WEST AFRICAN HEALTH ORGANISATION
ORGANISATION OUEST AFRICAINE DE LA SANTE
ORGANIZAÇÃO OESTE AFRICANA DA SAÙDE

REQUEST FOR EXPRESSIONS OF INTEREST

Reference number: No ICS/ DG-WAHO/2026/39

POSITION TITLE: RECRUITMENT OF A CONSULTANT TO DEVELOP A PROJECT PROPOSAL IN SUPPORT OF THE WEST AFRICA MEDICINES REGULATORY HARMONIZATION (WA-MRH) INITIATIVE

1- Introduction

The West African Health Organisation (WAHO) is the specialised institution of the Economic Community of West African States (ECOWAS) responsible for health matters. It contributes to regional cooperation and to the strengthening of health systems in the Member States.

The West Africa Medicines Regulatory Harmonization (WA-MRH) Initiative is a regional institutional and technical framework for the regulation of medicines, vaccines and other health products across the 15 ECOWAS Member States. Stemming from the Pharmaceutical Manufacturing Plan for Africa (PMPA) and integrated into the continental AMRH programme led by AUDA-NEPAD, it was officially launched in November 2017 in Accra (Ghana). It is jointly coordinated by WAHO and the WAEMU Commission.

The Initiative has been rolled out in three funding phases: a first phase supported by a multi-donor trust fund administered by the World Bank (2017–May 2020), a second phase supported by the Bill & Melinda Gates Foundation (November 2020–November 2024), followed by a transition phase to internal ECOWAS funding from November 2024. Direct funding to the National Regulatory Authorities (NRAs) ended at the close of the first phase, with activities refocused on regional coordination.

Despite the achievements recorded, several strategic challenges persist, notably the low rate of timely national transposition of regional approval recommendations, the absence of an integrated regional digital information system, the shortage of qualified human resources and the heterogeneity of the regulatory maturity levels of the NRAs.

As part of its 2026 work plan and the fourth-quarter acceleration plan, WAHO intends to recruit an individual consultant to develop a structured, relevant and technically and financially viable project proposal, intended to mobilise resources from technical and financial partners in order to consolidate achievements and sustainably strengthen the WA-MRH Initiative.

2- Description of Services

The individual consultant will provide expertise in health, project formulation and resource mobilisation to support WAHO in developing a complete project proposal dossier in support of the WA-MRH Initiative. The assignment will cover the diagnostic of the Initiative at regional and national levels, stakeholder consultation, the definition of the strategic and operational framework of the project, the estimation of the resources required and the identification of potential technical and financial partners.

3- Duties and Responsibilities

Under the coordination of WAHO, the individual consultant will in particular be responsible for:

- holding an inception meeting with WAHO to clarify the understanding of the assignment, the methodology, the timetable and the coordination arrangements;

- carrying out a desk review of the strategic frameworks, reports, evaluations, work plans, technical documents and financial data available on WA-MRH;
- designing data collection tools and conducting consultations with WAHO, the National Regulatory Authorities (NRAs), WAEMU, the technical groups and other relevant partners;
- analysing the achievements, capacities, gaps, needs, risks and options for strengthening the Initiative;
- formulating the theory of change, the results framework, the components, activities, indicators and the monitoring and evaluation system of the project;
- developing the implementation plan, institutional arrangements, risk matrix, detailed budget, financing plan and sustainability measures;
- mapping and prioritising potential partners on the basis of their orientations, instruments, criteria and funding cycles;
- drafting the project proposal and its annexes, then leading a feedback and validation session;
- incorporating the comments of WAHO and stakeholders and submitting the final version of the dossier.

4- Documents to be Provided

WAHO invites eligible individual Consultants ("Consultants") to express their interest in providing the Services. Interested consultants must provide information demonstrating that they have the relevant qualifications and experience to provide the services.

Interested consultants are invited to submit an application file comprising:

- a letter of expression of interest addressed to the Director General of WAHO, bearing the title of the assignment as its subject;
- a detailed, recent, dated and signed Curriculum Vitae, highlighting the candidate's degrees, training, relevant experience, similar assignments/projects carried out, deliverables produced, role actually performed and skills;
- a copy of the degree(s);
- at least three (3) references of comparable assignments, specifying the deliverables produced and the consultant's role;
- where applicable, any document establishing the relevant professional experience mentioned in the CV.

