

KINGDOM OF CAMBODIA

**MINISTRY OF COMMERCE, INTERNATIONAL TRADE DIRECTORATE
Department of International Cooperation (D/ICO)
Trade Development Support Program (TDSP)
(Program ID No: P109648)**

**REQUEST FOR EXPRESSION OF INTEREST FOR
AN INTERNATIONAL CONSULTANT TO ASSIST THE ROYAL SCHOOL OF ADMINISTRATION IN
CONDUCTING RAPID CAPACITY NEEDS ASSESSMENT AND DEVELOP MONITORING AND
TRACKING TOOLS FOR CAPACITY DEVELOPMENT
(REF: (TDSP/2011/069/4))**

1. The Royal Government of Cambodia (RGC) through the Ministry of Commerce (MOC) has received financing in the amount of approximately US\$ 12.60 million equivalent, from the Multi Donor Trust Fund, contributed by the European Commission, DANIDA and UNIDO. The fund will be managed by the World Bank as “trustee” to support the “*Trade Development Support Program (TDSP)*” with the Department of International Cooperation (D/ICO) of the Ministry of Commerce as implementing agency responsible for managing the overall implementation and coordination with other line ministries and stakeholders.
2. The TDSP has four components: (A) Trade Policy Formulation and Implementation, supporting trade policy formulation and implementation, (B) Performance Monitoring, supporting activities to develop a transparent, consistent and sustainable performance monitoring system, (C) Strengthening Institutional and Human Capacity and (D) Implementation Support to TDSP.
3. The RSA has applied for and received funding from the TDSP to implement a project called “Implementing Agencies – Capacity Enhancement Project.” The RSA now intends to apply part of this fund to payments under the contract for consultants to assist the Royal School of Administration (RSA) to develop a curriculum for capacity enhancement in the public administration area.
4. The DICO, serving as Program Coordination Unit, on behalf Royal School of Administration (RSA), is recruiting an International Consultant, who will be based in the (RSA) and will work under the supervision and guidance of, and report to HE Chhiv Yiseang, Director of Studies and Training Courses.
5. The services to be provided will include, but are not limited to:
 - Develop and test tracking tools to monitor and measure IA staff skill and knowledge development as a result of the training received
 - Develop and test tracking tools to monitor the development of training materials by selected training providers
 - Develop and test monitoring and evaluation tools to measure the quality of the training delivered and impact on participant’s capacities
 - Conduct rapid capacity needs assessment of TDSP implementing agencies
 - Develop comprehensive capacity development plans of TDSP implementing agencies
6. This position is part time with a total of 55 working days.
7. D/ICO invites expressions of interest from qualified and experienced international individual consultants to undertake the above mentioned services which are further detailed in the Terms of Reference for this assignment. The successful consultant will be selected in accordance with the

provisions set forth in the Guideline for Selection and Employment of Consultants by World Bank Borrowers, issued January 2011.

8. In submitting their expressions of interest, consultants are kindly requested to indicate the following reference: TDSP/2011/069/4. Interested consultants must provide their updated curriculum vitae, indicating personal and technical skills, academic qualifications, experience in similar assignments, and experience in Cambodia and/or other developing countries along with the names of at least three (3) referees with contact information (e-mail address, telephone or fax numbers). Expressions of Interest shall be submitted in hard copy followed by an electronic copy.
9. Interested consultants may obtain copies of the detailed Terms of Reference (in English) for the assignment from the address below or by requesting via email during office hours from 8:30 to 12:00 and from 14:00 to 17:30 hours, Monday through Friday, except public holidays.
10. Expressions of interest must be submitted to the address below no later than **15th June 2012 (before 17:00 hours)**

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