

**CONSULTING SERVICES CS40
TERMS OF REFERENCE
NATIONAL CIVIL ENGINEER
(DELIVERABLE BASED – 8 MONTHS – INTERMITTENT)**

1. MINIMUM QUALIFICATIONS REQUIREMENTS

The National Civil Engineer (the Engineer) will have a bachelor or higher degree in civil engineering and desirably at least title of the certified engineer (мэргэшсэн инженер). The Engineer should possess at least 6 years of experience in civil engineering namely, assessing buildings and facilities, preparing concept and detail design drawings, conducting construction supervision and commissioning. Knowledge of the technical English language is highly desired.

2. EXPECTED COMMENCEMENT AND COMPLETION OF THE SERVICES

Expected Commencement – 25 January 2018, expected completion – 25 December 2018.

3. OBJECTIVE OF THE ASSIGNMENT

Ministry of Labor and Social Protection is implementing Skills for Employment Project (SFEP) with financing from Asian Development Bank (Loan no. 3243 MON). SFEP aims to enhance the responsiveness of the TVET system to labor market demand in the Priority Sectors (agriculture, construction, and road and transportation). SFEP supports strengthening of training and testing facilities of up to 19 TVET providers including those which may host functions of assessment and certification centers (hereafter collectively the “Beneficiary Institutions”) associated with agriculture, construction, and road and transportation industry training programs. The SFEP support may include other refurbishments, such as overall heating, water and sanitation, electrical supply or other building condition at Beneficiary Institutions.

4. TERMS OF REFERENCE (DETAILED TASKS/EXPECTED OUTPUT)

The Engineer in close cooperation with the MLSP, Beneficiary Institutions, professional associations and employers, the Project Implementation Unit, and other stakeholders as necessary, reporting to the Procurement Specialist of the Project Implementation Unit of SFEP, will:

1. Conduct desk survey on the existing building condition of training and testing facilities, and of the main buildings where necessary, at the Beneficiary Institutions.
2. Visit about 5 Beneficiary Institutions to verify results of desk survey.
3. Review technical documents for the procurement of equipment and tools for each occupation to be provided to each of the Beneficiary Institutions and determine nature of associated civil works necessary to install and operate those equipment and tools in cooperation with the international and national equipment Specialists.
4. Prepare report on existing condition of facilities at the Beneficiary Institutions, and recommendation on scope of civil works necessary by each of the Beneficiary Institutions. **Deliverable 1** - Mongolian Language.
5. Prepare Terms of Reference for the Detail Design and Author Oversight Engineering Firms. **Deliverable 2** - Mongolian and English languages.
6. Review, comment and validate deliverables produced by the Detail Design and Author Oversight Engineering Firm. **Deliverable 3, 4, 5** - Mongolian and English languages.
7. Support the bid evaluation committee in preparing bidding documents, and during bid evaluation process. **Deliverable 6, 7, 8** - Mongolian and English languages.
8. (i) Perform civil works inspection and monitoring at the construction sites located in Ulaanbaatar and aimags. (ii) Ensure that all the civil works are carried out in compliance with the contract signed between the Employer and the contractors, detailed engineering design, drawings, specifications, and relevant construction laws, regulations and standards of Mongolia. (iii) Coordinate civil works and installation of equipment and tools. (iv) Certify progress of the civil works and installation of equipment and tools, and sign off the contractor and supplier invoices. **Deliverable 9-27** - Mongolian and English languages.

9. In coordination with the relevant Government body, carry out civil works completion inspection and organize acceptance of the civil works. **Deliverable 28-46** - Mongolian and English languages.

5. CLIENT'S INPUT AND COUNTERPART PERSONNEL

1. Services, facilities and property to be made available to the Consultant by the Client: table, chair, internet at Project Implementation Unit office.
2. Professional and support counterpart personnel to be assigned by the Client to the Consultant: Not applicable.
3. Client will provide the following inputs, project data and reports to facilitate preparation of the reports: All the data available with MLSP.