

**KPRRDP/QCBS/CONS-01:**

**CONSTRUCTION SUPERVISION CONSULTANTS FOR  
THE CONSTRUCTION SUPERVISION SERVICES FOR  
FLOOD AFFECTED, RURAL ACCESS, AND TOURISM  
ROADS REHABILITATION AS WELL AS RCC AND  
STEEL BRIDGES IN KHYBER PAKHTUNKHWA  
PROVINCE, PAKISTAN**

**REQUEST FOR  
EXPRESSION OF  
INTEREST**

## INVITATION FOR SUBMISSION OF EXPRESSION OF INTEREST

**Loan No. 54048-001-PAK: Khyber Pakhtunkhwa Rural Roads Development Project (KP-RRDP)**  
**RECRUITMENT OF KPRRDP/QCBS/CONS-01: CONSTRUCTION SUPERVISION CONSULTING FIRM**  
**Executing Agency: Government of Khyber Pakhtunkhwa**  
**Implementing Agency: Communication and Works Department Khyber Pakhtunkhwa**

### Objective and Scope:

1. The Government of Khyber Pakhtunkhwa (KP) has applied for a loan from Asian Development Bank (ADB) for Khyber Pakhtunkhwa Rural Roads Development Project (KP-RRDP). The proposed KP-RRDP (the Project) in the Province of Khyber Pakhtunkhwa (KP), will be the improvement of (i) Flood Affected Rehabilitation Roads (435.4 Km); (ii) Rural Access Roads Rehabilitations (324.40 Km); (iii) Tourism Rehabilitations Roads (182.35 Km); and (iv) Reinforced Cement Concrete (RCC) and Steel bridges (13 RCC and 19 Steel). Part of the loan will be used for consultancy services of **KPRRDP/QCBS/Cons-01: Construction Supervision Consultants**, to provide Construction Supervision Services for flood affected, rural access, and tourism roads rehabilitation as well as RCC and Steel Bridges in **Khyber Pakhtunkhwa Province, Pakistan**.

2. The Government of Khyber Pakhtunkhwa (GoKP) will be the Executing Agency (EA) while Communication and Works Department (C&WD) Khyber Pakhtunkhwa will be the Implementation Agency (IA). The Project Implementation Unit (PIU) under C&WD has already been established which will act as a project owner and will provide guidance on, and oversight to, the overall implementation and performance of the project.

3. PIU, KP-RRDP, C&WD, GoKP is now seeking Expressions of Interest (EOI) from reputable international firms in association with national firms to carry out the project implementation activities involve ensuring compliance with ADB's environmental and social safe guards requirements and coordinating with all stakeholders. Project management and services relate to rehabilitation and improvement of 942.15 km roads and supervision of Reinforced Cement Concrete (RCC) and Steel Bridges (13 RCC and 19 Steel). The consultant will assist PIU in extending its technical support for the overall construction and supervision of roads and bridges contracts. The consultant will assist PIU in managing day-to-day project implementation activities.

### Consultancy Services:

4. The consultant teams will be headed by a Team Leader and composed of international and national experts; the required expert input is tentatively mentioned in the following table.

Expert Input / Person-months for key staff			Expected date of Commencement	Duration of assignment	Method of Procurement	Type of Consultancy
International	National	Total				
42	524	566	Q1 / 2025	48 Months	QCBS	Consultancy firm (International)

The Terms of Reference (TOR) can be downloaded from C&WD, PIU and ADB websites (<https://prip.gkp.pk>, <https://cwd.gkp.pk>) and (<http://cms.adb.org>).

5. The consultants will be recruited using the Full Technical Proposal procedure based on the Quality and Cost-Based Selection (QCBS) method and in accordance with Procurement will follow the ADB Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time).

6. The firms should have demonstrated experience in relevant sectors and scope of work involved. The firm(s) should include following information and documents indicated in ADB's standard expression of interest (EOI) template in ADB (CMS). The firm will be evaluated broadly on the below mentioned criteria:

- **Management Competence:** 20%
- **Technical Competence:** 60%
- **Geographic Competence:** 20%

7. The EOI must be submitted online via the ADB's Consultant Management System (CMS). The EOI must be submitted using the online template in CMS not later than **20 September 2024**. Access to the online Request for Expression of Interest may be reached through the link to Consultant Services Recruitment Notices (CSRN) available at [www.adb.org/site/business-opportunities/operational-procurement/consulting](http://www.adb.org/site/business-opportunities/operational-procurement/consulting). A firm wishing to submit an EOI must be registered with the CMS. CMS registration is accessible at <http://cms.adb.org>. Any proposed associate firms, sub consultants, or joint venture partners must also be registered with CMS. Any firm encountering technical problems in accessing CMS should request assistance by email to [cmshelp@adb.org](mailto:cmshelp@adb.org). Firms are recommended to update their CMS registration before commencing their EOI.

**Project Director**  
Project Implementation Unit  
Khyber Pakhtunkhwa Rural Roads Development Project  
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# **TERMS OF REFERENCE**

## TERMS OF REFERENCE

### CONSULTANCY SERVICES FOR SUPERVISION OF CONSTRUCTION WORKS OF KHYBER PAKHTUNKHWA RURAL ROADS DEVELOPMENT PROJECT (KP-RRDP) IN KHYBER PAKHTUNKHWA PROVINCE, PAKISTAN

#### A. INTRODUCTION:

1. The Government of Khyber Pakhtunkhwa (*Communication and Works Department – C&WD*) has applied for a loan from the Asian Development Bank (ADB) towards the cost of Khyber Pakhtunkhwa Rural Road Development Project (hereinafter referred to as KP-RRDP or the Project). The primary objective of the Project is the improvement of (i) Flood Affected Rehabilitation Roads (435.4 Km); (ii) Rural Access Roads Rehabilitations (324.40 Km); (iii) Tourism Rehabilitations Roads (182.35 Km); and (iv) Reinforced Cement Concrete (RCC) and Steel bridges (13 RCC and 19 Steel). The detailed design for all roads and RCC bridges rehabilitation is completed which is financed by the Government of Khyber Pakhtunkhwa, except Design & Built Contract (D&B) package for the two (02) tourism roads.

#### B. PROJECT OUTCOMES:

2. **Impact:** The proposed Khyber Pakhtunkhwa Rural Roads Development Project is expected to improved access to essential services and economic opportunities for communities in the region through the construction and rehabilitation of numerous rural roads and bridges.

3. **Outcome:** The outcome of the proposed Khyber Pakhtunkhwa Rural Roads Development Project is expected to be improved accessibility, connectivity, and socio-economic development in the rural areas of the Province of Khyber Pakhtunkhwa Pakistan.

4. The objectives of the Proposed Khyber Pakhtunkhwa Rural Roads Development Project are multifaceted and aimed at addressing various socio-economic challenges while promoting sustainable development in the region:

5. **Enhance Rural Accessibility:** The project seeks to improve rural accessibility to markets, education, and healthcare facilities by upgrading infrastructure and enhancing transport services throughout the province. This objective aims to reduce the isolation of rural communities and facilitate their access to essential services, thereby improving their overall quality of life.

6. **Address Funding Gap:** Interventions under the project will address the funding gap for infrastructure maintenance, development, and transport services. By allocating resources to these critical areas, the project aims to ensure the sustainability and reliability of rural road networks, enhancing their capacity to support economic activities and social services.

7. **Promote Economic Opportunities:** By providing improved and all-weather connectivity, the project will facilitate the linkages between farms and markets, thereby creating job opportunities and fostering economic growth in rural areas. This objective aims to stimulate agricultural productivity, enhance market access for rural producers, and contribute to poverty reduction in the province.

8. **Unlock Development Opportunities:** The improved network and connectivity resulting from the project will unlock economic and development opportunities for the inhabitants of the province. Safer transportation enhanced agricultural productivity, and rural transformation

initiatives will contribute to reducing the income gap between urban and rural residents, promoting more equitable development across the region.

9. **Optimize Budget Utilization:** Timely maintenance and upgradation of rural roads through informed decision-making will enhance asset life and optimize the utilization of the province's budget. By prioritizing infrastructure investments based on strategic planning and rigorous assessment criteria, the project aims to maximize the impact of available resources while ensuring the long-term sustainability of rural road networks.

10. The Proposed Khyber Pakhtunkhwa Rural Roads Development Project aims to not only improve physical infrastructure but also to catalyse broader socio-economic development, promote inclusive growth, and enhance the resilience of rural communities in the province.

### C. PROJECT DESCRIPTION:

11. The Khyber Pakhtunkhwa Rural Roads Development Project is a comprehensive infrastructure initiative aimed at enhancing connectivity, promoting economic development, and fostering tourism within the Khyber Pakhtunkhwa province of Pakistan. With the financial assistance of Asian Development Bank (ADB), the project will focus on rehabilitating rural roads and bridges, flood-affected roads, and developing tourism-oriented routes. This multifaceted approach aims to improve transportation networks, resilience to natural disasters, and leverage the tourism potential of the region via three main infrastructure rehabilitation components:

12. **Rural Roads Rehabilitation.** The primary component of the project involves the rehabilitation of existing rural roads across various districts of Khyber Pakhtunkhwa. These roads serve as vital arteries connecting remote communities to essential services, markets, and urban centers. However, years of neglect, inadequate maintenance, and natural wear and tear have rendered many of these roads inaccessible or severely deteriorated. Through systematic rehabilitation efforts, the project aims to:

- **Upgrade road surfaces:** This includes resurfacing, repairing potholes, and strengthening roadbeds to improve durability and load-bearing capacity.
- **Bridge and culvert repair:** Critical bridges and culverts will be repaired or replaced to ensure safe passage over water bodies and drainage channels.
- **Roadside amenities:** Provision of safety features such as guardrails, signage, and lighting to enhance road safety for commuters, especially during night travel.

13. **Flood Affected Roads Rehabilitation.** Khyber Pakhtunkhwa is prone to seasonal floods, which often cause extensive damage to road infrastructure, disrupting transportation networks and isolating communities. The project includes targeted interventions to address flood-affected roads, focusing on:

- **Flood mitigation measures:** Implementing engineering solutions such as raised road embankments, improved drainage systems, and erosion control measures to minimize the impact of floods on roadways.
- **Rapid response mechanisms:** Establishing contingency plans and quick response teams to promptly assess and repair flood damage, ensuring minimal disruption to road connectivity.

- **Community resilience building:** Educating local communities on disaster preparedness and equipping them with necessary skills and resources to mitigate flood risks and respond effectively to emergencies.

14. **Tourism Roads Development.** Recognizing the tourism potential of Khyber Pakhtunkhwa’s picturesque landscapes, cultural heritage sites, and adventure tourism opportunities, the project seeks to develop tourism-oriented roads to unlock the region’s tourism potential, which include:

- **Scenic route enhancement:** Identifying and upgrading existing roads leading to tourist destinations, highlighting natural attractions, viewpoints, and cultural landmarks.
- **Infrastructure development:** Constructing rest areas, viewpoints, and parking facilities along tourism routes to enhance visitor experience and encourage longer stays.
- **Cultural preservation:** Implementing measures to protect and promote indigenous cultures, heritage sites, and traditional practices along tourism corridors, fostering sustainable tourism development.

15. Khyber Pakhtunkhwa Rural Roads Development Project represents a holistic approach to infrastructure development, addressing the immediate needs of rural communities while harnessing the region’s potential for economic growth and sustainable tourism. By improving road connectivity, resilience to natural disasters, and promoting tourism, the project aims to enhance the quality of life for residents and unlock new opportunities for socio-economic development in Khyber Pakhtunkhwa

#### D. DESCRIPTION OF WORKS:

16. The main project investment scope is set out in the following packages:

S#	Packages and Sub-Packages	Proc. Method	Cost Estimates (USD M)	Priority(ies)
1	<b>Package-1: Rehabilitation and Improvement of Flood Affected Roads in District DI Khan [02-Lots]</b>	<b>OCB</b>	<b>34.43</b>	<b>Priority-1</b>
	<b>Lot-1:</b> Rehabilitation and Improvement of Flood Affected “Giloti” Road, District DI Khan (68.0 Km)	OCB	29.25	
	<b>Lot-2:</b> Rehabilitation and Improvement of Flood Affected Roads [03-Roads of 21.0 Km Length], District DI Khan	OCB	5.32	
2	<b>Package-2: Rehabilitation and Improvement of Flood Affected Roads in District DI Khan [03-Lots]</b>	<b>OCB</b>	<b>28.31</b>	<b>Priority-1</b>
	<b>Lot-1:</b> Rehabilitation and Improvement of Flood Affected Roads [07-Roads of 55.0 Km Length], District DI Khan	OCB	12.62	
	<b>Lot-2:</b> Rehabilitation and Improvement of Flood Affected Roads [03-Roads of 46.20 Km Length], District DI Khan	OCB	11.84	

S#	Packages and Sub-Packages	Proc. Method	Cost Estimates (USD M)	Priority(ies)
	<b>Lot-3:</b> Rehabilitation and Improvement of Flood Affected Roads [02-Roads of 17.30 Km Length], District DI Khan	OCB	3.84	
<b>3</b>	<b>Package-3: Rehabilitation and Improvement of Rural Access and Flood Affected Roads and RCC Bridges in District Bannu, Karak and Kohat [02-Lots]</b>	<b>OCB</b>	<b>18.45</b>	<b>Priority-2</b>
	<b>Lot-1:</b> Rehabilitation and Improvement of Rural Access Roads [04-Roads of 28.10 Km Length], District Bannu	OCB	6.18	
	<b>Lot-2:</b> Rehabilitation and Improvement of Rural Access and Flood Affected Roads [06-Roads of 48.80 Km Length], District Karak and District Kohat, and 02-RCC Bridges in District Karak	OCB	12.26	
<b>4</b>	<b>Package-4: Rehabilitation and Improvement of Rural Access Roads and RCC Bridges in District Charsadda, Malakand, Mardan, Nowshera and Peshawar [02-Lots]</b>	<b>OCB</b>	<b>20.08</b>	<b>Priority-2</b>
	<b>Lot-1:</b> Rehabilitation and Improvement of Rural Access Roads [03-Roads of 32.20 Km Length], District Malakand	OCB	7.72	
	<b>Lot-2:</b> Rehabilitation and Improvement of Rural Access Roads [04-Roads of 34.20 Km Length], and 07-RCC Bridges in District Charsadda, District Mardan, District Nowshera and District Peshawar	OCB	12.36	
<b>5</b>	<b>Package-5: Rehabilitation and Improvement of Rural Access and Tourism Roads and RCC Bridges in District Bunner, District Swabi and District Lower Dir [02-Lots]</b>	<b>OCB</b>	<b>25.54</b>	<b>Priority-2</b>
	<b>Lot-1:</b> Rehabilitation and Improvement of Rural Access and Tourism Roads [05-Roads of 43.25 Km Length], and 03-RCC Bridges in District Bunner and District Swabi	OCB	13.25	
	<b>Lot-2:</b> Rehabilitation and Improvement of Rural Access, Flood Affected, and Tourism Roads [06-Roads of 48.03 Km Length], District Lower Dir	OCB	12.29	
<b>6</b>	<b>Package-6: Rehabilitation and Improvement of Flood Affected and Tourism Roads in District Dir Upper and Swat [03-Lots]</b>	<b>OCB</b>	<b>42.74</b>	<b>Priority-1</b>
	<b>Lot-1:</b> Rehabilitation and Improvement of Flood Affected and Tourism Road [04-Roads of 44.82 Km Length], District Dir Upper	OCB	13.88	
	<b>Lot-2:</b> Rehabilitation and Improvement of Tourism Roads [02-Roads of 34.00 Km Length], District Upper Dir and District Swat	OCB	15.40	
	<b>Lot-3:</b> Rehabilitation and Improvement of Tourism Roads [05-Roads of 37.37 Km Length], District Swat	OCB	13.46	

S#	Packages and Sub-Packages	Proc. Method	Cost Estimates (USD M)	Priority(ies)
7	<b>Package-7: Rehabilitation and Improvement of Flood Affected and Tourism Roads in District Chitral [02-Lots]</b>	OCB	27.23	Priority-1
	<b>Lot-1:</b> Rehabilitation and Improvement of Rural Access and Flood Affected Roads [02-Roads of 42.30 Km Length], District Chitral	OCB	14.53	
	<b>Lot-2:</b> Rehabilitation and Improvement of Flood Affected and Tourism Roads [02-Roads of 37.30 Km Length], District Chitral	OCB	12.70	
8	<b>Package-8: Rehabilitation and Improvement of Rural Access and Flood Affected Roads in District Chitral [03-Lots]</b>	OCB	25.33	Priority-1
	<b>Lot-1:</b> Rehabilitation and Improvement of Flood Affected "Arkari Valley" Road [10.10 Km Length], District Chitral	OCB	4.12	
	<b>Lot-2:</b> Rehabilitation and Improvement of Rural Access and Flood Affected "Osaic to Orsoon" Road [22.00 Km Length], District Chitral	OCB	7.08	
	<b>Lot-3:</b> Rehabilitation and Improvement of Flood Affected "Shesha to Madalcash" Road [41.60 Km Length], District Chitral	OCB	14.12	
9	<b>Package-9: Rehabilitation and Improvement of Rural Access Roads in District Shangla [02-Lots]</b>	OCB	26.82	Priority-3
	<b>Lot-1:</b> Rehabilitation and Improvement of Rural Access Roads [04-Roads of 27.80 Km Length], District Shangla	OCB	8.47	
	<b>Lot-2:</b> Rehabilitation and Improvement of Rural Access Roads [09-Roads of 64.60 Km Length], District Shangla	OCB	18.34	
10	<b>Package-10: Rehabilitation and Improvement of Flood Affected Roads [05-Roads of 53.60 Km Length], District Lower and Upper Kohistan</b>	OCB	16.64	Priority-1
11	<b>Package-11: Rehabilitation and Improvement of Rural Access and Tourism Roads in District Battagram, District Haripur, District Mansehra and District Tor Ghar [03-Lots]</b>	OCB	17.50	Priority-1
	<b>Lot-1:</b> Rehabilitation and Improvement of Rural Access Roads [02-Roads of 15.70 Km Length], and 01-RCC Bridge, District Battagram	OCB	4.94	
	<b>Lot-2:</b> Rehabilitation and Improvement of Tourism Roads [04-Roads of 22.88 Km Length], District Mansehra and District Haripur	OCB	6.63	
	<b>Lot-3:</b> Rehabilitation and Improvement of Rural Access Road "Karrak Madakhel to Hasan Zai Road" [22.10 Km Length], District Tor Ghar	OCB	5.93	
12	<b>Package-12: Rehabilitation and Reconstruction of Steel Bridges in Khyber Pakhtunkhwa</b>	OCB	24.23	Priority-1



S#	Packages and Sub-Packages	Proc. Method	Cost Estimates (USD M)	Priority(ies)
	<i>[19 Steel Bridges in One Package – Design &amp; Built Contract]</i>			
13	<b>Package-13: Rehabilitation and Reconstruction of Tourism Roads [02-Roads of 23.90 Km Length], District Mansehra</b>	OCB	9.69	Priority-2

17. The Consultants will perform the duties of the Engineer / Project Manager specified in the Conditions of Contract and will be required to nominate Resident Engineers for the contract(s) that will be a full-time resident in the areas or located in the proximity of project areas. The Consultant will work under the overall guidance, coordination, and direction of the Project Director (PD), Project Implementation Unit, Communication and Works Department, Government of Khyber Pakhtunkhwa.

