



Government of the People's Republic of Bangladesh
Local Government Engineering Department
Resilient Urban and Territorial Development Project (RUTDP)
LGED-RDEC Bhaban (Level-5), Agargaon,
Sher-e-Bangla Nagar, Dhaka-1207
www.lged.gov.bd



“শেখ হাসিনার মূলনীতি
গ্রাম শহরের উন্নতি”

Memo no : 46.02.0000.794.07.087.24-30

Date : 09/06/2024

Request for Expressions of Interest (EOI)

Selection of Individual Consultants (National)

1. The People's Republic of Bangladesh has applied for financing from the World Bank toward the cost of the Proposed Resilient Urban and Territorial Development Project (RUTDP), to be implemented by the Local Government Engineering Department (LGED) and intends to apply a part of the proceeds for the following individual consultants for Municipal Support Unit (MSU) under RUTDP.
2. The purpose of MSU individual Consultants are to provide support to Project Management Unit (PMU), RUTDP and targeted pourashavas and city corporations to ensure that, (i) update and prepare training modules/manuals for different training program; (ii) prepare training plan on the basis of DPP and project requirement; (iii) provide targeted capacity building trainings to Pourashavas & City Corporations, PMU staffs as per requirement of the project; (iv) to support institutional strengthening; (v) liaison with DSM consultants, PMU consultants and other consultants working under the project for the purpose of institutional strengthening and capacity building; (vi) provide trainings in collaboration with DSM consultants and other consultants working under the project; (vii) assist Pourashavas to prepare Revenue Enhancement Action Plan (REAP) and implementation of REAP to achieve the target of Project Development Objectives (PDOs) and as per requirement of the World Bank and GOB. The MSU consultants team will comprise with national consultants with extensive experience in capacity building trainings and management in their respective field. They will work under the supervision of the Director, MSU [Superintending Engineer (Urban Planning & Urban Infrastructure Development)] and will provide services to PMU, and 87 Project Implementation Units (PIUs) at Pourashavas & City Corporation levels and other Pourashavas. Details of the services for the assignment are as follows:

Name of position and Package No.	Duration of the assignment (man-months)	Required qualifications and relevant experiences
Senior Municipal Governance and Capacity Building Specialist/Team Leader RUTDP/PMU/ S-15	48	Senior Municipal Governance and Capacity Building Specialist/Team Leader will have a Master Degree in Public Administration/Economics/Sociology/Political Science/ Bachelor Degree in Engineering/ Bachelor Degree in Urban and Regional Planning. S/he should have 20 years of work experience, of which 10 years have been in the field of urban development project especially on issues related to governance improvement and capacity building of urban local government in Bangladesh or elsewhere in a developing country context. He/she should have 5 years practical experience of working as a team leader or in a similar position under projects funded by multilateral organization such as ADB/AIIB/JICA/KfW/GIZ/UNDP and particularly the World Bank; S/he should be knowledgeable of the Local Government (Paurashava) Act, 2009 as well as the Local Government (City Corporation) Act, 2009; Ability to guide and work with a multi-disciplinary team efficiently & effectively; and Strong coordination & communication skill in presenting, discussing and resolving different issues. His/her previous experience in the following area will be given preference: Understanding of government's rules, regulations and procedure; Development of training modules/manuals, brochure, leaflet, booklet, etc.; Conducting training, as resource person, for the elected



