

TERMS OF REFERENCE

FOR THE CONSTRUCTION SUPERVISION

FOR

TOURISM BUSINESS EDUCATION DEVELOPMENT PROJECT

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1 BACKGROUND INFORMATION

- 1.1. The Republic of Tajikistan has received financing from the Islamic Development Bank (IsDB) toward the cost of the Tourism Business Education Development Project and intends to apply part of the proceeds for consultant services.
- 1.2. The International University of Tourism and Entrepreneurship of the Republic of Tajikistan (IUTET), as the Executing Agency (EA), intends to use part of the proceeds for hiring a consultancy firm as the Construction Supervision Consultant (CSC). The CSC's role is limited to overseeing the construction works to ensure adherence to approved designs, technical specifications, quality standards, timelines, and relevant contractual obligations.
- 1.3. The construction supervision services shall be procured within the framework of the IsDB Procurement Guidelines using the Quality Cost-Based Selection (QCBS) method.
- 1.4. **Construction Supervision Consultant Role:** To provide independent, on-site oversight of the construction works for the new academic facilities and dormitory in Dangara city, ensuring compliance with the approved detailed engineering designs (DEDs), construction contract, and applicable standards.

2 PROJECT OVERVIEW

- 2.1. **Project objective.** The project supports sustainable and inclusive economic growth in Tajikistan by enhancing the quality, relevance, and accessibility of tourism, hospitality, and business education, with a focus on employment for youth and women. This will be achieved through upgrading the existing institution in Dangara into a modern, inclusive, sustainable university offering high-quality, internationally benchmarked higher education in tourism and hospitality. This includes building new energy-efficient academic facilities and dormitories equipped with advanced technologies, efficient heating, ventilation, water supply, and sanitation systems to reduce environmental impact

- 2.2. **Project Components:**

Component A - Access for Tourism and Business Education: This component entails (i) construction of education and dormitory facilities of the Dangara International Institute: academic facilities with a total of 2,000 seats capacity and 59 classrooms, and a student dormitory with a total capacity of 336 beds; (ii) equipping of education and dormitory facilities of the Dangara International Institute with advanced training, laboratory, technology and sports equipment and common furniture.

The facilities to be constructed are designed to be energy-efficient, eco-friendly, socially inclusive, gender-sensitive, disability-accessible, and earthquake-resistant.

Component B - Institutional Capacity of Tourism and Business Education: This component will cover: (i) upgrading of curriculum to align to international standards, updating course content, digitalizing curriculum, and introducing a Learning Management System to support online teaching and learning, (ii) developing "Halal Tourism", "Islamic Economics/Business" and Halal Certification Curriculum courses at University, and (iii) enhancing the quality of education and workforce Development through a fast-tracked capacity building program for key stakeholders on tourism in

Tajikistan, including IUTET staff, the Tajikistan Tourism Committee, the Ministry of Economy and Trade, the Ministry of Education and Science and other relevant government agencies.

Component C. Project Management Support: This component envisions: i) project management unit staff, and ii) consultancy supervision services to support the project design review, procurement, supervision of civil works and goods procurement and contracts management to strengthen project implementation.

Component D. Financial Audit: This component finances the cost of external financial audit services for reviewing statements of expenditures to validate interim payment certificates prior to replenishment of project's Special Account, and preparation of annual audit report as per International Audit Standards.

- 2.3. **Project Location:** The construction site for the project is located in Danghara city of Khatlon region. The head office of the IUTET is located in Dushanbe city.

3 SCOPE AND OBJECTIVES OF THE ASSIGNMENT

- 3.1. The key objective of this assignment is to provide specialized construction supervision services for the construction of the facilities under the project to ensure that civil works are carried out in accordance with the approved designs, technical specifications, contractual requirements and applicable standards in line with requirements of IsDB and the Government of the Republic of Tajikistan, and respond to highest quality assurance standards.

