



PD / SRP / PDMA / SPPRA / 2017 / 24
GOVERNMENT OF SINDH
REHABILITATION DEPARTMENT
PROVINCIAL DISASTER MANAGEMENT AUTHORITY
Karachi Dated: 9th Jan, 2017

To:

The Managing Director,
Sindh Public Procurement Regulatory Authority (SPPRA),
Government of Sindh,
Karachi.

**Subject: PUBLICATION OF ADVERTISEMENT FOR VACANCY ANNOUNCEMENT UNDER PROJECT
NAMESLY SINDH RESILIENCE PROJECT PDMA COMPONENT**

I am directed to refer to the subject cited above and to enclose herewith copy of advertisement for the **VACANCY ANNOUNCEMENT UNDER PROJECT NAMESLY SINDH RESILIENCE PROJECT PDMA COMPONENT** with the request that the same may kindly be host on your respective website.

2. This is for necessary action, please.

Assistant Director (Admin) 9/1/17
PDMA Sindh, Karachi.

CC to:

1. The PS to Secretary Rehabilitation Department government of Sindh, Karachi.
2. The P.S to Director General PDMA Sindh, Karachi.

254
11-01-17

Vacancy Announcement
Provincial Disaster Management Authority
Sindh Resilience Project

The Provincial Disaster Management Authority Sindh now invite applications of the following eligible Individuals under the project namely Sindh Resilience project, the length of the project is 5 years with aim to strengthen Government of Sindh's capacity to manage risks from natural disasters and climate change, and to improve resilience of communities and economic assets in the province to disasters.

Individual Consultant for Sindh Resilience Project		
S. No	Name of Position	Qualification and Experience
1	Financial Management Specialist	<ul style="list-style-type: none"> • An advanced degree (16 years of education) from nationally/internationally recognized institute in ACCA/CA/ICMA. • At least ten years' experience after acquiring stipulated qualification in financial management, audit or accounts. Prior experience of donor funded and public sector projects will be accorded due weightage. • Excellent writing and communication skills as evidenced by a body of written work. • Demonstrated Computer Skills (Proficiency in using computer desktop application MS Office (Word, Excel, and Power Point etc.).
2	Procurement and Contract Management Specialist	<ul style="list-style-type: none"> • An advanced degree (16 years of education) in a suitable discipline or field of study, preferably in civil engineering • At least ten years' experience after acquiring stipulated qualification in the field of Procurement and Contract Administration • Demonstrated experience with procurement of goods, works & services; preferably, in the public sector. Prior experience in disaster management shall be accorded due weightage • Excellent writing and

		<p>communications skills evidenced by a body of written work,</p> <ul style="list-style-type: none"> • Excellent computer skills including MS Office (Word, Excel, and PowerPoint)
3	Fiscal Risk Analysis Expert	<ul style="list-style-type: none"> • An advanced degree (16 years of education) from nationally/internationally recognized institute in public financial management, accounting, public administration, public policy or other related fields. • At least ten years' experience after acquiring stipulated qualification in the area of fiscal risk analysis of public sector. Experience in international disaster management cooperation or multi-national programmes/projects (minimum two projects) preferably related to disaster management is required. • Practical experience and knowledge of developing/drafting fiscal risk analysis for public sector. • Expertise in integrated financial management systems, accounting and auditing in the Public Sector. • Demonstrated experience in Public Financial Management reforms in developing countries. • Broad knowledge of and linkages between the key areas of the budget and accountability cycle including; budget planning, preparation and execution, procurement and revenue management including taxation. • Excellent writing and communications skills evidenced by a body of written work, • Excellent computer skills including MS Office (Word, Excel, and PowerPoint etc.)
4	Disaster Management Specialist	<ul style="list-style-type: none"> • An advanced degree (16 years of education) from nationally/internationally recognized institute in following subjects i.e. Disaster Management, Crises Management,

		<p>Social Sciences, Humanitarian affairs , Public Policy/ Public Administration or any related Technical disciplines.</p> <ul style="list-style-type: none"> • At least ten years' experience after acquiring stipulated qualification in any public /private sector/NGOS development project funded either by World Bank, Asian Development Bank (ADB), United Nation (UN), or any other donor agency in the following areas of disaster management: (a) project management, monitoring and evaluation; (b) procurement of inputs and equipment; (c) institutional and technical capacity building of government institutions; (d) facilitating/coordinating planning. Individual with having prior experience of World Bank project shall be accorded due weightage. • Individual should have sufficient knowledge about legal, and technical policies and procedures of Government of Sindh, and other donors as related to this assignment • Demonstrated Computer Skill (Proficiency in using computer desktop application MS Office (Word, Excel, and Power Point).
Support staff for Sindh Resilience Project		
1	Project Assistant (03)	<ul style="list-style-type: none"> • Graduate from a recognized university • Fresh/At least one year experience in drafting, office procedure, and record keeping in Government/Semi Government/Private/International/ National Organization. • Age limit maximum 28 years (Age relaxation as per Government Rules) • Sindh domicile is preferable
2	Office boy / Naib qasid (03)	<ul style="list-style-type: none"> • Qualification " Primary" • Fresh/At least one year experience

		<ul style="list-style-type: none"> • Age limit Maximum 28 years (Age relaxation as per Government Rules). • Sindh domicile is preferable
3	Driver (03)	<ul style="list-style-type: none"> • Qualification "Primary" • At least three year experience • Age Maximum 28 years (Age relaxation as per Government Rules) • Valid LTV Driving License. • Sindh domicile is preferable
4	Security Guard/ Chokidar (2)	<ul style="list-style-type: none"> • Qualification "Primary" • Age Maximum 28 years (Age relaxation as per Government Rules). • Armed forces / Police experience is preferable. • Sindh domicile is preferable

Curriculum Vitae (CV), copies of educational degrees/certificates/testimonials/experience certificates, and CNIC must also be attached and forwarded to the address given under or through given email by **27th January 2017**. NO TA/DA is admissible for test/interview.

