

# TERMS OF REFERENCE

## CIVIL ENGINEER

### OBJECTIVE OF CONSULTANCY

The consultant will provide civil engineering services within the PEU of the Programme in order to ensure effective implementation of the Programme.

### SCOPE OF CONSULTANCY SERVICES

The consultant will be expected to, among other things:

- (a) Assist the Programme Manager (PM) and Lead Consultant (Civil Engineering) with contract administration;
- (b) Assist with cost control of the Programme;
- (c) Assist with the preparation of monthly progress reports and the Programme completion report (PCR);
- (d) Review contractors' and suppliers' payment certificates prepared by others;
- (e) Assist with the finalisation of contractors', suppliers', and consultants' payment certificates for submission to the Ministry of Finance;
- (f) Assist with the procurement of goods, works and services including the evaluation of submissions for the award of contracts;
- (g) Perform periodic inspection of works on site and reporting thereon;
- (h) Review and comment on prequalification, tender and proposal documents;
- (i) Assist the Programme Execution Unit in the preparation of Requests for Proposals;
- (j) Attend periodic construction site meetings;
- (k) Prepare monthly Progress Reports and PCRs;
- (l) Evaluation reports and recommendations for award of contracts;
- (m) Works site inspection reports and
- (n) In partnership with the Social and Gender Specialist, ensure the mainstreaming of gender, disability and youth equality in all elements of the Programme including unfettered and equitable access to infrastructure and services developed under the Programme; and
- (o) Assist with technical data collection, analysis, reporting, and related work required to attain the objective outlined above.

## **CONSULTANT'S REQUIREMENTS**

The consultant should have:

- (a) At least a university degree in Civil Engineering or equivalent;
- (b) Postgraduate studies in transportation/hydraulics would be an asset;
- (c) A minimum of eight years' experience in Civil Engineering design and construction supervision activities, including roads and water supply systems; and
- (d) Registration as a Professional Engineer (or eligibility to be registered) would be an asset.

## **SUPERVISION OF THE CONSULTANT**

The consultant will report to the Programme Manager (PM), who will be responsible for routine supervision of the consultant and monitoring the progress of this consultancy.

## **DURATION**

The assignment will require a maximum input of 54 man-months over the life of the Programme.