

Republic of Albania
Albanian Road Authority

Building Resilient Bridges Project – Albania

Loan No: 94790-AL
Project ID: P174595

Consultancy Selection - Consultancy Firm

Terms of Reference

for

Supervision of the Works for Viroi Bridge in Albania

Ref. No: AL-ARA-351505-CS-CQS

Date: March 20, 2024

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1. BACKGROUND INFORMATION

1.1. Introduction

The Government of the Republic of Albania has received financing from the International Bank for Reconstruction and Development (IBRD) in the form of Loan toward the cost of Building Resilient Bridges Project (BRBP).

Albanian Road Authority (ARA) under the Ministry of Infrastructure and Energy (MOIE) is the implementing agency of the BRB project. ARA intends to apply a portion of the proceeds of this loan to eligible payments under the contract for which the terms of reference are issued for the consultancy services for the supervision of the works for Viroi Bridge which is located in the south of Albania, in the vicinity of the town of Gjirokastrë .

1.2. Relevant country background

Albania is a disaster-prone country. The four main hazards affecting the country are earthquakes, floods, forest fires and landslides. The International Disaster Database (EM-DAT) shows that, during 1979-2019, floods accounted for the major share of disaster events (38%), followed by earthquakes (15%).

According to the annual World Risk Report (BEH-IFHV, 2021), which calculated the Disaster Risk Index due to earthquakes, cyclones, floods, droughts and sea-level rise for 181 countries in the world based on exposure and vulnerability (susceptibility, and coping and adaptive capacities), Albania has a high-risk index and ranks first in Europe and 61st in the world¹.

Climate change and climate variability have been increasing the frequency, intensity and impact of natural hazard events in Albania. Albania is vulnerable to the impact of climate change, due to its poor infrastructure and poverty in rural areas. Therefore, many natural hazards, including hydro-meteorological ones (floods, droughts, forest fires and landslides), are becoming more and more frequent. Extreme weather events have significant impacts to the country's key sectors, its economy and population.

Albania's bridge infrastructure is highly vulnerable to climate change and natural disasters. The "Climate resilient road assets in Albania" study carried out by the World Bank in 2019 concludes that bridges on the NRN corridors are among the most vulnerable infrastructure assets in Albania to flood hazards, landslides, and to earthquakes. In Albania, floods frequently affect the north and southeast of the country, and climate change is expected to result in more intense and frequent rainfall events, exacerbating flood risk. This study was created in order to support the Ministry of Infrastructure and Energy and the Albanian Road Authority, to identify and prioritize investments that would provide a more resilient road transport network in Albania.

In that sense, bridges and culverts proved to be most vulnerable and exposed elements of the road network with estimated high AED. Since earthquake and landslide hazards are relatively low compared to the flooding hazard, the investments into increased flooding resilience are economically viable.

Within the project P174595 – Building Resilient Bridges Project which is aimed at enhancing the reliability of the bridges and associated infrastructure along Albania's National Road Network through modernization and climate resilience, for the first year of the project, two bridges have been initially targeted. To this end, the Viroi Bridge has been identified as one of the critical structures to be constructed and is one of the sub-activities under Component 1 of the Building Resilient Bridges Project (BRBP).

¹ World Risk Index score for 2021 for Albania is 8.23%, reflecting a combination of "very high" exposure and low vulnerability ("low" susceptibility, "medium" lack of coping capacities and "low" lack of adaptive capacities). In the time period 2011-2021 Albania's ranking in the world varied from 37th (2013-2014-2015)-61st (2019 and 2021), having a substantial improvement in ranking from 2018 to 2019 with 16 places. <https://weltrisikobericht.de/weltrisikobericht-2021-e/>

1.3. General Considerations

The Viroi bridge and culvert is part of the national road SH4, leading to the Kakavijë border crossing, the main road connection corridor to Greece. Traffic on this section is important with more than 6,000 vehicles per day, and there is no obvious local alternative route in case the bridge is closed. The bridge often experiences traffic disruptions during the rainy season due to flooding, as the current culvert's discharge capacity is insufficient. This problem is increasing with the heavier rainfalls due to climate change and causes the blockage of traffic, which translates into significant time and vehicle costs, not even considering additional cost for vehicles taking the long detour route.

