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Invitation for Expression of Interest (EOI) for the position of

***“Citywide Inclusive Sanitation (CWIS) consultant for IsDB financed sanitation projects in Bangladesh”***

**October 2023**

Invitation for Expression of Interest (IEOI) for a **local CWIS consultant in Bangladesh to work on IsDB financed sanitation project**.

Date: 12 October 2023

**Citywide Inclusive Sanitation (CWIS) local consultant in Bangladesh**

1. The Islamic Development Bank (IsDB) is a Multilateral Development Institution established in 1973 by its Articles of Agreement with a membership comprising 57 Member Countries. At the IsDB, a Green, Resilient, Inclusive, and Sustainable (GRIS) Development approach is being employed to safeguard the interests of vulnerable populations to build and sustain inclusive development in MCs. The GRIS approach is a systematic method focused on the synergistic interdependencies of economic growth, sustainability, resilience, and inclusiveness. The Bank continues to promote green, resilient, inclusive economic growth that is compatible with the environmental and climate goals of MCs and inclusive human development, that is environmentally sustainable and made resilient by fortifying the use of natural and human resources and minimizing the risks to people, the planet, and strengthening the key drivers of an expanding economy.
2. The Islamic Development Bank (IsDB) has approved an administrative budget for hiring the CWIS consultant to support the ongoing sanitation projects in Bangladesh. This service is the part of WASH Grant within the Technical Cooperation Framework made between IsDB and the Bill and Melinda Gates Foundation (BMGF) to advance CWIS and FSM projects in IsDB member countries. The Terms of Reference (TOR) of the Services are provided in Appendix A.
3. IsDB will select and engage the Consultant in accordance with the IsDB Corporate Procurement Policy (Policy). The consultant for the assignment will be engaged based on the Quality Based Selection (QBS) method.
4. IsDB now invites Expressions of Interest (EOI) from potential local applicants in Bangladesh for consideration by IsDB in selecting qualified candidates.
5. The Consultant should necessarily complete the EOI Form in **Appendix B** and submit it along with his/her CV. The full set of documents should be submitted through email to the following authorized IsDB representative, not later than **10/11/2023 (08:00 PM GMT).**

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| **To: Mr. Papa Abdoulaye SY**  Global Lead Urban Development  Urban Development Global Practice, ESID  Islamic Development Bank  **Email:** [pabdoulaye@isdb.org](mailto:pabdoulaye@isdb.org) | **Copy: Mr. Bipin Dangol**  Senior Sanitation Expert  Urban Development Global Practice, ESID  Islamic Development Bank  **Email:** bdangol@isdb.org |

**Appendix A:** Terms of Reference of the Assignment

**Appendix B:** EOI Form

Appendix A:

TERMS OF REFERENCE

1. **Background**
2. The Government of Bangladesh has been implementing three IsDB-financed urban sanitation projects namely, Urban Water Supply and Sanitation in 23 Pourashavas, LLF Inclusive and Integrated Sanitation and Hygiene Project, and the Women in Sanitation Enterprises (WISE Project). These initiatives aim to improve urban sanitation infrastructure and services while promoting inclusivity and empowering women in the sanitation sector. The Department of Public Health Engineering (DPHE) is the Executing Agency of these projects. IsDB is seeking a qualified consultant to provide technical support to DPHE in the effective planning, implementation, and monitoring of these projects.
3. **Job Purpose**
4. The CWIS consultant will provide technical support to DPHE in developing and implementing strategies and plans for the effective execution of three IsDB-financed sanitation projects. For this, s/he will closely work together with DPHE PMU members and should maintain strong coordination with the RH Dhaka Project team, the IsDB Urban Development team, BMGF representatives, CWIS/FSM support cell members, the GWSC team, and other concerned stakeholders.
5. The consultant is expected to deliver the following key outcomes:

* Support PMU of **Urban Water Supply and Sanitation in 23 Pourashavas** to complete this project in a timely manner by providing necessary technical support in the analysis of key bottlenecks and in preparation of a viable plan of action.
* Provide technical assistance to PMU in the high-quality implementation of **LLF Inclusive and Integrated Sanitation and Hygiene Project, and the Women in Sanitation Enterprises (WISE Project)** includingsupport in **harmonizing the** monitoring and evaluation of project progress and identifying areas for improvement and facilitated knowledge sharing and lessons learned from these projects.
* Establish better coordination mechanisms and synergy among relevant stakeholders including PMU members, the RH Dhaka Project team, CWIS/FSM support cell members, Capacity Building Hub (ITN-BUET), the GWSC team members, and development partners to ensure teamwork, avoid potential duplication of efforts and to enhance overall project coordination.
* Raise awareness of business opportunities in the sanitation value chain for women and youth.
* Support DPHE in developing sustainable and gender sensitive Pourashava/ district / division business plans for the sustainable operation and management of water and sanitation facilities provided under the project

1. **Responsibilities**
2. The Consultant will be responsible for the following key tasks:

* Conduct a comprehensive review of the project documents, including the project design, work plans, and budgets and progress reports, to ensure alignment with project objectives and IsDB guidelines.
* Provide technical guidance and expertise to PMU in improving and implementing project strategies, plans, and activities.
* Support PMU in addressing the issues related to Urban Water Supply and Sanitation in 23 Pourashavas project and contribute to its completion.
* Support PMU in improving stakeholder consultations and facilitating community engagement for the LLF and WISE projects.
* Support in introducing sanitation innovations, including transformative sanitation technologies.
* Support in development/improving of mechanisms so that low-income and marginalized communities will have access to safe sanitation facilities and improve their containments with a standard quality.
* Identify and sensitize on the business opportunities in the sanitation value chain for each town.
* Assist in improving the monitoring and evaluation of project progress, including data collection, analysis, and reporting.
* Identify challenges and risks in project implementation and propose appropriate mitigation measures.
* Support the integration of IMIS in project strategies and proper implementation of IMIS in project towns for both projects (LLF 10 towns and 23 Pourashavas).
* Review and provide expert inputs in the improvement and finalization of key project documents such as the CWIS plan, capacity need assessment, gender action plan and other project reports.
* Develop stronger coordination mechanisms between the DPHE project team and the municipalities
* Support in identifying capacity gaps of the Pourashavas; develop and implement the strategies to build their capacity to execute the project in their Pourashavas
* Guide gender mainstreaming and women's empowerment in the sanitation sector as well as promoting sex-disaggregated data collection in the ongoing projects, particularly within the WISE project.
* Support to improve the quality of capacity-building activities for DPHE and relevant stakeholders, including training workshops and knowledge-sharing sessions.
* Prepare regular progress reports, including updates on projects’ activities, achievements, challenges, and recommendations for improvement.
* Facilitate knowledge sharing and lessons learned from the 23 Pourashavas, LLF and WISE projects through the development of case studies, best practice guides, and other knowledge products.
* Provide technical inputs and support in conducting assessments, surveys, and studies during projects implementation.
* Provide expert advice to DPHE and IsDB RH Dhaka in preparation for new sanitation projects.
* Participate in regular projects’ meetings and video calls.
* Ensure compliance with IsDB guidelines including environmental safeguards, standards, and reporting requirements throughout the project lifecycle.
* Perform other activities as instructed by the Chief Engineer at DPHE.
* Support the PMU in developing operational and management plans for sustainable use.

1. **Qualifications and Experience**
2. The Consultant should possess the following qualifications and experience and female candidates will be prioritized:
3. At least a master’s degree in Civil/Environmental/Sanitary Engineering or Environmental Science/marketing/Business administration or related fields.
4. A minimum of 10 years of professional experience in the field of urban sanitation, project management, or a related field.
5. Strong knowledge of CWIS and FSM including community engagement, and gender mainstreaming.
6. Experience in working with government agencies and international development organizations.
7. Familiarity with MDBs project guidelines and procedures is desirable.
8. Excellent analytical, communication, and presentation skills.
9. Ability to work effectively with diverse stakeholders, including government officials, project staff, and community representatives.
10. Proven track record of delivering high-quality outputs within agreed timelines.
11. Fluency in English (both written and spoken).
12. **Duration and Location**
13. The duration of the consultancy will be one year from the date of effectiveness of the contract. The consultant will be based at the DPHE office in Dhaka, Bangladesh.
14. **Reporting**
15. The Consultant will report to the Chief Engineer at DPHE and will work closely and communicate regularly with the PMU Project Directors, IsDB RH Dhaka team, BMGF team, and the Urban Development Team at IsDB HQ to ensure the successful implementation of the projects.
16. **Budget**
17. The budget for the consultancy, including fees, travel expenses, and other relevant costs, will be discussed and agreed upon during the negotiation phase.

Appendix B

Expression of Interest (EOI) Form

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Ms./ Mrs./ Mr. XXXXX**

**Email:**

Subject: Invitation for Expression of Interest (IEOI) for a local CWIS consultant in Bangladesh to work on IsDB-financed sanitation projects

Dear Mr. **Papa Abdoulaye SY**

I have read your Invitation carefully for Expression of Interest (EOI) for the captioned assignment/project and find the Terms of Reference (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 in being considered for the assignment. I understand that IsDB does not have an obligation that I must be selected.

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

**I. Personal Profile**

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| Nationality:  Date of Birth:  Permanent Address:  Phone No.:  Email: |

**II. Past Consultancy Assignment References**

*[****Notes to consultant:*** *Please select the 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 lead consultant or as a member of a team?)** | **Value of the**  **Contract** |
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**III. Availability**

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

**IV. Eligibility Declaration**

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

I have read the 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 my experience.

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.

{day/month/year}

**Name of the Applicant Signature Date**

Curriculum Vitae (CV)

**Position Title and No.:** *{Individual Consultant for Preparation PCR}*

**Name of Expert:** *{Insert full name}*

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

**Country of Citizenship/Residence:**

**Contact information:**

\_\_\_

**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.}*

|  |  |  |  |
| --- | --- | --- | --- |
| **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

|  |  |
| --- | --- |
|  | Yes No |
| 1. *I am employed by the concerned Agency / (ies) related to this consultancy assignment* |  |
| 1. *I was involved with the preparation of the terms of reference for this consultancy assignment* |  |
| 1. *I am not currently debarred by a multilateral development bank or other similar institutions (If yes, identify who)* |  |