

REQUEST FOR EXPRESS OF INTEREST
PROJECT ACCOUNTANT FOR COMPONENT 2 TO SUPPORT DPF-MPWT
REFERENCE NO. CRRCIP-IC-013

The Government of Lao Peoples Democratic Republic (GoL) has received financing support from the World Bank's (WB) International Development Association (IDA) to implement the Lao PDR Climate Resilient Road Connectivity Improvement Project (CRRCIP), and intends to apply part of the proceeds for consulting services.

The proposed of Climate Resilient Road Connectivity Improvement Project (CRRCIP) seeks to build about 300 km of District Roads and Rural Roads in the poor districts of Khammouan, Savannakhet, and Saravan provinces. The MPWT in consultation with the DPWT of these three provinces had identified a long list of proposed roads. About 100 km of roads in each of the provinces will be selected from the roads in this longlist through a prioritization exercise based on aspects which include: (i) passing through a poor district – based on poverty headcount, (ii) criticality of the link for climate resiliency of the network, (iii) connectivity to agricultural areas, (iv) population served by the road, (v) traffic level, (vi) not passing through environmentally sensitive areas, and (vii) no resettlement of more than 200 people (or 40 households) and/or more than 40 households severely affected with 10 percent of productive assets owned by individual household lost in all three target provinces. The proposed project provides connectivity to National Roads and access to the east-west economic corridor between Vietnam and Thailand thus increasing market linkages and contributing towards greater economic gains to the local communities.

The CRRCIP now intends to engage a full-time, suitably qualified, and experienced Accountant for the Department of Planning and Finance, Ministry of Public Works and Transport (MPWT), to undertake tasks under Component 4, as described in the Terms of Reference (ToR). The full ToR for the assignment can be found at the following website: <https://ppmd.mof.gov.la/opportunities/com>, or it can be provided to interested candidates upon written request to the email address below.

This assignment is intended as a full-time individual consultant contract for up to 24 months. The assignment is planned to commence in January 2026, with the possibility of renewal based on project needs and satisfactory performance. The duty station will be at the DPF-MPWT Office in Vientiane, Lao PDR.

The CRRCIP now invites eligible individual consultants to indicate their interest in providing the Services. 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 accounting, finance, management, or business administration. A local or an internationally recognized professional qualification e.g. CPA will be an advantage.
- At least 3 years of experience in accounting and Financial Management
- Experience working with major donor funded projects, particularly with World Bank funded projects, will be an advantage
- Proven knowledge of government and foreign aid project operations and of national Treasury MOF payment procedures is required;
- A past similar assignment of same level and nature in a Government or ODA project is highly desirable;
- Good report writing and good command of both spoken and written English and Lao is required;
- Excellent interpersonal skills and result orientation combined with a flexible and adaptable attitude, of good teamwork and communication skills.

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 e-mail) on or before 24 November 2025, 16:00 o'clock Lao time (submissions via email are also acceptable). Only the shortlisted candidates will be contacted.

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

Attention : Mr. Vannasone K. Thepvongsa
Deputy Director General, Department Planning and Finance (DPF - MPWT)
Email: proc.dpf.mpwt@gmail.com with Cc : pphonh.plv@gmail.com, inthapada@hotmail.com
and maxmahaxay11@hotmail.com



Mr. Vannasone K. Thepvongsa

Deputy Director General, Department of Planning and Finance
Deputy Head of Project Procurement Committee
Dated : 10 November 2025

TERMS OF REFERENCE (TOR)
PROJECT ACCOUNTANT FOR COMPONENT 2 TO SUPPORT DPF-MPWT
REFERENCE No. CRRCIP-IC-13

1. Background

The Government of Lao PDR ("the GoL") provides its fund of USD 200,000 and has received financing support from the International Development Association ("the IDA") of SDR 42.3 million or equivalent to USD 56 million (in total USD 56.2 million) to implement the Lao PDR Climate Resilient Road Connectivity Improvement Project ("the CRRCIP or the Project") for the period from 24 February 2025 to 30 August 2030. The Project will carry out climate resilient road asset management works in Khammouan, Savannakhet and Salavan. The institutional strengthening elements of the project will have sector-wide coverage as they refer to sector strategy, systems improvement, and sector capacity development.

The proposed Project aims to improve climate resilient road access in targeted provinces, enhance capacity to manage road network, and in case of an Eligible Crisis or Emergency, respond promptly and effectively to it. The MPWT in consultation with the DPWTs of the three provinces has analyzed the entire 3,600 km network of the District Roads and Rural Roads in ten districts with high poverty headcounts, using a geo-spatial analysis, and shortlisted about 100 km of roads in each of the provinces through a prioritization exercise to be the proposed project roads. The prioritization was based on aspects which include: (i) passing through a poor district – based on poverty head count, (ii) criticality of the link for climate resiliency of the network, (iii) connectivity to agricultural areas, (iv) population served by the road, (v) traffic level, (vi) not passing through environmentally sensitive areas, and (vii) no resettlement of more than 200 people (or 40 households) and/or more than 40 households severely affected with 10 percent of productive assets owned by individual household lost in all three target provinces.

The Project Development Objective (PDO) is to improve climate resilient road access in targeted provinces, enhance capacity to manage the road network, and, in case of an Eligible Crisis or Emergency, respond promptly and effectively to it.

