

ISLAMIC DEVELOPMENT BANK (IsDB) GROUP

Economic and Social Infrastructure Department (ESID)

REQUEST FOR EXPRESSION OF INTEREST (EOI) FOR TWO SHORT- TERM CONSULTANTS “STCs” ASSIGNMENTS

**FOR** **PREPARATION OF PROJECT COMPLETION REPORT**

**FOR**

The Program of Controlling the Ebola Epidemic in Guinea, Liberia, Mali and Sierra Leone

August 2022

Invitation for Expression of Interest (IEOI) – Short-term Consultant

*Date*: August 2022

Invitation for Expression of Interest

**[The Program of Controlling the Ebola Epidemic in Guinea, Liberia, Mali and Sierra Leone]**

1. The Islamic Development Bank (IsDB) has approved an administrative budget for financing consulting services ***(to prepare Four Projects Completion Reports (PCRs) for The Program of Controlling the Ebola Epidemic in West Africa, i.e. Guinea - Liberia - Mali - Sierra Leone)***for the above project. The Services' Terms of Reference (TOR) is in Appendix A. The Services will be provided by a team of consultants who may be self-employed professionals or employees of a consulting firm. IsDB will select and engage the Consultants in accordance with the IsDB Corporate Procurement Policy (Policy).
2. IsDB now invites Expression of Interest (EOI) from potential applicants from for consideration by IsDB in determining a shortlist of candidates to be invited to submit proposals. Depending on the number of the EOIs received and the qualifications of the applicants, IsDB may or may not short list all applicants who have submitted EOIs.
3. As highlighted in the TOR, the consultancy team will comprise a Lead Consultant, four Local PCRs consultants, and Financial Auditor.
4. Applicants who wish to submit an EOI should complete the EOI Form in Appendix B and submit it along with a copy (ies) of CVs through IsDB’s online IEOI facility or by email, fax or courier to the following authorized representative of IsDB by the 6th of October 2022:

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| **EOI submission email Address:**  BCC2022-054 Consultancy Services for PCRs the Program of Controlling the Ebola Epidemic in Guinea, Liberia, Mali, and Sierra Leone  [cf222342.isdb.org@emea.teams.ms](mailto:cf222342.isdb.org@emea.teams.ms) | **For Clarification & General Information Email:** BCC2022-054 Consultancy Services for PCRs the Program of Controlling the Ebola Epidemic in Guinea, Liberia, Mali, and Sierra Leone[f17a0ece.isdb.org@emea.teams.ms](mailto:f17a0ece.isdb.org@emea.teams.ms) |

Expression of Interest (EOI) by Applicant

# **[the Support to National Malaria Prevention and Control Project in Senegal (SEN0213)]**

Date:

Consultancy Service Unit Procurement and General Services Administrative Service Department

Islamic Development Bank E-mail: [Agul@isdb.org](mailto:Agul@isdb.org)

Dear, Mr. Abdulrasheed Hassan Gul, Islamic Development Bank.

I have read carefully your Invitation for Expression of Interest (EOI) for the captioned assignment/project and find the Terms of References (TOR) and Scope of Work match my skill mix and experiences for providing the services required in the TOR. I would like to express my interest for being considered for the Shortlist. I understand that IsDB does not have an obligation that I must be shortlisted.

I have attached to this EOI my Curriculum Vitae (CV) for your consideration. Some of the key information is highlighted below:

**Personal Profile**

Nationality: Date of Birth:

Permanent Address: Phone No.:

Email:

**Past Consultancy Assignment References**

*[Notes to consultant: Please select most relevant consultancy assignments you have recently completed to demonstrate your technical qualifications and experience.]*

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| Period | Client | Project | Country | Your role (As a Senior Consultant, Research Assistant or Regional Consultant) | Value of the Contract |
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1. **Availability**

I shall be available for the services from to *\_.*

1. **Eligibility Declaration**

I, the undersigned, certify to the best of my knowledge and belief:

I have read terms of reference (TOR) and Scope of Work (Appendix A), for this assignment.

I confirm that the project references submitted as part of this EOI accurately reflect the experience of myself.

I confirm that I have ever been convicted of an integrity-related offense or crime related to theft, corruption and fraud.

I understand that any misrepresentations that knowingly or recklessly mislead, or

attempt to mislead may lead to the automatic rejection of the proposal or cancellation of the contract, if awarded, and may result in further remedial action, in accordance with IsDB’s Integrity and Anti-corruption Policy.

*Signature: Name of the Applicant*

**Curriculum Vitae (CV)**

Position Title and No.: *{e.g., Senior Consultant, Research Assistant or Regional Consultant}*

Name of Expert: *{Insert full name}*

Date of Birth: *{day/month/year}*

Country of Citizenship/Residence: Contact information:

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Education: *{List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}*

Employment record: *{Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Please mark if the assignment is considered relevant to the assignment.}*

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| **Period** | **Employing organization and title/position. Contact information for references** | **Country** | **Summary of activities (Comment if relevant to the Assignment)** |
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Membership in Professional Associations and Publications:

Skills (language, technical, computer, others):

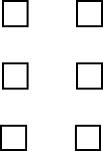
Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification and/or sanctions by the Bank.

{day/month/year}

Name of Expert Signature Date

* 1. *I am employed by the concerned Agency/(ies) related to this consultancy assignment*



* 1. *I was involved with preparation of the terms of reference for this consultancy assignment*

*Y e s N o*

**Appendix-C: Consultant Evaluation Criteria**

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| **Criteria** | **Score s** |
| **General Qualification**   * Academic Qualification * French Language Proficiency * English Language Proficiency | **30**  20  5  5 |
| **Adequacy for the Assignment**   * Similar Assignment report prepared before * Area of Expertise related to the assignment mentioned in the ToR | **50**  20  30 |
| **Experience in the Sector**   * Specific Experience related to the assignment mentioned in the ToR * Multi-lateral/International Organization * Regional Exposure | **20**  10  5  5 |
| Technical Scores  *(Cut-off point for consideration is 80 points)* | **100** |