

BANK OF TANZANIA



EXPRESSION OF INTEREST CONSULTANCY SERVICES FOR CONDUCTING AN IN-HOUSE TRAINING TO BOT – MANAGEMENT STAFF IN DEVELOPING VERIFIABLE PERFORMANCE INDICATORS (VPIS)

1. Bank of Tanzania intends to train its management staff on how to develop Verifiable Performance Indicators (VPIS) at the corporate and functional levels with a view to strengthening the existing performance measurement framework. Due to lack of internal capacity in this area, the Bank seeks the services of a reputable trainer to carry out the training under an in-house arrangement. Adequate funds have been set aside to meet the costs involved.
2. Specifically, the consultant will be expected to:
 - i) evaluate the Bank's planning experience for the past five years in terms of its methodology.
 - ii) expose participants to the conceptual framework of project management
 - iii) expose participants to the concept on results – based management
 - iv) expose participants to project management tools and techniques
 - v) train participants on how to develop verifiable performance indicators at the corporate and functional level
3. The Bank of Tanzania (the Client) now invites eligible consultants to express their interest in providing the required training. Interested firms must provide information indicating their professional capability to undertake the training. Such information may include company profile, brochures, description of similar assignments, experience in similar conditions, project management methodology, availability of appropriate skills among staff, etc.

4. A short list of consultants will be prepared on the basis of Expressions of Interest submitted to Bank of Tanzania in writing. The selection of a consultant will be in accordance with procedures set out in the Public Procurement (Selection and Employment of Consultants) Regulations, 2005. The selected consultant is expected to conduct the training from 3rd to 28th August, 2009 at the Bank of Tanzania Training Institute in Mwanza. The training will be conducted for a maximum of twenty working days involving four batches of about 20 people each (one week for each batch). The participants will comprise of seventy-four (74) management staff including Directors and Deputy Directors who have adequate experience in managerial duties.
5. Consulting firms/companies should:
 - possess adequate knowledge and sufficient experience in project management issues and must be recognized by the International Institute for Project Management.
 - demonstrate a proven track record in carrying out similar assignments in developing countries' governmental organizations.
 - possess expertise in the area of developing performance measurement frameworks with proficient experience in knowledge transfer.
6. Interested consultants may obtain further information at the address given below between 8.30 hours and 16.30 hours, Monday to Friday inclusive, exclusive of public holidays, before the deadline for the submission of Expression of Interest.
7. Expression of Interest in writing, with corporate capability statement should be sent to:-

Postal address: Secretary,
Central Tender Board,
Bank of Tanzania,
P.O. Box 2939,
Dar es Salaam
Tanzania.

Physical address: 13th Floor, North Tower
10 Mirambo Street,
Dar es Salaam.

E-mail: trmayombya@hq.bot-tz.org
Telephone No.: +255 22 2235194
Fax No.: +255 22 2234219
8. Deadline for submission of Expression of Interest is Thursday, 30th April, 2009 at 12.00 noon local time.