

বাংলাদেশ পানি উন্নয়ন বোর্ড

প্রকল্প ব্যবস্থাপনা ইউনিট

বাংলাদেশ সাসটেইনেবল রিকভারি, ইমার্জেন্সি প্রিপারেনেস এন্ড
রেসপন্স প্রজেক্ট (বি-স্ট্রং) (বাপাউবো অংশ)
রুম নং-১০০৫, ব্লক-বি, লেভেল-১০ (১১তম তলা), পানি ভবন,
৭২ গ্রীন রোড, ঢাকা-১২০৫।
ই-মেইল: pd.bwdb.bstrong@gmail.com
ফোন: ০২-২২২২৩০২৮৯, ০২-২২২২৩০৪৮৯



Project Management Unit

Bangladesh Sustainable Recovery, Emergency
Preparedness and Response Project (B-STRONG)
(BWDB Part)
Room No-1005, Block-B, Level-10, Pani Bhaban,
72 Green Road, Dhaka-1205.
E-mail: pd.bwdb.bstrong@gmail.com
Phone: 02-222230289, 02-222230449

Ref: B-STRONG/EoI/IC/30

Date: 09 July 2025

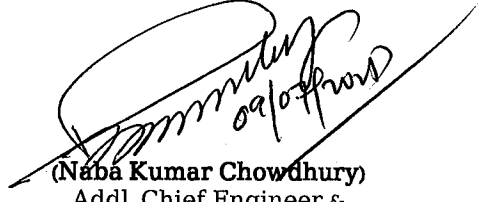
Request for Expression of Interest (REOI)

Bangladesh Sustainable Recovery, Emergency Preparedness and Response Project (B-STRONG) (BWDB Part) under Bangladesh Water Development Board, Ministry of Water Resources is a project to repair and restore the BWDB structures damaged by recent flood in Cumilla, Noakhali, Feni, Lakshmipur and Brahmanbaria district and protect the agricultural production in project areas. The World Bank is the Project Aid Partner and Bangladesh Water Development Board is the executing agency. B-STRONG (BWDB Part) is seeking specialists through Selection of Individual Consultant (National) for its following consulting positions.

Sl.	Name of the Consulting Position	No. of Position
1.	Individual Procurement Specialist for PMU Package No: BSTRONG/BWDB/S-01	1(One)
2.	Individual Financial Management Specialist for PMU Package No: BSTRONG/BWDB/S-02	1(One)
3.	Individual Social Specialist for PMU Package No: BSTRONG/BWDB/S-03	1(One)
4.	Individual Environment Specialist for PMU Package No: BSTRONG/BWDB/S-04	1(One)
5.	Individual Gender & GBV Specialist for PMU Package No: BSTRONG/BWDB/S-05	1(One)

The Last date of application is 28 July, 2025 by 17:00 hours at the office of the undersigned either through e-mail or in person or by mail. The details of this REOI are available at website of BWDB www.bwdb.gov.bd and www.cptu.gov.bd.

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.


(Naba Kumar Chowdhury)
Addl. Chief Engineer &
Project Director
B-STRONG (BWDB Part)
BWDB, Dhaka

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প্রকল্প ব্যবস্থাপনা ইউনিট

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রুম নং-১০০৫, ব্লক-বি, লেভেল-১০ (১১তম তলা), পানি ভবন,
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Ref: B-STRONG/EoI/IC/S-02/26

Date: 09 July 2025

Country: Bangladesh

Name of the Project: Bangladesh Sustainable Recovery, Emergency Preparedness and Response Project (B-STRONG)

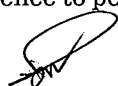
IDA Credit No. 7786-BD

Project ID: P508058

REQUEST FOR EXPRESSIONS OF INTEREST For Selection of Financial Management Specialist (Individual) (Package Number: BSTRONG/BWDB/S-02)