Only duly proven degrees and experience will be taken into consideration.

5- Qualifications, Experience and Skills

The individual consultant must demonstrate experience in conducting diagnostics and multi-stakeholder consultations, as well as in developing project proposals comprising a theory of change, a logical framework, a detailed budget, a monitoring and evaluation system and a financing plan:

- Hold a master's degree or equivalent in pharmacy, public health, health economics, project management or a related field;
- Demonstrate at least ten (10) years of professional experience in the health sector, including five (5) years in project formulation or resource mobilisation;
- Have carried out at least three (3) documented comparable assignments;
- Have a good understanding of pharmaceutical regulatory systems and of the requirements of financial partners;
- Experience in regulatory harmonisation and in West Africa will be an asset;

- Have a perfect command, both written and spoken, of at least one of the three ECOWAS languages; command of a second language will be an asset;
- Have excellent writing, analytical and synthesis skills;
- Be proficient in the IT tools required for word processing and data analysis.

6- Selection Method and Procedure

The individual consultant will be selected using the Individual Consultant Selection method, in accordance with the revised ECOWAS procurement code applicable to WAHO.

Following the evaluation of the expressions of interest, the first-ranked candidate will be invited to negotiate the terms of the contract in accordance with the applicable procedures.

7- Evaluation Criteria for Expressions of Interest

Expressions of interest will be reviewed on the basis of the criteria below, for a total of 100 points:

No.	Evaluation criteria	Maximum number of points
I	**General qualifications**	**30**
a)	Master's degree or equivalent in a relevant field (pharmacy, public health, health economics, project management or a related field)	10
b)	General professional experience in the health sector: at least 10 years, including 5 years in project formulation or resource mobilisation	20
II	**Suitability for the assignment: specific experience and skills**	**70**
a)	Experience in the formulation and development of comparable project proposals: 10 points per documented assignment, maximum 3 assignments	30
b)	Experience in the field of pharmaceutical regulation/regulatory harmonisation: 20 points per assignment, maximum 1 documented assignment	20
c)	Experience in multi-stakeholder consultation leading to the development of a logical framework, budget, financing plan and monitoring and evaluation: 10 points per assignment, maximum 1 documented assignment	10
d)	Experience in mapping technical and financial partners and in resource mobilisation: 5 points per assignment, maximum 1 documented assignment	5
e)	Command of ECOWAS languages (French, English and Portuguese): 3 points for a first language mastered and 2 points for a second language	5
	Total	**100**

Only duly documented experience will be taken into account.

In the event of a tie, preference will be given to the candidate with the most relevant experience in formulating and developing projects in support of regional health initiatives.

8- Duration, Duty Station and Nature of the Contract

The assignment is planned for a duration of thirty (30) person-days, spread over a period of six (6) weeks.

This is an individual consultant services contract funded from the resources of the WAHO 2026 programme of activities. The consultant will work in close collaboration with the PPO Strategic Partnership and Resource Mobilisation and the relevant technical services of WAHO. The assignment will be carried out at WAHO headquarters, and three (03) country visits are envisaged in order to take stock of the situation. The list of countries will be agreed upon during the contract negotiation and the scoping of the assignment.

9- Other Information on Submission

Interested individual consultants may obtain additional information on the reference documents and the assignment from WAHO, during working hours, Monday to Friday from 08:00 to 16:00: procurement@diffusion.wahooas.org with a copy to lboya@wahooas.org

They may also download the terms of reference or this notice of expression of interest from the WAHO website: https://data.wahooas.org/tenders/tenders/list

Interested and duly qualified individual consultants are invited to express their interest by submitting their application electronically at https://data.wahooas.org/tenders/tenders/list

The deadline for receipt of applications is Thursday, **9 December 2026 at 12:00 GMT**. The costs of preparing and sending the expression of interest are borne by the consultant.

Prof Palokinam T. PITCHE
Director General