

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES)
Kyrgyz Republic:
CAREC Corridors 1&3 Connector Road Project
Loan 3432 / Grant 0496**

Assignment Title: Office Manager/Translator

Reference No. (as per Procurement Plan): CAREC 1&3/CS-IC-04-2017

The Government of the Kyrgyz Republic received financing from the Asian Development Bank towards the cost of the CAREC corridors CAREC1&CAREC3 and intends to apply part of the proceeds for consulting services.

Investment Projects Implementation Group of the Ministry of Transport and Roads of the Kyrgyz Republic needs Office Manager/Translator. The key objective of the assignment is to assist IPIG in implementation of the CAREC 1 and 3 Connector Road Project and other projects implemented by the IPIG.

Investment Projects Implementation Group of the Ministry of Transport and Roads of the Kyrgyz Republic now invites eligible Consultants to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

Detailed Terms of References is available at www.piumotc.kg, www.zakupki.gov.kg.

The attention of interested Consultants is drawn to paragraphs 1.10 and 1.13 of the *Guidelines on The Use of Consultants by Asian Development Bank and Its Borrowers March 2013*, setting forth the Asian Development Bank's policy on conflict of interest and eligibility.

A Consultant will be selected in accordance with the Individual Consultant method set out in the Consultant Guidelines. Further information can be obtained at the address below during office hours from 09:00 to 17:00 hours.

Interested consultants must provide information indicating that they are qualified to perform the services as per Terms of Reference through ADB website at: https://uxdmz06.adb.org/OA_HTML/adb/xxcrs/jsp/ADBCsrnFwd.jsp?sel=136528 or must be delivered (in person, or by fax, or by e-mail) to the address below indicating the above mentioned vacancy title **before 21:59 July 20, 2017 (local time)**.

Ministry of Transport and Roads of Kyrgyz Republic

Investment Projects Implementation Group (IPIG)

Procurement Unit.

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Website: www.piumotc.kg

To participate in the competition the following documents must be submitted:

- CV (in English and Russian languages);
- Copy of passport (ID-card);
- Copies of documents proving the required professional education, work experience and qualification (copy of employment record, copies of documents on education, on training, on conferring academic degrees and titles), duly certified by notary or by HR management in the workplace.

Only shortlisted candidates will be invited for interview.