1. The Government of the People's Republic of Bangladesh (GoB) has received a credit from the International Development Association (IDA) towards the cost of Bangladesh Sustainable Recovery, Emergency Preparedness and Response Project, with Bangladesh Water Development Board (BWDB) as one of the implementing agencies, and intends to apply a part of the proceeds of this credit for the services of an Individual Consultant as Financial Management Specialist.
2. **Scope of Services:** The Scope of Services of the Consultant includes, but not limited to the following:
 - i. **Financial Management and Fund Flow:** The Consultant will update and ensure continuation of sound financial management procedure at BWDB - in accordance with regulations of Government of Bangladesh (GoB) and IDA. S/he will ensure that all policies and procedures are in compliance with funding source policies, procedures, and requirements; and review the efficacy of internal controls in place and suggest adopting best practices to improve internal governance and to reduce opportunities for corruption. S/he will process withdrawal applications for IDA funds to the Government Consolidated Fund and/or Designated Account; and to ensure adequate internal control for proper utilization, management and accounting of funds.
 - ii. **Budgeting:** The Consultant will assist the PD in consolidating the project budget on the basis of approved procurement plan and implementation plan. S/he will assist the PD in ensuring that the expenditure is made within the budget and variance if any has a valid justification and is duly authorized. The Consultant will provide a variance analysis as part of the quarterly Interim Financial Reports (IUFs). S/he will also have to provide some standard ratio analysis and carry out taxation accounting for VAT, TAX, CD etc.
 - iii. **Development of a Chart of Accounts:** The Consultant will develop/update a comprehensive Chart of Accounts for the project to capture financial data under (i) GoB code of accounts (ii) project components and sub-components (iv) World-Bank disbursement categories for the project, so as to enable the computerized system to classify and group financial data for the various financial reports as required by the World Bank and various GoB agencies. S/he will maintain the accounting system for the Project, utilizing standard accounting procedures, which will ensure full documentation and recording of sources and uses of funds.
 - iv. **Computerized Accounting System:** The Consultant will be responsible for procuring and implementing a Computerized Accounting System (CAS) for the project. The Consultant would be fully conversant with the system and train up other accounting staff in its operation and be responsible for keeping it going. The Consultant will arrange to maintain the books and meet the financial reporting requirements using an MS Excel based system until the computerized system is functional. Ensure that the computerized fixed assets records are maintained in the PMU identifying location and user of each asset and arrange for the annual and periodical inventory of the assets and updating of the records.
 - v. **Disbursement Plan:** The Consultant, with the assistance of project accounting staff and in consultation with other staff involved in project implementation, will prepare the annual, quarterly, and half yearly disbursement forecasts of the project in line with project's procurement and implementation plan and budget; and acquire approval from the PD for the purpose of preparing quarterly/half yearly financial reports for disbursement.
 - vi. **Fund Management:** The consultant will assist the PD in obtaining quarterly fund release for GoB allocated fund and requisite government approval. S/he will ensure proper use of funds for the project activities; manage funds including the operation of a designated account; timely replenishment; conduct timely preparation of Bank Reconciliation Statements and initiate and respond to all fund and bank related correspondence with GoB and IDA; and process withdrawal applications prepared for draw down of the World Bank funds for project activities. The Consultant will review and verify the accuracy of information on payment vouchers for signing of checks; prepare payment vouchers before cheques are written for all Project related expenditures and manage Project expenditures while ensuring full compliance with GoB rules and procedures.

