

Terms of Reference
Ministry of Transport and Communications of the Kyrgyz Republic
Third Phase of the Central Asia Regional Links Program (CARs-3), financed by the
World Bank

Civil engineer

I. Background

1. The Central Asia Road Links (CARs) program is the result of a collaborative effort initiated by client governments in the Central Asia region and is financed by the International Development Association (IDA). The overall objective of the program is to increase cross-border connectivity and enhance regional integrated development to revitalize historically active economic exchanges in Central Asia and beyond along the Silk Route. In an effort to bring transformational impact in the region, the program's projects builds synergies with other regional initiatives by multilateral or bilateral development partners such as the Central Asia Regional Economic Cooperation (CAREC) program, the EEU, the Belt and Road initiative, as well as others.

The objectives of the First Phase of the program (CARs-1), which was implemented in Kyrgyz Republic and completed in 2019, was to increase transport connectivity between Kyrgyz Republic and Tajikistan along priority cross-border road links in Batken Oblast whilst supporting improvements in road operations and maintenance practices. The road sections to be financed under CARs-1 prioritize connectivity between the Osh and Batken Oblast in the Kyrgyz Republic and Sugd Oblast in Tajikistan as they build lateral spurs from the Osh-Isfana axis to the Tajik border.

2. Third Phase (CARs-3) strives to address regional integration in a more comprehensive approach encompassing both physical and economic connectivity among neighboring countries, also unlocking economic opportunities through promoting local integrated development in a spatially identified area. It was declared effective by IDA on January 30, 2020 and the objective is to increase regional connectivity and support sustainable tourism development in Issyk-Kul Oblast. It will finance activities related to removing physical bottlenecks with neighboring countries, in particular the Republic of Kazakhstan, and addressing sector specific constraints to create market opportunities for the development of regional trade (agriculture) and tourism in Issyk-Kul Oblast. It shall be implemented by the WB PIU under following parts, (a) Regional Connections, Associated Facilities and Equipment in Issyk-Kul Oblast; (b) Aviation Safety and Service Provision, and (c) Sustainable Tourism development in Issyk-Kul Oblast.

The Ministry of Transport and Communications (MoTC) of the Kyrgyz Republic as the Implementing Agency has established Projects Implementation Group (PIU) which is responsible for the day-to-day administration of project activities for the Central Asia Road Links Program (CARs Program) financed by the World Bank. The WB PIU's responsibility include, inter alia: (i) the management of designated accounts; (ii) financial management and reporting on the overall project; (iii) ensuring the execution of the audit of the project; (iv) preparation of quarterly financial and bi-annual progress reports; (v) the management of the environmental and social safeguards aspects; and (vi) undertaking all procurement and contract management activities for all components.

3. The WB PIU requires a Civil Engineer to carry out continuous and efficient implementation of tourism activities under the World Bank-funded CARs-3 project.

II. Objective of the assignment

1. To assist the Implementing Agency in achieving the goals and objectives of the CARs-3 project under the component on Sustainable Tourism Development in the Issyk-Kul Oblast (hereinafter "Component");

The MoTC KR has agreed with the WB to engage a Civil Engineer. The key objective of the assignment is to lead, coordinate and carry out engineering and technical activities related to the construction of buildings (5 TSCs) implemented under the CARs-3 project. These Terms of Reference describes the scope of services for this position.

During the course of his/her duties, the Civil Engineer will report to the Project Head and will carry out his/her work in accordance with the policies and procedures established by the Project. The Civil Engineer will be based in the WB PIU office in Bishkek, but is expected to conduct field trips to provide direct support and guidance at selected sites.

III. Scope of work

The Civil Engineer will be responsible for monitoring the works and services in the construction of facilities provided as part of the project. In order to carry out the works, the hired person will cooperate with relevant local experts and consulting companies, including a consulting company responsible for the development of design and construction plans, including author's supervision, as well as contracting companies carrying out construction of buildings, consulting companies carrying out technical supervision of civil works.

