

REQUEST FOR EXPRESS OF INTEREST
NATIONAL PROCUREMENT CONSULTANT TO SUPPORT DPF-MPWT
REFERENCE NO. ICS-083

The Ministry of Public Works and Transport (MPWT); Ministry of Agriculture and Forestry (MAF); Ministry of Industry and Commerce (MOIC); Ministry of Public Security (MOPS); Ministry of Planning and Investment (MPI), Ministry of Health (MOH) and Ministry of Finance (MOF) of Lao PDR have received financing support from the World Bank's (WB) International Development Association (IDA) to implement the Southeast Asia Regional Economic Corridor and Connectivity (SEARECC) with a project duration of six (6) years starting from 4th quarter of year 2022. SEARECC consists of five (5) components as follow : (1) Lao PDR and Regional Connectivity Enhancement, (2) Logistics Services Development and Vorder-Crossing Management, (3) Strengthening Institutional Capacity and Regulatory Framework in Agriculture, Transport, and Investment Planning, (4) Project Management and (5) Contingency Emergency Response.

The SEARECC Project now intends to engage a full-time suitably qualified and experienced as National Procurement Consultant to support DPF, MPWT for a period of 24 months from November 2025 to November 2027 to undertake the tasks described in the Terms of Reference (ToR). The full ToR for the assignment can be found at the following website www.mpwt.gov.la, downloaded using QR Code below or sent to candidates upon written request to the e-mail address below.

Interested Consultant should provide information (CV, Expression of Interest, other supporting information, if any) demonstrating that s/he has the required qualifications and relevant experience to perform the Services. In order to qualify for this position, the candidates shall meet the following experience and competence requirements:

- At least a bachelor degree in business administration, finance, engineering or any related field.
- At least 5-year experience in similar position
- At least 4 years of specific working experience in public procurement
- Experience working with major donor funded projects particularly with World Bank funded projects, will be an advantage
- Proficiency in English – speaking and writing in both English and Lao languages.

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" 4th edition of November 2020 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest. A Consultant will be selected in accordance with the Competitive Selection of Individual Consultants method set out in the Procurement Regulations.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by 31 October 2025, 17:00 o'clock Lao time (submissions via email are also acceptable). Only shortlisted candidates will be contacted.

Department Planning and Finance, Ministry of Public Works and Transport.
LaneXang Avenue, Phonxay Village, Saysettha District, Vientiane Capital, Lao PDR.

Attention : Mr. Vannasone K. Thepvongsa
Deputy Director General of Department of Planning and Finance (DPF-MPWT)
E - mail : proc.dpf.mpwt@gmail.com with Cc : ssouphanh@gmail.com and
maxmahaxay11@hotmail.com



Mr. Sysouphanh Chansavat

Deputy Director General, Department of Roads (MPWT)

Head of Project Procurement Committee

Date : 15 October 2025



TERMS OF REFERENCE
NATIONAL PROCUREMENT CONSULTANT TO SUPPORT DPF - MPWT
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1. Background

The Ministry of Public Works and Transport (MPWT); Ministry of Agriculture and Forestry (MAF); Ministry of Industry and Commerce (MOIC); Ministry of Public Security (MOPS); Ministry of Planning and Investment (MPI), Ministry of Health (MOH) and Ministry of Finance (MOF) of Lao PDR have received financing support from the World Bank's (WB) International Development Association (IDA) to implement the Southeast Asia Regional Economic Corridor and Connectivity (SEARECC) with a project duration of six (6) years starting from middle of year 2022.

The Southeast Asia Regional Economic Corridor and Connectivity (SEARECC) seeks to improve the domestic and regional transport connectivity and logistics facilities, with associated policy reforms for increased economic activities along selected transport corridors in Northern Lao PDR. The project scope includes improvement of transport connectivity and logistics services in Lao PDR, trade facilitation, border crossing control management, and agriculture trade along the NR2 corridor and five provinces in the corridor catchment area : Phongsaly, Oudomxay, Luangnamtha, Luangprabang, and Xayaboury. NR2, 295 km long and a part of ASEAN highway no 13, consists of NR2-West (145 km) connecting with the Thai border at Huai Kone via NR4A and NR2-East (150 km) connecting with the Vietnamese border at Tay Trang, Dien Bien Phu province. As a major road corridor, it crosses the new Lao-China rail corridor in Muang Xai, creating the potential for multimodal transport connectivity for both north-south and east-west routes connecting Laos, Vietnam, Thailand, Myanmar, and China. The development of NR2 provides linkages to Thailand, Vietnam, and China, which can help achieve Lao PDR's aspiration to become a land-linked country. The proposed project will help to attract more investment, boost more cross-border trade, and generate more employment in the surrounding areas.

The Project Development Objective (PDO) are to improve regional and domestic trade and climate resilient transport connectivity along an East-West corridor in Southeast Asia, and to provide immediate and effective response in case of an Eligible Crisis or Emergency. The proposed PDO-level results indicators are:

A. Improved regional and domestic transport connectivity

1. Travel time along the selected sections of the NR2 corridor
2. Number of people provided with improved, climate resilient road access
3. Beneficiaries expressing satisfaction with transport connectivity (percentage)

B. Improved cross-border trade efficiency

4. Average cross-border processing time at selected Laos-Vietnam and Laos-Thailand border checkpoints
5. Time taken for SPS certification in agricultural trade

SEARECC consists of five (5) components as follow: (1) Lao PDR and Regional Connectivity Enhancement, (2) Logistics Services Development and Vorder-Crossing Management, (3) Strengthening Institutional Capacity and Regulatory Framework in Agriculture, Transport, and Investment Planning, (4) Project Management and (5) Contingency Emergency Response.

