

Government of the People's Republic of Bangladesh
Ministry of Finance
Economic Relations Division
CCU of ISO and HELP Project, ERD
www.erd.gov.bd

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Date: 16 September 2025

Country: Bangladesh


Name of the Project/ Program: Host and Rohingya enhancement of Lives Project

Loan No./Credit No./TF No./Grant No.: IDA-75450

Project ID No: P501274

REQUEST FOR EXPRESSIONS OF INTEREST
For Selection of Reporting and Publications Officer (Individual)
Package Number: CCU/CON/01-(C)

1. The Government of the People's Republic of Bangladesh (GoB) has received a credit from the International Development Association (IDA) towards the cost of coordinating and supervising of 12 components of the ISO and HELP projects under the **CCU of ISO and HELP Project, ERD** being implemented by the Economic Relations Division and intends to apply part of the proceeds of this credit for the services of an individual Consultant i.e. titled **"Reporting and Publications Officer"**.
2. **Scope of Services:** The Scope of Services of the Consultant includes, but not limited to, (a) Financial management; (b) Compliance and audit; (c) Record keeping and documentation; (d) Preparation of reports; (e) Capacity Building; (f) Technical Advice to PD; and (g) Miscellaneous
3. **Duration:** The duration of the consultancy services is tentatively 33 months or till June 2028 from the date of the signing of the contract.
4. **Academic Qualification:** A master's degree in accounting, Finance, Business Administration or other related fields; Equivalent combination of bachelor's degree in the above areas with relevant work experience in financial management will be considered.
5. **Experience:** (a) Minimum 7 years of relevant experience in financial management, accounting and reporting, preferably in development projects funded by international donors; (b) Experience in managing multi-stakeholder projects with government and development partners will be an advantage; (c) Knowledge of GoB financial systems and World Bank/UN financial procedures is preferred; (d) Experience in computerized accounting systems is essential; (e) Knowledge of MS Office Suite (including Excel) is mandatory; (f) IT knowledge including understanding on accounting, budgeting and auditing system
6. Applicants are required to submit their Expressions of Interest (EOI), comprising of a CV (including employment history with duties and responsibilities) and a forwarding letter describing briefly the reasons that the applicant considers him/herself best suited to perform the assignment.
7. The attention of interested Consultants is drawn to paragraphs 3.14, 3.16, and 3.17 of the World Bank Procurement Regulations for IPF Borrowers, Fifth Edition, September 2023 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.
8. Detailed Terms of Reference (ToR) and other information will be available upon request from the address provided below either through email or in person. ToR is also available in ERD's website. (www.erd.gov.bd)
9. The consultant will be selected following the Selection of Individual Consultant method as set forth in the World Bank Procurement Regulations.
10. Expression of Interest needs to be submitted (either through e-mail or in person or by mail) to the following address by 17:00 hours on 05 October 2025. Please clearly mention "Expression of Interest (EOI) for Selection of **Reporting and Publications Officer** in the e-mail's subject line or on the top of the envelope.
11. The authority reserves the right to accept or reject any or all EoIs without assigning any reason whatsoever.


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