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Name of position and Package No.	Duration of the assignment (man-months)	Required qualifications and relevant experiences
		officials, municipal staff and community groups of urban local government; Documentation of progress of activities in the form of progress report on monthly, quarterly and annual basis;
Training Coordinator RUTDP/PMU/S-16	42	Training Coordinator will have a Master Degree in Public Administration/ Economics/ Sociology/ Political Science/ Mathematics/ Bachelor Degree in Engineering/ Bachelor Degree Urban and Regional Planning from any recognized university. Candidates with a degree/diploma or prior training in human resource development will be given preference. S/he should have 15 years of related work experience with 10 years practical experience in the area of strengthening municipal governance and capacity building training in Bangladesh or elsewhere; S/he should be knowledgeable of the Local Government (Paurashava) Act, 2009 as well as the Local Government (City Corporation) Act, 2009; Ability to guide and work with a multi-disciplinary team efficiently & effectively; and Strong coordination & communication skill in presenting, discussing and resolving different issues. His/her previous experience in the following area will be given preference; Understanding of government's rules, regulations and procedure; Development of training modules/manuals, brochure, leaflet, booklet, etc.; Conducting training, as resource person, for the elected officials, municipal staff and community groups of urban local government; Documentation of progress of activities in the form of progress report on monthly, quarterly and annual basis;
Benefit Monitoring and Evaluation (BME) Specialist RUTDP/PMU/S-17	36	Benefit Monitoring and Evaluation (BME) Specialist will have a Masters in Social Sciences/Public Administration/Statistics/Economics/Business Administration/ Bachelor Degree in Engineering or any similar discipline from any recognized university. BME Specialist will have a 15 (Fifteen) years of experience in carrying out Benefit Monitoring & Evaluation activities with primary responsibilities and substantial content of his/her position; Of which 05 (Five) years of experience in monitoring & performance evaluation of the activities and to track progress with respect to the indicator targets in projects' Results Framework of multilateral organizations such as ADB/AIB/JICA/KfW/GIZ/UNDP and particularly World Bank funded projects; His/her previous experience in the following area will be an added advantages; Excellent data analysis and computer skills; Analytical capability in identifying and resolving BME issues; Ability to work efficiently and effectively in a multidisciplinary team.
IT Specialist/ System Analyst RUTDP/PMU/S-18	42	IT Specialist/ System Analyst will have a Masters in Computer Science/Computer Science & Engineering/ Information & Communication Technology from reputed university. Candidates with relevant IT certification would be preferred. IT Specialist/ System Analyst will have 15 (Fifteen) years working experience in large scale application software and database management of revenue generating desktop/web-based applications of which 05 (Five) years in pourashava/city corporation related donor funded development projects. His/her previous experience in the following area will be an added advantage; Familiarity with Pourashavas and City Corporations service delivery procedures and practices will be strongly preferred; Working experience in different phases of Software Development Life Cycle (SDLC); Working level knowledge of standard Operating Procedures, multiple development platforms like ASP.Net C#, Java, JavaScript, PHP, Bootstrap (HTML, CSS) Crystal Report with different databases including MSSQL/MySQL/MS Access/Oracle; Knowledge and certification on GIS (Geographic Information Systems, such as ArcGIS, QGIS) would be given preference;



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		Understanding of Government's ICT policy; Analytical capability in identifying and resolving ICT & MIS related issues; Strong coordination and communications skills in presenting, discussing and resolving difficult issues; Ability to work efficiently and effectively in a multidisciplinary team; Excellent English writing and speaking ability. During the term of the contract the consultant shall not be associated with any other Government agency, consulting firm or private business entities; and Individuals who are currently working as IT/ICT/MIS consultants on another World Bank-financed project may also compete in this selection process, but if they are selected they will be required before signing the proposed contract to provide documentary evidence of having satisfactorily complied with their existing contract's requirements with respect to early termination of the contract by the consultant, including advance notice period, to avoid disruption in implementation of that project.
Urban Planning & Development Specialist RUTDP/PMU/S-19	36	Urban Planning & Development Specialist will have minimum Bachelor degree in urban and regional planning from any recognized University. S/he should have 15 years of experience in Urban Planning & Development activities with 5 years of experience in working for development of training manuals/modules, booklets, leaflets, brochure, etc. and conducting training in the same area; His/her experience in any foreign aided urban development project/ program will be an added advantage; His/her previous experience in the following area will be given preference; Knowledgeable on the Local Government (Paurashava/City Corporation) Act and other legislation and procedures related to urban planning & development; Should have experience in planning using of GIS and other planning tools; Practical experience with local governments in planning and implementation of training program will be advantageous; Able to work effectively as part of a team of experts for the effective delivery of a multi-year training program which will cover different size and class of Pourashavas and City Corporations; Able to conduct training, as resource person, for the Pourashava and City Corporation officials and community groups; and Ability to guide and work with a multi-disciplinary team efficiently & effectively.
Municipal Administration & Governance Specialist RUTDP/PMU/S-20	36	Municipal Administration & Governance Specialist must have a Master degree in Sociology/Economics/Political Science/Public Administration/Development Studies or any other relevant field from a recognized university. S/he should have 15 years of experience in governance improvement or in social and gender development related functions, of which 5 years, working with Pourashavas and City Corporations; His/her Experience in the foreign aided urban development project/program will be an added advantage; His/her previous experience in the following area will be given preference; familiar with the Local Government (Paurashava/City Corporation) Act and other legislation related to citizen participation in Pourashava and City Corporation functions; Able to work effectively as part of a team of experts for the effective delivery of a multi-year training program which will cover different size and class of Pourashavas and City Corporations; Able to conduct training, as resource person, for the Pourashava and City Corporation officials and community groups; and Ability to guide and work with a multi-disciplinary team efficiently & effectively.
Municipal Finance	36	Municipal Finance Specialist must have a Master Degree in Accounting/Finance & Banking/MBA (Major in finance) degree from a recognized university. Membership