18. The Consultant will be selected under QCBS (90:10) procedures using a Full Technical Proposal (FTP) format, in accordance with the policies of the Bank detailed in the *ADB's Procurement Policy (2017, as amended from time to time)* and *Procurement Regulations for ADB Borrowers (2017, as amended from time to time)* which can be found at the following website <https://www.adb.org/documents/adb-procurement-policy>, <https://www.adb.org/documents/procurement-regulations-ADB-borrowers>.

#### **E. OBJECTIVES OF THE CONSULTANTS:**

19. The overall objectives of the consultancy services are to:
- Ensure that the detailed engineering design is cognized and updated in accordance with the specified parameters / standards and best international practices prior to implementation of civil works contracts.
  - Ensure that high quality construction is achieved in time within budget and that all work is carried out in full compliance with the approved engineering designs, technical specifications, agreed work schedule, and within the terms and conditions of all other contract documents and sound engineering practices.
  - Demonstrate the efficacy of contract administration and supervision by independent external agencies.
  - Ensure safeguards management of projects i.e., updating, and implementation of the SDDR and/or LARPs (if any), and incorporating EMPs in the works contracts, preparation, and implementation of site-specific EMPs which are fully consistent with the ADB's Safeguards requirements. Monitor and evaluate the implementation of environmental management plan, resettlement plan and other social safeguard measures to be taken by the contractor and Employer.
  - Promote technology transfer and the introduction of modern Contract Administration practices within C&W Department.
  - Ensure effective work zone safety and implementation of the traffic management plan during the construction.

#### **F. SCOPE OF SERVICES**

20. **General Duties and Responsibilities** of the Consultant are given below:

The Design Review will be done by Third Party Design Review Consultants (financed by GoP) and their recommendation will be incorporated by the Design Consultants.

- The Consultants will advise PIU-C&WD on all matters relating to the efficient and successful execution of the civil works contracts, and will act at all times to protect the interests of the project and will take all reasonable steps to keep the construction costs to a minimum, consistent with sound economic and engineering practices; and prior to execution work, will prepare a “Contract Administration and Construction Supervision Manual” outlining routines and standard operating procedures to be applied in contract administration and construction supervision, based on sound internationally recognized practice, NHA / C&WD specifications and civil work contract of the project.
- The construction contracts shall be based on ADB’s Standard Bidding Document for the Procurement of Works–Small Contracts (SBD Works-Small) and will follow the Conventional Detailed Design and BOQ based (mid-size amount contracts) Open Competitive Bidding (OCB) Method except for the Design and Build (D&B) package for re-construction of all Steel bridges where the construction contracts shall be based on ADB’s Standard Bidding Document for the Procurement of Plant Design, Supply, and Installation (SBD Plant).
- The consultant will administer the civil work’s contracts, make engineering decisions, be responsible for quality assurance, provide general guidance and furnish timely responses to the contractors in all matters relating to the civil works, and ensure that all clauses of the contract agreement between the civil works contractors and PIU are adhered to and respected.
- Based on the findings of the road safety audit, the Consultant will ensure that all safety measures are taken without any compromise in the design and recommend improvement/missing safety measures, if any, before execution of the works; and verify that the proposed work zone safety requirements are in accordance with best international practices.
- Based on the finding of Initial Environmental Examination (IEE), the Consultant will review the environment study report and ensure that adequate measures are incorporated in the design to mitigate any adverse impacts including those likely to be encountered during construction and recommend any needed improvements.
- Prepare Social Due Diligence Reports (SDDR) confirming project road sections with and without LAR impacts, including clearly marking LAR and non-LAR sections in the field and reflected in the construction plans, with timelines for updating of SDDR and/or LARPs; and update the SDDR / LARPs (if any) based on horizontal and vertical alignment adjustments proposed/incorporated (if any) in construction plans.
- Assist PIU in establishing a LAR database, and operationalizing Grievance Redress Mechanism (GRM) with complaints recording, tracking, monitoring, and community outreach systems.

21. **Construction Supervision Stage for Quality and Quantity Control, Monitoring, Testing and Certification:** The Construction Supervision is not only limited to Quality Control & Testing but also include a number of related important activities as explained below, which entails the requirement of desired input from corresponding personnel/specialist wherever applied. The Consultant shall be directly responsible and shall undertake the tasks including but not limited to the following:

- Construction Supervision.
- Testing.
- Monitoring of Activities.
- Reporting (Weekly, Bi-Weekly, Monthly, Quarterly, Bi-Annual, Annual etc)

- Environmental & Social Impact Mitigation.
- Road Safety Audit during the works implementation and of completed works before operation.
- Review of submissions by Contractor in compliance to contractual obligations including Environment and Social Management Plans as well as Traffic Management and Safety Plans.
- Coordination & Meetings.
- Processing and approval of Payment Certificates.
- Design Adjustment, if required during construction stage, if required.
- Record keeping.
- Dispute Adjudication.
- As-Built Drawings & Manuals.
- Processing of Claims, Variations and Additional Work.
- Maintenance of Standards & Regulations.
- Training.
- Ensure implementation of Standard Operating Procedures (SOPs) preventing the spread of COVID-19 and / or any other epidemic.
- Ensure compliance to workmen health and safety standards.
- BIM for the project – construction phase.
- Assist PIU in settlement of Audit Paras (if any).
- Study and check all documents associated with the project, foresee possible problems and advise the PIU-C&WD appropriately during the construction.
- Provide support including monitor the implementation of Contractual conditions / clauses in letter & spirit and timely advice Employer of any lapses for prevention & remedial measure.
- Set up and establish the system of managerial control for the works contracts with provision of assistance to the PIU-C&WD maintaining control over activities' prices and contract outcome costs, in monitoring the progress of the works, the disbursements and technical records.
- Foresee potential problems and advise the PIU-C&WD appropriately during the construction period.
- Where applicable, the Consultant shall continuously review condition of the existing roads in the area used as construction transport routes, and order necessary repairs of damage due to such traffic to the appropriate quality standards.
- Scrutinized all submissions made by the contractor, with respect to the Contract, get corrected from the contractor, if required, and submit to the Employer with appropriate recommendations under the provisions of the work's contract. Recommendations must carry contractual and legal qualifications.
- Obtain a copy and keep a file of any applicable standards, rules, or regulations of all the relevant authorities and public bodies and companies, whose property or rights are affected or may be affected in any way by the Project. Monitor and report to the Employer on obtaining compliance with the specified consents by the Contractor.
- Supervise the construction of the works with due diligence and efficiency and in accordance with sound technical, administrative, financial, and economic practice. Perform all duties associated with such tasks to ensure that only the best construction practices are followed, and that the final product is in all respects equal to, or better than that specified, and is carried out in full compliance with the governing specifications and Employer requirements.

- Vigilantly monitor the quality of supervision being imparted by the contractor's consultant and advise the Employer in a weekly report.
- Jointly with the Contractor, identify and mark all utilities with the help of competent authorities and assist the PIU-C&WD in effecting removal/relocation (where necessary) of utilities within the Right-of-Way (RoW), if applicable.
- Jointly with the Contractor, identify and locate all beacons and benchmarks to enable the Contractor to set out and perform the works.
- Prepare and maintain a diligent record of the correspondence forwarded to him in a scanned digital archiving database.
- Keep updated all records including reports, works diaries, correspondence, instructions given to the Contractor, test records, payment records and all other relevant documents pertaining to the works operations and supervision contract.
- Maintain a site diary daily with the contents and format to be agreed with the PIU-C&WD. Site diary will record all events pertaining to administration of contract, instructions issued to the Contractor, pertinent requests from the Contractor and any other information which will be of assistance in resolving any dispute or claims. The site diary will include the daily diary sheets from members of the supervision staff, and instructions and observations made by the representative of the PIU-C&WD during any of his site visits.
- The Consultant shall monitor and keep an inventory of all shop drawings for each road and structure component; a digital archiving database on computer in this regard shall be developed. The Consultant shall advise the Employer that the material and specifications used conforms to the agreed conditions of contract as depicted from the shop drawings.
- Verify that the progress of the works is in compliance with the time programme and milestone schedule approved under the contract. Notify the Employer as early as possible in advance of any possible failure to attain a milestone by the applicable date or non-compliance with the programme. If for any cause other than those listed in the D&B contract, the rate of progress of the works is at any time, in the Consultant's opinion, too slow to ensure the completion of the works within time for completion, instruct the Contractor in accordance with the D&B contract in writing with a copy to the Employer.
- Prepare control charts of main activities and a project master schedule, indicating both past performance and forecasts for completion including time involved in each case. The methodology will involve development of a hierarchy of programs, including a summary program for overall control, Contractor's mobilization, construction activities including key dates, completion and commissioning, and defects liability requirements. It will also cover document review and formal contract documentation. Representation of progress on individual elements will depend on the nature of the works. The progress of each major operation will be reported individually, and marked-up diagrams will be used to show the comparison of work actually completed with programmed completion. This clear diagram presentation supplements the activity progress information given in the tabular schedule reports and bar charts. The Consultant shall to the extent possible link and generate the progress and all status reports and monitoring of the work program using Primavera Ver 06 and above.
- Prepare a final construction report, during the DNP.
- Prepare complete set of documents for technical acceptance procedure with the relevant authorities, as well as complete set of documents to enable entry into cadaster books/records.

- Issue acceptance and/or approval, as appropriate, of submissions required from the Contractor, including, but not limited to: staff appointments, insurances, guarantees, licenses, programs, method statements, Traffic Management Plan (TMP), safety measures, suppliers and materials for incorporation in the works, quality assurance and control plans, laboratory provisions and execution of the testing program, subcontractors, plant, equipment and Environmental and Social Management Plans as well as Traffic Management and Safety Plans
- Coordinate actions and activities of all the stakeholders concerned with the project through appropriate meetings, which are to be recorded. The minutes shall report on the actions to be taken by all parties. Thereafter, the Consultant will check that the actions to be taken by the parties are implemented. The Consultant will act on behalf of the PIU-C&WD in this matter and will be responsible for enforcing quality criteria, including safety measures, actions identified in the Environment and Social Management Plans as well as Traffic Management and Safety Plans and TMP, time schedule, and all other conditions included in the construction contract.
- Liaise with the respective authorities to ensure that the assessment and compensation for properties if any, within the RoW is done before the Contractor is given possession of site. The PIU-C&WD is responsible for handing over the RoW to the Engineer / Project Manager and Contractor for the road construction works.
- Ensure that the day-to-day construction activities are carried out in an environmentally and socially sound and sustainable manner, and monitor compliance with environmental and social impact mitigation measures during the works implementation in consultation with the environmental and social staff in the PIU-C&WD. The Contractor's Environmental and Social Experts, in his/her routine reports to the CSC, will include a summary status of activities relating to the Environmental and Social Management Plans (ESMP), and Gender Based Violence (GBV) Action Plans, inspection notes based on inspection of project site. All reports will be location and activity specific. As and when necessary, supplemental reports with greater detail than the routine reports should also be prepared. These reports will reinforce the information for the environmental and social staff of the Client.
- The Consultant will organize and deliver on job orientation and training on ADB Guidelines Safeguards Policy Statement (SPS, 2009) and LAA 1894. The training will be delivered by the Resettlement Specialist of Construction Supervision Consultant, to all concerned staff both at Project Directorate and field level who are involved in the land acquisition and resettlement activities.
- Inspect, test or have tested by competent entities and approve all materials to be incorporated into the works to ensure compliance with technical specifications requirements. A system of formal testing procedures must be set up covering the frequency of testing, type of tests to be carried out and methods and formats of reporting the result. According to the provisions of the laws and regulations regarding control of the quality of the works, the Consultant shall: (i) prepare the program of testing the quality of the executed works, (ii) order any investigations and testing to determine the cause of defects and instructing the removal of improper work, (iii) take samples from the site, (iv) supervise performance of the test work, (v) issue reports regarding the observed quality of the executed works, and (vi) recommend actions to be taken in the case of unsatisfactory result.
- Prepare consolidated monthly reports on physical and financial status, site meetings and contractual matters with particular reference to variation orders and Contractor's claims. Monthly reports shall deal specifically with monitoring and follow-up of agreed environmental and social mitigation measures and with the Contractor's adherence to

health and safety standards and anti-corruption measures as applicable under the contract. Specifically, report will include a breakdown of non-compliances and rectification by the Contractor, and the summary of testing and monitoring results. Each monthly report should include recommendations if any, for action by the PIU-C&WD.

- Check and ascertain the Contractor's Interim and final payment certificates for consideration by the PIU-C&WD.
- Prepare and submit to the PIU-C&WD the final account for the executed works.
- Record, examine and evaluate all claims submitted by the Contractor and submit timely recommendations thereof for consideration by the PIU-C&WD.
- Negotiate with the Contractor the price of additional works in the contract, if any, subject to the approval of the PIU-C&WD.
- The Consultant may, with prior consultation with the PIU-C&WD, effect changes in design or specifications where required, which will improve the quality of the works. Such changes shall not increase the contract time, nor shall increase in contract price resulting from such changes exceed a percentage to be agreed with the PIU-C&WD.
- The Consultant shall assist the Employer in settling of the Audit Paras and objections raised (if any) by any department/ authority/ agency and prepare replies in this regard, related to the project, and provide available relevant documents/ papers/ letters etc. to support the replies.
- Supervise Contractor's work on preparation of as-built drawings and maintenance manuals. The Consultant shall validate the Drawings as per construction done. The Consultant shall develop the firmed-up estimate as per final completion of the Project.
- The Consultant shall assist the Employer during the dispute adjudication board (DAB) proceedings and assist Employer in submission of response to DAB queries and attend meetings alongside Employer whenever required during the DAB proceedings.
- The Consultant/the Engineer/Project Manager shall, in writing, intimate the appraisal with comments on issues listed below to the Employer and obtain the specific prior approval of the Employer in writing, before taking any of the following actions:
  - ✓ issue the order to commence the works.
  - ✓ issue any variation of scope of work with or without financial implications for the contract price, except in an emergency situation, as reasonably determined by the Consultant/the Engineer/Project Manager.
  - ✓ sanction additional items, sums or costs.
  - ✓ approve any extension of the time for completion.
  - ✓ issue instruction for suspension of all the works.
  - ✓ approve any other type of variation.
  - ✓ perform additional control testing in excess of the quantities defined by the relevant regulations.

22. **Contract Administration & Construction Supervision:** The Consultant shall undertake the tasks including but not limited to the following. For the purpose of facilitation, the tasks, functions/ duties/ responsibilities of the consultant are being divided into groups/stages, but some duties/functions overlap to other groups/stages, therefore, the consultant shall not be relieved from its functions/ duties/ responsibilities if it falls in other group/stage or overlaps to other group/stage.

