



REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

Hiring of Individual Consultants for the Project Implementation Units (PIUs) in Northern, Eastern, North Central and Uva Provinces for 2022

The State Ministry of Provincial Councils & Local Government Affairs (SMPCLGA) is implementing the Local Development Support Project (LDSP) with financial support from the World Bank and the European Union (EU). The project is implemented through Northern, Eastern, North Central and Uva Provincial Councils.

The LDSP aims to strengthen Local Government Authorities (i.e. Municipal Councils, Urban Councils, and Pradeshiya Sabhas) in Northern, Eastern, Uva and North-Central provinces for effective and responsive local service delivery and accountable governance. The LDSP provides Basic Transfers (BT) and Performance Transfers (PT) to all 134 Local Government Authorities (LGAs) in these provinces to improve service delivery and institutionalize their accountability to citizens.

The Project Coordination Unit (PCU) of LDSP -Local Development Support Project intends to hire short term individual consultants to fulfill the requirement. The consultants are working under the direct supervision of the Project Director and or the Deputy Project Directors of the PIUs. The individual consultants will predominantly be responsible to deliver and accomplish the targets as per the Terms of Reference (TOR).

**FINANCE MANAGEMENT CONSULTANT for PCU - LDSP/PCU/IC/FMC/1
(One Position)**

SPECIFIC TASKS ASSOCIATED WITH THE ASSIGNMENT

Results-based financing requires a shift in mindset within LGAs to improve public service delivery. Therefore, the Ministry has decided to introduce PTs in an incremental fashion following an iterative, consultative, and learning-by-doing process. On part of the PCU, this would entail providing close support to LGAs during the initial PT rounds to minimize risks of LGAs avoiding harder results and/or not accurately reporting on achievements. Therefore, the consultant will be responsible for closely following up with LGAs on objectives, processes, organization, and management of both the BT and PT activities in close coordination with the World Bank and the Asia Foundation. In line with the objectives of the assignment, the consultant will have to engage in the following tasks:

Task one: Support BT & PT activities on behalf of the PCU

Task two: Report to the Ministry, World Bank and EU in Colombo on the PT roll out process

THE INDIVIDUAL CONSULTANT WILL HAVE:

Basic Qualifications & Experience - Compulsory

- University degree approved by the UGC in a related field, including Financial Management, Economics, Public Administration or related field.
- A Post Graduate Degree or full membership of a recognized Professional institute in the relevant field
- At least 10 years post qualified working experience in researching, formulating and implementing public financial management programs

Additional Qualifications & Experience

- Managerial experience in researching, formulating and implementing public financial management program
- At least 5 years of Managerial experience in Accounting field for Foreign Funded Project
- Demonstrated project/program management skills; excellent interpersonal, problem-solving, and team skills, and ability to think innovatively and strategically to find balanced solutions to complex development problems, with a strong client focus
- Experience in qualitative and/or quantitative research methods and analysis
- Excellent oral and written communications skills in English is essential
- Proven knowledge of and experience with WB financing instruments, EU funding and in monitoring and evaluation of donor-financed and government projects is a plus

- Hiring of Individual Consultant – Engineer Cum Procurement Consultant (Eastern Province) - LDSP/IC/PC/EP/1**
- Hiring of Individual Consultant – Engineer Cum Procurement Consultant (North Central Province) - LDSP/IC/PC/NCP/1**
- Hiring of Individual Consultant – Engineer Cum Procurement Consultant (Northern Province) - LDSP/IC/PC/NP/1**
- Hiring of Individual Consultant – Engineer Cum Procurement Consultant (Uva Province) - LDSP/IC/PC/UP/1**

(Four Positions)

SPECIFIC TASKS ASSOCIATED WITH THE ASSIGNMENT

- Coordinate with the Deputy Project Director (Provincial) at the PIU to ensure timely implementation of the procurement process by LGAs according to the procurement plan.
- Closely support and monitor staff within LGAs, in preparing bidding documents for acquisition of goods, works, services and consultancies ensuring that the procurement procedures follow those prescribed in the Procurement Manual and Project Operations Manual (POM).
- Work closely with the Deputy Project Director at the PIU to ensure that Terms of Reference or technical specifications are obtained timely from relevant Technical Departments in the Provinces and beneficiaries.
- Assist PIU to prepare Design, Estimation, BOQ related to sub projects to be implemented under the Basic Tranches and Performance Tranches.
- Guide LGAs and PIU to accelerate the process of making payment to contractors by assisting & instructing to submit bills of part payments and check the bills
- Support capacity building in procurement management of LGA staff that deal with procurement issues with emphasis on World Bank and LDSP Guidelines.
- Prepare Provincial-level Procurement progress reports on a monthly basis, highlighting among other things, the progress on processing various contracts, constraints met and any other issues that require PCU attention.

