



TWO QUARTERS PROGRESS REPORT

GLOBAL PARTNERSHIP FOR EDUCATION/BALUCHISTAN EDUCATION PROJECT

EDUCATION DEPARTMENT

GOVERNMENT OF BALUCHISTAN

For the Quarter

April-June 2016

Project ID- P144454

Prepared by M&E Section GPE/BEP

Acronyms and Abbreviations

(PGEB) Promoting Girls Education in Balochistan
(GPE-BEP) Global Partnership of Education - Balochistan Education Project
(DFP) District Focal Person
(TPV) Third Party Validation
(ED) Education Department
(PMU) Project Management Unit
(UNICEF) United Nations International Children's Education Fund
(BESP) Balochistan Education Sector Plan
(TLM) Teachers Learning Material
(M&E) Monitoring & Evaluation
(PTSMC) Parent Teachers School Management Committee
(ECE) Early Childhood Education
(ECED) Early Childhood Education Development
(SMIP) Social Mobilization & Implementation Partner
(DS&QA) Design, Supervision & Quality Assurance
(EOI) Expression of Interest
(ToR) Terms of Reference
(BoQ) Bill of Quantity
(SED) Secondary Education Department
(DEO) District Education Officer
(NBP) National Bank of Pakistan
(AG) Accountant General
(WB) World Bank
(NOL) No Objection Letter
(PCC) Project Coordination Committee
(PMU) Project Management Unit
(RFQ) Request for Quotation
(IC) Individual Consultant
(CQS) Consultants Qualification
(QCBS) Quality & Cost Based Selection
(GRM) Grievance Redressal Mechanism
(PAC) Public Affairs Cell
(PSDP) Public Sector Development Plan
(P&D) Planning & development
(TaT) Turaround Time
(PD) Project Director
(ES) Education Specialist

Contents

I) Progress Update:	5
A. Human Resource Section	5
B. Education Section	6
C. Monitoring & Evaluation (M&E) Section	9
1. Revision and finalization OF QUANTITATIVE M&E Tools	9
2. DEVELOPMENT M&E DATA COLLECTION SOFTWARE.....	10
3. PILOT OF TESTING M&E APPLICATION TOOLS.	9
4. VALIDATION PGEB SCHOOLS.	9
5. TRAINING OF GPE SATTF ON M&E FRAMEWORK AND TOOLS:	9
6. REVISION OF M&E ANNUAL WORK PLAN.....	9
7. Initiation of Baseline of Survey for the Schools to be Upgraded.....	9
8. COLLECTION AND SUBMISSION OF MONTHLY WORK PLANS AND PROGRESS REPORTS.....	9
9. Annual Work Plan/Monthly Work Plan Tracking Mechanism:	10
10. Social Media and Communication Activities for GPE project:	10
D. Finance Section	10
E. Procurement Section	11
F. Development/infrastructure	14
II. Annexure	17
1. Minimum Standards of Primary, Middle and High schools.....	17
2. ToR for DS&QA FIRM.....	18

Executive Summary

The report covers activities from the last quarter i.e. April to June, 2016.

During the quarter, fourteen (14) vacant positions were filled including Development Manager and Procurement Specialist. All the GPE Staff along with the Secretary Secondary Education Department were invited to Islamabad-Muree by the World Bank for a four-day review meeting wherein thoroughly section wise progress of the project was discussed. Secretary Secondary Education and the representative of the Bank gave their inputs, suggestion and also declared the performance of the project as satisfactory.

The second round of TPV was conducted during the quarter where 1500 sites were validated in 21 districts. Furthermore, 708 abandoned buildings were identified. 200 out of 708 abandoned buildings were shortlisted. And, 50 schools for upgradation were finalized during the quarter.

In the reporting quarter, draft M&E data collection tools, software and application were developed for the project progress reporting and monitoring.

GPE-BEP PROJECT BACKGROUND

The Government of Balochistan, Education Department is implementing a project titled "Global Partnership for Education-Balochistan Education Project" (GPE-BEP). The development objective of the proposed three years' project is to increase school enrollment and retention in project supported schools, with a special focus on girls' participation, and to develop mechanisms to improve quality of school management.

The three major components of this project are outlined below:

1. Access and Equity

- a. Establishment of 725 new primary schools (Mixed Gender) with provision of early childhood education and involvement of community.
- b. Up-gradation of 120 schools (95 Primary to middle schools and 25 middle to higher secondary).

2. Quality and increased accountability

- a. Promoting Early Childhood Education through teachers training and teaching learning material.
- b. School information collection, dissemination and use for improved planning and decision/Real Time School Monitoring system

3. Technical Assistance for improved Capacity for Management and Monitoring

- a. Teacher development through provision of Teaching and Learning Material (TLM).
- b. Student Assessment
- c. School Information System

I) PROGRESS UPDATE:

The project commenced in July 2015. This report overall is covering the activities conducted during quarter from April 2016 – June 2016.

A. HUMAN RESOURCE SECTION

The initial phase involved hiring of the project staff through a transparent and competitive process. Candidates were shortlisted by an external consultant. The shortlisted candidates were tested through a multi layered process of test and panel interviews/ 3 CV Comparison. The panel interviews consisted of the Secretary Education as chairman of committee, Project Director PMU/GPE-BEP, Additional Secretary (Dev) Education, Representative of UNICEF and HR Representative. The following table shows the updated staffing list:

Staff Strength & Status

Sr #	Designation	Position Occupied	Recruitment under Process
1	Manager Development Infrastructure	✓	
2	Development specialist	✓	
3	Education Officer	✓	
4	Sweeper	✓	
5	Support Staff	✓	
6	Procurement Specialist	✓	
7	Driver	✓	
8	Driver	✓	
9	Legal Officer	✓	
10	Support Staff	✓	
11	Driver	✓	
12	Internee	✓	
13	Internee	✓	
14	Internee	✓	

Further Progress:

During the period of April to June 2016 listed above 14 positions were filled:

Recruitment minutes of all GPE-BEP positions are finalized and approved from the respected evaluation committee.

Monthly attendance and leave records is updated.

Prepare monthly payroll of 92 positions of District based RTSM staff and further forwarded to finance section for further processing.

Employee Personnel files of GPE-BEP staff are maintained and up to date.

Performance Management System: Performance appraisal plan was successfully rollout and shared with all staff in order to finalize their objective/goal setting and supervisors are briefed on probation/Midterm and Annual performance evaluation. Contract of Consultant as well as other than consultants will be renewed on the basis of satisfactory performance appraisals.

