



**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – FIRMS SELECTION)**

CONSULTANCY SERVICES FOR THE REVIEW AND BENCHMARKING OF THE FINANCE FUNCTION

Zambia and Zimbabwe

Assignment Title: Consultancy Services for the Review and Benchmarking of the Finance Function for the Zambezi River Authority

Reference No.: ZRA-FIN-01-26

1. The Zambezi River Authority ("the Authority") has set aside funds for purposes of financing various operations during its current strategic window. Part of these funds will be utilised to engage a qualified consulting firm to undertake a comprehensive Review and Benchmarking of the Finance Function of the Authority.
2. The Zambezi River Authority ("**the Authority**") is a corporate body jointly and equally owned by the Governments of the Republics of Zambia and Zimbabwe ("**Contracting States**") and is mandated with the management of the Kariba Complex and the stretch of the Zambezi River (from Kazungula to Kanyemba) forming a common border between the two contracting states.
3. The detailed Terms of Reference (TOR) for the assignment can be inspected on the Authority's website: www.zambeziriver.org
4. The Zambezi River Authority now invites eligible consulting firms ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:
 - The consulting firm must be legally registered and eligible to provide consultancy services in Zambia and/or Zimbabwe;
 - The firm must demonstrate that its core business includes at least one of the following areas: finance transformation, finance function reviews, organisational reviews, business process improvement, institutional strengthening, or related consultancy services;
 - The firm must have a minimum of ten (10) years' relevant experience in providing consultancy services in at least one of the following areas: finance transformation, organisational reviews, business process improvement, or institutional strengthening.
 - The firm must demonstrate the successful completion of at least three (3) similar assignments within the last ten (10) years, with each assignment involving one or more of the following: finance function reviews, finance transformation, finance organisational restructuring, finance function benchmarking, business process reengineering, or related institutional strengthening assignments, and having been undertaken for at least one of

the following: a public sector institution, statutory body, regional organisation, multinational organisation, or intergovernmental organisation. Among eligible firms, the number of such qualifying projects will be the sole determinant for ranking, with those having a greater number of similar completed assignments regarded as more highly qualified under the Consultant's Qualifications Based Selection (CQS) method.

Key Experts are not evaluated at this stage.

5. A Consultant will be selected in accordance with the CQS method set out in the Authority's Procurement Policy and Procedures.

Bidders shall provide details of their relevant assignments in table format, with a separate entry for each assignment. The table shall include the assignment name, country and location within the country, name of the client, client's address and telephone/mobile contact numbers, start and completion dates (month/year), names of associated consultants, a narrative description of the project, and a description of the actual services provided by the bidder's staff under the assignment. The information shall be sufficiently detailed to demonstrate the bidder's relevant experience and capacity in undertaking assignments of a similar nature.

Further information can be obtained at the address below during office hours from 08:00hrs to 16:30 Hours.

Expressions of interest must be delivered in a written form to the address below by **E-mail in PDF, on or before 20th October 2026 by 1500 Hours Central African Time.**

Email Tender Box: procurement@zambezi.org

The Expression of Interest must be addressed to;

The Chief Executive: Eng. Munyaradzi C. Munodawafa

Zambezi River Authority

Kariba House,
32 Cha Cha Cha Road,
Lusaka, Zambia
[Tel:+260-211-227970-3](tel:+260-211-227970-3)

Attention: Manager Procurement, Mrs. Misozi Mbawo

Email: procurement@zambezi.org