



REPUBLIKA E SHQIPËRIË
MINISTRIA E BUJQËSISË,
ZHVILLIMIT RURAL DHE
ADMINISTRIMIT TË UJËRAVE

WATER RESOURCES AND IRRIGATION PROJECT

Project ID No.P121186

Loan No. 8211-AL

Announces

REQUEST FOR EXPRESSIONS OF INTEREST

for individual consultancy services of

**“Local Procurement Consultant”
(Proc. Ref. WRIP/CS/IC/001)**

This request for expressions of interest follows the General Procurement Notice for this project that appeared in Development Business online on May 25, 2010 and the GPN Update published on December 20, 2012, DB Reference No. WB5260-12/12.

The Government of Albania has received financing in the amount of EUR 31 million equivalents from the World Bank toward the cost of the Water Resources and Irrigation Project, and it intends to apply part of the proceeds for payment of “Local Procurement Consultant for MARDWA”. The procurement consultant will work on full-time basis. The assignment is planned to start in September 2016.

Objective of the Assignment

Although MFACP has a Procurement Unit to conduct procurement processes, a procurement specialist with experience in World Bank-financed projects is going to be hired to ensure that: (i) procurement is carried in strict compliance with the World Bank requirements and guidelines; (ii) to build capacity in the Procurement Unit; and (c) to facilitate implementation of planned activities in timely manner.

The procurement Specialist (PS) will assist the Project Coordinator and Project Manager, and will work closely with the staff of the Procurement Unit of MAFCP to manage the flow of procurement activities scheduled for WRIP.

Scope of work

Duties and Responsibilities: Principal functions of the Procurement Specialist will include the following:

- Procure goods, works and services conducted in accordance with the provisions of the World Bank Guidelines and Project Operations Manual and of the Albanian legislation;

- Coordinate with the staff of Irrigation and Drainage Directorate and Water Resources Policies Directorate so that technical specifications and terms of reference are prepared for the planned activities;
- Coordinate with the procurement staff of the Procurement Unit so that documents are signed in a timely fashion in accordance with the agreed procedures;
- Participate in preparation and periodical update of WRIP Procurement Plans (PP), carry out verification of PP and its update;
- Carry out procurement as per the WRIP PP;
- Maintain reporting procurement system in accordance with the provisions of the Project operational Manual (POM);
- Support the Project Coordinator in his responsibility of monitoring contracts executions;

In general, the specific tasks to be undertaken by the consultant should cover the complete procurement methods specified in the PP. This will include but not be limited to practical assistance in:

- Preparation and publication of procurement notices as applicable under various procurement methods and under Albanian legislation;
- Participation in the Evaluation Committee in the terms described in the Provisions for the Evaluation Committee;
- Preparation of bidding documents, request for proposals and other documents based on sample forms approved for the project, and selection process, including pre-bid or pre-proposal meetings, clarifications, bid opening and etc;
- Administrative and procedural support in evaluation of technical and financial evaluation of bids and the preparation of Bid Evaluation Reports in accordance with the POM provisions;
- Administrative and procedural support in technical and financial proposals of consultants and preparation of technical and financial evaluation reports in compliance with the POM provisions;
- Preparation of contracts in full conformity with the forms approved for the project;
- Contact negotiations and signing;
- General contract administration and monitoring;
- Verification of payment documents under contracts or the supply of goods, works and services; and
- Contract closure procedures and final reporting;

Qualification Requirement

- University/higher education in economics, law, engineering or related fields;
- At last 3 years experience in procurement with project financed by foreign donors and national public funds. The candidates, which are familiar with the World Bank Guidelines and the National Public Procurement Law are preferable;
- Computer literate. Good knowledge of MS Office applications. Other software is an advantage;
- Fluent in Albanian and English.

Reporting and Duration

The Procurement Specialist will report to and work under the direction of the WRIP Project Coordinator and Project Manager in the MARDWA. S/he will deliver monthly progress report and monthly updated procurement Plan. Since s/he will be sitting in the Procurement Unit, s/he will provide copies of all reports to the Director of the Directorate for Legal Services.

The Ministry of Agriculture, Rural Development and Water Administration now invites eligible local individual consultants ("Consultants") to indicate their interest in providing the Services. Interested individual Consultants should provide information demonstrating that he/she has the required qualifications and relevant experience to perform the Services.

The short listing criteria are:

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| 1- General Qualification | 30 points |
| 2- Adequacy for the Project | 60 points |
| 3- Specific Experience | 10 points |

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: *Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers* ("Consultant Guidelines")- January 2011 , setting forth the World Bank's policy on conflict of interest.

The selection method to be applied is **Individual Consultant Selection (IC)**, in accordance with the procedures set out in the World Bank's [*Guidelines: Selection and Employment of Consultants by World Bank Borrowers*](#) (January 2011).

Interested consultants may obtain further information regarding the Terms of Reference at the website of MARDWA www.bujqesia.gov.al or at the address below, during office hours 08:00 to 16:30 (Monday to Thursday) and 08:00 to 14:00 on Friday.

Ilirjan Lame

Project Manager

Water Resources and Irrigation Project

Ministry of Agriculture, Rural Development and Water Administration

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Expressions of interest must be delivered in a written form (in person, or by mail) to the below address:

Ministry of Agriculture, Rural Development and Water Administration

Blv . "Deshmoret e Kombit", Nr.2 , kp.1001

Tiranë, Shqipëri

Attn: Mr. Vojo Bregu

General Secretary.

The right corner of the envelope must indicate the relevant position of interest. The deadline for receipt of submission is September 1st, 2016 at 11.00 (local time).