Contract Management: Employment contracts of 92 RTSM which includes 16 District Monitoring Coordinators and 76 Monitoring Associates were given contracts and along with their ID Cards.

B. EDUCATION SECTION

During the quarter, Education Unit performed following activities:

Establishment of New Schools:

- i) Social Mobilization of 38 sites for identification of female teachers, where no female teacher appeared in 1st phase.

Third Party Validation of the Application

Total Districts	Total Application Validated	Total Application Qualified	Total Applications Rejected	Remarks

Candidates Orientation on basics of NTS test

Total Districts	Total Candidates Applied	Total Candidates Trained	Facilitated by	Supervised by

Education section compiled and developed a provisional merit list.

- ii) Coordination with DRC and CRC for finalization of merit list of 196 candidates against 82 sites in 23 districts

Complaints Disposed off

Total Complaints	Complaints Nature	Total Disposed off	Remarks
	1)-----2)----- 3)----- etc		

o

- iii) Reporting, compilation and analysis of TPV findings on daily as well as weekly basis

Desk Review of the TPV Validated Sites

Total Qualified in TPV	Total Reviewed at Desk	Total Found Meeting All Criteria	Remarks

- iv) Desk review of TPV results done by EOs on regular basis and found that 1352 sites were visited by TPV out of which 571 are found on criteria.

Hiring of Firms:

- v) Hired a firm "" (CPD) to conduct third party validation for establishment of new school.
vi) Hiring of SMIP for all regions has been finalized and shared with World Bank for approval

Abandoned Buildings:

Total Schools Identified	Total Schools Physically verified	Total Schools Qualified	Remarks

- vii) Identified 708 abandoned buildings for establishment of new schools
viii) Conducted physical verification of 342 buildings
ix) Finally shortlisted 200 buildings for establishment of new schools
x) Notified following 200 abandoned buildings for establishment of new schools from Education Department

District	No. of Building	Buildings Visited	On Criteria	Not on criteria
<u>Quetta</u>	39	39	29	10
<u>Killa Abdullah</u>	25	25	15	10
<u>Pishin</u>	23	21	4	17
<u>Mastung</u>	13	9	3	6

<u>Lasbela</u>	34	34	29	5
<u>Khuzdar</u>	22	22	17	5
<u>Awaran</u>	5	5	5	0
<u>Kalat</u>	120	2	2	0
<u>Zhob</u>	22	9	8	1
<u>Sherani</u>	4	4	3	1
<u>Hernai</u>	4	4	3	1
<u>Ziarat</u>	3	3	3	0
<u>Killah Saifullah</u>	12	12	8	4
<u>Barkhan</u>	80	12	8	4
<u>Musakhel</u>	30	12	6	6
<u>Loralai</u>	35	4	4	0
<u>Kohlu</u>	80	4	0	4
<u>Sohbat Pur</u>	4	4	2	2
<u>Naseerabad</u>	80	52	24	28
<u>Kachi</u>	2	2	2	0
<u>Sibi</u>	2	2	0	2
<u>Jhalmagsi</u>	1	1	0	1
<u>Jaffarabad</u>	21	18	4	14
Derabugti	0	0	0	0
<u>Kharan</u>	8	8	3	5
<u>Chaghi</u>	22	18	11	7
<u>Noshki</u>	13	13	5	8
<u>Washuk</u>	3	3	2	1
<u>Kech</u>	1	0	0	0
<u>Gwadar</u>	0	0	0	0
Panjgoor	0	0	0	0
Total	708	342	200	142

Teacher Recruitment for new schools:

Total Districts	Test for Total Sites	Total Candidates Appeared	Total Candidates Passed

- xi) Total 196 candidates passed NTS test with other qualifications
- xii) 82 sites from 23 districts are finalized with teachers on merit
- xiii) Documents verification and other process for teacher finalization is in process

Up-gradation of Schools:

- xiv) Compilation and finalization of 50 sites for up-gradation to middle level and 14 site for up-gradation to higher level.
- xv) 64 schools are notified from Education Department for up-gradation to next level.
- xvi) More schools identification and verification is in process.

Approvals from Secretary Education:

- xvii) Notification of new DFPs (replacement of DFPs)
- xviii) Up-gradation of Schools to next level under GPE-BEP
- xix) Up-gradation of Schools in Quetta
- xx) Establishment of Primary (Gender Free) Schools in Abandoned Government Buildings

Development of ToRs:

- xxi) Developed ToRs of SMIP Firm
- xxii) Developed ToRs of TPV Firm
- xxiii) Development of TORs for Module development firm

Other activities:

- ✓ Support to M&E during PGEB schools monitoring process
- ✓ Follow up of Mobilization and identification of potential female in 38 sites by SCSPEB
- ✓ Finalization and costing of Teaching Learning Material (TLM) and furniture for schools
- ✓ Baseline survey and Rationalization of teachers for upgraded schools as per minimum standard & need identification for teacher recruitment (Through Field visit)
- ✓ Regular receiving and data entry of new applications for establishment of Schools
- ✓ Regular coordination with DFPs and meetings with District education Authorities
- ✓ Handing over laptops to GPE-DFPs
- ✓ Regular coordination with text book board
- ✓ Development and submission of Annual and monthly work plan.
- ✓ Development and submission of Quarterly Report
- ✓ Revision of PC-1
- ✓ Review meeting with World Bank Mission

Coordination meetings by ES:

- School visits to District Ziarat
- Meeting with Chief Justice Loralai for identification of district high court as a potential site for establishment of school

C. MONITORING & EVALUATION (M&E) SECTION

1. REVISION AND FINALIZATION OF QUANTITATIVE M&E TOOLS

M&E tools were already developed in previous quarter but on the instructions World Bank's M&E consultant, the M&E tools were revised to attain micro level accurate data from field. In the same regard, new quantitative tools were aligned with frequencies and responsibilities assigned in the M&E Framework.

2. DEVELOPMENT M&E DATA COLLECTION SOFTWARE.

M&E section along with collaboration of MIS teams developed data collection software and application. An android based device will be used at field level to record activities and report to GPE office on quarterly basis.



3. PILOT TESTING OF M&E TOOLS.

After the development of M&E data collection tools, they were tested in Quetta to check the performance, feasibility, timely transfer of data and glitches in the collection process. Initial results were successful and in the checking process only some minor bugs were also identified. It was decided that instead of manual collection of data, android based data collection system will be implemented.

4. VALIDATION OF PGEB SCHOOLS.

Secondary Education Department assigned the task of validation of PGEB schools which was led by M&E section and completed within 20 days. In the activity, around 260 PGEB schools of 12 districts were validated.

