

Government of the People's Republic of Bangladesh
Ministry of Finance, Economic Relations Division
Central Co-ordination Unit of the Private Investment and Digital Entrepreneurship Project (CCU-PRIDE)
Sher-E-Bangla Nagar, Dhaka-1207
www.erd.gov.bd

Request for Expression of Interest for Selection of Individual Junior Consultant (Time-Based)

Memo NO- 09.00.0000.061.07.001.21 (7694)

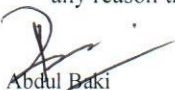
Date: 07.03.2021

1. The People's Republic of Bangladesh has received a Credit (66760 BD) from the International Development Association (IDA) of the World Bank for the Implementation of Private Investment and Digital Entrepreneurship (PRIDE) Project. The project will be implemented by BEZA and BHTPA. Economic Relations Division (ERD) of Ministry of Finance (MoF) has been given the responsibility to play coordinating role to ensure smooth operation of the project. A project named Central Coordination Unit of Private Investment and Digital Entrepreneurship (CCU-PRIDE) has been approved for coordinating purpose. A part of Credit of CCU-PRIDE project will be utilized for payment of individual Junior Consultant who will provide technical inputs relating to office administration and coordination services for the effective execution of the project.
2. The Central Coordination Unit of PRIDE (CCU-PRIDE), Economic Relations Division of the Ministry of Finance now invites eligible individual national Junior Consultants to submit their Expression of Interest (EOI) for providing the services mentioned below.

3. **Position with key functions, qualifications and experience:**

Contract	Position	Qualification and experience
CCU-S5	Junior Consultant (Office Administration and Coordination)	Educational Qualifications: Masters in any subject or four years' bachelor degree. Experience: Needs at least 6 (six) years' working experience in IDA assisted project/s and shall have working experience with GO/NGO/ Private Organizations. <ul style="list-style-type: none">• Must be well conversant in the application of common computer packages, e.g. MS office package, Excel, Power Point etc.• Must be experienced in cross-checking of consolidated IUFs and submission of claims through IUF as assistant to PC/DPC.

4. **Duty Station:** Central Co-ordination Unit of the Private Investment & Digital Entrepreneurship (CCU-PRIDE) Project, located at ERD, Sher-E-Bangla Nagar, Dhaka-1207 and periodical on-site visits to Economic Zones and Hi-Tech Parks and Software Technology Parks located across Bangladesh.
5. **The Terms of Reference (Responsibilities)** of the above position are available at the Project Management Unit Office of CCU-PRIDE Project, ERD during normal office hours that will provide detailed scope of work and required qualification and experience.
6. **Duration of the Assignment:** The duration of the assignment will be 58 (fifty eight) months up to 31 December, 2025 on a full time basis.
7. **Selection Procedures:** CCU-PRIDE now seeks the application from the eligible applicants to express their interest in providing services (complete CV with detailed information about employment history with duties and responsibilities, academic details, current remuneration, contact address including telephone number and email). The Junior Consultant will be selected in accordance with Public Procurement Act (PPA) 2006 and Public Procurement Rules (PPR) 2008 of Government of Bangladesh (GoB) and in accordance with the procedures set-out in The World Bank Procurement Regulations for IPF Borrowers, July, 2016 and revised November, 2017. Only shortlisted candidates will be contacted
8. **Remuneration:** Negotiable consolidated remuneration inclusive of all applicable Tax and VAT as per law of Bangladesh within the project allocated budget.
9. **Submission of EOI:** Expression of Interest (hard copy) must be submitted to the address below by 30 March, 2021 at 5:00 pm.
10. Interested Junior Consultants may obtain further information at the address of the under signed during normal office hours.
11. The authority reserves the right to accept or reject any or all EOIs or annul the proceedings without showing any reason thereof.



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