The Consultant shall closely work with the EA and Project Management Unit as part of implementation framework. The Consultant shall provide continuous professional technical input related to construction supervision, including participation in meetings, site inspections, technical discussions, and coordination activities directly related to construction quality, compliance, and progress.

- 3.2. **Specific objectives of the assignment will include the following:**
- Oversee day-to-day construction activities on-site to ensure works are executed in accordance with approved designs, technical specifications, quality standards, safety requirements, and contract terms.
 - Measure, record, and report progress strictly related to construction works (e.g., physical completion percentages, material usage, workmanship quality, adherence to schedule).
 - Identify and report any deviations, defects, or risks in construction execution, and recommend corrective actions to the EA/PMU and contractor as appropriate.

4 DETAILED DESCRIPTION OF CONSULTANT'S TASKS

Task 1: Technical Supervision of Construction Works

The Consultant shall perform the duties of the Engineer as defined under the Conditions of Contract, acting on behalf of the Employer for the purposes of technical supervision, contract administration, quality assurance, and certification of works.

The Consultant shall exercise professional skill, impartial judgment, and due diligence in accordance with the Contract, applicable laws, and internationally accepted engineering and supervision practices.

The Consultant shall commence services immediately upon the effectiveness of the construction contracts and shall maintain sufficient qualified staff on site and in the field to ensure continuous supervision of construction activities across all project locations.

The Consultant's responsibilities shall include, but not be limited to, the following:

Sub-task 1.1. General Obligations:

- (i) Act as the Engineer under the Contract, administering the construction works in accordance with the Conditions of Contract and the Employer's requirements;
- (ii) Carry out duties independently and impartially when exercising determinations, certifications, and approvals, while acting in the interest of proper contract execution;
- (iii) Ensure that construction works are executed in accordance with the approved designs, technical specifications, contractual requirements, and applicable standards;
- (iv) Maintain continuous coordination with the Employer and provide timely professional advice on technical matters arising during construction.

Sub-task 1.2. Pre-Construction and Mobilization:

- (v) Assist the Employer in conducting pre-construction meetings with Contractors prior to commencement of works;
- (vi) Review Contractor's performance securities, insurance policies, work programs, method statements, and mobilization schedules for compliance with contract provisions and submit recommendations to the Employer;
- (vii) Verify that Contractor has obtained access to sites and have mobilized personnel, equipment, and temporary facilities in accordance with the Contract.

Sub-task 1.3. Review of Contractor's Documents:

- (i) Review and provide comments on Contractor's shop drawings, technical submissions, method statements, and construction schedules;
- (ii) Ensure that submitted documents conform to the Contract, approved designs, specifications, and applicable standards;
- (iii) Inform the Employer promptly of any discrepancies, deviations, or required corrections.

Sub-task 1.4. Supervision of Construction Works:

- (i) Supervise Contractor's execution of the Works through regular site presence and inspections;
- (ii) Monitor workmanship, materials, and construction methods to ensure compliance with contractual and technical requirements;
- (iii) Verify that Contractor deploy qualified personnel in accordance with its contractual commitments;
- (iv) Review and approve Contractor's proposals for temporary works and construction methods where required under the Contract.
- (v) The Consultant shall be obligated to identify, record, and formally notify the Contractor and the Employer of any deviations from the approved design, technical specifications, and applicable construction standards prior to such deviations being concealed by subsequent works.

Any defects, non-conformities, or deviations that:

- are identified during subsequent inspections, audits, or reviews; and
- were concealed or closed by subsequent works; and
- were not identified, recorded, or instructed upon by the Consultant at the appropriate stage,
- shall be deemed a case of Failure to Supervise.

In such cases, the Consultant shall reimburse the Employer for all documented and reasonable costs incurred as a result, including but not limited to the costs of opening, dismantling, demolition, and re-execution of the affected works.

