



**LAO PEOPLE'S DEMOCRATIC REPUBLIC**  
**PEACE INDEPENDENCE DEMOCRATIC UNITY PROSPERITY**

Ministry of Planning and Investment  
Lao Statistics Bureau  
Department of Cabinet

No 1636 /CAB  
Vientiane Capital, Date 19 July 2024

**REQUEST FOR EXPRESSIONS OF INTEREST**  
**National Procurement Consultant (CS-42)**

**I. BACKGROUND**

The Lao PDR has received a Loan under the project: “Lao PDR Strengthening the National Statistical System Project (LAOSTAT II)” financed by International Development Association (IDA), the World Bank for an amount equivalent to twenty-one million US dollar (US\$21 million) to improve the capacity of the Lao PDR Statistical System to produce and disseminate good quality statistics in a timely manner and to enhance use of key statistics, and in case of an Eligible Crisis or Emergency, respond promptly and effectively to it. The project is aligned closely with the Strategy of the Development of National Statistical System (2016 – 2025) and Vision 2030 which outlines key strategies for sustainable development of the Lao Statistical System. Lao PDR intends to use part of the proceeds of this loan for payments under a contract for a *Procurement Consultant* to assist LAOSTAT II in managing and implementing procurement activities.

**II. SCOPE OF WORK:**

**Key responsibilities of the assignment include:**

- Assist and advise the project team at all stages of procurement to ensure that the correct procedures are followed;
- Prepare bid advertisements, bidding documents, evaluation reports, requests for proposals and evaluation reports for consulting services, draft contracts following procedures of relevant international funding agency
- Take lead in resolve any procurement-related issues, including complaints from contractors, suppliers, consultants;
- Review and advise all correspondence with bidders/consultants during procurement process;
- Providing advice and support to LAOSTAT/NICT on procurement related activities;
- Transfer of knowledge and in-house procurement capacity building to LSB assigned procurement officer. Prepare the quarterly progress report for LSB and WB information and record.

### III. QUALIFICATIONS/SELECTION CRITERIA

- At least a Bachelor's degree in relevant field: such as with a major in a relevant discipline (e.g. Business Administration, Engineering, Commerce, or Law);
- At least, five (5) years procurement working experience with the projects financed by an international organizations or WB and familiar with the Lao government procurement procedures
- Government procurement experience is essential.
- Fluent and Strong Written and Spoken in English.

### IV. DURATION OF ASSIGNMENT:

- The contract is initially for two (2) years renewable annually based on performance;
- The first performance evaluation will be done after three (3) months before confirmation of the first two (2) years contract.

Interested Consultant should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services, such as an updated curriculum vitae indicating personal and technical skills, academic qualifications and experience in similar assignments. Consultants may obtain copies of the detailed Terms of Reference (TOR) in English from the address below during office hours **9:00 am to 4:00 pm** Monday through Friday.

Expressions of interest shall be delivered by e-mail by **07 August 2024** to the following:  
Dongnasok Village, Sikhottabong District, Vientiane Capital, Lao PDR  
Tel/Fax: 021 214740, 021 212022  
E mail: [Keosouvanh\\_lsb@hotmail.com](mailto:Keosouvanh_lsb@hotmail.com)  
cc: [phaykham13@gmail.com](mailto:phaykham13@gmail.com) and [chilapha77@gmail.com](mailto:chilapha77@gmail.com)

**Director of Cabinet**



**Fongsamout Khamvalvongsa**  
Director General  
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