



## **REQUEST FOR EXPRESSION OF INTEREST (EOI) BY CONSULTING FIRMS**

### **ORGANISATIONAL STRUCTURE REVIEW CONSULTANCY**

**RFP No: LCE/RFP/HR/SR/2024-25**

#### **Introduction**

The Lesotho College of Education (LCE) is a leading public higher education institution established under the LCE Act of 1997. The College is dedicated to excellence in teacher education and educational research, with a mission to produce educators who can deliver relevant and transformative education. As part of its strategic plan, LCE is seeking to conduct a comprehensive review of its organisational structure to ensure alignment with its strategic goals and enhance operational efficiency.

#### **Objectives**

LCE seeks to engage a reputable, qualified, and experienced individual or firm to conduct this organisational structure review. The consultant will be required to assess the current structure, identify areas for improvement, and propose recommendations for a streamlined and effective organisational framework that supports LCE's mission and strategic objectives.

**Interested eligible bidders may obtain the Request for Proposal with full Terms of Reference upon payment of a non-refundable fee of M1000.00 into the College's bank account:**

**Bank Name:** Standard Bank Lesotho  
**Account Holder:** Lesotho College of Education  
**Account No:** 9080003264986  
**Branch:** City

**Bidders should present the confirmation/proof of payment to the College Procurement offices for the purchase of bidding documents. Documents will be available from Monday the 2<sup>nd</sup> September to Friday 13<sup>th</sup> September 2024 from 9:00hrs to 16:00hrs.**

**Requests for clarification should be made in writing on or before Wednesday 11<sup>th</sup> September 2024 to the following e-mail address [a.khalema@lce.ac.ls](mailto:a.khalema@lce.ac.ls) with a copy to [m.khama@lce.ac.ls](mailto:m.khama@lce.ac.ls) and [p.selemela@lce.ac.ls](mailto:p.selemela@lce.ac.ls)**

### **1. Duration**

The estimated duration of this assignment is two (2) months from the date of signing of the contract.

### **2. Eligibility**

Lesotho College of Education invites eligible **Consulting Firms** to indicate their interest in providing these services. Interested consultants must provide company profiles and Curriculum Vitae (CVs) indicating they are qualified to perform the assignment. Establishment of the short-list and selection procedure shall be in accordance with the Public Procurement Act 2023.

2.1 The Consultancy Service Provider must hold a minimum of a Master's Degree in human resource management, organisational development, business administration, or equivalent.

2.2 Shall have at least 5 years' experience in conducting HR and organisational reviews of organisations such as universities, technical colleges, vocational training institutions, educational research centres, and higher education regulatory bodies.

### **3. Submission**

All Expressions of Interest accompanied by company profiles must be delivered to the below address; **The LCE Administrative Building by 14.30hrs on Friday, 13<sup>th</sup> September 2024.** **Electronic submissions should mention the subject message as "LCE Structural Review" and be sent to [procurement@lce.ac.ls](mailto:procurement@lce.ac.ls).**

Expressions of Interest shall be addressed to:

The Project Manager

Lesotho College of Education

P. O. Box 1393

Cathedral Area, Off Main South 1

Maseru

Lesotho.