## **A- PRE-EXECUTION**

### **a. Manual, Documents & Procedures**

- Prepare Construction Supervision Manual and get its approval from the Client 15 days prior to execution of work.
  - Prepare Contract Administration Manual and get its approval from the Client 15 days prior to execution of work.
  - Prepare Self-Evaluation System in accordance with ISO 9001: 2015.
  - Prepare Standard Operating Procedures (“SOPs”) for Pre-Requirement to Payment Certificate.
- b. Design Cognizance (*to in place the design*)**
- The Consultant will leave no fault or discrepancy, which may cause for delay of project during its execution.
  - The Consultant is responsible to check survey data provided in the road design (CPs, benchmarks, and random locations to verify the survey).
  - To verify the data used in design process by the design consultant.
  - Consultant shall perform the design cognizance prior to mobilization of the contractors.
- c. Quality Assurance**
- Prepare Project Quality Plan (PQP) and Inspection and Test Plan linked with the specifications.
  - Prepare Mock-up Programme and its implementation report.
  - Update online Running Distance (“RD”) wise Check request management system, wherein upload check request / test results with evidence of photographs and video clips, if non-conformance, repeat check request.
- d. Management**
- Prepare the Pre-construction meeting agenda and conduct the Pre-construction meeting, record, and distribute the minutes, appoint various members of the Engineer’s construction supervision team such as the Engineer’s Assistants (Resident Engineers, Material Engineers, Inspectors, etc.) and notify to the Contractor and the Employer and approve the Contractor’s Representative
  - Verify whether the Performance Security complies with the form provided in the Contract, whether it is in the correct amount and currencies, and notify the Employer accordingly.
  - Verify whether the bank guarantee for advance payment is in the form specified under the Contract and in the amount and currencies stated in the Particular Conditions of the Contract.
- e. Survey**
- Obtain the benchmarks and other information from the design consultant / C&WD (*if required*) for review of survey work by the designer prior to commencement of construction activities.
  - Consultant will establish suitable number of permanent benchmarks and base stations at suitable place & point preferably at employer’s subordinate office or estate building in each corridor by using Differential Global Positioning System (“DGPS”) duly verified by the employer’s representative.
  - The supervisory consultant is responsible for joint survey prior to execution of earthwork with the designer representative, contractor representative and

employer representative (Deputy Directors and Assistant Directors of the Client).

- Inform the employer promptly regarding any variation from the basic survey data received from the design consultant.
- All levels and references will be referred to permanent benchmarks.

## **B- DURING EXECUTION**

### **a. Contract Administration**

- The Engineer / Project Manager will make sure that all Conditions of Contract are fulfilled.
- Issue instruction to the Contractor to commence the works and record the Parties agreement according to the Conditions of Contract.
- Interpret the specific provisions of this Contract related to the Employer's obligation to give possession of the Site, and the Contractor's Work Program, assess the contractual consequences of any specific land acquisition issue and advise the Employer on the appropriate mitigation measures.
- If required, determine the Contractor's entitlements to time extensions on the basis of the Contractor's Work Program.
- Determine Delay Damages on the basis of the Work Program and advise the Employer of the relevant contractual remedies if the Contractor's progress is behind schedule.
- Verify the sources of indices or prices for price adjustment determine a provisional value of an index/reference price until it is published, but, if the index is not published in certain period(s), apply the last available published value.
- Initiate and process variations promptly when it is necessary for the additional construction of the works.
- Request the Contractor's technical and cost proposal, prior to its determination, as required, consult both parties in all matters in connection to variation work.
- Value variations obtain the Employer's approval of any variation, issue variations under the Contract, keep record of all variations issued under the Contract and report the summary of the variations in the Consultant's Monthly Progress Reports.
- Assess objectively the Contractor's claims and give professional and objective advice to the Employer, consult both parties before determining an extension of time.
- Extension of Time (EOT) – Determine Contractor's claims of EOT on the basis of the Contractor's approved Work Program, the impact of the delay(s) event on the Critical Path and the particulars submitted by the Contractor, and not to act as the Contractor's advisor in this matter.
- Maintain an Events Log since the beginning of Contract.
- Assist the parties establish Dispute Board (DB), provide all necessary information to DB members, and attempt to facilitate amicable settlement of the dispute between the Employer and the Contractor.

### **b. The Engineer / Project Manager Duties**

- The Engineer / Project Manager has no authority to alter or amend the contract.
- Carry out any subsequent design changes, variation orders and day work orders.



- Obtain the Employer's specific approval before taking any action for determination of extension of time, additional costs and the Contractor's claims for additional time or costs, for all events for which the Employer's express approval is required under the Conditions of Contract.
- Review the work program submitted by contractors. Review the contractor work program with respect to the resources' efficiency such as equipment's efficiency, manpower efficiency and material supply chain and thereafter advise the contractor accordingly. Reviews the Contractor's Work Program and notify the Contractor if the program does not comply with the Contract and advising the contractor to co-opt with the contractual timelines accordingly.
- Monitor the progress against the Work Program and the cash flow estimate and request revisions, if required.
- Conduct regular weekly site meetings and monthly progress review meetings, record and distribute the minutes.
- Assess minimum construction equipment, plant, and machinery requirements, by type and specification, and monitor, keep and regularly update a list of the Contractors' equipment, plant and machinery in order to keep a check on the Contractors' mobilization. Inspect and evaluate the Contractor's establishments including in particular the laboratory facilities to ensure compliance with the terms and conditions of the Contract.
- Keep and maintain daily records of labor, equipment, and weather conditions on the site along with records of activity, progress and other events happening on the site having relevance to the works.

**c. Inspection, Monitoring & Evaluation (IM&E)**

Despite of the following activities of the supervisory consultant the client may hire IT-Based Monitoring & Evaluation Expert independently or through Supervisory Consultant Contract by developing Mobile App for prompt data sheet information sharing mechanism.

- Ensure that the Contractors have all necessary data for setting out and check the Contractors setting out including staking the right-of-way limits, centreline, and grade and confirm permanent monuments in the construction area.
- Dealing with site issues expeditiously to avoid delay, issuing supplementary drawings working drawings, issuing site instructions to ensure that the works are executed in accordance with Contract/ specifications/ standards.
- Adhere to the check request disposal within timelines as specified in the check request management system.
- Without relieving the Contractors of their obligations under the Contract, check and approve the contractors' Working Drawings, Shop Drawings, and Method Statements and Temporary Works proposals.
- Verify whether the progress charts in the Contractor's Monthly Progress Report reflect the actual progress and correspond to the latest revision of the Work Program and the cash flow estimate, and instruct the Contractor to correct the report, if required.
- Verify the Contractor's Monthly Progress Reports and notify the Contractor of any incorrect or inconsistent information.
- Daily data updating on the "Real Time Monitoring and Financial Management Portal", upon excess provided by the employer.
- All activities in terms of volume will be duly verified by getting levels from benchmarks through DGPS surveys.

- Consultant will be responsible for uploading on daily basis the activities of contractors on monitoring dashboard including but not limited to the following:
  - Levels reading.
  - Tests performed with pictorial / video clip evidence.
  - Physical progress with location & pictorial evidence.

**d. Payment**

- Perform quantity take-offs from drawings to verify Bill of Quantities (BOQs).
- Issue regular notices to the Contractors of intended field measurements, measure the Works, compute the quantities for payment, and determine the amounts due to the Contractor within the period specified in the Contract.
- Establish and maintain throughout the works contracts a structured system of measurement records, supporting documents and calculations for the payment of all BOQs items, that is transparent for auditing purposes.
- Establish with the Contractor a standard format for the Contractor's Statement and the Interim Payment Certificates.
- Issue the interim certificates to PIU for payment to the Contractors in accordance with Conditions of Contract, having regard to any contractual provisions for advance payment, variation of price, and exchange rate fluctuation etc. Certify the completion of the Activities/Works or parts thereof and process final payments to the Contractors.
- Prepare and maintain the Estimates of Cost of Works to Completion continuously, update the Estimates after each Variation instruction or a Variation Order issue and after each Interim Payment Certificate (IPC), and present the latest Estimate in the Consultant's Monthly Progress Reports.

**e. Quality Assurance and Quality Control (QA/QC)**

- Discharge fully the Engineer's / Project Manager's obligations with respect to approval of materials and workmanship, approval and auditing of the Contractor's Quality Assurance System and the QA Personnel and the compliance testing by the Engineer / Project Manager.
- Inspect quarries and borrow pits, and crushing plants, and order tests of materials and ensure adherence to specifications and approve the sources of materials.
- Without relieving the Contractors of their obligations under the Contract, monitor the Contractors' laboratory testing, evaluate the Portland cement concrete and bituminous mixture designs prepared by the Contractors, and recommend improvements (if any) to ensure the desired performance, and accord approval thereof.
- Carry out independent testing in the field and/or in the laboratory of the "Engineer/Project Manager" and approve or disapprove and certify the works that conform with the specifications and maintain permanent records of results of all the tests made along with all Check Requests.
- Suggest / approve Job Mix Formula ("JMF") for Asphalt Concrete Layers in consultation with the PIU or PIU representative.
- Give notice to Contractors of any defects and deficiencies, and issue instructions for the removal and substitution of the improper works, where provided under the contract. If required, order suspension of the work(s) and/or recommend to PIU other recourse available under the Contract.

**f. Insurance**

- Verify whether the form and substance of the evidence of the Contractor's insurances is satisfactory, whether insurance premiums have been paid and the required insurances are effective on the dates required by the Contract.
- Verify that the terms of the Contractor's insurance policies fully comply with the requirements of the Contract including:
  - whether both the Employer and the Contractor are adequately covered as insured Principals.
  - amounts insured and currencies of payment, validity of the insurance policies, special conditions.
  - limits of insurance per event and in aggregate, deductibles, excess, conditions related to locations; and
  - Whether and which subcontractors are covered by the insurances, and whether additional insurances will be required if the Contractor engages new subcontractors.
- Monitor whether the Contractor maintains adequate insurance in the course of performance of the Contract, particularly if the Contractor provides insurances for a fixed period which is shorter than the period required under the Contract.
- Advise the Employer on the appropriate action and contractual remedies in case the Contractor does not perform its insurance obligations in accordance with Contract.

**g. Reporting**

- Submit semi-annual reports during construction and annual reports thereafter with separate Environmental and Social Safeguards Monitoring Reports to the Bank and disclose relevant information from such reports to affected people promptly upon submission.
- Report any actual or potential breach of compliance with the measures and requirements set forth in the Environmental and Social Management Plan ("EMP"), the Site Specific Environmental and Social Management Plan ("SSEMP") or the Land Acquisition and Resettlement Plan ("LARP") or Social Due Diligence Report (SDDR) promptly after becoming aware of the breach. Provide PIU-C&WD with a written notice of any unanticipated environmental, or resettlement or indigenous peoples risks or impacts that arise during construction, implementation or operation of the Project that were not considered in the Initial Environmental Examination (IEE) / Environmental Impact Assessment ("EIA"), the EMP, the SSEMP, the LARP or the SDDR.
- Report in the Consultant's Monthly Report the work progress against the Contractor's Work Program and the cash flow estimate.
- Prepare standard Daily Diary forms and ensure that all supervision staff maintain daily diaries of Contractor's and its own activities.
- Regularly monitor and report on the results indicators during the construction period following the schedule of Project reports

**h. Environment, Social, Health and Safety (ESHS)**

- Without relieving the Contractors of their obligations under the Contract, review and approve the traffic management and safety plan, and ensure compliance such that the Works are carried out at all times in a safe and secure manner and damage or injury to persons or property is avoided.

- If any unanticipated environmental and/or social risks and impacts arise during construction, implementation or operation of the Project that were not considered in the IEE, EIA, the EMP, the SSEMP, the LARP, or the SDDR promptly inform ADB of the occurrence of such risks or impacts, with detailed description of the event and proposed corrective action plan.
  - Carry out the following duties related to environmental management with particular reference to the technical requirements of sound environmental standards on the basis of the Environmental Assessment Report, the Initial Environmental Examinations (IEEs), and the Environmental Management Plans (EMPs) during construction:
    - review and endorse Site Specific Environmental Management Plans (SSEMPs) for the project's sections, prepared by the Contractors.
    - ensure that all the environmental mitigation measures required to be implemented are incorporated into the contract documents.
    - ensure that the Contractors comply with the measures and requirements relevant to the contractors set forth in each IEE and EMP, and any corrective or preventative actions set out in Environment Monitoring Reports.
    - conduct environmental monitoring and ensure that the day-to-day construction activities are carried out in an environmentally sound and sustainable manner.
    - prepare and submit bi-annual environmental monitoring reports on the implementation of the 'Environmental Management Plan (EMP) to PIU within 14 days after a completion of the monitoring period.
    - prepare additional environmental impact assessments, if required, compliant with ADB's Environment and Social Safeguards Policies and ensure that all required mitigation measures are identified and acceptable in accordance with the KP-EPA in addition to the requirement of the ADB.
    - in the event of unanticipated environmental and/or social risks and impacts, that were not considered in the applicable IEE, or EMP, promptly inform PIU and ADB of the occurrence of such risks or impacts, with detailed description of the event and proposed corrective action plan.
    - report to the PIU and/or ADB of any actual or potential breach of compliance with the measures and requirements set forth in the applicable EMP promptly after becoming aware of the breach.
- With respect to the prevention of COVID-19, HIV/AIDs and Human Trafficking, monitor that the contractors comply and carry out required actions as provided in the respective contract documents, such as awareness and education of laborers and workers.
- Ensure that the contractors do not involve child labor for the execution of the civil works contracts in accordance with the provisions of the contract agreement.
- Ensure that the Contractor(s) provide a safe workplace for their workforce, supervisory personnel and for members of the public requiring access through the sites in full conformity with Health and Safety regulations including the ones related to coronavirus disease (COVID-19).
- Ensure that the contractor(s) comply fully with contractual obligations relating to care of the environment (both specified and legislated) and provide all reports and obtain all permits and permissions required in relation to spoil areas, borrow areas quarries and the like.

- Provide any other specialist services requested by PIU under conditions to be mutually agreed ensure that the construction methods as proposed by the contractor for carrying out the works are satisfactory, inspection of contractor's construction equipment; and safety of the works, property, personnel, and general public; the schedule of mitigation measures for adverse environmental impacts.
- Road Safety Awareness Program: The Construction Supervision Consultants will design road safety awareness campaigns for communities living along the project road and provide these to the Client for dissemination to the Construction Supervision Consultants.
- HIV/AIDs, COVID-19 and Human Trafficking Awareness Program: The civil works contractor will be required to design HIV/Aids, COVID-19 and Human Trafficking Awareness program, for the Consultant's review and approval. The Construction Supervision Consultants will facilitate and monitor implementation of the programs.
- The Contractors will prepare and submit Health and Safety COVID-19 Management Plan, in accordance with Standard Operating Procedures (SOPs) issued by the Government of Pakistan from time to time on COVID-19 prevention and controls, and with international good practice guidelines [World Health Organization, Considerations for public health and social measures in the workplace in the context of COVID-19. Geneva. Available here: <https://www.who.int/publications-detail/considerations-for-public-health-and-social-measures-in-the-workplace-in-the-context-of-covid-19>]. The Contractors should demonstrate in the Plan the health and safety measures they will put in place on site in relation to COVID-19 prevention and controls, including but not limited to, PPE requirements, site set up, training, induction and mobilization of new personnel, equipment and plants cleaning and other hazard management measures while undertaking site work activities, site visitors health and safety protocols, as well as the approach to the monitoring and reporting of the Plan. The Plan should be fit for purpose for the particular construction works of this contract and be aligned with Standard Operating Procedures (SOPs) issued by the Government of Pakistan from time to time on COVID-19 prevention and controls, as well as workplace safety requirements, with international good practice guidelines [World Health Organization, Considerations for public health and social measures in the workplace in the context of COVID-19. Geneva. Available here: <https://www.who.int/publications-detail/considerations-for-public-health-and-social-measures-in-the-workplace-in-the-context-of-covid-19>]. The Construction Supervision Consultant will review and monitor that the approved Health and Safety COVID-19 Management Plan should be adopted and complied by the labors and others involved in the construction of the subprojects and also the staffs of the Construction Supervision Consultant should adopt the same for their own safety.
- The consultant will be responsible for their own health and safety in relation to this assignment and shall comply with the country specific requirements and regulations in relation to COVID-19.
- Review the Site-Specific Health and Safety Management Plan (SSHSMP) for the Project that is prepared and submitted by the Contractor. Then, make recommendation to the Employer in relation to the approval of the SSHSMP. Communicate the approved SSHSMP to all consultants and contractors

throughout all project stages. Should any unforeseen events occur, review the updated SSHSMP and make recommendation to the Employer in relation to the approval of the SSHSMP.

- In addition to the obligation to maintain safety on site, the Construction Supervision Consultant will be required to undertake formal monthly safety audits throughout all stages of the Project.
- Prepare the project execution plan, which inter alia, includes how management of SSHSMP is to be addressed throughout all stages of the Project.