Sub-task 1.5. Environmental, Social, Health and Safety (ESHS) Supervision

- (i) Review Contractor's Environmental, Social, Health and Safety (ESHS) plans and monitor their implementation;
- (ii) Ensure compliance with national legislation, contractual ESHS obligations, and approved mitigation measures;
- (iii) Monitor occupational health and safety practices on site and require corrective actions where non-compliance is identified;
- (iv) Immediately inform the Employer of any serious incidents or persistent ESHS non-compliance.

Sub-task 1.6. Quality Control, Testing, and Acceptance:

- (i) Inspect construction materials, workmanship, and equipment;
- (ii) Require, witness, and review testing of materials and works in accordance with the Contract;
- (iii) Reject materials or works that do not conform to specifications and recommend corrective measures;
- (iv) Recommend acceptance of completed portions of the Works when compliance is confirmed.

Sub-task 1.7. Measurement, Certification, and Records:

- (i) Measure quantities of completed works in accordance with the Contract;
- (ii) Verify and certify Contractor's interim payment applications and final payment certificates;
- (iii) Maintain accurate records of measurements, progress, inspections, tests, and site activities, including photographic and video documentation.

Sub-task 1.8. Claims, and Time Control:

- (i) Review and assess Contractor's proposals extensions of time;
- (ii) Provide technical recommendations to the Employer regarding cost, time, and contractual implications;
- (iii) Assist the Employer in evaluating Contractor's claims related to delays, additional works, or unforeseen conditions;
- (iv) Monitor construction progress against approved schedules and identify risks of delay.

Sub-task 1.9. Meetings, Coordination, and Reporting:

- (i) Convene and attend site meetings, coordination meetings, and progress meetings with the Employer and Contractor;
- (ii) Prepare and distribute records of meetings as required;

- (iii) Report promptly to the Employer on any technical issues, delays, or risks affecting completion of the Works.

Sub-task 1.10. Completion, Taking-Over, and Commissioning:

- (i) Inspect completed works and verify readiness for Taking-Over;
- (ii) Assist the Employer in issuing Taking-Over Certificates in accordance with the Contract;
- (iii) Coordinate commissioning activities with Contractor, where applicable;
- (iv) Verify completion of outstanding works prior to Taking-Over.

Task 2. Health, Safety, Environmental and Social Obligations

The Consultant, acting as the Engineer, shall ensure that the Works are executed in compliance with the Environmental, Social, Health and Safety (ESHS) requirements of the Contract, applicable laws and regulations, and recognized good international industry practice.

The Consultant shall supervise, monitor, and verify the Contractor's compliance with all ESHS obligations throughout the execution of the Works, including the Defects Liability Period, and shall exercise the powers assigned under the Contract to require corrective measures where non-compliance is identified.

Without limiting the generality of the above, the Engineer's services shall include, but not be limited to, the following:

Sub-task 2.1. Review and Approval of ESHS Plans.

Review, comment on, and approve the Contractor's Environmental and Social Management Plan (C-ESMP), including all updates and revisions, and confirm that such plans remain consistent with contractual requirements and applicable approvals throughout the Works.

Sub-task 2.2. Review of Method Statements and Related Documents.

Review and approve the ESHS-related provisions of method statements, work plans, implementation schedules, drawings, proposals, and all other Contractor's documents relevant to environmental, social, health and safety performance, including measures addressing gender-based violence (GBV) and sexual exploitation and abuse (SEA), where applicable.

Sub-task 2.3. Assessment of Design Changes.

Review and assess the ESHS risks and impacts associated with any proposed design changes or variations, and advise the Employer on their implications for compliance with approved environmental and social instruments, permits, and contractual obligations.

Sub-task 2.4. Site Inspections and Audits.

Carry out regular site inspections, supervision visits, and audits of all locations where the Contractor is performing the Works, to verify compliance with ESHS requirements. Such inspections shall be conducted at intervals appropriate to the nature of the Works, and in any case not less than once per month.

Sub-task 2.5. Review of ESHS Records.

Examine the Contractor's accident registers, incident reports, community engagement records, monitoring data, and other ESHS-related documentation to verify compliance with contractual obligations.

