

**KINGDOM OF CAMBODIA  
NATION RELIGION KING**



**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTING SERVICES – INDIVIDUAL CONSULTANTS)**

**Ministry of Commerce  
Trade Development Support Program  
Grant No.: TF093673**

**National Research Support Consultant**

**(Reference No.: TDSP/2015/106/7)**

- 1) The Kingdom of Cambodia has received financing in the amount of US\$15.45 million equivalent, from the Multi Donor Trust Fund (MDTF), contributed by the European Commission, DANIDA and UNIDO. The fund is managed by the World Bank to support the Trade Development Support Program (TDSP). TDSP is implemented by the Department of International Cooperation (DICO) of the Ministry of Commerce, and intend to apply part of the proceeds for consulting services.
- 2) The Consultant will be based in the Trade Training and Research Institute facilities of the Ministry of Commerce when those are considered safe to work in. Under the overall guidance and direct supervision of the TTRI Project Director, the National Research Support Consultant is expected to:
  - a. Make an inventory and locate all research materials available to MoC developed by development partners over the past 10 years (eg value chain studies, World Bank studies, ADB studies)
  - b. Gather all necessary information and documents needed by the TTRI for the organization of research activities by TTRI, for instance research methodologies, research tools, access to database (free and for a fee) in particular offered by international organizations
  - c. Provide assistance to the TTRI Research Bureau in assessing MoC research needs on a regular basis using agreed upon selection criteria
  - d. Provide training and coaching on research methodology, applied to the mini-research and value chain study developed by TTRI
  - e. Develop research project management tools in Khmer, for the benefit of the TTRI Research Bureau
  - f. Act as a focal point within TTRI for the management of the MoC Research Team
  - g. Liaise with research institutions in Cambodia (eg in CDRI, RULE, TAF, PUC)
  - h. Support the work of the international consultants, advisers, fellows while in Cambodia
  - i. Provide other assistance to MoC-TTRI as required by TTRI Management to identify different approaches and viable strategies for engaging both the private and public sector and other donor organizations in financing

TTRI's training activities while developing and maintaining TTRI autonomy.

- 3) The DICO now invites eligible Individual Consultants (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The minimum required qualifications are:
  - a) A master’s degree in management, public administration, economics or international development;
  - b) At least 3 years of relevant experience in supporting and participating in economic research activities, possibly in partnership with other research institutions in Cambodia
  - c) Robust and applied knowledge of different research methodologies and tools;
  - d) Demonstrated successful experience in project implementation, administration, and general services;
  - e) At least one year experience working either with Government agencies, donors, NGOs or United Nations in Cambodia on technical cooperation projects;
  - f) Team spirit, time management, didactic skills
  - g) Very good English writing and verbal skills an advantage.
- 4) In order to support the early stages of development, the TTRI project is recruiting a national research support consultant on a full-time basis for a period of **6 months** to enhance the capacity of the TTRI research bureau and the overall quality of TTRI research work.
- 5) The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s *Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers, January 2011* (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.
- 6) A Consultant will be selected in accordance with the *Selection of Individual Consultants* method set out in the Consultant Guidelines.
- 7) Further information and Terms of Reference (TOR) can be obtained at the address below during office hours from *8:30 a.m. to 5:00 p.m.*
- 8) Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by **14th January 2016**.

Department of International Cooperation

Ministry of Commerce

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