



UNDP Expression of interest

UNDP Libya Country Office invites interested companies/consultants to apply for the following:

Summary of proposal:

National project counterparts from government institutions have expressed the need for strengthening Project Management skills. Expressions of Interest are invited from training service providers with suitable experience to tender for the delivery of project management courses.

Proposed start date: End of September (tbc)

The Contractor shall provide the following goods/services:

Outputs:

1. *Participants achieve basic understanding of managing projects and monitoring their implementation*
2. *Courses conducted within the specified timeframe*
3. *Participants supported through post-course follow-up*

Eligibility criteria

List of attributes	Benchmark
Overseas experience	Minimum 4 years overseas experience delivering Project management courses
Adequate teaching aids	Adequate resources including books, CDs & other teaching aids
Qualified personnel	Bi-lingual (Arabic & English) teaching staff with relevant project management trainer qualifications
Infrastructure	Adequate working environment including good sized classrooms.

Only short-listed firms shall be considered for the bid solicitation

Submission details

Interested Companies/Consultants must provide information indicating that they are qualified to provide the services (brochure, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc...). Companies/Consultants may associate to enhance their qualifications.

Companies/Consultants will be selected in accordance with the procedures set out in the UNDP Procurement Guidelines and UNDP Financial Rules and Regulations.

The EOI and accompanying documents must be received in a sealed envelop marked for the attention of **Operations Manager** no later than **(09/09/10)** clearly labeled "Description of Work, services, goods". Documents sent by e-mail or facsimile will not be accepted. EOI received after the above deadline will not be considered.

EOI from suppliers failing to provide the requested information will be disregarded. Invitations to bid and any subsequent purchase order will be issued in accordance with the rules and procedures of UNDP

This EOI does not entail any commitment on part of UNDP, either financial or otherwise. UNDP reserves the right to accept or reject any or all EOI without incurring any obligation to inform the affected applicant/s of the grounds.

Interested providers may obtain further information at the below address.

Operations Manager
UNDP Libya
69/71 Turkia Street
P.O Box 358, Tripoli, Libya
Email: faq.ly@undp.org