Sub-task 2.6. Non-Compliance and Corrective Actions.

Identify instances of non-compliance with ESHS requirements and require the Contractor to implement corrective and preventive actions within agreed timeframes. The Consultant shall monitor implementation of such actions and verify their effectiveness.

Sub-task 2.7. Participation in Meetings.

Attend site meetings, progress meetings, and other relevant coordination meetings to address ESHS performance, discuss identified issues, and agree on necessary remedial measures.

Sub-task 2.8. Monitoring of Contractor Reporting.

Verify that the Contractor's ESHS reporting is submitted in accordance with contractual requirements, both in terms of content and timeliness.

Sub-task 2.9. Review of ESHS Reports and Incident Notifications.

Review and assess the accuracy, completeness, and adequacy of the Contractor's ESHS reports, including incident and accident reports, and require clarifications or additional information where necessary.

Sub-task 2.10. Stakeholder Liaison.

Liaise, as required, with relevant stakeholders to identify, discuss, and address actual or potential ESHS issues arising from the execution of the Works.

Sub-task 2.11. Grievance Redress Mechanism (GRM).

Verify that the Contractor establishes, implements, and maintains a grievance redress mechanism in accordance with the Contract, including procedures for receiving, recording, and resolving grievances, with appropriate measures to protect confidentiality.

Sub-task 2.12. Registration and Follow-up of GBV/SEA Complaints.

Ensure that any allegations or complaints related to GBV/SEA that come to the attention of the Engineer are registered within the grievance mechanism and addressed in accordance with contractual procedures and applicable law.

5 MAIN REPORTING REQUIREMENTS

The Consultant shall prepare, submit, and maintain all reports, records, and documentation required to enable the Employer to effectively supervise, administer, monitor, and audit the execution of the Works.

The reports shall:

- be accurate, and supported by verifiable records;
- clearly distinguish between observations, instructions, recommendations, and contractual determinations;
- be consistent with the Contract, applicable laws, and good international industry practice;
- be suitable for review by the Employer, IsDB, and external auditors.

All reports shall be submitted in English and Russian, in both electronic format and signed hard copy.

5.1 Inception Report

Submission deadline: within 30 days from commencement of services.

The Inception Report shall confirm the Consultant's understanding of the assignment and establish the operational framework for supervision services. It shall include, at a minimum:

- confirmation of staffing arrangements, deployment schedule, and site presence;
- supervision methodology and coordination arrangements with the Employer and Contractors;
- communication and reporting lines;
- quality assurance and quality control procedures;

- ESHS supervision approach and inspection regime;
- document control system and record-keeping procedures;
- identification of key risks related to construction supervision and proposed mitigation measures.
- Contract management plan.

Approval of the Inception Report by the Employer shall constitute confirmation of the Consultant's readiness to commence full supervision services.

5.2 Periodic Progress Reporting

5.2.1 Monthly Progress Reports

Submission deadline: within 7 days after the end of each reporting month.

Monthly reports shall provide actual construction progress and supervision activities during the reporting period. Each Monthly Progress Report shall be accompanied by copies of the following documents, to the extent applicable to the reporting period:

- summary of construction progress against approved schedules;
- site activities undertaken and works completed;
- staffing inputs and site presence of the Consultant's personnel;
- key instructions issued to Contractor;
- quality control activities, test results, and non-conformities identified;
- ESHS compliance status, incidents, and corrective actions;
- status of variations, claims, and potential risks;
- photographs and site records supporting reported progress;
- forecast of activities and key issues for the next reporting period.

