

SOCIAL PROTECTION, RESILIENCE AND RECOVERY PROJECT

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – INDIVIDUAL CONSULTANT)

COUNTRY: São Tomé e Príncipe

Project Name: Social Protection, Resilience and Recovery Project

Loan Number/Credit Number: IDA-E5340

Description: Hiring of a Consultant for Process Review with a Focus on Social Technicians

Referência N.º 42/C/SPC/2026

The Government of the Democratic Republic of São Tomé and Príncipe (GoSTP) has received a grant from the International Development Association (IDA) to cover the cost of the Social Protection, Resilience and Recovery Project (PPSRR) and intends to apply part of this grant to recruit a Consultant to carry out a Process Review with a Focus on Social Technicians to support the Directorate of Social Protection, Solidarity and Family (DPSSF).

The specific objectives of the consultancy are to:

- Map and analyze current workflows from beneficiary identification to case closure;
- Identify bottlenecks, duplication, gaps, and inefficiencies;
- Assess the level of standardization of procedures and tools;
- Analyze workload distribution and institutional coordination;
- Propose operational improvements, including optimized workflows and standardized procedures;
- Promote sustainable and replicable models and practices;

Therefore, the *Agência Fiduciária de Administração de Projetos (AFAP)* invites eligible and qualified Individual consultants to submit their Expressions of Interest, accompanied by a Letter of Intent addressed to the General Director of AFAP, Curriculum Vitae, Copy of an Identification document, and supporting documents evidencing academic qualifications, professional experience, and experience in similar assignments.



The selection criteria are as follows:

- Bachelor's and/or master's degree in social sciences, Management, Public Administration, Social Protection, or related fields;
- Proven experience in operational process analysis and improvement;
- Knowledge of social protection systems;
- Experience in donor-funded projects is an asset;

The attention of interested Consultants is drawn to Section III, paragraphs 3.14, 3.16 and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers", September 2025 edition ("Procurement Regulations"), which sets out the World Bank's policy on conflict of interest.

Interested consultants may obtain the Terms of Reference through the following email address: ppsrrc.procurement@afap.st and dg.procurement@afap.st.

Expressions of interest must be delivered to AFAP's premises, located on the 3rd Floor, or submitted electronically to the email address ppsrrc.procurement@afap.st and dg.procurement@afap.st no later than **4:00 p.m. (local time) on May 21, 2026**, clearly indicating the reference number and the title of the assignment.

Agência Fiduciária de Administração de Projetos, May 07, 2026.

The General Director,



afap
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