

Terms of Reference

Contract			
Project	CAREC Corridors 1 and 3 Connector Road Project		
Position	Road Engineer		
Source	Local	Category	Independent individual consultant

Objective/Purpose of the Task:

The main objective is to supervise the Engineer and contractor's performance, consistency with technical specifications during the implementation of the CAREC Corridors 1 and 3 Connector Road Project, and other projects financed by Asian Development Bank (ADB).

The Road Engineer shall monitor the quality of works performed by the Engineer and contractors to ensure compliance with the specifications.

Placed under the responsibility of:

ADB PIU Head and ADB PIU Coordinator.

Scope of work:

1. Supervision of the Engineer`s and Contractor`s performance in respect of compliance with contractual obligations against the Employer;
2. Supervision of the stage-by-stage acceptance of completed works, direct participation in the acceptance of completed works on construction sites as well as monitoring the compliance with work schedules and the timely execution of work;
3. Involving, as appropriate, specialists from other sectors, consulting firms, organisations, contractors, suppliers, etc. for consultation, and/or obtaining information for draft decisions on issues within the PIU mandate, as well as maintaining appropriate correspondence on matters falling within the PIU competence;
4. Assistance in preparing bidding documents, contractual agreements with contractors and consultants to ensure the proper quality of the engineering part of the documentation;
5. Participate in the preparation of contractual agreements, contract negotiations. Assist in preparing strategies and tactics for contract negotiations with contractors and consultants;
6. Certification of interim and final payment certificates, certification of works performed, reviewing and approving Variation Orders, Engineer`s and Contractor`s time extension requests, reviewing and approving design changes, and signing other documentation received from the Consultant and Contractor;
7. Initialing draft contractual agreements, amendments, supplements to contracts for construction works, supply of equipment and consultancy services;
8. Oversight and monitoring of the PBM contract under the CAREC Corridor 1 and 3 Connector Road Project, Additional Financing, spotting weaknesses and making proposals to minimise risks in subsequent similar contracts;
9. Monitoring the implementation of the Road Asset Management System component and the CAREC Corridor 1 and 3 Connector Road Project, Additional Financing;
10. Proactive suggestion of any improvements and remedies for risks ahead;
11. Participation in tender committees at the request of the Ministry of Transport and Communications of the Kyrgyz Republic (MOTC);
12. Cooperate with the Engineer in the preparation of submissions to the arbitral tribunal under construction contracts;
13. Interaction with the State Agency for Architecture, Construction, Housing and Utilities under the Cabinet of Ministers of the Kyrgyz Republic on road construction issues;
14. Preparation of draft decisions, orders, decrees regarding issues within the competence of the PIU engineering sector for consideration by the management of the PIU and MOTC KR;
15. Preparation of inputs and other operational information on the progress of administered investment projects for related departments of MOTC KR and press releases for the media on issues falling within the PIU competence;
16. Execution of other work assignments by the ADB PIU Head and Coordinator.

Reporting requirements:

1. Preparation of engineering review reports for bidding documents, bids, bill of quantities and the methodology of contractors in the ongoing procurement of contractors, if needed (The maximum review period is three days for each tender proposal);
2. Physical progress monitoring report, identifying discrepancies between the approved plan and actual achievements and proposing solutions to address these discrepancies on a monthly basis

- by the 10th of each month at the latest;
3. Preparation of information materials and opinions for review and approval, the design changes that occur during construction, as required;
 4. Preparation of construction execution sections in monthly and quarterly progress reports and project completion reports;
 5. Prepare a quarterly report on the monitoring of field laboratories and testing procedures for materials and components used in the construction process;
 6. Other reporting as requested by the MOTC management and the PIU Head.

Qualification and experience:

- Higher education in field of civil construction and road construction, a master`s degree in the same field is an advantage;
- Experience (at least 2 years) in projects financed by international financial institutions as road engineer;
- Experience (at least 2 years) in the system of the State agency for architecture, construction and housing under the Cabinet of Ministers of the Kyrgyz Republic;
- Knowledge of Kyrgyz Republic legislation governing road construction and civil construction, availability of a certificate for road engineering is an advantage;
- Knowledge of Kyrgyz and Russian is required; knowledge of spoken and written English is an advantage;
- Good computer skills, knowledge of all Microsoft Office applications.

Place of performance of work:	Days/months	Date
The main place of performance of services is the office of the PIU in the Ministry of Transport and Communications of the Kyrgyz Republic with periodic visits to construction sites, if necessary.	12 (twelve) months, extendable further. Trial period - 2 months	The services are scheduled to begin on _____, subject to the approval of ADB. The contract is valid until _____, .