



## REQUEST FOR EXPRESSIONS OF INTEREST (Individual Consulting Services)

Date: 18<sup>th</sup> October 2022

**Country:** Independent State of Samoa

**Name of Project:** Samoa Aviation and Roads Investment Project (SARIP)

**Grant No.:** IDA-E0080

**Assignment Title:** **Project Accountant** for the Project Implementation Unit (PIU) at the Samoa Airport Authority (SAA)

**Reference No.:** SAA/CONS/012A2

1. The Government of Samoa has received financing from the World Bank toward the cost of the Samoa Aviation & Roads Investment Project (SARIP) and intends to apply part of the proceeds for consulting services.
2. The consulting services (“the Services”) includes to oversee the project’s aviation financial related activities and matters, as well as provide administration support as part of SAA’s PIU. The assignment will be undertaken by an individual (consultancy services) on a full-time basis in Samoa. It is anticipated that the Consultant will commence as soon as possible for a **three (3) year** period, with a possible three (3) year extension.
3. The detailed Terms of Reference (TOR) for the assignment can be downloaded from the website: [www.samoairports.com](http://www.samoairports.com) or can be obtained at the address given below.
4. The Samoa Airport Authority (SAA) now invites eligible Individuals “(Consultants)” to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have required qualifications and relevant experience to perform the Services (attach curriculum vitae with description of experience in similar assignments, similar conditions and 03 references with contract details). Firms’ staff may express interest through the employing firm for the assignment and, under such situation, only the experience and qualifications of individuals shall be considered in the selection process. The criteria for selecting the Consultant are:

### **Mandatory**

- a. A tertiary qualification in Accounting from a recognised institution.
- b. A member of a recognized professional accounting body with at least 3 years’ experience in direct financial or accounting roles.
- c. Excellent general written and oral communication skills.
- d. Ability to write fluent, sequential, informative but concise and accurate activity reports.
- e. Demonstrated experience working in a complex administrative work environment.

- f. Competency in Microsoft office suite (Word, Excel, PowerPoint, Access, etc.) and MS Project or similar planning / monitoring software.
- g. High Level Computer skills with QuickBooks, MYOB or similar Accounting Software package.

**Desirable**

- a. Previous Experience as an accountant or in a similar arena on other World Bank of Donor funded Projects.
  - b. Familiarity with government financial management processes (TY11A, TY11B, TY1 – Requisition and Payment vouchers, Pepa Kapeneta (Cabinet Submissions) Faaiuga Kapeneta (FK) – Cabinet Directive, Financial Management Systems (FMIS)).
- 5. 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” revised in November 2020, setting forth the World Bank’s policy on conflict of interest.
  - 6. Further information can be obtained at the addresses below during office hours from **Monday to Friday, 9:00 to 17:00 Samoa time.**
  - 7. Expressions of interest must be delivered in a written form to the addresses below (in person, or by mail, or by e-mail) by **18<sup>th</sup> November 2022.**

Samoa Airport Authority  
**Attn: Silimana’i Ueta Jr. Solomona**  
General Manager  
Faleolo International Airport  
Private Bag, Faleolo WS1920, Samoa

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