In geographical terms, Viroi lake is situated in the southern part of Albania, north of Gjirokastër, on the north-eastern slopes of the Gjerë mountain, on the left bank of the Drino River. The mountain slopes lack vegetation, resulting in a significant flow of rainfall water towards the river. The overall orientation of the location is from northwest to southeast, with an elevation of approximately 200 meters above sea level (ASL). The lake is fed by a karstic water source, which is abundant during winter and spring but dries up during summer. This phenomenon is attributed to the siphon effect, where groundwater accumulates in a reservoir beneath the source.

The location's geology comprises the terrace of the Drino River, characterized by a combination of alluvial and river deposits. Additionally, the vicinity of Viroi lake contains unconsolidated deposits of fine fractions mixed with organic material. Beneath these deposits lies a layer of Lower Oligocene rocks, primarily composed of clays and sandstones. The Neogene deposits in the area have a thickness ranging from 100 to 250 meters. Given the current active erosion caused by the Drino River, it is necessary to construct new foundations for structures such as bridges and culverts using concrete piles to safeguard against erosion. According to the national classification, this region falls within the south-eastern hilly Mediterranean climatic zone, which is predominantly influenced by the Adriatic Sea and to a lesser extent, the Ionian Sea.

The Viroi bridge, is located in the vicinity of the town of Gjirokastër, which holds great significance as it has been included in the UNESCO World Heritage List since 2005. It stands as one of the few remaining examples of Ottoman-style trading cities in the Balkans. Gjirokastër itself boasts a rich historical background, primarily influenced by the Ottoman era, but also encompassing the Byzantine and Roman periods. The city has been home to various rulers and has served as a source of inspiration for numerous poets, writers, and artists. With a population of approximately 30,000 inhabitants, the city and its municipality serve as the economic and administrative hub of the Gjirokastër district. Additionally, the Viroi Lake holds great importance as a popular tourist destination in the region. The minimal disruption to traffic ensures that the tourist capacities in the area will continue to thrive.

In fulfilment of the above, Consultancy services for the Feasibility Study and Detailed Engineering Design for the construction works were undertaken by an external consultant between October 2021 and December 2022. The study ranked Viroi Bridge as one of the priority bridges for investment because of its strategic importance. To ensure that all works are designed following all DRM and resilience recommendations, a second consultant was contracted by the World Bank with the Western Balkans (WeBa) DRM Program. Under this assignment, the consultant has: (a) analyzed the policy, the institutional and planning framework of Albania's bridge infrastructure, and DRM; (b) provided recommendations for the selection and prioritization of the priority bridges advising on the inclusion of disaster and climate risk considerations in the selection criteria and process; (c) reviewed and verified that DRM recommendations were incorporated into the preparation of the first two bridge designs; and (d) prepared an appropriate set of guidelines for incorporating DRM into the BMS and bridge infrastructure designs. In addition, the Consultancy services for the generation of the Environmental and Social Safeguards documentation carried out by external consultant between October 2021 and April 2022 through RRMS Project financed by IBRD.

1.4. Existing bridge and culvert on Viroi lake - Viroi bridge.

The section of the road associated with the Viroi bridge, as it stands presently, spans a length of approximately 400m and forms an integral part of the national road SH4 - Gjirokaster – Tepelen, serving as a vital link between Albania and Greece. This particular stretch is characterized by two consecutive horizontal curves and a narrow road cross section, measuring 2x3m (6m in total), without any provision for pedestrian pathways or parapet walls on either side. These attributes collectively contribute to the discomfort and compromised safety experienced by motorists navigating through this segment. Furthermore, the issue of traffic safety is exacerbated by the fact that the road leading up to and following this section is wider, as illustrated in Figures 1 and 2.



Figure 1. Existing and the new segment of the road.



Figure 2. Location of the Existing Viroi Bridge and the Proposed Project.

