

**Government of Nepal**  
**National Reconstruction Authority (NRA)**  
**Central Level Project Implementation Unit (CL-PIU)**  
**Grant Management and Local Infrastructure (GMaLI)**  
**Jwagal, Lalitpur**

*Terms of Reference (ToR)*  
*For the Hiring of a Team Leader, Individual Consultant for Central Level*

## **1. Background**

A magnitude 7.8 earthquake of shallow depth struck central Nepal with an epicenter approximately 77 km northwest of Kathmandu on April 25<sup>th</sup> 2015 causing widespread destruction. On May 12, 2015 a large aftershock of a magnitude 7.3 hit Nepal and caused further casualties and damage. As of 3 June 2015, the reported casualties include: 8,702 deaths and 22,493 people injured. As the earthquake sequence destroyed 490,000 houses—mostly traditional mud brick and mud stone built and occupied by the rural poor and rendered another 265,000 houses at least temporarily uninhabitable, the largest single need identified in the Post Disaster Needs Assessment (PDNA) was housing and human settlements, accounting for US\$ 3.27 billion of needs.

The Government of Nepal (GON) has requested support from a number of development partners, including the WB, to address the immediate and medium term impacts of the damage inflicted by the earthquake in Nepal. In response to this, World Bank approved a US\$200 million loan to finance the Earthquake Housing Reconstruction Project (EHRP) approved on 18 June 2015. The project will support in restoring affected houses with multi hazard resistant core housing units in target areas and to enhance government's ability to improve long-term disaster resilience. Initially, the EHRP is to be completed by July 2020. Considering the further need to support GoN, International Development Association (the World Bank) has agreed to support additional US\$300 million loan to finance the Earthquake Housing Reconstruction Project (EHRP). Initially, WB support of loan to finance EHRP was limited 55 thousand households of three severely affected districts namely: Dolakha, Dhading and Nuwakot. The recent loan support will cover another five severely affected districts which will be finalized within the short span of time including numbers of houses to be covered by the said loan amount. The additional finance has anticipated to cover approximately 96,000 houses. As per additional finance agreement, the closing date of the project is delineated on June 30, 2023.

The Government of Nepal has established the National Reconstruction Authority (NRA) for the purpose of coordinating and implementing the post-disaster reconstruction program. Thus a Project management Unit (PMU) has been established within NRA to provide high level oversight and policy decision on project activities. Housing reconstruction activities will be implemented by dedicated Project Implementation Units

(PIUs) in Central Level Project Implementation Unit (CLPIU) of Building and in Central Level Project Implementation Unit (CLPIU) of Grant Management and Local Infrastructure (GMaLI) under the NRA.

NRA has already established a Central Level Project Implementation Unit (CL-PIU) at centre and District Level Project Implementation Unit (DL-PIU) at districts. As per the requirement, the CL-PIU (GMaLI) intends to hire a national expert for the post of **Team Leader**, hereafter referred to as the Consultant.

## 2. Objective of the assignment

The NRA/PMU is preparing to restore and improve the living condition of the victims of the earthquake by reconstructing the destroyed and damaged houses with an adequate seismic standard in the districts most affected by the earthquake, thereby contributing to sustainable socio-economic development of the region and build back better.

The main objective of hiring the Consultant is to assist CL-PIU (GMaLI) to coordinate and manage all aspects of the Project.

## 3. Tasks and responsibilities

- Supervise, monitor and coordinate the work of EHRP under the CL-PIU; and ensure technical quality and timely outputs and deliverables as per the design and annual work plan and budget;
- Supervise, monitor, coordinate, and/or guide the defined work of all CL-PIU (GMaLI) consultants and DL-PIU (GMaLI) Consultants to ensure timely delivery of outputs;
- Ensure that required World Bank reporting is submitted timely and ensure that inputs from relevant CL-PIU (GMaLI) staff are coordinated and consolidated in agreed formats.
- Facilitate the CL-PIU (GMaLI) regarding the recruitment of individual consultants of different fields and coordinate with Selection Committee based on World Bank approved evaluation and selection criteria;
- Provide technical input on procurement activities, including subcontracts for goods and civil works as per World Bank procurement Guide lines 2011 (as amended from time to time);
- Organize meeting, workshops, and seminars to raise awareness about the project and to disseminate lessons learned from the project to a wider audience, as appropriate. This will include all technical aspects of the project and including those relating to environmental and social safeguards.
- Manage the development of required operational guidelines and manuals for the project implementation and obtain approval from high level steering committees;
- Set performance objectives, competencies and success criteria for each staff members and monitor their performance on a regular basis;
- Supervise finance, administrative and audit functions and comply with the recommendation made;