THE INDIVIDUAL CONSULTANT WILL HAVE:

Basic Qualifications & Experience compulsory

- A Degree in B.Sc. Civil Engineering with Chartered approved by the UGC
- A Master Degree / Post Graduate in Construction or Related Field
- Diploma / Certificate in Procurement or related
- At least 05 Years post qualified experience in Working experience in relevant field in Foreign Funded Projects

Additional Qualifications & Experience

- At least 03 Years working experience at provincial /local /community level regarding procurement & technical related work
- At least 03 years of working experience in World Bank / ADB/ JICA Funded Projects (Knowledge and experience in using World Bank compliant procurement procedures)
- Proficient and experienced in the use of basic software applications (Excel, Word, PowerPoint or related), internet & email, MS Project & primavera
- Fluency in English

**PROCUREMENT ENVIRONMENTAL AND SOCIAL SAFEGUARD GUARD
CONSULTANT (ESSMC) for PCU - LDSP/IC/PCU/ESSG/1
(One Position)**

SPECIFIC TASKS ASSOCIATED WITH THE ASSIGNMENT

- The ESSC is responsible for ensuring the safeguard compliance (Environmental and Social safety) of the project activities
- Monitor the risk mitigation measures/ actions taken by the contractors
- Review and update of the ESMPs with regard to social risk mitigation actions depending on the requirement
- Make the public and relevant authorities aware of the project (need of utility shifting & crack survey etc.) and supervise its implementations;
- Receive grievances, complaints / establishing active grievance redress mechanisms and follow-ups
- Avoid inconvenience to the public and road users due to construction activities (noise, dust, blockage of drains, loss of access, water stagnation & inundation, unnecessary traffic delays, risk of accidents etc.)
- Facilitate the training activities for contractors and subcontractors on E&S management.
- Review and update of the ESMP with regard to health risk mitigation actions depending on the requirement
- Review and update of the ESMP with regard to safety risk mitigation actions depending on the requirement

THE INDIVIDUAL CONSULTANT WILL HAVE:

Basic Qualifications & Experience compulsory

- Basic Degree in relevant field/s approved by the UGC
- Advanced degree (PhD or Masters) in Environmental Engineering, Environmental Science, Environment or Natural Resource Management, or related fields.
- A minimum of five years of full-time relevant professional experience in the environmental risk management sector.
- Knowledge and experience in ESSM field in WB funded projects or other foreign funded projects.

Additional Qualifications & Experience

- At least 03 Years experience in both assessing project vulnerabilities /risks, as well as supervising/inspecting/monitoring projects with significant environmental and social dimensions and/or risks during implementation to mitigate and monitor Environmental and Social impacts.
- At least 03 years of working experience in World Bank / ADB/ JICA Funded Projects (with WB's safeguards policies/ ESSF and ES policies/ or similar standards)
- Willingness to travel PIUs in and Sub Projects areas. And Proficient and experienced in the use of basic software applications (Excel, Word, PowerPoint or related), internet & email
- Strong interpersonal and communication skills and Fluency in Sinhala / Tamil and English

Remuneration: Negotiable based on the qualifications & experience and Price schedule submitted by the consultant.

Selection criteria:

The Consultant's Proposal shall comprise the following components;

- Operational and technical part of the Proposal, including documentation to demonstrate that the **Consultant** meets all requirements;
- Price schedule, completed in accordance with **Payment Terms** of the TOR

Candidate who obtained the highest marks for the technical proposal will be invited for an interview and negotiation of his/her price proposal. If it is not satisfactory the next highest scoring will be invited. However, candidates who do not have basic qualifications & experience requirements shall not be considered.

The individual Consultant will be selected based on the qualifications and experience, in accordance with the procedures set out in the World Bank's Guidelines: Procurement in investment project financing Goods, Works, Non Consulting and Consultancy Services – July 2016, and Revised August 2018 on Approved Selection Methods consultancy services for the selection of Individual Consultants.

A more detailed Terms of Reference (TOR) document and other relevant documents for the consultancy services can be obtained from the following address or by mail : **ldspmpclg2018@gmail.com Telephone: 011 245 2432**

Application Procedure:

Interested candidates must provide **CVs & Price schedules** including information that demonstrates their qualifications and experience to perform the services (description of similar assignments, experience in similar conditions, availability of appropriate skills, etc.) as per the Terms of Reference for these positions. Applicants who are in the Government /Public Sector should forward their applications through their respective Heads of Departments.

Interested Candidates shall obtain TOR, RFP, further information and queries from the contract details provided below on public working days between **0900 hrs and 1530 hrs from 21 March 2022 to 28 March 2022**. All applications should be submitted via registered post with the **respective position indicated clearly on the top left corner of the envelope** and send on or before **29 March 2022** to the address mentioned below.

**Chairman
Ministry Consultant Procurement Committee
Procurement Unit
Finance Division
State Ministry of Provincial Councils & Local Government Affairs
No. 330, Union Place
Colombo 02**

21 March 2022.