

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
NATIONAL PROJECT IMPLEMENTATION ADVISOR
(REF: TDSP/2011/057/1)

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 D/ICO, serving as Secretariat to the TDSP, is recruiting a National Project Implementation Advisor to carry out and assist the D/ICO on all project implementation related activities in compliance with the World Bank guidelines. The services to be provided will include, but are not limited to:
 - Assist D/ICO to screen, analyze and manage the formulation of project proposals where submitted/requested from relevant Trade SWAp/TDSP implementing agencies to the TDSP. Precisely, provide consultancy and assist on project formulation for relevant Trade SWAP/TDSP implementing agencies who requested any proposals to TDSP.
 - Supervise on behalf of D/ICO daily implementation of the program’s components through periodic (quarterly) review with implementing agencies, interim progress in achieving planned annual results, identify issues affecting progress and propose solutions, and compile a report on “implementation progress” for the Program Director, D/ICO, TDSP Implementing Committee.
 - Identify systemic problems arising in TDSP implementation and propose solutions for the D/ICO and Program Director through the Program Manager.
 - Coordinate preparation and compile with the Monitoring and Evaluation Office of D/ICO, an annual review of progress in meeting (i) annual work program results expectations and (ii) the overall strategic program objectives, of the preceding year’s annual work program; ready for submission to the Program Manager/Director and D/ICO for their consideration at the Implementing Committee for approval.
 - Coordinate preparation and compile the Annual Operation (Work) Plan for achieving the following years planned results, for submission to the D/ICO, Program Manager, and Donors, with the heads of program components.
 - Build capacity of D/ICO staff and project team members through transfer of knowledge and on-the-job training on managerial and organizational procedures.

4. This position is full time, and the initial period of the contract will be 12 months, with the possibility to extend, subject to satisfactory performance and the project's requirement.
5. The 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 Section V: Selection and Employment of Consultants by World Bank Borrowers, May 2004 and revised October 2006.
6. In submitting their expressions of interest, consultants are kindly requested to indicate the following reference: TDSP/2011/057/1. 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.
7. Interested consultants may obtain copies of the detailed Terms of Reference (in English) for the assignment by sending a request by Email or from the address below during office hours from 8:30 to 12:00 and from 14:00 to 17:30 hours, Monday through Friday, except public holidays.
8. Expressions of interest must be submitted to the address below no later than **13th February 2012 (before 17:00 hours)**

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