DPF now intends to recruit an individual consultant (the Consultant) at central level for assisting DPF-MPWT in procurement process as per the procurement plan of SEARECC and other projects as requested by MPWT.

The Consultant will also provide on the job training and other types of capacity building directly related to procurement guidelines, procurement process and actual experience on procurement. The Consultant will be selected in accordance with the "World Bank Procurement Regulations for IPF Borrowers", July 2016, revised November 2017 and August 2018, under Individual Consultants (IC) selection method. The attention of interested Consultants is drawn to Section III, paragraph 3.14, 3.16 and 3.17 of the said Regulations, setting forth the World Bank's policy on conflict of interest.

2. Objective of the Assignment:

The objectives of this assignment are to support the Department of Planning and Finance (DPF) and Procurement Secretariat Committee (PSC) by ensuring that all procurement is conducted in accordance with the procurement regulations and the procurement plan of SEARECC as agreed between the World Bank and the Government of Lao PDR in a manner of economy, efficiency and transparency. The Procurement Consultant will be responsible for leading, supporting and assisting a procurement team comprising of procurement officer in potential procurement staff and/or the focal point in relevant Department within MPWT to successfully implement all procurement activities of the SEARECC and other projects as requested by MPWT.

3. Scope of Work of the Procurement Consultant:

The tasks of the National Procurement Consultant will support Procurement Secretariat Committee (PSC), Project Management Unit (PMU) and work closely, under supervision of DG of DPF and Head of PSC and other DPF staff and consultants. The tasks of Procurement Consultant will include, but not limited to the following:

- Supports DPF-MPWT in achieving overall Project objectives;
- Assist PSC and DPF-MPWT in preparing TOR and bidding documents for the procurement of consulting services, as well as Technical Specifications for the procurement of goods, works for the purposes of implementing Component 1 of the Project; design criteria and documents to evaluate bids/proposals; and draft and submit procurement-related documents to the World Bank for review and approval subject to prior review contracts, in compliance with the Project Appraisal Document and the Project Operational Manual;
- Prepares and submits to the Bank draft bidding documents, draft Request for Proposals (RFPs) for packages subject to prior review for review and no objection;
- Maintains correspondence with bidders, provides necessary clarifications cooperating with certain DPF-MPWT and other internal agencies;
- Participates in bid opening procedure and drafts minutes of bids opening;
- Keeps a record of firms who purchase the bidding documents;
- Receives bids and proposals and ensure that they are kept confidential until bid opening or opening of proposals;
- Participates in evaluation of bids and clarifies evaluation procedure for the bidding committee;
- Prepares reports on evaluation of bids or proposals based on the evaluation completed by the Evaluation Committee;
- For contracts subject to prior review, submits bid evaluation report and technical evaluation report for Bank's review and no objection.
- Sends notification of contract award to winning firms;
- For consulting contracts subject to prior review, submits draft negotiated contracts to the Bank for review and no objection;
- Ensures that the signed contracts are sent to the Bank promptly, to provide for funds withdrawal;
- Prepares draft contract amendments if deemed appropriate for the Bank's review and no objection;
- Cooperates with Finance Staff regarding Project disbursements;
- Assist DPF-MPWT staff in using STEP;
- Keeps all procurement documents on file per package as listed in the procurement plan, including copies of RFQ, RFP, bids, proposals, bid evaluation report, EOI evaluation report, TER and contract;

- Provides procurements documents to the Bank during post review and audit;
- Update the Procurement Plan on a regular basis to reflect any changes to deadlines for contracting procurement of goods, works and consulting services;
- Prepare and update contract monitoring table to track the process status, delivery, payment information and completion.
- Establish and maintain a database at the DPF-MPWT of expressions of interest received from prospective consultants with the aim of inviting them for future engagement;
- Communicate with selected consultants, participate in contract negotiations as an observer and prepare Minutes of Negotiations.
- Submit draft negotiated contracts for approval and signature by authorized representatives of line Ministries and Project Director and then submit them to the World Bank for prior approval;
- Take part in the development, improvement, and implementation of the Project Operational Manual.

Apart from supporting SEARECC Project, the National Procurement Consultant shall perform the above activities and provide technical assistance and procurement support to CRRICIP and other Projects as necessary and as requested by MPWT.

4. Term of Engagement:

The services of NPC is initially required for a period of 24 months starting November 2025 on a full-time basis working at MPWT, with possibility of extension depending on the Project needs and availability of funds. The NPC will be based in Vientiane, Lao PDR. Contract extensions shall be subject to satisfactory performance review.

5. Output Reporting Requirements:

The NPC will report on a monthly and quarterly basis to the General Director of Department of Planning and Finance with copies and documentation to the project manager, component managers. The NPC will work under Department of Planning and Finance.

6. Qualifications

The following experience and qualifications of the NPC are desirable:

- At least a bachelor's degree in business administration, finance, engineering or any related field.
- At least 5 years' experience in similar position
- At least 4 years specific experiences in the procurement of goods and services and in management of project technical procedures.
- Relevant work experience in procurement with government and foreign aid project operations is a strong asset.
- Practical work experience with World Bank or ADB procurement procedures, is essential; experience of working with STEP system is an advantage;
- Must have team player experiences with low-capacity environment, demonstrated project management skills and diplomacy etc.,
- Willingness to work together with the project team for the Project's improvements.
- Good working knowledge of computer programs such as word, excel etc.