The Engineer will be appointed as a Civil Engineer to supervise and monitor the construction of buildings, he will be delegated the authority to supervise the urban planning. The main task of the Civil Engineer will be to ensure the planned progress of works in accordance with the designs, specifications, technical quality including compliance with the environmental and social management plan, including health and safety requirements, and to achieve completion of contracts within the approved budget and time to the satisfaction of the Municipality, the building owner and the WB. Details of the activities undertaken by the Civil Engineer for each site are described below, but are not limited to the following:

- Check the Design estimates for compliance with Special Technical Regulations (STR) and BoQ;
- Providing direct assistance to WB PIU in preparation and review of change orders, addenda to contracts for civil works, supply of goods;
- Monitoring and control of technical acceptance of completed construction and installation works and facilities, execution of necessary technical documentation, and preparation of necessary data for reporting on fulfilment of contractual obligations by the Civil Engineer and Contractor;
- Confirmation of interim and final Certificates of Completed Works of contracting companies;
- Maintain a cumulative list of completed construction and installation works and disbursed financial resources for the reporting period;
- Monitor and decision-making on excluded, unrecorded and added types of construction works and construction materials;

- Collection, compilation, archiving of executive documentation of all construction projects and preparation of a list of documents required for successful commissioning of facilities;
- Supervision of the progress and quality of work performance and obligations under the implemented projects by consultants, contractors and subcontractors, verification of the performed scope of work, approval and confirmation of performed work in interim and final certificates;
- Preparation of documents on project amendment materials, execution of contracts by participants of investment activity, and control over execution of decisions;
- Monitoring of Contractor companies and Consultancy companies for technical supervision of building construction;
- Consultation with local and international technical experts of the project on the progress of implementation and coordination of certain issues on the activities of Contracting Companies and Construction Supervision Consulting Companies;
- Develop and implement a clear and well-defined process for monitoring and controlling the activities of Contractors and Consulting Companies for the construction supervision of buildings, involving all stakeholders, which satisfies the MoTC and the World Bank;
- Carries out monitoring and control activities to ensure the implementation of civil works, target and rational use of resources;
- Participates in the commissioning, acceptance and commissioning of construction projects;
- Review monitoring reports to verify compliance with the contractor's work schedule, making sure they are on track with the contracted implementation schedule;
- Provision of monthly progress reports on civil works, listing achievements and program for the next month with tasks;
- Evaluate complaints, disagreements, requests for time extensions, etc., including regarding the issuance of change orders and make proposals to the WB PIU within its authority, and advise the WB PIU on all issues related to the execution of the work;

IV. Reporting Relationship

- Arrangements for preparation, collection and analysis of monthly reports from consultants and contractors;
- Preparation of regular reports on project activities and timely submission of monthly, quarterly, semi-annual and annual reports to the PIU management and to the World Bank.

The report should include the following sections: frequency and completeness of project site visits, achieved progress, problems, failures, mistakes, conclusions and recommendations for future work.

All submitted reports will be reviewed and considered and approved by the Head of PIU;

V. Duration of the assignment and period of validity of the contract. The short-term contract will be for a period of six (6) months, with possible extensions if necessary by agreement of the parties.

VI. Qualification requirements.

A candidate for the Civil Engineer position should have the following knowledge and experience:

- Advanced engineering degree or master's degree in design, construction, urban and industrial civil engineering infrastructure;
- At least 10 years' experience in design and construction. Experience as Civil Engineer Consultant in donor organizations (World Bank, Asian Development Bank and other international organizations) in design and construction of social facilities will be an advantage;
- Knowledge of international standards and local applicable SNiPs for design and construction work; Experience in carrying out building surveys, with successful experience in projects similar to the current assignment is an advantage
- A qualification certificate for the provision of relevant engineering services. A qualification certificate to carry out calculations and inspections of buildings and structures is an advantage;
- Fluent in Kyrgyz, Russian, English (preferred);
- Skills in MS Office, WORD, EXCEL, Outlook, Internet Explorer, AutoCAD and graphics programs. LIRA software skills is an advantage.