

BORDER EFFICIENCY FOR SUSTAINABLE TRADE PROJECT TERMS OF REFERENCE FOR CONSULTING SERVICES

SENIOR ENGINEER/CONSULTANT

Ref.No:ICS-10

I. BACKGROUND

1. The Government of Mongolia (GoM) commences the Border Efficiency for Sustainable Trade (BEST) Project with a loan from the Asian Development Bank (ADB). The objective of the Project is to increase Mongolia's trade, promote export diversification as provided in Mongolia's long-term development policy (Vision 2050), enhance resilient and sustainable integration into regional and global value chains – Connecting the Region for Shared and Sustainable Development (CAREC) 2030, and improve operational efficiency, resilience, and safety of the movement of goods and people in Mongolia's cross-border points.
2. The Project Executing Agency (EA) is the National Port Recovery Committee (NPRC) Office and Project Implementing Agencies are the Border Port Administration (BPA) and General Customs Administration (GCA) and as part of the Project the MoF is seeking to recruit **a qualified Senior Engineer/Consultant at the Project Implementation Unit (PIU) who will work on an intermittent basis.**

II. SCOPE OF WORKS

3. Work under the guidance of and report to the Project Coordinator.
4. Assist the Project Coordinator in coordinate project implementation in accordance with the Financing Agreement, project documents and all policies and procedures of the Client and the ADB;
5. Manage the engineering design updates and finalization of detailed engineering design for project border crossing points
 - a. Ensure the border crossing point location has been finalized and agreed upon with the neighboring country
 - b. Ensure the design meets the needs and criteria set forth by customs, border protection, and border port administration and other key stakeholders.
 - c. Ensure climate change adaptation and mitigation measures are incorporated in the design
 - d. Ensure the design is appropriately sized for trade projections
 - e. Manage the Mongolian detailed engineering design approval processes
 - f. Ensure any design updates that should be undertaken by the Contractor are appropriately specified and incorporated in the procurement/bidding documents
 - g. Ensure one health facilities are appropriate planned and designed, including inputs from health, veterinary, agriculture, and environment ministries or departments.
6. Prepare the subproject selection report for submission to the Project Coordinator, and onward to ADB
 - a. Ensure subproject selection criteria as detailed in the Project Administration manual
 - b. Attach all required environmental and social safeguard documentation and reports
 - c. Ensure coal is not the primary commodity or beneficiary of the border port upgrade, and ensure compliance with Paris Agreement Alignment

7. Provide overall support the Project Coordinator in managing project activities on a day-to-day basis;
8. Together with the Project Coordinator and other PIU staff, establish project management system for document control for the EA, IAs and PIU for project performance monitoring system, procurement, disbursement, financial management including internal auditing, required reporting on project progress and safeguards;
9. Facilitate communication and contact with other entities involved in the project implementation to ensure cooperation and coherency in planned and ongoing programs, as well as regular exchanges of up-to-date information concerning the Project;
10. Provide assistance in preparing and updating project work plans for the Project Steering Committee (PSC) and ADB;
11. Establish and maintain relationships, communicate and engage with external stakeholders, national and international consultants, and other entities on a regular basis;
12. Ensure the Construction Supervision Consultant sets up and operates an effective document control system for the project;
13. Collate and finalize due diligence reports for the approval of proposed subprojects, ensuring compliance with the selection criteria as detailed in the Project Administration Manual;
14. Liaise with and manage the construction supervision consultant;
15. Manage the PIU project managers/engineers and manage the overall program for engineering and construction for the Project to enable the EA to fulfil its role as Employer under FIDIC.
16. Ensure regular monitoring of the status of project activities
 - a. Prepare and monitor implementation schedules, disbursement projections, etc
 - b. Monitor critical path and alert Project Coordinator, EA and IA to any potential issues and slippage against the work plan
 - c. Monitor contractors' compliance with key documents including the Environmental Management Plan;
 - d. Work with PIU engineers to assess the basis for and process Contractor's possible claims;
 - e. Reviewing and of variation orders, extensions of time, claims, and other matters that may come from Contractors;
17. Act as Employer, including supervision of technical acceptance of completed construction and assembly works, execution of necessary technical documentation and facilitation of preparing required reporting data on fulfillment of contractual obligations by the Engineer and Contractor;
18. Together with the PIU coordinator, manage project information sharing with external stakeholders and national and international consultants and other entities;
19. Prepare and update project work plans (construction, administration, survey, training etc.)
20. Together with the PIU coordinator, preparation of comprehensive progress reports as required under the conditions of the Financing Agreement,
21. Proactively monitor project costs and scheduling and identify any possible loan savings, shortfalls, or delays as early as possible;
22. Assist ADB in review missions, project completion mission, or any other special administration missions.

III. DURATION OF THE CONSULTANCY SERVICE

23. The duration of the consultancy service is 36 person-months.

IV. QUALIFICATIONS AND REQUIRED SKILLS:

24. BA/MA in civil engineering or construction management. Qualification in a related field (such as other engineering disciplines, quantity surveying, commerce) with at least 15 years of relevant professional experience in Construction management (such as Contract Manager under a FIDIC contract, or on-site Construction Manager of a large infrastructure project) may also be considered.
25. At least 10 years of experience in construction management including at least 5 years managing construction of international development projects;
26. FIDIC based construction management experience;
27. Written and oral English proficiency.