



**Lao People's Democratic Republic**  
**Peace Independence Democracy Unity Prosperity**

Ministry of Natural Resources & Environment  
Department of Land  
Enhancing Systematic Land Registration Project (ESLRP)

No: **2972** /DOL, MoNRE

Vientiane Capital, Date: **06 JUN 2024**

**REQUEST FOR EXPRESSIONS OF INTEREST**  
(Project No. P169669)  
**(EXTENSION OF ADVERTISEMENT)**

The Ministry of Environment and Natural Resources (MONRE) has received financing from the World Bank toward the cost of the Enhancing Systematic Land Registration Project and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) of the following positions:

- 1. National LaoLandReg and Data Digitization Administrator**  
(Ref No. IC-20/C2.3 “Full-Time Individual” for 12 months)
- 2. Individual Consultant for Spontaneous Interpreter (Individual)**  
(Reference No. IC-24/C4 “Part-Time/Time-Based Contract” (30 working days))

The detailed Terms of Reference (TOR) for the assignments can be downloaded from the following [weblink: Ld.monre.gov.la](http://Ld.monre.gov.la) and <http://ppmd.mof.gov.la/>

The DOL now invites eligible individual consultants to indicate their interest in providing the Services. Interested Consultant should provide information demonstrating that s/he has the required qualifications and relevant experience to perform the Services.

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” July 2016, revised November 2017 and August 2018 (“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) by **20 June 2024, 16:00 PM**. The Ministry of Natural Resources & Environment, Department of Land having its registered office at Chao Anou Road, Thongkankham Village, Chanthabouly District, Vientiane Capital. Only Short-listed candidates will be contacted.

**Contact Persons:**

1. Mr. Khitlaxay Kokmila, Project Manager, Tel: +856 2059996524, E-mail: [kkokmila@gmail.com](mailto:kkokmila@gmail.com)
2. Mr. Phonetip Nokeo, Deputy Project Manager, Tel: +856 2055999954, E-mail: [phnokeo@gmail.com](mailto:phnokeo@gmail.com)
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**Khitlaxay KOKMILA**

**Enhancing Systematic Land Registration Project  
(P169669)**

**Terms of Reference**

**Individual Consultant for Spontaneous Interpreter (Individual)**

**Part-Time/Time-Based Contract**

**Reference No. IC-24/C4 (30 working days)**

**GENERAL INFORMATION**

Project: Individual Consultant for Spontaneous Interpreter

Duty Station: Vientiane Capital City (Lao PDR)

Contract Duration: 30 working days (one year)

Number of Workdays Estimated (internal purpose only): deliverables-based contract.

**PROJECT BACKGROUND**

The Ministry of Natural Resources and Environment (MoNRE), through its Department of Land (DOL), is the implementing agency for the Enhancing Systematic Land Registration Project ('the Project'). The objective of the project is to support the Government of Lao PDR (GOL) in improving tenure security and land administration services in selected areas, and to provide immediate and effective response in case of an eligible crisis or emergency. The five-year Project began in September 2021 and is scheduled to end in September 2026. The Project is financed by the World Bank's (WB) International Development Association (IDA) resources amounting to around US\$ 25 million and a grant from the Swiss Agency for Development Cooperation amounting to US\$6.375 million. A detailed description of the project can be found in the World Bank's Project Appraisal Document.<sup>1</sup>

**Objective of the Consultancy**

The consultancy is focused on the simultaneous interpretation from Lao-English-Lao workshops, consultations, and mission sessions of ESLRP. This will require high-quality and consistent interpretation.

The individual consultant will be specifically expected to interpret the workshops, consultations, and mission sessions, including but not limited to: 

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<sup>1</sup>See <https://documents.worldbank.org/en/publication/documents-reports/documentdetail/775441641830161995/lao-peoples-democratic-republic-enhancing-systematic-land-registration-project>

- Interpretation from Lao-English-Lao of missions;
- Interpretation from Lao-English-Lao of monthly meetings; and
- Interpretation from Lao-English-Lao of multi-stakeholder workshops.
- Translate documents as requested by DOL for ESLRP, particularly legal documentation.

ESLRP will try as much as possible to provide advance notice one week before the actual event. ESLRP will expect the consultant to be available when provided with such notice period.

## DELIVERABLES AND PAYMENT SCHEDULE

- The individual consultant will report to the Project Manager of the ESLRP.
- For provincial consultations, all expenses will be covered by ESLRP based on the Ministry of Finance policies and rates.
- The consultant will need to specify the number of half-days and days of interpretation they delivered when submitted their invoices, which ESLRP will verify and process.

## EXPERTISE REQUIRED

- Advanced degree (master's degree) in languages, translation, and environment.
- Minimum of +5years of experience in Lao/English and English/Lao translation and interpretation
- Experience in providing consecutive/spontaneous interpretation in Lao PDR related to land administration, forestry management, climate change, finance, environmental policy, and related fields will be considered favorably.
- Demonstrated effective organization skills and ability to handle work in an efficient and timely manner.
- Proficient computer skills, particularly in using common software such as MS Word, MS Excel, and MS PowerPoint.

## ADMINISTRATIVE INFORMATION

DOL will evaluate candidates based on:

- CV
- Interview

Applications submitted after the deadline will not be considered Application. Cover Letter, and CV must be sent in English. A consortium, or a firm may not be engaged for the individual consultant assignment.



Director General

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