

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

LIBERIA

Micro, Small and Medium Enterprises and Rural Finance Post -Ebola Reconstruction Project

Loan No./Credit No./ Grant No.: **TF0A2356**

Assignment Title: Consultancy for Support to MFDP in Project Operations
Reference No. : MSMEP/CS/IC/01

The Government of Liberia has received financing from the World Bank toward the cost of the MSME and Rural Finance Post-Ebola Reconstruction Project and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include:

1. Provide efficient, timely and effective support to Project Director in coordinating with stakeholders for planning, information, monitoring and reporting purposes;
2. Participate in coordination of program implementation with the executing agencies;
3. Provide technical advice to the Project Director on project implementation;
4. Assist in the preparation of partnership documentation including , Amendments, and Quarterly and Annual Reports for submission to donor and, where appropriate, stakeholders;
5. Support the Project Director in Monitoring and reporting on progress of the project to all stakeholders who may include the project team, and/or donor;
6. participate in the design and monitoring of communication plans
7. Assist in Monitoring and evaluating performance against agreed targets relating to the project and recommend action to ensure achievement of all agreed objectives;
8. Assist the Project Director to maintain project plans, risk and issue logs through regular updates with the project management team.
9. Undertake other duties as per the requirements of the project or as directed by Project Director

The detailed Terms of Reference (TOR) for the assignment can be obtained at the address given below.

The Ministry of Finance and Development Planning (MFDP) now invites eligible individuals (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

1. The consultant must have a minimum of Master’s Degree in Project Management, Public Administration, Economics, or equivalent;
2. At least five (5) years of relevant working experience in similar assignment;
3. Proficiency in the usage of computers and office software packages (word processing, spreadsheet etc)
4. Work experience in NGO's, INGO'S, donor funded projects and other relevant institutions will be an added advantage;
5. Must be able to work with multiple people of different background and be a good team member;

The assignment is for 10 months

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank’s “Procurement Regulations for IPF Borrowers” July 2016 (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the Approved Selection Methods for Individual Consultants set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours from *0900 to 1700 hours*

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by 1700 hour on 12th June 2018.

Attn: Frederick Bobby Krah, Project Coordinator
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