- Undertake regular monitoring, reporting, documentation and communication functions at all levels;
- Coordinating with different stakeholders including government organizations, NGOs, INGOs, and other EHRP stakeholders during the period of project implementation.
- Ensure timely deliverable of project activities including progress reports and day to day management;
- Accomplish others tasks related for preparing, monitoring, evaluation and MIS as per the need of project assigned by Project Director and Deputy Director .

#### **4. Management of Assignment**

The CL-PIU (GMaLI) will administer the Consultant's work. The Consultant will work in close coordination with CL-PIU (GMaLI) and NRA,. In order to accomplish the works in timely manner, s/he has to start the work immediately after signing the contract agreement. The Consultant is responsible for coordination with CL-PIU (GMaLI) and other stakeholders. Similarly, CL-PIU (GMaLI) will facilitate the Consultant to coordinate with stakeholders/offices. The Consultant shall perform the task under the guidance of CL-PIU (GMaLI). S/he will report to the Project Director or Project Deputy Director of CL-PIU (GMaLI) and s/he will be required to spend the entire assignment period on base office, Kathmandu Nepal but with frequent visit to field as per requirement.

#### **5. Selection of the Consultant**

A Consultant will be selected in accordance with "The World Bank's Procurement Regulations for IPF Borrowers: Procurement in Investment Project Financing Goods, Works, Non-Consulting and Consulting Services, July 2016 (Revised November 2017), Section VII: Approved Selection Methods Consulting Services/ Para 7.36 & 7.37: Open Competitive Selection of Individual Consultants".

#### **6. Duration of Assignment**

The Consultant will provide his/her inputs on a full time basis up to August 16, 2021. The Consultant will be based in Kathmandu with frequent visits to sites outside Kathmandu.

#### **7. Payment to Consultant**

Payments toward monthly remuneration will be made based on the time sheet supported by progress reports. The out of pocket expenses shall be paid after completion of said task and upon submission of bills or invoices and said reports. In case of air travel, the price of air ticket shall be reimbursed upon submission of air ticket and boarding pass.

## **8. Office Space, Equipment and other Logistic Support**

The office space, equipment and other relevant facilities shall be provided by CL-PIU as per the contract agreement. The CL-PIU office will assist in obtaining all available reports, materials and data necessary and facilitate the Consultant for access to stakeholders/offices for the efficient execution of the assignment.

## **9. Minimum Qualification Requirements**

- The candidate should have at least a Master's degree in Civil Engineering, Structural Engineering, Construction Management, Earthquake Engineering, Planning and Disaster Risk Management with at least 10 years of general experience
- Work experience relating to housing and/or rural development projects and/or disaster risk management;
- A sound knowledge of project management and administration with at least 5 years of successful managerial experience;
- Candidates with previous working experience in donor funded projects like WB/ADB with the Government of Nepal will be given priority;
- Experience on planning, monitoring and evaluation of housing reconstruction and grant management works will be an added advantage;
- Both written and spoken English and Nepali is essential.

## **10. Indemnity**

The Consultant shall be responsible for any damage of life, property that may arise out of his works and he shall take all necessary insurance provision to indemnify any claims for compensation that may arise through his negligence.

## **11. Taxation**

The Consultant is fully responsible for all taxes applicable as per the rules and regulations of Government of Nepal and for that the taxes shall be deducted at the source at the time of payment. All payments shall be made after deducting taxes.

## **12. Disposition of Facilities**

At the end of the project, the Consultant shall hand over to the CL-PIU office all equipment, apparatus or other things procured by the project funding used by the Consultant during the assignment. All items handed over to the CL-PIU office shall be in good operating condition but fair wear and tear is expected. Items, which have become unserviceable due to negligence or causes other than fair usage, shall be replaced at the Consultant's expense.