



UNIDADE DE GESTÃO DE PROJECTOS ESPECIAIS

REPUBLIC OF CABO VERDE

UNIDADE DE GESTÃO DE PROJETOS ESPECIAIS

MINISTÉRIO DAS FINANÇAS

REQUEST FOR EXPRESSIONS OF INTEREST

(INDIVIDUAL CONSULTING SERVICES)

COUNTRY: CABO VERDE

PROJECT: DIGITAL CABO VERDE

Project ID No. P171099

Date: June 6, 2023

Notice Number: EOI – 55/DCVP/UGPE/2023

Assignment Title: Senior consultant – PMO support for youth capacity building & startup ecosystem

1. The Government of Republic of Cabo Verde has received financing from the International Development Association (hereafter named “World Bank”), the Credit ref. 6792-CV to fund the Digital Cabo Verde Project, designed to contribute to transforming the country into a regional digital hub for accelerating its digital economy through and enhanced digital infrastructure and strengthened demand of digital services and skills, and intends to apply part of the proceeds for consulting services.
2. The objectives of the Consulting Services (“the Services”) are, among others, to advise and support the Government to: *(i)* Develop a project governance framework, including roles and responsibilities; *(ii)* Provide holistic governance, program management, and project management leadership across the work streams noted above; *(iii)* Create a detailed program management and implementation roadmap, in collaboration with outside vendors and relevant resources within the Government of Cape Verde, that demonstrates a consistent intersectionality between each work stream with timing, owners, roles and responsibilities, and all tactics required to ensure relevant stakeholders have a robust understanding of activities, timing, key milestones, and deliverables; *(iv)* Develop and maintain relationships with key stakeholders, including program partners, funders, and community organizations; *(v)* Ensure stakeholders have a weekly status report on milestones, owners, progress, and blockers across all work streams. Save all reports in an agreed upon digital location; *(vi)* Serve as an escalation point of contact to support an efficient and effective implementation of all noted projects, and engaging Cabo Verde

Digital focal point as required for resolution and oversight of issues, lessons learned, decisions required, and evolution of the project; (vii) Deliver a closeout report with deliverables, lessons learned, and recommendations for the future; (viii) Provide administrative support to the program, including managing project schedules, budgets, and documentation; (ix) Monitor and evaluate program outcomes, including tracking and reporting on key performance indicators and making recommendations for program improvement; (x) Support the recruitment and selection of program participants, including developing application materials, conducting interviews, and evaluating applications.

3. More detailed information is provided in the Terms of Reference (TOR) for the assignment that can be obtained at the address given below, from 8 a.m. until 4 p.m. (local time), during working day, or in written at the email address below, or can be found at the following website: <https://ugpe.gov.cv> ; www.mf.gov.cv
4. The implementing agency Unidade de Gestão de Projectos Especias (UGPE), now invites eligible **individual consultants** (Consultant) to express their interest in providing this service. Interested individual Consultants must provide de following documentation/information indicating that they are qualified to perform the services: **Letter of Interest dully signed and updated, Curriculum vitae indicating description of similar assignments, experiences and contact references in similar service, among others relevant material.**
5. The individual consultant shall have the following qualifications:
 - At least seven years of experience working on startup ecosystem, digital innovation, and youth enablement projects.
 - Senior consultant with at least seven years of experience in the areas of program management, project management, and operations.
 - At least 3 years' experience working in the startup, youth enablement, and digital skill-building ecosystem in Cape Verde
 - SCRUM Master and/or Project Management Certifications are a plus.
 - Proven experience creating templates for program and project management across multiple service providers, disbursed globally, and in a digital setting with at least three clients.
 - Experience with at least three similar projects at both a global level, as well as within small island states, developing nations, and/or in Africa.
 - Subject matter expertise in startup acceleration, startup incubation, investment readiness, venture capital, and scaling globally gained through at least 5 years' experience.
 - At least 7 years technology experience with an understanding of digital skilling frameworks and methodologies, including access to meaningful employment
 - Existing relationships within the venture capital (VC) community with known VC firms gained through at least 5 years' experience in global settings.
 - Experience with at least three consulting assignments related to startup ecosystem,



UNIDADE DE GESTÃO DE PROJECTOS ESPECIAIS

innovation, and/or youth enablement.

- Accelerator and Incubator experience with at least 10 evidence in local and/or global markets.
 - Senior consultant with at least 5 years of experience working with public sector entities in private-public partnerships.
 - Tech startup founder experience with at least one startup that has experience gaining access to capital, customers, partners, and scale
 - Fluent in written and spoken English.
 - Knowledge of Portuguese is desired but not required.
6. The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers", dated July 2016 edition, revised on November 2017 and August 2018 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest and Eligibility.
7. An **individual Consultant** will be selected in accordance with the method for selection of Individual Consultant (IC) set out in World Bank's "Procurement Regulations for IPF Borrowers", dated July 2016 edition, revised on November 2017 and August 2018".
8. Interested Consultants may obtain further information only in written through the email addresses below:

Email: sandra.lima@mf.gov.cv ; ailine.fernandes@mf.gov.cv
C/c: Guevara.Cruz@mf.gov.cv ; Nuno.gomes@mf.gov.cv

9. Expressions of interest must be delivered in the English, to the address below, or by e-mail indicating the title of the assignment and the name of the project, **by June 27, 2023.**

Unidade de Gestão de Projetos Especiais | Ministério das Finanças

Attn: Nuno Gomes – UGPE Coordinator

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