

**Career Opportunity**

Applications are invited for the following position, under the Electricity Distribution Efficiency Improvement Project (EDEIP), funded by the World Bank. The duration of the assignment shall be one year extendable for similar or extended period based on performance (maximum upto December-2027) and market-based salary will be offered.

<b>PROCUREMENT AND CONTRACT SPECIALIST</b>
<b>Qualification (s):</b> <ul style="list-style-type: none"><li>• 16 years Bachelor's or Master's degree in Public Procurement, Supply Chain Management, Business Administration or Economics, Finance, Economics, Engineering or related professional qualification from an institution recognized by HEC or international institution.</li></ul>
<b>Required Experience:</b> <ul style="list-style-type: none"><li>• The duration of the assignments shall be one year extendable for similar or extended period based on performance (maximum upto December-2027)</li></ul>

Covering letter / application alongwith C.V, CNIC, one passport size recent photograph and experience/education certificates/testimonials should reach to the undersigned within 15 days after publication of this advertisement in the press. The individuals shall bear the expense associated with the selection process for the position. Detailed Terms of Reference (ToR) are available at Power Division's website <https://power.gov.pk/>

Attention of interested candidates 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 [revised November 2017, July 2018 & November 2020] ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

Consultants will be selected in accordance with the Individual Consultants selection method following open competitive market approach set out in the Procurement Regulations of the World Bank for IPF Borrower July 2016 Revised November 2017, July 2018 & November 2020.

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## Terms of References (ToRs)

### **Procurement and Contract Specialist**

#### **Key Role and Responsibilities:**

The said Consultant shall:

- Ensure the procurement of equipment, goods and services are executed in accordance with World Bank Procurement policies regulations, procedures and procurement planning in accordance with requisitions submitted.
- Assistance with development of specifications based on PIU's requirements and prepare shortlists based on investigation of markets as well as policy considerations to the World Bank
- Manage the procurement process, including tendering, bid evaluation, and contract award including the procurement of consulting services etc.
- Preparing and issuing tender documents, including Request for Proposals (RFPs), Request for Quotations (RFQs) and managing procurements following the agreed selection methods in the procurement plan.
- Regularly update/maintain the status of activities on STEP system.
- Coordinate with all the relevant stakeholders of Procurement Plan for completion of relevant actions/activities on STEP
- Coordinate with relevant stakeholders for tender document design(s), evaluation criteria, ToRs development etc. for implementation of Procurement Plan
- Development of standardized SoPs and policies for implementation of Procurement Plan activities
- Develop procurement procedures, specifications, and evaluation criteria etc. in alignment with standards of World Bank
- Participate in project planning and budgeting activities to ensure procurement requirements are aligned with project goals and objectives

#### **Profile and Qualification:**

- 16 years Bachelor's or Master's degree in Public Procurement, Supply Chain Management, Business Administration or Economics, Finance, Economics, Engineering or related professional qualification from an institution recognized by HEC or international institution.

#### **Required Experience:**

- Minimum (07) years of post-qualification verifiable experience in procurement and related fields under Public procurement rules or Multilateral Development Banks (MDBs) guidelines, rules and procedures

#### **Period of assignment:**

- The duration of the assignments shall be one year extendable for similar or extended period based on performance (maximum upto December-2027)