

**Expression of Interest (EOI)**

<b>Project Name</b>	
<b>Assignment</b>	

**I. Consulting Firm Information**

Consultant Name:	Country of Incorporation:
Acronym:	
EOI Submission Authorized by:	Position

**Associations (Joint Venture or Sub-consultancy)**

Consultant	Acronym	Country of Incorporation <sup>2</sup>	Joint Venture (JV) or Sub-consultant	EOI Submission Authorized By	Position

Present the rationale for and benefits of working in association (JV or Sub-consultant) with others rather than undertaking the assignment independently (as appropriate). Describe the proposed management and coordination approach of the association and the role of each firm.

I confirm that:

- Documentation regarding our corporate structure including beneficial ownership has been attached.
- A written agreement to associate for the purpose of this Expression of Interest has been signed between the consortium partners and has been attached.

Once your team is shortlisted and invited for submission of the Proposal, it is not permissible to transfer the invitation to any other firm, such as Consultant’s parent companies, subsidiaries and affiliates. ADB will reject a Proposal if the Consultant drops a JV member without ADB’s prior consent, which is given only in exceptional circumstances, such as debarment of the JV partner or occurrence of Force Majeure.

## **II. Assignment Specific Qualifications and Experience**

### **A. Technical Competence**

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Cross-referencing from your profile projects in Section E. Project References, highlight the technical qualifications of your entity/consortium in undertaking similar assignments. Provide details of past experiences working with similar project authorities.

### **B. Geographical Experience**

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Cross-referencing from your profile projects in Section E. Project References, present experiences in similar geographic areas.

### **C. Management Competence (Please answer each question in one paragraph of 3-5 sentences)**

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1. Describe standard policies, procedures, and practices that your entity has to assure quality interaction with clients and outputs. Please state if your company is ISO certified.

2. How will your firm/consortium handle complaints concerning the performance of experts or quality of the reports submitted for this assignment? What internal controls are in place to address and resolve complaints?

3. How will you ensure the quality of your firm's/consortium's performance over the life of this assignment?

4. Describe standard policies, procedures and practices that your firm has put in place to avoid changes/replacements of personnel and to ensure the continuity of professional

services once contracted.

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5. Describe what social protection practices you have in place to safeguard the well-being of your proposed experts? Specifically describe arrangements you have in place for medical, accident, and life insurance coverage during the assignment.

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**D. Other Information (maximum of 500 words)**

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**E. Project References**

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Please select most relevant projects to demonstrate the firm's technical qualifications and geographical experience (maximum 10 projects).

SN	Project	Period	Client	Country	Firm
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

**Project Summary**

SN 1	
Project Title	
Country / Region	
Start Date	

Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in person-months)

SN 2	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in person-months)

(Please insert more tables as necessary)

### III. EOI Attachments

SN	Description
1	Certificate of Incorporation of the lead member
2	Certificate of Incorporation of the JV member (for each member)
3	Certificate of Incorporation of the Sub-Consultant (for each sub-consultant)
4	Letter of Association
5	

(Please insert more rows as necessary)

### IV. Eligibility Declaration

We, the undersigned, certify to the best of our knowledge and belief:

- We have read the advertisement, including scope of work, for this assignment.
- Neither the consulting firm nor its JV member or sub-consultant or any of its experts prepared the scope of work for this activity.
- We confirm that the project references submitted as part of this EOI accurately reflect the experience of the specified firm/consortium.
- The lead entity and JV member or sub-consultant are NOT currently sanctioned by ADB or other MDBs. Neither the consulting firm nor the JV member or sub-consultant

has ever been convicted of an integrity-related offense or crime related to theft, corruption, fraud, collusion or coercion.

- We understand that it is our obligation to notify ADB should any member of the consortium become ineligible to work with ADB or other MDBs or be convicted of an integrity-related offense or crime as described above.
- JV member or sub-consultant named in this EOI confirmed their interest in this activity in writing.
- JV member or sub-consultant named in this EOI, authorized us in writing to represent them in expressing interest in this activity.
- We understand that any misrepresentations that knowingly or recklessly mislead, or attempt to mislead may lead to the automatic rejection of the proposal or cancellation of the contract, if awarded, and may result in further remedial action, in accordance with ADB's Anticorruption Policy.
- We confirm our availability to commence work on the indicative commencement date specified in the consulting services recruitment notice for this assignment.