



বঙ্গবন্ধু জল উন্নয়ন বোর্ড

BANGLADESH WATER DEVELOPMENT
BOARD

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Memo No: WDB/CEIP/460

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Request for Expressions of Interest (EOI) for Procurement Specialist, (National) under PMU

Bangladesh

Coastal Embankment Improvement Project, Phase-1(CEIP-1)

Disaster Risk and Climate Change Unit

Sustainable Development Department

Procurement Specialist (National) under PMU

(Contract Package No. CEIP-1/D1/S8)

Credit No-5280- BD

Project ID No.:P128276

The People's Republic of Bangladesh (GOB) has received a credit from International Development Association (the Bank) in an amount of US\$ 375 million and a Grant from Pilot Program for Climate Resilience (PPCR), one of the targeted programs of the Strategic Climate Fund (SCF) under the Climate Investment Funds (CIF) of US\$ 25 million to meet the implementation cost of the CEIP-1. The overall project development objective is to increase the resilience of coastal population to natural disasters and climate change by rehabilitating and improving the polder system in the contiguous six coastal districts comprising Satkhira, Khulna, Bagerhat, Pirojpur, Barguna and Patuakhali Districts. A part of the IDA fund will be utilized for payments of Procurement Specialist (National) who will provide technical inputs for the effective execution of procurement under the project. BWDB now invites eligible individual national consultants to submit their Expressions of Interest (EOI) for providing the services mentioned below. The main task of the Procurement Specialist, (National) is to provide PMU, CEIP-1 a continuous support in all sorts activities related to smooth and transparent procurement of goods, services and works included under Project Components as per Procurement Plan following World Bank's Guidelines, PPR-08 (Public Procurement Rules, 2008) & PPA-06 (Public Procurement Act-06).

2. Key Functions of the Procurement Specialist (National):

The Procurement Specialist (National) will specifically be responsible in assisting the PMU for the following functions:

- Assist/Review in preparing bid documents, EoI, RFP etc as per World Bank guidelines/ government rules as applicable for the specific procurement packages
- Review draft prequalification/bidding documents prepared by the Consultant and suggest correction, modification as needed according to relevant procurement guidelines / rules.

- Prepare Specific Procurement Notice (SPN) of the Contract Packages as per Bank's Guidelines following approved Procurement Plan and check it's posting in UNDB online and in dgmarket website as well as BWDB and CPTU website;
- Check the published bid documents/RFP in conformity with approved project documents, preparation of documents for publication in BWDB and CPTU website after contract award as per guidelines ;
- Assist in Bid Evaluation, assessing short listing of Firm, evaluation of RFP;
- Prepare quarterly procurement monitoring reports as and when required;
- Ensure consistent application of existing procurement guidelines of Bank, PPR and PPA;
- Provide guidance to PD, PMU in monitoring, administering and management all the Contracts under the Project as per provision of the contracts;
- Providing necessary assistance and guidance to the PD, PMU, CEIP-1 for insight function to ensure that contracts procured under the CEIP-1 component are implemented in accordance with the agreed procedures and the terms and conditions of the contract. Provide comments on all sorts of complaints(if any) related to procurement;
- Advise BWDB on claims relating to Contracts and the issues relating to Progress and Time Extension/ Liquidated Damages
- Assist PD in guiding the Supervision Consultant, Civil works Contractor and Supplier of goods for better contract administration and evaluate their performance
- Conduct diagnostic analyses and indentify delay, bottlenecks, inefficiency, slippage etc and provide remedial measures
- Carry out the above services in the best interest of the government with reasonable care, skill and diligence with sound engineering, administrative and financial practice
- Perform any other relevant activities /tasks assigned by the Project Director

3. **Qualifications and Experiences:**

- a) Graduate/Post-graduate qualification (at least Bachelors in Engineering or Masters in procurement/ commerce / finance/ business/ management/ law/ or equivalent).
- b) Minimum 12 Years professional experiences in which he should have at least 8 years works experiences in the field of public procurement or have had responsibilities with a substantial content of his position in the procurement area (e.g use of internationally accepted contract document for goods, works and consulting services, sound understanding of principle underlying good practices in procurement and international agencies procurement guidelines, understanding and application of Government's The Public Procurement Act 2006 (PPA) and The Public Procurement Rules 2008 (PPR); ability in indentifying and resolving procurement issues).
- c) Should have specialized knowledge and significant experience in 2-3 substantive areas / aspects of procurement (e.g commodities, finished goods, machinery, and industrial equipment/plants, different construction contracts, drafting of bidding document for international procurement of goods, works and services, technical aspects in design, and construction of facilities, public procurement policies, practices);

- d) In depth knowledge of technical, commercial and legal aspects of procurement in development projects, financed by government and the World Bank is preferred;
 - e) Fully conversant and possessing skills in MS word, Excel and other software application on procurement monitoring system. Troubleshooting will be added advantages;
 - f) Must possess excellent communication skills in English, both written and spoken;
4. **Duration of the Assignment:** Duration of the consultancy services would be for **36 months** (three years). However the performance for first year will determine the continuity of the contract for the remaining years. The Contract may be extended for subsequent 3 (three) years; based on project needs and subject to satisfactory performance of the assignment during the first three years.

5. **Selection Procedures:**

BWDB now seeks the application from eligible applicants to express their interest in providing services (complete CV with detail information about employment history with duties and responsibilities, current remuneration, academic details, major publication(if any), contract address including telephone number and e-mail). The consultants will be selected in accordance with World Bank Guidelines: Selection and Employment of Consultants by the World Bank Borrowers, [January 2011]. Applicants currently in government service in the client's country may apply only if they satisfy Paragraph 1.13 (d) of the Consultant Guidelines.

6. **Remuneration** : Negotiable

- 7. Expression of interest (hard copy) must be delivered to the address below by **August 20, 2013** in three sets (1 original + 2 copies) and clearly marked "**Expression of Interest**" for the "**Consultancy Services for Procurement Specialist (National) under PMU for CEIP-I (Contract Package No.CEIP-1/D1/S8)**".
- 8. Interested Consultants may obtain further information at the address of the undersigned during normal office hours.
- 9. The authority reserves the right to accept or reject any or all the EOIs, or annul the process at any stage without assigning any reason(s) whatsoever and without incurring any liability to the affected applicant(s)

(Md. Sarafat Hossain Khan)

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