



**TETRA TECH**  
International Development

**INVITATION  
FOR  
EXPRESSIONS OF INTEREST (EOI)  
to supply the services of  
AIFFP Senior Implementation Advisor  
- Transport Sector  
[AM-11986]**

**Structure of Invitation**

Part A – EOI Process Guidelines

Part B – Requirement Specification

Part C – Response Form

Part D – Proposed contract template

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# Part A – EOI Process Guidelines

## Principal

Tetra Tech International Development Pty Ltd, (ABN 63 007 889 081), a duly registered Australian company located at Tower B Citadel Tower' Level 20, 799 Pacific Highway, Chatswood NSW 2067, Australia, referred to as “Tetra Tech International Development” as the managing contractor of the Australian Infrastructure Finance Facility of the Pacific Support Unit (AIFFP SU) on behalf of the Australian Government’s Department of Foreign Affairs and Trade (DFAT)

### Introduction to the AIFFP

The Australian Infrastructure Financing Facility for the Pacific (AIFFP) is a \$4 billion initiative implemented by DFAT to support priority infrastructure projects in Pacific Island countries and Timor-Leste across sectors such as telecommunications, energy, transport, and water infrastructure. As of December 2023, AIFFP operates in eight countries, with thirteen signed infrastructure projects valued at \$1.2bn, in partnership with a combination of sixteen government and private sector partners. The AIFFP is committed to ensuring AIFFP-financed infrastructure is high quality and inclusive, adheres to the highest standards of social and environmental safeguards, creates economic opportunities for local communities and builds local capacity.

Value for money principles underpin all AIFFP investments which are detailed in AIFFP’s Social Procurement Policy.

### The AIFFP Support Unit

The AIFFP Investment Preparation and Support Unit (SU) managed by Tetra Tech is contracted to support the AIFFP to meet its objectives by providing the AIFFP with responsive, coordinated, flexible, and efficient technical expertise and program management support. In turn Tetra Tech has been tasked to facilitate delivery of these services.

## Requirements

AIFFP requires the consulting services of an AIFFP Senior Implementation Advisor – Transport, to support the implementation of AIFFP’s approved investment portfolio in the transport sector, with a key focus on maritime investments in Papua New Guinea for up to 5 days a week, for an initial period up to 30 June 2025, with the option to extend to June 2026. Performance of the assignment will be assessed against successful implementation of the PNG Ports Infrastructure Investment Program (PIIP), and other transport investments as they are assigned. The full requirements are set out in the terms of reference at Part B.

## Important Dates

<b>Invitation Issue Date</b>	<b>Wednesday 20 November 2024</b>
<b>Last Queries Date</b>	2pm (AEDT) Monday 2 December 2024
<b>Closing Date &amp; Time</b>	<b>2pm (AEDT) Thursday 5 December 2024</b>
	Proposals submitted after the Closing Date & Time may not be considered.

## Responses and Lodgement

<b>Location for lodgement</b>	All Expressions of Interest (“EOI”) must be emailed to: Tim Singleton <a href="mailto:aiffp.su.tender@tetrattech.com">aiffp.su.tender@tetrattech.com</a>
<b>Information to be marked on Response</b>	AM-11986 EOI - AIFFP Senior Implementing Advisor Transport - <consultant’s name>
<b>Number of copies required</b>	1 electronic version, PDF or Word

## Contact Person

<b>Name</b>	Tim Singleton
<b>Position</b>	Procurement Support & Due Diligence Manager
<b>Email</b>	<a href="mailto:tim.singleton@tetrattech.com">tim.singleton@tetrattech.com</a>

## Evaluation Criteria

<b>Mandatory criteria</b>	Refer to Part B
<b>Weighted criteria</b>	Refer to Part B

## 1 Invitation

### 1.1 Tetra Tech International Development Pty Ltd Requirements

Tetra Tech International Development Pty Ltd “Tetra Tech International Development” invites You (eligible individuals) to submit an Expression of Interest (“EOI”) in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services by attaching their curriculum vitae (CV) with description of experience in similar assignments, similar conditions, region, sector etc.).

