



**The Government of the Kingdom of Tonga (GoT)**  
**Ministry of Finance (MOF), Central Services Unit (CSU)**  
**Health Enhancement and Resiliency, Tonga (HEART) Project (P180965)**

**REQUEST FOR EXPRESSIONS OF INTEREST**

The Kingdom of Tonga has received financing from the World Bank toward the cost of Health Enhancement and Resiliency, Tonga (HEART) Project, and intends to apply part of the proceeds for consulting services. The Ministry of Finance has established the Central Services Unit (CSU), as a monitoring unit to provide support to the preparation and implementation of all World Bank Projects. The CSU is staffed with a Program Manager and specialists in different fields (Procurement, Safeguards, Monitoring and Evaluation (M&E), Financial Management (FM), Communication, Engineering and Contract Management. There are Officers for each workstream to support the specialists, and other consultants as well that are significant to the operation of CSU.

The Ministry of Finance now invites eligible individuals (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services (attach curriculum vitae with description of qualifications, experience in similar assignments, similar conditions, etc.).

#	Ref #	Positions	Minimum Requirements
1	TO- MFNP-449015-CS-INDV	Program Manager	<ul style="list-style-type: none"> <li>i. Degree in Project Management, Finance, Administration, Business, Engineering, Law, Procurement, or Commerce.</li> <li>ii. At least 10 years’ broad experience with donor or public funded projects management including evidence of similar hands-on work.</li> <li>iii. Demonstrated previous experience in project management and implementation of WB and donor funded projects.</li> <li>iv. Demonstrated experience to develop procedures and provide capacity building training in a similar environment and workstreams.</li> <li>v. Fluency in English and demonstrated ability to communicate and write succinct reports which clearly identified and articulated issues and solutions timely.</li> </ul>
2	TO- MFNP-449027-CS-INDV	Monitoring, Evaluation and Learning Specialist	<ul style="list-style-type: none"> <li>i. Degree in Social Sciences, Business, Planning &amp; Management, Public Administration, International development, Econometrics, Economics, Statistics, or other related fields.</li> <li>ii. At least 10 years’ broad experiences with the WB, donor or public funded projects including evidence of similar hands-on work related to this assignment.</li> <li>iii. Demonstrated previous experience in planning, monitoring, data analysis, MIS, improving project performance,</li> </ul>

			<p>accountability, developing KPIs for capacity building, training, and learning outcomes for the WB and donor funded projects.</p> <p>iv. Demonstrated experience to develop policy, procedures, processes, templates; designing and field-testing surveys and other data collection instruments for capacity building trainings in a similar environment and workstreams.</p> <p>v. Fluency in English and demonstrated ability to be able to write succinct reports which clearly articulate identified issues.</p>
3	TO- MFNP-449021-CS-INDV	Financial Management Specialist	<p>i. Degree in Accounting, Finance and/or Public or Business Administration.</p> <p>ii. At least 10 years' broad experiences with donor or public funded projects in accounting including evidence of similar hands-on work.</p> <p>iii. Demonstrated previous experience in designing and documenting Financial Management systems and procedures, including commercial off-the-shelf accounting packages and Government financial management information systems and WB and donor funded projects.</p> <p>iv. Demonstrated experience to develop procedures and provide capacity building training in a similar environment.</p> <p>v. Fluency in English and demonstrated ability to be able to write succinct reports which clearly articulate identified issues.</p>
4	TO- MFNP-449028-CS-INDV	Procurement Specialist	<p>i. Degree in Procurement, Logistics, Supply Chain, Business, Administration, Accounting, and related disciplines,</p> <p>ii. At least 10 years' broad experiences with donor or public funded projects in procurement and supply chain including evidence of similar hands-on work.</p> <p>iii. Demonstrated previous experience of procurement in public, WB and donor funded projects.</p> <p>iv. Demonstrated experience to develop procedures and provide capacity building training in a similar environment.</p> <p>v. Fluency in English and demonstrated ability to be able to write succinct reports which clearly articulate identified issues.</p>
5	TO- MFNP-449025-CS-INDV	Environmental and Social Specialist	<p>i. Degree in Environmental and/or or Social Impact Assessment, Environmental Science, Environmental Management, Social Development, Environmental Law or Engineering, Urban Planning or Applicable relevant discipline</p>