- vii. **Replenishment of Fund:** The Consultant will exercise due diligence to ensure the genuineness and appropriateness of all financial information in the withdrawal application before preparing the consolidated replenishment request to IDA.
 - viii. **Processing Payments:** The Consultant will ensure appropriate continuous arrangement in place for smooth processing; approval and payments of bills for procurement of goods, works and services for the project from all sources of funds complying with relevant GoB/IDA rules; maintaining requisites files; records and books, following internal control and safeguard measures. The Consultant will review the accuracy of payment vouchers and cheques; verify and ensure availability of funds before checks are written; and prepare payment vouchers before cheques are written. S/he will review receivables and payables and ensure prompt settlement of payables to the Project's suppliers and contractors; and review and certify receipts and cash transfer sheets regarding Sale of Tender documents.
 - ix. **Internal Control:** The Consultant will ensure that all policies and procedures are in compliance with funding source policies, procedures and requirements and will review the efficacy of internal controls in place and suggest adopting best practices to improve internal governance and to reduce opportunities for corruption. This will include ensuring the appropriate use of financial powers, delegated or otherwise; separation of duties and policy for authorization of transactions; adequate internal check and control system to safeguard physical assets; and timely periodic and regular reconciliation.
 - x. **Books and Records:** The Consultant will ensure maintenance of the adequate registers, books and records in appropriate order to meet the statutory requirements of stakeholders and to facilitate classification and analyzing the financial information for monitoring the project progress.
 - xi. **Fixed Assets Record:** The Consultant will ensure that the computerized fixed assets records are maintained in the PMU identifying location and user of each asset and arrange for the annual and periodical inventory of the assets and updating of the records.
 - xii. **Preparation of Financial Statements and Reports:** The consultant will ensure that the annual financial statements and other monthly and quarterly reports as specified under the GoB Project Accounting Manual and Interim Unaudited Financial Reports (IUFs) required under the Financing Agreement are accurately prepared and submitted in due time. The Consultant will make sure of pragmatic cash forecasts bi-annually while preparing the UFRs. The Consultant will ensure that Interim Un-audited Financial Reports (IUFs) are produced on a quarterly basis showing project progress on a user-friendly format and submit the same to IDA within 45 days from the end of each calendar quarter. S/he will also be required to ensure timely submission of the other financial reports to Ministry of Water Resources and other stakeholders.
 - xiii. **Interface with External Auditors:** The Consultant will prepare the Statement of Audit Needs (SAN) to be agreed with the C & AG extending the audit focuses on testing controls preventing corruption and detecting the Transactions with corrupt practice. S/he along with FM staff will 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; and initiate actions for holding tripartite meetings and coordinating with various agencies in meeting audit objections. The Consultant will prepare the consolidated financial statement and submit to the Chair, Steering Committee with copies to the Secretary of ministry with management letters addressed top head of agencies, and assist in publishing the project audit reports on the project website. S/he will assist the PD on independent performance audits, including review of the financial management system and verification of procurements will be carried out by a firm of Chartered Accountants.
 - xiv. **Internal Audit:** The Consultant will play a key role in developing and finalizing the ToR for Internal Audit (internal audit) in coordination with the PD an IDA, which will be conducted throughout the project by an external firm. The Consultant will provide recommendations to the PD on corrective actions to the issues that would be raised in the Internal Audit Report. S/he will present the internal audit report findings to the Project Steering Committee for its review and instructions to follow up.
 - xv. **Special Assignments:** The Consultant will assist Project Procurement/Tender/Audit Committee in performing their activities; assist/advise the PD in all financial matters as and when required.
 - xvi. **Supervision and Training:** The Consultant will advise and maintain all concerned in complying with the latest income tax and VAT deduction rules and tax certification; supervise Accounts Assistant(s) and other accounting/FM staff of the project and will provide hands on training to the accounting staff on various aspects of financial management tasks under a structured training plan.
 - xvii. **Other:** The Consultant will perform any other duties deemed necessary by the PD.
3. **Duration:** The duration of the consultancy services is tentatively 40 months up to the project completion date of June 30, 2029 (intermittent input); assignment expected to start from October 01, 2025.
 4. **Selection Procedures:**
BWDB now invites the eligible Applicants to submit the Expressions of Interests (EoI) for providing the services. The Interested Applicants need to provide information demonstrating that s/he has the required qualifications and relevant experience to perform the services. The selection criteria are:



- **Educational Qualification**
Master of Commerce in Accounting/Finance or MBA with major in Accounting/Finance. Candidate having fully or partly professional accountancy degree (CA/ACCA/CMA/ equivalent) will get preference.
 - **Experience**
 - At least 10 years' post qualification experience in financial management of which at least 5 years in a managerial position in any government / semi government organizations being actively involved and fully conversant with the large contract payments, GoB budget, fund release and reporting formalities, knowledge regarding rules and regulations for budgeting, accounting, financial reporting and auditing.
 - Fully conversant with and have had hands on experience with computerized accounting system with ability to assist in implementation and customization; skills in software installation and troubleshooting will be added advantages;
 - Experience in World Bank's disbursing and reporting requirements; and working with World Bank or similar financiers' funded projects will be an added advantage;
 - Candidates with experience with IBAS++ preferred;
 - Proven track record of ability to develop a chart of accounts befitting the relevant computerized accounting system and the reporting;
 - Strong organizational and planning skills with the ability to work independently as a team player and under pressure;
 - Strong interpersonal communicative skills, experience in team leadership and participatory management;
 - Ability to train the project staff on financial management system.
5. The attention of interested Consultants is drawn to paragraphs 3.14, 3.16, and 3.17 of the World Bank Procurement Regulations for IPF Borrowers, Sixth Edition, February 2025 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.
 6. Detailed Terms of Reference (ToR) and other information will be available upon request from the address provided below either through email or in person. ToR is also available in BWDB's website (<https://www.bwdb.gov.bd/>).
 7. The consultant will be selected following the Selection of Individual Consultant method as set forth in the World Bank Procurement Regulations.
 8. Expression of Interest needs to be submitted (either through e-mail or in person or by mail) to the following address by 17:00 hours on July 28, 2025. Please clearly mention "**Expression of Interest (EoI) for Selection of Financial Management Specialist under B-STRONG (BWDB)**" in the e-mail's subject line or on the top of the envelope.
 9. The authority reserves the right to accept or reject any or all EoIs without assigning any reason, whatsoever.

Project Management Unit, B-STRONG (BWDB Part)

Attn: Naba Kumar Chowdhury, Additional Chief Engineer (Civil) & Project Director, B-STRONG (BWDB Part)

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