



Democratic Socialist Republic of Sri Lanka

Ministry of Finance, Planning and Economic Development

Department of Trade and Investment Policy

Trade National Single Window System Project (TNSWSP)

INVITATION FOR EXPRESSION OF INTEREST (EOI)

Assignment (Individual) to fulfill the Job Duties of the Post of Senior Legal and Regulatory Affairs Officer

- 1) Sri Lanka, being a signatory to the Trade Facilitation Agreement of the World Trade Organization (WTO - TFA), has committed to establish a Trade National Single Window System, a single-entry point to enable submission of documents and data required by the traders on their cross-border trade flows (Imports, Exports and Transshipments) to the Border Trade Regulatory Agencies and notify the results of such process to the traders through the automated system. Accordingly, the Ministry of Finance, Planning and Economic Development initiated implementation of the Trade National Single Window System Project (TNSWSP) through a dedicated Project Implementation Unit (PIU).
- 2) Hence, the Ministry of Finance, Planning and Economic Development has decided to invite Expression of Interest (EOI) from the most eligible individuals either in public or private sector to fulfil the job duties of the Senior Legal and Regulatory Affairs Officer of the PIU, on assignment basis for a period of 24 months.
- 3) Interested individuals are requested to obtain the document, titled “INVITATION FOR EXPRESSION OF INTEREST (EOI) FOR THE ASSIGNMENT TO FULFILL THE JOB DUTIES OF THE POST OF SENIOR LEGAL AND REGULATORY AFFAIRS OFFICER OF THE PIU”, from the website of the Ministry of Finance, Planning and Economic Development.
- 4) The interested individuals to apply for the assignment should be satisfactorily qualified as described in the **Terms of Reference (TOR)**, to fulfill the job duties of the Post of Senior Legal and Regulatory Affairs Officer of the PIU for a period of 24 months.
- 5) The EOI shall be submitted along with the certified copies of all the qualifications and experiences together with the documentary evidences to prove the qualifications and working experiences through references from previous and current employers and detailed proposal and work plan in line with expected duties and responsibilities including the timeframe, as specified in the TOR, only via the registered post/ hand delivered to reach the following address on or before 12.07.2025, mentioning “EOI FOR ASSIGNMENT (INDIVIDUAL) TO FULFILL THE JOB DUTIES OF THE POST OF SENIOR LEGAL AND REGULATORY AFFAIRS OFFICER OF THE PIU” on the top left-hand corner of the envelope. **Please be informed that the Technical Proposals, specified above and Financial Proposals are required to submit in two (2) separate envelopes.**
- 6) The most eligible applicant for the assignment will be selected by shortlisting the applicants, possessed the minimum required qualifications as per the Evaluation Criteria, specified in the TOR for the assignment, followed by a desk interview. Both qualifications and cost will be considered for the final selection.
- 7) The decision of the Secretary, Ministry of Finance, Planning and Economic Development shall be the final and conclusive in case of any matter contained and not contained herein or any issue arisen during this selection process.
- 8) Please visit the website (www.treasury.gov.lk) of the Ministry of Finance, Planning and Economic Development for required documents (TOR, EOI, etc)

The Secretary

Ministry of Finance, Planning and Economic Development

The Secretariat

Colombo 01.

Date : 29.06.2025