

**GOVERNMENT OF SINDH  
IRRIGATION DEPARTMENT  
PROJECT MANAGEMENT OFFICE  
SINDH BARRAGES IMPROVEMENT PROJECT**

**REQUEST FOR EXPRESSION OF INTEREST  
CONTRACT MANAGEMENT SPECIALIST (INDIVIDUAL CONSULTANTS)  
REF. NO. PK-AFOF SBIP 145939-CS-QCBS**

Dated: 11-12-2019

The Government of Sindh through Irrigation Department is implementing Sindh Barrages Improvement Project Phase-, Rehabilitation and Modernization of Sukkur Barrage (Project ID P 162117 and IDA Credit No. 62420) with financial assistance of the World Bank under International Development Association (IDA).

Project Management Office (PMO) requires services of following eligible, motivated and dynamic professional as individual consultants from market on contract basis.

<b>Name of Position</b>	<b>Required Qualification and Experience</b>
<b>Contract Management Specialist</b>	<p>B.E (Civil) or equivalent, and MSc in relevant discipline Engineering preferably or Master in Business Administration</p> <p>At least fifteen (15) years' experience after acquiring stipulated qualification in Procurement and Contract Administration.</p> <p>Having substantial experience with Foreign funded project preferably with the World Bank.</p> <p>Proficiency in English and good communication skills and report writing is essential</p> <p>Should have knowledge of procurement procedures of IDA / IBRD.</p>

A consultant will be selected in accordance with the procedures set out in the World Bank Procurement Regulation for IPF Borrowers Goods, Works, Non Consulting and Consulting Service **August 2018**

- Job responsibilities (TORs) for each positions are attached and also have been provided on project website [www.sbig.org.pk](http://www.sbig.org.pk).
- Detailed CVs addressing Project Director, should reach on or before December 18, **2019** before closing of office hours at **1700hrs.**

**Project Director**

**Sindh Barrages Improvement Project**

**Project Management Office**

**Irrigation Colony Adjacent to City School PAF Chapter Shaheed-e-millat Expressway Baloch  
Colony Karachi, Karachi.**

**Phone No. 021-99330185**

**Website: [www.sbmp.org.pk](http://www.sbmp.org.pk)**

**Terms of Reference (TORs)**  
**Contract Management Specialist**  
**Sindh Barrages Improvement Project**  
**Project Management Office (PMO)**

**1. Introduction**

The Sindh Barrages Improvement Project funded by the World Bank is located between Guddu Barrage and Sukkur Barrage. The project involves in procurement of works/Goods and Constancy Services that have been designed based on a well-prepared detailed Feasibility Study (FS) of an international standard. The project involves Electro-Mechanical and Civil works on the existing barrage structure and now new works are included. By far the largest and most complex element of these works is the repair, removal and replacement of the barrage and Head Regulator gates. Considering that it will take about four years for the project to be completed and for all the gates and mechanical equipment to be repaired/replaced, the proposed project needs to proceed, so that the gates are replaced before any failure occur.

Civil Works include Earthworks i.e raising/strengthen of river bund, construction of Spur, Barrage Structure and Historical Monument Works at Sukkur Barrage.

The Sindh Barrages Improvement Project has five components for different activities.

**Component A:** Rehabilitation and Modernization of Guddu and Sukkur Barrage includes following packages of works/Goods/Consultancy Services

1. Building Works at Guddu Barrage, Kashmore and Sukkur Barrage, Sukkur and Barrage Rehabilitation Works at Guddu Barrage Kashmore, Contract No. SBIP/G-2 (Awarded).
2. River Training Works at Guddu Barrage, Contract No. SBIP/G-3 (Awarded)
3. Procurement of Surveillance Boats
4. Procurement of Investigation Equipment
5. Restoration and Upgradation of Sukkur Barrage
6. Procurement of Dredger
7. Excavation/Dredging of Barrage Packstes
8. Desilting of Canals
9. Construction Supervision Consultants for Rehabilitation of Guddu Barrage Works (Awarded)
10. Construction Supervision Consultants for Modernization and Rehabilitation of Sukkur Barrage Works

**Component B:** Improved Barrage Operation:

This component will support improved coordination among the three barrages in terms of monitoring and management. In particular, it will (a) refine the O&M and emergency preparedness plans for the Guddu and Sukkur Barrages, in coordination with Kotri Barrage; (b) support the Barrage Monitoring Unit (BMU) in developing an integrated system of measurement and monitoring of water extraction among the 14 main canals supported by the three barrages; (c) develop an O&M plan and an emergency preparedness plan for Kotri Barrage; and (d) provide critical equipment and logistics facilities for the three barrages.

