# INTEGRATED FLOOD RESILIENCE AND ADAPTATION PROJECT (IFRAP)

# Terms of Reference

## Consulting Services – Contract Management Specialist

(Housing and Reconstruction Unit/Project Implementation Unit (PIU))
under Project Component iii- Resilient Housing Reconstruction and Restoration

### 1. Background

Balochistan has been disproportionately affected by the 2022 floods. The floods have exacerbated the socio-economic challenges in the province, pushing the multidimensional poverty rate to 81.1 percent from 70.2 percent. Agriculture, the backbone of Balochistan's economy, is the hardest-hit sector is agriculture. Agriculture makes up 52 percent of the provincial GDP and 67 percent of the labor force. The floods caused over 500,000 livestock casualties (63 percent of the national total), amounting to production losses of PKR 79,619 million. Livestock losses have negatively impacted livelihoods (70 percent of households depend on livestock for their livelihoods and income). In addition, the harvest failure due to the floods during the "Kharif" season resulted in production losses amounting to nearly US$2 billion, compromising livelihoods and food security. Since June, pre-flood flood commodity prices have significantly increased, with Balochistan reporting the country's highest food insecurity at 23.4 percent. The damage to 586 primary health facilities in Balochistan (305 fully damaged, 282 partial) has further disrupted essential health services. As a result, the province currently has the highest proportion of people (59 percent) who lack access to health facilities. In addition, a multisectoral rapid needs assessment (RNA) conducted in 515 villages across ten districts of Balochistan found that approximately 2,000 classrooms have been damaged and destroyed, the recovery of which will cost over PKR 24.4 million.

Balochistan experienced widespread damage to critical infrastructures, especially housing, transport and communications, WASH, and community-level facilities. Specifically, the floods have caused damage to more than 190,000 housing units across the province, including close to 69,000 units destroyed and more than 120,000 partially damaged. Infrastructure damage has caused the temporary isolation of most of Balochistan, with 2,222km of roads and 43 bridges damaged, impeding people's ability to access healthcare, food markets, and other vital services and restricting the delivery of aid to people who need it. Across the province, 456 flood protection/irrigation schemes were partially damaged or destroyed, including 367 water supply and 89 sanitation schemes.

Overall, the National PDNA report prepared by Ministry of Planning, Development and Special Initiatives (MoPDSI) in close coordination with all provinces indicates that Balochistan requires PKR 491 billion (US$2.3 billion) for recovery and reconstruction over the next 5 to 7 years. This estimate does not include investments to strengthen Balochistan's overall resilience to future climate shocks. The Post Disaster Needs Assessment (PDNA) and Resilient Recovery, Rehabilitation, and Reconstruction Framework (4RF) suggest that cross-sector recovery requires both short- and medium-term reconstruction and rehabilitation as well as long-term critical reforms to address resilience and to build back better. Against this backdrop, the GoP has requested the World Bank to urgently support the immediate needs of Balochistan for flood recovery and reconstruction in core socioeconomic sectors to help restore livelihoods and essential services,

including housing, WASH, transport, agriculture, and irrigation, while building a foundation for long-term flood resilience through strengthening institutions and information (including hydromet and early warning capacities) through the Integrated Flood Resilience And Adaptation Project (IFRAP). The project scope consists of five components. These are (i) community infrastructure rehabilitation; (ii) strengthening hydromet and climate services; (iii) resilient housing reconstruction and restoration; (iv) livelihoods support and watershed management; and (v) project management, technical assistance, and institutional strengthening. The project also includes a contingency emergency response component (CERC) to allow flexibility to reallocate funds in case of an eligible emergency during project implementation.

## 2. Objective:

The Contract Management Specialist will directly report to the Project Director HRU as the focal point for contract administration within the IFRAP project's component 3, ensuring the efficient and effective management of contracts. They will aid in the project implementation, specifically focusing on component iii, and will enhance the project's contractual, regulatory, and institutional framework.

## 3. Specific Tasks and Responsibilities:

The Contract Management Specialist will undertake a wide range of tasks and responsibilities critical to the efficient and effective management of contracts within the IFRAP project's Component 3, focusing on resilient housing reconstruction and restoration. These include, but are not limited to**:**

**Developing and Implementing a Contract Management Plan:** Collaborate with project leadership to formulate a comprehensive plan overseeing all contract activities. This plan will ensure alignment with project goals and compliance with World Bank guidelines, incorporating risk management strategies to identify, assess, and mitigate risks associated with contracts.

**Contract Negotiation and Procurement Process Enhancement:** Lead negotiations with contractors and suppliers to secure favorable terms and adjust procurement strategies to fit contract management needs. This ensures that the procurement process is efficient and aligned with project objectives, emphasizing sustainability and social responsibility.

**Tracking and Management of Contracts:** Monitor contract statuses from initiation through completion, ensuring adherence to terms, timelines, and budget constraints. Implement a system for managing contract changes, including amendments, variations, or extensions, with appropriate documentation and approvals.

**Overseeing the Contract Lifecycle:** Manage all phases of the contract lifecycle, from development to closure, promoting transparency, efficiency, and effectiveness in contract execution.

**Monitoring Contract Performance and Contractor Management:** Establish a performance evaluation system for contractors, set performance indicators, conduct regular reviews, and take necessary corrective actions to ensure high-quality service delivery.

**Implementing Fraud Prevention Controls and Risk Management:** Establish procedures and controls to prevent fraud and ensure the integrity of procurement and contract management processes. Develop and implement a risk management strategy for identifying and mitigating contract-related risks.

**Providing Technical Support for Audits and Reviews:** Offer essential support during audits and reviews to ensure proper documentation and compliance with project and regulatory requirements.

**Capacity Building and Training:** Develop and conduct training programs for project staff on contract management principles, procedures, and tools to enhance the project team's capacity for effective contract management.

**Stakeholder Engagement and Communication:** Establish and maintain effective communication channels with all stakeholders, including contractors, project teams, and donor, to facilitate collaboration and address contract-related issues promptly.

**Sustainability and Social Responsibility in Contracting:** Integrate sustainability and social responsibility criteria into contract management processes to ensure that contracts contribute positively to the environment, social, and economic development based on environmental and social safeguards policies and procedures.

**Change Management and Dispute Resolution:** Manage contract changes effectively and develop strategies for the prevention and resolution of contract disputes.

Additionally, the Contract Management Specialist must be prepared to undertake any other tasks as assigned by the Project Director of HRU and the Project Director FPMU-IFRAP, showcasing flexibility and adaptability to meet the evolving needs of the project.

**4. Consultant Qualification and Experience:**

- Master's degree (or equivalent sixteen years of education) in Engineering, Business Administration, Economics, Finance, Commerce, Law, Social Sciences, or another closely related field.
- Seven (7) years of experience (after acquiring stipulated degree) at least five years of which should related to contract management of Goods, Works and Consulting Services preferably in development sector.

  A specialization or additional qualifications in contract management or closely related subject will be advantage.
- Specific procurement qualification and/or certifications shall be accorded more weightage.
- Proficiency in English and basic IT skills will be mandatory.
- Prior experience of working on community driven development projects will be accorded due weightage.

**5. Time frame of Consultancy & Location of Assignment.**

The services of the Consultant will be required full-time for the project life. However, Contract continuity will be based on the satisfactory performance of the consultant, The consultant to be based in Quetta.

**6. Selection Process:**

Consultants will be selected in accordance with the procedures set out in "The World Bank Procurement Regulations for IPF Borrowers", November 2020