In addition, this particular stretch of road encounters another problem as it often experiences traffic disruptions during the rainy season. The small discharge capacity of the culvert adjacent to the main road, along with the span of the existing bridge, contributes to this issue. Consequently, heavy rainfall causes the water level in the lake to rise above the road level, resulting in traffic blockages (refer to Figure 3).



Figure 3. Lake of Viroi water level over the road segment and the bridge.

1.5. Construction of Viroi Bridge

As previously mentioned, the Viroi Bridge was selected as the priority bridge for investment due to its strategic significance, as determined by the Feasibility Study conducted by an external consultant from October 2021 to December 2022.

The works will include the construction of a new bridge and culvert, on a new road alignment, in order to increase hydraulic capacity, restore the load carrying capacity of the structure and avoid the risk of sudden interruptions of the roads due to flooding. Besides, reconstruction will result in improved road alignment and wider cross section, increasing road safety and comfort for motorized and nonmotorized traffic. Building both structures and keeping the current road alignment open to traffic is necessary for (a) increasing the safety and comfort of traffic on the main SH4, (b) solving the problem of flooding and temporary closure of the SH4 road at the bridge, and (c) enabling vehicles to enter the lake area from the current alignment.

Based on the design standards, resilience priorities, and connectivity needs, the cross-sectional data and technical parameters for the new bridge and culvert are as shown on Table 1:

	New Culvert Structure	New Bridge Structure
Cross-Section Width	8 m (2 x 3 m carriageway + 2 x 1 m sidewalk)	12 m (2 x 3.5 m of carriageway + 2 x 1.5 m paved shoulders + 2 x 1 m sidewalks)
Type of Structure	Concrete structure with four rectangular openings (4 x 3 m)	Concrete structure with one intermediate pier (2 spans of 16.5 m)
Length	26.6 m	31.1 m
Foundations	Shallow foundation	Deep foundation

Table 1 Viroi Bridge Characteristics

As indicated in Table 1 above the new bridge that will be constructed is designed as a concrete structure with two spans measuring 2x16.50m and a width of 12.0m. The cross-sections of the new structure are shown in Figure 4-6. All of the designs are prepared in according to the Eurocode, taking into consideration environmental requirements, and design lifetime of 100 years.

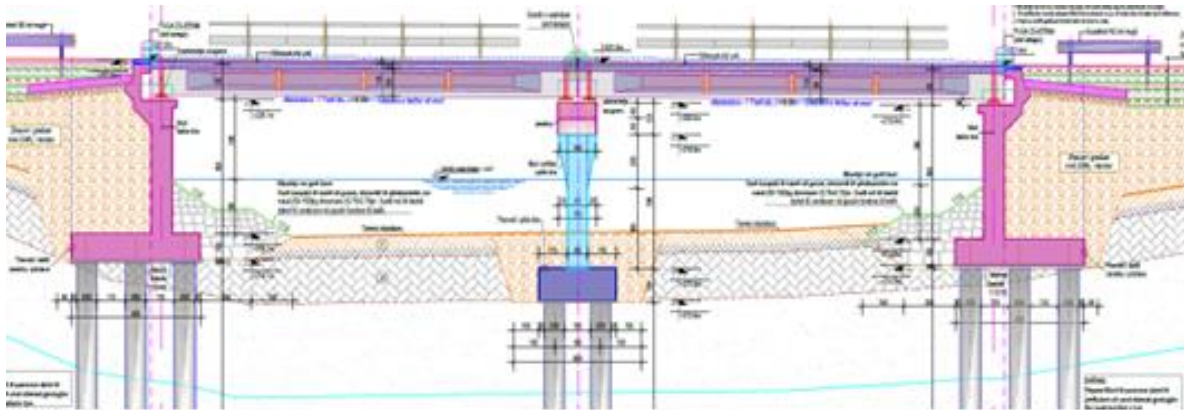


Figure 4. Longitudinal cross section of the new bridge.