### **Component C: Technical Studies**

In particular, it will support (a) a preparation study for Phase 2 river training works, including (i) a study on climate change impacts, to assess the likelihood of a large flood and potential impacts on the barrages in determining the optimal design flood passage capacity and identifying several options considering social, environmental and economic aspects; (ii) a detailed hydraulics model study to determine the optimal design for the riverbank training and the need to raise the height of the bund wall, which would lead to the formulation of the follow-up works; and (iii) a feasibility study, environmental and social impacts assessment, and detailed design to prepare for Phase 2; (b) a safety assessment for Kotri Barrage, to include an inventory assessment; the identification of critical needs for repairs, rehabilitation, and upgrading; and the development of an O&M plan; and (c) the development of sediment transport monitoring and modeling, which will be the basis for improving barrage operations.

### **Component D: River Basin Water Resources and Riverine Management (proposed new component)**

Spotlights on activities such as (a) dolphin management and conservation, (b) community fisheries co-management, (c) sustainable agriculture, (d) technical studies (e.g., design for fish passage gates) and (e) water quality and pollutant studies. This component is to be implemented in collaborations with the Sindh Environmental Protection Agency (SEPA), Wildlife Department, Forest Department and Agriculture Department, and Fishery Department. World Wildlife Fund (WWF) would also participate in implementation of this component.

### **Component E: Project Management, Monitoring, and Evaluation**

This component will support the incremental operating costs for maintaining the PMO and PCMU throughout the extended project implementation period, including technical assistance to guide the procurement activities and monitor the civil works progress; training; monitoring and evaluation of the project's results framework and overall project impacts, fiduciary and safeguard compliances; and annual external audit.

## **2. Scope/Objectives of Contract Management Specialist**

Contract management Specialist (CMS) will provide technical advice in overall coordination of the identified procurements, best strategy for the new activities based on six monthly review of the project progress. . CMS would advise procurement section for inserting adequate clauses in the bidding documents for goods, and works; and RFPs for services

The overall responsibilities of the CMS are to:

- Strengthen the procurement and contract management capacity of the PMO-SBIP Sindh in the preparation of the procurement documents and contracts;
- Take lead in preparing contract management plans of all the contracts.
- Advise the PD on various contractual matters.
- Oversee that all contract correspondences of the PMO-SBIP Sindh and actions are made in compliance with the relevant contract agreements, stipulations, documents and international standards, on timely manner; and
- Ensure procurement and contract management processes are carried out in compliance with the Financing Agreement, World Bank Procurement and Consultants Guidelines and their associated Regulations

## **3. Duties of Assignment / Deliverables**

### **Specific Tasks and Responsibilities**

The Contract Management Specialist shall be responsible for the Guddu Barrage as well as Sukkur Barrage projects (SBIP and SBIP AF) which use the Bank procurement Guidelines and Regulation:

- To coordinate with PMO Team in preparing an overall project management plan and its constant update.
- Advise procurement unit in the context of contractual clauses in the various bidding documents, following the applicable Bank Guidelines and Regulations,
- Participating in bid/proposal opening and evaluation.
- Advise Procurement/Technical teams at PMO with reference to project and contract management in developing various documents. ;
- Provide advice during preparation and issuance of various documents required at different stages of procurement cycle e.g. EOIs, IFBs, RFPs, bid documents, evaluation reports, minutes of negotiations, contract award, contracts, and various internal processing documents required to facilitate decision making;
- To maximize efficiency of procurement cycle by providing strategic expert advice and implementing necessary controls ensuring transparency cost effectiveness and soundness of all procurements carried out under the program;

- Assist various audit/ex-post review outfits in performance of their tasks by ensuring that procurement documents is efficiently filed and provide complete track of procurement cycle;

#### **Contract Management:**

- Develop overall project management plan of SBIP as well as SBIP AF.
- Develop contract management SOPs for the various works, goods and consultancy contracts.
- Develop contract management plan for each contract with roles and responsibilities, contract management sheets, risks and milestones etc.
- Identify to the PD and PMO, red flags in contractual delays and suggest solutions.
- Review contractors' workplans and comment on its workability; review the staff deployment, performance and deliverables of consulting firms..
- Facilitate discussions between PMO, Consultant/s; with a view to achieve closure on divergent interpretation of contractual clauses;
- Act as a focal person on behalf of PMO for contract administration issues that may accrue liabilities for the project;
- Monitor progress of contracts implementation to ensure that it abides by the stipulated standards, procedures and planned timetable;
- Support preparation of end of proceedings report for PMO after every claim incident. Such report(s) shall be drafted professionally and would facilitate any audit or other reviews;
- Any other relevant task assigned by the Project Director.

#### **4. Qualifications and Experience:**

The candidate should at least have:

- B.E (Civil) or equivalent, and MSc in relevant discipline Engineering preferably or Master in Business Administration
- At least fifteen (15) years' experience after acquiring stipulated qualification in Procurement and Contract Administration.
- Excellent writing and communications skills computer skills including MS Office (Word, Excel and PowerPoint) MS Project will be considered as extra benefit.

#### **5. Contract Duration:**

The expert is required to work for the project for two years (extendable). The probation will be for a period of 3 months; contract can be terminated with one month notice period by either party. The position is based in Karachi with travel requirements to the site in Sukkur and Guddu as required.