**i. Resettlement Plan / LARP / SDDR**

- Ensure that all land and all rights-of-way required for the Project and all Project facilities are made available to the Works contractor in accordance with the schedule agreed under the related Works contract and all land acquisition and resettlement activities are implemented in compliance with (a) all applicable laws and regulations of the Borrower relating to land acquisition and involuntary resettlement; (b) the Involuntary Resettlement Safeguards; and (c) all measures and requirements set forth in the LARP, and any corrective or preventative actions plan set forth in a Safeguards Monitoring Report.
- Assist the PIU in notifying the contractors on LAR and non-LAR sections and ensuring that works are conducted only in LAR-free areas and areas where LARP implementation has been completed.

**j. Records**

- Establish and maintain an effective documents management system in the Engineer's / Project Manager's office, which provides for separate filing of incoming and outgoing correspondence and documents, as well as the filing by subject matter.
- Ensure the receipt of and maintain as permanent records of all warranties required under terms and conditions of the Contract for materials including their source and equipment accepted and incorporated in the project.

**k. Capacity Building**

- Develop training programs for EA staff and develop on the job training on innovative construction methods, project management and value engineering.

**l. Indemnification**

- For any laps in design review, quality / workmanship, quantity, or financial irregularity related to the performance of the Consultancy Services and subsequently health of project works, the Consultants shall indemnify the Client.

**m. Audit**

- Provide all necessary assistance to the Employer and external auditors for conducting regular quarterly audits of the measurement records, supporting documents and calculations for the payment of all BOQ items.
- Assist C&WD for settlement of Audit Para's and objections raised, prepare replies related to project, and provide the entire relevant documents / papers / letters etc. to support the replies-until 1 year after completion of works. The cost to be incurred may be built in the rates/ Contract Price (no additional cost will be granted in this account).

**n. Road Safety Audit (RSA)**

- Audit the implementation of traffic management plans and implementation of traffic safety measures included in the design to ensure that any traffic safety risks are avoided or minimized - at approximately 70% of the time for completion for each road section.
- Audit the completed works before the issue of Taking Over Certificate to establish the quality of the implemented measures and whether the completed works comply with all safety requirements.
- The following key areas shall be investigated: alignment, intersection, public and private services, vulnerable road user needs, traffic signing, marking, and lighting, roadside features, and passive safety installations.
- The Consultant shall conduct an RSA following the Permanent International Association of Road Congresses (PIARC) Guidelines but is free to utilize RSA guidelines and checklists from developed countries (e.g., EU, USA, Australia, and New Zealand).
- The audit report must provide a detailed list of road safety issues encountered during the audit. The Road Safety Auditor shall not re-design nor re-engineer or re-write any plans, drawings, specifications, studies, etc.

**o. Completion of Work**

- When the works are completed in accordance with the Contract, issue a Taking over Certificate to the contractor(s).
- Consultant will perform test on completion along with pavement distress & IRI through laser Profilometer.
- Undertake an inspection of the works at the completion of the respective road sections and certify the contractor(s)' final accounts or issue Punch List / defects to be rectified.

**C- POST EXECUTION (*Defect Notification Period*)**

- Carry out detailed inspections of the works after notice to engineer for final inspection and performance certificate.
- Prepare detailed recommendation reports / Punch List and improvement since last inspection, for the Employer after each inspection.
- Issue performance certificate and process final statement and final payment certificate thereafter.
- Regularly monitor and report on the results indicators during the DNP following the schedule of Project reports.

**D- PROJECT CLOSURE**

- The consultant is responsible to prepare all reports to satisfy the requirements of ADB as well as Government of Khyber Pakhtunkhwa.

**E- GENERAL RESPONSIBILITY**

- Advise PIU on need for effective liaison with local authorities, police, landowners, utility owners, complainants, the public and other organizations affected by the Works in order to minimize or avoid unnecessary delays or disputes.

- Based on the design data provided, prepare revised PC-Is (if required) for the project including economic analysis and Environmental Impact Assessment (EIA) on Proforma of PC-Is prescribed by Planning Commission.
- The Consultants will assist the Client with holding stakeholder outreach meetings in the project area to update local communities with project progress. Specific communications materials will be provided to community members in Urdu and English and other languages as appropriate, describing the project, relevant governing the ADB policies and procedures, benefit entitlements (for AP), grievance redress mechanism, HIV/AIDs, COVID-19, safe working conditions, etc. A basic tracking system will be maintained to record consultation activities, the provision of project information, to register concerns and/or complaints received, and to track follow-up action.

#### **F- Consultant Performance Evaluation (CPE)**

- To achieve Sustainable Performance Quality, the performance of the Consultant will be measured, evaluated, and controlled through CPE proforma. The CPE proforma will be designed keeping in view the ToR of the Consultant and will be improved time to time. This consultant performance evaluation proforma will be pre-requisite to consultant's monthly invoice.

23. **Staffing and Deployment:** Duration of the assignment is 48 months which includes inception period (and preparation of related manuals), design cognizance, implementation of works (foreseen construction period 12 to 36 months depending on the particular road section), taking over for each section (in duration of 1-2 months), DNP (in duration of 12 months for each road section), and project closure (with the foreseen duration of 2 months). Foreseen details and the PIU's estimate of the engagement are presented within the following section.

24. **Staffing:** The consultancy services would be required for a period of forty-eight (48) months including the defects notification period, which will be 12 months. A total input of 42 person-months international key experts and 524 person-months national key experts would be required for the assignment as detail provided in the table below. There will be eleven (11) "site supervision teams", for thirteen (13) packages for roads and bridges rehabilitation, comprising twenty-four (24) lots/contracts under ten (10) packages, while three (3) packages will not be subdivided into lots and will be procured as standalone contracts. Therefore, the total number of contracts is twenty-seven (27). The staffs for each contract are expected to mobilize on the date of actual commencement of works by the contractors. Team Leader of the Consultants is expected to be full time during construction and be mobilized to the project site at least two months in advance of the commencement of the works in order to assist PIU with activities leading up to mobilization of the Contractors.

25. **Deployment:** There will be eleven (11) "site supervision teams", for the supervision of entire roads under KP-RRDP. The deployment will be discussed and finalized during the Contract Negotiations stage as per the readiness of the procurement of civil work contracts.

26. **Project Management / Administration and Advisory Team:** The consultant team will be responsible for project management, contract administration, troubleshooting and specifically for operation of Contract Management Plan (CPM) for each civil work contract. The CPM should include risk analysis and risk management plan, identifying resources, communication management, contract administration procedure, quality management, managing payments,



record management, managing changes, claim & disputes and finally handling DNP and issuance of Performance Certificate and Project Closure procedure and requirement etc. The updated contract management reports should be satisfying the ADB as well as Government of KP requirements. The CPM should be prepared before signing of each civil work contract or within two months after the commencement of the consultant (as the case may be). The team will comprise on the following team members during supervisory phase.

27. **Key Experts**

- **International Key Experts**

- Chief Resident Engineer / Team Leader / Project Manager
- Senior Structure and Steel Bridge Engineer
- Senior Environment Specialist

- **National Key Experts**

- Deputy Team Leader / Project Coordinator
- Contract Specialist
- Environmental Specialist
- Resettlement Specialist
- Gender Specialists
- Resident Engineers (REs)
- Pavement Design Engineer
- Structure Design Engineer
- Steel Bridge Design Engineer
- Traffic / Road Safety Expert

28. The team would be deployed in accordance with the in hand civil work contracts / lots. The number of staff could be varied while considering the quantum of work.

**Staff Deployment**

29. **Design Cognizance, Preparation for Supervisory & Contract Administration Manual:**

The Team Leader of the Consultants along with its design cognizance and document preparation team are expected to be full time and be mobilized at least two months in advance of the commencement of the works. The team will work from its office and expected to undertake design cognizance, preparation for supervisory & contract administration manual for all the civil work packages at a time and to assist PIU with activities leading up to mobilization of the Contractors.

30. **Project Site Supervisory Team:** The supervisory team is expected to mobilize at the project site on the date of actual commencement of works by the contractors. The formulation of the team is proposed above. The team will continuously work up to issuance of *“taking over certificate”* to the contractor and continue with the minimum required team (*comprising of Team Leader, Resident Engineer, Material Engineer, Quantity Surveyor, Surveyor and Site Inspector etc. to be agreed with the Client*) up to the issuance of *“statement at completion”*.

31. **Defect Notification Period (DNP):** After issuance of “Statement of Completion” of a certain lot / civil contract, the consultant team will be demobilized except team leader and some skeletal staff as mentioned above. The staff will work intermittently during the DNP. The PIU field staff (concerned Deputy Director (Construction) and its team) will support the team leader during the Defect Notification Period (DNP). Two DNP inspections will be performed for each road section, i.e., the first one at the half of the DNP and the second one about one month prior to

expiry of DNP., The minimum required consultant team will be mobilized on the project site for inspection and getting completion of outstanding work and remedying defects and contract administration. The consultant will get approval of staff deployment schedule by the Project Director, PIU. DNP reports will be issued within one week after completion of each site visit and include the list of defects and order for remedying defects.

32. **Project Closure Team:** It is expected that the team will provide complete deliverables for all civil work contracts in a given time frame (intermittently). It is planned that this team is capable to handle all subprojects simultaneously. However, the consultant is required to get approval of deployment plan prior to mobilization of the team.

33. The general instructions for deployment of staff are as under:

- Consultant will submit staff deployment schedule every month for the period of next two months.
- This deployment schedule will be pre-requisite to consultant monthly invoice.
- Client is entitled to amend the deployment schedule and can demobilize the surplus staff any time.
- For deployment of staff provided on intermittent period, the consultant is required to provide deliverable with timeline as justification of deployment schedule, prior to mobilization of staff.
- After completion of each phase of every lot, the surplus staff will be shifted to other lots where shortage of staff occurs or demobilize the surplus staff.
- The PIU will conduct consultant performance evaluation every month, for its Personnel's as well as performance of the team / firm. The consultant shall replace the low rated Personnel with the suitable and qualified ones, by the approval of the PIU.
- The consultant required to get attendance certification of deployed team on the certain month from the concerned Deputy Director (Construction) of PIU for field staff and from PIU representative for the rest of the staff.

34. The tentative complete supervisory team for all eleven (11) residencies is given below:

S/No	Expertise	Positions	Input (Person Months)
<b>A. International Key-Experts</b>			
1	Chief Resident Engineer / Team Leader / Project Manager	1	30
2	Senior Structure and Steel Bridge Engineer	1	06
3	Senior Environment Specialist	1	06
<b>Sub-Total [A]</b>		<b>3</b>	<b>42</b>
<b>B. National Key-Experts</b>			
1	Deputy Team Leader / Project Coordinator	1	48
2	Contract Specialist	2	36
3	Environmental Specialist	1	18
4	Resettlement Specialist	1	18
5	Gender Specialist	2	18
6	Resident Engineers (REs)	11	354
7	Pavement Design Engineer	1	06
8	Structure Design Engineer	1	08

S/No	Expertise	Positions	Input (Person Months)
9	Steel Bridge Design Engineer	1	10
10	Traffic / Road Safety Expert	1	08
	<b>Sub-Total [B]</b>	<b>22</b>	<b>524</b>
<b>C. National Non-Key Experts</b>			
1	Assistant Resident Engineers (ARE)	29	942
2	Material Engineer	11	342
3	Chief Quantity Surveyor	1	42
4	Chief Surveyor	1	36
5	Hydrologist/Drainage Engineer	1	06
6	Geotechnical Engineer	1	08
7	Geometric Design Engineer	1	06
8	Architect / Landscape Architect	1	12
	<b>Sub-Total [C]</b>	<b>46</b>	<b>1,394</b>

35. **Support Staff** will support the work of the key and non-key staff and will be deployed at the specific site according to the requirements of the Consultants team. Support staff may be Quantity Surveyors, Surveyors, Road Inspectors, Structural Inspectors, Material Inspectors, Laboratory Technicians, Environmental Associates, Social Associates, Administrative and additional staff. The Consultant shall nominate these support staff as per their judgment to undertake the tasks by themselves.

36. **Position Based Terms of Reference and Qualifications of Key Experts:**

S/No	Position	Qualifications and Experience	Key Tasks
<b>A Key Experts (International)</b>			
1	<b>Chief Resident Engineer (CRE) / Team Leader (TL) / Project Manager (PM)</b>	<p><b>Experience:</b> Preferably 15 years' experience as Resident Engineer and preferably 10 years as Chief Resident Engineer / Team Leader / Project Manager on road projects. Preferably minimum 5 years having Overseas / International Experience.</p> <p><b>Qualification:</b> Minimum Bachelor's degree in Civil Engineering – preferably master's in Civil Engineering / Highway Engineering /</p>	<p><b>Responsibilities:</b> Overall responsibility for the organization, conduct and delivery of consultancy services and reporting to Client. The CRE / Team Leader / PM will head the Consultants' team and will work directly to manage the project and will maintain liaison with Client.</p> <p>Responsibilities of the CRE / Team Leader / PM will include, but is not limited to the following:</p> <ul style="list-style-type: none"> <li>The CRE/Team Leader/PM is responsible to ensure compliance of all ToRs as prescribed in the Contract and all deliverables and reports specified in the reporting requirements of the contract.</li> <li>Assist the PIU in Project implementation.</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
		Transportation Engineering / Construction Management / Project Management or equivalent.	<ul style="list-style-type: none"> <li>• Assume full responsibility for the consulting team and performance of services under the consultancy contract.</li> <li>• Review and update / improve the Contract Administration Manual yearly.</li> <li>• As a mentor – make continuous improvement in team building through perpetual training programme.</li> <li>• Ensure that the consulting team undertakes comprehensive review of the specifications which were prepared by the design consultant and is part of the contract.</li> <li>• Ensure that the consulting team undertakes comprehensive construction supervision and contract administration of the civil works.</li> <li>• Oversee the consultants' activities ensuring compliance to details provided in the construction drawings and strict adherence to construction specifications.</li> <li>• Oversee and supervise construction of works in accordance with details provided in the construction drawings ensuring strict adherence to construction specifications.</li> <li>• Ensure preparation of detailed and quantitative progress reports to support the contractor's requests for progress payments.</li> <li>• Keep the Employer informed of technical issues and progress of all works both by informal and formal meetings and correspondence and assist in any project issue which the Employer may require.</li> <li>• Participate in the Dispute Board meetings to explain and discuss issues raised by the Contractor/Employer or Dispute Board.</li> <li>• Ensure implementation of environment and social safeguards requirements.</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<ul style="list-style-type: none"> <li>• Assist the Employer in preparing responses to audit objections and queries of the financiers or other government authorities.</li> <li>• Supervise the construction of structural components, including bridges, culverts, retaining walls, and other related structures.</li> <li>• Monitor construction activities to ensure adherence to approved designs, specifications, and timelines.</li> <li>• Conduct site inspections and ensure quality control of materials and workmanship.</li> <li>• Provide technical guidance to contractors and construction teams.</li> <li>• Address and resolve any structural issues or challenges that arise during construction.</li> <li>• Ensure the implementation of safety standards and practices on-site.</li> <li>• Coordinate with project stakeholders.</li> <li>• Facilitate communication between different parties to ensure smooth project execution.</li> <li>• Prepare and present progress reports, technical reports, and documentation as required.</li> <li>• Provide training and capacity-building sessions for engineers and technical staff.</li> <li>• Share knowledge on best practices, new technologies, and advancements in structural engineering.</li> <li>• Ensure compliance with ADB guidelines, policies, and procedures related to Environment, Social Safeguard, Finance etc.</li> <li>• At the end of the construction activities, guide and ensure that the team prepares a comprehensive Construction Completion Report inclusive of “as-built drawings” as appropriate.</li> <li>• Perform any other tasks / assignment that may be assigned by PIU or the ADB.</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
2	<b>Senior Structure and Steel Bridge Engineer</b>	<p><b>Experience:</b> Preferably 12 years of professional experience in structural engineering, with a focus on the design of Steel Bridges. Proven experience in supervising large-scale infrastructure projects, preferably ADB-assisted projects or other international donor-funded projects. Proficiency in structural analysis and design software (e.g., STAAD Pro, ETABS, SAP2000).</p> <p><b>Qualification:</b> Bachelor's degree in Civil Engineering or Structural Engineering from a recognized institution. A Master's degree in Structural Engineering or a related field is preferred.</p>	<p><b>Responsibilities:</b></p> <p>The Senior Structure and Steel Bridge Engineer will perform duties under the guidance of the Team Leader. He/she will assist the team for the bridges and structures so that the project is implemented in accordance with the required specifications and approved drawings. She/he will set up supervision systems and train the staff in their use.</p> <p>Responsibilities of the Senior Structure and Steel Bridge Engineer will include, but is not limited to the following:</p> <ul style="list-style-type: none"> <li>• Supervise and monitor the construction of roads, culverts, and bridges, ensuring that work is carried out according to approved designs, specifications, and timelines.</li> <li>• Conduct regular site inspections to verify the quality of materials and workmanship and ensure adherence to safety and environmental standards.</li> <li>• Implement and oversee quality assurance and control measures to ensure the structural integrity and durability of constructed roads, culverts, and bridges.</li> <li>• Conduct tests and inspections on construction materials and completed structures and ensure compliance with relevant standards and specifications.</li> <li>• Coordinate with project stakeholders, including contractors, consultants, and local authorities, to ensure smooth project implementation.</li> <li>• Prepare and present regular progress reports, highlighting key issues, risks, and proposed solutions.</li> <li>• Provide technical support and advice to the project team and contractors on structural engineering matters.</li> <li>• Conduct training sessions and workshops for engineers and technicians to enhance their skills and</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>knowledge in structural engineering and construction practices.</p> <ul style="list-style-type: none"> <li>• Perform any other tasks / assignment that may be assigned by PIU or the ADB.</li> </ul>
3	<b>Senior Environment Specialist</b>	<p><b>Experience:</b> Preferably 12 years' experience as Environment Specialist supervising and monitoring environmental management plans on donor financed road projects and well-versed knowledge of ADB's Safeguard Policy Statement (2009).</p> <p><b>Qualification:</b> Bachelor's degree in environmental science, environmental engineering, civil engineering or relevant disciplines – preferably master's in environmental sciences / engineering or equivalent.</p>	<p><b>Responsibilities:</b></p> <p>The expert will be responsible for assisting ADB Pakistan's Transport Team, Executing Agency and Implementing Agency in preparing and reviewing relevant environmental documentation as per the requirement of ADB's SPS 2009. He/She will be based in the Team Leader Office with frequent visits to other cities of the Khyber Pakhtunkhwa Province.</p> <p>Responsibilities of the Environmental Specialist will include but not limited to the following:</p> <ul style="list-style-type: none"> <li>• Assist the Executing and/or Implementing Agency in preparing an Initial Environmental Examination (IEE) report that meets ADB's SPS 2009 requirements.</li> <li>• Conduct monitoring at each subproject site where works are being conducted and ensure that the Environmental Management Plan (EMP) is implemented in its true letter and spirit and document the monitoring findings and submit to the PIU/ADB for review.</li> <li>• Maintain close liaison with the ADB, Government of the Khyber Pakhtunkhwa, Construction Supervision Consultant with respect to implementation of Initial Environmental Examination / Environmental Impact Assessment (IEE/EIA) requirements and compliance to Khyber Pakhtunkhwa Environmental Protection Agency (EPA) No Objection Certificates (NOCs).</li> <li>• Support the PIU in conducting the contract award process and reviewing</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>the bidding documents to ensure that EIA/IEE/EMP requirements are incorporated. This task will also include capacity evaluation of bidders towards EMP implementation.</p> <ul style="list-style-type: none"> <li>• Identify any gaps in compliance relating to EMP implementation and provide inputs to prepare a Corrective Action Plan (CAP) and monitor its implementation.</li> <li>• Monitor environmental safeguards compliance including review/preparation of environmental monitoring reports for submission to the Bank and disclosure at EA's website.</li> <li>• Oversee the implementation of the mitigating measures identified in the respective EMPs of the subprojects and implemented by project contractors as part of an environmental monitoring report to be delivered to the ADB for review and approval.</li> <li>• Ensure the Grievance Redress Mechanism (GRM) prepared as a part of the EIA(s)/IEE(s) is implemented in its entirety and is fully functional and any grievances are efficiently and effectively addressed and resolved.</li> <li>• Support the PIU in providing any data from the project sites, in preparation of bi-annual environmental monitoring reports (BAEMR) for submission to the ADB.</li> <li>• Support CSC towards developing EMP implementation mechanism and ensure that the Contractors are executing the activities in compliance to EIA/IEE/EMP requirements.</li> <li>• Coordinate and facilitate third-party environmental audits of Category A sub-projects which relate to construction of landfill sites.</li> <li>• Inform the ADB project team and PIU on environmental non-compliance issues.</li> </ul>



