

EXPRESSION OF INTEREST

CONSULTANCY FOR THE DEVELOPMENT OF AN INTER-AGENCY COLLABORATION, REFERRAL, AND CAPACITY-BUILDING FRAMEWORK FOR EMPLOYMENT AND MIGRATION SERVICES

INDIVIDUAL EXPERT REQUIRED

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH through the Ghanaian-European Centre for Jobs, Migration and Development (GEC) invites a qualified individual (expert) to express his/ her interest in the above consultancy.

The scope of works include:

- To establish a self-sustaining regional, inter-agency collaboration and referral framework out of the existing national referral and related mechanisms.
- To develop appropriate guide that strengthens stakeholders' ability to identify appropriate skills, information and vulnerability gaps amongst the clientele for effective services referral amongst the relevant stakeholders.
- To equip participants with up-to-date labour market information, skills demand trends, and available employment and the national migration governance outlook, institutional framework and available support mechanisms.
- To enhance participants' understanding of regular and regional labour migration processes, opportunities, risks, and available support systems.
- To develop a simple practical approach for effective peer-exchange on delivery of career guidance, employment promotion, and migration information sessions to various target groups.
- To establish a domestic resource pulling framework that supports inter-agency capacity-building and sustainable service delivery amongst the industry players.

Please send a Letter of Interest (LoI) with the following documents:

- Official letter expressing interest
- CV/portfolio of the expert
- Understanding and responding to the tasks stipulated in the ToR
- Proven experience of working with international development companies.

How to apply

Please submit an expression of interest with the following **2 sets** of documents

a. Official letter expressing interest, including the following:

- **Technical Proposal & CV/portfolio of the expert – Two (2) copies**
- **Understanding and responding to the tasks stipulated in the ToR**
- **Proven experience of working with international development companies**

b. Financial Proposal – Two (2) Copies

NOTE:

ALL PROSPECTIVE BIDDERS ARE REQUIRED TO PERFORM THEIR TAX OBLIGATIONS IN GHANA.

THE CURRENCY OF YOUR OFFER SHOULD BE IN GHANA CEDIS

Kindly visit the link for Terms of Reference and other documents to be used in preparing your Technical and Financial Proposals

Link- <https://www.giz.de/en/regions/africa/ghana/tenders>

The (a. technical proposal + CV and any other relevant documents) (b. Financial Proposals) mentioned above should be sealed in Two (2) Separate Envelopes and enclosed in one Bigger envelop, marked as:

"7000019202 / G-012342-135 / Consultancy for the Development of an Inter-Agency Collaboration, Referral, and Capacity-Building Framework for Employment and Migration Services"

Submit to the following address:

The Procurement Unit,
GIZ Ghana Country Office
No. 7 Volta Street, Airport Residential Area, Accra
P.O. Box KA 9698,
Accra

To All Bidders:

- ❖ Bids must be submitted at the GIZ Ghana Country Office Reception.
- ❖ The deadline for submission is **26th August, 2026** until **11:59 PM**.
- ❖ Documents should be submitted as early as possible before the deadline.
- ❖ Should the reception be closed, documents might exceptionally be dropped off at the guard's booth.
- ❖ The guards need to be told by the person submitting the documents that they are submitting tender documents.
- ❖ Always send a receipt with your documents stating the **Tender Number**.

This receipt will be signed by the receptionist or a guard (in case of exceptional drop-off at the guard's booth) to provide the bidder with proof of submission.

Please note that participating in a GIZ tendering process is free of charge for bidders.

At no phase of the process is the bidder required to make any payment to GIZ or to one of its employees.

Kindly Note by sending in your offer, you are agreeing to the **GIZ General Terms** and giving us consent to process your company data.

ONLY SHORTLISTED FIRMS WILL BE CONTACTED