



INTERNATIONAL INSTITUTE FOR DEMOCRACY AND ELECTORAL ASSISTANCE

Notice for Expression of Interest (EOI) for Consultant Roster (Nigeria office)

EOI Reference No: 2026-05-090

Project Name: All applicable projects in Nigeria

Deadline for Submissions: Expressions of Interest must be submitted on or before 23:59 (CET), **31st July 2026**. Late submissions will not be considered for evaluation.

Address for Submissions: E-mail: eoisubmission@idea.int

This email address is set up with an auto-response to acknowledge emails received. If you do not receive an auto-reply, please send a text message **prior to the deadline for submission** (NO CALLS; CALLS WILL NOT BE ANSWERED." or "Please send text messages only to this number +46725375735. In your text message, please provide the following:

- EOI reference no. and title
- Email address you used for submission
- Date and time you sent your submission (e.g. 01 December 2021, **12:30 CET**)
- Please also send the above information before the submission deadline to eoisubmission@idea.int

Format for Submissions: Proposals must be submitted by email.

EOI No. 2026-05-090 Individual Consultants/Organisations – Do not open before 23:59 (CET), **31st July 2026**.

Email Address for Clarifications: Email: EOI@idea.int

Clarifications may be requested via email no later than **23rd July 2026** at the above email address. Please note that responses to requests for clarification will be posted on our website <http://www.idea.int/>. Therefore, please check the website regularly during the process.

Note: there are **two different email addresses** as outlined above, one to be used for Submission of your expression of interest and the second one to be used for clarifications and other related correspondence.

Section 1 General Information

- 1.1 The International Institute for Democracy and Electoral Assistance (International IDEA), an intergovernmental organization with 35 member states, currently manages three distinct, donor-funded programmes in Nigeria:

1.1.1. Rule of Law and Anti-Corruption (RoLAC II) Programme

- **Timeline:** 5 years (2023–2027) | Funded by the European Union.
- **Geographic Focus:** Federal level and 7 states (Abia, Adamawa, Anambra, Edo, Kano, Lagos, and Plateau).
- **Core Approach:** Provides technical assistance to justice and anti-corruption agencies, partnering with government bodies and civil society to deliver three key outcomes:
 - a) **Criminal Justice:** Enhanced performance, quality, and oversight of the criminal justice system and service delivery.
 - b) **Access to Justice:** Improved access for vulnerable groups (women, children, juveniles, persons with disabilities); as well as Sexual and Gender-Based Violence (SGBV) victims.
 - c) **Anti-Corruption:** Increased transparency and accountability across anti-corruption systems and reform tracks.

1.1.2. CSO Strengthening Bridge (CSO Bridge) Project

- **Timeline:** 3 years (2025–2028) | Building on the concluded EU-funded ACT Programme.
- **Geographic Focus:** Nationwide / Civil Society Sector.
- **Core Approach:** Fosters a coordinated multi-stakeholder collaboration to enhance the credibility of and improve the enabling environment for CSOs in Nigeria. This is done by targeting three outcome areas.
 - a) **Coordination Mechanism:** Effective and functional coordination structures are established and maintained at both national and sub-national levels to promote and sustain an enabling environment for CSO operations.
 - b) **Compliance Capacities:** Improved compliance capacity among CSOs to understand and comply with extant regulatory requirements and apply self-regulatory principles and practices.
 - c) **Regulatory Reforms:** Improved regulatory frameworks and practices affecting the formation and operations of CSOs at national and sub-national levels.

1.1.3. EU Support to End Sexual and Gender-Based Violence (ESGBV) Programme

- **Timeline:** 4 years (2025–2029) | Funded by the European Union.
- **Geographic Focus:** Federal level, the FCT, and 3 states (Benue, Kaduna, and Oyo).
- **Core Approach:** Collaborates with government institutions, CSOs, professional bodies, and community actors to reduce SGBV through three primary components:
 - a) **Policy & Enforcement:** Strengthened implementation and monitoring of SGBV frameworks, specifically the Violence Against Persons Prohibition (VAPP) Act.

- b) **Survivor Services:** Expanded health, justice, and protection services, with a focus on rural, conflict-affected, tech-facilitated GBV, and disabled survivors.
- c) **Social Norms:** Capacity building for women's rights organizations and civil society to shift social behaviours and norms.

1.2 International IDEA invites CVs from qualified **consultants/consultancy firms** with expertise in any of the thematic categories listed in the enclosed Appendices for each of the outcome areas of the specific Project(s) **(RoLAC II, CSO Bridge, ESGBV)**. We now seek expressions of interest from qualified individuals/consultancy firms to add to a roster of consultants from which we may call up services as required. Inclusion in the roster is not a guarantee that you will be contracted for any work. Each piece of work will have terms of reference drafted which will include expected deliverables and an anticipated timeframe for delivery. If your skills match the requirements, you will then be requested to confirm your availability and provide a quotation for the work required. Several consultants may be approached to provide quotations for each piece of work. If agreement is reached, a contract will be entered into for that work.

It is expected that consultants will review and, where relevant, cite and incorporate findings from existing International IDEA publications when completing assignments awarded.

Section 2 Submission Requirements.