5. TRAINING OF GPE SATTF ON M&E FRAMEWORK AND TOOLS:

Two Sessions of training were held during the quarter on M&E framework, structure and tools. The world Bank's Consultant for M&E lead the sessions in which the relevant Sections-Education, Development and M&E, were thoroughly trained on data collection and accumulation processes.

6. REVISION OF M&E ANNUAL WORK PLAN.

M&E Annual work plan was revised during quarter and also the Annual work plan for year 2016-2017 was developed.

7. INITIATION OF BASELINE OF SURVEY FOR THE SCHOOLS TO BE UPGRADED.

During the end of quarter, the baseline survey of upgradation schools was initiated. Baseline covered 35 schools (7 middle and 28 primary) in 16 winter zone districts. Summer zone schools baseline will shortly be conducted soon as the schools reopen after the summer vacation. **COLLECTION AND SUBMISSION OF MONTHLY WORK PLANS AND PROGRESS REPORTS.**

M&E

During the quarter three Monthly Work Plans and Monthly Progress Reports were collected and one quarterly progress report (QPR- January-March) was generated and shared with the Bank.

8. ANNUAL WORK PLAN/MONTHLY WORK PLAN TRACKING MECHANISM:

Under close guidance of the Project Director, the section is recording all the PMU sections progress updates on their respective monthly work plans on monthly basis giving feedback on the variances occurred. The mechanism will ensure the timely achievement of the activities.

9. MEDIA AND COMMUNICATION ACTIVITIES FOR GPE PROJECT:

During the reporting period, the focus was on creating awareness of the GPE-BEP project among the specific sectors. This included a one day session with senior journalists of Quetta. These journalists work for major newspapers including Dawn and media channels such as GEO. The agenda of the discussion was to orient the

journalists on the aims and objectives of the project as well as the innovative paradigms adopted by the GPE-BEP management to address the problems faced by the education sector of the province.



GPE-BEP's visibility was also ensured among Civil Society Organizations (CSOs) in the province. During the provincial consultation on Sustainable Development Goals (SDGs) a marketplace was setup where multiple CSOs showcased their projects focused on achieving SDGs. The GPE-BEP team showcased the project's innovative paradigms and introduced the project. All print material was tailored in accordance with the event and showcased how efforts of the GPE-BEP team were geared towards achievement of SGD 4 which specifically focuses on education. A detailed presentation of the project was

also put on display and visitors were oriented on the project.

D. FINANCE SECTION

During the quarter April to June 2016 the following activities:

- 1 Preparation monthly reconciliation with bank accounts and submitted monthly accounts to AG office 10th of each month.
- 2 Maintained correspondence with Government Departments, AG Office and National Bank.
- 3 Conducted Evaluation of Internal Audit Firm with Procurement Section.
- 4 Prepared weekly cash count report, monthly expense and utilization reports and submitted monthly statements to FBR for e-filing.
- 5 All the foreign funded projects are required to get connected to the National Financial Management Information System (NFMIS) of the government. In this regard correspondence was with Pifra FABS.
- 6 Prepared IFR ending Quarter June 2016, cash plan for the year 2016-17 in Pak rupees and cash forecast for the upcoming two quarters Sep-Dec, 2016.
- 7 Conducted training on implementation of Financial Information System (FIS) in GPE.
- 8 Conducted meeting with representatives of consultants (SMIP's) briefed them about applicable taxes.
- 9 Updated Financial Management Manual and Prepared Annual Financial Statements for the financial year 2015-16.
- 10 Regularly submitted financial progress of GPE project to P&D Department.

E. PROCUREMENT SECTION

Procurement section details are as follows:

The quarterly progress report highlights activities performed by the Procurement Section for second quarter of 2016. During the reporting period multiple activities were carried out which were in line with the Procurement Plan and Work Plan.

The activities executed including purchase of Enterprise Scanner, Security Installations, Server Machines, Licenced Software with Installation, TPV (Physical verification of schools), Hiring of DSQ&A firm, Hiring of SMIP firms, hiring process of Internal Audit firm, Completion of School uniforms delivery, installation of generator etc. as mentioned in Section Two in tabular form. The tasks are at various stages of completion which are highlighted in tabular form

Section Two: Activities and Progress

The below mentioned tasks reflects the current status till the completion of 2nd quarter.

<i>S#</i>	<i>Activity</i>	<i>Status of Activity As PP</i>	<i>Activity Status till month of June, 2016.</i>
1	<i>Contract of TPV</i>	<i>Award of No Cost Extension</i>	<i>May, 2016</i>
2	<i>Hiring of EDS&QA Firms</i>	<i>Call for submission of Financial Proposal from top ranked firms.</i>	<i>June, 2016</i>
3	<i>Hiring of SMIP Firms</i>	<i>Opening of Financial Proposal of technically qualified firms.</i>	<i>June, 2016</i>
4	<i>Hiring of Internal Audit Firm</i>	<i>Shortlisting of firms under process</i>	<i>June, 2016</i>
5	<i>Completion of School Uniforms</i>	<i>Delivery in pipeline due to non-availability of required uniforms sizes and approved lists of Schools.</i>	<i>June, 2016</i>
6	<i>Video Conferencing Device</i>	<i>PO issued and delivery is in process. ,</i>	<i>June, 2016</i>
7	<i>Delivery of remaining Toyota vehicles</i>	<i>Pending till month of August as per committeemen</i>	<i>Pipeline</i>
8	<i>IT equipment RTM</i>	<i>PO is signed & awarded to the supplier with the delivery in month of July, 2016</i>	<i>June, 2016</i>
9	<i>Furniture of RTM</i>	<i>PO is signed & awarded to the supplier and delivery is scheduled in the month of July, 2016</i>	<i>June, 2016</i>

10	<i>Installation of system for video and audio recording in conference room</i>	<i>PO is signed & awarded to the supplier, the installation will complete in first week of July, 2016</i>	<i>June, 2016</i>
11	<i>RTM Stationery</i>	<i>PO is awarded on 29th June, 2016 and delivery is scheduled in the month of July, 2016</i>	<i>June, 2016</i>

Section Three: Institutional & Project Partner Issues

Not Applicable

Section Four: Outputs and Deliverables

	Activity Description	Output	Month	Remarks
1	<i>Purchase of Enterprise Scanner</i>	<i>Delivered to Finance</i>	<i>April, 2016</i>	<i>Complete</i>
2	<i>Security Installations</i>	<i>Installation complete</i>	<i>May, 2016</i>	<i>Complete</i>
3	<i>Server Machine</i>	<i>Delivered</i>	<i>May, 2016</i>	<i>Complete</i>
4	<i>Licensed Software with installation</i>	<i>Delivered</i>	<i>May, 2016</i>	<i>Complete</i>
5	<i>Delivery and Installation of Generator</i>	<i>Delivered</i>	<i>June, 2016</i>	<i>Complete</i>

Section Five: Outcomes and Lessons Learned

All the above stated activities were completed successfully.

