REQUEST FOR EXPRESSIONS OF INTEREST

**Georgia**

**Project Name: Georgia I2Q - Innovation, Inclusion and Quality**

**Loan No. 89550-GE**

**Assignment Title: Short-Term Consultant (National) for supporting the assignment to develop a new model of performance-based funding by creating HEIs information management database system**

**Reference No. GE-MESCS-336905-CS-INDV**

Georgia has received financing from the World Bank towards the cost of the **Georgia I2Q - Innovation, Inclusion and Quality Project** and intends to apply part of the proceeds to payments for goods, works, and related services and consulting services to be procured under this project.

*The Project consists of the following key components:*

***Component 1****- Improving Quality of and Access to Early Childhood Education and Care: support to facilitate expanded access to quality pre-school education in selected pre-schools.*

***Component 2*** *– Fostering Quality Teaching and Learning in General Education: Support to provide a learning environment that is conducive to quality education in selected general education schools.*

***Component 3*** *– Strengthening Financing Options and Promoting Internationalization in Higher Education: Support to improve the quality and international competitiveness of higher education.*

***Component 4*** *– System Strengthening and Stakeholder Communication: Support to facilitate a shift in attitude towards learning.*

***Component 5*** *– Supporting Project Management, Monitoring, and Evaluations: Support capacity building for effective management and monitoring of the Project including provision of Operating Costs, Training, outreach and awareness campaigns, consulting services, M & E and, Project audits for (a) Project Management Team (PMT); and (b) Project Management Unit (PMU).*

The Project will be implemented over a six-year period by the Ministry of Education and Science of Georgia (MES) and its subordinate government agencies and by the Municipal Development Fund of Georgia (MDF).

The Project Management Unit (PMU) created within MES supports the implementation of the Project’s tasks above. The Project Management Team (PMT) created within MDF supports implementation of the separate component aimed to improve the relevant infrastructure and rehabilitate schools under the Project overall objectives.

**The Ministry of Education and Science of Georgia (MES)** now invites Individual Consultants (Consultants) to express their interest in providing the following services**: Short-Term Consultant (National) for supporting the assignment to develop a new model of performance-based funding by creating HEIs information management database system.**

**Objective of the assignment**

The objective of this assignment is to provide technical support to Education Management Information System (EMIS), and PMU for the purpose of implementing the ongoing activity for facilitating the implementation of a new model of performance-based funding by creating HEIs information management database system (Contract No.: GE-MESCS-212278-CS-QCBS-1) envisaged under the Component 3 of the project. The selected Consultancy Company started the implementation of the above-mentioned assignment on November 7, 2022.

**Scope of Work**

The Consultant under this assignment shall work with EMIS and the selected Consultancy Company and provide technical input in the process of developing a new model of performance-based funding and the respective HEIs information management database system. The work envisaged under this assignment is as follows:

* Assisting the EMIS to undertake all required actions, including but not limited to conducting the mapping, collecting and evaluating necessary data and resources to be shared and discussed with the selected Consultancy Company for the planning of the IMDS.
* Provide assistance to the EMIS in identifying all necessary information at different stages of the IMDS development process and make this information available for the selected Consultancy Company, that will allow to explore main questions, categorize required functionalities of the future IMDS, identify current practices and limitations, needs and expectations, which tools and techniques are currently used by HEIs and at national level for data collection, management and reporting.
* Contribute to reviewing of the existing database systems used by HEIs and state institutions and the existing data sharing standards with special reference to the possibilities to exchange information between databases and support collection, harmonization, archiving, and management of all relevant information for the performance-based funding formula.
* Assisting the EMIS to review the reports and necessary technical documentations provided by the selected Consultancy Company, as well as to summarize and share the relevant feedback with the PMU.