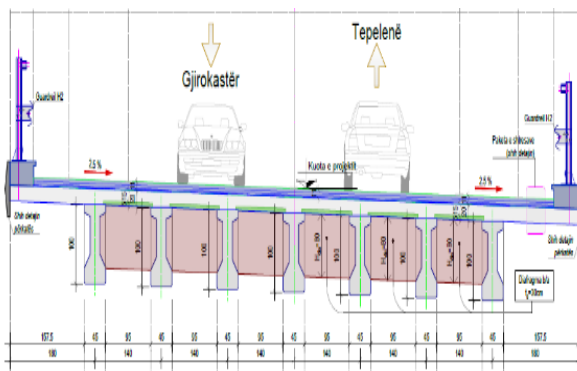


Figure 5 Cross section of the new bridge - span

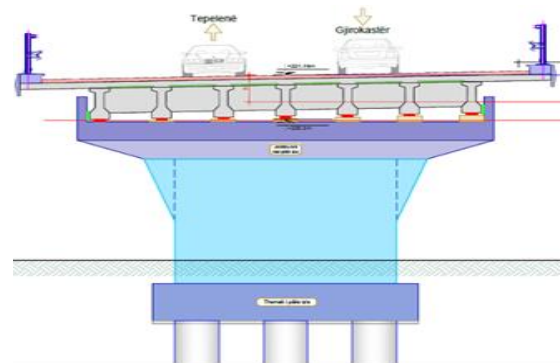


Figure 6 Cross section of the new bridge - pier

Similarly, the new culvert structure has been designed as a concrete culvert structure with rectangular openings measuring 4x(4x3) m, as illustrated in Figure 8. Similar to the bridge design, all necessary designs have been prepared and finalized in accordance with the Eurocode, considering the investor's requirements, environmental considerations, and a design lifespan of 100 years.

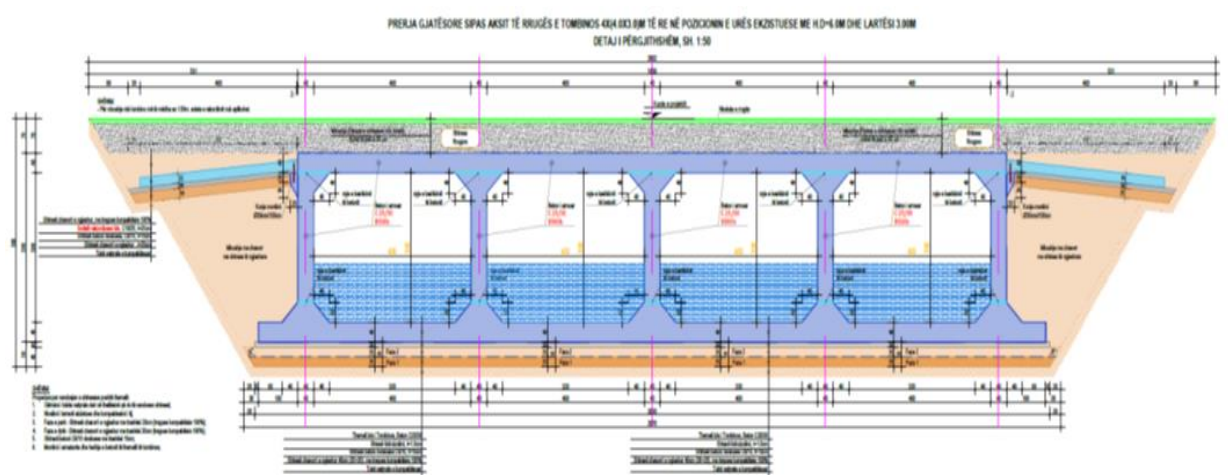


Figure 7. Longitudinal cross section of the culvert.

Mechanical and geometric properties of the new structures and of the road segment are planned so that they ensure sufficient space for the discharge of the stream next to Viroi Lake and the Lake itself.

Construction of these structures will direct the flow discharge from the lake, and improve the lakebed/riverbed conditions at the entrance and the exit of the structures.

