

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
A NATIONAL CONSULTANT TO ASSIST RSA TO COMPLETE AN IAS TRAINING NEEDS AND
TRAINING PROVIDERS CAPACITY ASSESSMENT (SHORT TERM)
(REF: (TDSP/2011/069/2))**

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 a National Consultant, who will be based in the (RSA) and will work under the supervision and guidance of, and report to HE Mr. Chhiv Yiseang, Director of Studies and Training Courses.
5. The services to be provided will include, but are not limited to:
 - Support the work of the international consultant whilst in Cambodia
 - Assist in the development of training needs assessment methodology customized to the needs and situation of TDSP implementing agencies
 - Support RSA officers to send, follow-up and collect all questionnaires
 - Lead interviews with IAs when the interview cannot take place in English
 - Support the development of assessment tools (questionnaires, guidelines, interviews) by the international consultant
 - Provide inputs for all reports from the international consultant
 - Provide translation and interpretation services from English to Khmer and vice versa
 - Assist RSA officers to organize the Phase 1 validation report
6. This position is part time with a total of 40 working days.
7. D/ICO invites expressions of interest from qualified and experienced national 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 Guidelines for Selection and Employment of Consultants by World Bank Borrowers, issued May 2004 and revised October 2006.

8. In submitting their expressions of interest, consultants are kindly requested to indicate the following reference: TDSP/2011/069/2. 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 **12th March 2012 (before 17:00 hours)**

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