

TERMS OF REFERENCE

Contract			
Project	Kyrgyz Republic: CAREC Transport Corridors 1 and 3 Connector Road Project		
Expertise	Road Engineer		
Source	National	Category	Independent individual consultant
<p>Objective/Purpose of the Assignment:</p> <p>The key objective of the assignment is to supervise the quality works performed by the Contractor, compliance with the technical specifications in implementation of the CAREC Transport Corridors 1 and 3 Connector Road Project and other projects financed by the Asian Development Bank (ADB) and being implemented by the Investment Projects Implementation Group (IPIG) under the Ministry of Transport and Roads (MOTR) of the Kyrgyz Republic.</p> <p>Road Engineer shall supervise the quality of works performed by the Contractor to ensure compliance with the technical specifications.</p> <p>Scope of work:</p> <ol style="list-style-type: none"> 1. Coordination of the work of engineering sector staff of IPIG and coordination of the interaction of the engineering sector with other sectors of IPIG and with all parties involved in the preparation and implementation of investment projects; 2. Monitoring the activities of the Engineer and the Contractor in terms of compliance with contractual obligations with respect to the MOTR; 3. Control of the execution of procedures for the phased acceptance of works performed, direct participation in the acceptance of completed quantities at construction sites, as well as control of the execution of calendar work schedules and the timeliness of work performed; 4. Exercising general control over work performance by the staff of IPIG engineering sector according to their TORs; 5. Control over the preparation and provision of the necessary information of the engineering sector by the request of related departments of the MOTR, other organizations, ministries and offices of the Government of the Kyrgyz Republic on issues within the competence of IPIG, in consultation with the IPIG Director; 6. Preparation for consideration by the IPIG Director and MOTR management of draft decisions, orders, decrees regarding issues within the competence of the IPIG engineering sector; 7. Participation in meetings, seminars, conferences and other events conducted by international financial institutions and economic development programs on issues within the competence of the IPIG; 8. Participation in the preparation of materials and other operational information on the implementation of the administered investment projects financed by ADB for publication in the mass media on issues within the competence of the IPIG; 9. Involving, by necessity, specialists from other sectors, consulting firms, organizations, contractors, suppliers, etc. for consultation and/or obtaining information to prepare draft decisions on issues falling within the competence of the IPIG, as well as maintaining appropriate correspondence on issues within the competence of the IPIG; 10. Assisting in the preparation of tender documents, contractual agreements with contractors and consultants in order to ensure the proper quality of the engineering part of the documents; 11. Participation in the preparation of contract agreements, participation in contract negotiations. Assisting in the preparation of strategies and tactics for conducting contract negotiations with contractors and consultants; 12. Certification of interim and final payment certificates, certification of the volumes of work performed, review and approval of variation orders, contract extension requests of the Engineer and Contractor, review and approval of design changes, as well as signing of other documentation coming from the Engineer and the Contractor; 13. Initial the draft contractual agreements, changes, additions to contracts for civil works, equipment supply and consulting services. 			

14. Monitoring performance-based maintenance contracts (PBMC) under the CAREC Corridor 3 Improvement Project, Phase 4 and CAREC Corridor 1 and 3 Connector Road Phase 2 project
15. Analysis of the proper execution of the PBMC. Identification of weaknesses and proposals to minimize risks in subsequent similar contracts
16. Monitoring the implementation of the Road Asset Management System components under CAREC Corridors 1 and 3 Connector Road prophase 1 and Phase 2 projects.
17. Participation in the tender committees by MOTR's request
18. Collaboration with a Engineer on the preparation of materials for working with the arbitrator in the framework of construction contracts.
19. Preparation of an analysis of the implementation of a construction contract, identification of existing risks, measures to prevent and manage risk
20. Execution of other official assignments of the MOTR management and IPIG Director

Reporting Requirements:

1. Preparation of reports on reviewing the engineering part of bidding documents and tenders, Bill of quantities and methodology of the performance of work of Contractors as part of MOTR's ongoing procurement as required (review in period of a maximum of three days for each tender proposal);
2. Physical Progress Monitoring Report, identification of discrepancies between the approved work program and the actual achievements, and proposing ways to address these discrepancies, on a monthly basis no later than the 10th day of each month;
3. Preparation of information materials and opinions for review and approval of changes in design decisions during construction, as required;
4. Preparation of sections related to the construction execution for monthly and quarterly progress reports, as well as for project completion reports;
5. Preparation of a quarterly report on the supervision of field laboratory performance, as well as on procedures for testing materials and components used in the construction process;
6. Other reporting as required by MOTR management and IPIG Director.

Placed under the responsibility of:

Coordinator/Road Engineer shall report to the IPIG Director, and MOTR management.

Qualification and experience:

- Higher education in engineering of road construction; Master's degree in the same field is an advantage.
- Total experience (at least 10 years) as a road construction (civil works) engineer;
- At least 5 years of experience in road reconstruction, rehabilitation and maintenance projects financed by international financial institutions, as a road engineer;
- Knowledge of FIDIC and local legislation regulating road construction and civil works; availability of a certificate/license for road construction supervision and design is preferable;
- Knowledge of the Kyrgyz and Russian languages; knowledge of written and spoken English is an advantage
- Good knowledge of Microsoft Windows applications

Places of Assignment:	Days/Months	Estimated Dates
Principal place of services is the IPIG office at the Ministry of Transport and Roads of the Kyrgyz Republic with intermittent visits to the construction sites when required.	6 (six) months with possibility of further extension Probation period – 3 month	Commencement of Services is scheduled to _____ 20__ subject to approval of the ADB. The contract is effective till _____ 20__.
TOTAL CONTRACT PERIOD (state if Intermittent)	-	-