

## Request for Offers

### Introduction

The Geneva International Centre for Humanitarian Demining (GICHD) is pleased to invite ammunition management technical experts to submit a quotation for the provision of the services described below as per requirements set out in this request for offers (RFO).

<b>Reference number</b>	RFO-AMAT-West Africa
<b>Project number</b>	91023
<b>Posting date</b>	08 June, 2026
<b>Deadline for submission of the offer</b>	18 June, 2026
<b>Currency</b>	The quotation shall be presented in Swiss Francs (CHF)
<b>Language</b>	The quotation shall be submitted in English
<b>Submit to</b>	<a href="mailto:b.king@gichd.org">b.king@gichd.org</a> <a href="mailto:a.bernard@gichd.org">a.bernard@gichd.org</a>

### RFO Terms

By participating in this RFO (e.g., by submitting an offer), you agree to the following terms:

- This RFO is not a contractual offer and does not create any obligation on the part of GICHD to award a contract or to accept any offer. GICHD reserves the right to reject any or all offers, to withdraw or amend this RFO at any time, or to cancel the procurement process without providing reasons and without incurring any liability towards the participants.
- GICHD shall not be liable for any costs or expenses incurred by the participants in connection with the preparation or submission of an offer.
- GICHD is under no obligation to provide feedback or explanations regarding the selection or rejection of any offer.
- Evaluation of offers will be at the sole discretion of the GICHD.
- GICHD reserves the right to negotiate the terms of any offer or contract, including price, scope, and timelines, with any participant.
- This RFO and any related process shall be governed by the laws of Switzerland and subject to the exclusive jurisdiction of the courts of Geneva, Switzerland.

## Requirements

<p><b>Specification of Services</b></p>	<p>The GICHD Ammunition Management Advisory Team (AMAT) seeks to engage a senior-level consultant to support the development and implementation of its work in two West African countries. The consultant will provide strategic advisory support aimed at strengthening institutional frameworks and enhancing the safe and secure management of ammunition.</p> <p>The consultant must possess extensive experience in senior military management, particularly at General Staff or equivalent strategic command level, in relation to ammunition management and broader defence sector governance. Demonstrated experience engaging with senior military leadership and government officials in West Africa is essential.</p> <p>The consultant will support AMAT in the ongoing implementation of two country projects that require sustained high-level engagement with armed forces, Ministries of Defence, and other relevant national authorities. The consultant must demonstrate a proven ability to work on sensitive and politically complex issues, facilitate access to senior stakeholders, and moderate strategic-level discussions with high-ranking officials.</p> <p>Specific responsibilities will include:</p> <ul style="list-style-type: none"> <li>• Supporting strategic engagement with national authorities and regional stakeholders;</li> <li>• Facilitating dialogue and coordination among military, governmental, and other relevant actors;</li> <li>• Supporting the organization and facilitation of strategic-level workshops and meetings;</li> <li>• Promoting international good practices and standards related to safe and secure ammunition management, including the International Ammunition Technical Guidelines (IATG);</li> <li>• Advising on institutional approaches to ammunition management and the identification of ammunition-related needs;</li> <li>• Supporting institutional reform processes related to ammunition management and defence governance;</li> <li>• Representing AMAT-GICHD in relevant meetings and engagements, as required.</li> </ul> <p>The consultancy will require multiple missions to West Africa during 2026 and 2027.</p>
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	<p><b>Qualifications and Experience</b></p> <p>The consultant must be able to demonstrate:</p> <ul style="list-style-type: none"> <li>• Extensive experience working with senior military leadership and government authorities, preferably in West Africa;</li> <li>• Proven experience advising on and supporting military reform and institutional change processes, preferably in the region;</li> <li>• Strong knowledge of ammunition management principles, including familiarity with the International Ammunition Technical Guidelines (IATG);</li> <li>• Experience facilitating strategic-level dialogue and engagement on sensitive issues;</li> <li>• Excellent stakeholder coordination, communication, and facilitation skills;</li> <li>• Professional fluency in English</li> </ul>
<b>Timing</b>	The contract will be for no more than 30 days spread between July 2026 through up to September 2027.
<b>Terms</b>	Suppliers must agree to comply with GICHD’s Partner Code of Conduct, the GICHD General Terms and Conditions (subject only to commercial negotiations), and any donor-mandated compliance clauses.
<b>Place of assignment</b>	The consultant will be working from home, with travel requirements to up to two West African countries and to Geneva as needed.

## Proposal

The supplier shall provide a coherent, organized and clear proposal in response to the request. The proposal should at least cover the following items:

- Name of company/individual
- Address, contact details
- Description of how the supplier’s experience will enable them to meet the requirements set out above
- Pricing: Daily rate in CHF