

**Government of the People's Republic of Bangladesh**  
**Ministry of Finance**  
**Finance Division**  
**Skills For Employment Investment Program (SEIP)**

**Request for Expressions of Interest (REOI) For Selection of National Individual Specialists (1.Environmental 2. Higher Level Skills Program) (Package: 18 M & 18 L)**

**Country:** People's Republic of Bangladesh  
**Title of the Project:** Loan 3131-BAN: Skills for Employment Investment Program, Support to Skills Development Coordination and Monitoring Unit (SDCMU)  
**Executing Agency:** Finance Division of Ministry of Finance

**No.** FD/SEIP-18&19/93/2014-2015 (Part-01)

**Date:** 31/05/2016

**A. Project Background**

Government of Bangladesh is implementing the Skills for Employment Investment Program (SEIP) with financial assistance from the Asian Development Bank (ADB) and Swiss Agency for Development and Cooperation (SDC) that will develop a workforce equipped with contemporary technical skills and knowledge through vocational training by establishing a mechanism to facilitate collaboration between training institutes and industry which would optimize the utilization of available human resources.

The program will work in close coordination with the National Skill Development Council (NSDC) secretariat. The program will also work in close collaboration with a number of training institutes under different ministries, selected industry associations, BBSME and PKSf in SEIP priority sectors (RMG and textiles, construction, light engineering, information technology). The program will have linkages with on-going projects supported by government and development partners including Skills Development Project, Skills Training Enhancement Project, etc.

The Skills Development Coordination and Monitoring Unit (SDCMU) has been established under the Finance Division, Ministry of Finance to serve as the Program Management Unit (PMU) of the SEIP. Finance Division of the Ministry of Finance is the executing agency for the SEIP. NSDC is going to be supported through SEIP Project.

The purpose of the assignments is i) to prepare environment due diligence reports for the proposed new construction and renovation sites of SEIP tranche 2 and ii) to prepare a report leading to a solution for the gradual and cumulative replacement of foreign mid and higher level managers with Bangladeshis by providing higher level skills programs.

**B. The highlights of Roles/tasks, Responsibilities, Qualifications and Experience of Specialists are as follows:**

**1. Environment Specialist (National):**

**Roles/Responsibilities and Expected Output:**

- I. Review the SEIP document on EARF and prepare specific work plans to conduct IEE and EMP for proposed work sites and any other requirements according to the government environment regulations and ADB Safeguard Policy;
- II. Discuss with SDCMU relevant staff on the proposed scope of civil works for training facilities and prepare work sheets for assessments according to EARF;
- III. Conduct site visits to proposed sites, such as light engineering and knitwear industry associations for COEs, technical training centers under the Ministry of Expatriates' Welfare and Overseas Employment, where civil works for construction or renovation of training facilities are to take place, assess the scope of civil works, and conduct necessary consultations with relevant officials;
- IV. Verify no new land is involved and there is no other land issues involved;
- V. Carry out IEE and prepare reports covering all proposed sites based on the proposed scope of civilworks, according to ADB requirements as well as the government's requirements;
- VI. Prepare EMPs and other mitigation measures, as needed based on IEEs.
- VII. Prepare draft outlines of the required reports by 10 July 2016 and submit for review;
- VIII. Prepare complete reports and revise as requested; and
- IX. Undertake any safeguard relevant tasks, as requested.

**Qualification and Experience:**

The specialist will have (i) a masters' degree in environmental science/ environmental engineering or related field from any university/ institution recognized by the government; (ii) 5 years of experience of assessing environmental safeguard issues and preparing environment reports in development projects; (iii) experience in preparing IEE or/and EMPs preferably in ADB financed projects in Bangladesh; (iv) excellent report writing skills in English; and (v) good oral and written communication skills to carry out assignments.

**2. Higher Level Skills Program Specialist (National):**

**Roles/Responsibilities and or Expected Output:**

- I. Identify the industry and occupations where the foreign nationals are employed after consultations with different industry associations like BGMEA, BKMEA, BTMA, LMEAB etc;
- II. Prepare proposal along with the methodology for gradual replacement of foreign mid and higher level managers with Bangladeshis within their organizations by providing high end skills ;
- III. Identify public/private university to establish incubators for higher level managers and entrepreneurs training under SEIP ;
- IV. Prepare outline and operation modalities of the incubators;
- V. Prepare draft MoU in consultation with the identified university;
- VI. Work in close collaboration with Dr. Mohiuddin Alamgir, international consultant, SEIP
- VII. Any relevant tasks assigned by the Executive Project Director, SEIP from time to time.

**Qualification and Experience:** The specialist will have a master's degree with preferably 15 years' experience at policy level relevant to high end skills programs. He or she should be well conversant with the skills development management, coordination and funding mechanisms.

The details of above are available on ADB's CMS and SEIP Website : [www.seip-fd.gov.bd](http://www.seip-fd.gov.bd)

### **C. Assignment Location**

Dhaka, Bangladesh.

### **D. Implementation arrangements**

The individual consulting services will be carried out for a period of 45 (forty five ) working days over a period of 3 months (intermittent) for environment specialist(national) and 66(sixty six) working days over a period of 6 months(intermittent) for higher level skills program specialist and are expected to commence in 15 June 2016. The specialists will be selected under **Individual Consultant Selection (ICS) method** in accordance with ADB's Guidelines on the Use of Consultants and other arrangements satisfactory to ADB on the recruitment of domestic consultants.

**E. Counterpart Facilities:** SDCMU, SEIP will provide the counterpart facilities.

### **F. Reporting Requirements:**

The specialists will deliver the deliverables outlined in the ToR:

**G. Eligible** (Eligibility as per ADB's Guidelines on the Use of Consultants and other arrangements satisfactory to ADB on the recruitment of domestic consultants) and interested applicants are requested to send their CVs to the following address by 11.59 pm (Manila local time) on 6 June 2016 during the office hours. EOI must be submitted through ADB's CSRN in standard EOI format. If any applicant does not send EOI through CSRN, they must re-submit the EOI through CSRN. Without EOI, CV of any applicant will not be evaluated. Additionally hard copy of EOI may be submitted to the undersigned. The shortlisting will be based on *General Qualification, Project Related Experience and Regional Experience and others*. Only short listed candidates will be notified.

**H.** Under no circumstances will ADB or Finance Division be responsible for any cost incurred in submission of this EOI and the procuring entity reserves the right to accept or reject any or all EOIs without assigning any reason thereof.

(Jalal Ahmed)  
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and  
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