Each monthly report shall be accompanied by:

- 1) Certificates of completed works confirmed by the Contractor and the Engineer;
- 2) As-built (executive) documentation confirmed by Engineer and Contractor;
- 3) Certificates of hidden works confirmed by the Engineer and Contractor;
- 4) Certified copies of site work journals;
- 5) Laboratory test results provided by the Contractor;
- 6) Non-compliance log, if any;
- 7) Photographic progress report;
- 8) Quality certificates for materials and equipment;
- 9) Delivery notes, invoices, and waybills for materials;
- 10) Technical passports for equipment;
- 11) Updated construction schedule for the following month;
- 12) Occupational health and safety documentation.
- 13) Interim acceptance certificates for critical structures with signatures.
- 14) Any other relevant information and data.

5.2.2 Quarterly Consolidated Reports

Submission deadline: within 14 days after the end of each quarter.

Quarterly reports shall consolidate information from monthly reports and provide analytical assessment of trends, including:

- cumulative progress versus planned milestones;

- recurring quality or safety issues and corrective measures;
- assessment of Contractor performance;
- overview of cost control and certified payments (without assuming Employer financial authority);
- emerging risks affecting time, cost, or quality;
- recommendations requiring Employer attention or decisions.

Quarterly Progress Reports shall provide a consolidated overview covering construction site, aggregating progress data, financial information, key risks, and corrective actions, and shall serve as the basis for overall project monitoring and payment certification.

5.2.3 Contract Administration and Certification Deliverables

The Consultant shall prepare and submit, as required under the Contract:

- certified measurements of completed works;
- interim payment certificates, with supporting documentation;
- completion certificates for parts or sections of the Works, where applicable;
- substantial completion and taking-over documentation;
- records of instructions, determinations, variations, and site correspondence.

All certifications shall be supported by field measurements, inspection records, and photographic evidence and shall be maintained in an auditable format.

The signature of the Consultant on any Interim Payment Certificate (IPC) shall constitute formal confirmation that:

- the Consultant has verified the measured quantities in accordance with the Contract; and
- the certified works comply with all contractual, technical, and quality requirements.

Any overstatement of quantities, certification of non-compliant works, or certification of works not executed in accordance with the Contract shall be deemed improper certification.

In the event of improper certification, the Consultant shall be obligated to:

- (a) correct the certified amounts in subsequent payment certificates; and
- (b) reimburse the Client for all documented financial losses incurred as a consequence of such improper certification.

5.3 ESHS Reporting

5.3.1 Regular ESHS Reports

ESHS reporting shall be integrated into the monthly and quarterly reports and shall include:

- compliance status with contractual ESHS obligations;
- summary of inspections, audits, and monitoring activities;
- accidents, incidents, and near misses, with root-cause analysis;
- status of corrective and preventive actions;
- grievances received and resolved.

5.3.2 Incident Reporting

Any serious incident or accident shall be reported to the Employer immediately, followed by a written incident report within 48 hours, including recommended corrective measures.

5.4 Final Report

Submission deadline: within 30 days after issuance of the final completion certificate.

The Final Report shall provide a comprehensive record of the supervision services and include:

- summary of construction execution and supervision activities;
- confirmation of completion in accordance with the Contract;
- final quality and compliance assessment;
- summary of ESHS performance;
- lessons learned and recommendations for future projects;
- complete handover of supervision records, drawings, and documentation.

5.5 Document Retention and Handover

All original supervision records, reports, correspondence, certificates, and electronic files shall be handed over to the Employer upon completion of services.

The Consultant shall retain copies in accordance with contractual and legal requirements.

5.6 Reporting Schedule Summary

The CSC shall prepare and submit the following reports and documents in both hard copy and digital version to the EA/PMU and IsDB:

Report / Deliverable	Frequency	Submission Deadline
Inception Report	Once	Within 30 days of commencement
Monthly Progress Report	Monthly	Within 7 days after month end
Quarterly Report	Quarterly	Within 14 days after quarter end
Incident Report	As required	Within 48 hours
Final Report	Once	Within 30 days after completion