2. OBJECTIVES OF THE ASSIGNMENT

2.1. Overall Objective of the Assignment

The objective of the consultancy service under this Terms of Reference (ToR) is to engage a qualified and experienced Consulting Firm to provide supervision services to ensure proper execution of the works ensuring compliance with road safety standards, management of environmental and social risks and impacts in line with requirements of GoA and the World Bank's ESF in accordance with the contract signed by Albanian Road Authority and the selected contractor for the construction of the Viroi bridge.

The selected Consulting Firm shall provide Engineering services to achieve the assignment's goals and, to this purpose, ensuring that the Viroi Bridge is constructed in accordance with the drawings, technical specifications, and the contract documents.

The ultimate objective of this assignment is the construction of Viroi bridge in a timely manner and good quality.

2.2. Specific Objectives

The specific objectives of this assignment are as follows:

- To carry out supervision of Civil Works for the construction of Viroi bridge during their implementation stage to ensure compliance with the approved design, drawings, specifications, conditions of contract and sound engineering, road safety, etc practices and project environmental, social, and health and safety (ESHS) requirements.
- To carry out supervision of activities during the Defect Notification Period, until the Final Taking Over of the works and the issue of the Consulting Firm's Performance Certificate.
- Carry out any other activities necessary for the successful completion of the assignment

2.3. Results to be achieved by the Consulting Firm

The assignment is composed of two main phases, in which the Consulting Firm is expected to achieve the results listed below.

2.3.1 Phase 1 – Supervision of Works

The ultimate objective of various tasks during Phase 1 of this assignment is the supervision of the Works with due diligence and efficiency and in accordance with sound technical, financial and economic practices.

The Consultant shall perform all duties associated with such tasks to ensure that only the best construction practices are followed, and that the final product is in all respects equal to, or better than that specified, at the most economic cost and is carried out in full compliance with the governing specifications.

In particular, the Consultant tasks under this phase shall include but not limited to the following:

- Review the designs (drawings), contract and technical information prior to mobilization of the contractor and the commencement of works to check for completeness of the designs and contract documentation. This should also encompass the incorporation of any recommendations and outcomes arising from the Road Safety Audit (RSA) into the design.
- Works are supervised using, as contractual framework, FIDIC Conditions of Contract for Construction for Building and Engineering Works Designed by the Employer and applicable construction regulations in Albania;
- Monitor that the tasks have been properly performed and the amounts claimed by the contractor(s) have actually and necessarily been incurred in accordance with the requirements of the contracts. Health, Safety and Environmental (HSE) requirements are ensured on sites;

- Ensure that works are completed within the specified time (i.e. meeting the contractually binding Works Schedule and any Variation Order and/or Extension of Time) and within the Contracted budget. Variations in works are minimal, only done when necessary and processed with the approval of the Employer when there is a cost implication or any change in specification;
- Ensure that financial and quantity related oversight ensuring the works remain within budget, or if the works are likely to exceed the budget early warning is given and the Employer is adequately and timely advised on how to manage the shortfall.

2.3.2 Phase 2 – Defect Notification Period (DNP)

The consultant shall oversee the works during the Defect Notification Period (DNP). In particular, the Consultant tasks under this phase shall include but not limited to the following

- Support the Contracting Authority (Employer) in the Taking Over of the Works. Ensure that all financial safeguards for the Contracting Authority are in place and remain valid, including guarantees and insurances throughout the works contract duration, until the end of the Defects Notification Period, expected to last twelve (12) months after the Taking Over Certificate is issued.
- Inspect the completion of all outstanding works, including Environmental restoration and grievance resolution, following the issuance of the taking over certificate(s) to ensure that they are completed satisfactorily and within the agreed time period at issue of the certificate(s);
- Provide periodic and/or continuous inspection services during defects notification period and if any defects are noted, instruct the Contractor to rectify;
- Undertake a final inspection of the Works, and after consulting with the PIT/ARA, and all other interested parties, and if satisfied, sign the Performance Certificate at the end of the Defects Notification Period;
- In consultation with ARA/PIT, review and approve the Final Environmental Social Health and Safety Mitigations Report for the Project as prepared by the Contractor

3. ASSUMPTIONS AND RISKS

3.1. Assumptions

- All required technical, cadastral, administrative and legal relevant documents according current legislation for the implementation of the works are made available.
- The responsible authorities will co-operate fully with the Works Contractor and the Supervision Consulting Firm.
- The responsible authorities will ensure adequate access to the works which is given to the Contractor and the Supervision Consulting Firm.

