

## REQUEST FOR EXPRESSIONS OF INTEREST

### ROMANIA

#### JUDICIAL REFORM PROJECT

##### Public Administration, Law and Justice

#### TECHNICAL ASSISTANCE FOR THE DEVELOPMENT OF THE NETWORK OF TRAINERS TEACHING TECHNIQUES IN LONG DISTANCE TRAINING (E-LEARNING) WITHIN NATIONAL INSTITUTE OF MAGISTRACY

Loan No. /Credit No. 4811, Project ID No. P090309

The Ministry of Justice has received financing from the International Bank for Reconstruction and Development (IBRD) towards the cost of Judicial Reform Project and intends to apply part of the proceeds of the Project to payments under the contract for technical assistance for the development of the network of trainers teaching techniques in long distance training (eLearning) within National Institute of Magistracy (NIM). The objective of this assignment is to strengthen the institutional development of NIM, enabling it to adequately meet the training needs for all the Romanian magistrates.

The services will include development of training concepts, adapting of the traditional curriculum to the eLearning format, introducing the new methods for developing and conducting training of e-learning modules, organizing training for trainers sessions on developing the abilities to elaborate, adapt, develop eLearning curricula and to implement and tutor eLearning training modules.

The activities include:

- organizing 2 training modules consisting of 4 seminars each; the training modules would focus on 2 groups of NIM trainers and the courses will train the trainers:
  - in new skills development for adapting the traditional curricula into eLearning curricula
  - in using the eLearning educational facilities
  - in developing the tutoring skills necessary in handling and conducting the eLearning modules;
- designing of a brochure for trainers in eLearning; the Consultant will elaborate and distribute for NIM trainers a comprehensive brochure comprising of a step by step methodology for:
  - creating an eLearning curricula based on a traditional one,
  - creating interactive long distance courses,
  - tutoring and administrating the eLearning modules as trainer.

The Consultant is expected to be a firm with strong experience carrying out training activities in the field of academic teaching or legal professional training, with a minimum of 5 years of practical experience in the field of train the trainers, preferably in the field of eLearning law or social sciences.

The professional background of the proposed specialists, led by a senior expert, needs to be in the following areas:

- experience in development of similar programs,
- qualified expertise (training and teaching skills) for the development of eLearning courses,
- excellent communication skills,
- command and experience in using modern train the trainers methods in organizational/institutional development, as proved by the Consultant's experience in other similar programs.

The Ministry of Justice and the Superior Council of Magistracy through the Department for Implementation of Externally Financed Projects now invites eligible Consultants to indicate their interest in providing the above mentioned services.

Interested Consultants must provide information indicating that they are qualified to perform the services, respectively:

- general information: name, status, address, telephone number, fax number, year of establishment, contact person for the project, brochures;
- specific information of the Consulting firm experience in the field of the assignment: number of years of professional experience in fields mentioned above; description of previous similar projects implemented in last 5 years, experience in similar conditions;
- information regarding the team proposed to carry out the assignment and the general qualifications of the key staff.

**Consultants may associate to enhance their qualifications. The “association” may take the form of a Joint Venture or a sub consultancy. In case of a Joint Venture (JV), all members of the JV will be evaluated jointly for the purpose of short listing and shall be jointly and severally liable for the assignment and shall sign the contract in case of award is made to that JV group. Sub-consultant's experience shall not be taken into account at the time of short-listing. Interested consultants should clearly indicate the structure of their “association” and the duties of the partners and sub consultants in their application. Unclear expression of interests in terms of “in association with” and/or “in affiliation with” and etc. may not be considered for short listing. Keeping one expression of interest per firm as principle, a consultant firm may decide whether it wishes to participate as a sub consultant or as an individual consultant or as a partner in a joint venture. Please note that a firm shall submit only one Expressions of Interest (EOI) for the same selection process either individually as a consultant or as a partner in a joint venture. No firm can be a sub consultant while submitting an EOI individually or as a partner of a joint venture in the same selection process. A firm, if acting in the capacity of sub consultant in any consultant or JV, may participate in more than one consultant, but only in the capacity of a sub consultant.**

The Consulting firm will be selected using QCBS method (Quality and Cost Based Selection) in accordance with the procedures set out in the World Bank’s [Guidelines: Selection and Employment of Consultants by World Bank Borrowers](#), May 2004 (revised October 1, 2006 & May 1, 2010).

Interested consultants may obtain further information at the address below during office hours, from Monday to Friday - 09<sup>00</sup> to 17<sup>00</sup> hours, local time.

Expressions of interest must be delivered to the address below by **February 16, 2011, 16<sup>00</sup> hours, local time**. The Consultant shall submit one original and one copy, in the English language, in one envelope marked “Expression of Interest for Technical Assistance for the development of the network of trainers teaching techniques in long distance training (eLearning) within National Institute of Magistracy”. Expressions of Interest received by e-mail address are accepted.

Ministry of Justice

Department for Implementing the Externally Funded Projects – DIEFP

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