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Specialist RUTDP/PMU/ S-21		in a professional accounting institution will be an added advantage. S/he should have 15 years working experience in the field of public finance, of which 10 years of experience of working with Pourashava and City Corporation in the area of municipal financial management. Prior experience related to local government capacity building and training will be advantageous. The candidate should be familiar with the Local Government (Paurashava/City Corporation) Act and other legislation, procedures and practices related to municipal finance. S/he should be able to work effectively as part of a team of experts for the effective delivery of a multi-year training program which will cover different size and class of Pourashavas and City Corporations.
Mid-level IT Specialist RUTDP/PMU/ S-22	42	Mid-level IT Specialist will have a Bachelor Degree in Computer Science/Computer Science & Engineering/ Information & Communication Technology from reputed university. Candidates with relevant IT certification would be preferred. Mid-level IT Specialist will have 5 (Five) years working experience in large scale application software and database management of revenue generating desktop/web-based applications of which 03 (three) years in pourashava/city corporation related donor funded development projects. His/her previous experience in the following area will be an added advantage; Familiarity with Pourashavas and City Corporations service delivery procedures and practices will be strongly preferred; Working experience in different phases of Software Development Life Cycle (SDLC); Working level knowledge of standard Operating Procedures, multiple development platforms like ASP.Net C#, Java, JavaScript, PHP, Bootstrap (HTML, CSS) Crystal Report with different databases including MSSQL/MySQL/MS Access/Oracle; Knowledge and certification on GIS (Geographic Information Systems, such as ArcGIS, QGIS) would be given preference; Understanding of Government's ICT policy; Analytical capability in identifying and resolving ICT & MIS related issues; Strong coordination and communications skills in presenting, discussing and resolving difficult issues; Ability to work efficiently and effectively in a multidisciplinary team; Excellent English writing and speaking ability; During the term of the contract the consultant shall not be associated with any other Government agency, consulting firm or private business entities; and Individuals who are currently working as IT/ICT/MIS consultants on another World Bank-financed project may also compete in this selection process, but if they are selected they will be required before signing the proposed contract to provide documentary evidence of having satisfactorily complied with their existing contract's requirements with respect to early termination of the contract by the consultant, including advance notice period, to avoid disruption in implementation of that project.
Municipal Revenue Improvement Specialist RUTDP/PMU/ S-23	48	Municipal Revenue Improvement Specialist should have a Master Degree in Accounting/Finance/Economics or any relevant discipline from a recognized university. Membership in a professional accounting institution will be an added advantage. S/he should have 10 years working experience in the field of public finance, of which 5 years of experience of working with Pourashava and City Corporation in the area of revenue enhancement & earning and financial management. Prior experience related to local government capacity building and training will be advantageous. The candidate should be familiar with the Local Government (Paurashava/City Corporation) Act and other legislation, procedures and practices related to pourashava revenue and municipal finance. S/he should be



Name of position and Package No.	Duration of the assignment (man-months)	Required qualifications and relevant experiences
		able to work effectively as part of a team of experts for the effective delivery of REAP training program which will cover different size and class of Pourashavas.
Mid-level Municipal Revenue Improvement Specialist RUTDP/PMU/S-24	42	Mid-Level Municipal Revenue Improvement Specialist should have a Master Degree in Accounting/Finance/Economics or any relevant discipline from a recognized university. Membership in a professional accounting institution will be an added advantage. S/he should have 5 years working experience in the field of public finance, of which 3 years of experience of working with Pourashava and City Corporation in the area of revenue enhancement & earning and financial management. Prior experience related to local government capacity building and training will be advantageous. The candidate should be familiar with the Local Government (Paurashava/City Corporation) Act and other legislation, procedures and practices related to pourashava revenue and municipal finance. S/he should be able to work effectively as part of a team of experts for the effective delivery of REAP training program which will cover different size and class of Pourashavas.

- The Project Director, RUTDP, LGED now invites eligible applicants to apply for the position mentioned above. Applicants are invited to provide information indicating that they have the required qualifications and relevant experiences to perform the services (completed CV with other details as required).
- The consultant will be selected in accordance with the selection of individual consultants procedures set out in the Procurement Regulations for IPF Borrower's. Edition of Procurement Regulations: Fifth Edition, September, 2023.

Detailed Terms of Reference (TOR) and other information will be available upon request from the address provided below either through email or in person during office hour. The TOR can be found at the following LGED website link: <http://oldweb.lged.gov.bd/ProjectLibrary.aspx?projectID=1044>

- The attention of interested Consultants is drawn to the Section III, Para 3.14, 3.16, and 3.17 of the World Bank's" Procurement Regulations for IPF Borrowers, September 2023, setting forth the World Bank's policy on conflict of interest.
- Expressions of Interest shall be submitted in a written form to the address below (in person, or by mail, or by e-mail) by 2.00 PM on or before 10/07/2024, and be clearly marked (either on the envelope or subject line of the email). Request for Expressions of Interest for Selection of Individual Consultant-position".
- The client reserves the right to accept or reject any/all Expression of Interest (EOI).

(Md. Monjur Ali)
Project Director
Resilient Urban and Territorial Development Project (RUTDP)



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