

**REQUEST FOR EXPRESSIONS OF INTEREST  
(CONSULTANT SERVICES – SELECTION OF FIRMS)**

**REPUBLIK INDONESIA**

**INTEGRATING ZAKAT AND COMMUNITY BASED POVERTY REDUCTION PROGRAMS**

**CONSULTING SERVICES: Technical Training for Community Engagement and Familiarization**

**Mode of Financing: IsDB Grant Fund**

**Financing No. IDN1034**

The National Board of Zakat of the Republic of Indonesia (BAZNAS) has received financing from the Islamic Development Bank toward the cost of the Integrating Zakat and Community Based Poverty Reduction Programs, and intends to apply part of the proceeds for consultant services.

The objective of this consultancy services is to design and implement a capacity development program for Integrating Zakat and Community-Based Poverty Reduction Programs. The services include:

1. Technical Training for Community Engagement and Familiarization
  - a. Design the course content and methodology
  - b. Develop training materials
  - c. Organize training delivery
2. Preparation of Manuals/Templates for Reporting
  - a. Develop monitoring & evaluation framework for capacity development
  - b. Develop manual/template for activity reporting
  - c. Develop standard operating procedure (SOP) for knowledge management system

Consulting services will take 4 months and require a minimum of 4 professional experts as follows:

1. Training Specialist
2. Community-based Development Specialist
3. EO Specialist
4. Islamic Social Fund Specialist

The Terms of Reference (TOR) for the assignment are attached to this request for expressions of interest.

The National Board of Zakat of the Republic of Indonesia (BAZNAS) now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the services. Interested Consultants must provide specific information which demonstrates that they are fully qualified to perform the services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc.).

The shortlisting criteria are:

- The firm should have experience in facilitation and engagement of grass root stakeholders not less than 3 years or 3 projects.
- Established network of civil society organizations, communities and other relevant thematic groups.
- Recognized expertise in community-based development
- Extensive track record of providing similar training experiences with local communities, civil society organizations and public agencies (at least 3 projects).
- Experience in developing consultation and participation methodologies with local communities, civil society organizations, and national and subnational agencies (at least 3 projects)
- Strong management and reporting capacity

The attention of interested Consultants is drawn to Paragraphs, 1.23, and 1.24 of the Guidelines for Procurement of Consultant Services under Islamic Development Bank Project Financing (the “Procurement Guidelines”), setting forth IsDB’s policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A consultant will be selected in accordance with the *QCBS national shortlisted firms* method set out in the Procurement Guidelines.

Interested consultants may obtain further information at the email address: [procurement@baznas.go.id](mailto:procurement@baznas.go.id).

Expressions of interest must be delivered in a written form to the address below (in person, or by e-mail) by **11:00 (WIB), May 26, 2021**.

Project Management Unit (PMU)

The Technical Assistance for Integrating Zakat and Community-Based Poverty Reduction Programs

The National Board of Zakat (BAZNAS)

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