



MINISTRY OF FINANCE
Tonga Digital Government Support Project (TDGSP)

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

SELECTION OF AN INDIVIDUAL CONSULTANT

Position: PROJECT COORDINATOR FOR TONGA DIGITAL GOVERNEMENT SUPPORT PROJECT

Grant No.: D449-TO

Assignment Title: Project Coordinator (PC)

Reference No. *TO-MFNP-160772-CS-INDV*

The Government of Tonga has received financing from the World Bank toward the cost of the **Tonga Digital Government Support Project (TDGSP)** and intends to apply part of the proceeds for consulting services for the recruitment of the **Project Coordinator**.

The consulting services (“the Services”) include: **(i)** Maintaining a standard approach for project management – logical and transparency of project management according to the WB guidelines and policies.; **(ii)** Managing project stakeholder (internal and external) engagements and communications; **(iii)** Managing project quality (timeliness, efficiency and effectiveness); **(iv)** Managing project risk – ensuring that risks are treated early and throughout the project management process; **(v)** Monitoring and controlling each subproject and activity to ensure timeliness, efficiency and effectiveness; **(vi)** Managing project resources based on WB guidelines and policies; **(vii)** Managing project task and goals achievement – timeliness, efficiency and effectiveness; **(viii)** Reporting timeliness, quality and correct; and **(ix)** Stakeholder, and Supplier (including consultants) project activity coordination. .

It is anticipated that consultant will commence in May 2020 on full-time basis for a period of 2 years that may be extended based on need and satisfactory performance. The detailed Terms of Reference (TOR) for the assignment can be downloaded from this link below:

<https://drive.google.com/drive/folders/1Dq9Ro315YL2XK9mCjRRXhGUi8NmaxWkx?usp=sharing>

The **Ministry of Finance (MOF)** as the implementing agency now invites **eligible Individual 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 (**attach updated curriculum vitae (CV) with description of experience in similar assignments, similar conditions, list of 3 referees with contact details. etc.**).

The criteria for selecting the Consultant are:

- Advanced degree in economics or project management, public policy, information & communications technology or any other relevant field;
- Relevant experience and proven track record in similar projects/programs (e-Government/Digital government implementation) in Pacific Island Countries including Tonga is an advantage;
- Strong working knowledge of Microsoft Project or other Project Management utility;
- Project Management Professional (PMP) / PRINCE II certification is a plus;
- Governance Certification (COBIT 5 / ISO 38500) an advantage;
- Minimum 10 years in Project or Program Management position, preferably with strong public sector (Government) experience – telecommunications or information systems projects;
- Solid organizational skills including attention to detail and multitasking; and
- Excellent English written and verbal communication skills.

The attention of interested Individual Consultants is drawn to paragraph 3.14, 3.16 and 3.17 of the *World Bank's Procurement Regulations for IPF Borrowers dated July 2016, revised November 2017 and August 2018 ("the Regulations")*, setting forth the World Bank's policy on conflict of interest. **Civil Servants are not eligible to apply under these Regulations.**

A Consultant will be selected in accordance with the Selection of Individual Consultants (INDV) method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours **08:30am to 04:30pm**.

Expressions of interest (EOIs) must be delivered in a written form to the address below in person, or mail or e-mail by **13 March 2020 at 4:30pm Tongan Time** and should be clearly marked "*Expression of Interest for Consulting Services for the Project Coordinator Contract No. TO-MFNP-160772-CS-INDV*"

Attention: Chief Executive Officer.

Mrs. Balwyn Fa'otusia
Chief Executive Officer
Ministry of Finance
Nuku'alofa
Tonga

E-mail: bfaotusia@finance.gov.to and copy to ebaker@finance.gov.to and npelesikoti@finance.gov.to