

Government of the People's Republic of Bangladesh
Office of the Project Director
Bangladesh Rural Water Supply and Sanitation Project
Department of Public Health Engineering
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Memo No.: 938 /PD/BRWSSP, DPHE

Date: 07 /05/2014

**Subject: Request for Expression of interest (EOI) for Senior Financial Management Specialist
Under Bangladesh Rural Water Supply and Sanitation Project (BRWSSP)
(Contract Package No.: S-1.1)**

IDA Credit No. IDA5075-BD

The Government of the People's Republic of Bangladesh (GoB) has received a credit for the 'Bangladesh Rural Water Supply and Sanitation Project (BRWSSP) from the International Development Association (IDA) and intends to apply part of the proceeds of this credit to cover eligible payments under the contract for provision of consultancy services by hiring Senior Financial Management Specialist for the project as individual national consultant.

The service includes but not limited to:

(i) preparation of the Financial Management Manual; (ii) assist the PD in preparing project budget; (iii) develop a chart of accounts; (iv) develop and implement a computerized Account System for the project; (v) prepare annual and quarterly disbursement forecast; (vi) assist PD in quarterly release of fund from GOB and obtain GOB approval for the use of IDA fund; (v) preparation of withdrawal application for IDA fund; (vi) make arrangement for payment of bills for procurement; (vii) adopt internal control; (viii) keep book of records in order; (ix) ensure computerized fixed assets record; (x) prepare Financial statement and Reports; (xi) interface with external auditors; (xii) finalize TOR for Internal audit; (xiii) take follow-up actions on audit observations; (xiv) provide support on training to the accounting staff; (xv) assist/ participate in project procurement/ tender committee; and (xvi) assist the PMU in reviewing other project documents particularly reviewing financial and tariff aspects of the feasibility studies prepared by the consultants and evaluate the financial viability of scheme(s).

The qualifications and experiences required for the assignment are:

S/N	Position	No of Post	Qualification and Experience
01	Senior Financial Management Specialist	1(one)	<p>a. Chartered Accountant (CA)/Chartered Management Accountant (CMA)/ Master in Business Administration (MBA) with Master/Bachelor degree in Accounting/ Finance.</p> <p>b. Minimum 15 years working experience in financial management of which at least 5 years in a managerial position in any government/semi government/ corporate organizations being actively involved and fully conversant with large contract payment, GOB budget, fund release and reporting formalities, World Bank's/ other donor's fund operating conditions & reporting requirements.</p> <p>c. Is fully conversant with and have had hands on experience in Microsoft or similar computerized Accounting System with ability to assist in implementation and customization; skills in software installation and troubleshooting will be added advantages</p> <p>d. Proven track record of ability to develop a Chart of Accounts befitting the relevant computerized accounting system and the reporting</p>

			<p>e. Self guided, strong organizational and planning skills with the ability to work independently as a team player and under pressure</p> <p>f. Strong interpersonal communicative skills, experience in team leadership and participatory management</p> <p>g. Ability to impart training to the project staff on financial management system</p> <p>h. Age maximum 60 years.</p>
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Department of Public Health Engineering (DPHE) now invites eligible individual national Applicants to submit their Expressions of Interest (EOI) for providing the services mentioned above. Applicants are invited to provide information indicating that they are qualified to perform the services (complete CV with detail information about employment history included duties and responsibilities, current remuneration, academic details, major publication (if any), contact address including telephone number and e-mail (if any). The Consultant will be selected in accordance with the World Bank Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers, [January 2011]. Only short-listed candidates will be contacted. It is expected that the services will be commenced in July 2014.

Interested Applicants may obtain the Terms of Reference (TOR) upon request from the address provided below either by e-mail or in person during the office hours (09-00 AM to 05-00 PM). The TOR is also available at the DPHE website (<http://www.dphe.gov.bd>).

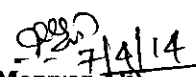
Expression of Interest (EOI) must be submitted in 07 (seven) copies including 01 (one) main copy by the applicant on or before 10 June, 2014 within 3:00 PM in a sealed envelope delivered to the under signed and clearly marked "Expressions of Interest for Senior Financial Management Specialist". EOIs received after the deadline of submission will not be considered for short listing.

Special instructions;

- Partial/ incomplete EOI will be rejected.
- The authority reserves the right to accept or reject any or all of the EOIs or cancel the EOI process at any stage without assigning any reason whatsoever and without incurring any liability to the affected applicant(s).
- The employer or World Bank will not be responsible for any cost or expenses incurred by the applicants in connection with the preparation or delivery of the EOI.
- DPHE will not be responsible for any delay in submission including delay due to postal or any other reason.

For any clarification and background information, intending entities may contact DPHE at the given address.

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