REQUEST FOR EXPRESSIONS OF INTEREST

(CONSULTING SERVICES – INDIVIDUAL CONSULTANTS)

**Republic of Kazakhstan**

**Development Project Highway “East-West” (the Site of Almaty-Khorgos) International Transit Corridor “Western Europe-Western China” (CAREC-1b)**

Loan No.:P 128050

Assignment Title: **Individual specialist – Team Leader**

This EOI follows the GPN of dated March 21, 2012 Published in the UN Development Business Issue # 819

The Republic of Kazakhstan has applied for a loan from the International Bank for Reconstruction and Development toward the cost of proposed new East - West Roads Project: Western Europe-Western China International Transit Corridor (CAREC 1b & 6b).The Project is part of the Government program to upgrade of the road corridor from China to Russia through Almaty, Shymkent, Kyzylorda and Aktobe cities (the Western Europe-Western China Corridor—WE-WCC—about 2787km). The Government intends to apply part of the proceeds of the loan from World Bank to finance consultancy services.

The consulting services (“the Services”) to perform administration of contracts and maintain procurement of works, goods and services within the procurement sector for the

reconstruction (construction) of 4 lanes road with cement concrete payment.

The Committee for Roads Ministry of Transport and Communications of the Republic of Kazakhstan now invites eligible individual consultants(“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.The shortlisting criteria are: description of similar assignments, experience in similar conditions, years of experience and etc.

The attention of interested Consultants is drawn to paragraphs 1.9 and 1.11 of the World Bank’s *Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers*dated January 2011(“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest and eligibility.

A Consultant will be selected in accordance with the International Competitive Bidding methodset out in the Consultant Guidelines.

Further information can be obtained at the address below during office hours 09.00 a.m. till 18.00 p.m.

Expressions of interest must be delivered in a written form to the Ms. Raushan Tayenova Head of the Board for Investment Project Preparation (address below) by **03.00 p.m.   
July12, 2013.**

**Ms. Raushan Tayenova, Head of the Unit for Investment Project Preparation**

**Committee for Roads, Ministry of Transport and Communication**

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**Terms of Reference for the selection of Individual Consultant**

**Title: Individual Consultant Team Leader**

**Project Title: East-West Roads Project (Almaty-Khorgos Section): Western Europe-Western China International Transit Corridor (CAREC1b)**

**Qualification:**

He\she should be university Graduate in Civil Engineering and/or Transportation and Highway Engineering. Post graduate degree is an advantage. Team Leader should have at least about 20 years of experience in the construction of highways and bridges with adequate knowledge of the design. He\she should be familiar with various international standards for design and construction. He\she has successfully worked on a similar position for at least 7 years in highway construction project and has completed on the similar position at least 2 projects of 4 lane cement concrete road with length of about 350 km in aggregate. He\she has successfully competed minimum 1 project funded by World Bank or ADB or any other IFI funded project. He\she has preferably an experience in areas of similar geographic/climate conditions (Kazakhstan and CIS countries). He\she should be very well aware of FIDIC conditions. He\she should be proficient in written and spoken English. Knowledge of locally spoken languages (Russian and/or Kazakh) is an advantage.

**Duration of assignment:**

**30 months**

**General Responsibilities of the Team Leader:**

Team Leader will be responsible for assisting to the Committee for Roads associated with this project in regards of implementation, design, execution of project works. The Team Leader will be leading/coordinating activities of other Individual Consultants hired to strengthen the Road Committee for EWRP implementation. He has to work as Project coordinator and monitor of progress on behalf of Committee of Roads. Team Leader will also be responsible for reporting to the Employer about the physical and financial progress of the Project. The details responsibilities/scopes are as under.

**Scope of work:**

1. Coordinating arrangements among Committee for Roads, Construction Supervision Consultant and Contractors.  
     
   Arrange management meetings, site inspections and other job conferences in liaison with the Supervision Consultants and Contractors and notify those expected to attend and maintain and circulate minutes thereof.
2. To review of the detailed engineering design including technical specifications (including bill of quantities), drawings and construction methods against Kazakhstan road standards. Propose modifications, if necessary.
3. Team Leader shall prepare the design change if any and/or review the design change proposal from Supervision consultant & Contractor and shall advice the Employer for its acceptance or non-acceptance. He shall be responsible for review variation orders consequent to design changes.
4. Team Leader as part of its responsibility of advising the Committee for Roads, shall review the procedures and practices for managing, supervising and monitoring construction of the works, to ensure that they are in conformance with sound contract administration procedures and conditions laid down in the contract agreements, and are adequate to ensure timely completion of the works and furnish the comments.
5. Review the procedures and practices for quality control of the works to ensure that they are in accordance with sound engineering practices, and that they are adequate to ensure the quality of the works and furnish the comments to related agency if any.
6. To review consultants work plan, contractor’s work program, implementation schedule, methodology, Environmental Management Plan (EMP), and safety plan. Inform the agency of any delay or potential delays in the work schedule of the contract and take necessary actions to prevent potential delays.
7. Assist the Employer in subcontracting of any parts of the Works under contract as proposed by the contractor.
8. Inspect project sites for work progress and quality and issue the notices for any non compliance, deficiency from consultant, contractors. Order special tests of materials and completed works, and order removal and substitution of improper materials and works as required;
9. Draw the supervision consultant/contractor attention to any instances of non- conformance of the Contractor's works with the technical specifications or non-compliance with EMP;
10. Identify problem areas or delays, and recommend actions to be taken to address the problems or delays;
11. Advise the Employer on all contractual matters relating to execution of the works, including interpreting and applying the legal conditions of the contract documents, in regard to the contractor’s/consultant’s conformance and compliance with contractual obligations;
12. Review the consultant/contractor personal CVs and assist the Employer for their acceptance.
13. Review the various reports from consultant/contractor and furnish the comments if any.
14. Review the documents from Construction supervision consultant and contractor and assist the Employer in replying and further action.
15. Assist the Employer in providing clarifications and explanations to observations made, from time to time by the funding agency.
16. Assist the employer in taking any permission requires from other local bodies, departments related to the project.
17. Review the monthly payment certificates and advice the Committee of Roads for payment.
18. Review the Extension of time proposal from consultant, contractor and advising to Committee for Roads for approval or not.
19. Review the variations from consultant, contractor and advising to committee for roads for approval or not.
20. Inspect jointly with Employer the completed works and assist in formal taking over and provide reports confirming satisfactory completion of the contracts. In particular by preparing lists of deficiencies which need to be corrected, and assisting with monitoring of the performance of the works during the Defects Liability period
21. Review the routine and periodic maintenance plan for the project road during their economic life and assist Employer.
22. Assist the Employer during the Defects Liability Period, and issue Defects Liability Certificates after the rectification, by the Contractor, of possible defects;
23. Furnish the required data to other individual consultant if any for review the claims and amicable solutions, DAB, termination etc.
24. Maintain and manage the database related to Project.  
      
    Maintain orderly files of correspondence, report of site meetings, contract documents, variation orders, progress reports and other related documents. Maintain a set of drawings (incl. as-built drawings) recording all details with references to changes made along the road section.

**Reporting:**

Team Leader will be accountable to the Committee for Roads and he\she will be responsible for the work of the rest of the individual consultant team.

The Team Leader shall prepare reports for the stated period (one year?) that summarize findings, giving an overview of progress on the Contracts and the main issues that have arisen during the period. Each report shall contain an introduction presenting historical project background to set the current report in context. The report should contain an analysis of the Contractor’s performance and the impact of the work carried out on road conditions and required Service Quality Levels. The report should also discuss the impact of the project on road use and any feedback obtained from road users.