

Invitation for Expression of Interest (IEOI – Individual Consultant

Date: 16 June 2026

To Support SmartEd Phase I Documentation, Knowledge Products, Communications Materials and Targeted Phase II Operational Support

1. The Islamic Development Bank (IsDB) has approved an administrative budget for financing consulting services (the Services) for the above project. The Terms of Reference (TOR) of the Services is in Appendix A. Services will be provided by an individual consultant, who may be a self-employed professional or an Individual affiliated with a consulting firm, provided that the EOI is submitted by the Individual, and the Contract will be entered into with the Individual Consultant only.
2. IsDB now invites Expression of Interest (EOI) from eligible individual applicants. The submitted EOIs will be evaluated by IsDB based on the criteria set out in section V. Depending on the number of the EOIs received and the qualifications of the applicants, IsDB may or may not shortlist all potentials who have submitted EOIs..
3. Applicants who wish to submit an EOI should complete the EOI Form in Appendix B and submit it by email to the designated email address provided in this EOI. The completed EOI should be addressed to the following authorized representative of IsDB

Consultant Selection Panel
Islamic Development Bank
Email: Designated email address

Appendix A: Terms of Reference

Appendix B: EOI Form

Annex A: Terms of Reference (TOR)

I. Background / General description:

About the Islamic Development Bank Group (IsDBG)

The Islamic Development Bank Group (IsDBG) works to improve lives and livelihoods by promoting social and economic development in its Member Countries and Muslim communities in non-Member Countries. The Bank provides financing, technical assistance, knowledge and partnership support to help Member Countries strengthen institutions, expand access to essential services, and invest in people's capabilities.

Education is central to IsDB's human capital mandate. The Bank's education work supports Member Countries to build resilient education systems, strengthen institutional capacity, ensure continued learning for all, and improve learning outcomes. In line with its strategic priorities, IsDB seeks to combine financing, partnerships, capacity development, technology and system strengthening to support country-led education reforms at scale.

The Arab Coordination Group

The Arab Coordination Group (ACG) brings together major Arab development finance institutions, including the Abu Dhabi Fund for Development, Arab Bank for Economic Development in Africa, Arab Fund for Economic and Social Development, Arab Gulf Programme for Development, Arab Monetary Fund, Islamic Development Bank Group, Kuwait Fund for Arab Economic Development, OPEC Fund for International Development, Qatar Fund for Development, and Saudi Fund for Development.

The ACG provides a platform for coordination, consultation, and co-financing across development institutions. At the operational level, ACG institutions regularly coordinate around priority development projects and programs, often through parallel financing arrangements that support common development objectives while preserving each institution's fiduciary responsibilities.

The IsDB-GPE Partnership

The Global Partnership for Education (GPE) is a global partnership and fund dedicated to transforming education systems in lower-income and lower-middle-income countries. GPE mobilizes grant resources, supports sector dialogue, and works through country-led coordination platforms to strengthen education planning, implementation and results.

IsDB is an accredited GPE Grant Agent. Through this role, the Bank has supported Member Countries to access and manage GPE resources, including Multiplier grants, System Transformation Grants, and other GPE financing windows. The IsDB-GPE partnership has expanded from early operations into a broader financing and delivery model that blends GPE grant resources with IsDB and partner financing to improve concessionality, increase scale, and support country-owned education reforms.

The ACG SmartEd Initiative

The ACG-GPE Smarter Financing for Education initiative, commonly referred to as SmartEd, was co-created by IsDB and GPE under the umbrella of the Arab Coordination Group. The initiative blends GPE grant resources with concessional financing from IsDB and ACG institutions to mobilize larger and more affordable financing packages for education reforms in eligible Member Countries.

SmartEd Phase I demonstrated the value of using catalytic grant resources to unlock concessional financing and support nationally owned, system-oriented education operations. Phase I committed the initial GPE grant envelope and mobilized significant ACG co-financing for operations in Cameroon, Chad, Kyrgyz Republic and Uzbekistan. Other IsDB-GPE operations in Nigeria and Tajikistan have further reinforced the same blended and country-led model.

As SmartEd moves into Phase II, IsDB seeks to systematically document, synthesize and communicate the achievements, lessons and value proposition of Phase I. The accumulated evidence is currently dispersed across Project Appraisal Documents, GPE grant packages, completion reports, progress reports, financial summaries, supervision notes, briefing notes and partner communications. Dedicated technical support is required to convert this evidence base into a coherent institutional knowledge and visibility package that supports institutional learning, strengthens internal knowledge management, improves the visibility of IsDB and ACG contributions, informs Phase II project design, and provides credible materials for engagement with Member Countries, ACG institutions, GPE, senior management and other education partners

II. Job Purpose:

IsDB is seeking a highly qualified and experienced individual education communications and knowledge management consultant to support SmartEd Phase I documentation,

knowledge production, communications and visibility, with targeted support to SmartEd Phase II operational follow-up.

The assignment will focus on producing evidence-based, high-quality and technically credible materials that document the achievements, lessons, and value proposition of the ACG-GPE SmartEd initiative. Approximately 80% of the assignment will focus on documentation, knowledge products, communications and visibility. Approximately 20% will provide targeted operational support to SmartEd Phase II pipeline tracking and selected GPE/ACG engagement inputs.