S/No	Position	Qualifications and Experience	Key Tasks
			<ul style="list-style-type: none"> <li>• Conduct consultations with stakeholders including project affected persons to obtain their views on implementation of environmental safeguards and mitigation measures.</li> <li>• Attend to comments/ suggestions made by the ADB project team, PIU and KP-EPA.</li> <li>• Provide any other additional support as requested by the PIU to ensure compliance with national safeguard regulatory requirements and ADB's SPS 2009 requirements.</li> <li>• Provide any other additional support as requested by ADB / PIU to ensure compliance with national safeguard regulatory requirements and ADB SPS 2009.</li> <li>• Perform any other tasks / assignment that may be assigned by CSC, PIU, or ADB.</li> </ul>
<b>B</b>	<b>Key Experts (National)</b>		
1	<b>Deputy Team Leader / Project Coordinator</b>	<p><b>Experience:</b> Preferably 15 years' experience as Deputy Team Leader / SRE on road projects.</p> <p><b>Qualification:</b> Bachelor's degree in Civil Engineering - preferably master's in civil engineering / Highway Engineering / Transportation Engineering / Construction Management / Project Management or equivalent.</p>	<p><b>Responsibilities:</b></p> <p>The responsibilities of the Deputy Team Leader / Project Coordinator include, but are not limited to, the following:</p> <ul style="list-style-type: none"> <li>• Assist the Chief Resident Engineer (CRE) / Team Leader / Project Manager in ensuring compliance with all Terms of Reference (ToRs) as specified in the Contract and all deliverables and reports as per the reporting requirements.</li> <li>• Act as the Team Leader in their absence, ensuring continuity and effective management of project activities.</li> <li>• Assist the Team Leader in ensuring the consulting team undertakes comprehensive design cognizance, and specification checks and carries out construction supervision and contract administration of the civil works, assuming the role of "the Engineer / Project Manager" and undertaking all tasks defined under</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>Conditions of Contract for Construction.</p> <ul style="list-style-type: none"> <li>• Assist the Team Leader in overall project management, including planning, scheduling, and coordinating all project activities.</li> <li>• Coordinate with project stakeholders, including contractors, consultants, local authorities, and ADB representatives to ensure smooth project implementation.</li> <li>• Assist the Team Leader in overseeing the consultants' activities to ensure compliance with details provided in the construction drawings and strict adherence to construction specifications.</li> <li>• Provide technical oversight and support for the construction of roads and bridges, ensuring compliance with project specifications, ADB guidelines, and national standards.</li> <li>• Review and approve technical documents, including design drawings, specifications, and construction plans.</li> <li>• Review/prepare working drawings with respect to geometric design, approve shop drawings, as-built drawings, and support all setting-out data, recording hard and soft copies of the project and providing the same to the Project Implementation Unit (PIU).</li> <li>• Supervise and monitor construction activities to ensure quality control and adherence to project timelines and budgets.</li> <li>• Conduct regular site inspections and audits to verify the quality of materials, workmanship, and adherence to safety and environmental standards.</li> <li>• Identify and resolve any technical or operational issues that may arise during construction.</li> <li>• Implement and oversee quality assurance and quality control (QA/QC) measures, ensuring that</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>construction activities meet the required standards and specifications.</p> <ul style="list-style-type: none"> <li>• Conduct regular reviews and audits of QA/QC documentation and procedures.</li> <li>• Certify that all prerequisite documents/data to the IPC/EPC/Claim have been appended with the contractor invoice, such as built drawings, backup calculations of quantities, and quality records.</li> <li>• Assist in the management of contracts with contractors, ensuring compliance with contractual terms and conditions.</li> <li>• Monitor contract performance, manage variations, and resolve any disputes or claims that may arise.</li> <li>• Report any events that may cause Extension of Time (EOT), variation in quantities, or additional payment under the contract.</li> <li>• Inform promptly of any variations (addition/reduction) from the quantities provided in the engineering estimate/BOQ/contractor's agreement/contract resulting from joint survey/existing condition of road/design review.</li> <li>• Determine extensions of time for completion and other claims in accordance with the conditions of the contract in consultation with the CRE / Team Leader / Project Manager.</li> <li>• Provide technical assistance to the Employer in dispute resolution as per provisions in the conditions of the contract.</li> <li>• Assist the Team Leader in keeping the Employer informed of contractual and claims issues through direct contacts, discussions, or correspondence.</li> <li>• Assist the CRE/Team Leader/Project Manager in holding meetings with the Contractor on contract and claims issues.</li> <li>• Assist the Team Leader in preparing a comprehensive Project Completion Report (PCR) and any other</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>duty/assignment the Team Leader may entrust.</p> <ul style="list-style-type: none"> <li>• Maintain accurate and detailed records of all project activities, including construction logs, inspection reports, and correspondence.</li> <li>• Update data on the “Real Time Monitoring &amp; Financial Management Portal” regularly.</li> <li>• Prepare and submit regular progress reports to the Team Leader, highlighting key achievements, challenges, and proposed solutions.</li> <li>• Provide training and capacity-building support to project staff, engineers, and technicians.</li> <li>• Conduct workshops and training sessions on best practices in construction supervision, project management, and quality control.</li> <li>• Ensure that all project activities comply with ADB’s Safeguard Policy Statement (2009) and relevant environmental and social safeguards.</li> <li>• Promote a culture of safety on construction sites and ensure that all workers adhere to safety protocols and practices.</li> <li>• Assist in any other task assigned by the ADB project officers in the domain of environmental safeguard.</li> </ul>
2	<b>Contract Specialist</b>	<p><b>Experience:</b>            Preferably 12 years’ experience as Procurement/ Contract Specialist on road projects based on FIDIC conditions of contract / ADB Small Works Conditions of Contract, Experience, and knowledge of the ADB’s procurement procedures is essential. Proven credentials in contract administration, evaluating contractor’s claims and dispute</p>	<p><b>Responsibilities:</b>            Responsible for assistance in procurement and contract administration, taking timely contractual actions related to cost, time and quality controls and closure of the contracts, and in case of dispute its referral to the adjudication and arbitration.</p> <p>He/she will be responsible for assisting in all the activities pertaining to procurement and contract administration, early warning of key contractual actions, scheduling and documenting contract management meetings and evaluating/resolving contractor’s claims and contractual disputes.</p>

S/No	Position	Qualifications and Experience	Key Tasks
		<p>resolution; preferably having experience of preparing and interpreting of the procurement and contract documents besides making response on behalf of the Employer to settle Audit Para's.</p> <p><b>Qualification:</b> Bachelor's degree in Civil Engineering, law, contracts, purchasing, or management – preferably master's degree in Civil Engineering, law, contracts / procurement, or equivalent.</p>	<p>The responsibilities of the Contract Specialist include, but are not limited to, the following:</p> <ul style="list-style-type: none"> <li>• Assist Employer and Team Leader in coordinating contract management and planning activities for the work package with Engineering, Project Controls and Construction.</li> <li>• Assist to organize meetings for negotiating and resolving technical and contract completion issues.</li> <li>• Assist Employer and Team Leader in effect the timely distribution of reports and pertinent commercial information to and from Contractors in accordance with agreed schedule.</li> <li>• Assist in schedule turnover meetings with Site Personnel, where required.</li> <li>• Assist to check timesheets for contract conformance (rates, backup and extensions).</li> <li>• Assist in review of Contractors' invoices and prepare Progress Payment Certificates with Cost Control.</li> <li>• Assist in review of Contractors' costs, forecasts and requests for extras.</li> <li>• Assist in review and issue for approval and post Substantial Performance documents.</li> <li>• Participate in contract cost review meetings and regular Project progress and assist with preparation of monthly contracts and Project progress reports.</li> <li>• Assist in procurement and contracts administration and assistance actions such as contracts solicitations, modifications, delivery schedules, plans and coordination with relevant departments.</li> <li>• Assist in preparation of procurement and contract documents.</li> <li>• Assist in the review of procedural aspects of contract actions. Participate in contracts administration sufficient to ensure contract terms and</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>conditions are met and that the contractor delivers the required services in a timely manner to achieve the objectives of the project.</p> <ul style="list-style-type: none"> <li>• Assist in the termination of contracts for the convenience of the Project by the contractor. The incumbent is responsible for the preparation of all documentation necessary to support and defend termination decisions.</li> <li>• Recommend actions when the contractor is not in compliance with contract provisions.</li> <li>• Coordinate with contractors to determine and recommend alternative courses of action, such as extension of delivery schedule.</li> <li>• Conduct contract reviews to evaluate contractor's performance and monitor contractor activity to assure compliance.</li> <li>• Monitor such matters as payments, claims, and contractual changes to ensure requirements of the contract are met.</li> <li>• Review completed contract file to ensure routine administrative matters are resolved or completed; and</li> <li>• Support to Team Leader in drafting, for submittal to the ADB through Employer, any requests for consent to extension of time/variation orders.</li> <li>• Perform any other tasks / assignment that may be assigned by CSC, PIU or ADB.</li> </ul>
3	<b>Environmental Specialist</b>	<b>Experience:</b> Preferably 12 years' experience as Environment Specialist supervising and monitoring environmental management plans on donor financed road projects and well-versed knowledge of ADB's Safeguard	<b>Responsibilities:</b> The expert will be responsible for assisting ADB Pakistan's Transport Team, Executing Agency and Implementing Agency / Senior Environment Specialist in preparing and reviewing relevant environmental documentation as per the requirement of ADB's SPS 2009. He/She will be based in the Team Leader Office with frequent visits to other cities of the Khyber Pakhtunkhwa Province.

S/No	Position	Qualifications and Experience	Key Tasks
		<p>Policy Statement (2009).</p> <p><b>Qualification:</b>            Bachelor's degree in environmental science, environmental engineering, civil engineering or relevant disciplines – preferably master's in environmental sciences / engineering or equivalent.</p>	<p>Responsibilities of the Environmental Specialist will include but not limited to the following:</p> <ul style="list-style-type: none"> <li>• Assist the Executing and/or Implementing Agency / Senior Environment Specialist in preparing an Initial Environmental Examination (IEE) report that meets ADB's SPS 2009 requirements.</li> <li>• Conduct monitoring at each subproject site where works are being conducted and ensure that the Environmental Management Plan (EMP) is implemented in its true letter and spirit and document the monitoring findings and submit to the PIU/ADB for review.</li> <li>• Maintain close liaison with the ADB, Government of the Khyber Pakhtunkhwa, Construction Supervision Consultant with respect to implementation of Initial Environmental Examination / Environmental Impact Assessment (IEE/EIA) requirements and compliance to Khyber Pakhtunkhwa Environmental Protection Agency (EPA) No Objection Certificates (NOCs).</li> <li>• Support the PIU in conducting the contract award process and reviewing the bidding documents to ensure that EIA/IEE/EMP requirements are incorporated. This task will also include capacity evaluation of bidders towards EMP implementation.</li> <li>• Identify any gaps in compliance relating to EMP implementation and provide inputs to prepare a Corrective Action Plan (CAP) and monitor its implementation.</li> <li>• Monitor environmental safeguards compliance including review/preparation of environmental monitoring reports for submission to the Bank and disclosure at EA's website.</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<ul style="list-style-type: none"> <li>• Oversee the implementation of the mitigating measures identified in the respective EMPs of the subprojects and implemented by project contractors as part of an environmental monitoring report to be delivered to the ADB for review and approval.</li> <li>• Ensure the Grievance Redress Mechanism (GRM) prepared as a part of the EIA(s)/IEE(s) is implemented in its entirety and is fully functional and any grievances are efficiently and effectively addressed and resolved.</li> <li>• Support the PIU in providing any data from the project sites, in preparation of bi-annual environmental monitoring reports (BAEMR) for submission to the ADB.</li> <li>• Support CSC towards developing EMP implementation mechanism and ensure that the Contractors are executing the activities in compliance to EIA/IEE/EMP requirements.</li> <li>• Coordinate and facilitate third-party environmental audits of Category A sub-projects which relate to construction of landfill sites.</li> <li>• Inform the ADB project team and PIU on environmental non-compliance issues.</li> <li>• Conduct consultations with stakeholders including project affected persons to obtain their views on implementation of environmental safeguards and mitigation measures.</li> <li>• Attend to comments/ suggestions made by the ADB project team, PIU and KP-EPA.</li> <li>• Provide any other additional support as requested by the PIU to ensure compliance with national safeguard regulatory requirements and ADB's SPS 2009 requirements.</li> <li>• Provide any other additional support as requested by ADB / PIU to ensure compliance with national safeguard</li> </ul>



