

The Government of People's Republic of Bangladesh
Ministry of Water Resources
Bangladesh Water Development Board
Jamuna River Sustainable Management Project-1: Riverbank Protection and Riverbank Training (Component-1)
Pani Bhaban, Level-4, 72 Green Road, Dhaka-1205.
www.bwdb.gov.bd

Request for Expression of Interest (REOI)

1.	Ministry Division	Ministry of Water Resources
2.	Agency	Bangladesh Water Development Board
3.	Name of Procuring Entity	Project Director, Jamuna River Sustainable Management Project-1: Riverbank Protection and Riverbank Training (Component-1).
4.	Name of Procuring Entity District	Dhaka
5.	Expression of Interest for Selection of	Individual Consultant
6.	EOI Ref. No. & Date	42.01.0000.036.14.001.24-47, Date: 17 October 2024

KEY INFORMATION

7.	Procurement Method	Selection of Individual Consultant (SIC) National
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FUNDING INFORMATION

8.	Budget and Source of Funds	GoB and EKN.
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PARTICULAR INFORMATION

9.	Project Code	224396000
10.	Project Name	Jamuna River Sustainable Management Project-1: Riverbank Protection and Riverbank Training (Component-1)
11.	EOI Closing Date and Time	Date: 04 November 2024, Time: 3.00 pm

INFORMATION FOR APPLICANT

12.	Brief Description: (For detailed information on responsibilities, please go through the ToR section of SRFA which can be found at website of BWDB (www.bwdb.gov.bd) and website of BPPA (www.cptu.gov.bd).
13.	a. Name of the Post & Number: Package No: JARSMP-WDB-PMO-SD-07, Individual Local Procurement Specialist for PIU Support (1 person) Contract Duration: 36-man months (From January-2025) Remuneration: Negotiable (Vat and Tax will be deducted as per govt. rules and regulations) Educational Qualification: Bachelor degree in civil/water resources engineering and/or Master's in procurement/economics/statistics/finance/business administration/management/law or other relevant subjects. Candidates having advanced academic/professional qualifications (such as MCIPS) will be given preference. Work Experience: 15 years of work experience of which 10 years should substantially be related to the relevant tasks of preparation of tender documents (Works & Goods)/EoI, proposal documents/ procurement plan, evaluation of bids/proposals, negotiation, conflict resolutions and following concerned contract, PPR 2008 and Procurement documents & Guidelines of World Bank or similar Development Partners. Procurement Experience in flood, river, erosion and/or water resources management /irrigation sector projects is desirable. - working experience of e-Government Procurement (e-GP) is desirable; - Experience in international procurement of goods, works, services; sustainable procurement; advanced contract management is desirable; - Proven working experience on procurement following the World Bank or other Development Partners' Procurement Regulations. Experience of World Bank's STEP system is an added advantage; - Experience in FIDIC can be a plus; - Individuals who are currently working as procurement consultants on other World Bank-financed projects in Bangladesh and have more than 3 (three) months period remaining in their existing consultant contract as of the deadline date for submission of applications, will not be considered for this procurement consultant position to enable the consultants to complete their existing contractual obligations and avoid disruption in implementation of those projects.

	Key Responsibilities: • Support the Project Implementation Unit (PIU) as well as field offices (SMOs) to ensure procurement process follows World Bank's Procurement Regulations, Public Procurement Act and Public Procurement Rules. • Provide operational advice on procurement related all issues. • Support PIU and SMOs in developing new procurement packages for Goods, Works and Services under the project, and update the Plan as and when needed (at least quarterly) through the Bank's Systematic Tracking of Procurement Exchanges system (STEP). Upload and update the procurement transactions using STEP. • Check the quality and compliance side of Request for Expressions of Interest (REOI), Invitation for Bids (IFB), Invitation for Prequalification (IFP), Bidding Document, Request for Proposals (RFP) and Pre-Bid Meeting Minutes as per World Bank Procurement Regulations. • Guide and conduct procurement in accordance with World Bank Procurement Regulations for IPF Borrowers" (July 2016, amended in September 2023) ("Procurement Regulations") the Bank's Systematic Tracking and Exchanges in Procurement (STEP) system will be used to prepare, clear and update Procurement Plans and conduct all procurement transactions for the Project. • Take part, as a member of evaluation committees. • Provide timely advice to PIU in making submissions for Letter of No Objection at World Bank, help PIU on necessary documentation and revision of the submissions as advised by the Bank officials. • Help PIU and SMOs to address the procurement related complaints, which will include (a) review of the complaints vis-à-vis the respective procurement processes and documents, and (b) participation in discussions that PIU members may have with complainants. • Provide advice and training to PIU members/SMOs on World Bank Procurement Framework (NPF) and procurement related matters, on need basis as a part of the institutional capacity building of BWDB; • Closely monitor procurement activities in reference to the Procurement Plan timeline and the procurement approval process of the Government and bring any slippage of activities immediately to the attention of the Project Director. • Prepare quarterly report on procurement status and procurement risk mitigation framework and arrange submission of the same to IDA for review. • Assist in preparing TORs and associated documents for other consultants, as appropriate. • Conduct diagnostic analyses on delays, inefficiency, etc. in the system, and provide recommendations to improve the same, if required. • Prepare contract management checklist and suggest improvement on contract administration by different contractors at different sites. • Report any possibility of contract variation. • Report on implementation of sustainability factors in procurement and contract management, including economic, social and environmental considerations. • Closely monitor procurement activities in reference to the Procurement Plan timeline and the procurement approval process of the Government and bring any slippage of activities immediately to the attention of the Project Director. • Prepare quarterly report on procurement status and procurement risk mitigation framework and arrange submission of the same to IDA for review. • Conduct procurement activities under the project using CPTU's e-GP portal as applicable. • Transfer of knowledge by the consultant to Ministry /BWDB officials who will be specifically assigned by PIU as the trainees and expected to take over procurement tasks for the project by the end of the consultant's contract after 3 years (expiration of consultant's contract). • any other task assigned by the Project Director/project management as and when required. b. Name of the Post & Number: Package No: JARSMP-WDB-PMO-SD-08, Individual Local Financial Management and Audit Specialist for PIU Support (1 Person) Contract Duration: 36-man months (From January 2025) Remuneration: Negotiable (Vat and Tax will be deducted as per govt. rules and regulation) Educational Qualification: • Will hold postgraduate in accounting, management and finance. Professional accounting qualification (Chartered Accountant/ Cost Management Accountant/ Chartered Certified Accountant (ACCA) from The International Federation of Accountants (IFAC) accredited body are preferable.
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Work Experience:

- 15 years of working experience in financial, accounting, auditing and budget management of which 05 years of working experience in Multi Donor Bank (MDB) finance projects will give preference. Candidate having 10 years or more accounting, reporting, auditing and budget management in public sector projects or relevant experience is preferable.
- Experience in financial reporting and auditing of World Bank's fund operating conditions & reporting requirements will be an added advantage. Fully conversant with and have had hands on experience in application software and also in computerized accounting system with ability to assist in implementation and customization and Proficiency in iBAS++ and knowledge of Government Financial Rules (GFR). Skills in software installation and troubleshooting will be added advantages.

Key Responsibilities:

- Maintain the accounting system for the Project, utilizing standard accounting procedures, ensuring full documentation and recording of sources and uses of funds.
- Prepare quarterly/annual financial reports (Expenditure and revenue) for the GOB and quarterly Interim Unaudited Financial Reports (IUFRs) for the World Bank.
- Oversee the preparation of withdrawal applications for draw down of the World Bank funds for all activities and Categories of Financing Agreement.
- Review and verify accuracy of information on payment vouchers for signing of cheques.
- Verify and ensure the availability of funds before cheques are written.
- Manage Project expenditures, ensuring full compliance with project WB Guidelines and GOB rules and procedures
- Assist in the Preparation of Annual Budget estimates/allocation of funds for Project activities.
- Review, verify and certify monthly, quarterly, annual and special financial statements and reports, including expenditure reports and bank reconciliation statements
- If required the current reporting formats may be up-dated in consultation with the Directorate of Accounts of BWDB including the preparation of Project Operational Manual/ Financial Management Manual if needed.
- Ensure timely settlement of payables to the Project's suppliers and contractors.
- Monitor closely the work of the Procurement and Finance unit involved in the maintenance of all the required registers including the Cashbook.
- Build financial management capacities within the Procurement and Finance Unit by providing hands-on-training on Financial Management.
- Develop/update chart of accounts to capture all financial data appropriately
- Ensure that internal controls are placed and suggest adopting best practices to improve internal governance and to reduce opportunities for corruption.
- Ensure that computerized fixed assets records are maintained in the PIU identifying location and user of each asset and arrange for the annual and periodical inventory of the assets and updating of the records.
- Attend entry and exit meetings with FAPAD auditors, facilitate timely completion of audits by arranging timely submission of annual financial statement in appropriate format, supply of information and documents responding to queries, initiate actions for holding tripartite meetings and coordinating with various units of PIU in meeting audit objections.
- Assist Project Director (PD) for finalization of internal audit TOR in consultation with IDA for BWDB's internal audit team to carry out the internal audits & assist in smooth functioning of Project Audit Committee (PAC).
- Assist PD in preparing the responses of the external and internal audits.
- Participate in Project Procurement/Tender Committee meetings as and when requested by PD.
- Maintain and inform all concerned in complying with the latest income tax and VAT deduction rules and tax certification.
- Provide guidance to Accounts Officer (s) and other accounting staff of the project and provide hands on training to the accounting staff on various aspects of financial management tasks under a structured training plan.
- Perform any other relevant activities /tasks assigned by PD.

PROCURING ENTITY DETAILS

14.	Name of the Official inviting EOI	T. M. Rashidul Kabir
15.	Designation of the official Inviting (EOI)	Project Director (Superintending Engineer)
16.	Address of the official Inviting EOI	Jamuna River Sustainable Management Project-1: Riverbank Protection and Riverbank Training (Component-1), Pani Bhaban, Level - 4, Block H, Room No.417, BWDB, 72 Green Road, Dhaka-1205.
17.	Contract Details of the Official Inviting EOI	Tel: +8802-222230222, Mob: 01711157254 E-mail: pd.jrsmPWD@gmail.com Web: www.bwdb.gov.bd

18. The procuring entity reserves the right to accept or reject any or all the applications/ proposals and to the procurement process at any stage without showing any reason.
19. No person will be considered eligible for the position violating Public Procurement Act 2006 (clause 28 or any other) or Public Procurement Rules 2008 (including all amendments), or any other regulation defined in any other law in Bangladesh.

(-/ Signed)
T. M. Rashidul Kabir
Project Director
Jamuna River Sustainable Management
Project-1: Riverbank Protection and
Riverbank Training (Component-1).