



Ministry of Infrastructure and Public Utilities (MIPU)

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – INDIVIDUAL CONSULTANT)**

VANUATU

Vanuatu Climate Resilient Transport Project

Project ID.: P167382

**Assignment Title: Consultancy Services for Project Implementation Unit (PIU)
Deputy Head (International)**

Reference No. (as per Procurement Plan): VU-MIPU-5550251-CS-INDV

1. The Republic of Vanuatu has received financing of US\$ 66million from the World Bank toward the cost of the Vanuatu Climate Resilient Transport Project, and intends to apply part of the proceeds for consulting services under this request for expression of interest.
2. The Ministry of Infrastructure and Public Utilities (MIPU) is now seeking an individual consultant to provide services as a PIU Deputy Head to assist MIPU to manage the implementation of VCRTTP covering services, works and goods financed under the project in an efficient and effective way in line with the Project Operations Manual (POM) or similar approved guidance documents. The position will report to the PIU Head .
3. The consulting services are expected to be provided over a 24-month period on a full-time basis and the Individual Consultant will be based in Port Vila and frequently travel to Santo upon request by the PIU Head. Specifically, the PIU Deputy Head will assist MIPU with the following tasks:

3.1 Overall responsible for VCRTTP implementation:

- Establish the necessary procedures in the PIU/PST to ensure that the project is managed effectively and consistent with the POM and CERC Operations Manual when triggered. Where appropriate, suggest improvements to the processes;
- Monitor the project implementation progress, including procurement, contract implementation, disbursement, project cost and funding;

- Operate the project website with Open Contracting and Grievance Redress Mechanism (GRM), ensuring information on the website is up to date;
- Review the complaints registered in the project GRM and ensure that they are being dealt with in accordance with the resolution mechanism and that the data in the GRM are kept current and up to date;
- Monitor the adherence of all project participants (contractors, consultants, etc.) to the requirements with regard to implementing the project Codes of Conduct for Gender Based Violence. Ensure that all PIU/PST staff have taken the necessary training and are adhering to the agreed standards;
- Review and provide recommendations to PIU Head on payment claims by project parties; and
- Monitor overall project cost and funding.

3.2 Manage performance of the PIU team and consultants:

- Manage performance of PIU staff, including both PST specialists and local staff; and
- Manage performance of the consultants, including the design and supervision consultant (DSC) and consultants working on Technical Assistances under Components 1 and 3.

3.3 Coordinate among and with all project stakeholders:

- Coordinate the implementation, monitoring and evaluation of the VCRTP activities in accordance with the VCRTP legal agreements, Project Appraisal Document (PAD) and POM;
- In consultation with the PIU Head, coordinate the investment program for the country;
- Contribute to the planning for the implementation of VCRTP with the various National Committees and other parties in country as required, and ensure that the project is implemented according to plan and any variances reported in a timely manner;
- Coordinate inputs between all stakeholders as required to support project implementation;
- Support and participate in the World Bank missions, including following up on agreed action items, coordination of meetings, and liaison between line ministries, Development Partners and the World Bank as required to support project implementation; and
- Any other related tasks as required by MIPU-PWD, PIU to support project implementation.
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3.4 Prepare project reports as required under the project Financing Agreement:

- Prepare Monthly Project Implementation Status Report (PISR): this report will highlight progress and issues from project implementation, work progress of PIU staff and PST specialists (via the Road and

Bridge Engineer/PST Coordinator), and their timesheets for reporting month. Form of this report is provided in the POM;

- Prepare Quarterly PISR: will be comprehensively prepared as required in the FA. Implementation status of all aspects will be included in the Quarterly PISR, like procurement progress as per Procurement Plan, progress of on-going contracts (both works and TAs), safeguard issues, financial management status with summary from submitted IFRs, overall project cost/funding management, etc. Performance of PIU staff and their timesheet are not included in this report;
- Prepare Mid-Term Review report (MTR): as per requirements in the Financing Agreement; and
- Prepare ad-hoc report as per request by MIPU-PWD/PIU.

4 MIPU now invites eligible individuals or consulting firms who can provide a suitable person on an individual basis to indicate their interest in providing the Services. Interested Consultants should provide information in the form of a curriculum vitae demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- At least Bachelor's degree in civil engineering, transport engineering/planning, project management or similar qualification from a recognized institution is a minimum requirement.
- At least 15 years of working experience in the transport sector (with focus on road and bridge infrastructure).
- At least 5 years of experience in contract and project management of infrastructure projects, preferably projects funded by the World Bank or other international development agencies.
- At least 3 years of experience in similar projects in developing countries, preferably in the Pacific region or similar countries.
- Membership of the Professional Affiliations with a recognized institution is a plus

5 Selection process will be undertaken in line with the World Bank's "Procurement Regulations for IPF Borrowers" July 2016 (revised November 2017 and August 2018, "Procurement Regulations") for open competitive selection. The most qualified and experienced respondent to this request for expressions of interest will become the preferred candidate for a negotiated time-based contract.

6 The attention of interested Consultants is drawn to **Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" (July 2016, revised November 2017 and August 2018)** ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest

7 Further information including the complete TOR can be obtained at the address below during office hours 09.00 to 15.30 hours Vanuatu time.

- 8** Expressions of interest clearly marked with “ **VU-MIPU-5550251-CS-INDV- EOI**
Consultancy Services for Deputy Head of Project Implementation Unit (PIU)”
must be delivered through email to the address below by **09 July 2020 at 15.30 hours**
Vanuatu time

Director PWD, Ministry of Infrastructure and Public Utilities
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Vanuatu
Tel: +678 7775892
Email: procurement@vcrtp.org