S/No	Position	Qualifications and Experience	Key Tasks
			<p>regulatory requirements and ADB SPS 2009.</p> <ul style="list-style-type: none"> <li>• Perform any other tasks / assignment that may be assigned by Senior Environment Specialist, CSC, PIU, or ADB.</li> </ul>
4	<b>Resettlement Specialist</b>	<p><b>Experience:</b> Preferably 12 years' experience in planning, preparation, implementation, and monitoring of Social Safeguards (Involuntary Resettlement and Indigenous People) as Resettlement Specialist on IFI financed development projects and familiarity with the Bank's Social Safeguard Policies.</p> <p><b>Qualification:</b> Master's degree in social sciences (e.g., economics, sociology, anthropology, development studies, etc.) or relevant field.</p>	<p><b>Responsibilities:</b></p> <p>The expert will be responsible for assisting ADB Pakistan's Transport Team, Executing Agency and Implementing Agency in preparing and reviewing relevant social safeguard documentation as per the requirement of ADB's SPS 2009. He/She will be based in the Team Leader Office with frequent visits to other cities of the Khyber Pakhtunkhwa Province.</p> <p>Responsibilities of the Resettlement Specialist will include but not limited to the following:</p> <ul style="list-style-type: none"> <li>• Assist the Executing and/or Implementing Agency in preparing all report that meets ADB's SPS 2009 requirements.</li> <li>• Develop and implement the Resettlement Action Plan (RAP) in compliance with ADB's Safeguard Policy Statement (SPS) 2009.</li> <li>• Conduct socio-economic surveys and consultations with affected persons to gather relevant data for resettlement planning.</li> <li>• Identify and assess the impact of rehabilitation activities on affected communities and prepare mitigation measures.</li> <li>• Facilitate meaningful consultations with affected communities, local authorities, and other stakeholders to ensure their involvement in the resettlement process.</li> <li>• Provide information and updates to affected persons about the resettlement process, compensation, and grievance redress mechanisms.</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<ul style="list-style-type: none"> <li>• Oversee the compensation process for affected persons, ensuring timely and fair distribution of compensation and other entitlements (if applicable).</li> <li>• Develop and implement livelihood restoration programs to support affected persons in restoring or improving their livelihoods.</li> <li>• Establish and implement a monitoring and evaluation system to track the progress of resettlement activities and the well-being of affected persons.</li> <li>• Conduct regular field visits and inspections to assess the effectiveness of resettlement measures and identify any issues or challenges.</li> <li>• Develop and manage a grievance redress mechanism to address complaints and concerns from affected persons in a timely and transparent manner.</li> <li>• Ensure that grievances are recorded, investigated, and resolved in accordance with the established procedures.</li> <li>• Prepare and submit regular progress reports on resettlement activities to the Team Leader and ADB, highlighting key achievements, challenges, and proposed solutions.</li> <li>• Maintain accurate and detailed records of all resettlement activities, including socio-economic data, compensation records, and grievance redress cases.</li> <li>• Conduct training sessions and workshops for project staff, local authorities, and other stakeholders on resettlement policies, procedures, and best practices.</li> <li>• Provide ongoing technical support and guidance to the project team on resettlement-related matters.</li> <li>• Ensure that all resettlement activities comply with ADB's Safeguard Policy Statement (2009) and relevant national regulations.</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<ul style="list-style-type: none"> <li>• Promote a culture of social responsibility and compliance with safeguards among project staff and contractors.</li> <li>• Given the project's focus on the rehabilitation of existing infrastructure, ensure that any temporary displacements or disruptions to communities are managed effectively and in accordance with ADB guidelines.</li> <li>• Develop mitigation strategies for any temporary impacts on livelihoods or access during construction activities.</li> <li>• Provide any other additional support as requested by ADB / PIU to ensure compliance with national safeguard regulatory requirements and ADB SPS 2009.</li> <li>• Perform any other tasks / assignment that may be assigned by Senior Environment Specialist, CSC, PIU, or ADB.</li> </ul>
5	<b>Gender Specialist</b>	<p><b>Experience:</b> Preferably 12 years in the field of Gender Mainstreaming. Preference will be given to those who possess relevant experience with World Bank and ADB or their funded projects and overseas relevant experience / relevant experience with international organization and Government Institutions in the field of Gender.</p> <p><b>Qualification:</b> Bachelor's degree in social sciences or equivalent qualification. Master's degree will be preferred.</p>	<p><b>Responsibilities:</b> The Gender Specialist will be responsible for GAP Assessment prior to execution of works. The expert will be responsible for the development &amp; implementation of gender mainstreaming features in the project. Gender Specialist will be responsible for monitoring and reporting on the progress of outcomes of the implementation of Gender Assessment and Action Plan (GAAP). The specialist will prepare the semi-annual GAAP update and submit to the PIU for review, clearance, and onward transmittal to ADB for further review. Three (03) months prior to project completion, the gender specialist will prepare the draft GAAP Achievements Matrix and the gender sections for the main text of the project completion report (PCR).</p> <p>Gender Specialist will perform the following functions, including but not limited to:</p>

S/No	Position	Qualifications and Experience	Key Tasks
			<ul style="list-style-type: none"> <li>• Prepare gender analysis and collate baseline data (gender disaggregated) relevant to the scope and nature of the sub-projects.</li> <li>• Inform the projects' design about the key gender features which could maximize women's access to the benefits from the investments in the targeted areas and provide them an opportunity to exercise their abilities as “active players in the system”.</li> <li>• Conduct stakeholder consultations / limited household surveys in the targeted cities on the challenges and issues faced by both men and women particularly vulnerable groups including elderly, women headed households, minorities, people with disabilities and transgender to inform the projects' design.</li> <li>• Update the gender mainstreaming strategy and gender action framework for the project.</li> <li>• Assess the capacity of the executing and implementing agencies in gender-inclusive planning and implementation; based on the assessment, develop a capacity building program for the EAs and IAs.</li> <li>• Assist in planning and scheduling Project work plan and identify gender specific aspects and needs in individual projects.</li> <li>• Conduct FGDs and consultations with the relevant stakeholders in the selected cities to collect information on the existing challenges faced by the cities in relation to urbanization (in general) and pertaining to the scope of project.</li> <li>• He/she will carry out an assessment of institutional capacity of organization.</li> <li>• Facilitate and assist in gender analysis of proposed projects, prepare reports for subprojects.</li> <li>• Utilize systems for planning (including gender equality), design (including gender responsive features), and</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>implementation, according to required guidelines) and incorporate current thinking on gender and development issues.</p> <ul style="list-style-type: none"> <li>• Develop and deepen innovative approaches to gender integration, gender equality, and inclusive development, and participate actively in relevant professional (formal and informal) communities.</li> <li>• Assist in development and monitoring of project specific Gender Action Plans (GAP).</li> <li>• Liaison with the relevant provincial, district administration for managing GAP in each of the subprojects.</li> <li>• Assist in ensuring project monitoring and compliance with donor reporting requirements for GAP.</li> <li>• Assist in generating increase in women involvement in community surveys, feedback and impact evaluations; and</li> <li>• Perform any other tasks / assignment that may be assigned by CSC, PIU or ADB.</li> </ul>
6	<b>Resident Engineers (REs)</b>	<p><b>Experience:</b> Preferably 12 years' experience as Resident Engineer on road projects.</p> <p><b>Qualification:</b> Bachelor's degree in Civil Engineering – preferably master degree in civil engineering / Highway Engineering / Structure Engineering / Transportation Engineering / Construction Management / Project Management or equivalent.</p>	<p><b>Responsibilities:</b> Resident Engineer will be responsible for construction supervision of the road and ensuring that the subject project is implemented in accordance with the required specification and approved drawings.</p> <p>Resident Engineer will be responsible for construction supervision and review and approval of contractor's Interim Payment Certificates / Bills. Resident Engineer will assist the Team Leader / Deputy Team Leader in the performance of their tasks. The main responsibilities of the position will include but not limited to the following:</p> <ul style="list-style-type: none"> <li>• Inspect the site and collect the condition data for the design cognizance and necessary changes if any.</li> <li>• Perform joint land survey with contractor representative and PIU</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>representative prior to execution of work.</p> <ul style="list-style-type: none"> <li>• Preparation of technical details such as specifications and estimates.</li> <li>• Provide details about existing pavement, damages, and assessment.</li> <li>• Inform promptly if found any variation (addition/reduction) from the quantities provided in the engineering estimate/BOQ/contractor's agreement/contract in result of joint survey/existing condition of road etc.</li> <li>• Review/prepare working drawings with respect to geometric design/approves the shop drawings, as-built drawings supporting will all setting-out data, recording hard and soft copy of the project and providing the same to the PIU.</li> <li>• Assist the Team Leader and Deputy Team Leader / Coordinator and recommend approval of contractor's work program, method statements, material sources, etc.</li> <li>• Assist the Team Leader and Deputy Team Leader / Coordinator in preparing and issuing reports as defined subsequently.</li> <li>• Review and recommend approval and/or issuing working drawings/shop drawings, approval of the setting out of the works, and instruction to the contractor.</li> <li>• Taking measurements and keep measurement records.</li> <li>• Maintaining records, correspondence, and diaries, maintenance of quality record including photographs, video clips showing location/RDs.</li> <li>• Certifying work volume and recommending interim payment certificates.</li> <li>• Assist in maintaining consolidated project accounts and preparing of financial statements and withdrawal applications for submission to the ADB.</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<ul style="list-style-type: none"> <li>• Provide feedback to the Team Leader and Deputy Team Leader / Coordinator on the certification of completion of part or all of the works.</li> <li>• Processing the contractor's possible claims.</li> <li>• Ensuring minimum disruption/damage to the environment by approval of contractors' work statement/methodology, including monitoring the impact of construction works on the environment and local settlements and providing information to PIU and ADB on the monthly progress reports.</li> <li>• Certifying that all pre-requisite documents/data to the IPC/EPC/Claim have been appended with the contractor invoice, such as built drawings, backup, calculation of quantities (x-section etc.), quality record (RD wise passed check requests) etc.</li> <li>• Certifying on the invoice that there is no over payment and that the works have been executed strictly in accordance with the approved design / drawings / specifications.</li> <li>• Providing the employer with complete records and reports and approves the contractors' as - built drawings for the works.</li> <li>• Assist in the compilation of a project completion report data, providing details of project implementation, problems encountered, and solutions adopted, and detailing and explaining any variation in project costs and implementation schedules from the original estimates.</li> <li>• Perform any other tasks / assignment that may be assigned by CSC, PIU or ADB.</li> </ul>
11	<b>Pavement Design Engineer</b>	<b>Experience:</b> Preferably 12 years' experience in road construction works with a focus on pavement	<b>Responsibilities</b> The Pavement Design Engineer will be responsible for designing Job Mix Formulas (JMF) and implementing them in real-time on mock-up reaches. The role

S/No	Position	Qualifications and Experience	Key Tasks
		<p>design engineering and materials testing. Relevant experience should include: (i) supervising the Contractor's compliance with material specifications and testing; (ii) providing input to the design team to source suitable materials; (iii) engineering design of flexible Asphaltic Concrete (AC) pavements, (iv) coordinating and supervising the work of field teams in supervising and certifying construction in accordance with contract conditions including acceptance standards of materials, approval of source supply, establishing QA/QC procedures, setting up laboratories, mix designs and testing procedures.</p> <p><b>Qualification:</b> Bachelor's degree in Civil Engineering – preferably master's in civil engineering / Highway Engineering / Transportation Engineering or equivalent.</p>	<p>also includes pavement design, design for road features and road safety/traffic control features, drainage design, rehabilitation and repair plans, traffic plans, and amenities, including detailed drawings and specifications.</p> <p><b>Key Responsibilities:</b></p> <ul style="list-style-type: none"> <li>• Coordinate the design review and construction supervision of all project pavements, managing the Materials/Pavement engineering team in coordination with the Team Leader and other senior officials of the Consultant Team.</li> <li>• Lead the review of pavement works in the Detailed Engineering Design (DED), including proposed material specifications, sources, and asphalt and concrete mix designs.</li> <li>• Review and approve the Contractor's proposed geotechnical investigations for pavements and pavement materials.</li> <li>• Liaise with the Bridge/Structural Engineer on the geotechnical requirements for bridge design.</li> <li>• Conduct design review and construction supervision of all project pavements.</li> <li>• Review proposed material specifications and sources and approve asphalt and concrete mix designs.</li> <li>• Review the construction schedule for all pavement works.</li> <li>• Perform detailed analysis and design of pavement structures, considering factors such as traffic load, soil conditions, climate, and material properties.</li> <li>• Ensure that pavement designs are optimized for durability, safety, and cost-effectiveness.</li> <li>• Provide technical support and guidance to the CSC team in preparing pavement reports, drawings, and specifications.</li> </ul>



S/No	Position	Qualifications and Experience	Key Tasks
			<ul style="list-style-type: none"> <li>• Review and approve pavement design documents, ensuring compliance with project requirements and standards.</li> <li>• Conduct field assessments to validate pavement design assumptions and make necessary adjustments based on site conditions.</li> <li>• Supervise pavement construction activities to ensure adherence to approved designs, specifications, and quality standards.</li> <li>• Monitor the quality of materials and workmanship, implementing corrective actions where necessary.</li> <li>• Conduct regular site inspections and provide technical advice to the construction team on pavement-related issues.</li> <li>• Develop and implement quality assurance and quality control (QA/QC) procedures for pavement construction.</li> <li>• Oversee the testing of pavement materials and ensure compliance with relevant standards and specifications.</li> <li>• Maintain detailed records of QA/QC activities, including test results, inspections, and corrective actions.</li> <li>• Facilitate regular meetings and workshops to discuss pavement design and construction issues, progress, and solutions.</li> <li>• Prepare and submit technical reports and progress updates to the Team Leader and other relevant parties.</li> <li>• Conduct training sessions and workshops for project staff, contractors, and engineers on pavement design and construction best practices.</li> <li>• Explore and recommend innovative and sustainable pavement design solutions, including the use of recycled materials and environmentally friendly construction techniques.</li> <li>• Evaluate the performance of newly implemented pavement technologies</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>and make recommendations for future projects.</p> <ul style="list-style-type: none"> <li>• Identify potential risks related to pavement design and construction and develop mitigation strategies.</li> <li>• Monitor and manage risks throughout the project lifecycle to ensure the successful delivery of pavement works.</li> <li>• Perform any other tasks or assignments that may be assigned by CSC, PIU, or ADB.</li> </ul>
8	<b>Structure Design Engineer</b>	<p><b>Experience:</b> Preferably 10 years of professional experience in structural engineering, with a focus on the design and construction of roads and bridges. Proven experience in supervising large-scale infrastructure projects, preferably ADB-assisted projects or other international donor-funded projects. Proficiency in structural analysis and design software (e.g., STAAD Pro, ETABS, SAP2000).</p> <p><b>Qualification:</b> Bachelor's degree in civil engineering or Structural Engineering from a recognized institution. A master's degree in Structural Engineering or a related field is preferred.</p>	<p><b>Responsibilities:</b></p> <p>The Structure Design Engineer will perform duties under the guidance of Senior Structure and Steel Bridge Engineer and Team Leader. He/she will assist the team for the bridges and structures so that the project is implemented in accordance with the required specifications and approved drawings. She/he will set up supervision systems and train the staff in their use.</p> <p>During construction supervision, the responsibilities of the position will include, but are not limited to, the following:</p> <ul style="list-style-type: none"> <li>• Inspect the site and collect condition data for design review, recognition, and necessary changes.</li> <li>• Assist in the preparation of technical details such as specifications and estimates.</li> <li>• Provide details about existing structures, damages, and assessments.</li> <li>• Assist in and recommend the approval of the contractor's work program, method statements, material sources, etc.</li> <li>• Assist in preparing and issuing reports as defined.</li> <li>• Review and recommend approval or issuance of working drawings,</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>approval of the setting out of works, and instructions to the contractor.</p> <ul style="list-style-type: none"> <li>• Take measurements and keep measurement records.</li> <li>• Maintain records, correspondence, and diaries.</li> <li>• Certify work volume and recommend interim certificates for progress payments.</li> <li>• Assist in maintaining consolidated project accounts and preparing financial statements and withdrawal applications for submission to the Bank.</li> <li>• Provide feedback on the certification of completion of part or all of the works.</li> <li>• Inspect the works at appropriate intervals during the defects notification period and issue the performance certificate.</li> <li>• Process the contractor's possible claims.</li> <li>• Ensure minimal disruption or damage to the environment by approving the contractor's work statements/methodology, monitoring the impact of construction works on the environment and local settlements, and providing information to the Client and the Bank in monthly progress reports.</li> <li>• Provide the employer with complete records and reports and recommend approval of the contractor's as-built drawings for the works.</li> <li>• Assist in the compilation of project completion report data, detailing project implementation, encountered problems, adopted solutions, and explaining any variations in project costs and implementation schedules from the original estimates.</li> <li>• Supervise and monitor the construction of roads, culverts, and bridges, ensuring that work is carried out according to approved designs, specifications, and timelines.</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<ul style="list-style-type: none"> <li>• Conduct regular site inspections to verify the quality of materials and workmanship and ensure adherence to safety and environmental standards.</li> <li>• Implement and oversee quality assurance and control measures to ensure the structural integrity and durability of constructed roads, culverts, and bridges.</li> <li>• Conduct tests and inspections on construction materials and completed structures to ensure compliance with relevant standards and specifications.</li> <li>• Coordinate with project stakeholders, including contractors, consultants, and local authorities, to ensure smooth project implementation.</li> <li>• Prepare and present regular progress reports, highlighting key issues, risks, and proposed solutions.</li> <li>• Provide technical support and advice to the project team and contractors on structural engineering matters.</li> <li>• Conduct training sessions and workshops for engineers and technicians to enhance their skills and knowledge in structural engineering and construction practices.</li> <li>• Perform any other tasks or assignments that may be assigned by CSC, PIU, or ADB.</li> </ul>
9	<b>Steel Bridge Design Engineer</b>	<p><b>Experience:</b>            Preferably 12 years of professional experience in structural engineering, with a focus on the steel design and construction of steel bridges. Proven experience in supervising large-scale infrastructure projects, preferably ADB-assisted projects or other international donor-funded projects. Proficiency in structural</p>	<p><b>Responsibilities:</b></p> <p>The Steel Bridge Design Engineer will perform duties under the guidance of Senior Structure and Steel Bridge Engineer and Team Leader. He/she will assist the team for the steel bridges and structures so that the project is implemented in accordance with the required specifications and approved drawings. She/he will set up supervision systems and train the staff in their use.</p> <p>During construction supervision, the responsibilities of the position will</p>

