



## **GOVERNMENT OF MALAWI**

### **Specific Procurement Notice (SPN)**

### **CONSULTANT SERVICES FOR SENIOR FINANCIAL MANAGEMENT ADVISOR FOR MCA-MALAWI**

**Ref: PA/MCA-MW/MCC/ADA/ITQ/116/2018**

1. The Millennium Challenge Corporation (“MCC”) and the Government of Malawi (the “Government”) have entered into a Millennium Challenge Compact for Millennium Challenge Account assistance to help facilitate poverty reduction through economic growth in Malawi (the “Compact”) in the amount of approximately US\$350,700,000 (“MCC Funding”). The Government, acting through the Millennium Challenge Account-Malawi (“MCA-Malawi”), intends to apply a portion of the MCC Funding to eligible payments under a contract for which the Invitation for Bid is issued. Any payments made under the proposed contract will be subject, in all respects, to the terms and conditions of the Compact and related documents, including restrictions on the use of MCC funding and conditions to the disbursements of MCC funding. No party other than the Government and MCA-Malawi shall derive any rights from the Compact or have any claim to the proceeds of MCC Funding.
2. The MCA-Malawi’s Director of Finance and Administration (DFA) recently left the organization to pursue other interests. The departure left a gap in the financial management function at the beginning of the fifth year of implementation – an important time due to challenges associated with the impending closure of MCA in January 2019, and further due to pressing implementation needs. The DFA position is expected to be filled in December. Once the position is filled, MCA wishes to provide the new DFA and the overall Directorate with targeted guidance in order to accelerate his/her onboarding and provide strategic guidance to the Director on overall structure and procedures. To accomplish this objective MCA-Malawi intends to engage a Senior Financial Management Advisor to provide advice and counsel to the DFA and MCA Executive Management, assist the DFA with certain ongoing tasks, and impart specific MCC knowledge of operations, rules, and procedures to the new DFA. The goal is to help the new DFA become fully productive as rapidly as possible and minimize disruption to ongoing work.
3. The MCA-Malawi now invites proposals to provide the consultant services referenced above (“Proposals”). More details on these consultant services are provided in the Terms of Reference

4. The Request for Proposals (RFP) is open to all eligible and qualified entities who wish to respond.
5. A Consultant will be selected under the **Individual Consultants (IC) method**, where individual may submit their proposal, the evaluation procedure for which is described in accordance with “MCC Program Procurement Guidelines” which are provided on the MCC website: [www.mcc.gov](http://www.mcc.gov) and on the MCA-Malawi web site: [www.mca-m.gov.mw](http://www.mca-m.gov.mw).
6. Prospective Consultant interested in submitting their proposals should send an e-mail, giving full contact details of the bidder, to the MCA-Malawi Procurement Agent at [MCAMalawiPA@cardno.com](mailto:MCAMalawiPA@cardno.com). Before applying firms should review the Terms of Reference included in the RFP. The RFP will be placed on the MCA-Malawi’s website at [www.mca-m.gov.mw](http://www.mca-m.gov.mw) and can also be issued on application to the MCA-Malawi Procurement Agent at [MCAMalawiPA@cardno.com](mailto:MCAMalawiPA@cardno.com).
7. The closing time for receipt of Proposals is **February 9, 2018, at 15:00 Hours. Electronic submission is allowed.** Proposals received after this time and date shall not be considered and will be returned unopened. Consultants should be aware that distance and customs formalities may require longer than expected delivery time.

**Dye B Mawindo**  
**Chief Executive Officer**  
**Millennium Challenge Account-Malawi**