

1931-

INVITATION FOR SUBMISSION OF EXPRESSION OF INTEREST

**Loan 3344/3345 – PAK: Central Asia Regional Economic Cooperation
Regional Improving Border Services Project (CAREC – RIBS)**

Implementing Agency: Federal Board of Revenue, Government of Islamic Republic of Pakistan

Objective and Scope:

The Government of the Islamic Republic of Pakistan (GoP) has applied for financing from the Asian Development Bank (ADB) which will be applied for financing the cost of construction of state of the art facilities at Wagha, Torkham and Chaman border crossing points.

The Federal Board of Revenue (FBR) will be executing agency (EA). The Project Management Unit (PMU) to be established in FBR will act as a project owner and will provide guidance on, and oversight to, the overall implementation and performance of the project. FBR 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 safeguards requirements and coordinating with all stakeholders. Project management and services relate to construction of three border facilities at Wagha, Torkham and Chaman border crossing points. The consultant will assist PMU in extending its technical support for evaluating bids and awarding contracts for three engineering-procurement-construction (EPC) contracts. The consultant will also assist PMU in managing day-to-day project implementation activities.

Consultancy Services:

The consultant teams will be headed by a Project Management Engineer/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
Int.	National	Total				
90	192	282	Current	66 Months	QCBS (80:20)	Consultancy firm (International)

The Terms of Reference (TOR) can be downloaded from FBR and ADB websites (www.fbr.gov.pk/) and (<http://cms.adb.org>).

The FBR hereby invites EOI from reputed international firms. 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 "ADB's Guidelines on the Use of Consultants by ADB and its Borrowers (March 2013).

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 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 20-04-2016. 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. 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. Firms are recommended to update their CMS registration before commencing their EOI.

Project Director,
Central Asia Regional Economic Cooperation Regional
Improving Border Services Project, RIBS,
Federal Board of Revenue, Government of Pakistan,
Address: FBR House, Constitution Avenue, G-5, Islamabad
Telephone: +92-51-9215314
Electronic mail address: PD-ITTMS@fbr.gov.pk

23

1930 -
J

Terms of Reference

Central Asia Regional Economic Cooperation – Regional Improving Border Services Project (CAREC – RIBS) Outline Terms of Reference Project Management Consultants

Introduction

1. The Government of the Islamic Republic of Pakistan (GoP) has received financing from the Asian Development Bank (ADB) which will be applied for financing the cost of construction of state of the art facilities at Wagha, Torkham and Chaman border crossing points. The Federal Board of Revenue (FBR) will be executing agency (EA). The project management unit (PMU) to be established in FBR will act as a project owner and will provide guidance on, and oversight to, the overall implementation and performance of the project. Approximately 90 key expert person-months of international specialists and 192 key expert person-months of national specialists will be needed. The EA will select a firm of consultants following quality- and cost-based selection procedure in accordance with the ADB's *Guidelines on the Use of Consultants* (2013, as amended from time to time). For all project activities, the consultant will report to PMU.
2. The successful consulting firm will not be considered for bidding for the construction supervision services for the project which will be procured separately.

Consulting Services – Project Management

(i) Scope

3. These services also relate to construction of three border facilities at Wagha, Torkham and Chaman border crossing points. The consultant will assist PMU in extending its technical support for evaluating bids and awarding contracts for three engineering-procurement-construction (EPC) contracts. The consultant will also assist PMU in managing day-to-day project implementation activities. Project implementation activities involve ensuring compliance with ADB's environmental and social safeguards requirements and coordinating with all stakeholders.
4. The project management services include but are not limited to the following activities:
 - a) Assist PMU in attending pre-bid meetings, responding to bidders' queries and evaluating the bids received, attending the EA's evaluation committee in reaching decision for award, and negotiating and finalizing the contract.
 - b) Assist PMU in overall project management, including but not limited to assisting PMU in reviewing technical specifications, contract variations, etc.
 - c) Assist PMU in monitoring and evaluating project activities and outputs, including periodic review, preparation of review and progress reports reflecting issues and time-bound actions taken (or to be taken), and their timely submission to PMU and ADB as directed by the PMU.
 - d) Assist PMU in preparing regular periodic progress reports, monitoring and evaluation reports, and project completion report and their timely submission to PMU and ADB.

