



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

FORMULATION OF A CORPORATE STRATEGY

Assignment Title: Formulation of a Corporate Strategy for the Zambezi River Authority for the Period 2025 to 2029

Reference No: ZRA/FIN/03/2024

1. The Zambezi River Authority (“the Authority”) has set aside funds in the 2024 Finance Budget and intends to apply part of the proceeds towards consulting services for the formulation of a corporate strategy for the five (5) year period 2025 to 2029.
2. The Authority is a corporate body jointly and equally owned by the Governments of Zambia and Zimbabwe, “the 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 Authority has in place a five (5) year Corporate Strategy which will come to an end on 31st December 2024. The scope of the consulting services (“the Services”) will be implemented over a period of four (4) months (July to October 2024). The assignment should be completed by 30th October 2024 for implementation by 1st January 2025.
4. The specific objectives of the assignment are to;
 - Lead the Authority’s process of formulating the Corporate Strategy for the period 2025 to 2029 through facilitation of planning workshops.
 - Formulate the Corporate Strategy taking into consideration that the Authority adopted the Integrated Results Based Management (IRBM) System for its Strategic Performance management.
 - Document the agreed draft Corporate Strategy in an acceptable format.

- Produce the corporate strategy document.
5. The Consultant shall be required to carry out the following scope and any other associated activities to come up with a Corporate Strategy.
- Independent stakeholder consultations in Lusaka, Zambia and in Harare Zimbabwe;
 - Facilitate a stakeholder workshop to be held in Livingstone, Zambia or Victoria Falls, Zimbabwe;
 - Critically review the Authority's Vision, Mission, and Value Statements;
 - Review the Authority's Corporate Goals and Strategic Objectives;
 - Produce the draft and final versions of the Corporate Strategy;
 - Develop a Corporate Strategy Monitoring & Evaluation Tool; and
 - Present the final Corporate Strategy to the Executive Management and Board of Directors.
6. The Terms of Reference for the Consulting Services can be inspected on the Authority's website: www.zambeziira.org
7. The Authority now invites local consulting firms in Zambia ("Consultants") to express their interest in providing the Services. Interested local Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

Consultants may not associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications.

A Consultant will be selected in accordance with the **Least Cost Selection** method set out in the Authority's Procurement Policy and Procedures.

8. The shortlisting criteria is;
- i) Local Consultants registered in Zambia and owned by Zambian nationals.
 - ii) The firms core business with a minimum of ten (10) years relevant experience,
 - iii) General experience demonstrating at least three (3) corporate strategy assignments awarded during the last seven (7) years. The assignments shall include description of the assignment, names of clients, contract sums and month and year of contract award and completion of assignment.
 - iv) Specific experience in the formulation of at least one (1) corporate strategy for companies in the same business sector (government owned organization) in the last five (5) years.
 - v) Specific experience relating to corporate strategy for binational companies will be an added advantage.

General and Specific experience in corporate strategy formulation shall clearly state the description of the assignment, client contact persons, phone numbers, start and end date/year of the assignments (s) and the contract value.

9. Further information can be obtained at the address below during working hours from 08:00 to 16:30 hours local time.

Expressions of interest must be delivered by **E-MAIL in PDF on or before 5TH April 2024, 16:00hrs on the following E-mail Tender Box.**

Email Tender Box: corpstrategy@zambezi.org

The Expressions of Interest must be addressed to;
The Chief Executive
Zambezi River Authority
Kariba House
32 Cha Cha Cha Road
Lusaka, Zambia.
Tel.: +260 211 227970-3

Att: Manager Procurement