### 1.2 Evaluation Criteria

CVs will be evaluated in respect of the qualifications and experience of the candidates with reference to the following criteria:

- (i) Specific experience relevant to the assignment
- (ii) Qualifications and competence for the Assignment
- (iii) Regional Experience and Others

This EOI process may be the first stage of a potentially multi-stage procurement process (see clause 7.5 of this Invitation).

### 1.3 Duration of Engagement

The estimated term of services required for the assignment is December 2024 to 30 June 2025, with an option to extend for a further 12 months to June 2026.

### 1.4 Accuracy of Invitation

Tetra Tech International Development makes no promise or representation that any factual information supplied in or in connection with this EOI Process or Invitation is accurate.

Information is provided in good faith and Tetra Tech International Development will not be liable for any omission from this Invitation.

### 1.5 Your Use of Invitation

Without the express prior written consent of Tetra Tech International Development, You must not re-produce, re-advertise and/or in any way use the contents of this Invitation either in whole or in part, other than for the purpose of preparing and lodging a Response.

### 1.6 EOI Process does not create a contract

Your participation in this EOI Process, (including the preparation and lodgement of Your Response), is at Your sole risk.

Nothing in this Invitation, the EOI Process, or Your Response must be construed as creating any binding contract or other legal relationship (express or implied) between You Tetra Tech International Development.

## 2 Structure of Invitation

This Invitation consists of three parts:

### Part A EOI Process Guidelines

*Part A contains general information about the EOI Process and how You can make a Response.*

### Part B Specification

*Part B sets out Tetra Tech International Development’s Requirements in detail.*

## **Part C Response**

*Part C sets out the format and information that You are required to provide in Your Response.*

*You must complete the Part C Response Schedule.*

## **3 Communication**

### **3.1 Contact Person**

If you require further information or clarifications on the assignment and the conditions, You may only communicate with the Contact Person about this Invitation.

### **3.2 Requests for Clarification**

Up to and including the Last Queries Date, You may submit a query or request for further information in writing to the Contact Person.

Tetra Tech International Development does not guarantee that it will respond to any query, particularly queries received after the Last Queries Date.

Tetra Tech International Development reserves the right in its' discretion to inform all other Suppliers of any question or matter You raise and the response given (but may choose not to do so).

Tetra Tech International Development is not obliged to consider any clarification from You that it considers to be unsolicited or otherwise impermissible.

## **4 Your Response**

### **4.1 Format of Response**

Your Response must be completed using the Part C Response Schedule, (unless You are otherwise directed).

Your Response must:

- a) be in English
- b) be concise and only provide what is sufficient to present a complete and effective response.

Tetra Tech International Development may disregard any content in a Response that is illegible.

### **4.2 Cost of Preparing Your Response**

You are responsible for the cost of preparing and submitting Your Response and all other costs arising from Your participation in this EOI Process.

## **5 Lodging a Response**

The Closing Time for lodging Your Response is nominated in the Reference Schedule. Tetra Tech International Development may extend the Closing Date and Time in its absolute discretion.

### **5.1 Lodgement**

Any Response must be lodged electronically as specified in Part A under 'Important Dates' and 'Responses and Lodgement'.

### **5.2 Late Responses**

If a Response is lodged after the Closing Date & Time, it may be ineligible for consideration unless:

- a) Tetra Tech International Development determines in its sole discretion that
  - i) Tetra Tech International Development has caused or contributed to the failure to lodge by the Closing Date and Time, or

- ii) the lodgement is minimally delayed such that it does not provide the lodger with any advantage over those lodged on time and that acceptance of the late Response does not compromise the integrity of the EOI Process, or
- iii) exceptional circumstances exist which warrant consideration of the late Response and that acceptance of the late Response does not compromise the integrity of the EOI Process.

### **5.3 Tetra Tech International Development's Use of Your Response Materials**

Upon lodgement, all of Your Response Materials will become the property of Tetra Tech International Development Pty Ltd.

Intellectual Property owned by You or any third parties forming part of the Response Materials will not pass to Tetra Tech International Development with the physical property comprising the Response Materials. However, You acknowledge and agree that You have the authority to grant to Tetra Tech International Development an irrevocable, royalty free licence to use, reproduce and circulate any copyright material contained in the Response to the extent necessary to conduct the Evaluation and where applicable, in the preparation of any resultant contract.

