



Consultant to develop a diagnostic assessment for the Central Procurement Unit (CPU)

The IDB Group is a community of diverse, versatile and passionate people, united to improve lives in Latin America and the Caribbean. Those who work with us find purpose and do what they love most in an inclusive, collaborative, agile and rewarding environment.

About this job:

We are looking for a consultant to develop a diagnostic assessment for the CPU.

You will work in the Fiscal Management Division of the Institutions for Development Department. This team is responsible for Fiscal programs in the region.

Here's what you'll do:

- **First activity.** Meet with key stakeholders from the Ministry of Finance.
- **Second activity.** Prepare draft diagnostic assessment.
- **Third activity.** Submit final version of diagnostic assessment.

Schedule of Deliveries and Payments:

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable #1 Workplan	20%	TBD
Deliverable #2 Draft assessment	40%	TBD
Deliverable #3 Final version assessment	40%	TBD

Here's what you need:

- **Education:** Professional degree and post-graduate qualifications in law, economics, public administration, social sciences or any relevant fields.
- **Experience:** At least 15 years of substantive experience and expertise in the area of public procurement.
- **Languages:** excellent oral and written English skills are essential.

Key skills:

- Continuous learning.
- Collaborate and share knowledge.

- Focus on customers.
- Communicate and influence.
- Innovate and try new things.

Requirements:

- International consulting firm with staff with deep knowledge of public finance, specifically public investment, and technology.
- **COVID-19 Considerations:** The health and safety of our employees is our top priority. As a condition of employment, IDB/IDB Invest requires all new employees to be fully vaccinated against COVID-19.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum. Travel expenses will be in accordance with the Bank's travel policies. Costs arising from the activities described in this ToR and requested by the supervisor, will be reimbursed through an Amendment to this contract.
- **Length of contract:** 6 months
- **Responsible person:** Leslie Harper (leslieha@iadb.org), Sector Sr Specialist, Fiscal Management Division (IFD/FMM).

What we offer

The IDB Group offers benefits that respond to the different needs and moments of an employee's life. These benefits include:

- **A competitive remuneration package.**
- A flexible way to work. You will be evaluated by deliverable.

Our culture

At the IDB Group, we work for all people to do their best and bring their true selves to work, are willing to try new approaches without fear, are accountable for their actions and are rewarded for them.

Diversity, Equity, Inclusion and Sense of Belonging (DEIB) are the pillars of our organization. We celebrate all dimensions of diversity and encourage women, LGBTQ+, people with disabilities, people of African descent and indigenous people to apply.

We will ensure that people with disabilities are provided with reasonable accommodations to participate in the job interview process. If you are a qualified candidate who has a disability, please



HRD Term of Reference

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email diversity@iadb.org to request reasonable accommodations in order to complete this application.

Our Human Resources Team thoroughly reviews each request.

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About the IDB

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Consultant to develop a strategic plan for warehouse management improvement.

The IDB Group is a community of diverse, versatile and passionate people, united to improve lives in Latin America and the Caribbean. Those who work with us find purpose and do what they love most in an inclusive, collaborative, agile and rewarding environment.

About this job:

We are looking for a consultant to develop a strategic plan for warehouse management improvement.

You will work in the Fiscal Management Division of the Institutions for Development Department. This team is responsible for Fiscal programs in the region.

Here's what you'll do:

- **First activity.** Meet with key stakeholders from the Ministry of Finance
- **Second activity.** Prepare draft strategy
- **Third activity.** Submit final version of strategy.

Schedule of Deliveries and Payments:

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable #1 Workplan	20%	TBD
Deliverable #2 Draft strategy	40%	TBD
Deliverable #3 Final version strategy	40%	TBD

Here's what you need:

- **Education:** Professional degree and post-graduate qualifications in law, economics, public administration, social sciences or any relevant fields.
- **Experience:** At least 15 years of substantive experience and expertise in the area of public procurement.
- **Languages:** excellent oral and written English skills are essential.

Key skills:

- Continuous learning.



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- Collaborate and share knowledge.
- Focus on customers.
- Communicate and influence.
- Innovate and try new things.

Requirements:

- International consulting firm with staff with deep knowledge of public finance, specifically public investment, and technology.
- **COVID-19 Considerations:** The health and safety of our employees is our top priority. As a condition of employment, IDB/IDB Invest requires all new employees to be fully vaccinated against COVID-19.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum. Travel expenses will be in accordance with the Bank's travel policies. Costs arising from the activities described in this ToR and requested by the supervisor, will be reimbursed through an Amendment to this contract.
- **Length of contract:** 6 months
- **Responsible person:** Leslie Harper (leslieha@iadb.org), Sector Sr Specialist, Fiscal Management Division (IFD/FMM).

