

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – INDIVIDUAL CONSULTANT)

Thailand

Climate Adaptation and Resilience for South Asia (CARE) Project

Loan No./ Credit No./ Grant No.: IDA-D6220

Assignment Title: Project Associate – Pakistan

Reference No. (as per Procurement Plan): TH-RIMES-225333-CS-INDV

The Regional Integrated Multi-Hazard Early Warning System (RIMES) has received/has applied for financing from the World Bank toward the cost of the Climate Adaptation and Resilience for South Asia (CARE) Project and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include individual consultant – Project Associate – Pakistan to responsible for assisting and supporting MOPDSI to ensure smooth coordination and implementation of activities in Pakistan, assist in coordinating, organizing and documenting outcomes of stakeholder meetings and consultations; and following up on critical actions and decisions raised during these meetings, assist in identifying implementation issues and potential solutions, support the work of technical experts in research and data collection, closely track tasks and activities, and provide regular reporting to the supervisor, provide day-to-day administrative coordination and support to MOPDSI focal point and CARE project team, including assistance in organizing and coordinating events, managing meeting requirement and materials, making travel and logistical arrangements, etc. and perform any other relevant duties and responsibilities required for the implementation of CARE Project activities in Pakistan.

The detailed Terms of Reference (TOR) for the assignment are attached to this request for expressions of interest.

The Regional Integrated Multi-Hazard Early Warning System (RIMES) now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are: the consultant shall at least have bachelor's Degree in administration or related fields, have at least 3 years of experience in project coordination and account management. Experience in working with MOPDSI and/or any other government institution in Pakistan is preferred, be able to network, coordinate and cooperate with partners, government authorities, and other stakeholders, and build strong mutual relationships, has strong analytical, problem solving and multitasking skills, competency in office software applications (Word, Excel, Google Apps, Zoom, etc.), proficiency in spoken and written English and Urdu languages, good team player, positive attitude and eager to learn, operates in compliance with organizational rules and regulations.

July 2017

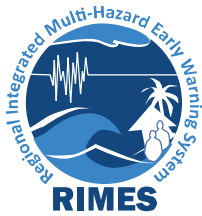
The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the individual consultants method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours 0800 to 1700 Bangkok Standard Time.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by January 17, 2021

The Regional Integrated Multi-Hazard Early Warning System for Africa and Asia (RIMES)
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TERMS OF REFERENCE

Project Associate – Pakistan

1. About RIMES

The Regional Integrated Multi-Hazard Early Warning System for Africa and Asia (RIMES) is an international and intergovernmental institution that is owned and managed by its 48 Member and Collaborating States for building capacities in the generation and application of user-relevant multi-hazard early warning information. RIMES was established on 30 April 2009 through the signing by collaborating countries of the RIMES regional cooperation agreement. RIMES was registered with the United Nations under Article 102 of the UN Charter on 1 July 2009. RIMES operates from its regional early warning center, located at the campus of the Asian Institute of Technology in Pathumthani, Thailand.

RIMES' purpose is to provide early warning services according to differing needs and demands of its Member States, for enhanced preparedness and response to and mitigation of natural hazards. Its specific objectives are:

- a) Facilitate the establishment and maintenance of core regional observing and monitoring networks to ensure data availability for early warning;
- b) Provide earthquake and tsunami services within the framework of the Intergovernmental Oceanographic Commission of the United Nations Educational, Scientific and Cultural Organization (IOC-UNESCO);
- c) Support National Meteorological and Hydrological Services (NMHSs) for providing localized hydro-meteorological risk information within the framework of the World Meteorological Organization (WMO); and
- d) Enhance warning response capacities at all levels (national to community) within each national early warning framework.

RIMES provides a portfolio of options for Member States to avail from or contribute to any of these objectives.

2. Background

Socio-economic impacts of climate-related hazards in South Asian countries continue to threaten the countries' economic growth, particularly in key sectors such as agriculture, water, and infrastructure. During the 16th Summit of the South Asian Association for Regional Cooperation (SAARC) in 2010, these countries collectively resolved to strengthen climate resilience. The Climate Adaptation and Resilience for South Asia (CARE) Project aims to contribute in translating this policy into actions through enhanced regional cooperation and knowledge on climate resilience and adaptation, and development of standards and guidelines to facilitate climate-resilient planning and investments.

The Project's Development Objective is to create an enabling environment for climate-resilient policies and investments across South Asia, with the following indicators:

- Increased access to regional climate data and analytics for climate-informed decision-making;
- National-level decision-making and planning that are better climate risk-informed;
- Regional climate resilience guidelines incorporated into national standards;
- Sectoral investments supported to include climate risks and resilient design; and
- Institutional capacities strengthened to undertake climate-informed policies and planning.

The project has three components, for implementation over 5 years:

- 1) Promoting evidence-based climate-smart decision-making, to enhance access to data required for risk-informed planning and investments;
- 2) Enabling climate-resilient policies and standards for development, to enhance transformation of policies and capacities for climate resilience and adaptation across South Asia; and
- 3) Project management and implementation support.

Component 1 shall be implemented by RIMES. This component involves the creation of a regional resilience data and analytics service (RDAS) platform and decision-support systems (DSSs) for selected sectors of agriculture, water, road transport, planning and finance in Bangladesh, Nepal, and Pakistan. Component 1 also includes capacity development of users of these systems and their products. The RDAS is a cloud-based open-access platform for acquiring, storing, managing, processing, analyzing, visualizing, and reporting data, for use in screening climate risks to inform investments. The DSSs are sector-specific systems, linked to the RDAS, and used to assist users in sectoral planning and decision-making.

Component 3 is jointly implemented by RIMES and ADPC. Under this Component, RIMES is establishing a Project Implementation Unit, which includes a Finance Management Specialist

3. Objective

The Project Associate - Pakistan, reporting to the Project Director through the Pakistan Country Coordinator, is responsible for assisting and supporting MOPDSI to ensure smooth coordination and implementation of Component 1 activities in Pakistan.

4. Scope of Work

The Project Associate - Pakistan shall:

- Coordinate and liaise regularly with MOPDSI focal point and Pakistan Country Coordinator for efficient communication and coordination of project activities.
- Assist in coordinating, organizing and documenting outcomes of stakeholder meetings and consultations; and following up on critical actions and decisions raised during these meetings
- Assist in identifying implementation issues and potential solutions
- Support the work of technical experts in research and data collection
- Closely track tasks and activities, and provide regular reporting to the supervisor

- Provide day-to-day administrative coordination and support to MOPDSI focal point and CARE project team, including assistance in organizing and coordinating events, managing meeting requirement and materials, making travel and logistical arrangements, etc.
- Perform any other relevant duties and responsibilities required for the implementation of CARE Project activities in Pakistan

5. Qualifications

- Bachelor's Degree in administration or related fields
- At least 3 years of experience in project coordination and account management. Experience in working with MOPDSI and/or any other government institution in Pakistan is preferred
- Ability to network, coordinate and cooperate with partners, government authorities, and other stakeholders, and build strong mutual relationships
- Strong analytical, problem solving and multitasking skills
- Competency in office software applications (Word, Excel, Google Apps, Zoom, etc.)
- Proficiency in spoken and written English and Urdu languages
- Good team player, positive attitude and eager to learn
- Operates in compliance with organizational rules and regulations

6. Contract Duration

The contract duration will be for 4 years subject to a 6-month probationary period, and annual performance review.

RIMES promotes diversity and inclusion in the workplace. Well-qualified Pakistani nationals particularly females are encouraged to apply.