### **5.4 Sub-contracting**

No sub-contracting of the required services is allowed.

## **6 EOI Process Conduct**

### **6.1 Your Conduct**

You must:

- a) ensure all communications are undertaken via the Contact Person
- b) declare any actual or potential conflict of interest
- c) not offer any incentive to, or otherwise attempt to influence, any employee of Tetra Tech International Development or any member of an evaluation team at any time
- d) not engage in any collusive or anti-competitive conduct with any Supplier
- e) comply with all laws in force in South Australia applicable to this EOI Process
- f) disclose whether You are acting as agent, nominee or jointly with another person(s) and disclose the identity of the other person(s)
- g) not issue any news releases or responses to media enquiries and questions regarding this EOI Process or this Invitation without Tetra Tech International Development's written approval.

If You act contrary to the expectations outlined above, Tetra Tech International Development reserves the right (regardless of any subsequent dealings) to exclude Your Response from further consideration.

### **6.2 Tetra Tech International Development Conduct**

Tetra Tech International Development will:

- a) preserve the confidentiality of any information marked as confidential (subject to conditions concerning confidentiality)
- b) give Suppliers the opportunity to compete fairly.

### **6.3 Confidentiality**

You must identify any aspect of Your Response that You consider should be kept confidential including reasons. Tetra Tech International Development is not obliged to treat information as confidential and in the absence of any agreement to do so, You acknowledge that Tetra Tech International Development has the right to publicly disclose the information.

Any condition in Your Response that seeks to prohibit or restrict Tetra Tech International Development's right to disclose will not be accepted.

Tetra Tech International Development's selection process for services is conducted in accordance with Australia's Commonwealth Procurement Rules. For the purpose of assessing responses received, , Tetra Tech International Development is required to pass procurement offers to Commonwealth Government Departments and Agencies as Tetra Tech International Development sees fit and to relevant Ministers and Parliamentary Secretaries.

It is Tetra Tech International Development policy not to divulge to a respondent information that has been provided in-confidence by another.

Consultants should note that the Freedom of Information Act 1982 (The Act) gives members of the public rights of access to official documents of the Commonwealth Government and its Agencies. The Act extends, as far as possible, rights to access information in the possession of the Commonwealth Government and its Agencies, limited only by considerations for the protection of essential public interest and of the private and business affairs of persons in respect of whom information is collected and held by departments and public authorities.

Information supplied by or on behalf of Tetra Tech International Development is confidential to Tetra Tech International Development and You are obliged to maintain its confidentiality. You may disclose confidential information to any person that has a need to know the information for the purposes of submitting Your Response.

## **7 Evaluation Process**

### **7.1 Evaluation**

In evaluating Responses Tetra Tech International Development will consider:

- a) the Evaluation Criteria
- b) References from referees
- c) any presentations, interviews or site visits (as applicable)
- d) any other information that Tetra Tech International Development considers relevant.

Where mandatory criteria are specified in the Reference Schedule and Your Response does not comply with these criteria Tetra Tech International Development may choose not to further evaluate Your Response.

Tetra Tech International Development may seek the advice of external consultants to assist Tetra Tech International Development in evaluating the Responses.

Tetra Tech International Development may in its absolute discretion:

- a) take into account any relevant consideration when evaluating Responses
- b) invite any person or entity to lodge a Response
- c) allow a Consultant to change its Response
- d) consider, decline to consider, or accept (at Tetra Tech International Development's sole discretion) a Response lodged other than in accordance with this Invitation
- e) seek further information from You regarding Your Response including but not limited to requests for additional information or presentations by, or interviews with You or Your key personnel
- f) seek and evaluate relevant financial viability data concerning any Suppliers' business and related entities including seeking any assistance from third party providers
- g) make enquiries of any person or entity to obtain information about any Supplier and its Response (including but not limited to any referees)
- h) visit facilities operated by any Supplier, proposed subcontractors of any Supplier and/or by their customers in order to assess their capabilities and performance (at a mutually convenient time).

