

Government of the People's Republic of Bangladesh  
Office of the Project Director  
SMoDMRPA Project  
Venture Tower, Plot-3 (3rd Floor)  
Mohakhali, C/A, Dhaka-1212  
[www.snsp.ddm.gov.bd](http://www.snsp.ddm.gov.bd)

**Expression of Interest  
for  
Selection of Individual Consultant**

Ministry/Division:	Ministry of Disaster Management & Relief
Agency:	Department of Disaster Management
Procuring Entity Name:	Project Director, Strengthening of the Ministry of Disaster Management and Relief (MoDMR) Programmes Administration (3 <sup>rd</sup> Revised) (Component-2 of the Safety Net Systems for the Poorest (SNSP))
Procuring Entity Code:	
Procuring Entity District:	Dhaka
EOI for Selection of:	Individual Consultants
Title of Service:	Procurement Specialist
EOI Ref. No.:	51.01.0000.012.14.054.13
Date:	August 31, 2020
<b>KEY INFORMATION</b>	
Procurement Sub-Method:	Selection of Individual Consultants (SIC) following World Bank Guidelines
<b>FUNDING INFORMATION</b>	
Budget and Source of Funds:	International Development Association (IDA)
Development Partners:	International Development Association (IDA)
<b>PARTICULAR INFORMATION</b>	
Project/ Programme Name:	Strengthening of the Ministry of Disaster Management and Relief (MoDMR) Programmes Administration (3 <sup>rd</sup> Revised) (Component-2 of the Safety Net Systems for the Poorest (SNSP))
EOI Closing Date and Time:	September 22, 2020; 5:00 PM
Project Closing Date:	June 30, 2023
<b>INFORMATION FOR APPLICANT</b>	
Brief Description of Assignment:	<ul style="list-style-type: none"> <li>• Provide advice on procurement policies and procedures ensure consistency with World Bank's Guidelines and Government's Public Procurement Act and Regulations</li> <li>• Prepare and update Procurement Plans and schedules on a periodic basis</li> <li>• Prepare invitation for bids, request for expressions of interest, bidding documents, request of proposals terms of reference, evaluation reports, contracts and all other procurement documentation</li> <li>• Monitor procurement processes, identify slippages, take risk mitigation actions</li> <li>• Prepare periodic reports required by MoDMR/DDM or IDA, and</li> </ul>

	<p>ensure proper follow-up of necessary actions</p> <ul style="list-style-type: none"> <li>• Any other work assign by the Project Director</li> </ul>
Education Qualification & Experience Required:	<ul style="list-style-type: none"> <li>• At least a Bachelor's Degree in Engineering; of a Master's Degree in Business Administration Commerce, Finance, Law or Procurement</li> <li>• Professional Qualifications in procurement, purchasing and /or supply chain management (such candidates will be given preference)</li> <li>• At least five (5) years of work experience in procurement in government/ semi-government institutions or with international donors implementing development projects or having had other responsibilities with a substantial procurement content (i.e. preparation of bidding documents and requests for proposals; use of internationally accepted contract documents; understanding of principles underlying procurement practices analytical capability in identifying and resolving procurement issues; etc.).</li> <li>• Extensive knowledge of Government's Public Procurement Act and Regulations</li> <li>• Extensive knowledge of IDA's Procurement/ Consultant Guidelines</li> <li>• Excellent Spoken and written Bengali and English skills</li> </ul>
Other Details (if applicable):	Interested applicants may obtain further information from office of the Project Director, SMoDMRPA Project, from 10:00 AM to 4:00 PM, on working days, before the closing date. No specific format for applications are specified, however, consultants are expected to submit a brief cover letter expressing their interest in the assignment, and highlighting their suitability for the position, as well as their detailed CV.
Association with foreign firms is:	N/A
<b>PROCURING ENTITY DETAILS</b>	
Name of Official Inviting EOI:	Satyendra Kumar Sarkar Strengthening of the Ministry of Disaster Management and Relief (SMoDMR) Programmes Administration (3 <sup>rd</sup> Revised) (Component-2 of the Safety Net Systems for the Poorest (SNSP))
Designation of Official Inviting EOI:	Project Director
Address of Official Inviting EOI:	Office of the Project Director, SMoDMRPA Project, Venture Tower, Plot-3 (3 <sup>rd</sup> Floor), Mohakhali, C/A, Dhaka-1212.
Contact Details Phone:	02-9890360
The Procuring entity reserves the right to accept or reject all EOIS	

  
 Satyendra Kumar Sarkar  
 Additional Secretary  
 Project Director  
 SMoDMRPA Project  
 Phone: 02-9890360