Section Six: Evaluation

In the period of 2nd quarter the planned activities were executed as per shared work plan. Overall procurement section worked on approximately 17 activities, out of which (06) activities completed and remaining shift over to the 3rd quarter. Which will report accordingly in the next phase.

Section Eight: Risks, Issues and Challenges

Some similarity between all issues faced have been stated below:

- *Lack of expertise on vendor side.*
- *Difficulties in developing goods specifications*
- *Selection criteria of consulting firms should be developed, approved and shared by the requesting department.*
- *Internet connectivity issue at building 2 is a regular problem.*
- *Week Administrative Support in building 2.*
- *Timing provision of vehicles for market survey is another challenge faced.*
- *Business parties reluctant to help in providing product specifications.*
- *Variety range of required products or goods is not available because of limited market*
- *Completion of assignment by the Suppliers within deadline*

Collaboration and Support

Procurement section needs close coordination with the requester to compile the specifications against the required goods/items.

This task is time consuming and effects the timelines of planned activity in Procurement Plan. At least at planning stage from requester this task should be done to trigger the activity with in planned span in procurement plan.

Section Ten: Next Steps

The remaining activities mentioned in “Section Four” will be carry forward in to the next quarter.

All below expenses were forwarded to Finance section for payments after completing the documentation i.e. GRN, Inspection report, validation report, with approval, signatures etc.

Budget Headings	Expenditure this reporting period	Total expenditure to date	Further information
<i>Security Installations</i>	April	524,770	Case forward to Finance for clearance of payment
<i>Toyota Vehicles</i>	April	14,207,000	-do-
<i>Enterprise Scanner</i>	April	168,500	-do-
<i>School Uniforms</i>	April	699,020	-do-
<i>Financial & Account payroll software</i>	May	1,254,000	-do-
<i>Licenced Software</i>	May	152,976	-do-
<i>Server Machine</i>	May	98,500	-do-
<i>Generator</i>	June	1,781,325	-do-
<i>Server Machine</i>	June	98,500	-do-

<i>Financial and Payroll Software</i>	June	1,254,000	-do-
<i>Licenced Software</i>	June	152,976	-do-
<i>TPV2</i>	June	1,575,000	-do-
Total		21,966,567/-	

F. DEVELOPMENT/INFRASTRUCTURE

Sr No.	Main Objective of the section during the quarter	Status	Remarks/Comments
1	Repair and Renovation of GGMHS Zahra (Aminabad) at Brewery road Quetta	Completed (Annexure attached)	Visited the school and made the drawings and designs of the school. Estimates of the repair works were made on Pak PWD rates.
2	Presentation of Firms applied for EDS&QA services	Completed	All the heads/representatives of 18 firms applied for EDS&QA were invited to GPE-BEP office to present their original documents for verification and present a short presentation on GPE-BEP project. Representatives of 15 firms came and presented their presentation.

3	Shortlisting of firms for EDS&QA	Completed	18 firms applied for the consultancy services of EDS&QA for 4 regions but 3 firms (ECIL&SDE, for Region 1 and 4, CAMEOS for region 3 AND G3 for Region 2) were shortlisted as per their technical capability for the submission of Technical and Financial proposal.
4	Issuance of RFP (Request for submission of Proposal) to the shortlisted firms.	Completed	RFP (Request for Proposal) has been issued to the shortlisted 3 firms (ECIL&SDE, for Region 1 and 4, CAMEOS for region 3 AND G3 for Region 2) for further process of evaluation.
5	Presentation to the World Bank about the progress of development section.	Completed	A detailed and comprehensive Presentation has been presented to the World Bank team during the Project Review meeting at Bhurban Murree.
6	Session Court Lorelai.	Completed (Annexure attached)	Visited the school and made the drawings and designs of the school. Estimates of the repair works were made on Pak PWD rates
7	Baseline Survey to Up Gradation schools	Completed	Visited the Up gradation schools of district Zhob, Barkhan, Killa Saifullah, Pishin and Khuzdar for baseline survey to check the enrollment and land availability for construction.
8	Finalization of initial designs of Primary, Middle and High schools submitted by the Individual Consultant	Completed	Reviewed and Finalized the initial designs and estimates of the schools submitted by the Individual consultant.
9	Payment to the Individual Consultant	Completed	After reviewing and finalizing the initial designs , final payment has been made to the

			Consultant
10	Preparation of Physical survey Checklist	Completed (Annexure attached)	Physical survey checklist has been prepared.
11	The preparation of ToRs, conducting test and interviews of Field Level engineering supervisors.	Completed (Annexure attached)	The test and interviews of Field Level engineering supervisors has been conducted.

II. ANNEXURE

1. MINIMUM STANDARDS OF PRIMARY, MIDDLE AND HIGH SCHOOLS

Primary to Middle with 2rooms size (16'x18')
2 Rooms (16' x 18')
1 ECE center(22'x 18')
Corridor /Stairs area lump sum
Boundary Wall 400 rft @2000 Per Running feet
Repair of old rooms (Lump sum)
Toilets 4 no's (4'x5') including soakage pit septic tank and water connection (lump sum)
Multipurpose flooring Playground
Multipurpose Hall(22'x36')
water source/connections
Middle to High with 3rooms size (16x18)
3 rooms (16'x 18')
1 ECE(18'x22)
staff room with attach bath(18'x22')
Science room (24'x30') @ 2200 per Square feet
Resource center(I.T Lab, Library) (30'x20')
Corridor /Stairs area lump sum
Toilets 6 no's (4'x5') including soakage pit septic tank

Boundary Wall 600 rft
flooring of Play area (lump sum)
Repair of old rooms (Lump sum)
Multipurpose Hall (40'x 30') @ 2200 per sft
water source/connection
Primary School 1 room(16'x18') and 1 ECE(18'x22')
2 class room(1 ECE+ 1 classroom)
2 toilets
Boundary wall
water connection

2. TOR FOR DS&QA FIRM

TERMS OF REFERENCES

HIRING OF DESIGN, SUPERVISION & QUALITY ASSURANCE (DS&QA) CONSULTANCY FIRMS

For

Engineering Design & Supervision for up-gradation of Schools and Provision of Primary Schools.

