

REQUEST FOR EXPRESSIONS OF INTEREST

THE DEPARTMENT OF RURAL DEVELOPMENT
Ministry of Agriculture, Livestock and Irrigation
IDA Grant H814-MM

Assignment Title: Township Level Technical Assistance

Ref No.	Township Clusters (TC) by Region/State	Number of townships per cluster, beginning in November 2016	Potential expansion into additional townships in subsequent years
C4.18	Kachin	1 Township	to be defined
C4.19	Shan	1 Township	to be defined

The Republic of the Union of Myanmar has received financing from the World Bank to implement the National Community Driven Development Project (NCDD) under the Department of Rural Development (DRD) of the Ministry of Agriculture, Livestock and Irrigation. The Government intends to apply part of the Grant proceeds to hire consulting services for new townships to be covered starting in year 4 of project implementation, e.g. around November 2016.

The consulting services (the “Services”) include:

- Assisting township DRD offices in planning, implementing and monitoring project activities in the respective townships in line with the procedures contained in the Project Operations Manual and directions received from the DRD union office.
- Assisting villages and village tracts in (i) the preparation and annual revision of development plans; (ii) sub-project technical design, cost estimation, review and approval; (iii) sub-project implementation, including adherence to environmental and social safeguards outlined in the Project Operations Manual, procurement of labor and materials and supervision during implementation; and (iv) organization of annual social audits.
- Assisting village tract project support committees to manage project funds in a transparent and accountable manner.
- Where applicable, providing technical support as needed to existing project townships within the State/Region.

The consulting services will be procured in two separate contracts, covering the geographic areas outlined above. Technical assistance will begin in one township per geographic area expected to start in November 2016, and depending on performance and project needs may be increased into additional townships of which the number remains to be determined. The consultant teams will be based in the township and include five full time experts: (i) team leader/training specialist, (ii) finance officer, (iii) procurement officer, (iv) monitoring and evaluation officer, (v) communication/social accountability/gender officer. Furthermore, there may be short-term inputs by a national CDD program advisor and by an international CDD expert to support the township team. In addition, the Consultant will also recruit locally community facilitators and technical facilitators to be based in the indicated township. This team shall be in place for a period of 24 months starting expectedly from 1 November 2016 to build the capacity of local DRD offices, with an annual review at the end of the first 24 month period to assess the needs in terms of remaining inputs. Given the phased nature of the intended township expansion, the contract will be for a period of 48 months.

The Department of Rural Development now invites eligible consulting firms or NGOs (“Consultants”) to indicate their interest in providing these Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services in one or both of the township clusters mentioned. Consultants may associate with other NGOs/firms in the form of a joint venture or a sub-consultancy to enhance their qualifications.

Expressions of Interest must be submitted in a written form to the address below (in person, or by mail, or by e-mail) by **28 July 2016** and clearly indicate the township cluster(s) in which the Consultant is interested.

Following a review of Expressions of Interest, DRD will invite short-listed consultants to prepare full proposals. Consultants will be selected in accordance with the QBS method set out in the Consultant Guidelines. Contracts will be structured primarily as lump sum payments against agreed outputs. The short-listing criteria are:

- 5 years general experience
- Past experience with community based development activities in similar conditions as in Myanmar, with

prior experience in South East Asia desirable;

- Management capability of the firm (general organization, numbers of staff employed, availability of qualified relevant staff, quality assurance system, global presence etc)
- Carried out as prime consultant or sub consultant similar contract of not less than US\$200,000

Further information and detailed sample terms of reference may be obtained from the NCDD Project webpage: <http://www.cdd.drdmyanmar.org> or the address below during office hours from 09h00 to 16h00, Monday through Friday, except public holidays.

Atten:

Mr. U Kyaw Soe, Deputy Director General

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