

REGIONAL DISASTER VULNERABILITY REDUCTION PROJECT
Request for Expressions of Interest
Individual Consultant - Contract Management Assistant
SVGRDVRP-C-IC-39a

The Government of Saint Vincent & the Grenadines has received funding from the International Development Association (the World Bank) towards the Regional Disaster Vulnerability Reduction Project, and intends to apply part of the proceeds for consulting services.

The consulting services will support the administrative and monitoring procedures for the associated works, services and goods contracts financed under the project. The consultancy will be for a period of twenty four (24) months with an anticipated start in November/December, 2018.

The minimum required qualification and experience are:

- a. A Bachelors degree in management, law, civil engineering, architecture, or related field.
- b. Experience with Microsoft Project (or similar software), donor programs, and standard contracts used by multilateral or bilateral donors (e.g. World Bank, Caribbean Development Bank, European Union, etc.) would be considered an advantage.

The detailed Terms of Reference for the consultancy can be found under the web classified section of **www.gov.vc** and can be obtained from the address below.

Expressions of interest must be delivered in a written form below (in person, or by mail, or by fax, or by e-mail) by **November 16, 2018** to:

Director of Economic Planning
Ministry of Finance, Economic Planning, Sustainable Development and Information Technology
1st Floor, Administrative Building
Kingstown, Saint Vincent and the Grenadines
Tel: 784-457-1746 / 784-457-2182
Email: cenplan@svgcpd.com, edfpmcu@svgcpd.com, rmacleish@svgcpd.com, and jquow@svgcpd.com