Brief Introduction:

The Government of Islamic Republic of Pakistan, represented by Government of Balochistan has received a grant from Global Partnership for Education through World Bank towards the cost of **GLOBAL PARTNERSHIP FOR EDUCATION - BALOCHISTAN EDUCATION PROJECT (GPE-BEP)**, and intends to apply part of the funds to cover eligible payments for hiring services of qualified Engineering Design Supervision and Quality Assurance/Quality Control Firm/ Consultants.

Project description: Three major components of the Project for all regions are as under:

Component A – Provision of Building of primary schools for newly established Primary Schools.

The list of 725 Primary schools will be finalized based on the established criteria. The communities around the new school facilities will be organized as Parent Teacher School Management Committees (PTSMCs) to ensure local support for effective implementation and school improvements.

Component B - Up-gradation of Primary to Middle and Middle to High level schools.

95 Primary schools will be up-graded to Middle and 25 Middle schools to High school level under the project.

Component C – Functionalization and up-gradation of schools.

Under this component 1000 primary classrooms will be functionalized and 100 middle schools will be upgraded in the targeted schools of districts of Baluchistan.

Objectives:

Based on pre-defined criteria, new schools are to be established with available land. For this purpose, the Education Department through the Project Management Unit (PMU) of GPE-BEP requires the professional services of qualified Engineering Consultancy Firm for designing, supervision and Quality Assurance of construction of school building and primary schools in schools and assessment of the assigned schools for functionalization in Balochistan. It should be noted that given the high visibility of this project, PMU expects highly dedicated firms, having vast experience, knowledge, skill, environment to carry out this assignment.

Following are the specific responsibilities to meet the objectives:

1. Composing high quality of engineering designs, specification, bidding documents complying World Bank Guidelines, for school construction and to ensure that all works are carried out as per the industry standards acceptable to PMU.
2. Supporting PMU in procurement of civil, electrical and mechanical works as co-opted technical adviser.
3. Construction supervision, round the working hours, of all the above said work till completion of the project. The firm will ensure that the quality of work is properly maintained and construction material used by the civil contractors is according to the agreed specifications and follows agreed schedule of implementation.
4. The firm will verify the listed schools after physical verification of site and confirmation of availability of land teachers and students.
5. Assessment of the assigned primary and middle schools for making the cost and work estimates for functionalization of primary classrooms and up gradation of the middle schools.
6. Strong regular coordination with SMIPs, DFPs and Monitoring Associates for assuring the quality of the works going on the field.
7. Active participation in the review meetings (weekly/fortnightly/monthly/quarterly or as PMU schedules) called for progress updates and issues sharing.
8. Appoint a dedicated team member to ensure implementation of ESMP submitting the ESMP forms/checklists to PMU reported by the field engineers.
9. Strong coordination and support to SMIPs in land mutation processes during construction and establishment of the schools.
10. Regular reporting of progress-at-site through creation and maintenance of an online monitoring database.
11. Composition of drawing and design for primary schools for different districts within budgeted amount.
12. Structural validation, with fitness report, of the assigned schools for functionalization and upgradation with all associated facilities.

Geographical Coverage

Region 1. Quetta, Pishin, Qilla Abdullah, Mastung, Kalat, Khuzdar, Awaran and Lasbella

Region 2. Bolan, Sibi, Jaffarabad, Naseerabad, Jhal Magsi, Sohbatpur, Dera Bugti ,

Region 3. Ziarat, Harnai, Loralai, Barkan, Musakhail, Kohlu, Zhob, Sherani and Qilla Saifullah

Region 4. Panjgur, Kech, Gawadar, Washuk, Kharan, Nushki and Chaghi

Scope of Work:

The work includes designing, supervision and quality assurance & procurement support for construction of buildings (Up-gradation of schools) i.e. 25 schools from middle to High and 95 schools from Primary to Middle across province and provision/construction of 725 Primary Schools for new primary schools in Balochistan with implementing partners having specific number of schools assigned to each region and district, as notified by SED. Scope of works also includes functionalization of 1000 Class rooms in 300 schools and upgradation of 100 schools from Primary to Middle level in different Districts of Balochistan which will be finalized after due verification. The consultancy will be on lump sum basis Contract.

Part-A Topographic survey:

To conduct topographic Survey including GPS coordinates and site verification addressing adverse environmental and social impact with elevation and demarcation thereof. Availability of surface as well as groundwater should also be mapped so that it can help identify locations for new schools' construction. This feature can also serve as an important factor for schools selected for up gradations, or for adoption of abandoned government buildings and provision of Building of primary schools, all of which will be identified at the contract signing stage. The DS&QA firm will verify the school sites i.e. the up-gradation and provision of Primary Schools. The DS&QA firm will use the Education Department's data for verification.

Part-B Sub-Soil Investigation:

1. Sub-soil investigation and laboratory tests to be carried out for the Scheme including specifications.
2. Supervise sub-soil investigation work.
3. Submit sub-soil investigation report giving details about bore logs, test pits, test results and regarding safe bearing capacities for foundation, termite and sulphate, design parameters for other works.
4. Preserve sub soil log and display the same in the appropriate scale on permanent basis.

Part-C Preliminary Design & Planning

Preparation of layout plan and preliminary architectural designs/drawings. The design should be economical and sound meeting Pakistan Engineering Council /Government of Balochistan Laws/ local bylaws, keeping abreast local and culturally suitable building designs.

Part-D Design of Infrastructural and Building Works

1. Preparation of Master Plan for each up gradation Schools (High School and Middle School) Development of Innovative model/design for Primary Schools Middle and High Schools.
2. To adopt and implement the designs developed by Design Consultant in consultation with PMU, as per actual measurement and details on site and make modification/adjustments as per sites.
3. Preparation of rough cost estimates and obtaining their technical sanction.
4. Preparation of detailed architectural and engineering design and drawings of building including toilets/latrines and location of drinking water facility, drafting details of different systems including gas supply, water supply sewerage system, and disposal works, electrical system, voice & data and networking etc. of the entire complex.
5. Prepare drawings and get these approved from relevant agencies.

6. The design of Primary schools should be innovative, locally apt, employing low cost locally available material, adherence to seismic conditions of particular region/area, vulnerability to natural disasters (Flood, Earthquake etc).
7. Weather proofing should be made a part of the building design (concrete may not always be the best option), especially in case of extreme temperature districts (such as Ziarat, Zhob, Pishin, Sibi, Khara, Chaghi).
8. Energy efficiency must also be considered while designing the schools, with maximum provision of sunlight and fresh air in the classrooms.
9. Provision of Specific Design for Primary Schools and Middle/High school keeping in view geographical, seismic and other local contextual considerations, in consultation with PMU.
10. Any project related technical assistance i.e. design, engineering required.