			<ul style="list-style-type: none"> <li>ii. At least ten (10) years' broad experience in the assessment and management of environmental and / or social impacts with donor or public funded projects including evidence of similar hands-on work including infrastructure projects.</li> <li>iii. Demonstrated previous experience with the WB and other donors funded projects in environmental and social policies or equivalent development partner policy implementation, including familiarity with the Shared Approach for Management of Environmental and Social Risks.</li> <li>iv. Demonstrated experience in developing procedures and provide capacity building training in a similar environment.</li> <li>v. Fluency in English and demonstrated ability to be able to write succinct reports which clearly articulate identified issues.</li> </ul>
6	TO- MFNP-449018-CS-INDV	Contract Management Specialist	<ul style="list-style-type: none"> <li>i. Degree in Social Sciences, Business, Planning &amp; Management, Public Administration, International development, Econometrics, Economics, Statistics, or other related fields.</li> <li>ii. At least 10 years' broad experiences with the WB, donor or public funded projects including evidence of similar hands-on work related to this assignment (civil engineering and/or infrastructure projects).</li> <li>iii. Demonstrated previous experience in developing and reviewing engineering design, development of specification, and scope of work for the WB and donor funded projects.</li> <li>iv. Demonstrated experience in using Project Planning and Management Software e.g. Microsoft Project or similar (applicants should mention the software they have competencies on)</li> <li>v. Demonstrated experience to develop policy, procedures, processes, templates; designing and field-testing surveys and other data collection instruments for capacity building trainings in a similar environment and workstreams.</li> <li>vi. Fluency in English and demonstrated ability to be able to write succinct reports which clearly articulate identified issues.</li> </ul>

These are full-time positions (may be extended based on needs and performance of the consultant)

The detailed Terms of Reference (TOR) for can be obtained from the email: [jawadtcu@gmail.com](mailto:jawadtcu@gmail.com) or [ataumoepeau@finance.gov.to](mailto:ataumoepeau@finance.gov.to)

Candidates that meet the above minimum requirements will be scored in accordance with the following criteria.

<b>Evaluation Criteria</b>	<b>Maximum score</b>
1. General Qualifications (Education)	20
2. Adequacy for the Assignment (relevant education, training, experience in the sector/similar assignments)	60
3. Essential Skills, Knowledge and Competencies and other personal aptitudes as detailed under the TORs-Evaluation Criteria	20

The remuneration package for this position is attractive and will be determined based on qualifications, experience, and previous remunerations for similar assignments.

Further information can be obtained at the email above during office hours 08:30 to 16:30 hours weekdays.

**A firm is eligible to nominate an individual** – however, note that only the experience and qualifications of the nominated individual shall be used in the selection process, and that (their) corporate experience shall not be considered. The firm, if proposing an individual, must specify whether the contract would be signed with the firm or the proposed individual.

The attention of interested Consultants is drawn to SECTION III paragraph 3.14, 3.16 and 3.17 of the World Bank’s Procurement Regulations for IPF Borrowers, dated November 2020 (“the Regulations”), setting forth the World Bank’s policy on conflict of interest. A Consultant will be selected in accordance with Paragraph 7.22, 7.25, 7.36 to 7.37 of the Procurement Regulations.

#### INSTRUCTION FOR SUBMISSION:

Expressions of interest must be delivered in a written form to the address below in person, or by e-mail to the ) no later than 04:30pm (Tongan Time) Thursday, 31<sup>st</sup> October 2024.

Attention to:

Mrs. Kilisitina Tuamei’api  
 Chief Executive Officer  
 Ministry of Finance,  
 Nuku’alofa Tonga Islands,  
 Tel: +676 740-0700

Address for Hard -copy submissions: CSU Office, 1<sup>st</sup> Floor Tungi – Colonnade at Nuku’alofa, Tonga.  
 E-mail for electronic Submission: [ataumoepeau@finance.gov.to](mailto:ataumoepeau@finance.gov.to) and [stokai@finance.gov.to](mailto:stokai@finance.gov.to)

Documents that **MUST** be submitted:

1. Cover Letter (addressed to the CEO, Ministry of Finance.)
2. Curriculum Vitae of the Applicant (must include at least two referees.)
3. Supporting Documents: Transcripts, certificates, supporting letter from referees, and any other document that may be of support to your application.

Please limit your CV to only 3-5 pages addressing each of the Selection Criteria with exact details.