



**REQUEST FOR EXPRESSIONS OF INTEREST – ENVIRONMENTAL AND SOCIAL SAFEGUARDS
AND COMPLIANCE CONSULTANTS.**

1. The Islamic Development Bank hereby invites individual consultants to indicate their interests to be part of the 2024-2026 pool of Environmental and Social Safeguards (E&S) consultants
2. The services to be provided under the assignment, the eligibility criteria and additional details are included in the enclosed Terms of Reference (TOR).
3. The eligibility criteria, the establishment of a short list and the selection procedures shall be in conformity with the Bank's procedures for the acquisition of consulting services funded by the administrative budget. Please note that interest expressed by the consultant does not imply any obligation on the part of the Bank to include him/her in the pool.
4. Interested individual consultants may obtain further information during the period of the publication of this notice at the address below during the Bank's working hours from: 09.00 am to 17:00 PM Jeddah Time.
5. Expressions of interest must be received at the address below no later than Wednesday, July 31st 2024 at 17:00 PM Jeddah Time and specifically mentioning **"2024-2026 Pool of Environmental and Social Safeguards Consultant"**.

All submissions should be made for the attention to below email:

EOI Submission - 15949 REQUEST FOR EXPRESSIONS OF INTEREST – ENVIRONMENTAL AND SOCIAL SAFEGUARDS AND COMPLIANCE CONSULTANTS <cb701d52.isdb.org@emea.teams.ms>

For any general information or Queries please contact through below email:

- 15949 REQUEST FOR EXPRESSIONS OF INTEREST – ENVIRONMENTAL AND SOCIAL SAFEGUARDS AND COMPLIANCE CONSULTANTS <ca83e3b0.isdb.org@emea.teams.ms>

TOR FOR ENVIRONMENTAL AND SOCIAL SAFEGUARDS CONSULTANTS

1. Introduction

The Islamic Development Bank (IsDB) wishes to establish a pool of individual consultants (2024-2026) to provide support to projects / programs during the identification, preparation, appraisal, approval, supervision, and completion phases. The Consultants shall be managed by the Climate Change and Environment Division (CCED). CCED is responsible for ensuring that all Bank-funded operations are subject to the mandatory compliance and quality assurance requirements of the Bank's Environmental and Social Safeguards (ESS) Policy.

2. Duties

The E&S Consultants will work under the oversight and guidance of the CCED Manager, and the direct supervision of the Bank's E&S officer assigned to the project teams, he/she will work on. The duties of the consultants shall include the following:

- **Project preparation:** (i) identify the E&S risk category in collaboration with the client and then prepare the categorization document; (ii) advise the client on the required environmental and social (ESA) documents to prepare in accordance with national legislation and the Bank's ESS requirements; (iii) review and clear the ESA documents prepared by the client; (iv) provide the inputs into the readiness reviews and any other quality assurance requirement; (v) draft and/or contribute to relevant sections of project documents such as Project Preparation Reports and Project Appraisal Documents; (vi) prepare response to any query related to the E&S aspects including early complaint filed through the project-level or institutional-level grievance redress mechanism (GRM). At any stage of the preparation phase, the consultant shall make proposals for mainstreaming environmental sustainability into the project/program design, whenever feasible.
- **Project implementation:** (i) Review bidding documents and contracts and provide clearance for commencement of works that are subject to E&S completion; (ii) carry out field missions to support and monitor implementation of E&S measures by the Project Management Units (PMUs); (iii) request and review the periodic E&S implementation reports from client; (iv) assist with, and ensures the client carries out the annual E&S performance audit of projects, and then reviews and clears such audits; (v) participates in transaction meetings/conference calls involving external E&S advisors and E&S specialists from sponsors and other lenders; (vi) prepare the management response to external complaints or internal audits and spots checks carried out by internal stakeholders, related to the projects he/she is assigned to; (viii) contributes to the MTRs of projects/programs.
- **Project completion report:** (i) gather and analyse information on project E&S performance; (ii) provide inputs to the evaluation, project completion reports and lessons learnt; (iii) undertake any other duties as deemed necessary by the CCED Division.

3. Identified Deliverables

The consultant shall provide advice, guidance and support to clients and operational teams verbally and in writing. He/She shall plan and undertake field visits to project locations. The deliverables expected of the consultant are:

- Completion of categorization documents.
- Timely review and clearance of ESA documents.
- Timely inputs into quality assurance and readiness review documents.
- Preparation of Back-to-Office reports and/or aide-memoires.
- Preparing and sharing reports with clients and co-financiers.
- Preparing management responses to E&S complaints/audits/reviews Etc.

4. Selection Criteria

- At least a Master's Degree in Environmental Studies, Natural Resource Management, Environmental Policy, Earth/Geoscience, Social Sciences, or any Environment-related discipline.
- A minimum of Eight (08) years of relevant professional experience in the areas of E&S Safeguards and Compliance, Natural Resource Management, Environmental and/Social Assessment, Environmental Monitoring and Environmental and/or Social Compliance.
- Proven Experience in preparing and managing the implementation of environmental and social assessment (ESA) documents.
- Knowledge and experience in multi-criteria assessment, stakeholder engagement and consultation, community participation, with analytical skills in assessing institutional capacities and designing/reviewing practical implementation arrangements for complex projects, especially in IsDB Member Countries context.
- Well-rounded understanding of critical issues in sustainable development, international environment and development policy, climate change, gender, social enhancement measures, labor, youth employment, etc.
- Strong communication and writing skills in English and/or French, with a preference for capabilities in both languages.

5. Contract Type and Duration

This is a three (03) years availability commitment at Bank's request, an annual renewable framework international contract paid on a delivery basis. Each annual framework contract based on performance will be paid for up to 130 days/year.

6. Duty Station

The framework contract is home-based. The consultant will be required to travel to the different locations of the projects/programs during field missions and other due diligence activities as approved by the CCED Management.

Appendix B

Expression of Interest (EOI) by Applicant

Date: _____

I have read carefully your Invitation for Expression of Interest for the captioned assignment 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 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 along with two writing samples. 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.]

Period	Client	Project	Country	Your role (As lead consultant or as member of a team?)	Value of the Contract

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 terms of reference (TOR) and Scope of Work (attached), 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 never 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