Duration of Assignment: The assignment will be expected to commence on **1 September 2026**, subject to completion of the recruitment and contracting process.

Duty Station: The assignment will be undertaken through a remote or hybrid arrangement, with possible field missions to Member Countries, Regional Hubs and partner institutions, as required and approved under the assignment workplan.

Reporting: The Consultant will report to the Manager, Human Development Division, Economic and Social Infrastructure Department, through the technical supervision of the designated Lead Education Specialist in the Human Development Division.

III. MAIN TASKS & DUTIES:

The Consultant will support the Human Development Division in documenting SmartEd achievements, consolidating lessons, developing knowledge and communication products, and providing limited targeted operational support for Phase II. The Consultant will work closely with Operations Team Leaders, Regional Hub teams, GPE Country Team Leads, ACG institutions, Local Education Groups, government counterparts, and relevant IsDB departments.

The assignment will be structured around two workstreams.

A. Results Documentation, Knowledge Products, Communications and Visibility:
Approximately 80% of Assignment

The Consultant will help convert SmartEd Phase I experience into a coherent, evidence-based knowledge and visibility package that demonstrates results, captures lessons, strengthens institutional learning, and supports wider visibility of the SmartEd model.

1. *SmartEd Phase I results documented and synthesized*

Compile and synthesize evidence from SmartEd Phase I operations, including Cameroon, Chad, Kyrgyz Republic and Uzbekistan, and related IsDB-GPE blended operations in Nigeria and Tajikistan. The synthesis will cover financing leverage, country reform focus, expected and target beneficiaries, implementation progress, early achievements, partnership arrangements, and value added.

2. *Flagship knowledge and visibility products produced*

Develop a concise SmartEd Phase I synthesis report or flagship knowledge note, supported by country briefs, selected case studies, results stories and presentation materials suitable for Senior Management, ACG institutions, GPE, Member Countries and external partners.

3. *Operational lessons captured for Phase II scale-up*

Document and disseminate practical lessons from Phase I on project preparation, GPE processes, ACG co-financing coordination, country dialogue, quality assurance, implementation readiness, reporting and partner coordination, with clear implications for Phase II. Dissemination may include workshops, webinars, seminars, or internal learning sessions, as agreed with the Human Development Division.

4. *SmartEd knowledge management system strengthened*

Organize key evidence, financing figures, project summaries, lessons, visuals, fact sheets, infographics, milestones and partner commitments into a structured repository. Develop standard templates for country briefs, results stories, progress notes, financing snapshots, management updates, presentations, success stories and core messaging, as appropriate.

B. Targeted Operational Support to SmartEd Phase II: Approximately 20% of Assignment

The Consultant will provide limited, demand-driven support to complement the Human Development Division's leadership of SmartEd Phase II operationalization.

1. *Phase II pipeline information maintained*

Develop and maintain concise SmartEd operations and pipeline trackers covering priority countries, expected GPE allocations, ACG co-financing prospects, Regional Hub focal points, preparation status, key risks and upcoming decisions.

2. *Regional Hub and partner engagement strengthened for selected Phase II opportunities*

Provide targeted inputs to Regional Hubs and the Human Development Division on GPE engagement, Multiplier processes, Expressions of Interest, Project Development Grant use, grant application packages, project profiles, concept notes and ACG coordination materials, as required.

3. *Management and partner briefs supported*

Prepare or review concise briefs, presentations, speaking points, progress updates and technical notes required for engagement with IsDB management, GPE, ACG institutions and other education partners.

IV. Remuneration

The scope of services described above will be detailed in the contract based on the agreed deliverables. The professional fee is deliverables-based and inclusive of all taxes or any government obligations that may be imposed on the Consultant. Field missions, if required, shall be programmed in the Division's approved mission plan and covered separately from the administrative travel budget in accordance with IsDB Travel Policy and Guidelines. The Consultant's performance and payment schedule shall be based on satisfactory completion and acceptance of the following deliverables. Adjustments to deliverables may only be made where the Consultant and the designated Lead Education Specialist agree on the need and obtain the required internal clearance.

Payment Milestone	Deliverables Linked to Payment	Payment
1	Inception note, detailed workplan including planned field visits and documentation plan	5%
2	Structured SmartEd evidence base, document inventory and repository	15%
3	Draft SmartEd Phase I synthesis report and first set of country briefs	20%

4	Final SmartEd Phase I synthesis report developed and disseminated, with full set of country briefs and selected case studies / results stories	20%
5	Lessons learned note, standard templates, knowledge updates and selected Phase II pipeline / engagement inputs	20%
6	Final assignment report styled and designed, ready for publication, with complete handover of knowledge products, repository and communication assets	20%

V. Qualifications and Experience

The Consultant is expected to demonstrate the following qualifications and experience:

- Master's degree in education, international development, communications, public policy/planning, economics, finance, knowledge management, or related discipline.
- At least seven years of relevant professional experience in education, international development, knowledge management, technical communications, results documentation, policy analysis or related fields.
- Demonstrated experience preparing high-quality knowledge products, technical briefs, case studies, results stories, communication materials or visibility products for development institutions, multilateral organizations or public sector clients.
- Strong understanding of education systems, education financing, development partnerships and results-based programming, preferably in low-income and lower-middle-income country contexts.
- Experience working with or around multilateral development banks, global funds, UN agencies, development finance institutions, government counterparts or donor coordination platforms.
- Familiarity with GPE processes, education sector planning, blended financing, concessional finance, grant agent roles, or ACG-related operations would be an advantage.
- Strong analytical and synthesis skills, including the ability to extract lessons from complex operational documentation and translate them into clear, credible and accessible products.