Important Design Considerations

I. Accessibility

Design the spaces to meet the specific needs of challenged students, teachers, and administrative staff.

II. Aesthetics

The importance of the physical appearance of a public school should not be minimized. A school building that is attractive and responds to and is consistent with the design and context of the neighborhood builds a sense of pride and ownership among students, teachers, and the community. The exterior should complement the neighborhood and reflect the community's values. The interior should enhance the learning process.

Provide an interior environment that is visually comfortable and stimulating by integrating natural and artificial lighting, eliminating glare, and incorporating colors that stimulate, depending on the space function.

Design for uniform daylight throughout classrooms. Avoid direct-beam sunlight. Use a day lighting analysis tool to integrate lighting systems, controls, and materials that reflect or absorb light.

III. Cost-Effective

The Government of Balochistan has little incentive to factor in the long-term cost of a building when making decisions about its design and construction. However, to reduce the total cost of owning a building while ensuring its quality, it is necessary to balance the initial design and construction costs with the cost of lighting, heating, cooling, repairing, and otherwise operating and maintaining the facility.

Apply cost-effective principles in the planning, design, construction, and operation of school facilities. Consider the recyclability of materials. Specify materials and products that are easy to maintain (balance this with their impact on children's health and the environment and follow the ESMP of World Bank). Ensure that a proper waste management system is introduced not only for the construction phase but also for the school operational phase. Suggest trainings as per ESMP in discussions with the client and the Bank, for contractors, school staff and otherwise.

Use energy simulation and analysis tools to optimize energy performance (integrate daylighting systems, high-performance HVAC, energy-efficient building shell, and high-performance electric lighting)

IV. Functionality

Cluster classrooms around common areas. Connect spaces visually with colors and patterns, particularly for primary school children. Decentralize administrative spaces to encourage active leadership and maximize interaction with students.

To ensure flexibility and adaptability for changing programs and enrollments, allow classrooms to change with the activity and group size. This is particularly important in primary schools, where students typically stay in one room with one teacher throughout much of the day.

V. Secure / Safe

Providing safe schools should be a high priority. Maximize visual access to corridors and school grounds.

Increase occupants' sense of ownership and "territoriality" by providing comfortable, not institutional, rooms and by clearly defining the school boundaries. Control access to the building and grounds by individuals and vehicles. Use durable, non-toxic building materials. Accommodate safe egress from the building in case of emergency.

VI. Sustainability

Designing sustainable high performance green schools, use energy, water, and other resources efficiently. Integrate renewable energy strategies, including solar design, where appropriate. Integrate high-performance mechanical and lighting systems. Conserve and protect natural areas. Provide barriers that protect children and plants and wildlife. Incorporate materials and products derived from sustainable-yield processes and/or are manufactured locally. Provide opportunities for safe walking and bicycling to school. Consider Rainwater harvesting in the school.

VII. Water and sanitation

Suggest designs for toilets/latrines, keeping in mind availability of surface as well as groundwater. This factor may become the single most decisive factor for selecting locations for new school buildings. Proper water and sanitation that is hygienic. Water and sanitation be provided keeping in view ESMP.

Old buildings Preservation

All of the pros and cons of renovating an old school building should be weighed, such as structural integrity, Community access, Building orientation—solar access, Daylighting opportunities (i.e., large windows)

Other features that enhance or hinder visual/thermal/acoustic comfort and potential to upgrade for energy efficiency, water efficiency, safety and security, and technology

Aesthetics

Community landmark; historic significance, proximity to residential neighborhoods (potential for walking/bicycling to school)

Elementary schools should enhance the health and productivity of students, teachers, and staff.

Make daylighting a priority, especially in classrooms. Daylighting is the controlled admission of natural light into a space. Glare and hot spots can undermine the learning process. Studies show a positive correlation between daylighting and student performance.

Integrate daylighting with high-efficient electric lighting and controls to optimize visual comfort.

Use natural ventilation where possible. (This and daylighting also provides a connection to the outdoors.)

Ensure acoustical comfort. Poor classroom acoustics are more than merely annoying. If young children are unable to hear their teacher, they usually are unable to "fill in the blanks" as adults with life experience are able to do, and this can disrupt learning.

Ensure superior indoor air quality. Children typically are more sensitive to indoor air pollutants than adults and more likely to suffer ill effects such as allergies and asthma.

Ensure thermal comfort. "Right size" HVAC systems to keep humidity in the comfort zone. Give teachers control over the temperature of individual classrooms.

Connect the indoor environment to the outdoors by providing operable view windows in classrooms and easy access from classrooms to gardens and other outdoor areas that can be utilized in the curriculum.

The Building of primary schools be of low cost locally available material.

It should be such designed so that it can be adjusted with respect to wind direction and sun.

There should be cross ventilation and indoor air quality should be of good standard.

Earthquake resistance will be considered as per World Bank guidelines.

It should be such designed that locally available labor can make it.

It should preferably reflect the cultural values of the area.

It must be durable.

Its repair should be easy.

Room sizes should show flexibility for different activities.

Low cost water and sanitation will be provided.

Preferably the shelter should be secured from the movement of animals.

The design should be well responsive to the climate of the area

Part-E Bidding Documents and Procurement Facilitation

(i). Preparation of detailed tender documents including qualification and post qualification criteria for procurement of works contracts construction drawings, interior and furnishing works, technical specifications, Bill of Quantities and cost estimates on the basis of unit prices.

(ii). Prepare detailed drawings, specifications, and bills of quantities suitable for inclusion in the bidding documents for the works and facilities. The drawings and specifications will fully define the works and facilities and will include drawings at no lesser standard than as follows. Paper sizes, scales, and units used in the designs and drawings will be in accordance with ISO standards. At least 10 copies of the final sets of such drawings will be provided to the Client.

(iii). Provide assistance to the Client in procurement of works contracts as a co-opted technical advisor.

Part-F Services for Construction Supervision (Resident Supervision) in each district.

(i). The Consultant shall perform duties of “Engineer” as per Client’s agreement with the contractor(s) to supervise construction with the best professional and consulting standards to ensure that the buildings are constructed and missing facilities are provided satisfactorily.

(ii). The Consultant is expected to assign field personnel of professional caliber and in sufficient number as deemed necessary by him in consultation with the Client.

(iii). In carrying out the assignment, the Consultant shall undertake the following works:

Issue instructions to the contractor (s) and provide engineering supervision to the execution of works.

