



## MINISTRY OF FINANCE

### CONSULTANCY SERVICES TO DEVELOP GHANA EXTRACTIVE INDUSTRY TRANSPARENCY INITIATIVE (GHEITI) 2017/18 RECONCILIATION REPORTS

#### (FIRM SELECTION)

#### REQUEST FOR EXPRESSION OF INTEREST (EOI)

PACKAGE NUMBER: GH-EITI-112471-CS-CQS

#### BACKGROUND

The Extractive Industries Transparency Initiative (EITI) is a global standard for improving transparency and accountability in the oil, gas and mining sectors.

EITI implementation has two core components:

- **Transparency:** oil, gas and mining companies disclose information about their operations, including payments to the government, and the government discloses its receipts and other relevant information on the industry. The figures are reconciled by an Independent Administrator, and published annually alongside other information about the extractive industries in accordance with the EITI Standard.
- **Accountability:** a multi-stakeholder group (MSG) with representatives from government, companies and civil society is established to oversee the process and communicate the findings of the EITI reporting, and promote the integration of EITI into broader transparency efforts in that country.

The EITI Standard encourages MSGs to explore innovative approaches to extending EITI implementation to increase the comprehensiveness of EITI reporting and public understanding of revenues and encourage high standards of transparency and accountability in public life, government operations and in business.

It is a requirement that the MSG approves the terms of reference for the Independent Administrator (requirement 4.9.iii), drawing on the objectives and agreed scope of the EITI as set out in the MSG's work plan. The MSG's deliberations on these matters should be in accordance with the MSG's internal governance rules and procedures (see requirement 1.4.b). The EITI requires an inclusive decision-making process throughout implementation, with each constituency being treated as a partner.

It is a requirement that the Independent Administrator be perceived by the MSG to be credible, trustworthy and technically competent (Requirement 4.9.b.ii). The MSG and Independent Administrator should address any concerns regarding conflicts of interest. The EITI Report prepared by the Independent Administrator will be submitted to the MSG for approval and made publicly available in accordance with Requirement 7.1.

#### SCOPE OF THE ASSIGNMENT

The work of the Independent Administrator has five conceptual phases (see figure 1 of the ToR). These phases may overlap and there may also be some iteration between the phases. EITI reporting is generally preceded by scoping work which is sometimes undertaken by the Independent Administrator and sometimes undertaken by the MSG or other consultants.

## DURATION

The assignment is expected to be completed within a period of six (6) months.

## SUBMISSION OF EXPRESSION OF INTEREST

The Ministry invites eligible Consultants to indicate their interest in providing the above mentioned services. Interested Consultants should provide information demonstrating the requisite qualifications and experience to perform the services.

The shortlisting criteria are:

1. Demonstrate at least 8 years expertise and experience in the oil, gas and mining sectors in Ghana.
2. Demonstrate ten (10) years expertise in accounting, auditing and financial analysis and related field.
3. Provide evidence of at least three (3) similar reconciliation work.
4. Proven competence in the use of the SAP Reporting software.
5. Availability of skills among three (3) key staff.

The firms will be selected in accordance with Consultant Qualification Selection (CQS) Method as set out in the Consultant *Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers* (“Consultant Guidelines”) [January 2017 Version revised in 2017].

The attentions of firms are drawn to paragraph 1.9 of the World Bank’s Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers (“Consultant Guidelines”) [January 2017 Version revised in 2017], setting forth the World Bank’s policy on conflict of interest.

Interested Consultant may obtain detailed Terms of Reference and for further Clarification, Please contact us, via [BAbdul-Raak@mofep.gov.gh](mailto:BAbdul-Raak@mofep.gov.gh) / [dfoli@mofep.gov.gh](mailto:dfoli@mofep.gov.gh) from 9.00AM to 4.00PM, Monday through Friday (except on public holidays).

Expressions of interest shall be in English and must be delivered in hard copies (one original and four copies) and clearly marked “CONSULTANCY SERVICES TO DEVELOP GHANA EXTRACTIVE INDUSTRIES TRANSPARENCY INITIATIVE ( GHEITI) 2017/18 RECONCILIATION REPORTS to the Procurement Unit Room 340, Third Floor, Old Block, Ministry of Finance on or before in person by 3.00pm, **Wednesday, June 12, 2019**. The EoI not submitted in Room 340 will be at the peril of the firm.

The address is:

THE CHIEF DIRECTOR,  
MINISTRY OF FINANCE  
BOX MB 40, ACCRA, GHANA

Attn: Procurement Unit  
Room 340, Main Block  
Tel: 0302-747197 / Ext. 1540