### **7.2 Discontinue Process**

Tetra Tech International Development may decide not to proceed any further with the EOI Process or any other procurement process for Tetra Tech International Development's Requirement.



### 7.3 Shortlisting

Tetra Tech International Development may choose to short-list some Consultants and continue evaluating Responses from those short-listed Suppliers or conduct a secondary procurement process by invitation to shortlisted Suppliers. Tetra Tech International Development is not at any time required to notify You, or any other person or organisation interested in making a Response of its intentions or decision to short-list.

### 7.4 Negotiation

Tetra Tech International Development may choose to:

- a) enter into negotiations with You or any Supplier (including parallel negotiations with more than one Supplier) in order to vary its Response on grounds of capability / capacity, technical issues, effectiveness, to finalise agreement on the terms of the contract, or any other matters
- b) re-evaluate Responses generally after any negotiation
- c) suspend, discontinue or terminate at any time negotiations with You or any Supplier or any other person or organisation
- d) negotiate with You or any Supplier for the provision of any part of Tetra Tech International Development's Requirement and negotiate with any other Supplier with respect to the same or other parts of Tetra Tech International Development's Requirement and to enter into one or more contracts for part or parts of Tetra Tech International Development's Requirement
- e) negotiate at any time with any organisation that is not a Supplier and enter into a contract in relation to Tetra Tech International Development's Requirement or any part of Tetra Tech International Development's Requirement with that organisation on such terms as Tetra Tech International Development, at its absolute discretion, considers appropriate.

### 7.5 Secondary Procurement Process

After evaluating all Suppliers' Responses Tetra Tech International Development may choose to conduct a subsequent procurement process. Following evaluation of the CVs of individual consultants, the candidate who is evaluated as the best qualified for the assignment will be invited to contract negotiations and signing. The Contract will be negotiated face to face, or by phone or by e-mail

### 7.6 Further Approach to Market

Tetra Tech International Development may choose to make a further approach to market on a similar or different basis than that specified in this Invitation.

## 8 Procurement Policies

Tetra Tech International Development Pty Ltd is governed by the requirements of the Australian Government's Commonwealth Procurement Rules (CPR) as a non-corporate Commonwealth entity. The core principle of the Commonwealth Procurement Rules being achieving value for money.

## 9 Glossary

### 9.1 Definitions

In this Invitation, unless the contrary intention is apparent:

- a) "Closing Date and Time" means the date and time nominated in the Reference Schedule by which Responses are required to be lodged
- b) "Tetra Tech International Development" means Tetra Tech International Development Pty Ltd
- c) "Tetra Tech International Development's Requirement" means the requirements specified in the Invitation, the Statement of Requirements and the Contract
- d) "'Contact Person" means the person nominated in the Reference Schedule authorised by Tetra Tech International Development to communicate with Suppliers about the EOI Process
- e) "CPR" means Australian Government's Commonwealth Procurement Rules

- f) "EOI Process" means the process commenced by the issuing of this Invitation and concluding upon the award of a contract (or other outcome as determined by Tetra Tech International Development) or upon the earlier termination of the process
- g) "Evaluation" means the process for considering and evaluating Responses in accordance with clause 7.1
- h) "Intellectual Property" means any patent, copyright, trademark, trade name, design, trade secret, knowhow, semi-conductor, circuit layout, or other form of intellectual property and the right to registration and renewal of the intellectual property
- i) "Invitation" means this document inviting persons to lodge a Response
- j) "Last Queries Date" means the date nominated in the Reference Schedule as the last date for Suppliers to seek clarification of any matters relating to this Invitation Document
- k) "Mandatory Criteria" means the criteria considered by Tetra Tech International Development to be critical and identified in the Reference Schedule
- l) "Response" means the documents constituting a Response lodged by a Supplier to meet Tetra Tech International Development's Requirement in accordance with this Invitation
- m) "Response Material" means all documents, data, computer programs, computer discs and other materials and things provided by You or a Supplier in relation to a Response arising out of this Invitation
- n) "Part" means a part of this Invitation
- o) "Reference Schedule" means the reference schedule in Part A of this Invitation
- p) "South Australian Time" means the time applicable to South Australia, as defined at <http://www.australia.gov/about-australia/our-country/time>
- q) "Specification" means the information about Tetra Tech International Development's Requirement described in Part B
- r) "Supplier" or "You" or "Your" means a person or organisation responding to this Invitation.