Ensure quality control through laboratory tests and other non-destructive tests at the expense of the contractor.

c) Make measurements of the work done as basis for running payments to the contractor. Detailed measurements of the works shall however be recorded jointly with the Contractor and get the same verified by the Engineer or his assignee as duplicate record and shall be attached with the Contractor’s bills.

d) Issue variation orders with approval of Client.

e) The Consultant shall check systematically the progress of work according to the construction schedule of the agreement and shall submit monthly progress report in the prescribed form to Client pointing out the deficiencies and suggest remedial measures. The Consultant will be responsible for creating and maintaining an online monitoring database that will include school specific information regarding progress of school construction and provision of missing facilities (certified works etc) and any other project related data in the form of photographs, GPS coordinates with elevation etc

f) Review and approve “As Built” drawings prepared by the Contractor.

g) The Consultant shall from its own sources; establish a site office and meet the running/operational Expenses.

h). The Consultant shall certify the contractor’s running payments clearly indicating that the quality of work executed is according to the specifications, design, drawings, technically sanctioned estimate and contract agreement and make recommendations for payment to the contractor along with test reports. The Consultant shall further be responsible for quality and quantity of works.

i) The Consultant shall supervise the contractor in all matters concerning safety and care of the work and advise the Client on any problem arising in the construction work during its execution.

J). The Consultant shall certify that the construction material brought at site by the contractor(s) is in accordance with the specifications and is tested as per standard practices. The reports in respect of receipt and test of materials shall be submitted to client on weekly basis in the prescribed forms.

k). The Consultant shall carry out detailed final inspection of the work and shall recommend to the client for issuance of completion certificate stating that the work has been completed as per design, drawings, standard specifications and contract agreement.

l). One month prior to the expiry of completion period, the consultant shall carry out a detailed final inspection of the work and submit a report to the client pointing out the defects in the work, if any.

m) Consultant shall be responsible for getting all such defects rectified from the concerned contractor(s) and final payment of the contractor(s) shall be verified only after satisfactory removal of the defects.

n) The Client shall be at liberty to increase or decrease the quantum of work without assigning any reason.

o) Client’s authorized representative may regularly visit the sites for checking resident supervision of the consultant and the quality of work executed by the contractor and issue necessary instructions to the consultant or contractor(s) for proper execution of the work at site.

p) Environmental Guidelines: the firm will provide guidance and support implementation of agreed environment guidelines and frameworks under the project. The firm will be expected to be cognizant of the environmental guidelines as agreed with the World Bank in the project agreements and apply them at all stages of the construction and rehabilitation work.

Part-G Reporting Requirements/ Schedule of Activities

The consultant shall be required to complete the assignment as per following schedule:

Stage-I: Submission of Master plan/Design Proposal for Middle and High School (to be upgraded) along with Topographic Survey Report (with soil test) for all categories of schools i.e. Primary, Middle and High Schools within twenty (20) days of the effectiveness of contract.

Stage-II: Preparation of detailed structural and architectural designs duly supported by associated drawing within thirty (20) days after approval of the **Stage-I** documents.

Stage-III: Preparation of technical specification, drawings relevant bidding data including repackaging of the works activities in Procurement Plan to include cluster school within seven (07) days after approval of the **Stage-II** documents.

Stage-IV: Submission of Signed hard copies and soft copies of Monthly Progress Reports (designed in consultation with Infrastructure and M&E section of PMU) along with photographs and coordinates by 05th of every month as per details of format delineated in Section F above. Quarterly progress report in narrative form containing all site photographs shall also be submitted.

Consultant will provide quality assurance certificates and quality management plan against each site and will furnish sufficient evidences i.e. Measurement Book/IPC, Completion Certificate etc that quality is maintained at every site.

Part-H: Qualification of Consultants:

The interested consulting Firms shall be a tax, Pakistan Engineering Council (PEC) registered firm. Registration with Pakistan Council of Architects and Town Planners (PCATP) will be an added advantage. The firm should have been incorporated for minimum five years or more for offering similar services and have completed at least 02 similar projects of this scale and complexity and in comparable organizations and geographical context. Consultant should possess good knowledge of all concepts, principles and approaches required for assignment. The firm should provide details (documentary evidence e.g. contract award or reference letter from the clients stating scope of services and deliverables) of all such projects for the last 5 years or more during which they were completed. In case of joint venture, the details of such projects will be provided separately as primary or associated consultant.

Firm should have staff with adequate education, qualification and experience in area of design and supervision.

Interested consultants should provide:

1. Certificate of registration with PEC along with the latest renewal letter (PCATP registration and registration with professional bodies will be an added advantage).
2. Any other certifications i.e. ISO will be preferred.
3. Copy of Registration with Securities & Exchange Commission or Registrar of Firms will be preferred.
4. Copy of Registration with Income Tax Department.
5. List of professional staff (PEC registered and project based, with evidence of payroll).
6. List of similar works completed by the firm during last five (05) years or more and similar works in hand, indicating total cost of such works and cost of consultancy services received against those works along with date of start and completion or expected date of completion.

7. Details of office and logistic capacity (Regional and District based offices, assets including vehicles and equipment's details etc.)
8. A certificate/affidavit that the firm is not blacklisted by World Bank, UN agencies and Government Departments.

Short listing criteria

(Max Marks 100)

S#	Criteria	Marks	Marking Criteria
1	Civil Engineering project of comparable scale completed in last 05 Years in similar geographical context and complexity	25	Each project = 02 marks
2	Project Completed in least two (2) similar context in similar geographical context and complexity (Design)	15	Each project = 01 mark
3	Project Completed in least two (2) similar context in similar geographical context and complexity (Supervision)	35	Each project = 2.5
4	Logistical Capability (Office space, equipment, vehicles, audit report etc)	10	Logistic Capability in Province - 05 (Head office, Vehicles and Equipment, Audit Reports) Logistic Capability in Region - 05 (Regional office, Vehicles and Equipment)
5	Existing Personnel/Qualification of the Team in project focused area, for the following scope of works. Topographic survey: Architecture, Sub-Soil Investigation, Preliminary Design & Planning, Design of Infrastructural and Building Works, Bidding Documents and Procurement Facilitation, Construction Supervision (Resident Supervision), Environment & Safeguards, GIS (Staff should be a Masters/ Bachelors level with at least 5 years of post-qualification (experience) in same geographical context and complexity	15	1 Team Leader/Resident Engineer = 03 5 B.E (Civil) = 05 01 Architect= 03 1 CAD Operator = 01 01 Quantity Surveyor= 01 01 Financial management officer/assistant = 01 01 surveyor = 01

PART I: INDICATIVE STAFFING AND RESPONSIBILITIES

The Consultants are expected to establish a headquarter office at region assigned and sub-regional office at respective District. The timing for the establishment of the field offices and the number of staff in each team would be planned according to the work load and the prioritized activities on which the team is working at a given time.

