMATION EXCHANGE FOR THE LIBERIA ELECTRICITY REGULATORY COMMISSION (LERC)

1. **Assignment:** The African Development Bank (“The Bank”) hereby invites consulting firms to express their interest in the following assignment: *Implementation of a Regulatory Database and Information Management System for Real Time Data and Information Exchange for the Liberia Electricity Regulatory Commission (LERC)*.
2. **Background and Context:** As part of its mandate to forge collaboration with Regional Member Countries supporting them to establish relevant energy policies and clear, predictable, and transparent regulation framework to ensure financial sustainability of the sector; the Bank has received a request from the Liberia Electricity Regulatory Commission (LERC) to implement a Regulatory Data Base Management System (RDBMS) with the aim to address regulatory gaps and bottlenecks through digitalization. As a nascent regulator, LERC take cognizance that the quality of data compiled by the Regulator greatly impacts the quality of regulatory decisions and, ultimately, regulatory outcomes and believe that a robust data management system is critical to collect and collate data on various aspects to the sectors to improve the quality of regulatory decision. This is geared at enabling the commission to implement a bespoke solution to address key regulatory gaps such as monitoring billing, critical commercial operations, the management of customer complaint, tracking the quality of electricity service received by the customers, enhance LERC’s capacity to automate internal processes as well as performance tracking and management of regulated entities. In addition, the RDBMS will also support stakeholder interaction as identified by the 2020 Electricity Regulatory Index (ERI) which serves as a diagnostic tool, highlighting key areas in regulatory design and practice that require improvement and reform. In light with the above, the Bank has secured funding from its internal its **special initiative budget** to support the project.
3. **Objectives:** The aim of this assignment is to engage consulting service to support LERC in developing a Regulatory Data Base Management System to automate LERC’s internal processes, support data management, analytics, data visualization which will enable the commission to improve operational efficiency, achieve higher productivity and reduce turnaround times in business processes. The consultant will make recommendations, support, and help in setting up a data collection system (web-based and mobile) with capabilities such as data visualization, data collection tool and the generation of user-friendly ad hoc reports and insights. The consultant will also be required to build capacity of the LERC’s staff on updating

and maintenance of the system developed, lead the system deployment and User Acceptance Testing.

4. **Tasks and Deliverables:** the consulting firm is expected to help develop a regulatory database management system, to support LERC data management, analytics, data visualization which will enable the commission to improve operational efficiency, achieve higher productivity and reduce turnaround times in business processes and with the goal of enhancing LERC decision-making processes and staff capacity. Services to be provided under the assignment will entail: (i) configure and deploy an RDBMS system online by automating all LERC business processes, activities and reporting through a cloud-based solution to facilitate data management and reporting, (ii) automate key performance indicators (KPI) to monitor the utility's performance on benchmarks such as financial performance, technical and commercial quality of service performance as well as operational efficiency, (iii) configure and optimize the RDBMS to monitor compliance in an accurate and timely manner the data for licensees, (iv) conduct training and develop system documentation to guide LERC on the use of the system. The Consultant is also expected to provide monitoring and support services for an initial period of 3 months after the deployment of the system.
5. **Expression of interest:** The Bank invite eligible consulting firms to express their interest in providing consulting services to assist the Bank in executing this "Assignment" in the form of Expression of Interest (EOI). The EOI should have the following title: *"Implementation of a Regulatory Database and Information Management System for Real Time Data and Information Exchange for the Liberia Electricity Regulatory Commission (LERC)."*
6. **Qualification to perform the consulting services:** Interested consulting firms are expected to provide information indicating their qualifications to perform the services such as a demonstrable and substantial track record of working and delivering a RDBMS systems with latest technologies, experience with designing, implementing, managing and documenting a operational RDBMS system, for the energy sector, proven track record in developing modern solutions utilizing an integrated architecture approach, mastery of open source technologies or content management systems to support smooth development of the RDBMS. Mastery of front-end and back-end technology including user interface development with android and iOS devices. Experience with reporting tools such as Power BI or other with integration capability. The firm must also provide a portfolio with completed projects relevant to the assignment. Prior experience in building similar systems will be a comparative advantage.
7. **Required Expertise:** Interested consulting firms are expected to demonstrate a track record in developing energy database management systems and IT project management experience particularly in the energy sector either on the African Continent or in similar jurisdictions. and experience in working with multilateral and bilateral development banks (MDBs) is preferred. The consulting firm should indicate the availability of skills personnel of the firm throughout the period planned for the execution of the contract.
8. **Department issuing the request:** Energy Financial Solutions, Policy, and Regulations.
9. **Duration of the assignment:** The duration of the Proposed Assignment shall be 8 months. The Commencement Date is anticipated to be August 01, 2023
10. **Place of assignment:** The assignment will be carried out in Liberia. However, the consulting firm may travel the Bank's headquarters in Abidjan within the duration of the Assignment as and when the need arise.

11. **Procurement Process:**

- Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the “**Rules and Procedures for the use of Consultants**”.
- A Request for Proposal (RfP) shall be sent to ONLY shortlisted firms
- Please note that interest expressed by a consulting firm does not imply any obligation on the part of the Bank to include them in the shortlist. Adherence to the Bank’s Code of Ethics and Core Values is an essential requirement for this Assignment. The Bank reserves the right to cancel or postpone this procurement process should that be deemed necessary.
- All firms shall indicate their country of origin (Incorporation). Firms in a consortium shall be required to indicate country of incorporation of all firms in the consortium.

12. **Deadline and contact:**

- Interested consulting firms may obtain further information at the email addresses below during office hours: 09:00 – 17:00 GMT.
- Request for clarifications must be sent to the Bank via email not later than **Friday, June 23, 2023, at 17:00 GMT**
- Expressions of interest must be received in soft copy to the email addresses below not later than **Friday June 30, 2023, at 17:00 GMT** and specifically mentioning: *“Implementation of a Regulatory Database and Information Management System for Real Time Data and Information Exchange for the Liberia Electricity Regulatory Commission (LERC)”*

For the attention of: Mr Solomon Sarpong
 Energy Financial Solutions, Policy & Regulation, Department
 Power, Energy, Climate Change and Green Growth Complex
 African Development Bank
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With copy to:

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 Ms. Allioucha NIANGO: y.niango@afdb.org

13. **ESTABLISHMENT OF THE SHORT LIST (EVALUATION PROCESS)**

- A shortlist of between three and six firms will be established at the end the request of expressions of interest. The expressions of interests will be assessed based on the following criteria.

#	Criteria	Score
1	General qualification and experience in the area of expertise	40
2	Similar experience in the area of expertise of the assignment	30
3	Availability of skills within the personnel of the company during the period planned for the execution of the contract.	20
4	Experience with MDBs and DFIs in the development Database and Information Systems	10
	Total	100