5.7 Report submission requirements:

Languages	<ul style="list-style-type: none"> ○ All reports and outputs must be provided in both English and Russian languages.
Electronic Copies	<ul style="list-style-type: none"> ○ Submit a soft copy in Acrobat (.pdf) and MS Word format to the EA/PMU and IsDB every time a report is submitted.
Hard Copies	<ul style="list-style-type: none"> ○ Provide hard copies to the EA/PMU in both English and Russian along with invoices.
Drawings and Other Software Outputs	<ul style="list-style-type: none"> ○ Provide the EA/PMU with files containing the original software format of any drawings or outputs created using specialized software.
Report Review and Acceptance	<p>The Client will review each deliverable and provide one of the following assessments:</p> <ul style="list-style-type: none"> ● Fully Accepted: The report meets all requirements and is considered final. ● Accepted with Comments: The report requires minor editorial revisions. Revise the report based on the comments and resubmit for final acceptance. ● Rejected: The report does not meet the requirements of the TOR or contract. Revise the report significantly and resubmit a draft for further consideration.

Delay in Deliverables	<ul style="list-style-type: none"> ○ If the CSC fails to submit any part of the agreed-upon deliverables by the due date, and cannot provide a valid justification for the delay, the Client will be entitled to apply a penalty. ○ The penalty will be calculated as 0.5% of the value of the delayed deliverable for each week that it is overdue. ○ This penalty will not exceed a maximum of 10% of the total value of the delayed deliverable.
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5.8 Donor Visibility. Since this project is funded by the IsDB, the CSC is required to support the EA/PMU in ensuring proper visibility for these resources. The Bank's Communications Department can offer guidance on visibility aspects. Here are some potential measures:

- All documents produced by the CSC should acknowledge donor support and display the IsDB logo, when applicable.
- Public communications related to the project, such as press releases or facility launches, should acknowledge IsDB's support.
- Local representatives of the IsDB should be invited to any public events organized to promote the project, such as press conferences, inaugurations, or stakeholder participation programs.

6 PROJECT PHASES AND DURATION

This project will be implemented in two distinct phases, each with its own estimated timeframe and payment structure.

Phase	Timeframe	Remarks
Inception Phase	1 Months	Payment will be lump-sum based on against Inception Report and its agreed content, including contract management plan.
Construction Supervision Phase	36 Months	Supervision services will be compensated based on deliverables and actual number of staff-months utilized evidenced by a consolidated time sheet.

7 CONSULTANT TEAM COMPOSITION AND QUALIFICATIONS

7.1. The Consultant must possess the following minimum qualifications:

a. Experience:

- Over 10 years of experience in construction, design and supervision of infrastructure projects.
- Experience working in the Central Asian region is preferred. Familiarity with local context, legislation, and market is a strong advantage.
- Proven experience working with IsDB projects or similar MDB-funded projects is preferred.
- A track record of successful project completion with positive evaluations from EAs, PMUs or any MDB is highly regarded.

b. Team Structure:

The Consultant must have the capacity to provide a team with the following composition:

- **Key Experts:** Highly qualified and experienced international and/or national staff with expertise in key project areas.
- **Non-Key Experts:** Additional staff with relevant skills and experience.
- **Supporting Staff:** Personnel to handle administrative and logistical tasks (e.g., translator, office manager, driver).

To establish a basis for financial proposal evaluation, minimum number of professional staff and estimated man-months input is summarized below.

No.	Required Expertise	Total Estimated Inputs (Man-Month)
	Key staff	
1	Team Leader (International, or National with International Experience)	10
2	Deputy Team Leader/Civil Engineer (National Expert)	24
3	Environmental and Social Safeguards Specialist (National Expert)	12
	Subtotal for remuneration (Key staff)	46
	Non-key staff	
3	Site Engineers (National Experts) (4 Man x 24)	96
4	Quantity Surveyor (National Expert)	12
5	Chief Accountant	12
	Subtotal for remuneration (Non key staff)	120
	Total for remuneration	166

Note: CVs must be provided for all key staff.

c. Staffing Flexibility:

- The CSC can propose additional professional experts beyond the minimum requirement, if deemed necessary for successful project completion. The CSC should also keep in mind that if it does not conduct business in the Republic of Tajikistan, then it must provide documentary evidence in its proposal confirming, to the satisfaction of the PMU EA, that it will open a Representative Office (and at least in the state of the Representative Office will have Director and Chief Accountant) in accordance with the requirements of Article 17 of the Tax Code (if a contract is concluded), who will be equipped and capable of fulfilling/managing the obligations of the CSC specified in the requirements of the ToR or in the conditions that may be specified in the Contract).
- The CSC is expected to maintain a sufficient number of support staff throughout the project.

d. Deployment and Coordination:

- Deployment of professional staff during project implementation will be done in consultation and agreement with the EA/PMU. This ensures balanced resource allocation based on project progress and contract stages.

e. Detailed Staff Qualifications:

The specific qualifications required for each key expert position are outlined below.

Note: "International Expert" is defined as an expert with experience in at least two regions outside of their home region. The international experts are expected to be fluent in English and all other team members have a working knowledge of English.

<p>1. Team Leader (<i>International, or National with International Experience</i>)</p>	<p>Education: Master's degree and professional qualification in engineering and/or construction management or a related field.</p> <p>Experience:</p> <ul style="list-style-type: none"> • 10 years of experience in a senior supervisory role (<i>Team leader, Chief Engineer, Resident Engineer</i>) in managing technical supervision of civil works of similar nature. • Previous work experience in educational infrastructure projects would be highly desirable. • Prior work on donor-funded projects, especially in Central Asia, is a significant advantage. <p>Skills:</p> <ul style="list-style-type: none"> • Excellent communication skills (written and oral) in English for project documentation, status reports, and engineering analysis reports. • Strong analytical skills and ability to write analytical reports;
<p>2. Deputy Team Leader/Civil Engineer (National Expert)</p>	<p>Education: Master's degree in civil engineering or similar field.</p> <p>Experience:</p> <ul style="list-style-type: none"> • Experience in managing the construction of public facilities for at least 5 years. • Experience in educational infrastructure projects. • Experience in at least 2 similar projects financed by MDB is a significant advantage <p>Skills :</p> <ul style="list-style-type: none"> • Excellent communication skills to work with design documents, status reports and engineering analysis reports. • Strong analytical skills and ability to write analytical reports;

3. Environmental and Social Safeguards Specialist (National Expert)	<p>Education: Degree in Environmental Science or a related field (engineering, etc.).</p> <p>Experience:</p> <ul style="list-style-type: none"> • At least 5 years' experience in conducting environmental assessments, preparing mitigation plans, and monitoring compliance. • Experience working in at least 2 similar internationally funded projects in a similar role will be highly desired. • Familiarity with Tajik national building codes, seismic standards and local environmental legislation and requirements.
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8 FACILITIES TO BE PROVIDED TO THE CSC

8.1. What the EA/PMU will provide:

- All relevant reports, studies, and documents needed for the construction under the project, free of charge.
- Assistance with obtaining Tajik entry visas (if required).
- Help in setting up meetings with stakeholders, beneficiaries, and local authorities upon Consultant's request.

8.2. What the EA/PMU will NOT provide:

- Office space, equipment, communication tools, interpretation services, etc. The CSC is responsible for purchasing this equipment and handing it over to the EA/PMU after the project is complete following agreed-upon procedures.

9 CONSULTANT PERFORMANCE EVALUATION

- 9.1. The CSC's performance will be assessed based on the following key criteria:
- a. **Timeliness:** Meeting all agreed-upon deadlines for deliverables.
 - b. **Quality:** Deliverables that are accurate, complete, and meet the required standards as outlined in the TOR.
 - c. **Relevance:** Deliverables that directly address the project objectives and provide practical recommendations.
- 9.2. **Unsatisfactory Performance:** In the event that the Consultant's performance is consistently deemed unsatisfactory based on the above criteria, the Client may terminate the contract in accordance with relevant Contract clause.