AK
30/3

- e) Assist PMU in reviewing and endorsing IPCs submitted by supervision consultant to PMU for processing.
- f) Assist PMU in involving community villages around BCPs as necessary in day-to-day implementation of the project.
- g) Assist PMU in assuring quality of works and services of supervision consultant.
- h) Assist PMU in preparing, implementing, and monitoring safeguards in accordance with the Land Acquisition and Resettlement Plans and Initial Environmental Examinations, ADB's SPS (2009), and Loan Agreement.
- i) Assist PMU in establishing a grievance redress mechanism with a dedicated grievance staff to address all project-related grievances.
- j) Assist PMU in ensuring that the contractors comply with the environment management plan (EMP) and undertaking monitoring and reporting based on the EMP.
- k) Assist PMU in developing baseline information for project monitoring and evaluation (as per design and monitoring framework) and progressively updating the information during implementation.
- l) Assist PMU in implementing the capacity development activities under the project.
- m) Assist PMU in ensuring compliance with the ADB's Anti-Corruption policies.
- n) Assist PMU in preparing annual contract awards and disbursement projections and other similar information required by ADB.
- o) Assist PMU in coordinating with all stakeholders.

(ii) Staffing

5. The tentative team composition is as below and the consultant shall provide the following staffing inputs: ,

Key Experts (International)	Key Expert	Person Months
Project Management Engineer/Team Leader	Yes	48
Contract Engineer	Yes	24
Procurement Specialist	Yes	18
Total Key Expert Person-Months	90	90
Key Experts (National)		
Infrastructure (Civil) Engineer	Yes	30
Financial Management Specialist	Yes	30
Security Specialist	Yes	24
IT Specialist	Yes	24
Monitoring and Evaluation Specialist	Yes	30
Social Safeguards Specialist	Yes	30
Environmental Specialist	Yes	24
Total Key Expert Peron-Months	192	192

30/3

Timeline

6. It is expected that the services will commence on 1 July 2016 and end 31 December 2021

Counterpart Facilities

7. The consultant shall make its own arrangements for office accommodation, equipment, communications and travel.

Reporting

8. The consultant shall provide the following reports and documents to PMU:

- (i) **Inception Report.** Within 1 month of the commencement of consulting services, the inception report will be submitted, highlighting initial findings, proposing a working and reporting structure, and suggesting any recommendations and changes to the work program and TOR.
- (ii) **Monthly Report.** The consultants shall submit monthly progress report to the employer within 10 days after each month subsequently. At the initial instance, draft contents of such report are prepared and will be approved by the Client.
- (iii) **Quarterly Task Report.** Starting from the 1st calendar quarter after submission of inception report, a quarterly task report will be submitted, summarizing the tasks achieved in comparison with the work program, resources spent, payment received, key problems arisen and how they were resolved or will be resolved, and resource plan for the next quarter.
- (iv) **Annual Task Report.** Within 1 month after the end of calendar year, an annual task report will be submitted, summarizing the tasks achieved in comparison with the work program, resources spent, payment received, key problems arisen and how they were resolved or will be resolved, and resource plan for the next calendar year.
- (v) **Task Completion Report.** Within 1 month of contract completion, a task completion report will be submitted, summarizing the tasks achieved in comparison with the work program, resources spent, payment received, key problems arisen and how they were resolved or will be resolved, self-evaluation of performance, evaluation of performance of contractors and supervision consultants, and recommendations to PMU.


30/3
Dr. Muhammad Zu.
Chief (International Customs)