



INTERNATIONAL INSTITUTE FOR DEMOCRACY AND ELECTORAL ASSISTANCE

**NOTICE – Reference No. 258-17/139
EXPRESSION OF INTEREST (EOI)**

***To Provide Consultancy Services for the roles of Senior Parliamentary Advisor
and Senior Electoral Advisor in Freetown Sierra Leone***

The International Institute for Democracy and Electoral Assistance (International IDEA) is an intergovernmental organization established in 1995, with member states across all continents, which aims to support sustainable democracy world-wide and assist in the development of institutions and the culture of democracy. At the interface between research, fieldwork and the donor community, IDEA provides a forum for dialogue, builds networks of experts, develops training materials and provides strategic advice at the international, regional and national level, cooperating with a range of organizations.

International IDEA is planning to apply to the EU funded international tender entitled “**Technical assistance in Sierra Leone in the areas of civil service reform, parliament and the electoral cycle**”. The main objective is to provide technical assistance to Sierra Leonean institutions, notably the National Electoral Commission, the Parliament of Sierra Leone and the government civil service. If International IDEA is successful in obtaining funding through this tender, it will need to engage two full time consultants to carry out the following roles as part of the project:

- 1) Senior Electoral Advisor
- 2) Senior Parliamentary Advisor

In line with this opportunity, the Institute now invites qualified (individual) consultants to submit an Expression of Interest in providing consultancy services for one or other of the above roles. Consultants should submit a copy of their CV and cover letter in accordance with the requirements outlined in the Requests for Curriculum Vitae (CV). A detailed description of each assignment is provided in the Terms of Reference (TOR). All related documents can be found on the International IDEA website at: <http://www.idea.int/about-us/procurement-and-tenders>

A shortlist of consultants will be established from the submissions received. Note only consultants which submit CVs in accordance with the Requests for CV will be considered for the shortlist. Only shortlisted consultants will be contacted regarding the next steps.

Interested consultants may request clarifications at EOI@idea.int up to seven days in advance of the closing date.

The submissions must be sent by e-mail to EOI@idea.int and Submissions should state the following text in the subject field: **EOI No. Ref. 258-17/139**

The closing date for receiving submissions is **20 November 2017 at 17:00 (local time Addis Ababa)**. Late submissions will not be considered.

Note engagement of consultants on these assignments is contingent solely on International IDEA being awarded the tender from the EU.