3.2. Risks

- Unsuccessful bid for works.
- Potential delays in obtaining/renewing the necessary Environmental Permit for the Construction Works, from the National Environmental Agency.
- Non-compliance of the Works contractor in accordance with his Work Program hindering the Consulting Firm's ability to effectively plan their work.

4. SCOPE OF THE SERVICE

4.1. General

4.1.1. Description of the Assignment

The Consulting firm shall perform the duties and obligations of “The Engineer” and be fully responsible for the supervision of the construction Works for Viroi bridge. This shall include undertaking all the engineering activities necessary to achieve a successful assignment.

The Consulting firm shall, in general, exercise the full contractual powers of “the Engineer” as identified in the FIDIC Conditions of Contract for Construction (Red Book) Second Edition, in all matters concerning the construction contract and the execution of the Works. An Engineer’s Representative will be appointed, and experienced staff will be assigned to supervise the works on site, all to the final successful completion of the construction contract including the Defects Liability Period.

The following represents a list of the specific activities required to satisfy the objectives of this Consultancy. This list is not exhaustive and the absence of any ‘activities’ necessary to satisfy the objectives does not preclude the Consultant’s obligation to satisfy the objectives.

4.2. Specific Activities

The services to be provided by the Consulting Firm under this contract include, but not limited to the following scope:

Phase 1: Supervision of Works

This phase is expected to take 6 months and will commence when the Civil Work Contract for rehabilitation of Viroi Bridge will be awarded and the ARA/PIT will issue the Notice to Commence to the Consulting Firm.

The Consultant will be required to satisfy the following reporting requirements:

4.2.1. Inception Period

Within 15 days of commencement of Phase 1, the Consulting Firm will submit to the ARA/PIT, for its approval, detailing in full, the arrangements for project supervision, including a detailed implementation plan, and confirmed staffing, together with his general organization and communications with Contractors and ARA/PIT and his proposed administrative procedures for:

- health and safety on site;
- quality assurance;
- monitor and report the progress of the works;
- measurement of completed works;
- checking interim and final payments, their certification for the PIT’s payment;
- modifications/variations of work items;
- performance/works programme,
- monitoring and control of costs to prevent overruns,
- process contractor’s claims, ensure they are following the contractual requirements, and notify the employer in advance of any risks, or action that would result in claims;
- taking over strategy,
- completion of defects,
- final certification and other such matters,
- ARA/PIT’s approvals before taking actions.

The Consulting Firm will organize regular coordination meetings with the ARA/PIT and keeping them informed on the progress of this task as well as get their approval on the proposed procedures.

4.2.2. Works Implementation

The Consulting Firm will at all times use good professional judgement and keep the ARA/PIT fully apprised of all relevant matters as they arise during the works implementation. The Consulting Firm's duties are listed, but not limited to, below:

Approval of Contractor's Works Programme

The Team Leader shall review and approve the Contractor's Work Programme, particularly the mobilization of plant and equipment on site, and the deployment of specialized trades and of sub-contractors. The Consulting Firm will pay specific attention to the part of the Contractor's Works Programme and traffic management, to avoid and/or minimize any traffic disruption during construction.

Monitoring the progress of the works

The Consulting Firm's supervision staff shall monitor the actual progress of the Works by preparing progress charts at the end of each month, and comparing the actual progress with the anticipated progress as detailed in the approved Contractor's Works Programme.

The Consulting Firm shall organize monthly progress meetings, keep records and distribute the minutes of the meetings to the ARA/PIT, Contractor, and any other Project stakeholders. The meetings will be conducted in English with simultaneously translation into Albanian if requested. The minutes will be prepared in English and translated to Albanian, if requested by the ARA/PIT.