S/No	Position	Qualifications and Experience	Key Tasks
		<p>analysis and design software (e.g., STAAD Pro, ETABS, SAP2000).</p> <p><b>Qualification:</b> Bachelor's degree in civil engineering or Structural Engineering from a recognized institution. A master's degree in Structural Engineering or a related field is preferred.</p>	<p>include, but are not limited to, the following:</p> <ul style="list-style-type: none"> <li>• Inspect the site and collect condition data for design review, recognition, and necessary changes within the steel bridges.</li> <li>• Assist in the preparation of technical details such as specifications and estimates of steel bridges.</li> <li>• Provide details about existing structures, damages, and assessments.</li> <li>• Assist in and recommend the approval of the contractor's work program, method statements, material sources, etc.</li> <li>• Assist in preparing and issuing reports as defined.</li> <li>• Review and recommend approval or issuance of working drawings, approval of the setting out of works, and instructions to the contractor.</li> <li>• Take measurements and keep measurement records.</li> <li>• Maintain records, correspondence, and diaries.</li> <li>• Certify work volume and recommend interim certificates for progress payments.</li> <li>• Assist in maintaining consolidated project accounts and preparing financial statements and withdrawal applications for submission to the Bank.</li> <li>• Provide feedback on the certification of completion of part or all of the works.</li> <li>• Inspect the works at appropriate intervals during the defects notification period and issue the performance certificate.</li> <li>• Process the contractor's possible claims.</li> <li>• Ensure minimal disruption or damage to the environment by approving the contractor's work statements/methodology, monitoring</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>the impact of construction works on the environment and local settlements, and providing information to the Client and the Bank in monthly progress reports.</p> <ul style="list-style-type: none"> <li>• Provide the employer with complete records and reports and recommend approval of the contractor's as-built drawings for the works.</li> <li>• Assist in the compilation of project completion report data, detailing project implementation, encountered problems, adopted solutions, and explaining any variations in project costs and implementation schedules from the original estimates.</li> <li>• Supervise and monitor the construction of roads, culverts, and bridges, ensuring that work is carried out according to approved designs, specifications, and timelines.</li> <li>• Conduct regular site inspections to verify the quality of materials and workmanship and ensure adherence to safety and environmental standards.</li> <li>• Implement and oversee quality assurance and control measures to ensure the structural integrity and durability of constructed roads, culverts, and bridges.</li> <li>• Conduct tests and inspections on construction materials and completed structures to ensure compliance with relevant standards and specifications.</li> <li>• Coordinate with project stakeholders, including contractors, consultants, and local authorities, to ensure smooth project implementation.</li> <li>• Prepare and present regular progress reports, highlighting key issues, risks, and proposed solutions.</li> <li>• Provide technical support and advice to the project team and contractors on structural engineering matters.</li> <li>• Conduct training sessions and workshops for engineers and technicians to enhance their skills and</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<p>knowledge in structural engineering and construction practices.</p> <ul style="list-style-type: none"> <li>• Perform any other tasks or assignments that may be assigned by CSC, PIU, or ADB.</li> </ul>
10	Traffic / Road Safety Expert	<p><b>Experience:</b> Preferably twelve (12) years of professional experience. A minimum of ten (10) years of relevant professional experience as road safety engineering, collision investigation, traffic management and road safety measures. Carried out at least five (05) RSA (design, construction and/or pre-opening stages) in the past 3 years. Strong knowledge of current trends, codes, and experience with road construction projects, including international/regional experience.</p> <p><b>Qualification:</b> Bachelor's degree in Civil Engineering, Traffic Engineering, Transportation Planning, or a related field. A Master's degree in a relevant field is preferred. Certified as Road Safety Auditor.</p>	<p><b>Responsibilities:</b></p> <p>The Traffic / Road Safety Expert will perform duties under the guidance of Team Leader. He/she will assist the team for the road safety so that the project is implemented in accordance with the required specifications and approved drawings.</p> <p>During construction supervision, the responsibilities of the position will include, but are not limited to, the following:</p> <ul style="list-style-type: none"> <li>• Develop and implement comprehensive traffic management plans to ensure smooth and safe traffic flow during the construction of the project.</li> <li>• Conduct road safety audits and risk assessments for all project roads and bridges, identifying potential hazards and recommending mitigation measures.</li> <li>• Design and oversee the implementation of road safety features such as signage, barriers, pedestrian crossings, and traffic calming measures.</li> <li>• Review and approve the contractor's traffic management plans, ensuring compliance with ADB guidelines and national standards.</li> <li>• Supervise the implementation of road safety features during construction, ensuring adherence to approved designs and specifications.</li> <li>• Facilitate regular meetings and workshops to discuss traffic management and road safety issues, progress, and solutions.</li> </ul>

S/No	Position	Qualifications and Experience	Key Tasks
			<ul style="list-style-type: none"> <li>• Provide technical advice and support to the project team on traffic management and road safety matters.</li> <li>• Develop and implement a monitoring and evaluation framework to assess the effectiveness of traffic management and road safety measures.</li> <li>• Conduct regular site inspections and audits to verify the implementation and effectiveness of road safety features.</li> <li>• Prepare and submit regular progress reports to the Team Leader, highlighting key achievements, challenges, and proposed solutions.</li> <li>• Conduct training sessions and workshops for project staff, contractors, and local engineers on best practices in traffic management and road safety.</li> <li>• Provide ongoing technical support and mentorship to the project team on traffic and road safety-related matters.</li> <li>• Explore and recommend innovative and sustainable traffic management and road safety solutions, including the use of technology and environmentally friendly practices.</li> <li>• Evaluate the performance of newly implemented road safety technologies and make recommendations for future projects.</li> <li>• Identify potential risks related to traffic management and road safety and develop mitigation strategies.</li> <li>• Monitor and manage risks throughout the project lifecycle to ensure the successful implementation of road safety measures.</li> <li>• Prepare and submit technical reports and progress updates to the Team Leader.</li> <li>• Assist in the compilation of a project completion report, providing details of project implementation, problems encountered, solutions adopted, and variations in project costs and</li> </ul>



S/No	Position	Qualifications and Experience	Key Tasks
			<p>implementation schedules from the original estimates.</p> <ul style="list-style-type: none"> <li>• Perform RSA during the works implementation and of the completed works before the issue of Taking Over Certificate.</li> <li>• Perform any other tasks or assignments that may be assigned by CSC, PIU, or ADB.</li> </ul>

37. **Monitoring and Progress Report:** Tentative reporting requirement are given below:

Reports	Content	Submission date
<b>Inception Report</b>	<p>Report will contain full detail of the consultant's supervision, &amp; contract administration methodology, detailed work program, a brief description of the updated work methods proposed for carrying out the services in accordance with the Terms of Reference. The report will also identify any major issues and problems likely to be encountered as well as staff plan with supporting CVs of professional staff and projected monthly billing.</p> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>• Detailed work program.</li> <li>• Updated methodology (where appropriate) in line with the TOR.</li> <li>• Baseline data on project expected outcomes and outputs.</li> <li>• Identification of major likely issues and problems, and proposition of recommendations.</li> <li>• Format is to be agreed with ADB and the PIU-C&amp;WD.</li> </ul>	4 weeks after commencement of services
<b>Monthly Reports</b>	<p>Monthly Report to summarize the progress of the project, the work accomplished, any problems encountered during the month, environmental and resettlement status, a work plan for the next month, and minutes of site meetings. The report will present progress information in graphical form, relative to the contractors' approved contract schedules.</p> <p>(i) <b>Monthly Contract Administration Reports:</b> The Consultant will, no later than the 10<sup>th</sup> of each month, prepare a narrative progress report summarizing:</p> <p>a. Construction progress during the month and cumulative to date for each individual contract drawing specific attention to any major causes of delay (administrative, technical or financial)</p>	At the end of each month till 10 <sup>th</sup> of each month.

Reports	Content	Submission date
	<p>with details of remedial action taken or recommended to the Employer.</p> <p>b. A comparison of actual and forecast expenditure both during the month and cumulative to date for each individual contract, and a record of the status of payment of the Contractors' monthly invoices, of all claims for cost or time extensions, and of actions required of PIU-C&amp;WD to permit unconstrained works implementation. The Consultant will also advise on the final estimated cost for each individual contract and draw attention to any major changes in the project budget including details of remedial action taken or recommended to the Employer.</p> <p>c. Brief on all correspondence exchanged with the contractors particularly relating to contractual clauses, with financial and time implications.</p> <p>d. Technical appreciation of any design or quality control problems for each individual contract including details of remedial action taken or recommended to the Employer.</p> <p>e. Status of compliance with the Environmental &amp; Resettlement Plans.</p> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>• Summary in graphical form to the extent possible of project progress (physical, financial, safeguards), work accomplished, and any problems encountered during the month.</li> <li>• Proposition of work plan for next month with recommendations to achieve the objectives.</li> <li>• Format is to be agreed with ADB and the PIU-C&amp;WD.</li> </ul>	
<b>Quarterly Reports</b>	<ul style="list-style-type: none"> <li>• Summary of project progress (physical, financial, safeguards), work accomplished, and any problems encountered during the quarter.</li> <li>• Summary of financial management action plan.</li> <li>• Proposition of work plan for next quarter with recommendations to achieve the objectives.</li> <li>• Format is to be agreed with ADB and the PIU-C&amp;WD</li> </ul>	At the end of each quarter till 10 <sup>th</sup> of each quarter
<b>Annual Management Information Report at the</b>	The Consultant will prepare a comprehensive report summarizing all activities under the services at the end of each Financial Year, and also at other times when considered warranted by either the Consultant or PIU-	Within 21 days after the end of the contract year

Reports	Content	Submission date
end of each Financial Year	<p>C&amp;WD because of delay of the construction works or because of the occurrence of technical or contractual difficulties. Such reports shall summarize not only activities of the Engineer / Project Manager but also the progress of the Contracts including all contract variations and change orders, the status of the Contractor claims, and brief descriptions of the technical and contractual problems being encountered and other relevant information for each of the ongoing contracts. This will present the overall status of all aspects of the project to include progress achieved by project outputs measured against the targets of the design and monitoring framework, updated procurement plan, compliance with grant covenants, etc.</p> <p><b>Summary:</b></p> <ul style="list-style-type: none"> <li>• Summary of project progress (physical, financial, safeguards...); work accomplished, and any problems encountered during the year.</li> <li>• progress achieved by project output measured against the targets of the design and monitoring framework.</li> <li>• Key implementation issues and solutions.</li> <li>• Updated procurement plan.</li> <li>• Updated implementation plan for the next 12 months</li> <li>• Format is to be agreed with ADB and with the PIU-C&amp;WD</li> </ul>	to which the report refers
Mid-term Review Report	<ul style="list-style-type: none"> <li>• Comprehensive review of project progress, achievements and problems at mid-term review stage.</li> <li>• Description of any revisions made or estimated to be made to the project design.</li> <li>• Format is to be agreed with ADB and with the PIU-C&amp;WD</li> </ul>	At least 21 days prior to the ADB mid-term review Mission
Draft Completion Report / Interim Contract Completion Reports	The report will be based on the standard ADB format for project completion reports and will provide additional information relevant to the overall project implementation. The Consultant will prepare completion report for each contract after issuance of Taking-over-Certificate / Certification of Completion. This report shall summarize the implementation and financial history of the project. The defects list provided to the contractor and all outstanding claims pending resolution.	Not later than 3 months prior to completion of the civil works contract.
Final Project Completion Report	The Consultant will prepare a comprehensive final Completion Report within 90 days after Issuance of the Taking-over-Certificate of the last civil works contract. The Consultant will prepare a comprehensive final Completion Report for the project including each of the	Not later than 3 months after completion of the civil works contract.

<b>Reports</b>	<b>Content</b>	<b>Submission date</b>
	contracts and shall summarize the method of construction, as built record showing the location and details of all works carried out, all defects and certification of the satisfactory correction of such defects for each of the construction contracts, the construction supervision performed, and recommendations for future projects of similar nature to be undertaken by PIU-C&WD. A safeguards implementation completion (final) report will also be included as appendix to the final project completion report. This report will update the draft report with contract completion information and will reflect comments provided on the draft completion report.	

### 38. Specific Reports and Deliverables

<b>Reports</b>	<b>Content</b>	<b>Submission date</b>
<b>Consultant's Quality Assurance Manual</b>	<ul style="list-style-type: none"> <li>Procedures and Systems for construction supervision and contract administration.</li> <li>Format is to be agreed with ADB and with the PIU-C&amp;WD.</li> </ul>	90 days after commencement of services
<b>Road Safety Audit Reports</b>	<ul style="list-style-type: none"> <li>Detailed findings of the road safety audit.</li> <li>Recommendations for making good any defects or omissions identified in the road safety audits.</li> <li>Format is to be agreed with ADB and with the PIU-C&amp;WD.</li> </ul>	<p>Within 120 days after commencement of services (pre-construction audit)</p> <p>At least 15 days before taking over the works (post-construction audit)</p>
<b>Guidelines on Safe Arterial Roads Design</b>	<ul style="list-style-type: none"> <li>Guidelines on safe arterial roads design.</li> <li>Material for training of C&amp;WD and other relevant staffs.</li> <li>Material for public awareness-raising.</li> <li>Format is to be agreed with ADB and with the PIU-C&amp;WD.</li> </ul>	To be agreed with ADB and the PIU-C&WD
<b>Financial Management Systems and Procedures</b>	<ul style="list-style-type: none"> <li>Detailed assessment of the current financial management and reporting systems.</li> <li>Manuals and procedures for the new systems.</li> <li>Materials for training programs.</li> <li>Format is to be agreed with ADB and with the PIU-C&amp;WD.</li> </ul>	To be agreed with ADB and the PIU-C&WD
<b>Resettlement Monitoring Reports</b>	<ul style="list-style-type: none"> <li>LARP implementation compliance report</li> </ul>	After completion of disbursement of compensation

Reports	Content	Submission date
	<ul style="list-style-type: none"> <li>• A semi-annual social monitoring report highlighting the progress on implementation of resettlement and monitoring any unanticipated LAR issues during construction, documenting all activities including restoration of temporarily used land, grievance redress, formal and informal consultation, gender issues, socioeconomic aspects, child labor, drug trafficking, hygiene and safety, and other social aspects.</li> <li>• LARP completion report</li> </ul>	<p>as per the approved C&amp;WD</p> <p>Within 15 days after the end of each 6-month reporting period</p> <p>Upon completion of the civil works</p>
<p><b>Land Acquisition and Resettlement Plan Update, LARP Addendum or Corrective Action Plan</b></p>	<ul style="list-style-type: none"> <li>• Final impacts, APs, and compensation payments based on detailed design or design changes resulting in LAR impacts.</li> </ul>	<p>After completion of design or changes in design</p>
<p><b>Resettlement Monitoring Reports</b></p>	<ul style="list-style-type: none"> <li>• LARP implementation compliance report</li> <li>• A semi-annual social monitoring report highlighting the progress on implementation of resettlement and monitoring any unanticipated LAR issues during construction, documenting all activities including restoration of temporarily used land, grievance redress, formal &amp; informal consultation, gender issues, socio economic aspects, child labor, drug trafficking, hygiene &amp; safety and other social aspects.</li> <li>• LARP completion report</li> </ul>	<p>After completion of disbursement of compensation as per the approved LARP</p> <p>Within 15 days after the end of each 6-month reporting period</p> <p>Upon completion of the civil works</p>
<p><b>Environmental Safeguards Monitoring Reports</b></p>	<ul style="list-style-type: none"> <li>• Environmental Monitoring Report to include status of compliance with the project SEMP, records of related activities, status of grievance redress mechanism, issues and solutions, and results of environmental baselines and monitoring.</li> <li>• Bi-annual review of implementation of the Contractor's SSEMPs.</li> <li>• Format is to be agreed with ADB and with the PIU-C&amp;WD.</li> </ul>	<p>Within 15 days after the end of each 6-month reporting period, i.e. Each six month after commencement of contract implementation</p>

