



Royal Thai Embassy in Brasilia Announcement Recruitment of Economic and Political Consultant

The Royal Thai Embassy in Brasilia is recruiting a contractor to provide services as economic and political consultant for the Royal Thai Embassy. The recruitment and selection process are detailed as follows:

1. SCOPE OF WORK

The contractor will be required to accomplish the tasks in consultation with the Embassy which meets all requirements in the Terms of Reference (Attachment).

2. REQUIRED QUALIFICATION AND EXPERIENCE

2.1 Relevant expertise and ability to meet the requirements of the assignment;

2.2 Experience in political and economic consultation;

2.3 Experience in conducting comprehensive study on the promotion of bilateral cooperation in economic, trade, investment, and tourism between Brazil and foreign countries;

2.4 In-depth knowledge on international politics and economy;

2.5 Fluency in English.

3. DURATION OF CONTRACT

The contractor would deliver the assignments and provide the services with reference to the Terms and Reference from the effective date and must complete all assignments by 25th September 2021.

4. RECRUITMENT AND SELECTION PROCESS

4.1 Interested candidates should submit their proposal package and CVs; in case of agencies, background information about the company together with CV(s) of the person(s) engaged in the assignment.

4.2 Proposal package should also include:

- Detailed proposal that meet with the aforesaid requirements
- Competitive budget proposal of the assignment for the competition

4.3 Proposal package should be submitted by **19th March 2021, 18.00 Hrs.** to:

- Via email: thaiembbrazil@gmail.com. Please indicate “Proposal for the Royal Thai Embassy’s Economic and Political Consultant” in the subject line of an e-mail

- By hand: The Royal Thai Embassy in Brasilia, located at SEN-Av. das Nações Lote 10 CEP: 70.800-912 Brasília/DF Tel. (5561) 3224-6943

After finishing the above-mentioned recruitment and selection process, the Embassy will announce the selected contractor via the Embassy’s website.

Announced on 5 March B.E. 2564 (2021)

Royal Thai Embassy in Brasilia



Terms of Reference
Economic and Political Consultant
for
The Royal Thai Embassy in Brasilia

1. SCOPE OF WORK

The contractor will be required to accomplish the tasks in consultation with the Embassy which meets the following criteria:

1.1 Economic, Trade, and Political Monitoring

The consulting firm will perform the monitoring of the following topics:

- The economic agendas of the Executive Branch and the National Congress that might affect international trade and investment between Brazil, Thai, USA, China, Japan, South Korea;
- Brazilian International Trade and Investments measures focused on MERCOSUR, the USA and Asia;
- Political monitoring focused on the federal government, governability, stability, political relations and foreign affairs;
- Trade and investment statistics between Brazil and Thailand sent on a quarterly basis;
- Brazilian economic outlook report, sent on a quarterly basis, covering macroeconomic data;
- Scenario presentations: the consulting firm will make up presentations of monitoring to the team of the Embassy.

1.2 Comprehensive Studies

The consulting firm will conduct two (2) comprehensive studies of the following topics:

- (1) A forecast for the relationship between Brazil, the United States and Asia – focused on China, Japan, South Korea, and Thailand in 2021
- (2) Opportunities for Thai products, trade and investment in Brazil for Thai business.

In addition to the delivery of the reports, the consulting firm will give further services relating to the studies as follows:

- Infographic with key information of each report;
- A short video for presenting the key findings of each report;
- Presentation of the studies to the team of the Embassy.

1.3 Support the Embassy to organize three Seminars in in three states namely (1) Rio de Janeiro (2) São Paulo, and (3) Minas Gerais, to promote and foster bilateral cooperation in economic, trade, investment, and tourism between Thailand and Brazil

- To provide a list of recommended stakeholders – both governmental and private sector – for the Embassy to approach;
- To have a consulting meeting with the team of the Embassy, a 1-hour call per state

- To attend three seminars as one of panellists
- To have the local team physically attending the event in São Paulo and supporting the Embassy by moderating the seminar and providing translations.

2. REQUIRED QUALIFICATION AND EXPERIENCE

- 2.1 Relevant expertise and ability to meet the requirements of the assignment;
- 2.2 Experience in political and economic consultation;
- 2.3 Experience in conducting comprehensive study on the promotion of bilateral cooperation in economic, trade, investment, and tourism between Brazil and foreign countries;
- 2.4 In-depth knowledge on international politics and economy;
- 2.5 Fluency in English.

3. KEY DELIVERABLES

3.1 Economic, Trade, and Political Monitoring

- Trade and investment statistics between Brazil and Thailand, sent on a quarterly basis;
- Brazilian economic outlook report, sent on a quarterly basis, covering macroeconomic data;
- Four (4) times of 2-hour Scenario presentations.

3.2 Two (2) Comprehensive Studies

3.2.1 The First topic: A forecast for the relationship between Brazil, the United States and Asia which focused on China, Japan, South Korea, and Thailand in 2021

- A final report of the study
- Infographic with key information of the report;
- A short video for presenting the key findings of the report;
- Presentation of the studies to the team of the Embassy.

3.2.2 The second topic: Opportunities for Thai products, trade and investment in Brazil for Thai business.

- A final report of the study
- Infographic with key information of the report;
- A short video for presenting the key findings of the report;
- Presentation of the studies to the team of the Embassy.

3.3 Support the Embassy to organize three Seminars in three (3) states namely

(1) Rio de Janeiro (2) São Paulo, and (3) Minas Gerais

- Provision of a list of recommended stakeholders – both governmental and private sector – for inviting potential to attend three seminars;
- A consulting meeting with the team of the Embassy, a 1-hour call per state
- To attend three seminars as one of panellists
- To have the local team physically attending the event in São Paulo and supporting the Embassy by moderating the seminar and providing translations.

4. DURATION OF CONTRACT

The contractor would deliver the assignments and provide the services from the effective date and must complete all assignments by 25th September 2021

5. PAYMENT

The payment shall be made in three installments as below:

5.1 After a delivery of a final report, presentation, infographic, and a short video of the first comprehensive study, with reference to the scope of work No. 3.2.1: 40% of the total amount stated in the contract

5.2 After delivery of the services of supporting the Embassy to organize three Seminars in three states with reference to the scope of work No. 3.3: 30% of the total amount stated in the contract

5.3 After a delivery of (1) a final report, presentation, infographic, and a short video of the second comprehensive study and (2) the services of Economic, Trade, and Political Monitoring, with reference to the scope of work No. 3.1 and 3.2.2: 30% of the total amount stated in the contract

6. Performance Guarantee

The contracting party requires a "Performance Guarantee" by **5% of the total amount** stated in the contract from the contracted party in the form of (1) cash or (2) a letter of guarantee from a local bank. The performance guarantee shall be delivered to the contracting party at the contract signing date and it shall be released back to the contracted party after fifteen (15) days after record of satisfactory practical completion of work and services.

7. CONTACT INFORMATION

7.1 Interested candidates should submit their proposal package and CVs; in case of agencies, background information about the company together with CV(s) of the person(s) engaged in the assignment.

7.2 Proposal package should also include:

- Detailed proposal that meet with the aforesaid requirements
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