ECOWAS COMMISSION
COMMISSION DE LA CEDEAO
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ORIGINAL

REQUEST FOR EXPRESSION OF INTEREST N°01/ECOWAS/OVP-HCD/2026

SELECTION OF A FUND MANAGER TO MANAGE THE ECOWAS HUMAN CAPITAL DEVELOPMENT (HCD) CATALYTIC INVESTMENT FUND IN SUPPORT OF YOUTH AND WOMEN WITHIN THE ECOWAS UNLOCKING WEST AFRICAN HUMAN POTENTIAL (UWAHP) PROJECT IN TOGO.

1. The ECOWAS Commission intends to use its resources to finance services contracts with the consulting firms (could be the single firms or the consortium) that will be responsible to manage the ECOWAS Human Capital Development (HCD) catalytic investment fund in support of youth and women within the ECOWAS unlocking West African Human Potential (UWAHP) project.

2. The objectives of the consultancy are (a) Implement the ECOWAS UWAHP project financed by the ECOWAS HCD Catalytic Investment Fund by accompanying business incubators and accelerators to support young entrepreneurs to kick off or strengthen their social and business startup ideas and opportunities that are related to the ECOWAS HCD thematic areas, (b) Assist the chosen incubators to identify young women and men entrepreneurs who have initiated innovative activities primarily focusing on various core thematic areas, (c) Ensure the chosen incubators provide practical tools and strategies to enhance the capabilities of fund beneficiaries in fostering startup growth and success (d) Facilitate through the incubators the necessary mentorship, networking opportunities, and peer-to-peer learning to beneficiaries to facilitate collaboration within the core thematic areas, (e) Strengthen countrywide community health interventions to enable Young Graduate Medical Doctors and other health professionals (nurses, midwives, biologists, etc.) to set up alone or jointly with other health professionals their community health facilities, and (f) Facilitate Career Development for Young Female and Male Graduates through Structured Internship Programs by providing practical work experience, skill development, and networking opportunities through structured internship programs.

3. The fund manager of the HCD Catalytic Investment Fund is expected to begin implementation of component one of the UWAHP project and onboard initial beneficiaries **within 3 months from the commencement date**.

4. The ECOWAS Commission invites Consulting Firms ***specialized in fund management*** to submit their candidacy for the services described above. Interested, eligible and qualified consulting firms must provide full information on their qualifications and experience, demonstrating that they are qualified and experienced in providing similar services.

The selection criteria are as follows:

a) Proven experience managing multi-million-dollar projects focused on young and women entrepreneurs at national and regional levels.

b) A minimum of 10 years in grant and venture capital management for scalable projects, with a successful history of supporting youth and women-led startups.
c) Relevant involvement with national incubators in the ECOWAS region that enhance human capital development.
d) Track record of organizing and managing internship programs for young graduates, including mentorship experience.
e) Sufficient resources (personnel, facilities, tools) to effectively support the internship initiative.
f) Commitment to professional development for young graduates, enhancing their skills for future careers.
g) Dedication to diversity and inclusion, ensuring accessibility for graduates from varied backgrounds.
h) A strong network of mentors, investors, and industry partners to provide the necessary support for startups and graduates.
i) A sustainable business model that continues to assist startups beyond the initial phase.
j) Financial resources to facilitate the growth of startups.
k) Alignment with the mission to support youth and women in ECOWAS member states.
l) Proficiency in at least one official ECOWAS language (English, French, or Portuguese); knowledge of a second language is a plus.

NB*:* In addressing the above listed criteria, consulting firms must provide tangible evidence and detailed references for all claims made in terms of experience and capabilities, similar assignments, etc. Each reference provided should be summarized on a project sheet, and will be considered and accepted only if the candidate attaches supporting documents indicating the contact information of the contracting authorities so as to facilitate verification of the information provided, covering excerpts of contract (inner cover page; page with the signatures and the Terms of Reference) along with attestation(s) of good performance of each contract presented.

5. The eligibility criteria, the preparation of shortlist, and the selection procedure shall comply with the ECOWAS Rules and Procedures for the Use of Consultants" (ECOWAS Procurement Code), available on its website: http://www.ecowas.int. The selection procedure will be based on Consultant Qualification, and the firm ranked first (which present the best profile with all claims dully substantiated) will be requested to submit its Technical & Financial Proposals.

This expression of interest is open to all firms from the ECOWAS region; however, specific preference will be given to national firms from Togo.

6. The attention of interested Consulting firms is particularly drawn to **Article 118 of the ECOWAS Revised Procurement Code ("Infringements by Candidates, Bidders and Awardees")**, providing information on corrupt or fraudulent practices in competing for or executing a contract. In addition, please refer to the following specific information on conflict of interest related to this assignment as per **"Article 119 of the ECOWAS Revised Procurement Code.**

7. Interested consulting firms can obtain further information at the e-mail addresses mentioned below, during working days and hours of the ECOWAS Commission from 9:00 a.m. to 3:00 pm (Local Time - Nigeria): sbangoura@ecowas.int; with copy to ikkamara@ecowas.int; rjohnson@ecowas.int, *and yderra@ecowas.int.*

8. Preparation and Submission of the expressions of interest

Candidates must provide an application consisting of:

- A letter of expression of interest;
- A copy of business register or equivalent;
- A presentation note on the firm (including each member in the case of a group);
- A technical note (including any comments) on the assignment;
- A list of similar services, indicating the beneficiary organizations and their references (emails, telephone numbers, contact person, etc.);
- A copy of the certificate of successful completion or services provided for each project;
- A copy of the cover page and signature of the contract for each project.
- Any other document deemed useful, in accordance with the evaluation criteria listed in the terms of reference.

Expressions of interest should be submitted by email to the email addresses indicated above and clearly marked: "*Selection of a Consultant (Firm) to manage the ECOWAS Human Capital Development (HCD) catalytic investment fund in support of youth and women within the ECOWAS unlocking West African Human Potential (UWAHP) project in Togo". "Do not open except in presence of the Opening Committee".*

The deadline of the submission of the expressions of interest is: **20 April 2026 at 11.00 a.m. (GMT+1), Nigerian Time.**

COMMISSIONER INTERNAL SERVICES