

REQUEST FOR EXPRESSION OF INTEREST

Republic of Tajikistan
Tax Administration Reform Project
Consulting services
Contract No TJTARP/IC-18
Grant No. H-810-TJ

Expressions of interest

The Republic of Tajikistan has received a grant from the International Development Association (IDA) for implementation of the Tax Administration Reform Project financed by the World, and intends to apply part of the proceeds for services of Procurement consultant of TARP.

Scope of Services

The Consultant will perform, inter alia, the following duties:

Duties of the Procurement Consultant shall include but be not limited to the following:

- provide on-job training to the TC respective staff on the WB procurement rules and procedures;
- work closely with respective departments of the TC on procurement related issues;

Advise and assist staff in:

- elaboration of the respective parts of the grant implementation plan, procurement plan and operational manual;
- preparation of technical specifications and full sets of bid docs and invitation for bids for Goods and Services under project;
- drafting bid schedules for projects in coordination with TC related departments;
- conducting pre-bid conferences together with the related specialists;
- performing bid opening for procurement of Goods and Services under the project;
- preparation of evaluation reports;
- preparation of draft contracts and requests for World Bank no-objection;
- negotiating with the suppliers and consultants for contract signing;

- preparing form 384 for the prior review contracts;
- contracts management;
- accepting the Goods supplied, checking the compliance with the contracts requirements, draft and sign acceptance certificates.

Transfer of knowledge is an essential part of the assignment

Qualifications requirements

The Applicant for this position is expected to meet the following minimum qualification requirements:

- university degree in Economics, Finance, Law, Business Administration,
- Engineering or other relevant field ;
- not less than three years of experience in procurement under the World Bank guidelines;
- received training on international procurement procedures, including World Bank procedures in procurement of goods and works and selection of consultants;
- good knowledge of international procurement procedures;
- good knowledge of the Public Procurement Law;
- good Computer skills MS Word, MS Excel;
- good knowledge of English, Tajik and Russian languages.

It is expected that the procurement consultant will take up this assignment in August 2015 with a three-month probationary period. If a satisfactory quality of work assignment may be extended for a subsequent period of implementation of the project.

The Tax Committee under the Government of the Republic of Tajikistan now invites eligible consultants to indicate their interest in providing the services. Interested consultants must provide information indicating that they are qualified to perform the services (CV, copy of documents evidencing appropriate qualifications and skills, experience and competence related to the task, description of similar tasks performed, references, etc). A consultant will be selected in accordance with the procedures set out in the World Bank's Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers dated January 2011.. The attention of interested Consultants is drawn to paragraphs 1.9 and 1.11 of the World Bank's Guidelines setting forth the World Bank's policy on conflict of interest and eligibility.

Interested consultants may obtain further information at the address below during office hours 08 00 to 17 00 hours.

Expressions of interest must be delivered to the address below by September 30, 2015

Tax Committee under the Government of RT
Attn: Solehzoda A.M., First Deputy Chairman
42/2 N. Karabaev Str.
734018, Dushanbe, Tajikistan
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E-mail: TARP@andoz.tj