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Approved by
Inspector of labor



Ministry of Finance and Planning

Republic of South Sudan



REQUEST FOR EXPRESSION OF INTEREST (REOI) FOR CONTRACT MANAGEMENT OFFICER

COUNTRY: **Republic of South Sudan**
NAME OF PROJECT: **Enhancing Community Resilience and Local Governance Project Phase II**
PROJECT ID: **P177093** Grant No.: **IDA-D980-SS**
Assignment Title: **Contract Management Officer**
Reference No.: **SS-MOFP-408994-CS-INDV**
Place of assignment: **Juba, South Sudan**
Closing Date: **15th May 2024**

1. Background: The Government of South Sudan (GoSS), through the Ministry of Finance and Planning (MoFP) and the Local Government Board (LGB), is leading the implementation of a World Bank-funded Enhancing Community Resilience and Local Governance Phase II (ECRP II). The Project development objective is to improve access to services, strengthen flood resilience, and enhance institutional capacity for local service delivery and integrated disaster risk management at the national and sub-national levels.

The Project has five (5) components namely: (i) Infrastructure and Services for Community Resilience (ii) Institution Strengthening (iii) Emergency Flood Response; (iv) Project Management and Learning; and (v) Contingent Emergency Response.

A Project Management Unit (PMU) has been established within the MoFP to cater for the two projects with the primary task of project management and overseeing the performance of IOM and other service providers, stakeholder outreach and communications, fiduciary and procurement management, Monitoring and Evaluation (M&E), community engagement, and risk management related to social and environmental safeguards, fiduciary oversight as well as maintaining infrastructure quality and standards. The ECRP-II PMU will also coordinate communications and contacts between the LGB and County Coordination Teams (CCTs) established under ECRP to regularize support for constructive county engagement in local resource management, service delivery improvements, and maintenance activity

The Ministry of Finance & Planning intends to apply part of the proceeds of the grant to fund the position of a **Contract Management Officer** to provide support to implementation of ECRP-II.

2. Scope of Services and Responsibilities: The scope of services for the position includes day-to-day active technical support and advice to the Project Management Unit (PMU) as related to contract management and administration, Work in collaboration with the procurement unit in preparation of procurement documentation and manage the STEP Contract Module, Manage



relationships, resolve personnel adversarial positions, manage disputes and claims, attempting amicable resolution whenever possible; and support project team members to ensure project coordination and achievement of the overall ECRP II project objectives. The Consultant will be required to undertake all tasks and deliver outputs detailed in the terms of reference (TOR) that will be provided upon submission of application.

3. Selection Criteria: Selection shall be based on qualification and experience of the candidate and followed by an interview. The qualification and experience required for shortlisting will include:

(i) Bachelor Degree in in business administration, Project Management, Commerce, Engineering, Procurement, Management, Law, or a related field; (ii) least 5 years of post-qualification work experience in contract management, administration, or procurement of donor-funded projects; (iii) work experience in South Sudan is essential (iv) computer skills in Microsoft Office tools (Word, Excel, and PowerPoint) and computerized project management software; (v) Fluency in written and spoken English.

Government officials or civil servants will not be considered unless: (i) they are on leave of absence without pay or have resigned or retired six months prior to the date of the advert; and (ii) their employment will not create Conflict of interest.

4. Duration:

Duration of the assignment is 12 months, renewable based on satisfactory performance and availability of funds.

5. The attention of interested individual consultants is drawn to Section III, paragraphs 3.14, 3.16 and 3.17 of the World Bank's 'Procurement Regulations for IPF Borrowers' July 2016 revised November 2017, July 2018 and November 2020 [Procurement in investment Project Financing; Goods, Works, Non-Consulting and Consulting Services], setting forth the World Bank's policy on conflict of interest

6. A Consultant will be selected in accordance with the Individual Consultants Selection method set out in the World Bank's Procurement Regulations.

7. The MoF&P now invites eligible Individual Consultants to indicate their interest in providing the above-mentioned services. Interested Consultants must provide information indicating that they are qualified to perform the services and furnish the Curriculum Vitae (CV) in the prescribed form that will be provided with the TOR upon request by e-mail at the address given below.

8. Submission of Applications and deadline:

Interested Applicants may obtain detailed TOR and the format for the CV from the below email.

An Expression of interest (EOI) and CV in the prescribed format with 3 reference persons must be sent to: procurement.ecrp@gmail.com or delivered by hand to the address indicated below by **15th May 2024 at 17:00 Hours (Juba local time)**. The submission must be clearly marked as "Application for Contracts Management Officer".



ECRP II Project Manager
Project Management Unit,
Ministry of Finance & Planning
Juba, Republic of South Sudan
Email: procurement.ecrp@gmail.com

Location: Local Government Board Compound (Opposite Bank of South Sudan)

