



INTERNATIONAL INSTITUTE FOR DEMOCRACY AND ELECTORAL ASSISTANCE

**NOTICE – Reference No. 258-17/11
EXPRESSION OF INTEREST (EOI)**

***To Provide Consultancy Services as Programme Coordinator in Kiev, Ukraine
(Locally based Consultant)***

The International Institute for Democracy and Electoral Assistance (International IDEA) is an intergovernmental organization established in 1995, with member states across all continents, which aims to support sustainable democracy world-wide and assist in the development of institutions and the culture of democracy. At the interface between research, fieldwork and the donor community, IDEA provides a forum for dialogue, builds networks of experts, develops training materials and provides strategic advice at the international, regional and national level, cooperating with a range of organizations.

The Institute now invites qualified (individual) consultants (locally based) to submit an Expression of Interest in providing consultancy services for the assignment – **Programme Coordinator in Kiev Ukraine**. Full details of the assignment are provided in the Terms of Reference (TOR) which is available on the International IDEA website at <http://www.idea.int/about-us/procurement-and-tenders>

Consultants are required to submit an application letter outlining their motivation for expressing an interest in the assignment and also a copy of their most recent CV. A shortlist of consultants will be established from the submissions received. Note only consultants which meet the criteria in the TOR will be considered for the shortlist.

Only shortlisted consultants will be contacted regarding the next steps.

Interested consultants may request clarifications at EOI@idea.int up to seven days in advance of the closing date.

The submissions must be sent by e-mail to EOI@idea.int, and Submissions should state the following text in the subject field: **EOI No. Ref. 258-17/11**

The closing date for receiving submissions is **19 February 2017 at 23:59 (CET)**. Late submissions will not be considered.