Reports	Content	Submission date
		until contract completion.
<b>Semi-Annual Gender Assessment and Action Plan (GAAP)</b>	<ul style="list-style-type: none"> <li>• Under the ADB-financed project, the Gender Specialist is required as part of the Construction Supervision Consultant team. She will be responsible for conducting the Semi-Annual Gender Assessment and Action Plan. The Semi-Annual Gender Assessment and Action Plan shall include the status of Gender-Related Goals and Objectives, Gender Mainstreaming Activities, Women's Participation, Gender-Specific Benefits, Challenges and Barriers, Gender-Sensitive Training and Capacity Building, Impact on Women's Empowerment, Compliance with Gender Policies, Stakeholder Engagement and Feedback, Recommendations for Improvement.</li> <li>• GAAP Achievements Matrix</li> </ul>	<p>Within 15 days after the end of each 6-month reporting period, i.e. Each six month after commencement of contract implementation until contract completion.</p> <p>Three months prior to project completion, GAAP Achievements Matrix, and the gender sections for the main text of the project completion report (PCR).</p>
<b>Defects Notification Period Inspection Report</b>	<ul style="list-style-type: none"> <li>• Detailed inspection findings.</li> <li>• Detailed technical and contractual recommendations.</li> <li>• Format is to be agreed with ADB and with the PIU-C&amp;WD.</li> </ul>	<p>Within 5 months after issuing the Taking-over-Certificate</p>
<b>Technical Reports</b>	<p>The Consultant will produce as necessary technical / due diligence reports and position papers dealing with project matters during implementation</p>	<p>As and when necessary</p>
<b>Project Documentary Report</b>	<p>The Consultant has to make documentary of all major activities during constructions as well as that of completed project sections to be submitted towards the end of the project. These should also pertain:</p> <ul style="list-style-type: none"> <li>• Laying and compaction of various pavement layers</li> <li>• Operation of Asphalt and concrete Plants</li> <li>• Quarry sites and laboratory activities</li> <li>• Road after completion showing road furniture.</li> <li>• Various important stages in construction of structures</li> </ul>	

Reports	Content	Submission date
	<ul style="list-style-type: none"> <li>Any other major activity involved requiring specific mention</li> </ul>	
<b>Roughness Survey Report</b>	The roughness surveys will be carried out at substantial completion in coordination with C&WD, before the end of the defect liability period. The consultant is required to submit his findings along with data in this report.	Will be agreed at later stage
<b>Documents &amp; Manuals Required</b>	<p>The consultants will prepare following documents to be approved by the Employer for efficient contract administration &amp; construction supervision:</p> <ul style="list-style-type: none"> <li>Contract Administration Manual</li> <li>Quality Control &amp; Assurance Manual</li> <li>Laboratory Manual</li> <li>Environmental Monitoring Checklist</li> <li>Safeguard Monitoring Check list</li> </ul>	Within 3 months after commencement of services
<b>Traffic Diversion Plan and Safety measures</b>	The Construction Supervision Consultant will make ensure to finalize the proper traffic diversion plan of contract and to provide proper guidelines to contractor to maintain smooth traffic flow and to make ensure proper safety measures to save human life during construction activities of the contractor and to avoid any traffic accident during construction	
<b>Revised PC-I</b>	The Consultant shall prepare the revised PC-I of the project, before completion of the project, if required by incorporating all changes in the scope of work and prepare completion report (PC-IV), at the completion of the project	As when required by C&WD

39. The consultant must obtain the Employer's specific approval before taking any of the following actions:

- Taking any action under a civil works contract designating the consultant as "the Engineer / Project Manager", for which action, pursuant to such civil works contracts, the written approval of the Client as "Employer" is required.
- Approval or removal of contractor's personnel from work.
- Any variation under the contract, other than those that are within the Engineer's authority as defined in the contract.
- Suspension of the contract works.

40. **Location of Services:** It is anticipated that for the duration of the project, the locations for the Construction Supervision Consultant office(s) establishments will be done by the Contractor as follows:

- Team Leader – Construction Supervision Consultant office in Peshawar.
- Site Team / Resident Team – suitable location near the project roads, or the contractor's compound, to be decided later.

41. **Schedule:** The civil works contract period will be 36 months with 12 months Defect Notification Period from the commencement date. The commencement date is anticipated to be Q1/2025.

42. **Support, Counterpart Personnel and Information: Services and Facilities to be made available to the Construction Supervision Consultant:** The following facilities will be provided through the civil works contract at no cost to the CSC:

- Field offices for the Construction Supervision Consultant field team. The offices will be fully furnished, maintained and serviced, including all office equipment, computers, software and printers, all consumables, and security.
- materials testing laboratories, fully equipped, serviced and maintained, including equipment for field and laboratory testing, computers, software and printers and all consumables, and with appropriate technical personnel; and
- Fully maintained vehicles, with drivers.

43. **Counterpart personnel to be assigned by C&WD and the PIU-C&WD to the Design Review and Construction Supervision Consultant:** The PIU-C&WD will provide counterpart staff to work with the Construction Supervision Consultant. The counterpart staffs are to be trained by the Construction Supervision Consultant to gain hands-on experience in all aspects of project management and contract supervision. The counterpart staff will not work as members of the Construction Supervision Consultant team for delivering the services and they will be paid salaries by the Government. The cost of these counterpart staff will not be included in the Consultant's proposal and subsequent contract agreement.

44. **Reports and Information:** The PIU-C&WD will provide all relevant existing reports (*which are but not limited to, Detailed Engineering Design Reports, BOQs, Specifications, Contract Agreements, Employer's Requirements, IEE, LARPs Reports etc*) and available documents to the Construction Supervision Consultant during the implementation of the services. The PIU-C&WD will assist with facilitating access by the Construction Supervision Consultant to other government agencies for communications, collecting of relevant information, data, documents, etc. and other activities required for the services. These documents can be download from below weblinks:

45. **INITIAL ENVIRONMENTAL EXAMINATION (IEE):** URL of draft initial environmental examination: <https://prip.gkp.pk>, <https://cwd.gkp.pk>

46. **Land Acquisition and Resettlement Plans (LARPs) / SDDR:** URL of draft land acquisition and resettlement plans / SDDR are: <https://prip.gkp.pk>, <https://cwd.gkp.pk>

47. **CLIENT'S INPUT AND COUNTERPART PERSONNEL:** The Employer will provide the following assistance to the Consultant:

- Services, facilities and property to be made available to the Consultant by the Employer: Design Reports, Drawings and related data for the sub-projects will be shared with the consultants.
- Professional and support counterpart personnel to be assigned by the Employer to the Consultant's team: The Employer shall establish a functional Project Implementation Unit for support and liaison with the Consultants.
- Provide assistance to obtain the necessary visas, work permits and to comply with any other requirements for the purpose of undertaking the consultancy services.
- Provide liaison with other Government offices and departments as required for facilitating the consultant's work.
- Furnish all necessary data, documentation, and information relevant to the Project.



48. The Government will exempt the consultant's personnel from (or the Government of Pakistan shall bear the cost of) any taxes, duties, fees, levies and other impositions imposed under the laws and regulations in effect or which may be enforced in the future on the consultant and its personnel in respect of: (a) any payments made to the consultant or its personnel other than Pakistan nationals in connection with carrying out the services; (b) any equipment, materials and supplies brought into the Islamic Republic of Pakistan for the purpose of carrying out the services and which will subsequently be withdrawn therefrom or transferred to the Employer; and (c) personnel and household effects brought into the Republic of Pakistan by the consultant's international team members and their dependents for their personal use and which will subsequently be withdrawn therefrom upon departure of such personnel.

49. Under the terms of the civil works contract the contractor is required to provide the consultant – the Engineer / the Project Manager – and its staff with:

- **Employer's Staff:** The Employer has nominated a Project Steering Committee to provide guidance and oversight to the Communication and Works Department as well as Project Implementation Unit. The PIU has been established under a Project Director, assisted by Deputy Directors and Assistant Directors as well as Environmental and Social Safeguard Staff.
- **Facilities:** Facilities for the Engineer and his staff: The Construction Contractor shall provide, operate and maintain the following facilities for the exclusive use of the Consultants:
  - a. Laboratory and Testing Equipment
  - b. Site Office and Residential Accommodation (adequately furnished)
  - c. Site Transport
  - d. Survey Equipment
- Fully furnished and maintained main site office, located within or close to project site(s) (*will be decided later*).
- Fully furnished and maintained residential accommodation for the Engineer's / Project Manager's main office staff, as per the requirement in Peshawar.
- Rental / provision of the site offices near the project(s) locations including office maintenance (mutually agreed at later stage).
- Residential accommodation for the Consultant's Main and Site Offices including maintenance.
- A fully equipped laboratory on site.
- Survey equipment.
- Supervision vehicles, including drivers and vehicle maintenance.

50. The Consultants are encouraged to familiarize with Construction Work before submitting their proposals.

51. **INITIAL ENVIRONMENTAL EXAMINATION (IEE):** URL of draft initial environmental examination: <https://prip.gkp.pk>, <https://cwd.gkp.pk>

52. **Land Acquisition and Resettlement Plans (LARPs) / SDDR:** URL of draft land acquisition and resettlement plans / SDDR are: <https://prip.gkp.pk>, <https://cwd.gkp.pk>

53. After completion of the services the consultant will hand over to the Employer all equipment and furniture as well as vehicles and other project properties provided under the civil works contract.

**KPRRDP/QCBS/CONS-01:**

**CONSTRUCTION SUPERVISION CONSULTANTS FOR  
THE CONSTRUCTION SUPERVISION SERVICES FOR  
FLOOD AFFECTED, RURAL ACCESS, AND TOURISM  
ROADS REHABILITATION AS WELL AS RCC AND  
STEEL BRIDGES IN KHYBER PAKHTUNKHWA  
PROVINCE, PAKISTAN**

**EOI TEMPLATE**

**Expression of Interest (EOI) Consulting Firms**

<b>Project Number</b>	<b>54048-001-PAK:</b>
<b>Project Name</b>	<b>Khyber Pakhtunkhwa Rural Roads Development Project (KP-RRDP)</b>
<b>Project Country</b>	<b>Islamic Republic of Pakistan</b>

**I. Consulting Firm Information**

CMS No. <sup>1</sup> / date:	Country of Incorporation: <sup>2</sup>
Consultant Name:	Acronym:
EOI Submission Authorized by:	Position

**Associations (Joint Venture or Sub-consultancy)**

<b>CMS No.<sup>1</sup></b>	<b>Consultant</b>	<b>Acronym</b>	<b>Country of Incorporation<sup>2</sup></b>	<b>Joint Venture (JV) or Sub-consultant</b>	<b>EOI Submission Authorized By</b>	<b>Position</b>

Present the rationale for and benefits of working in association (JV or Sub-consultant) with others rather than undertaking the assignment independently (as appropriate). Describe the proposed management and coordination approach of the association and the role of each firm.

**I confirm that:**

- Documentation regarding our corporate structure including beneficial ownership has been attached.
- Documentation regarding our Board of Directors has been attached.
- A written agreement to associate for the purpose of this Expression of Interest has been signed between the consortium partners and has been attached.

<sup>1</sup> If already registered on ADB's Consultant Management System (CMS). CMS registration is not mandated under EA-administered selection.

<sup>2</sup> The lead consultant must submit a copy of the Certificate of Incorporation of itself and of each JV member and sub-consultant through VII. EOI Attachments.

Once your team is shortlisted and invited for submission of the Proposal, it is not permissible to transfer the invitation to any other firm, such as Consultant's parent companies, subsidiaries and affiliates. The Client will reject a Proposal if the Consultant drops a JV member without the Client's prior consent, which is given only in exceptional circumstances, such as debarment of the JV partner or occurrence of Force Majeure.<sup>3</sup>

## **II. Assignment Specific Qualifications and Experience**

For online submission: Your EOI shall demonstrate technical competence and geographical experience based on project references entered in full registration under your CMS profile. We encourage you to update Project Information under your CMS prior to filling EOI.

For offline submission: Please provide relevant project information in Section E below.

### **A. Technical Competence**

Cross-referencing from your profile projects in Section E. Project References, highlight the technical qualifications of your entity/consortium in undertaking similar assignments. Provide complete details (***Person-Months, Cost of the Assignment vs Amount Paid to your firm, Duration of the Assignment, Year of Completion, etc.***) of past experiences working with similar project authorities.

### **B. Geographical Experience**

Cross-referencing from your profile projects in Section E. Project References, present experiences in similar geographic areas.

### **C. Management Competence (Please answer each question in one paragraph of 3-5 sentences)**

1. Describe standard policies, procedures, and practices that your entity has to assure quality interaction with clients and outputs. Please state if your company is ISO certified.

2. How will your firm/consortium handle complaints concerning the performance of experts or quality of the reports submitted for this assignment? What internal controls are in place to address and resolve complaints?

<sup>3</sup> Paras. 3 and 7, Section 1 of the Standard Request for Proposal (SRFP), ADB website.

3. How will you ensure the quality of your firm's/consortium's performance over the life of this assignment?

4. Describe standard policies, procedures and practices that your firm has put in place to avoid changes/replacements of personnel and to ensure the continuity of professional services once contracted.

5. Describe what social protection practices you have in place to safeguard the well-being of your proposed experts? Specifically describe arrangements you have in place for medical, accident, and life insurance coverage during the assignment.

**D. Other Information (maximum of 500 words)**

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**E. Project References**

Please select **most relevant projects** to demonstrate the firm's **technical qualifications** and **geographical experience** (*maximum 10 projects*).

S/No	Project	Period	Client	Country	Firm
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

**Project Summary**

<b>S/No. 1 of 10</b>	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in Person-Months, Cost of the Assignment vs Amount Paid to your firm, Duration of the Assignment etc)

<b>S/No. 2 of 10</b>	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in Person-Months, Cost of the Assignment vs Amount Paid to your firm, Duration of the Assignment etc)

<b>S/No. 3 of 10</b>	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	

Description	(indicate your role and input in Person-Months, Cost of the Assignment vs Amount Paid to your firm, Duration of the Assignment etc)
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<b>S/No. 4 of 10</b>	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in Person-Months, Cost of the Assignment vs Amount Paid to your firm, Duration of the Assignment etc)

<b>S/No. 5 of 10</b>	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in Person-Months, Cost of the Assignment vs Amount Paid to your firm, Duration of the Assignment etc)

<b>S/No. 6 of 10</b>	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in Person-Months, Cost of the Assignment vs Amount Paid to your firm, Duration of the Assignment etc)

<b>S/No. 7 of 10</b>	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	

Description	(indicate your role and input in Person-Months, Cost of the Assignment vs Amount Paid to your firm, Duration of the Assignment etc)
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<b>S/No. 8 of 10</b>	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in Person-Months, Cost of the Assignment vs Amount Paid to your firm, Duration of the Assignment etc)

<b>S/No. 9 of 10</b>	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in Person-Months, Cost of the Assignment vs Amount Paid to your firm, Duration of the Assignment etc)

<b>S/No. 10 of 10</b>	
Project Title	
Country / Region	
Start Date	
Completion Date	
Continuous / Intermittent	
Client	
Funding Source	
Description	(indicate your role and input in Person-Months, Cost of the Assignment vs Amount Paid to your firm, Duration of the Assignment etc)

***(Please insert more tables as necessary)***



**III. Comments on Terms of Reference**

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**IV. Comments on Budget Adequacy**

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**V. Key Considerations in approaching this assignment (no more than 9,000 characters summarizing approach and methodology)**

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**VI. Key Experts**

List of experts is only required for Consultants' Qualifications Selection (CQS). Attach CV of each expert.

S/No	Name	Email	Position/Title	Nationality
1				
2				
3				
4				
5				

*(Please insert more rows as necessary)*

**VII. EOI Attachments**

S/No	Description
1	Certificate of Incorporation of the lead member
2	Certificate of Incorporation of the JV member (for each member)
3	Certificate of Incorporation of the Sub-Consultant (for each sub-consultant)
4	Letter of Association
5	

*(Please insert more rows as necessary)*

### VIII. Eligibility Declaration<sup>4</sup>

We, the undersigned, certify to the best of our knowledge and belief:

- We have read the advertisement, including the terms of reference (TOR), for this assignment.
- Neither the consulting firm nor its JV member or sub-consultant or any of its experts prepared the TOR for this activity.
- We confirm that the project references submitted as part of this EOI accurately reflect the experience of the specified firm/consortium.
- We further confirm that, if any of our experts is engaged to prepare the TOR for any ensuing assignment resulting from our work product under this assignment, our firm, JV member or sub-consultant, and the expert(s) will be disqualified from short-listing and participation in the assignment.
- All consulting entities and experts proposed in this EOI are eligible to participate in ADB-funded, -supported and -administered activities.
- The lead entity and JV member or sub-consultant are NOT currently sanctioned by ADB or other MDBs. Neither the consulting firm nor the JV member or sub-consultant has ever been convicted of an integrity-related offense or crime related to theft, corruption, fraud, collusion or coercion.
- We understand that it is our obligation to notify ADB should any member of the consortium become ineligible to work with ADB or other MDBs or be convicted of an integrity-related offense or crime as described above.
- JV member or sub-consultant, including all proposed experts named in this EOI, confirmed their interest in this activity in writing.
- JV member or sub-consultant, including all proposed experts named in this EOI, authorized us in writing to represent them in expressing interest in this activity.
- None of the proposed consortiums are subsidiaries of and/or dependent on the Executing Agency or the Implementing Agency or individuals related to them.
- We understand that any misrepresentations that knowingly or recklessly mislead, or attempt to mislead may lead to the automatic rejection of the proposal or cancellation of the contract, if awarded, and may result in further remedial action, in accordance with ADB's Anticorruption Policy.

8 August 2018

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<sup>4</sup> Eligibility refers to ADB's Guidelines on the Use of Consultants by Asian Development Bank and its Borrowers 2013 **or** ADB Procurement Policy 2017 and Procurement Regulations for ADB Borrowers 2017, as relevant.