

**Government of the People's Republic of Bangladesh**  
Office of the Project Director  
Customs Modernization and Infrastructure Development Project  
Room No. 403, Custom House, Dhaka  
Kurmitola, Dhaka-1229.  
E-mail: [cmid.nbr@gmail.com](mailto:cmid.nbr@gmail.com)

File No- 08.01.0000.104.014.003.23-19

**Date:** 07 December, 2023

**Request for Expressions of Interest (REOI)**

**For**

**Individual Consultant Service as Financial Management Specialist (national)**

for Customs Modernization and Infrastructure Development Project under ACCESS: Accelerating Transport and Trade Connectivity in Eastern South Asia-Bangladesh Phase 1 Project.

**Assignment Title:** Individual Consultant Service as Financial Management Specialist (National)

**Reference No.:** SD-15

1. The Government of the People's Republic of Bangladesh (GoB) has received financing from the World Bank towards the cost of Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS)– Bangladesh Phase 1 Project. National Board of Revenue (NBR) will implement the Customs Modernization and Infrastructure Development component under the project. It intends to apply a part of the proceeds of this credit for the services of an individual National Consultant as Financial Management Specialist.
2. The broad scope of consulting services (“the Services”) include but not limited to carry out following in the project.

As a member of the NBR PIU, the Financial Management Specialist is expected to render the following services:

- Ensure that all financial management tasks are as per the Project Financing Agreement, the World Bank Guidelines for Annual Financial Reporting and Auditing, the World Bank Policies and Procedures on Financial Management, Disbursement Policy – Lending, and Application for Withdrawal.
  - Responsible for preparing all financial activities in line with World Bank Guidelines and Public Procurement Rules. The Consultant shall maintain financial records and monitoring systems to record and reconcile expenditure, balances, payments, statements and other day to day transactions and reports.
  - Prepare annual budget for each of the project years in consultation with the Project Director.
  - Prepare withdrawal application to access IDA financing and submit to the IDA through client connection for reimbursement.
  - Apply consistent cash basis of accounting principles for documenting, recording, and reporting financial transactions.
  - Maintain Withdrawal Monitoring Register, Credit (loan) Register, Asset Register, Chart of Accounts, record of SOEs.
  - Prepare monthly closing and reconciliation of accounts and statements, and Interim Unaudited Financial Reports (IUFRR) each trimester.
  - Support the Employer with the required documents for internal audits and yearly financial audits by Foreign Aided Projects Audit Directorate.
  - Any other responsibilities described in the Terms of Reference (TOR).
3. The expected date for commencement of the services is **February 2023** and the tentative duration of the entire assignment is about 38 (Thirty) man-months. Detailed Terms of Reference (TOR) and other information will be available upon request from the address provided below either through email or in person. The TOR can be found at the following website: ([www.nbr.gov.bd](http://www.nbr.gov.bd)).

4. The National Board of Revenue (NBR) under Internal Resources Division, ministry of Finance, Government of Bangladesh now invites eligible Individual to indicate their interest in providing the Services. Interested Individual should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The selection criteria are:

**Education:**

- At least Master's Degree in Economics, Business Administration or relevant field. Candidate having professional accountancy degree (CA/ACCA/CMA/ equivalent) will get preference.
- Training on budgeting, Financial Management, or Public Procurement.
- Familiarity with World Bank Procurement Policies and Guidelines and Systematic Tracking of Exchanges in Procurement (STEP) system would be preferred.

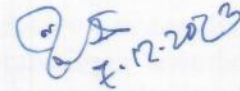
**Experience:**

- A minimum of 12 (twelve) years of general experience in financial management.
- Out of 12 years of general experience, 4 (four) years in projects funded by multilateral development partners as Finance Officer is mandatory.
- At least 4 (four) years of experience in relevant GOB offices will be preferred.
- Excellent knowledge of World Bank financial framework, GOB audit and financial policies, VAT and Tax system will be an advantage. Proficiency in using office software (Microsoft Word, Microsoft Excel, Power Point and Microsoft Access) and English language is a must.

5. The attention of interested Consultants is drawn to the Section III, Para 3.14,3.16, and 3.17 of the World Bank's" Procurement Regulations for IPF Borrowers, July 2016 and updated in November 2020, setting forth the World Bank's policy on conflict of interest.

6. A consultant will be selected following the Selection of Individual Consultant method set out in the World Bank Procurement Regulations for IPF Borrowers, July 2016, and updated in November 2020.

7. Further information can be obtained at the address below during office hours (09:00 AM to 04:00 PM Bangladesh Standard Time). Expression 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 **01:00 PM (Bangladesh Standard Time), December 26, 2023.**



**AKM Nurul Huda Azad**

Project Director

Customs Modernization and Infrastructure Development Project

Room No. 403, Custom House, Dhaka

Kurmitola, Dhaka-1229.

E-mail: [cmid.nbr@gmail.com](mailto:cmid.nbr@gmail.com)

**Copy forwarded for kind information:**

1. System Manager, National Board of Revenue (He is requested to publish this notice on NBR website).
2. Engr. Jenifar Yasmin, Programmer, National Board of Revenue, Dhaka. (She is requested to publish this notice on CPTU website).
3. PS to Chairman, National Board of Revenue, Agargaon, Dhaka (For kind information of the Chairman, NBR).
4. Mr. Erik Nora, Sr. Transport Specialist, World Bank, E-32, Agargaon, Sher-e-Bangla Nagar, Dhaka-1207.
5. The Manager (Advertisement), The Financial Express. [He is requested to Publish this notice for 1 (one) Day in inner page, before 11<sup>th</sup> December, 2023 (Size as small as possible but not less than 15" x 3" Column)].
6. The Manager (Advertisement), The Daily Ittefaq. [He is requested to Publish this Notice for 1 (one) Day in inner page, before 11<sup>th</sup> December, 2023 (Size as small as possible but not less than 15" x 3" Column)].