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**GOVERNMENT OF SAMOA**  
**MINISTRY OF FINANCE**

**REQUEST FOR EXPRESSIONS OF INTEREST  
(INDIVIDUAL CONSULTING SERVICES)**

**INDEPENDENT STATE OF SAMOA**  
**SAMOA FINANCE SECTOR RESILIENCE AND DEVELOPMENT PROJECT (P181456)**  
**Grant No.: E378-WS**

**Assignment Title: Centralized Technical Services Support Unit (CTSSU) - Financial Management Specialist**  
**Reference No. CTSSU/ICS/01**

The Independent State of Samoa has received financing from the World Bank toward the cost of the Samoa Finance Sector Resilience and Development Project(P181456), and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include provision of technical advice, hands-on support, capacity development and trainings to the Executive Agency, Implementing Agencies and Sector Coordination Divisions in lead sector agencies on all financial management matters related to projects financed or co-financed by the World Bank. The assignment will be undertaken by an individual (consultant services) on a full-time basis or part time which can be negotiated, for a period of 24months. The consultant is expected to start in May 2025.

The detailed **Terms of Reference (TOR)** and further information for the assignment can be found at the Ministry of Finance website : [www.mof.gov.ws](http://www.mof.gov.ws) or the Government e-Portal [https://portal.tenderlink.com/mof\\_samoa/](https://portal.tenderlink.com/mof_samoa/) can be obtained at the contact address given below.

Ministry of Finance  
Aid Coordination and Management Division  
Level 7, Central Bank of Samoa Building  
2<sup>nd</sup> Apia City Boulevard  
Email: [peresitene.kirifi@mof.gov.ws](mailto:peresitene.kirifi@mof.gov.ws)

The Ministry of Finance now invites eligible individuals (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services (attach curriculum vitae with description of experience in similar assignments, similar conditions, responsiveness to the TOR etc.). Firms’ staff may express interest through the employing firm for the assignment and, under such situation, only the experience and qualifications of individuals shall be considered in the selection process. The shortlisting criteria for selecting the Consultant are:

## Qualifications

- Minimum Masters degree in Accounting, Finance or relevant Financial Management and current membership of an internationally recognized professional accounting body. Higher qualifications in relevant fields, would be advantageous.

## Experience

- At least 10 years of relevant experience in financial management including evidence of similar hands-on work experience.
- Minimum of 5 years of recent practical experience in financial management on World Bank or comparable donor financed projects
- Minimum of 5 years of demonstrated experience and knowledge in the Government of Samoa or similar countries' Financial Management policies, systems and processes is desirable
- Demonstrated practical experience in applying IPSAS requirements.
- Demonstrated experience in capacity building or training in developing countries.

The attention of interested Consultants (including firms) is drawn to paragraph 3.14, 3.16 and 3.17 of the World Bank's *Procurement Regulations for IPF Borrowers* dated September 2023 setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the Individual Consultant Selection method set out in the Procurement Regulations.

Further information can be obtained from the two contacts below during office hours Monday- Friday, 9am - 5pm, Apia, Samoa.

**Expressions of interest must be delivered in a written form to the address below (in person or through electronic submission through the Government e-portal [https://portal.tenderlink.com/mof\\_samoa/](https://portal.tenderlink.com/mof_samoa/) by 4.00pm Samoa time, 21 February 2025.**

**Ministry of Finance  
Attn: Tenders Board Secretary  
Level 4, Central Bank of Samoa Building  
2 Apia City Boulevard  
Apia, Samoa  
Tel: +685-34333**