

**Government of the People's Republic of Bangladesh**  
**Scheme on Improving the Budget Process through Capacity Development of BMCs and BWGs**  
**Strengthening Public Financial Management Program to Enable Service Delivery (SPFMS)**  
**Finance Division, Ministry of Finance**  
**UCEP Cheney Tower (2<sup>nd</sup> Floor), 25, Segunbagicha, Dhaka**

EOI Ref. No-07.00.0000.000.11.004.20- ০২

Date: ২৩.০৭.২০২০

Ministry/Division	:	Ministry of Finance
Agency	:	Finance Division
Procuring Entity Name	:	National Program Director Strengthening Public Financial Management Program to Enable Service Delivery Finance Division, Ministry of Finance
Procuring Entity Code	:	Not used at present
Procuring Entity District	:	Dhaka
Expression of Interest for Selection of	:	Individual Consultant (National) (Time-Based)
<b>KEY INFORMATION</b>		
Procurement Sub-Method	:	Selection of Individual Consultants (SIC)
<b>FUNDING INFORMATION</b>		
Budget and Source of Funds	:	GoB
<b>PARTICULAR INFORMATION</b>		
Program Name	:	Strengthening Public Financial Management Program to Enable Service Delivery (SPFMS)
Scheme Name	:	Scheme on Improving the Budget Process through Capacity Development of BMCs and BWGs
EOI Closing Date and Time	:	EOI shall be submitted manually on or before <b>10/08/2020 at 2:00 pm</b> in sealed envelope delivered to the undersigned and be clearly marked "Request for Expressions of Interest for Selection of [Name of the position]". Necessary documents in support of educational qualifications and experience & skills shall have to be submitted.

**INFORMATION FOR APPLICANT**

Title Of Service	No. of Service	Minimum Qualification	Minimum General Experience	Brief Description of Assignment
Senior Consultant- Training and Capacity Building	3	Masters in Communication, Finance, Public Administration, Statistics, Economics, Business Administration or in any related field	Minimum 15 years of experience in conducting training. Ability to effectively organize and manage multiple training initiatives simultaneously. Experience may be relaxed in the case of highly qualified person depending on the field of assignment.	Organize effective training courses to ensure the capacity building and effectiveness of BMC/BWG of the ministries/departments/agencies.
Senior Consultant- Inter-Ministerial Peer Review & Monitoring of Budget Execution	3	Masters in Accounting, Finance, Public Administration, Statistics, Economics, Business Administration or in any other related field.	Minimum 15 years' experience in Public sector in Inter ministerial peer review and budget monitoring. Experience may be relaxed in the case of highly qualified person depending on the field of assignment	Ensure inter-ministerial peer review of BMCs through development of parameters for performance scorecard of BWG and BMC.
Position: Senior Consultant-Budget Preparation	2	Masters in Financial Management, Public Administration, Statistics, Economics, Business Administration or in any related field.	Minimum 15 years' experience in Public Financial Management especially in budget preparation. Experience may be relaxed in the case of highly qualified person depending on the field of assignment	Ensure budget preparation based on key documents like Delta Plan 2100, SDGs, Perspective Plan, 5-Year Plan, Ministry Specific Policies, Medium Term Budgetary Framework (MTBF), Medium Term Macroeconomic Policy Statement (MTMPS) to achieve strategic objectives of the ministries.
Senior Consultant- Budget release/BIP	2	Masters in Accounting, Finance, Public Administration, Statistics, Economics, Business Administration or in any related field.	Minimum 15 years' experience in Public sector especially in Fund Management/Fund release/Budget management. Experience may be relaxed in the case of highly qualified person depending on the field of assignment	Ensure timely fund releases and fund distribution to DDOs or project directors for proper budget execution.
Senior Consultant - Social Sector Specialist	1	Masters in Accounting, Finance, Public Administration, Statistics, Economics, Business Administration or in any related field.	Minimum 15 years' experience in Public Sector as Social Sector Specialist. Experience may be relaxed in the case of highly qualified person depending on the field of assignment	Lead in conducting dialogue with government officials and ensure in increase spending on social sectors especially in poverty alleviation, gender equality and climate resilience.

Title Of Service	No. of Service	Minimum Qualification	Minimum General Experience	Brief Description of Assignment
Consultant-Budget Preparation/Release/BIP	3	Masters in Accounting, Finance, Public Administration, Statistics, Economics, Business Administration or in any related field.	Minimum 10 years' experience in Fund Management, Budget preparation and fund release.	Support senior consultant to ensure effective budget preparation, timely fund release and proper budget execution are done.
Consultant-IT Specialist	1	Masters in computer science/CSE/EEE/software engineering/information and communications technology or in any related field.	Minimum 10 years' experience in ICT/computer software/programming or similar jobs. Academic qualification may be relaxed for candidates having sound experience in iBAS++ and budget processes-Management Information System for planning, budget preparation and fund release.	Responsible for development of Front end (dotnet) and back end (Oracle) programming and implementation of budget preparation related module in iBAS++, relevant interfaces with other GoB systems, update existing database system and other software modules required for establishment of a Management Information System for planning and budget preparation and fund release.
Consultant-Communication and Outreach	1	Masters in Business Administration/Communication or any other related field.	Minimum 10 years' experience in communications/outreach specialist roles/jobs.	Organize training/events such as workshops, seminars, publication, outreach programs and any other events related to planning and budget preparation.
Junior Consultant-Administrative support	5	Graduation in Business/Commerce/Economics.	Minimum 5 years' job experience, preferably in providing administrative support. Experience in financial administration is preferable.	Provide support to general administration, logistics and personnel management related works.

Other Details (if applicable) : Applicants are requested to submit hard copies of application with necessary documents at Program Office during 9.00 am to 5.00 pm within 09/08/2020 or 9.00 am to 2.00 pm on 10/08/2020, A copy of the terms of reference (TOR) and necessary forms of the assignment may be obtained from the Website : [www.mof.gov.bd](http://www.mof.gov.bd).

Association with foreign firms is : Not Applicable

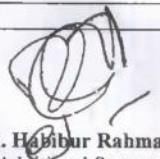
**Eoi Detail Information**

Ref No	Phasing Of Services	Location	Start Date	Completion Date
01	Single: Time Based	Dhaka	September, 2020	August, 2021 (renewable)

**PROCURING ENTITY DETAILS**

Name of Official Inviting EOI	:	Md. Habibur Rahman
Designation of Official Inviting EOI	:	National Program Director (Additional Secretary)
Address of Official Inviting EOI	:	UCEP (2 <sup>nd</sup> Floor), 25, Segunbagicha, Dhaka-1000.
Contact details of Official Inviting EOI	:	Phone : 8391131-32, Email : habibrhaka@gmail.com

The procuring entity reserves all the right to accept or reject all Eoi

  
**(Md. Habibur Rahman)**  
 National Program Director (Additional Secretary)  
 Strengthening Public Financial Management Program  
 to Enable Service Delivery  
 Finance Division, Ministry of Finance  
 Phone: 028391131-32  
 Website: [www.spfms.gov.bd](http://www.spfms.gov.bd)