REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES - INDIVIDUAL SELECTION)

Lebanese Republic

Government of Lebanon

Council for Development and Reconstruction (CDR)

Lebanon Emergency Assistance Project (LEAP)

Ref: LEAP-IC-Proc-29

Assignment Title: Procurement Expert

The Lebanese Republic (hereinafter called "Borrower") has received financing in the amount of 250 million US Dollars from the International Bank for Reconstruction and Development (IBRD) (the "Bank") in the form of a "loan" (hereinafter called "loan") toward the cost of Lebanon Emergency Assistance Project. The Council for Development and Reconstruction (CDR), an implementing agency of the Client, intends to apply a portion of the proceeds of this loan to eligible payments under the contract for consulting services to be procured under this project.

The full time consulting services include providing Procurement support to the CDR as a **Procurement expert** under the project. The services will include, among others:

- Supporting the preparation and updating of the PPSD, Procurement Plan, procurement schedules, market analyses, procurement approaches, and evaluation methodologies;
- Preparing and reviewing procurement notices, Requests for Expressions of Interest, Requests for Quotations, Requests for Bids, Requests for Proposals, and related contractual documents;
- Coordinating the issuance of procurement documents, clarifications, amendments, minutes, and notifications;
- Providing procedural support to evaluation committees and reviewing evaluation reports for completeness, consistency, and compliance with the applicable procurement documents;
- Supporting procurement-related due diligence, including eligibility, sanctions, conflicts of interest, beneficial ownership, qualifications, and abnormally low bids, where applicable;
- Supporting preparation of contract-award documentation, procurement-related correspondence, and submissions for CDR and World Bank review;
- Maintaining complete and current procurement and contract-management information in the Systematic Tracking of Exchanges in Procurement (STEP);
- Monitoring procurement schedules and contractual milestones and identifying delays, risks, and required corrective actions;
- Maintaining complete procurement records, complaint registers, and adequate audit trails;
- Supporting the timely handling of procurement-related complaints;
- Facilitating World Bank prior review, post review, implementation support, and procurement audits; and
- Providing procurement training, coaching, templates, and practical support to PMU and CDR personnel.

The full TOR version can be found on CDR website at the following CDR - Procurement.

The Council for Development and Reconstruction (CDR) is in the process of establishing a project management unit to assist The CDR in the implementation of the Lebanon Emergency Assistance Project (LEAP), now invites eligible local experts ("Individual Consultants"), to indicate their interest in providing the required Task. Interested individuals should provide information demonstrating that they have the

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required qualifications and relevant experience to perform the Tasks by submitting their Expression of Interest ("EOI") and Curriculum Vitae("CV"). The shortlisting criteria are:

- Must have as minimum Bachelor's Degree in Engineering (B.E.), Business, Procurement or another discipline relevant to the assignment.
- Master's Degree is an advantage.
- Must have as minimum of 10 years' experience:
  a. In progressively responsible professional experience **in public procurement**, development procurement, or procurement for infrastructure and public-investment projects.
  b. Demonstrated experience in procurement of infrastructure works, goods, non-consulting services, and consulting services.
  c. Demonstrated experience preparing or reviewing procurement documents and evaluation reports, including Requests for Bids, Requests for Proposals, Requests for Expressions of Interest, Requests for Quotations, contract-award recommendations, and contracts.
  d. Demonstrated experience applying the procurement rules and procedures of the World Bank or another multilateral or international financial institution is an advantage.
  e. Demonstrated experience with FIDIC or comparable internationally recognized conditions of contract is an advantage.
- Experience in publishing and use of PPA websites is a plus.
- Fluent in Arabic, and English is a must. Fluency in French is a plus.
- Strong analytical, organizational, communication, report writing, and record keeping skills.
- Relevant software experience such Microsoft Word, Excel, and PowerPoint is a must;

(For more information refer to the attached TOR paragraph V)

It is preferable to limit the EoI to a maximum of 10 pages including the CV as per attached CV format. Pages beyond 10 may not be reviewed.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers for Goods, Works, Non-Consulting services" dated February 2025 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

Shortlisted Consultants will be invited for interview, upon which a Consultant will be selected for negotiation in accordance with the Individual Consultant Selection described in the "World Bank Procurement Regulations for IPF Borrowers.

The Deadline for receiving EOIs is to be on 16/ 11/2026 at 12:00 PM Beirut local time.

Expressions of Interest (EOI) must be delivered to the address below by hand or carrier including one original, one copy and one electronic CD ROM.

Address:

Council for Development and Reconstruction (CDR)

Tenders Department

City: Beirut

P.O Box: 11 - 3170

Beirut - Lebanon

Telephone: (+961-01-980096)

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