# Part B – Requirement Specifications

## 1 Terms of Reference

<b>Title</b>	AIFFP Senior Implementation Advisor - Transport
<b>Work Area</b>	AIFFP
<b>Supervisor</b>	Team Leader, AIFFP SU
<b>Incumbent</b>	N/A

### Tetra Tech International Development

Tetra Tech has a 40-year history in successfully delivering international development projects on behalf of donors right around the world. Our people work side by side with local partners to support stability, economic growth and good governance, positively changing people’s lives.

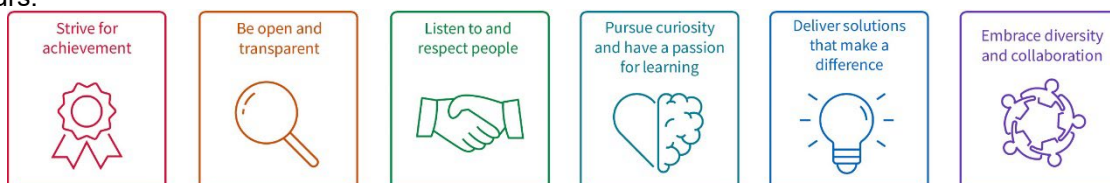
Tetra Tech International Development is part of global consulting firm Tetra Tech. The International Development team implements and manages projects designed to strengthen social and economic infrastructure and improve the lives of people in the Asia Pacific region.

Every Tetra Tech relationship is built on trust. Trust that is hard-earned through our proven expertise, our depth of global experience and our commitment to stay one step ahead. We create value throughout the project lifecycle and deliver vital international and local development projects for our clients. Our united group of specialists take enormous pride in collaborating with our project partners. By digging deeper. Thinking smarter. And seeing further. All so we can deliver the smartest solutions, every time.

We welcome applicants of all genders, disabilities, ages, ethnicities, and language group.

### Our Values

We are a values-based organisation, and our values reflect who we are and what we stand for, and strengthen our engagement with colleagues, partners and clients through our shared values and behaviours.



### Overview of AIFFP

The Australian Infrastructure Financing Facility for the Pacific (AIFFP) is a \$4 billion initiative implemented by DFAT to support priority infrastructure projects in Pacific Island countries and Timor-Leste across sectors such as telecommunications, energy, transport, and water infrastructure. As of December 2023, AIFFP operates in eight countries, with thirteen signed infrastructure projects valued at \$1.2bn, in partnership with a combination of sixteen government and private sector partners.

The AIFFP Support Unit is supporting the AIFFP through project preparation and implementation for several investments, including recruitment, procurement, due diligence, communications and other technical advisory services.

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## Purpose and Objectives

The adviser will support the implementation of AIFFP's approved investment portfolio in the transport sector, with a key focus on maritime investments in Papua New Guinea. Performance of the assignment will be assessed against successful implementation of the PNG Ports Infrastructure Investment Program (PIIP), and other transport investments as they are assigned

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## Key Responsibilities

### Key responsibilities include

The adviser will achieve the assignment objective by assisting AIFFP investment teams in the successful delivery of projects in accordance with project financing agreements and project implementation frameworks or equivalent. This will involve the following tasks with a focus on the PIIP but may include other investments and investment teams at the discretion of AIFFP: :

