

**KINGDOM OF CAMBODIA**

**MINISTRY OF COMMERCE  
GENERAL DEPARTMENT OF INTERNATIONAL TRADE  
DEPARTMENT OF INTERNATIONAL COOPERATION**

**Trade Development Support Program (TDSP)**  
(Grant No.: TF093573, Program ID No: P109648)

**REQUEST FOR EXPRESSIONS OF INTEREST  
FOR AN INDIVIDUAL CONSULTANT FOR THE POSITION OF  
INTERNATIONAL MONITORING & EVALUATION CONSULTANT**

**(REF: TDSP/2012/074)**

1. The Kingdom of Cambodia has received financing in the amount of US\$ 12.60 million, from the Multi Donor Trust Fund for the Trade Development Support Program (TDSP) (“the Trust Fund”) administered by the World Bank, and contributed to by the European Commission, DANIDA and UNIDO. The development objective of the Project is to support the Royal Government of Cambodia (RGC)’s strategy to promote Trade Sector Wide Approach (Trade SWAp).
2. The Ministry of Commerce (MOC), through the Department of International Cooperation (DICO), is the implementing agency responsible for managing the overall implementation of the TDSP and coordination with other line ministries and stakeholders. The MOC will apply part of the proceeds of the Trust Fund to payments for goods, works, and consulting services to be procured under the program.
3. The DICO, serving as the Project Coordination Unit, is responsible for managing and coordinating the project works in procurement, finance, monitoring and evaluation, is required to be in constant communication with the World Bank, key stakeholders and implementing agencies. In order to facilitate the implementation of the TDSP, the DICO wishes to recruit an **International Monitoring & Evaluation Consultant** who will be based at the DICO office located in the Ministry of Commerce, Phnom Penh. He/she will also work closely with the World Bank task team and Implementing Agencies (IA’s) for monitoring project implementation, in accordance with the World Bank procedures and guidelines. The services to be provided will include, but are not limited to:-
  - Assess progress made with the implementation of the TDSP in terms of projects and other activities implemented towards Trade SWAp outcomes
  - Assess progress in terms of achievement of outputs of projects implemented and the extent to which the outcomes to which these outputs are expected to contribute reflect the outcome level changes as identified in the roadmaps of the Trade SWAp pillars
  - Assess progress on outcome level changes identified in the roadmaps of the Trade SWAp pillars, providing a read on the extent to which these outcomes are being realized on the level of building blocks and strategic outcomes of each of the pillars
  - Prepare and/or upgrade M&E forms used by D/ICO M&E Unit
  - Support the preparation of M&E reports by the D/ICO M&E Unit, including end-of-project reports, quarterly output monitoring reports and annual progress reports
  - Identify what works well and under what conditions good practice is realized, in order to be able to replicate it
  - Identify constraints faced, assess how these have been met and what constraints remain

- Provide on-the-job training on project M&E tools and best practices for D/ICO M&E Unit and relevant project staff in Implementing Agencies (IAs).
  - Assess the quality and validity of monitoring data gathered by IAs on project level implementation and by DICO on the intermediate level changes as well as the programme level, quality of the monitoring systems that are in place for systematically gathering monitoring data.
4. The International M&E Consultant is expected to conduct the assigned tasks over a period of four months from the contract signing date with the possibility to extend subject to performance and the project's requirements.
  5. DICO invites expressions of interest from qualified and experienced 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 of Section II, under the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers, January 2011.
  6. In submitting their expressions of interest, consultants are kindly requested to indicate the following reference (TDSP/2011/074). 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 may be submitted electronically followed by the submission of a hard copy as well. If it is submitted in hard copy, consultants must also provide an electronic copy.
  7. Consultants may obtain copies of the detailed Terms of Reference (in English) for the assignment from the address below during office hours from 8:30 to 12:00 and from 14:00 to 17:00 hours, Monday through Friday.
  8. Expressions of interest must be submitted to the address below on or before **10 April 2012 (before 17:00 hours)**.

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