**Other Related Tasks**

* The Consultant is expected to act as a liaison person between the EMIS and the selected Consultancy Company. This also involves meetings with the Client to clearly understand the client’s needs, which is required to provide effective contribution and additional quality control for performed work;
* Works under the supervision of PMU and in close coordination with the Director of EMIS;
* During services the Consultants shall assist the selected Consultancy Company to organize online meetings with the EMIS and MES’s other relevant agencies and structural units, HEIs and other stakeholders as needed to obtain necessary information and data, present and discuss the key aspects and recommendations to formulate a vision and related set of necessary actions;
* Support the development of presentations, information material, feedbacks to be shared with the selected Consultancy Company;
* Produce high quality documentation and reports in line with the agreed reporting schedule;
* Fulfil other related tasks and contribute to assignment activities as required by the PMU.

The Consultant shall study the clause 3.14 on Conflict of Interest by The World Bank Procurement Regulations for IPF Borrowers at the following link:

<https://www.dropbox.com/s/e56uq5tqyyour8g/Procurement%20Regulations_WB_2018_CW%20and%20Consultancy.pdf?dl=0>

***Interested individuals shall provide information demonstrating that they have the necessary experience to perform the aforesaid services. CVs of the candidates should cover experience in relevant to the project activities.***

***Note: The MES reserves it’s right to verify submitted references and use obtained information for evaluation purposes.***

**Reporting Requirements**

The Consultant is subordinate to the Executive Director of the PMU. The Consultant monthly submits to the PMUs Executive Director for the approval of payment for the services rendered Progress Reports certified by the ICT/Data Integration Manager and Higher Education Component Lead of the Project, and Timesheets on his/her performance.

**Required Qualifications**

* Advanced university degree in Education, or in Economics or in Computer Sciences, or any other related disciplines;
* At least 5 years of experience in design and development of digital education solutions and education development in Higher Education with experience of working with a high level of government organizations. Working experience with donors and international development partners and/or senior executives at Industry partners (Microsoft, Cisco, Intel etc.) would be an asset;
* Demonstrated combination of analytical rigor and practical and solution-oriented approaches, including ability to contextualize research findings and prepare the analytical reports;
* Excellent communication, organization, and teamwork skills;
* Excellent written and oral communication skills in English and Georgian are essential.

**Duration of Assignment**

This is a 6-month full-time assignment including a probation period of the first three months. The contract can be extended subject to a satisfactory evaluation of the Consultant’s performance by the Executive Director of the PMU. The Consultant is expected to work remotely. The assignment is expected to commence on March 2023.

The attention of interested Consultants is drawn to paragraph 3.14 “Conflict of Interest” of the World Bank’s Guidelines: *World Bank’s “Procurement Regulations for IPF Borrower, July 2016 revised August 2018”*, setting forth the World Bank’s policy on conflict of interest. In addition, please refer to the following specific information on conflict of interest related to this assignment: The consultant shall not receive any remuneration in connection with the assignment except as provided in the contract. The consultant and its affiliates shall not engage in consulting or other activities that conflict with the interest of the client under the contract. The contract shall include provisions limiting future engagement of the consultant for other services resulting from or directly related to the firm’s consulting services in accordance with the requirements of paragraphs 3.16, 3.17 and 3.18 of the Guidelines.

An individual consultant will be selected in accordance with the procedures set out in World Bank’s Guidelines: *World Bank’s “Procurement Regulations for IPF Borrower, July 2016 revised August 2018”* “Selection of Individual Consultants”.

Interested consultants may obtain further information by email: [procurement](mailto:procurement)@iiq.gov.ge

Cover letter and CVs of candidates in English language must be submitted electronically, indicating the name of position on the subject to the address below not later than, **February 6, 2023, 17:00 pm local time.**

Name: Ia Iashvili

Position: Procurement Specialist

Address: N52 Dimitri Uznadze str., Tbilisi, 0102, Georgia

Email: [procurement](mailto:procurement)@iiq.gov.ge

Web-Site: [www.iiq.gov.ge](http://www.iiq.gov.ge)