

**REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – BASELINE SURVEY FOR FINANCIAL LITERACY AND FINANCIAL INCLUSION- FIRM OF CONSULTANTS SELECTION METHOD)**

**COUNTRY:** Sierra Leone

**NAME OF PROJECT:** Financial Sector Development Plan Support Project

**SECTOR:** Financial Sector

**Reference No:** BSL/FSDPSP/FIRM/00/17/2016

**Grant No:** H-662-SL

**Project ID No:** 121514

**General**

The Government of Sierra Leone (GoSL) has received financing from the World Bank towards the cost of the Financial Sector Development Plan Support Project (FSDPSP) and intends to apply part of the proceeds for consulting services.

The Bank of Sierra Leone is currently working on the National Financial Literacy and Inclusion Strategies. The inclusion strategy which is a road map to financial inclusion will be launched on December 15, 2016. The Bank has just concluded a one-week nationwide financial literacy campaign. It is therefore important to determine the level of financial literacy and financial inclusion in the country, as this will help determine the impact of the two strategies a year after implementation.

The Bank of Sierra Leone (BSL) is seeking consulting service to conduct a baseline survey on financial literacy and financial inclusion in the country. The baseline survey should include but not limited to the following:

- I. Transfer of Knowledge - The consulting firm shall ensure imparting requisite training to the team members under the observation of the Bank of Sierra Leone. Any other activity (ies) which is (are) incidental to the successful completion of the survey would also form part of the responsibility of the firm.
- II. It is proposed that the baseline survey will be of individuals rather than households, where the lower age limit for respondents is set as 18 years, there is no upper age limit. The survey should collect the exact age of the respondents.
- III. The survey will be implemented in the twelve districts in Sierra Leone.
- IV. Sampling Plan - The firm shall provide a proposed sampling approach, including sample size, sample targets, and sampling frames to meet the study objectives.
- V. Survey Method - Since the survey aims to capture behaviour and attitude as well as knowledge, the firm shall carry out a survey conducted via face to face personal interviews. BSL encourages the firms to include innovative methods and techniques, where appropriate and with references to their successful application in other studies, as a way of improving the quality of the data, reducing respondent burden, and increasing response rates.
- VI. Data Quality Control - The firm shall employ a data quality monitoring plan to ensure that sampling targets are met. Regular inspections by BSL team will be carried out to secure the overall quality of data.
- VII. Survey Pre-tests - Prior to conducting the main survey, components of the survey instrument, recruitment, response rates, and data retrieval methods will be tested. Changes will then be made to the proposed survey methods to devise a final survey plan.
- VIII. Survey Database Development - The firm shall be responsible for coding and validating the data, factoring in the quality checks and observations of the BSL team.

- IX. Survey Findings -the firm shall be responsible for preparing reports and factsheets based on the findings from the survey, as per the requirement of BSL.

The Bank of Sierra Leone now invites eligible firms of consultants, to indicate their interest in providing the services. Interested firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the services. Consultancy services should be provided by a Firm (or a joint Venture). The short listing criteria are:

The consulting firm should have the relevant experience of conducting project baseline and end line evaluations and assessments.

The firm should have Knowledge and experience in issues of Financial Literacy and financial inclusion.

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants (under IBRD Loans and IDA Credits & Grants) by World Bank Borrowers (January 2011 edition) ('Consultants Guidelines'), setting forth the World Bank's policy on conflict of interest. In addition, please refer to the following specific information on conflict of interest related to this assignment:

Relationship with the borrower's staff: Consultants that have a close business or family relationship with a professional staff of the Borrower (or of the project implementing agency or of a recipient of a part of the loan) who are directly or indirectly involved in any part of (i) the preparation of the TOR for the assignment ,(ii) the selection process of the contract or, (iii) the supervision of such contract may not be awarded unless the conflict stemming from this relationship has been resolved in a manner accepted to the Bank throughout the selection process and the execution of the contract.

A consultant will be selected in accordance with the Quality Cost Based selection Method (QCBS) set out in the Consultants Guidelines.

Further information can be obtained at the address below during office hours (0900 to 1700 hours). Expression of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by email) by 28<sup>th</sup> December, 2016.

**Bank of Sierra Leone**

**Financial Sector Development Plan Secretariat**

**Office of the Governor**

**8<sup>th</sup> Floor, Main Bank Building,**

**Freetown,**

**Sierra Leone**

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