**Invitation for Expression of Interest (IEOI) – Individual Consultant (Communication Specialist)**

**Invitation for Expression of Interest**

*Date 12/03/2025*

**Hiring an Individual Consultant (Communication Specialist) to support the Executing Agency in developing and implementing the communication strategy and plan of the Joint IsDB/IsFD/GPE SmartEd project in the Kyrgyz Republic and Uzbekistan**

1. The Islamic Development Bank (IsDB) is seeking a skilled **Communication Consultant** to support the implementation of the **Smart Education (SmartEd) Initiative** in the Kyrgyz Republic and Republic of Uzbekistan. The consultant will play a key role in ensuring effective branding, communication, and stakeholder engagement across multiple funding and implementing partners, including UNICEF and UNESCO. Responsibilities include developing communication materials, establishing outreach channels, and aligning project visibility with partner requirements. This is an exciting opportunity to contribute to a transformative education initiative that enhances inclusive learning opportunities for children.

The TOR of the Services is attached and could also be obtained by emailing zmakhmudova@isdb.org (cc: [arkenzhegulov@isdb.org](mailto:arkenzhegulov@isdb.org)). IsDB will select and engage the individual consultant in accordance with the IsDB Corporate Procurement Policy.

2. IsDB now invites Expressions of Interest (EOI) and proposals from potential individual applicants for consideration by IsDB in selecting the consultant.

3. Applicants who wishes to respond to the EOI is kindly invited to complete the forms in Annex-II and submit it through email to the following authorized representatives of IsDB before **15:00hrs** on **26th March (Wednesday), 2025:**

Zarangez Makhmudova

Project Management Specialist

Regional Hub of Almaty

Islamic Development Bank

Email: zmakhmudova@isdb.org

Phone: +7 7755298091

**Encl.:**

**Annex-I:** Terms of Reference

**Annex-II:** EOI Form

**Annex-II: Expression of Interest (EOI) by Applicant**

**Hiring an Individual Consultant (Communication Specialist) to support the Executing Agency in developing and implementing the communication strategy and plan of the Joint IsDB/IsFD/GPE SmartEd project in the Kyrgyz Republic and Uzbekistan**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Zarangez Makhmudova**

Project Management Specialist

Regional Hub of Almaty

Islamic Development Bank

Email: zmakhmudova[@isdb.org](mailto:EAnwar@isdb.org)

Phone: +7 7755298091

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 in 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:

1. **Personal Profile:**

|  |
| --- |
| Nationality:  Date of Birth:  Permanent Address:  Phone No.:  Email: |

1. **Qualification of the Consultant:**

*Notes to consultant: Please indicate all relevant qualifications and professional accreditations that make you suitable for the assignment. Indicate relevant qualification, place from where the qualification was obtained, year etc]*

1. **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 |
|  |  |  |  | *Can elaborate further below* |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
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1. **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.

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.

I shall be available for the assignment as per the requirements

1. **Attach CV of yourself**

Signature Name: - Surname