WEST AFRICAN HEALTH ORGANIZATION
ORGANISATION OUEST AFRICAINE DE LA SANTE
ORGANIZAÇÃO OESTE AFRICANA DA SAÚDE

NOTICE OF EXPRESSION OF INTEREST
(Firm Consultancy Services)
Référence No CQS/ ADMI-WAHO/2025/48

TITLE: Recruitment of a consultancy firm to respond to the conclusions of the WAHO IT audit for the 1st group of findings.

1- Introduction

The Economic Community of West African States (ECOWAS) was set up in 1975 and brings together fifteen West African countries. Its aim is to promote the ideal of collective self-sufficiency among its member states in order to raise the standard of living of its peoples, maintain and increase economic stability, strengthen relations between member states and contribute to the progress and development of the African continent.

It is for this reason that the West African Health Organisation (WAHO) was set up as a specialised ECOWAS institution responsible for the health of the population. Article III of the WAHO protocol of 09 July 1987 states that the objective of WAHO is to offer the highest level of health care services to the populations of the sub-region on the basis of the harmonisation of the policies of Member States, the pooling of resources and cooperation between Member States and third countries with a view to collectively and strategically finding solutions to the health problems of the sub-region.
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The organisation is seeking to address critical issues identified in a recent IT audit. The audit highlighted gaps in IT governance, security, service management and performance measurement.
These areas require targeted interventions to ensure that the organisation's IT infrastructure and processes comply with industry best practice and regulatory requirements.
the organisation's IT infrastructure and processes are aligned with industry best practice and regulatory requirements.
The objective of this consultation is to engage a qualified company to provide the expertise and support required to address the findings of the IT audit. The consultancy firm will provide both on-site and remote support to ensure that any shortcomings identified are fully addressed.

2- Objective

The overall objective of this consultation is to engage a qualified firm to provide the necessary expertise and support to address the findings of the IT audit. The consultancy firm will provide on-site and remote support to ensure that the shortcomings identified are fully addressed.

Specifically, this involves :

- Customize ECOWAS IT policies, procedures and frameworks for the benefit of WAHO taking into account the audit recommendations.
- Improving the organization’s IT governance, security and service delivery mechanisms
- Establish sustainable IT performance measurement and reporting processes.
- Ensure compliance with industry standards and best practice.

3- Contract duration

La mission durera quatre-vingt-dix (90) jours calendaires à compter de la date de signature du contrat par les deux parties.

4- Documents to be submitted

Interested firms are invited to apply. They must demonstrate that they have the required qualifications and relevant experience. References must be substantiated (contracts, certificate of completion, etc.). Applicants must submit a summary table including past experience, references, mission goals, client addresses, activity costs, years of completion and duration.

Interested firms are invited to submit an expression of interest file including:

- A letter of expression of interest addressed to the Director General of WAHO and bearing the title of the consultation in the subject line
- A copy of the trade register,
- A certificate of non-bankruptcy;
- General documentation on the firm and its areas of expertise
- A presentation of the permanent staff relevant to the performance of the assignment, with details of the current position held in the company and the firm's organisation chart
- A list of the most important achievements in the field concerned over the last ten (10) years, with supporting documents (contracts, certificate of completion, etc.).
- If the firm is a consortium: a copy of the consortium agreement concluded by all its members or a letter of intent to form a consortium if their proposal is selected, signed by all its members and accompanied by an indicative draft of the proposed consortium agreement;

5- Qualifications

- Have carried out similar assignments in IT governance, security, service management and performance measurement over the last ten (10) years (as of 2014)
- The firm's experience with sub-regional institutions (UEMOA, ECOWAS, CEMAC and others) would be an advantage;

6- Selection method

The firm will be selected on the basis of the Selection Method based on the Consultant's Qualification (SQC) based on the revised procurement code of ECOWAS institutions, September 2021 version.

7- Evaluation criteria for the expression of interest

Candidates' expressions of interest will be evaluated on the basis of the following criteria and scoring grid:

- Experience in the development and implementation of IT policies, procedures and frameworks following the recommendations of an IT audit: **20 points;**
- Experience in improving IT governance, security and service delivery mechanisms: **20 points;**

- Experience in bringing a sub-regional organisation's IT system up to standard in accordance with industry best practice and regulatory requirements: **40 points (i.e. 20 points per experience);**
- Permanent staff in the operation of the firm: **20 points.**

Only the firm's experience over the last 10 years will be evaluated (from 2014 onwards).

In the event of a tie, consultants with more experience in IT auditing will be given preference.

The firm with the best qualifications and experience in the field will be invited to submit its technical and financial proposals for negotiation.

8- Information, deadline and address for submitting applications

Interested consultants (firms) may also obtain additional information on the reference documents from the email address below, during working hours from Monday to Friday from 08:00 to 16:00 at the following address: procurement@diffusion.wahooas.org with a copy to aouedrao-go@wahooas.org.

This notice will be published on the WAHO website (https://data.wahooas.org/tenders/tenders/list) , the ECOWAS website and by the WAHO focal points in each of the 15 countries (websites of the ministries responsible for health).

Interested parties may access and download the terms of reference and the notice of expression of interest from the WAHO website at the following address: https://data.wahooas.org/tenders/tenders/list

Interested and duly qualified consultants (firms) are invited to express their interest by submitting their request electronically to https://data.wahooas.org/tenders/tenders/list

The deadline for receipt of expressions of interest is **June 10, 2025 at 12:00 GMT**.
WAHO will not be responsible for any costs or expenses incurred by the individual consultant in the preparation or submission of the EOI.

Dr Melchior Athanase J C. AISSI
Director General