Measurement of Works

The Consulting Firm is responsible for measurements of the Works shall keep accurate records of permanent works executed by the Contractor on Site. Measurements shall be carried out with the assistance of the Contractor. The measurement sheets and drawings justifying the executed quantities are prepared by the Engineer's staff and signed by both the Engineer's and the Contractor's delegated staff.

Monitoring and conducting quality assurance of the Works

The Engineer's staff shall carry out inspections of the Works on site as considered necessary to check the performance of the Contractor, and ensure that the execution of the Works is in accordance with the contract documents and sound engineering practice. This may necessitate the inspection and testing of any materials and manufactured products that will be incorporated in the Works. Laboratory tests shall be carried out in accordance with the Contract conditions, Technical Specifications, or at the Engineer's specific request.

Health and Safety

Promptly notify the ARA/PIT of any incident or accident related to the Project which has, or is likely to have, a significant adverse effect on the environment, the affected communities, the public or workers, including inter alia, cases of sexual exploitation and abuse (SEA), sexual harassment (SH), and accidents that result in death, serious or multiple injury. Provide sufficient detail regarding the scope, severity, and possible causes of the incident or accident, indicating immediate measures taken or that are planned to be taken to address it, and any information provided by any contractor and/or supervising firm, as appropriate.

Subsequently, at the ARA/PIT request, prepare a report on the incident or accident and propose any measures to address it and prevent its recurrence.

If requested, provide subsequent incident/accident investigation report to the ARA/PIT within 30 days from the time the incident/accident was reported, unless another timeframe is agreed upon with the ARA/PIT.

Monitoring of the financial resources

The Consulting Firm shall immediately advise the ARA/PIT on any potential cost savings,

and if the construction costs are likely to exceed the available budget.

Variations and amendments to the Work Contract.

If, in exceptional circumstances, the Engineer assess that a Variation would be essential and / or unavoidable, unless, in his opinion, an emergency occurs affecting the safety of life or of the Works or of adjoining property, or any delay with the variation shall give rise to a substantial cost or time overrun, he shall swiftly provide a preliminary report to the ARA/PIT outlining the basis for the Engineer's valuation of such Variation

In case a variation is approved and instructed, the Engineer following the execution of the variation by the contractor, has to provide the final report based on his/her preliminary report to demonstrate the facts in comparison to his/her above assessments explaining any deviations with the analysis whether they are material.

Performance Guarantees, Insurance Policies, Indemnities, Certificates, etc.

The Team Leader shall check and confirm the adequacy, validity and authenticity of all guarantees, insurance policies, indemnities, certificates, etc. for which the Contractor is liable under the Work Contract.

Surveys, site investigations and setting out of the Works

The Consulting Firm shall check and approve all the Contractor's surveys, investigations and setting out of the Works.

Interim Payment Certificates (IPCs)

The Engineer shall check the Contractor's Interim Payment Statements claiming the performed Works against the Bill of Quantities included in the Work Contract and, after any due corrections, issue Interim Payment Certificates to the ARA/PIT in an agreed format, within the time-frame stipulated in the Work Contract.

Unscheduled works items

For any unscheduled items of Works, the Engineer shall negotiate their price with the Contractor and make recommendations to the ARA/PIT. The Engineer shall obtain the specific approval of the ARA/PIT before issuing any instructions to the Contractor.

On-site tests during construction

The Engineer shall instruct the Contractor to carry out any on-site tests, including load tests, if considered necessary to confirm the adequacy of the Works. The Engineer's staff shall supervise such tests, record any measurements and verify their compliance with the Contract technical requirements.

Contractor's designs, construction reports and as-built drawings

The Engineer shall ensure that the Contractor submits to the ARA/PIT all surveys, works on site diary, technical reports, construction records and maintenance manuals, including as-built drawings and calculations prepared during the Works implementation period, by the Completion Date. The Engineer shall check and approve such documentation before issuing his Taking Over Certificate.

Provisional Acceptance of the Works

The Engineer shall carry out joint site inspections and surveys and agree any snagging list with the ARA/PIT and instruct the Contractor accordingly, after receiving from the Contractor's a formal request in which he declares that the Works are substantially completed.

