

**REQUEST FOR EXPRESSIONS OF INTEREST
SELECTION OF INDIVIDUAL CONSULTANTS**

GEORGIA

**Project Name: Georgia I2Q - Innovation, Inclusion and Quality
Project No.168481**

**National Consultant - Project Manager
Reference No. IBRD/I2Q/CS/IC/03-2019**

The Government of Georgia has signed Loan Agreement for financing the implementation of Georgia **Innovation, Inclusion and Quality Project (Project)** with the World Bank. The Project development objectives are to (i) expand access to preschool education; and (ii) improve the quality of education and the learning environments. The project became effective on November 27, 2020 and is scheduled for completion on March 31, 2026.

The Municipal Development Fund of Georgia (MDF) is one of the implementing partners for the project, in charge of the infrastructure related components.

The Project consists of the following key components:

Component 1- Improving Quality of and Access to Early Childhood Education and Care: support to facilitate expanded access to quality pre-school education in selected pre-schools;

Component 2 – Fostering Quality Teaching and Learning in General Education: Support to provide a learning environment that is conducive to quality education in selected general education schools.

Component 3 – Strengthening Financing Options and Promoting Internationalization in Higher Education: Support to improve the quality and international competitiveness of higher education;

Component 4 – System Strengthening and Stakeholder Communication: Support to facilitate a shift in attitude towards learning;

Component 5 – Supporting Project Management, Monitoring, and Evaluations: Support capacity building for effective management and monitoring of the Project including provision of Operating Costs, Training, outreach and awareness campaigns, consulting services, M & E and Project audits for: (a) Project Management Team (PMT); and (b) Project Management Unit (PMU).

The specific functional responsibilities of the Project Manager shall include but not limited to:

- a) Be fully knowledgeable of all Project documentation (including Project Legal Agreements, Project Appraisal Document, Project Progress Reports, etc.).
- b) Ensure that Project Operation Manual is closely followed in daily operations.
- c) Manage the Project Management Team of Innovation, Inclusion and Quality Project- GEORGIA I2Q
- d) Serve as a liaison to ensure clear lines of communication between MDF units and departments, Contractors, Engineers, various stakeholders, covering the Local Government Authorities, and project beneficiaries at different levels.

- e) Ensure that all deliverables by Consultants are submitted on time and workplans for the infrastructure works are closely followed. Reach out for technical inputs and support of the respective technical staff, as required;
- f) In coordination with Project Management Team, provide recommendations for approval/determination of the Contractor's Variation Orders and Claims;
- g) Prepare work programs, including the annual budget, and ensure their effective implementation;
- h) Monitor and advise on risks related to project implementation and make recommendations for risk mitigation measures as required;
- i) Coordinate closely with the FM to support the overall financial management, including disbursement and management of Project funds in accordance with the accounting, budgeting, internal control and auditing procedures acceptable to the World Bank and the Government of Georgia;
- j) Oversee Project procurement of goods, works and services in accordance with all applicable World Bank policies and guidelines and various legal and project documents;
- k) Work with social and environmental safeguards team to ensure full compliance of all investments with the Bank's guidelines.
- l) Ensure accountability and transparency of all RDP3 operations, provide support to dissemination of project information, and public relations;
- m) Take a lead in drafting and finalizing the RDP3 progress reports to submit to the Bank within the agreed reporting frequencies and set guidelines;
- n) Participate in the Bank missions, prepare for them and ensure smooth coordination and communication with all stakeholders;
- o) Make suggestions, as necessary, on RDP3 activities and processes to ensure smooth implementation of the program. This may include updating of the plans and strategies, revision of the guidelines, etc.
- p) In agreement with the Employer and the Bank, perform other duties, which shall improve the daily operations and expected outcomes of the project.

The assignment will be a full-time, time-based assignment for 12 months, with possibility of downstream extension, subject to satisfactory performance. This is a World Bank project financed Consultancy position.

The Municipal Development Fund of Georgia now invites eligible individual consultants ("Consultants") to indicate their interest in providing the Services.

The selection criteria are:

- a. Bachelor's degree in the field of civil engineering, architecture, project management, business administration, economics or other relevant field; Master's degree will be a plus.
- b. Minimum 7-years of proven work experience as a manager (team leader) or coordinator (project coordinator) of large-scale infrastructure projects, funded by a donor community;

- c. Excellent analytical and writing skills - experience in preparation of reports and project documents, as required by donor guidelines;
- d. Good knowledge and experience in interacting with state agencies, authorities and systems;
- e. Experience in interacting with communities and local self-government agencies;
- f. Fluency in Georgian and English (will be tested);
- g. Basic Computer skills (Windows and MS Office applications) and the knowledge of MS Project.
- h. Excellent communication (verbal and written) and interpersonal skills and an ability to work in a team environment and under strict deadlines.

Note: The MDF reserves its right to verify submitted references/information and use obtained information for evaluation purposes.

The attention of interested Consultants is drawn to paragraph 3.14 “Conflict of Interest” of the World Bank’s Guidelines: *World Bank’s “Procurement Regulations for IPF Borrower, July 2016 revised August 2018”*, setting forth the World Bank’s policy on conflict of interest. In addition, please refer to the following specific information on conflict of interest related to this assignment: The consultant shall not receive any remuneration in connection with the assignment except as provided in the contract. The consultant and its affiliates shall not engage in consulting or other activities that conflict with the interest of the client under the contract. The contract shall include provisions limiting future engagement of the consultant for other services resulting from or directly related to the firm’s consulting services in accordance with the requirements of paragraphs 3.16, 3.17 and 3.18 of the Guidelines.

An individual consultant will be selected in accordance with the procedures set out in World Bank’s Guidelines: *World Bank’s “Procurement Regulations for IPF Borrower, July 2016 revised August 2018”* “Selection of Individual Consultants”.

The Terms of Reference of the assignment is available as Annex.

Further information can be obtained at the address below during office hours from 09:00 a.m. to 18:00 p.m. at Procurement Unit of MDF, Phone number: +99532 2437001, extension 444, 414 Ms. Eka Ezugbaia, Procurement Consultant or by email: procurement@mdf.org.ge

Interest expression with CV shall be submitted either as a hard copy or electronically to the address provided below not later than **17:00 hours of July 02, 2020.**

Municipal Development Fund of Georgia
Attn: Mr. George Shengelia, Executive Director of MDF
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E-mail: procurement@mdf.org.ge