A. Scope of the Project

The Project will achieve the stated objective through activities that:

1. Improve 300 km of District Roads and Rural Roads in the provinces of Khammouan, Savannakhet and Saravan to the standards of Class V/VI roads as per MPWT's Road Design Manual and addressing climate and disaster resilience aspects.
2. Implement management practices including financial and technical audits, environmental and social monitoring, and safety audits.
3. Develop technical and operational capacity of MPWT and DPWT in OPBRC contract management and cross cutting issues on road maintenance, road safety, gender, citizen engagement and climate disaster risk.

B. Project Locations

The Project will carry out climate resilient road asset management works in Khammouan, Savannakhet and Salavan. The institutional strengthening elements of the project will have sector-wide coverage as they refer to sector strategy, systems improvement, and sector capacity development.

C. Project Components

The project has 4 components. Component 1 on Climate Resilient Road Access, Component 2 on Project Management, Component 3 on Institutional Development and Component 4 on Contingent Emergency Response.

2. Objective of the Assignment

The objective of the Project Accountant (the Accountant) is to provide technical support to the DPF in implementing financial management work for the Project including finalizing policy on provision and management of advances, reviewing and finalizing draft annual work plan and budget plan as well as supporting training activities.

The Accountant is also expected to provide technical support and ensuring that all project documents is conducted in accordance with the financial management procedures and financial plan of all financing sources under project. The Accountant will support and liaise closely with the Department of Planning and Finance and assist financial officers, staffs and/or the focal point in relevant Department within MPWT to successfully implement project activities of the project and other project as requested by MPWT.

The Accountant will work under Accounting and Finance Division of Department of Planning and finance (DPF) and work closely with other consultants and staff of DPF. The Accountant will report to Accounting and Finance Division/DPF.

The following tasks are assigned:

1. Responsible to record project financial transactions into the accounting software and ensure financial data is up to date;
2. Support the project's Financial Management in day-to-day bookkeeping and updating the financial accountants of the project;
3. Ensure transactions are properly approved, fully supported, correctly described, are allocated to the appropriate accounts and categories;
4. Maintain the financial accounts in balance to be reconciled and balanced each month;
5. Maintain full financial control of advance accounts for funds advanced to individuals for travel on project related business. Monitor and follow up appropriately to ensure these are acquitted within 15 days of return of the concerned individual.
6. Maintain the financial accounts of the Project in accordance with MOF, World Bank and other financiers' requirements, allocating expenses to expenditure accounts, component accounts, and grant accounts for each of the different sources of funds as outlined in the annual working plan and annual budget plan.
7. Prepare project's Interim Unaudited Financial Report and other financial reports and coordinate with line departments/MPWT on progress of spending and any delays;
8. Assist DPF, from time to time, to review the application of the Minister of Finance's Decision on Public Administrative Budget Expenditure Norms or other decision affecting ODA financed projects;
9. Maintain a register of withdrawal applications submitted to the financiers with summary details of the claim and ensure that adequate tracing of withdrawal applications is followed;
10. Provide regular (on demand) information of the balance for any one bank account at the request of the Project Manager, particularly where it involves committing funds for project activities as compared to the overall budgetary allocation;
11. Maintain and monitor project commitments on a regular basis;
12. Ensure identification and updated fixed assets of the project ("asset register")
13. Liaise with WB, other financiers and MOF on disbursement as necessary;
14. Attend financial management related meetings and mission as requested; and
15. Perform other task as required by DPF including assisting as Accountant of another World Bank Project (Lao Road Sector Project 2) during its grace period from January 2026 to April 2026.

3. Output Reporting Requirements:

The Consultant will be required to deliver the following tasks:

Required deliverables/Indicators	Timeline
Ensure accounting information entered timely and is up to date in the software	Complete entering accounting data of the previous month no later than the 15 th of the next month
Quarterly, semester and annual financial report which prepared in accordance with Accounting Law No. 47/NA, the Ministry Financial Management Manual and as per donors' requirements.	By 20 th of each quarter 45 days after closure of each semester and year.
Positive progress and good performance of the entrusted finance and bookkeeping activities.	Assessed based on the DPF, Auditors' and IFIs' reports.

4. Duty Station and Duration of the Assignment

The estimated inputs for this assignment is full-time (time-based) for are 24 months with possibility of renewal based on satisfactory performance review and Project requirements, this assignment expected to be start from 1 January 2026 to 31 December 2027.

The Accountant shall work directly under, and report to the Accounting and Finance Division/DPF and PMU. This particular assignment shall be based in Vientiane, at MPWT office.

5. Consultant Selection Criteria

The following provision is suggested in regards to the qualifications and skills required. The Accountant should have, at a minimum the following criteria:

- At least a bachelor degree in accounting, finance, management, or business administration. A local or an internationally recognized professional qualification e.g. CPA will be an advantage.
- At least 3 years of experience in accounting and Financial Management
- Experience working with major donor funded projects, particularly with World Bank funded projects, will be an advantage
- Proven knowledge of government and foreign aid project operations and of national Treasury MOF payment procedures is required;
- A past similar assignment of same level and nature in a Government or ODA project is highly desirable;
- Good report writing and good command of both spoken and written English and Lao is required;
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