



REPUBLIC OF LIBERIA

MILLENNIUM CHALLENGE ACCOUNT

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SPECIFIC PROCUREMENT NOTICE

LETTER OF INVITATION

Recruitment of Individual Consultant- Contract Management Consultant

Country: **Liberia**

City/Locality: **Monrovia**

Ref# Number: **4A1506/EP/016**

Contract Name: ***“Recruitment of Individual Consultant- Contract Management Consultant”***

Project Name: **Energy Project**

Funding Agency: **Millennium Challenge Corporation**

Buyer: **Millennium Challenge Account – Liberia (MCA-Liberia)**

The United States of America, acting through the Millennium Challenge Corporation (“MCC”) and the Government of Liberia (the “Government”) have entered into a Millennium Challenge Compact for Millennium Challenge Account assistance to help facilitate poverty reduction through economic growth in Liberia (the “Compact”) in the amount of approximately Two Hundred Fifty Six Million Seven Hundred Twenty Six Thousand US Dollars (US \$ 256,726,000) (“MCC Funding”). The Government, acting through the Millennium Challenge Account - Liberia (the “MCA - Entity”), intends to apply a portion of the MCC Funding to eligible payments under a contract for which this Letter of Invitation (“LOI”) is issued.

The goal of the Compact is to reduce poverty through economic growth. Specifically, the Compact seeks to address two binding constraints to economic growth currently existing in Liberia:

- a) lack of access to reliable and affordable electricity, and,
- b) inadequate road infrastructure.

This Letter of Invitation, follows the General Procurement Notice that appeared on dgMarket on July 22, 2019, UNDB Online on July 23, 2019, the MCA Liberia’s website (www.mca.gov.lr) on July 22, 2019, and local newspapers: Frontpage on July 23, 2019 New Dawn on July 24, and Daily Observer on July 30, 2019.

1. Summary of Services:

MCA-Liberia seeks an Individual Consultant (or “Contract Management Consultant-CMC”) to provide technical advisory services and oversight of (i) works contractors and (ii) construction supervision firms performing the duties of the engineer and serve as these contractors’ point of contact (POC) with MCA-L and also provide support for the implementation of all infrastructure works related to the contracts under his/her management responsibilities, and consulting services contracts.

This requirement is only for individual consultants. Submissions from consulting firms will not be accepted. Individual consultants are also not allowed to subcontract any part of this work to other individuals or firms.

Location and Duration. The CMC shall provide the services at the MCA-L headquarters in Monrovia, Liberia except where travel to project sites will be required. The CMC will be awarded a seven (7) month contract with the possibility of extension at the sole discretion of MCA-L. Nonetheless, any additional term(s) of the contract cannot be extended beyond the Compact's expiration date of January 19, 2021

The required qualifications for the Individual Consultant to be considered are indicated in the TOR. Please refer to the detailed TOR included in the Letter of Invitation (LOI) under Section 2 (Terms of Reference)

2. Application Procedure:

Consultants should register their interest by sending an e-mail (with subject "**Recruitment of Individual Consultant- Contract Management Expert**") to the Procurement Agent at MCALiberiaPA@cardno.com, giving their full contact details. *This will ensure that the Consultants receive a copy of the LOI and any updates.*

3. Selection Procedure:

- a) A Consultant will be selected in accordance with the procedures for selection of Individual Consultants set out in the MCC Program Procurement Guidelines (P1.B.3.10) which are provided on the MCC website (www.mcc.gov). The selection process, as described, will include a review and verification of qualifications and past performance, including a reference check, prior to contract award. The highest ranked Consultant will also be interviewed either in person or electronically via Skype or WebEx.
 - b) The selection process comprises two stages: The Individual Consultant having the highest technical score will be invited to submit a financial proposal (e.g fees and reimbursable expenses). Contract award is subject to a price reasonableness analysis. Should negotiations fail with the selected Individual Consultant, negotiations will be initiated with the other Consultant that submitted responsive application, in the descending order of their technical scores.
4. Interested Individual Consultants may request **clarification** regarding this requirement no later than **January 31, 2020 at 5:00 pm**. The Client shall be obliged to respond by **February 4, 2020**.
 5. Application with current CV shall be submitted to the address below no later than **February 20, 2020 at 5:00 pm, Liberia local time**. Applications should be submitted by email to:

MCA-Liberia Procurement Agent
Email : MCALiberiaPA@cardno.com

6. Bid Challenge: Individual Consultants may challenge the results of a procurement only according to the rules established in the Bid Challenge System developed by the MCA-Liberia and approved by MCC. The rules and provisions of the Bid Challenge System are as published on the MCA-Liberia's website at www.mca.gov.lr.
7. MCA-Liberia is not bound to accept any of the applications submitted and may cancel the selection process at any time without providing any justification to the Consultants.