- Excellent writing, editing and presentation skills in English, with the ability to communicate technical content to senior management and non-specialist audiences.
- Ability to design or guide the development of visually usable products, including briefs, dashboards, infographics, presentations and publication-ready reports.
- Ability to work independently with limited supervision, manage multiple deliverables, meet deadlines, and respond to requests in a timely manner.
- Proficiency in English is required. Working knowledge of French and/or Arabic would be an advantage.

Category	Category Total	Sub-Criteria
Educational & Professional Background	20	Academic qualification (Master's degree or above in relevant field)
		Years and relevance of professional experience (minimum 7+ years)
		Experience with MDBs, DFIs, GPE, ACG or similar institutions
		Experience producing high-quality knowledge products
Technical Capacity & Competencies	25	Analytical and synthesis skills
		Writing, editing and communication skills
		Knowledge product development (reports, briefs, case studies)
		Visual communication (dashboards, infographics, presentations)
Thematic & Sector Expertise	20	Understanding of education systems and reform
		Expertise in education financing (incl. blended/innovative financing)
		Experience in partnerships (GPE, donor coordination, ACG)
Regional & Contextual Experience	15	Experience in Sahel region or similar contexts
		Experience in fragile/conflict-affected environments
		Experience in multi-country/regional programmes

		Experience with government/local stakeholders
Methodology & Approach	10	Understanding of TOR and assignment objectives
		Quality and feasibility of workplan
		Realism of timelines and deliverables
Other Competencies & Language	10	Ability to work independently and manage deliverables
		Language proficiency (English required; French/Arabic advantage)
TOTAL	100 points	

The minimum passing score for qualifying the technical criteria is 70%.

The consultant who has made the highest score in the evaluation will be awarded the contract.

This is a fixed budget assignment. IsDB will provide a lump sum of US\$26,000 (Twenty-six thousand U.S. dollars) for the duration of the assignment. Proposals exceeding this budget will not be considered

VI. Absence of Conflict of Interest

According to IsDB rules, the consultant must not have been involved in the design and/or implementation, supervision, and coordination of and/or have benefited from the program/project (or theme) under evaluation. The consultant will be requested to sign a declaration that the s/he has not worked in this program in any capacity.

I. Expression of Interest

ESID invites eligible individual consultants to indicate their interest in providing the above-mentioned services by submitting the following documents:

Simplified Technical Proposal, including:

- A clear approach and methodology for delivering the assignment.

- A work plan and timeline aligned with the 12-month duration and 140 person-day allocation.
 - A breakdown of tasks and roles, including coordination mechanisms with partners.
1. Completed EOI Form using the template in **Appendix B**.
 2. Curriculum Vitae, including relevant publications, knowledge products, communication products and assignments.
 3. Samples of similar work, such as knowledge products, case studies, technical briefs, synthesis reports, results stories, presentations or communication materials.
 4. Additional Supporting Documents, such as references, certifications, or any material that demonstrates the consultant's suitability for the assignment.
- II. **EOI Submission for the assignment :**
- Important Consultant instruction:** It is essential for all consultants to adhere to the designated email address provided below for any questions, queries, and proposal submissions. Emails sent to any other address listed below may not be acknowledged or considered as a submission from the consultant.
- Deadline for Clarification Requests: **02 July 2026**
 - Deadline for EOI/Proposal Submission: **15 July 2026, 11:59 PM (Jeddah Time, UTC+3)**
- III. **Contact for Clarification Email:** EOI _Proposal_ Submission and Clarification - BCC2026-033 Consultancy services To Support SmartEd Phase I Documentation_ Knowledge Products_ Communications Materials and Targeted Phase II Operational Support 2d5ed4a7.isdb.org@emea.teams.ms
- IV. Expression of Interest Submission Email: EOI _Proposal_ Submission and Clarification - BCC2026-033 Consultancy services To Support SmartEd Phase I Documentation_ Knowledge Products_ Communications Materials and Targeted Phase II Operational Support 2d5ed4a7.isdb.org@emea.teams.ms

Appendix B

Expression of Interest (EOI) by Applicant

[Copy the Name of the Assignment/Project from the IEI]

Date: _____

Consultant Selection Panel

Islamic Development Bank

Email: Designated email address

I have read carefully your Invitation for Expression of Interest 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 our firm 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 supporting documents highlighting the relevant expertise and Experience 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.]

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 (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 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.

Name of the Applicant.

Signature: