



The Arbitration Council Foundation

(Grant No. H4410-KH)

Request for Expressions of Interest

Consultancy for Mid-Term Follow-Up Study and End-Term Study

- 1) **The Arbitration Council Foundation (ACF) and Arbitration Council (AC):** The ACF is a registered non-governmental organisation established to provide technical and administrative support to the AC; to enhance the AC's independence, reliability and efficiency; and to develop individuals and institutions to resolve labour disputes. The AC is a national institution for the resolution of labour disputes provided for under the Labour Law. Supported by the Ministry of Labour and Vocational Training, employers and unions, the AC is internationally and nationally recognised as Cambodia's premier labour dispute resolution body.
- 2) **Demand for Good Governance Project:** The ACF is a Project Implementing Agency for the Demand for Good Governance Project (DFGG Project) of the Royal Government of Cambodia (RGC), funded by the International Development Association (IDA) and Australian Agency for International Development (AusAID). The DFGG Project is a four-year project that supports selected state institutions and civil society organisations to develop and expand programmes that enhance demand for good governance.
- 3) The ACF seeks the services of a non-governmental organisation (NGO) or a commercial firm (Firm), duly registered with the Royal Government of Cambodia, to conduct a Mid-term Follow-Up Study and End-Term Study under the DFGG Project. The general objective to establish mid-term data, and then end-term data, to measure ACF's progress against its baseline data and to contribute to shaping the future direction of the AC in which its labour dispute resolution service can be further improved the address the needs of the private sector, unions, and other stakeholders of the AC. The Consultant's duties and responsibilities will include, but are not limited to:
 - Determine the level of confidence in the independence, credibility, and effectiveness of the Arbitration Council among union and employer organisation representatives and stakeholders.
 - Determine the level of awareness of the Arbitration Council and labour arbitration process among union, employer organisation representatives.
- 4) Detailed Terms of Reference for the assignment is available at ACF Office at the address as shown below, from 8:00 to 17:30. and from Monday to Friday, or can be obtained by a request via email to vchen@arbitrationcouncil.org.
- 5) The NGO or Firm shall have the following qualifications and experience:
 - NGOs or Firms duly registered with the Royal Government of Cambodia.
 - A minimum of 4 years of demonstrated experience relevant to designing and delivering similar social survey work and other social research assignments, including baseline and mid-term follow-up monitoring and evaluation for development projects.
 - Prior experience and knowledge of Cambodian laws and legal systems, especially in relation to labour dispute resolution, Cambodian industrial relations, legal organisations and institutions of justice will be an asset.
 - Experience with World Bank/IDA-funded projects and/or RGC projects will be an advantage.
 - Fluency in Khmer and English among the consulting team is required.
- 6) NGOs or Firms interested in submitting their expressions of interest must provide detailed information indicating that they are qualified to perform the services (organisation profile, description of similar assignments, experience in similar conditions, availability and curriculum vitae of appropriate technical

staff, etc.). Short listed NGOs and/or Firms will be invited to submit a completed proposal (including Technical and Financial Proposal).

- 7) Expressions of interested must be submitted to the address below on or before **10 January 2012 (before 17:00 hours)**. It should clearly be marked "EOI for Consultancy on Mid-term Follow-Up Study and End-Term Study".

Attn: Ms. Chhen Vanny
Senior Procurement Officer
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