

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTING SERVICES – INDIVIDUAL CONSULTANT SELECTION)

REPUBLIC OF LEBANON

Lebanon Renewable Energy and System Reinforcement Project (P180501)

Loan No./Credit No./ Grant No.: TBD

Assignment Title: Financial Specialist

Reference No. (as per Procurement Plan): LB-EDL-483273-CS-INDV

1. Background

The Government of Lebanon has submitted a request for financing toward the cost of the Lebanon Renewable Energy and System Reinforcement Project and intends to apply part of the proceeds for consulting services.

2. Objective of the Assignment

The consulting services ("the Services") include providing financial management support for the Lebanon Renewable Energy and System Reinforcement Project (P180501), implemented by Electricité du Liban (EDL) and the Litani River Authority (LRA). The Financial Specialist will be responsible for ensuring compliance with the World Bank's financial management guidelines, coordinating financial activities, and supporting the Project Management Team (PMT) in all financial management-related matters.

3. Scope of Work

The Financial Specialist will undertake the following tasks:

- **Financial Management:**
 - Prepare all payments related to the project and ensure that all supporting documentation for financial transactions is maintained.
 - Monitor payments made from the **Designated Account**, including transfers, checks, direct payments, and replenishment applications.
 - Verify income tax slips and petty cash payments with supporting documents.
 - Conduct monthly bank reconciliations for the Designated Account.
- **Financial Reporting:**
 - Prepare quarterly and semi-annual project financial statements.
 - Liaise with the Project Manager and other departments to reflect forecasts of onward disbursements.
 - Prepare withdrawal applications and submit them for signature.
- **Compliance and Audit:**
 - Ensure compliance with World Bank financial management procedures, the loan agreement, and project operational manuals.
 - Maintain proper records and documentation for audits.

- Work with external auditors and third-party monitoring agents as needed.
- **Internal Controls and Systems:**
 - Design and maintain an appropriate Chart of Accounts and Cost Center.
 - Establish and maintain an internal control mechanism for the smooth operation of the payment system.
 - Develop accounting policies, procedures, and reporting tools.
 - Maintain a fully functional accounting system.
- **Budgeting and Planning:**
 - Prepare the project budget in coordination with the Project Manager.
 - Develop and monitor the disbursement plan.
- **Coordination and Communication:**
 - Follow up on financial matters with relevant departments, including the Ministry of Finance, Central Bank, and Ministry of Budget.
 - Attend to financial queries and provide support as required.
 - **Submit a working schedule at the beginning of the assignment and monthly time sheets thereafter to the Project Manager for review and approval, in line with the time-based nature of the contract.**

4. Required Qualifications and Experience

Consultants will be shortlisted based on the following qualifications:

- **Education:**
 - Bachelor's degree in Business, Accounting, Economics, or a related field.
 - A Master's degree or professional accountancy qualification (e.g., CPA, CMA) is preferred.
- **Experience:**
 - At least 5 years of professional experience in financial management, preferably in projects funded by international financial institutions such as the World Bank.
 - Direct experience in managing financial activities for donor-funded projects is required.
- **Technical Knowledge:**
 - Strong understanding of financial management concepts, budgeting, and World Bank financial regulations.
 - Familiarity with Lebanon's public sector structure and financial policies is an advantage.
- **Skills:**
 - Proficiency in **English and Arabic** (written and spoken). French is an advantage.
 - Strong computer skills, including proficiency in Microsoft Office (Word, Excel, PowerPoint) and accounting software.
 - Demonstrated problem-solving, organizational, and negotiation skills.

The attention of interested Consultants is drawn to Section III, paragraphs **3.14, 3.16, and 3.17** of the World Bank's **Procurement Regulations for IPF Borrowers** (September 2023), which set forth the World Bank's policy on conflict of interest.

A Consultant will be selected in accordance with the **Individual Consultant Selection** method set out in the Procurement Regulations.

The detailed Terms of Reference (TOR) for the assignment *are attached to this request for expressions of interest and can be found at the following website www.edl.gov.lb, www.ppa.gov.lb or can be obtained as a hard copy at the address given below*

Further information can be obtained at the address below during office hours 09:00 to 14:00 hours.

Submission of Expressions of Interest

Interested individual consultants should submit their **Expression of Interest (EOI)** including:

- **Updated CV** demonstrating relevant experience and qualifications.
- **Cover letter** outlining suitability for the assignment.
- **At least three references** with contact details.

Expressions of interest must be delivered in a written form to the address below (in person, by mail, fax, or e-mail-mail (to lresrp-proc@edl.gov.lb) by **24/7/2025 at 12:00 PM Beirut Time**.

Electricite Du Liban
Prefabricated cell No. 38
Newly Installed on the West Side of the EDL Central Building
Within its Headquarter in Beirut,
Attn: Mrs. Rachel Chebl – Secretary of purchase committee
RUE DU FLEUVE
P.O.BOX 131, BEIRUT
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