FORMAT FOR REQUEST

OF

EXPRESSION OF INTEREST
SELECTION OF CONSULTANTS BY PROCUREMENT ENTITIES
FORMAT FOR REQUEST FOR EXPRESSION OF INTEREST

[NAME OF PROJECT OR SPECIFIC CONSULTING ASSIGNMENT]

CONSULTING SERVICES

Expressions of Interest

This request for expression of interest follows the general procurement notice for this project that appeared in [specify publication] Issue No. [insert number] of [insert date].

The [insert name of Procurement Entity] intends to apply part of its budgetary allocation to payments under the contract for [insert name of project/the services].

The services include [brief description, organization, implementation period...].

The [insert name of Procurement Entity] now invites eligible consultants to indicate their interest in providing the services. Interested consultants must provide information indicating that they are qualified to perform the services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc.). Consultants may associate to enhance their qualifications.

A consultant will be selected in accordance with the procedures set out in the Public Procurement and Concessions Commission Act, of the Republic of Liberia.

Interested consultants may obtain further information at the address below from ___hrs - to ___hrs GMT [insert office hours].

Expressions of interest must be delivered to the address below by ______ [insert date].

Mailing Address: ________________________________
Street Address: ________________________________
____________________________________________
Floor/Room Number: ___________________________
City/Town: ___________ County: ________, Liberia.
Telephone: (+231- -)____________________________
Facsimile Number: (+231 - -)________________________
Electronic Mail Address: _________________________
Contact Person: _________________________________