

REQUEST FOR EXPRESSIONS OF INTEREST

Procurement of an Individual Consultant for Preparing the Bid Document, Including Employer's Requirements, for the Selection of a Service Provider to Design, Develop, and Maintain the Social Protection Management Information System.

Ref. No: LK-WBB-496462-CS-INDV

**Social Protection Project
Welfare Benefits Board
Ministry of Finance, Planning and Economic Development
Sri Lanka
Project ID No: P178973
Credit No.7363-LK**

Assignment Title: Procurement of an Individual Consultant for Preparing the Bid Document, Including Employer's Requirements, for the Selection of a Service Provider to Design, Develop, and Maintain the Social Protection Management Information System.

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1. The Democratic Socialist Republic of Sri Lanka has received financing from the International Development Association/ World Bank to support Sri Lanka in providing better targeted income and livelihood opportunities to the poor and vulnerable and improving the responsiveness of the social protection system, and intends to apply part of the proceeds for this consulting services.
2. The primary objective of this assignment is to engage an Individual Consultant to develop a comprehensive bid document, including Employer's Requirements, for the procurement of a qualified service provider to design, develop, and maintain the Social Protection Management Information System (SPMIS).

The specific objectives include:

- A. Defining System Requirements** – Identify and document the functional, technical, and operational specifications of the SPMIS to ensure it meets the needs of social protection programs and creation of the Social Registry. This includes addressing the needs of both government, non-government entities and private sector conducting social protection initiatives.
 - B. Preparing the Bid Document** – Develop a detailed bid document that aligns with World Bank procurement guidelines and international best practices, ensuring transparency and competitiveness.
 - C. Drafting Employer's Requirements** – Clearly define the scope of work, deliverables, performance expectations, and service level agreements (SLAs) for the selected service provider.
 - D. Ensuring Compliance** – Align the bid document with government policies, procurement regulations, and ICT standards to facilitate a smooth procurement process.
 - E. Supporting the Procurement Process** – Provide technical input and guidance to the project team and procurement committee during the bidding process to ensure clarity and completeness of requirements.
3. The Project Consultant Procurement Committee on behalf of the Social Protection Project now invites eligible Individual Consultant to indicate their interest in providing the Services. Interested Individual Consultants should provide an information that demonstrates that they have the required qualifications and relevant experience to perform the Services.
 4. The "EOI" shall include documentary evidence in support of General experience, **Specific experience in handling similar assignments of a similar scope and complexity, adopting appropriate methodologies for undertaking the assignment (which should be clearly stated).**

5. The duration of the Consultancy Services is initially sixteen weeks from the date of commencement and may be renewed based on the service requirements of the Client. The **detailed Terms of Reference (ToR)** for the assignment are provided **below this notice** and can also be accessed at the following websites: <https://www.wbb.gov.lk> and <https://promise.lk>
6. The attention of interested Consultants is drawn to Section III, paragraph, 3.17 of the World Bank's 'Procurement Regulations for IPF Borrowers' (Procurement in Investment Project Financing- Goods, Works, Non-Consulting and Consulting Services, September 2023), setting forth the World Bank's policy on conflict of interest.
7. The Consultant will be selected in accordance with the Individual Consultant Selection method set out in the Procurement Regulations set out in the 'The World Bank Procurement Regulations for IPF Borrowers- Procurement in Investment Project Financing- Goods, Works, Non-Consulting and Consulting Services, September 2023 and as per the Financing Agreement of the project
8. Further information can be obtained from the Procurement Specialist of the Social Protection Project via the 077-3914120 from 09.00 to 16.00 hours during the working days from 25.06.2025 to 15.07.2025.
9. You may submit your **Curriculum Vitae (CV)** by **registered post** or **email**. Email submissions should be sent to: **ajanthagalha5@gmail.com**.

For submissions by **registered post**, the envelope must be addressed as follows:

**Chairman
Project Consultant Procurement Committee
Social Protection Project
Welfare Benefits Board
4th Floor, J.R. Jayawardena Centre
No:191, Dharmapala Mawatha
Colombo 07**

Please ensure that the **title of the assignment applied for** is clearly written on the **top left-hand corner of the envelope**. For **email submissions**, the **subject line** of the email must clearly state the **post applied for**. All submissions must be received **no later than 2:00 p.m. on 15.07.2025**

**Chairman- Project Consultant Procurement Committee,
Social Protection Project
Welfare Benefits Board
J.R. Jayawardena Centre
No: 191, Dharmapala Mawatha
Colombo 07.**

Tel: 011-2196613