

## REQUEST FOR EXPRESSIONS OF INTEREST

### AFRICAN DEVELOPMENT BANK

#### *African Legal Support Facility*

*CCIA Plateau, 01 B.P. 1387, Abidjan 01, Côte d'Ivoire*

*E-mail: [alsf@afdb.org](mailto:alsf@afdb.org) Telephone: +225 20 26 35 96*

1. The African Development Bank hereby invites Individual Consultants to indicate their interest in the following Assignment: *Senior Legal Consultant (Long Term)*.

2. The services to be provided under the Assignment include:

*The African Legal Support Facility (ALSF), hosted at the African Development Bank in Abidjan, Côte d'Ivoire is currently recruiting for a Senior Legal Consultant (Long Term) to assist in the operations of the ALSF within the Eastern Africa region.*

*The ALSF's main objectives include: (i) assisting African Governments in defending against litigation brought against them by vulture funds (and other such entities); (ii) providing legal advisory services to African Governments in the negotiation of complex commercial transactions relating to extractive resources, infrastructure, PPPs, debt, and related commercial agreements; (iii) capacity building for lawyers related to the above; and (iv) development of knowledge products.*

*The suitable qualified consultant shall be part of the Operations Team and will assist the Director and the Chief Legal Counsel in i) legal analysis and advisory work and ii) project supervision and management. The Operations team is responsible for coordinating legal advice to African Governments. The Operations Team identifies projects, provides legal advice to governments, and coordinates external legal counsel. Operations Team members also organize capacity building programs, negotiate grant and loan agreements, and provide other institutional support as required.*

*The Objectives and Tasks of the Assignment include:*

- *Conducting legal due diligence on proposed transactions such as the review of project documents and agreements (including development or construction contracts, supplier agreements, concession agreements, joint venture agreements, management agreements, etc.);*
- *Analysis of country requests for legal assistance and preparation of project proposals and reports to the Director and Management Board of the Facility regarding requests;*
- *Assist in recruiting and managing external legal counsel, including negotiating fee arrangements;*
- *Draft and negotiate financing agreements and prepare other legal documents as required;*
- *Regularly liaise and interact with senior government officials to discuss legal interventions;*
- *Contribute to compilation of precedents in creditor litigation and best practices in negotiating complex commercial transactions;*
- *Liaise with partners, co-financiers and facilitate cooperation with other development partners;*
- *Draft policy documents on operational matters relating to the Facility;*
- *Mentoring and assisting with the development of junior team members;*
- *Ensuring that, if required, documents presented to the Management Board and Governing Council are accurately translated into the official languages of the Facility in a timely fashion;*
- *Perform such other assignments as may be required from time to time by the Supervisor and Director of the Facility.*

*The consultant will report to the Chief Legal Counsel who will adequately brief and guide the consultant.*

3. The ALSF invites Individual Consultants to indicate their interest in providing the above-described services. 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.).

*The Qualifications and Experience required include:*

- *At least a Master's degree in Law, plus admission to the Bar of (or diploma to practice law in) a member of the African Development Bank; or a first university degree plus a relevant combination of academic qualifications in law e.g. Juris Doctor (JD) plus admission to the Bar of (or diploma to practice law in) a member country;*
  - *At least eight (8) years of relevant professional experience preferably with an established international law firm, or international financial institution, with proven technical competence and experience in international private law, project finance, extractive resources, international arbitration and/or commercial contracts;*
  - *Strong skills in preparation and negotiation of complex legal documents including briefs, legal opinions, investment agreements and related transactions;*
  - *Demonstrated effective coordination skills and an ability to work under pressure in a multicultural environment to complete multiple tasks and meet deadlines;*
  - *High-level skills in communication, team building, inter-personal relationships, writing, and analytical skills;*
  - *Competence in Microsoft Office; knowledge of cloud-based project management software and SAP a plus;*
  - *Ability to communicate and write effectively in English with good working knowledge of other languages spoken in the Eastern Africa region such as Somali and Swahili ;*
  - *Must be a citizen of a member country of the African Development Bank; and*
  - *Willingness to undertake extensive travel (up to 30% of time).*
4. The eligibility criteria, the establishment of a short list and the selection procedure shall be in conformity with the Bank's **Rules and Procedures for the Use of Consultants**. 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.
5. The estimated duration of services *is (12) months, starting in April 2018 and ending in April 2019. The consultant will be based in Nairobi, Kenya.*
6. Interested Individual Consultants may obtain further information at the address below during the Bank's working hours: *09:00 to 17:00 hours.*
7. Expressions of interest must be received at the address below no later than *23 March 2018 at 18h00* local time and specifically mentioning *Senior Legal Consultant (Long Term)*

For the attention of: *Mr. Thierno OLORY-TOGBE, Senior Legal Counsel*  
African Development Bank  
*African Legal Support Facility (ALSF)*  
*CCIA Plateau, 01 B.P. 1387*  
*Abidjan 01, Côte d'Ivoire*  
*E-mail: t.olory-togbe@afdb.org / alsf@afdb.org*  
*Telephone: +225 20 26 35 96*

#### **ESTABLISHMENT OF THE SHORT LIST**

8. A shortlist of three to six individual consultants will be established at the end the request of expressions of interest. The consultants on the shortlist will be judged on the following criteria on the basis of their updated resume.

Level of education in general	20%
Educational level compared to the field of mission	20%
Years of experience in general	20%
Number of years of experience relevant to the mission	40%

**ANNEX I**

**MODEL CURRICULUM VITAE (CV)**

**Title of the Assignment: Senior Legal Consultant (Long Term)**

**Department: ALSF**

**Surname:**

**First Name:**

**Birth Date:**

**Nationality:**

**Address:**

**Country:**

**Telephone:**

**E-mail:**

<b>Are any of your family members (spouse/partner, father/mother, Brother/sister, Son/daughter, etc.° employed in the African Development Bank?</b>			Yes <input type="checkbox"/> No <input type="checkbox"/> If « Yes », the following data must be provided
<i>Name</i>	<i>Relationship</i>	<i>Organization Unit</i>	<i>Place of Assignment</i>

<b>Language Level</b>	<b>Read</b>	<b>Written</b>	<b>Spoken</b>
<i>English</i>	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
<i>French</i>	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent
<i>Other (specify)</i>	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent	<input type="checkbox"/> Fair <input type="checkbox"/> Good <input type="checkbox"/> Excellent

**Key Qualifications:**

Please provide (i) a summary of your experience and training highlighting the most relevant for the proposed assignment, and (ii) the responsibilities which you exercised. Utilise one half-page maximum.

**Education (University Level and above only):**

<i>Name of University - City - Country</i>	<i>Period</i>		<i>Diploma Obtained</i>	<i>Main Topic / Major</i>
	<i>From</i>	<i>To</i>		

**Professional Training:**

Name of Training Institution- City - Country	Type of Training	Period		Certificates or Diploma Obtained
		From	To	

**Employment Record:**

*Begin with your most recent employment. For each job since your Master Degree achievement, please indicate:*

- Name of the Employer
- Type of Activity/Business of the Employer
- Title / Function
- Place of Employment
- Brief Description (three lines maximum) of main accomplishments and responsibilities

**Reference:**

*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 :