A. Core Team/Resident Engineer

The indicative responsibilities of the Core Team will include:

- assist in preparation of detailed design, drawings, specifications and bidding documents of relevant project interventions;
- assist in preparation of annual work plans;
- Conduct training of project staff and field teams in implementing the Framework for Project Implementation; social mobilization and implementation of ESMP.
- provide regular supervision and support to all Consultants / field staff;
- assist PMU management with preparation of quarterly and annual progress reports and relevant sections of the implementation report, and
- Assist the management in preparing and processing forecasting of funds for works and facilitating annual audits by furnishing technical data required by auditors.

Following is the client's indicative estimate of the composition of the expertise required in the core team but the consultants are free to propose their time input/ level of effort within the overall man month ceiling.

Regional Office Team - Indicative Staffing

Sr.#	Position	Nos.
1.	Team Leader / Regional Engineer	1
2.	Principal architect	1
3.	Financial and Management Assistant	1
4.	Quantity surveyor and Other Supporting Technical and Non-Technical Staff.	5

B. Field Teams.

There will be 1 Sub regional office in any district of the assigned region which will include the following staff as mentioned under. The field engineers will supervise the works and verify the payments of their concerned contractors. Each Field Team will comprise of staff required for different disciplines, including Construction of middle, high schools, Building of primary schools.. Following is the client's indicative estimation of the

composition of the expertise required in the field but the consultants should elaborate the number and staff months of different categories, depending upon the assessment of workload.

Sub Regional and District Offices — Indicative Staffing

Sr.#	Position	Nos.
1.	Field Team In charge / Senior Engineer (Sub Region)	1
2.	Civil site engineer at district level	1

I. JOB DESCRIPTION AND QUALIFICATIONS OF STAFF AT REGIONAL OFFICE.

A) Resident Engineer / Team Leader.

The Team Leader will have overall management responsibility for organizing the consultant's team, and providing support to the project management; formulation and implementation of the annual work plans, supervision of the consultants' core and field teams; and coordination of Consultants activities with relevant government departments/agencies. The Team Leader will possess a Master's degree in Civil Engineering / Architecture with 10 year experience including implementation of multi sectorial projects preferably World Bank financed projects.. A minimum of 8 years of experience will be required in the management of similar consultancy services with demonstrated ability to work with government officials, technical field staff, and NGO representatives. In addition, the Team Leader would be required to have familiarity with the construction practices, and knowledge of project management information systems and knowledge and implementation of environmental & social safeguards.

Responsibilities of the Project Manager/Team Leader will be but not limited to the following:

- Reports to the Client.
- Assumes overall responsibility for management and supervision of the team.
- Undertakes responsibility for satisfactory completion of project as per design, specifications as per agreed cost and time frame.
- Works as the “the Engineer” as per Client’s agreement for the assigned engineering and supervision activities with the best professional and consulting standards to ensure that the assignment is completed satisfactorily.
- Keeps the Client informed of technical issues and the progress of all works both by direct contacts and through discussions or correspondence.
- Attends, at Project level, all meetings as required and keep a record of all such meetings.
- Assists Clients in preparation of annual work plan and budget.
- Assists the Client in any project issue which the Employer may require.

- Assists in preparation of project completion report (PCR).
- Assists the Client in preparing the response to Audit queries.
- Assists the Client in preparing response to financiers or other authority's queries, observations, requirements etc.
- Coordinates with all related Client's organizations for project issues Coordinates with M&E and Development section in fulfilling project objectives.

B) Principal Architect:

The Principal Architect Engineer would be responsible to oversee and supervise preparation of design BOQ and Tender documents of school buildings/Primary Schools. He/She should possess Bachelors/Masters Degree in Architect Engineering with 10 years professional experience in design of buildings structures, preferably in design of schools.

C) Financial Management Assistant.

The Financial Management Officer will be responsible for preparation and maintenance of management information system for the Project including progress monitoring, budgeting, accounting, control reporting system etc. He / She would develop the hardware and software requirements for establishment of information kiosks and train the concerned staff in their operation. He/She should possess a Masters degree in Business Administration, Accountant or Financial Management with experience in Information Technology. He/She should have 10 years professional experience in Financial and Information Management and 5 years specific experience in MIS of rural development projects.

D) Field Team In- Charge/Senior Engineer:

The Field Team In-Charge/Senior Engineer would be responsible for coordinating the construction supervision activities including spot-checking quality of works during construction and on completion for verifying and certifying quantities and quality of completed civil works. Any deficiencies will be brought to the notice of the Client's Project Director. He/ She would possess a Bachelors Degree in Civil Engineering with at least 7 years experience in construction / civil works related projects.

Responsibilities of the Engineer will include but not limited to the following:

- Supervise the scoping, surveying, and designing tasks as well as provide technical assistance for the purpose as, where and when required.
- Verify the design process carried out by the supply & service companies to ensure adherence to design in accordance with the prescribed standards, specifications, and parameters.
- Carry out continuous monitoring of the designing plans and maintain liaison with implementation staff/other stakeholders.
- Assist in reviewing and modifying the designs for cost effectiveness and technical suitability.
- Perform other duties as required for the success of Project.

E) Site Engineer (Field):

- Assist the Field Team leader and other relevant staff in planning and supervision of construction activities.
- Support all rehabilitation and construction activities undertaken by Consultant in the relevant districts with improved coordination and timely technical inputs in order to effectively meet completion targets.
- Supervise / oversee implementation activities such as design reviews, procurement of project materials, and construction work.
- Undertake extensive field visits to assess the quality of construction activities and progress through contractors.
- Supervise contractors and provide advice and support to help overcome any shortcomings in the construction quality and management procedures.
- Assist the Field team leader in timely submission of monthly progress reports on all rehabilitation & construction activities undertaken in the respective districts.
- Verify the payments processed by Firm on achievement of milestones as agreed in the contracts and ensure timely release of payments to the contractors.
- Conduct regular field on project locations, guide and supervise process of schedule implementation.

Part J: Coordination

The Consulting Firm will report to the Project Director GPE and will coordinate with various specialists and staff of PMU in dispensing services. It will also liaise with various departments of GoB for matters directly related to discharge of responsibilities under contract.

Part K: Selection:

A Consultant/ Firm will be selected in accordance with the Consultant Qualification Based Selection method set out in the Section-III of World Bank's Consultant Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers January 2011.

