Government of Samoa
MINISTRY OF NATURAL RESOURCES AND ENVIRONMENT

File Ref:

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Please address all correspondence to the Chief Executive Officer, Private Bag, Apia, Samoa.
Faamolemole faatuatusi uma mai fesootaiga i le Ōfisa Sili.

3 November 2026

REQUEST FOR EXPRESSIONS OF INTEREST (INDIVIDUAL CONSULTING SERVICES)

Name of Project	**Pacific Region Preparedness, Adaptation and Resilience (PREPARE) – Samoa Project**
Loan No/Credit No/ Grant Number	**Grant No. E636-WS**
Assignment Title	**Systems Coordinator (Systematic Observations Financing Facility)**
Procurement Plan Ref Number	**WS-MNRE-534287-CS-INDV**
Country of Delivery	**Samoa**

The Government of Samoa through the Ministry of Natural Resources and Environment has received financing from the World Bank toward the cost of the Pacific Region Preparedness, Adaptation and Resilience (PREPARE) - Samoa Project and intends to apply part of the proceeds for consulting services.

The consulting services ("the Services") include provision of overseeing activities funded by the Systematic Observations Financing Facility (SOFF) grant under the PREPARE-Samoa Project for the MNRE, while providing technical assistance to support the planning, coordination, implementation, management, monitoring, and review of activities funded under SOFF, with a focus on the key components and outputs that MNRE is responsible for delivering.

The assignment will be undertaken by an Individual Consultant (IC) on a full-time basis in Samoa for an initial period of 24 months, with a possible extension subject to performance appraisal and MNRE's project needs. It is anticipated to commence by January 2027. This position requires the highest acceptable standards of effective performance.

The MNRE 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,

etc.). Firms' staff may express interest through the employing firm for the assignment and, under such a situation, only the experience and qualifications of individuals shall be considered in the selection process. The criteria for selecting the Consultant are:

Minimum experience and capability;

- A postgraduate degree in a discipline related to disaster risk management or equivalent, or a bachelor's degree with 5 years of relevant working experience in disaster risk management, is preferable
- Minimum 8 years of experience in organizations such as public sector, NGOs, development partners organizations or the private sector at management level or with management responsibilities
- Demonstrated high-level project implementation/management experience and an understanding of project- cycle principles, log-frames, monitoring and evaluation in line with the requirements of development partners
- Relevant practical experience in procurement and financial management skills of large and complex program budgets funded by development partners
- Excellent communication skills, including good oral and written English, report writing, and the ability to write for and to a variety of stakeholder hierarchies
- Demonstrated skills in leadership, coordination and the mentoring of staff
- Demonstrated ability to work effectively within diverse cultural and multi-disciplinary background

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 2025 ("the Regulations"), setting forth the World Bank's policy on conflict of interest.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: Ministry of Finance's Tender Link Portal: http://portal.tenderlink.com/mof_samoa/. or can be obtained at the address given below.

Afaese Luteru Tauvale
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Expressions of interest including documentary evidence must be no longer than 30 pages and must be delivered and submitted to the address below **by no later than 11am local time, Monday 30th November, 2026**.

It may also be submitted electronically via the Ministry of Finance's Tender Link Portal: http://portal.tenderlink.com/mof_samoa/. Late submissions will not be considered.

Secretary of Tenders Board
Ministry of Finance
Central Bank of Samoa, Level 4
APIA

Tel: +685-34333

Sincerely,

Tofilau Valasi Iosefa
Acting CHIEF EXECUTIVE OFFICER