REQUEST FOR EXPRESSION OF INTEREST

SELECTION OF INDIVIDUAL CONSULTANTS

Project Procurement

Country Program Complex



**REQUEST FOR EXPRESSION OF INTEREST**

**(SELECTION OF INDIVIDUAL CONSULTANTS)**

[*Insert*:  *COUNTRY*]

[*Insert:*  *NAME OF PROJECT*]

[*Insert:* *SECTOR*]

INDIVIDUAL CONSULTANT SERVICES [*insert title of assignment*]

Mode of Financing: [*insert Mode of Shari’ah Financing*]

Financing No: [*Insert Financing No.*]

The [*insert: name of Beneficiary*] [*select: has received/has applied for/intends to apply for*] financing from the Islamic Development Bank toward the cost of the [insert: name of project], and intends to apply part of the proceeds of this financing to eligible payments under the contract of consultant services of an Individual Consultant for which this Expression of Interest is issued.

The services include [*insert: brief description, implementation period, estimated level of effort (professional staff-months), implementation period, expected start date of assignment, etc. ensuring full consistency with the TOR attached or referred to in this REOI].*

The detailed Terms of Reference (ToR) *for the assignment [insert one of the following:*

*are attached to this request for expressions of interest*

*or*

*can be found at the following website: (insert name of the website and URL address or link)*

*or*

*can be obtained at the address given below.]*

The [*insert: name of executing agency*] now invites eligible consultant (“Individual Consultants”) to indicate their interest in providing the services. Interested Consultants must provide specific information which demonstrates that they are fully qualified to perform the services. The individual consultants affiliated with an organization may also submit interest.

The shortlist will be drawn up following the evaluation of CVs and useful information in response to this notice of expression of interest including references. Potential candidates will be required to provide information on their general qualifications as an individual consultant,their mission-relevant experience, their experience in the region and sector as well as their language ability.

A consultant will be selected in accordance with the selection method applicable to Individual Consultants as defined in the IsDB *Guidelines for the Procurement of Consultant Services under IsDB Project Financing* (April 2019 edition)

**Minimum Qualification Requirements**

Bachelor or Master’s [*select either Bachelor or Master*] degree or equivalent in [*insert: field of specialisation such as civil engineering, finance etc.*] and related field;

Minimum General Experience: [*insert: years*] years of relevant professional experience;
Minimum Specific Experience (relevant to assignment): At least xxxx similar assignments (preparation of xxxx) completed in the past XXX years

Advanced knowledge of xxxxx: Preferable (Desired)

Knowledge of the context (Region, language, institutional)

The attention of interested Individual Consultants are invited to read clauses 1.12.1 and 1.12.2 of the Procurement Policy of the IsDB *Guidelines for the Procurement of Consultant Services under IsDB Project Financing, April 2019 edition* (the "Procurement Guidelines") setting forth the IsDB's policy on conflicts of interest.

Interested individual consultants may obtain further information at the address below during office hours [*insert: office hours if applicable, i.e., 09:00 to 17:00 hours*] (local time).

Expressions of interest must be delivered in written form accompanied by the CV and any other document (in person, mail or by fax or by e-mail) to the address below no later than [insert *date* (must be at least *14 days or more after the date of this advertisement*)].

[*Insert name* of *office*]

Attention: [*Insert name of authorized officer & title*]

[*Insert postal address and/or street address, building and floor number*]

[*Insert postal code, city and country*]

Tel: [*insert telephone* *number, including country code and* *city* *code]*

Fax: [*insert* *number, including country code and* *city* *code]*

E-mail: [*insert* *official email address used by the Selection Committee]*

Website: *[insert website of the office or the project]*