1. Ensure that the Loan, Grant, and Project Agreements and the relevant Program Implementation Framework (PIF) are being adhered to in all investment activities by the Borrower and Proponent;
  2. Establish program implementation plan/timeframe, monitor its progress, identify emergent issues that may delay implementation, and where needed, formulate solutions to bring the program back on track;
  3. With AIFFP Investment Leads, coordinate and direct the AIFFP and PMO teams to ensure program implementation is effectively supported and delivered in accordance with AIFFP requirements;
  4. Lead and coordinate progress/working meetings between key stakeholders including:
    - a. proponents, government stakeholders, Project Management and Supervision Consultant (PMSC), Design Consultants, other supporting consultants, AIFFP Support Unit personnel, AIFFP investment team, and Australian High Commission staff;
    - b. For the PIIP this includes the PNG Ports Corporation Limited (PNGPCL – project proponent), Kumul Consolidated Holdings (KCH – PNGPCL parent company), Government of PNG Department of Treasury (borrower/recipient of financing), and AIFFP Program Management Office (PMO).
  5. Support the proponent and AIFFP investment team to meet conditions precedent to commence drawdowns from the loan, where Export Finance Australia is lender on record;
    - a. Coordinate due diligence requirements to meet AIFFP requirements. This includes but is not limited to Front-end Engineering Design verified by DFAT approved independent engineering peer review
    - b. P90 cost estimates based on detailed engineering design
    - c. Economic analysis based on P90 cost estimate, demonstrating that subproject investments result in net positive economic benefits to PNG
    - d. Environmental and Social Impact Assessments consistent with the detailed engineering design and endorsed by AIFFP's independent environmental and social consultant, and subject to relevant disclosure requirements
    - e. Gender assessments and Gender action plans in accordance with AIFFP requirements.
  6. Provide support to the AIFFP investment Leads and the AIFFP PMO or equivalent and coordinate inputs from across the AIFFP team and PMO for the management and administration of all stages
-

of the procurement and contract administration process from development of procurement strategies to contract award and signing and contract variations.

7. Support the AIFFP PIIP Investment Lead in securing relevant approvals for agreed procurement milestones from the relevant approval authority within AIFFP;
8. Establish and maintain an investment contract register with current information, including contract values, variations, start dates and end dates that have been approved by AIFFP through an agreed approval process articulated in the PIF;
9. Support updates to the project risk registers, for reporting to AIFFP risk meetings;
10. Support the implementation of other AIFFP Transport investments, as required; and
11. Continue to promote workplace practices consistent with DFAT values as well as demonstrate DFAT core and leadership capabilities.

For the PIIP specifically in addition to the above:

1. Support the AIFFP PIIP Investment Team in incorporating recommendations from the 2024 Financial Management Assessment, Procurement Capacity Assessment, Contract Audit, and PNG Implementation Review reports into the PIF. This will include a process of consultation and agreement to PIF changes with the Borrower and Proponent;
2. Lead and coordinate the AIFFP team in drafting changes to the PIF, including consulting with key stakeholders to support its agreement, approval and enactment.

## Evaluation Criteria

### Mandatory Qualification

- A relevant tertiary qualification, preferably from an Architecture, Engineering and Construction background or related discipline, with recent experience in project management, design, documentation, construction supervision and contract administration.

### Experience

- 10+ years' experience working on infrastructure projects in the Pacific
- Experience in the management of projects over the entire life cycle of a project including an understanding of project processes and related reporting requirements.
- Experience leading transport infrastructure projects, including participating to the preparation of project documentation such as preliminary detailed design, feasibility studies, and environmental and social impact assessments, including within the Pacific region.
- Experience in managing, on the client's behalf, design and/or supervision consultants, subcontractors and an excellent understanding of project implementation and management processes

### Demonstrated Abilities

- Proven ability to deliver all responsibilities articulated above
- Demonstrated expert knowledge and experience of infrastructure project implementation and program management, ideally in the Pacific and Timor-Leste
- Demonstrated understanding of infrastructure finance, particularly sovereign lending
- Proven people management and leadership capabilities, specifically able to lead project teams, and a demonstrated ability to mentor and develop staff
- Ability to manage complex stakeholder relationships remotely to deliver results
- Relevant degree qualification relating to either Engineering, Construction, Finance or Project Management
- Demonstrated exemplary standards of integrity and professionalism

## **Code of Conduct**

In accordance with Tetra Tech's Code of Conduct and Client Service Standards, all staff are expected to display professional behaviour, communicate respectfully, and perform their duties responsibly.

## **Child Protection**

Tetra Tech is committed to protecting the rights of children. We reserve the right to conduct police and due diligence checks and other screening procedures to ensure a child-safe environment.