2.1. If you are interested in being part of our roster, please respond to this expression of interest by submitting the following documents listed **A - E Below:**

a) Cover Letter / Supporting Statement.

A cover letter or supporting statement (maximum of three [3] pages) introducing the applicant (individual or organisation), outlining their motivation, and clearly indicating the specific Project(s) **(RoLAC II, CSO Bridge, ESGBV)**, Component, and thematic categories in which they have relevant experience.

b) Curriculum Vitae (CV)

A copy of the applicant's most recent CV in English, presented strictly in the template provided with this EOI notice. The CV must clearly demonstrate how the applicant's experience aligns with the thematic categories under the selected Component.

CVs must be tailored to a specific Component and its associated thematic categories. Applicants with relevant experience across multiple Components may submit separate CVs for each Component. **CVs combining more than one Component will not be evaluated.**

Each CV must include:

- i Relevant professional experience, with corresponding dates
- ii Educational qualifications
- iii Names and contact details of two (2) referees.

c) Supporting Documentation

Copies of relevant certificates or other documentation to substantiate the qualifications and experience listed in the CV.

d) Roster Questionnaire.

A completed Roster Questionnaire (**Part 1: Thematic Areas for IDEA Nigeria and Part 2: Language Proficiency**).

e) Declaration of Honour Form.

Please complete all applicable sections of the Declaration of Honour by selecting YES or NO where required, providing accurate entity details, and signing and dating the form in the designated section.

All documents listed above must be submitted in electronic copy by email. Please note if you fail to include these documents as requested, your CV may not be shortlisted.

Section 3. Preparation of CVs

3.1 Individual Applicants

CVs must clearly demonstrate:

- Relevant professional experience, including dates.
- Educational qualifications
- Contact details of two (2) referees.

Applicants should clearly highlight assignments relevant to the selected thematic areas and, where possible, include referees from beneficiary institutions.

3.2 Organisations

Organisations must submit:

- A company profile outlining institutional experience.
- Details of relevant assignments undertaken
- CVs of key personnel, including a designated lead consultant

Evaluation will consider both organisational capacity and the expertise of the proposed personnel.

3.3 Relevant Experience in Nigeria

CVs must clearly highlight projects or interventions led by the applicant in Nigeria under the relevant Component. Applicants should also include contact details of representatives from beneficiary institutions who can validate the scope, quality, and impact of the interventions delivered.

3.4 Alignment with Thematic Categories

Applicants should review each thematic category carefully before preparing their CVs and cover letters to ensure their submissions clearly align with and respond to the specified areas.

Please refer to the thematic categories attached to this EOI notice and detailed in the appendices below:

- **Appendices (1–3):** Rule of Law and Anti-Corruption (RoLAC II) Programme in Nigeria
- **Appendix (1):** CSO Strengthening Bridge (CSO Bridge) Project
- **Appendices (1–3):** EU Support to End Sexual and Gender-Based Violence in Nigeria (ESGBV)

Section 4. Evaluation of CVs and Supporting Statement

4.1 Submissions will be assessed through a desk review based on their completeness and responsiveness to the requirements in Sections 2 and 3 of this notice. Particular attention will be given to:

- Relevance of experience to the selected Component and thematic categories
- Demonstrated record and quality of previous assignments.
- Educational qualifications and professional expertise
- Strength and clarity of the supporting statement/motivation
- Availability of verifiable references

4.2 A shortlist of consultants/consultancy firms will be prepared from the submissions received. Only applicants who meet the requirements of the relevant thematic categories, as set out in the appendices to this EOI notice, will be considered. Shortlisted applicants will be contacted about the next steps.

4.3 The CVs of shortlisted consultants will be included in the International IDEA consultant database. Inclusion in the database does not guarantee engagement. Only shortlisted consultants will be eligible to respond to detailed Terms of Reference (ToR) for specific assignments, indicating their availability and submitting proposals based on their expertise.

Please refer to our privacy policy (<https://www.idea.int/privacy-policy>) to understand how we process personal data. Consultants will be retained on the roster for a period of two (2) years, and International IDEA reserves the right to extend the validity period of the roster. If your details change during this period, or if you wish to be removed from the roster, please send an email to **consultants.roster@idea.int**.

Section 5. Final Considerations

5.1 International IDEA will not be bound to select any of the consultants/companies/organisations.

5.2 This EOI includes the following enclosed documents:

- a) Agreement Terms and Conditions. This can be accessed [HERE](#)
- b) Declaration of Honour Form
- c) Roster Questionnaire (Part 1: Thematic Areas for IDEA Nigeria)
- d) Roster Questionnaire (Part 2: Language Proficiency)
- e) CV Template
- f) **Appendices (1–3):** Rule of Law and Anti-Corruption (RoLAC II) Programme in Nigeria
- g) **Appendix (1):** CSO Strengthening Bridge (CSO Bridge) Project
- h) **Appendices (1–3):** EU Support to End Sexual and Gender-Based Violence in Nigeria (ESGBV) Programme

5.3 Complaints regarding any aspect of the EOI process should be addressed in writing to both the Internal Auditor and the Executive Director at International IDEA. The address is tender.complaints@idea.int.