



Information and Communication Technology Agency of Sri Lanka (Pvt) Ltd

**Procurement of an Individual Consultant
Expression of Interest (EoI)**

**Assignment Name: International Consultant for conducting the phase II of the Training of
Trainer program for Government Officials**

Assignment No: ICTA/SG2/GOSL/CON/IC/2017/005

Information and Communication Technology Agency of Sri Lanka (ICTA) is the single apex government institution, responsible for formulating policies and implementing projects towards digital development of the country. With an aim of measuring the results of digitization process, ICTA has already established a comprehensive Results Based Monitoring and Evaluation (M&E) system across all the projects and programs.

Department of Project Management and Monitoring (DPMM) with the vision of being the key partner to achieve development effectiveness; is currently engaged in finalizing the national evaluation policy and trying to introduce results based M&E across the government. In order to support the national level evaluation initiatives by DPMM various stakeholders including, ICTA is planning to carry out few evaluation related capacity building workshops targeting government officials especially for those who are engaged in implementing ICT development projects. These workshops will also focus on integrating ICT based tools in Evaluation.

ICTA now intends on requesting for Curriculum Vitae (CV) from interested parties who are willing to undertake this assignment for conduct a workshop for building M&E capacity of selected Government Officials. The selected consultants are required to provide services as per the detailed scope of the services outlined in the Terms of Reference.

Interested individual consultants are requested to respond to this request by submitting the required details including the following with documentary evidence to demonstrate qualifications, previous experience in carrying out similar assignments, technical capabilities, and appropriate expertise;

- (1) Curriculum Vitae - CV (As per required format)
- (2) Cover letter highlighting relevant experience, expertise etc in the respective area
- (3) Brief description of approach/work plan to the task (As per required format)
- (4) Expected total fee (Lump sum) for the entire assignment

The “Terms of Reference” and the “Format for the Submission of Curriculum Vitae” is now available at ICTA and interested parties may download these documents from the website <https://www.icta.lk/procurement/>

Consultant will be selected in accordance with the procedures set out in the Government procurement Guidelines: Selection and Employment of Consultants. All interested parties are informed that all documentations shall be in English Language.

Interested consultant may obtain further information from Procurement Officer (Segment-2), ICTA by contacting via Phone: +94 11 2369099 Extension: 346, Fax: +94 11 2369091 and email: procurementsg2@icta.lk.

You may forward your response electronically to; procurementsg2@icta.lk or by hand delivery or by post to Procurement Officer, Segment 2, C/o Chairperson, 160/24, (3rd floor), Kirimandala Mawatha, Colombo 05, Sri Lanka to be received at or before **1500 hrs on November, 23 2017**. Envelope containing your response should be marked “**International Consultant for conducting the phase II of the Training of Trainer program for Government Officials - ICTA/SG2/GOSL/CON/IC/2017/005**”

Chairperson
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