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Consultant to develop a manual that will be needed for the implementation of the new public procurement law.

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About this job:

We are looking for a consultant to develop a manual in accordance with the new public procurement law.

You will work in the Fiscal Management Division of the Institutions for Development Department. This team is responsible for Fiscal programs in the region.

Here's what you'll do:

- **First activity.** Meet with key stakeholders from the Ministry of Finance.
- **Second activity.** Prepare draft manual
- **Third activity.** Submit final version of manual

Schedule of Deliveries and Payments:

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable #1 Workplan	20%	TBD
Deliverable #2 Draft manual	40%	TBD
Deliverable #3 Final version manual	40%	TBD

Here's what you need:

- **Education:** Professional degree and post-graduate qualifications in law, economics, public administration, social sciences or any relevant fields.
- **Experience:** At least 15 years of substantive experience and expertise in the area of public procurement.
- **Languages:** excellent oral and written English skills are essential.

Key skills:

- Continuous learning.
- Collaborate and share knowledge.
- Focus on customers.
- Communicate and influence.
- Innovate and try new things.

Requirements:

- International consulting firm with staff with deep knowledge of public finance, specifically public investment, and technology.
- **COVID-19 Considerations:** The health and safety of our employees is our top priority. As a condition of employment, IDB/IDB Invest requires all new employees to be fully vaccinated against COVID-19.

Type of contract and duration:

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Consultant to develop a communication strategy

The IDB Group is a community of diverse, versatile and passionate people, united to improve lives in Latin America and the Caribbean. Those who work with us find purpose and do what they love most in an inclusive, collaborative, agile and rewarding environment.

About this job:

We are looking for a consultant to develop a communications strategy for the Ministry of Finance.

You will work in the Fiscal Management Division of the Institutions for Development Department. This team is responsible for Fiscal programs in the region.

Here's what you'll do:

- **First activity.** Meet with key stakeholders from the Ministry of Finance.
- **Second activity.** Prepare draft strategy.
- **Third activity.** Submit final version of strategy.

Schedule of Deliveries and Payments:

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable #1 Workplan	20%	TBD
Deliverable #2 Draft strategy	40%	TBD
Deliverable #3 Final version strategy	40%	TBD

Here's what you need:

- **Education:** Professional degree and post-graduate qualifications in law, economics, public administration, social sciences or any relevant fields.
- **Experience:** At least 15 years of substantive experience and expertise in the area of public procurement.
- **Languages:** excellent oral and written English skills are essential.

Key skills:

- Continuous learning.
- Collaborate and share knowledge.
- Focus on customers.
- Communicate and influence.
- Innovate and try new things.



Requirements:

- International consulting firm with staff with deep knowledge of public finance, specifically public investment, and technology.
- **COVID-19 Considerations:** The health and safety of our employees is our top priority. As a condition of employment, IDB/IDB Invest requires all new employees to be fully vaccinated against COVID-19.

Type of contract and duration:

- **Type of contract:** Products and External Services Consultant (PEC), Lump Sum. Travel expenses will be in accordance with the Bank's travel policies. Costs arising from the activities described in this ToR and requested by the supervisor, will be reimbursed through an Amendment to this contract.
- **Length of contract:** 6 months
- **Responsible person:** Leslie Harper (leslieha@iadb.org), Sector Sr Specialist, Fiscal Management Division (IFD/FMM).

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Consultant to develop the stakeholder engagement workshops

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About this job:

We are looking for a consultant to develop the stakeholder engagement workshops. You will work in the Fiscal Management Division of the Institutions for Development Department. This team is responsible for Fiscal programs in the region.

Here's what you'll do:

- **First activity.** Meet with key stakeholders from the Ministry of Finance.
- **Second activity.** Prepare draft agenda for workshop
- **Third activity.** Carry out workshop.

Schedule of Deliveries and Payments:

<u>Deliverable #</u>	<u>Percentage</u>	<u>Planned Date to Submit</u>
Deliverable #1 Workplan	20%	TBD
Deliverable #2 Draft agenda	40%	TBD
Deliverable #3 powerpoint from workshop and list of attendees.	40%	TBD

Here's what you need:

- **Education:** Professional degree and post-graduate qualifications in law, economics, public administration, social sciences or any relevant fields.
- **Experience:** At least 15 years of substantive experience and expertise in the area of public procurement.
- **Languages:** excellent oral and written English skills are essential.

Key skills:

- Continuous learning.

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Requirements:

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Type of contract and duration:

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