REQUEST FOR EXPRESSIONS OF INTEREST

**Georgia**

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

**Loan No. 89550-GE**

**Assignment Title: Competitive Innovation Fund (CIF) Administration Unit – Legal Specialist (National Consultant)**

**Reference No. GE-MESCS-287458-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 consulting services (“the Services”) include providing legal and administrative assistance to the implementation process of the CIF.

The consultant will be responsible for the following activities: assisting the assigned Head of CIF AU to undertake all required actions, including but not limited to developing the relevant documentations for the implementation of the CIF; organizing all the preparatory legal arrangements related to the Calls for proposals and timely implementation of all activities/processes according to the CIF OM; participation in the evaluation process of the CIF project proposals; ensure the compliance of the developed regulatory documents and contract agreements for CIF with the national legislation of Georgia; contribute to the establishment of CIF structural units and selection of the pool of evaluation experts, support their activities based on the CIF OM and provide them with the necessary administrative and legal assistance; participating in the Monitoring and Evaluation process of each project based on the CIF OM*; if required*, ensure each project follows an Environmental and Social Management Framework and Resettlement Policy Framework; report progress to the Head of the CIF AU; fulfil other tasks and contribute to project activities as assigned by the Head of CIF AU.

The implementation period of the consultancy is full time and 1 year (including probation period of first three months). The contract can be extended subject to satisfactory performance as well as operational needs of the Project. Expected start date of the services is end of July, 2022.

The Terms of Reference (TOR) for the primary procurement stage for the can be found at the following link: <https://www.dropbox.com/sh/ybkkottctty3axc/AAAHPT4gTtvBti8d8MIt1MXRa?dl=0>

The Ministry of Education and Science of Georgia now invites eligible Individual Consultants (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. The shortlisting criteria are:

* Advanced degree in Law;
* Minimum 5 years professional working experience in the field of law, including working experience in drafting regulatory frameworks or legislation, and/or developing the policies and documents (manuals, handbooks, etc.);
* Relevant professional experience in legal arrangements in the area of the HEIs;
* Knowledge of the following regulatory frameworks required: General Administrative Code of Georgia, Law on Higher Education, Tax Code of Georgia, Law on Grants;
* Ability to work effectively in a team environment;
* Fluency in English and Georgian;
* Knowledge of MS Word, Excel, Project, PowerPoint;
* Good report writing skills;
* Experience of working with donor funded projects related to education and/or legal consultancy in the field of Education would be an asset.

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” revised on November 2020 (“Procurement Regulations”), setting forth the World Bank’s policy on conflict of interest.

A Consultant will be selected in accordance with the “Open Competitive Selection of Individual Consultants” described in the Procurement Regulations.

Further information can be obtained at the address below during office hours:

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

Expressions of interest must be delivered electronically indicating the name of position on the subject to the address below by mail, by **July 15, 2022, COB Tbilisi Time**

Attn: Ia Iashvili, Procurement Specialist of the Georgia I2Q - Innovation, Inclusion and Quality Project

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Address: 52, Dimitri Uznadze Str., 0102 Tbilisi, Georgia

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