## **Gender Equality, Disability and Social Inclusion**

Tetra Tech International Development does not discriminate on the basis of ethnicity, race, colour, religion, disability, sex, sexual orientation, gender identity or expression, national origin, veteran status, marital status, or any other identity. We strongly encourage applications from minoritized groups and promise to ensure our application process is accessible and inclusive.

## **Preventing Sexual Exploitation, Abuse and Harassment**

Tetra Tech International Development is committed to respectful workplaces and does not tolerate sexual exploitation, abuse or harassment of any kind.

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# Part C – Response Form

Supplier Details (complete as relevant)	
Name of Consultant	<insert names >
Trading Name	<insert name>
Registered Name	<insert name>
ACN	<insert number>
ABN	<insert number>
Address of registered office	<insert address>
Type of entity (e.g. company, trust, partnership, sole trader, other)	<insert entity>
Telephone	<insert phone number>
Website	<insert URL>
Contact Person (if different to Consultant)	<insert name>
Position	<insert position>
Address	<insert address>
Postal address (if different to above)	<insert address>
Email	<insert email address>
Telephone	<insert phone number>

## CURRICULUM VITAE (CV)

### Education:

List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained

[Response here]

### Membership in Professional Associations and Publications

[Response here]

### Employment record relevant to the assignment

Starting with present position, list in reverse order. Please provide dates, name of employing organisation, titles of positions held, types of activities performed and location of the assignment, and contact information of previous clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.

Period	Employing organization and your title/position. Contact information for references	Country	Summary of activities performed relevant to the Assignment
e.g., May 2005-present]	[e.g., Agency/Ministry ....., advisor/consultant to...  For references: Tel...../e-mail.....; Mr. Hbbbb, deputy minister]		



## Response Against Evaluation Criteria

### Evaluation Criteria

#### 1. Experience

**Provide details of Your relevant experience and past performance related to meeting Tetra Tech International Development's Requirements:**

- 10+ years' experience working on infrastructure projects in the Pacific
- Experience in the management of projects over the entire life cycle of a project including an understanding of project processes and related reporting requirements.
- Experience leading transport infrastructure projects, including participating to the preparation of project documentation such as preliminary detailed design, feasibility studies, and environmental and social impact assessments, including within the Pacific region.
- Experience in managing, on the client's behalf, design and/or supervision consultants, subcontractors and an excellent understanding of project implementation and management processes

**[Response here]**

#### 2. Demonstrated Abilities

**Provide details of Your Demonstrated Abilities fulfil Tetra Tech International Development's Requirements:**

- Proven ability to deliver all responsibilities articulated above
- Demonstrated expert knowledge and experience of infrastructure project implementation and program management, ideally in the Pacific and Timor-Leste
- Demonstrated understanding of infrastructure finance, particularly sovereign lending
- Proven people management and leadership capabilities, specifically able to lead project teams, and a demonstrated ability to mentor and develop staff
- Ability to manage complex stakeholder relationships remotely to deliver results
- Relevant degree qualification relating to either Engineering, Construction, Finance or Project Management
- Demonstrated exemplary standards of integrity and professionalism

**[Response here]**

### Rates

**Provide consultant daily rate (exclusive of GST and Superannuation)**

AUD **[Response here]**

## References

**Please provide up to two referees that may be contacted in relation to Your Proposal**

*[Nominated referees should include at least one external to AIFFP and DFAT]*

Name	Contact Details

## Compliance with Proposed Contract

**Does Your Response comply with all terms of the proposed Contract?**  Yes  
 No

If Your Response does not comply with some or all of the terms of the contract You must provide reasons for the partial compliance or non-compliance for each clause below.

Contract Clause No.	Explanation/comment

<add lines as necessary>

I declare that

- a) the Conditions of the EOI Process are agreed; and
- b) the information and particulars provided as part of this EOI are accurate and correct.

**Dated:** .....

<b>Supplier</b>	
<b>Signature</b>	
<b>*Print name</b>	

<b>Witness</b>	
<b>Signature</b>	
<b>*Print name</b>	

\*Use BLOCK LETTERS

## **Part D – Proposed Contract Template**

The proposed Consultant Agreement contract template is on the following pages.