Terms of Reference (TOR)

HEAD OF CONSTRUCTION

(INDIVIDUAL CONSULTANT)

Background

The Government of Punjab (GoPb) is implementing the project "Getting Results: Access and Delivery of Quality Education Services' (GRADES)" in Punjab with the assistance of the World Bank for Improvement of education outcomes which remains a crucial way for Punjab to build human capital. In Pakistan, an additional year of schooling is associated with an improved income of 7%, due to both increased labour force participation as well as improved productivity. Improving education also has important benefits for fertility reduction, later marriage, reduced crime, and other social indicators. This project will improve both social and economic outcomes for Punjab as a whole.

The GRADES project consolidates and brings more focus to Punjab's reform agenda in education, making sure that the education system delivers improved results for both girls and boys. It draws lessons from the reform program that the Government of Punjab has been implementing in the education sector over the last two decades, with support from various donors.

Responsibilities

The Head of Construction will be a part of GRADES and will be responsible for the implementation of the civil works component. Together with the Financial Management Specialist, Contract Management Specialist and Procurement Specialist will implement all construction under the project.

Scope of functions

Key tasks and responsibilities of the consultant are outlined below:

1. Serve as the focal point for the World Bank within the project GRADES to implement civil works as per the commitments agreed upon by the executing party and the World Bank.
2. Lead the PMU coordination, liaising with relevant offices and firms and departments like C&W, local authorities where required (architects, engineers, consultants, contractors, etc.) and SED-PMIU, particularly the civil engineer, contract specialist, M&E, supervision firm, and in close coordination with the environment and social monitoring team.
3. Develop an annual work program for PMU civil works, monitor timelines, and provide regular project reports to the Government of Pakistan, SED Leadership, and the World Bank.
4. Review the scope of construction works based on project requirements, budget, and site limitations; define deliverables and payment modalities in consultation with the procurement team, providing technical support for their preparation when needed.
5. Review technical documents related to construction (design drawings, technical specifications, and bills of quantities, environment and social related documents) to ensure clarity, completeness, compliance with programmatic and construction needs, and adherence to eco-efficiency and accessibility standards. Make sure all such documents are complete in support of all other relevant stakeholders, prior to initiating the procurement process.

6. Coordinate with construction firms and other counterparts to ensure all necessary permits for construction activities are obtained prior to initiating work.
7. Review and analyze documentation of communications, reports (technical, financial and logistical) related to various aspects of construction activities, such as procurement, delivery, and distribution.
8. Oversee all services and procurement contracts entered into by the project with local contractors and suppliers.
9. Analyze and provide technical recommendations for problems encountered at construction sites.
10. Perform any other tasks as assigned by the competent authority.

Qualification and Professional Experience

Qualifications

- At least, B.Sc Civil Engineering/ Architecture (16 years of education) or Equivalent from a foreign or local university, duly recognized by the Higher Education Commission (HEC) of Pakistan.

Experience

- At least, Ten (10) years of documentary verifiable relevant experience, after acquiring stipulated qualifications, in public and/or private sector national/international organizations in the field of civil works including a minimum of 3 years of experience working in Foreign-Aided Development Projects in a similar role.
- A background in sustainable/energy & Water efficient building design works and implementation through Passive means with considerable experience in school/educational facilities designs and implementation.
- Ability to conceptualize, design and implement major projects and to collaborate on major and complex reports which meets the standards of the Government of Punjab, Government of Pakistan as well as the World bank Standards
- Ability to effectively communicate and coordinate with many stakeholders (e.g., Government Departments, schools, World Bank etc.) toward achievement of targets and production of high- quality outputs. Candidate with past experience of Working with the Government Departments and The World Bank would be preferred.
- Excellent interpersonal skills, teamwork, and communication skills. Ability to work independently with minimal supervision, and willingness to travel.
- Excellent written and verbal communication in English and Urdu.

Selection Process

The appointment will be made in accordance with the "World Bank Procurement Regulations for Investment Project Financing Goods, Works, Non-Consulting and Consulting Services" (July 2016) revised in November 2017, August 2018, November 2020 & September 2023.

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