

**Detailed Information for Advertisement**  
**Request for Expression of Interest (REOI)**

**COUNTRY: Republic of South Sudan**

**PROJECT: Building Institutional Foundations for an Effective Public Service Project (BIFEPS)**

**PROJECT ID: P500500**

**GRANT No: IDA-E3270**

**CONSULTING SERVICES: Consultant Services to conduct functional review and capacity assessment of selected ministries; and review and redesign the civil service job classification and pay and grading structure for the government of South Sudan**

**DUTY STATION: MoPSHRD Project Building, Juba- South Sudan**

**Ref No: SS-MPSHRD-491103-CS-QCBS**

The Government of South Sudan (GoSS), through the Ministry of Public Service and Human Resource Development (MoPSHRD) has received a grant of US\$15 million towards the implementation of the “q”. Approved by the World Bank (WB) Board of Directors on September 3, 2024, BIFEPS is in the process of achieving the effectiveness conditions in readiness for implementation. The project development objective is to “strengthen institutional and human resource capabilities in selected sectors”. It will be implemented through the following components:

The project is structured around four main components: (i) Strengthening policies, procedures, and systems for civil service management (ii) Institutional development to create sustainable public sector capacity s; (iii) Incentivizing the effective implementation of selected sector reforms; and (iv) Change Management and Project Coordination

MoPSHRD is seeking to use a portion of the grant to procure consulting services to support the Government of South Sudan Public service in the development of Job Classification; and conducting job analysis and evaluation by analyzing the tasks, responsibilities, and skills required for each job in the public service and developing prototype job descriptions for positions across job categories and job families in the public service, and all job descriptions for the 5 Ministries. It will also entail building the capacity of the HR staff of the Ministry of Public Service to develop the remaining job descriptions for the entire public service. The exercise will result in a comprehensive review and redesigning of the existing pay and grading structure for all Civil servants to address fundamental issues of pay and grading in the public service of the GoSS focusing on existing compensation and incentive structures, systems and processes.

The consulting services (“Services”) is required to conduct functional review and capacity assessment of selected ministries; and review and redesign the civil service job

classification and pay and grading structure for the government of South Sudan **as detailed in the terms of reference.**

***Duration:*** *The assignment period is expected to take 12 months, starting from the date of signing the contract. This period is for a fixed duration and any adjustments to the valuation must be justified and will not result in additional costs.*

The detailed Terms of Reference (TOR) for the assignment *can be found at the following website:* [www.mofp.gov.ss](http://www.mofp.gov.ss) *or can be obtained upon request through:* [procurement.bifeps9@gmail.com](mailto:procurement.bifeps9@gmail.com)

The MoPSHRD now invites eligible firms (“Consultant”) 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. The short-listing criteria are as follows:

1. The firm shall be registered/incorporated as a consulting firm with core business in the field of public sector governance including on compensation and Benefit analytics and Organizational Development, or equivalent, for a period of a minimum of 10 years.
2. The firm shall demonstrate as having successfully executed and completed at least 3 assignments of similar or equivalent nature in the last 10 years. Experience carrying out similar work in fragile and conflict-affected environments will be an added advantage. Details of similar assignments, name and address of the client, scope, value, and period should be provided and submitted. Expression of Interest should include enumeration of these similar past assignments.
3. The technical and managerial organization of the Consultant. The firm shall demonstrate having the requisite technical and managerial capacity to undertake the assignment in the submitted company profile(s), being the competencies of the core team and overall experience of the firm. (Do not provide CV of staff), Key experts will not be evaluated at the shortlisting stage.

The attention of interested consultancy is drawn to Section III, paragraphs 3.14, 3.16 and 3.17 of the World Bank’s ‘Procurement Regulations for IPF Borrowers’ July 2016 revised November 2017, August 2018 and November 2020 [Procurement in investment Project Financing; Goods, Works, Non-Consulting and Consulting Services], setting forth the World Bank’s policy on conflict of interest.

Consultants may associate with other consultants in the form of a joint venture or a sub consultancy to enhance their qualifications. The nature of association, whether it is a joint venture or a sub consultancy, should clearly be stated. In case of joint venture, the Consultant leading the joint venture should be mentioned.

A Consultant will be selected in accordance with the Quality and Cost Based Selection (QCBS) set out in the Consultant Guidelines. Interested Consultant may obtain further

information at the address below during office hours from 10:00 to 16:00 hours South Sudan on all working days.

Expressions of interest (EOI) should be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **June 5, 2025 at 5.00 P.M (South Sudan Time)** marked clearly as – **“Expression of Interest for conducting functional review and capacity assessment of selected ministries; and review and redesign the civil service job classification and pay and grading structure for the government of South Sudan.”** and submitted to the address below.

**Attention:**    **Program Coordinator (BIFEPS)**  
                  **Project Management Unit (PMU),**  
                  **Ministry of Public Service and Human Resource Development**  
                  **Location: Ministries Complex**  
                  **Juba, Republic of South Sudan**  
                  **E-mail: [procurement.bifeps9@gmail.com](mailto:procurement.bifeps9@gmail.com)**