



**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTANT SERVICES – SELECTION OF FIRMS)**

- Country:** *Regional/ Multi-country*
- Name of project:** *Improving the Capacity of Small and Medium-Sized Enterprises (SMEs) and SME Support Institutions to Use Online Business-to-Business (B2B) Matchmaking Tools in OIC Member States*
- Sector:** *SME Development*
- Consulting services:** *Capacity development, promoting SME internationalization and development of B2B platform for SME support organizations*
- Mode of financing:** *Islamic Development Bank (IsDB) and Islamic Centre for Development of Trade (ICDT) Grants*
- Financing No.:** *ZZZ2815*

The IsDB and ICDT approved grants for “***Improving the Capacity of Small and Medium-Sized Enterprises (SMEs) and SME Support Institutions to Use Online Business-to-Business (B2B) Matchmaking Tools in OIC Member States***” project and intends to apply part of the proceeds for consultant services.

The services include (i) *needs assessment, training design and capacity development for SME support institutions;* (ii) *development, implementation, and institutional capacity development for B2B platform utilization;* and (iii) *promoting SME internationalization. Implementation period of the assignment will be 24 months and the expected commencement is Q3 2025.*

The detailed Terms of Reference (TOR) for the assignment *are attached to this Request for Expressions of Interest.*

The ICDT now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the services. Interested Consultants must provide specific information which demonstrates that they are fully qualified to perform the services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc.).

The shortlisting criteria are:

- (i) ***Technical Expertise and Experience (30%)***
- **Software Development License:** Valid license for performing software development work in one of the OIC countries.
 - **Experience:** Proven track record in developing similar B2B matchmaking/networking platforms.

- **Regional Experience:** Demonstrated experience working in OIC countries.
- (ii) **Project Management and Implementation Capacity (25%)**
- **Project Management:** Proven track record in managing similar projects, including developing and documenting project outcomes and resource requirements.
 - **Output Delivery:** Ability to deliver outputs on time, within budget, and to stated functionality and quality.
- (iii) **Technical Capabilities (20%)**
- **Platform Development:** Experience in developing and fully operationalizing similar B2B matchmaking/networking platforms.
 - **Security Architecture:** Knowledge of secure coding practices, and compliance with international security standards.
 - **Scalability and Performance:** Ability to design solutions for horizontal and vertical scaling.
 - **Usability Engineering:** Experience in scenario-based usability testing and iterative product improvements.
- (iv) **Training and Capacity Building (15%)**
- **Training Programs:** Experience in designing and delivering structured training programs.
 - **Knowledge Transfer:** Ability to provide comprehensive guides and admin manuals, emphasizing operational independence and maintainability.
- (v) **Event Organization and Management (10%)**
- **Onsite Events:** Experience in organizing physical B2B matchmaking/networking events, including managing logistics and ensuring smooth implementation.
 - **Online Events:** Experience in organizing online B2B matchmaking/networking events and encouraging maximum attendance from target countries.

Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to 1.12.1 and 1.12.2 paragraphs of the Procurement Policy of the *Guidelines for the Procurement of Consultancy Services under Islamic Development Bank Project Financing April 2019, revised in February 2023* (the “Procurement Guidelines”), setting forth IsDB’s policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A consultant will be selected in accordance with the *Quality and Cost-Based Selection with shortlisting of the consultancy firms from the IsDB Member Countries (QCBS-MC)* method set out in the Procurement Guidelines.

Interested consultants may obtain further information at the address below during office hours 09:00 to 17:00 hours, (GMT+1).

Expressions of interest must be delivered in a written form to the address below by 30th June 2025.

Islamic Centre for Development of Trade (ICDT)

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