

Government of the People's Republic of Bangladesh
Bangladesh Water Development Board
Office of the Project Director, PIU
Bangladesh Weather and Climate Services Regional Project (BWCSR)
Component B: Strengthening Hydrological Information Services and Early Warning Systems

Request for Expressions of Interest (EoI)
for
Individual Senior Procurement Specialist (National)
(Contract Package No. BWDB C6)

Memo: 97-BWCSR, Component B: SHISEWS/TR (first Part)/2017

Date: 10.12.2017

The People's Republic of Bangladesh has received a credit in the amount of US\$ 113.00 million as from the International Development Association (IDA) towards the cost of Bangladesh Weather and Climate Services Regional Project (BWCSR) under which component B will be implemented by Bangladesh Water Development Board and it intends to apply part of the proceeds to payments for the provision of consultancy services for the project by hiring of an Individual Senior Procurement Specialist. The main objective of the national individual consultant services is to provide, a continuous support in all sorts of activities related to smooth and transparent procurement of goods, services and works included under the Project.

2. Scope of Task /Service:

The services of the Senior Procurement Specialist (National) as Individual Consultant, among others, include the following:

- Assist/Review in preparing bid documents, EoI, RFP etc as per World Bank guidelines/ government rules as applicable for the specific procurement packages;
- Prepare and update procurement Plan through the Bank's Systematic Tracking of Procurement Exchanges system (STEP). Upload and update the procurement transactions using STEP;
- Conduct procurement activities under the project using CPTU's e-GP portal;
- 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;
- Work as member of the bid/ proposal evaluation committee;
- 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, for insight function to ensure that contracts procured under the project components 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 identify 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. Qualification and Experience:

The Senior Procurement Specialist (National) shall have the following qualification and experiences:

- At least post graduate diploma degree or equivalents from any recognized university in procurement/economy/public administration/finance/business management/law/ engineering will have the advantage.
 - Minimum 15 Years professional experiences in which she/he should have at least 08 years works experiences in the field of government procurement or have had responsibilities with a substantial content of her/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). 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). Knowledge and understanding of e-Government Procurement (e-GP).
 - Fully conversant and possessing skills in MS word, Excel and other software application on procurement monitoring system. Troubleshooting will be added advantages.
4. The Project Director now invites eligible applicants to indicate their interest in providing the services. Applicants are invited to provide information indicating that they are qualified to perform the services (Complete CV and supporting document)
 5. Detailed Terms of Reference (ToR) will be available upon request from the address provided below either through email or in person. ToR will also be available in the website of BWDB (www.bwdb.gov.bd).
 6. The consultant will be selected using the Selection of Individual Consultant method in accordance with the government and World Bank's Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers, January 2011 (Revised July 2014).
 7. The procuring entity reserves the right to accept or reject all EoIs.
 8. Expressions of Interest shall be submitted to the address below by 12.00 AM on 04.01.2018 in sealed envelope or through email sent to the Project Director, and be clearly marked "Expressions of Interest for Senior Procurement Specialist".

Manu 10/12/17
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