Hiring of individual consultants and support Project Staff to work as team in Sindh Resilience Project on contract basis.

After scrutinization of the CVs, selected / eligible candidates shall be called for the interview.

This advertisement and TORs against positions is being simultaneously posted on the official website of PDMA Sindh www.pdma.gos.pk.

This advertisement is being simultaneously posted on the official website of Sindh Public Procurement Regulatory Authority (www.pprasindh.gov.pk) and Sindh Rozgar (www.sindhrozgar.gos.pk).

Project Director

Sindh Resilience Project,

Bungalow No 82, Lane 10, Khayaban-e-Hilal, DHA Phase – VI, Karachi.

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E-mail: pcsrp.pdma@gmail.com

OPERATIONS MANUAL

Sindh Resilience Project (SRP)

Version dated: Sept 2016

meet the requirements of the Terms of Reference including those for qualifications and experience. Under the circumstances described in paragraph 5.4 of the Consultant Guidelines, such contracts may be awarded to individual consultants on a sole-source basis. Advertisement for seeking expressions of interest (EOI) would be required and even for small value contract and the REOI shall at least be uploaded on websites. EOIs should specify selection criteria that are solely based on experience and qualifications

Government officials and civil servants of the Borrower's country may only be hired under consulting contracts in the Borrower's country, either as individuals or as members of the team of experts proposed by a consulting firm, provided that such hiring does not conflict with any employment or other laws or regulations, or policies of the Borrower's country and if they (i) are on leave of absence without pay, or have resigned or retired; (ii) are not being hired by the agency they were working for before going on leave of absence without pay, resigning, or retiring; and (iii) their hiring would not create a conflict of interest. In the case of resignation or retirement, for a period of at least 6 (six) months, or the period established by statutory provisions applying to civil servants in the Borrower's country, whichever is longer. Professors or staff and experts in specialized fields from universities, educational institutions, and research institutes can be contracted individually on a part-time basis provided that they have been full-time employees of their institutions for a year or more before being contracted and such hiring is justified for the services required. Bank staff (either short term consultants or regular cadre) cannot be employed.

Table 6: Process for Selecting Consultants

Step	Process	Responsibility	Document
A	Preparation of Terms and Reference and cost estimates	Project Entities	TORs
B	Review and approval of TORs (regardless of review type)	World Bank	Bank's NOL (If appropriate amended TORs)
C	⁶ Advertise in three national dailies, English, Urdu and Sindhi of high circulation and upload on project entities and SPPRA websites EOI (containing TORs & Template CV) for contracts estimated over USD 25,000	Project Entities	EOI (containing TORs & Template CV)
D	Receipt of CVs	Evaluation Committee / Selection Committee	Long list
E	Preparation and of Evaluation Report recommending a panel of three (3) comparably qualified candidates along with and draft contract agreement with clear recommendation for the recommended candidate	Evaluation Committee / Selection Committee	Shortlist and Draft Contract Agreement
F	Approval of Evaluation Report and draft Contract Agreement (only for prior review cases)	World Bank	Bank's NOL
G	Award of contract	Project Entities	
H	Send copy of conformed contract for Bank's record	Project Entities	

⁶ As per Bank's Consultant Guidelines advertisement for seeking expressions of interest (EOI) is encouraged, particularly when there is limited knowledge on availability of qualified consultants, complexity of services, or wider dissemination would be beneficial, or if it is mandatory under national law. It may not take place for small value contract which is defined as <\$25,000



No. PD/CRP/PDMA/2016/865
GOVERNMENT OF SINDH
REHABILITATION DEPARTMENT
PROVINCIAL DISASTER MANAGEMENT AUTHORITY
Karachi Dated: 16/12/2016

To,

Secretary (Services),
Services, General Administration
& Coordination Department,
Government of Sindh,
Karachi.

Subject: Concurrence of Consultant Selection/Recruitment Committee

I am directed to refer to the above captioned subject and to state that PDMA Sindh is initiating the Project namely Sindh Resilience Project with the funding of World Bank. The Consultation Selection Committee/Recruitment Committee has been finalized and approved by the World Bank and the same has been circulated in 'Project Operations Manual'. In view of the notification of Services General Administration & Coordination Department vide no. SO (C-IV) SGA&CD/3-26/12, dated: 8th Nov 2013, all Selection Committees are to be issued/notified with Concurrence of Services Wing, SGA&CD.

2. The Composition of Consultant Selection/Recruitment Committee is as under:

S. No	Designation	Role
1	Project Director	Chairperson
2	Project Coordinator	Member
3	Representative Planning & Development Department Government of Sindh.	Member
4	Representative Finance Department Government of Sindh Karachi.	Member
5	Institutional Development Specialist	Member / Secretary

3. In view of above it is requested that concurrence of Services, General Administration & Coordination Department may kindly be conveyed prior to issuance of notification by this Authority.

*Please note
12/1/17*

[Signature]
16/12/2016
Syed Ahmed Fawad
Director (Operations)

CC to:

1. The DS Staff to Chief Secretary, Government of Sindh, Karachi.
2. PS to Secretary Rehabilitation Department Government of Sindh.
3. PS to DG PDMA Sindh, Karachi.