

No. 9/7/2017-ADB.I
Government of India / Ministry of Finance
Department of Economic Affairs
Multilateral Institutions Division

North Block, New Delhi
Dated : 29TH MAY, 2017

OFFICE MEMORANDUM

Subject: - Finalization of Recruitment Agencies for talent search for ADB by
ADB HQ - Uploading of advertisement on DEA's website- Reg.

The undersigned is directed to say that ADB, Manila has issued an advertisement for finalization of Recruitment Agencies for talent search for ADB. A copy of email dated 22.05.2017 received from ED, ADB, Manila is enclosed.

2. It is requested to upload the advertisement link under the heading of 'Notice for engagement of Recruitment Agencies by ADB for ADB' on the DEA's website for wide publicity. The link for the advertisement is as under:

https://uxdmz06.adb.org/OA_HTML/adb/xxcrs/jsp/ADBCsrnFwd.jsp?sel=133392

3. This issues with the approval of Joint Secretary (MI).

Encl. As above



(Amit Kumar)
Section Officer (ADB-I)
Tel.: 23095157
Email: amit.kumar84@nic.in

To,

Director, NIC
Department of Economic Affairs
North Block, New Delhi

SC 108600 PHI: Executive Search Services (2017-2019)

 Date Published: **27-Apr-2017** Deadline of Submitting EOI: **02-Jun-2017 11:59 PM Manila local time**
[Express Interest](#)
[EXTENSION](#)
[Profile](#) [Terms of Reference](#) [Cost Estimate](#)
Selection Profile

 Consultant Type **Firm**

 Selection Method **Consultant's
Qualifications Selection
(CQS)**

 Source **International**
Technical Proposal **Simplified Technical
Proposal (STP)**

 Selection Title **Executive Search Services (2017-2019)**

 Engagement Period **24 MONTH**

 Estimated Commencement Date **15-Jun-2017**

 Open to non-Member Countries ☐ Yes ☒ No

Additional Information

 Possibility of contract extension ☒ Yes ☐ No ☐ Not known

 Possibility of consideration for downstream assignment ☐ Yes ☐ No ☒ Not known

 Indefinite Delivery Contract (IDC) ☒ Yes ☐ No

 Description of assignment **Asian Development Bank (ADB) continues to strengthen its staffing and skills mix to remain relevant, and to keep pace with a changing Asia and Pacific region. To this end, ADB employs flexible recruitment practices to hire high caliber talent, and to maintain a diverse workforce, including engagement of executive search firms.**

ADB intends to pre-qualify and executive search firms under an Indefinite Delivery Contract (IDC), as an additional facility to secure talent, particularly for difficult-to-fill positions. IDCs pre-qualify and retain firms for a period of two years to provide executive search services, for which the value and timing cannot be defined in advance. The estimated IDC period is June 2017 to June 2019. Firms under the IDC will be requested to submit a proposal based on an Indefinite Delivery Contract Agreement (IDCA) Terms of Reference (TOR) whenever needed. The firm with the most suitable proposal will be awarded with the contract to perform the search assignment.

Actual recruitment by ADB of a candidate identified by the executive search firm indicates a successfully completed IDCA. Accordingly, the executive search firm will receive professional fees determined at the commencement of the IDCA, and out-of-pocket expenses (OPEs) based on standards set by ADB for the cities where the searches were conducted.

Notwithstanding the above, nothing contained in the IDC shall constitute an obligation on the part of ADB to guarantee work or payment to any pre-qualified and retained executive search firm.

Refer to the Terms of Reference (Appendix 1) for detailed information regarding the nature of services to be provided.

 Country of assignment
Country of eligibility for national consultants

Regional
Afghanistan; Armenia; Azerbaijan; Bangladesh; Bhutan; Cambodia; China; Cook Islands; Fiji; Georgia; Hong Kong, China; India; Indonesia; Kazakhstan; Kiribati; Korea, Republic of; Kyrgyz Republic; Lao People's Democratic Republic; Malaysia; Maldives; Marshall Islands; Micronesia, Federated States of; Mongolia; Myanmar; Nauru; Nepal; Pakistan; Palau; Papua New Guinea; Philippines; Samoa; Singapore; Solomon Islands; Sri Lanka;

Other information

Taipei,China; Tajikistan; Thailand; Timor-Leste; Tonga; Turkmenistan; Tuvalu; Uzbekistan; Vanuatu; Viet Nam

Selection Criteria and Desired Qualifications

- The firm must be from one of ADB's 67 member countries (certified copies of incorporation/registration documents and ownership/management of the firm must be submitted with the Expression of Interest (EOI));
- The firm must have extensive experience in providing executive search services for minimum of five (5) years;
- The firm's proposed experts must have reasonable balance of technical expertise and experience working in ADB's member countries.


Invitation and Deadline for Submission of Expression of Interest

ADB now invites eligible executive search firms to express interest in providing services for the above-mentioned project. Executive Search Firms will be selected in accordance with the policies and procedures set out in the Guidelines on the Use of Consultants by Asian Development Bank and its Borrowers dated April 2010. EOIs should be submitted electronically by 26 May 2017.

Contact Information

Project Officer **Pierre Dyens**
Designation **Human Resource Specialist**
Asian Development Bank
Email pdyens@adb.org

Publishing History

Type	Publication Date	Published By	Duration of Advertisement	Deadline	View Remarks
Original	27-Apr-2017	Geraldine Marie D. de Asis	30 DAYS	26-May-2017	
Extension	27-Apr-2017	Geraldine Marie D. de Asis	37 DAYS	02-Jun-2017	

[Express Interest](#)