When, in the Engineer's opinion, the Contractor has carried out all the requested remedial actions and the Works can be considered as completed, the Engineer shall issue a Taking Over Certificate to the Contractor. If the Work Contract allows for it, the Engineer may issue a Taking Over Certificate of part of the Scope of Works.

Contractor's Claims

The Engineer shall carefully monitor the progress of the Works and provide timely warnings to the employer, in such a way that reasons for contractor's claims are avoided. If Contractor's claims are unavoidable, the Engineer shall evaluate and assist the ARA/PIT on such claims, throughout the procedure stated in the Work Contract.

In the event of receipt of a Notice of Claim from the Contractor, the Engineer shall immediately inform and provide copy of such claim to the Employer, provide him with an assessment of the Contractor's contemporary records and the Engineer's preliminary conclusions with regard to the potential outcome of the claim. The Engineer shall consult with the Employer on any further actions which should be undertaken against the Contractor's claim.

Prior to certification of any payments to the Contractor in relation to any of his claims, the Engineer shall consult and obtain a formal approval from the Employer. The Engineer shall provide the Employer with any particulars to enable the Employer to take a decision with regard to the Engineer's proposed payment to the Contractor.

4.2.3. Reporting during Phase 1

The Consulting Firm will prepare the following reports:

- Inception Report;
- Engineer's Works Programme Report;
- Monthly Progress Reports;
- Site Meetings and other Meetings;
- Completion Report;
- Quality Assurance Dossier, finalized As-Built – Drawings, including maintenance manuals;

Phase 2: During Defect Notification Period (DNP)

The duration of this phase is expected to last 12 months following of the issuing of Taking Over Certificate for the civil works of Viroi Bridge.

The Consulting firm shall arrange inspection the works at appropriate intervals during the Defects Notification Period, identify and supervise any remedial work that may be required and issue Performance Certificate to the Contractor.

The Consulting Firm shall be expected to draw the attention of the Contractor to any defects as soon as such defects are noticed and shall ensure that the Contractor fulfils his contractual obligations during the Defect Notification Period, including rectifying all defects in the Works in a timely manner.

4.2.4. Inspections during the DNP

The Consulting Firm shall undertake quarterly inspections during the DNP. In the event that the ARA/PIT calls the Team Leader to inspect the Works for a particular defect assessed on Site, in addition to the scheduled quarterly inspections, such ad-hoc inspection shall be considered as a quarterly inspection and will cover the whole works. Following his/her inspections, the Team Leader shall:

- Notify and instruct the Contractor on all the defects found, and instruct him accordingly;
- Prepare an Inspection Report on the status of the Works and on the operation and maintenance of the Works, to date. Photos, measurements and any other evidence of the status of the Works will accompany such report.

4.2.5. Final Inspection on expiry of the DNP

The final inspection of the whole works Period shall be carried out just before or on expiry of the DNP in the presence of at least representative from the Contractor and the ARA/PIT. Any outstanding defects shall be issued to the Contractor as a snag list within the time stipulated in

the work contract. When the snags have been remedied, another joint site inspection shall take place and if, in the Engineer's opinion the works have been completed/remediated satisfactorily, the Team Leader will issue the Final Completion Certificate. The results of the inspections and the issuing of the Final Completion Certificate will be covered in the Consulting Firm's Final Completion Report.

4.2.6. Reporting during Phase 2

The Consulting Firm will prepare the following reports:

- Quarterly Inspection Reports during DNP;
- Final Completion Report.

Note: Details of the indicative content of the reports for both Phase 1 and Phase 2 are included in Annex I, which is part of these TOR.

5. LOGISTICS AND DURATION OF THE ASSIGNMENT

5.1. Location

The assignment of the Consulting Firm's experts shall take place in the Viroi Bridge which is situated in the vicinity of Gjirokastra district, where the Consulting Firm should ensure that its experts have the operational base, in a decently arranged and self-equipped setting. The main operational base for the assignment will be in Tirana.

5.2. Office accommodation

A Project main office accommodation in Tirana close to the PIT office, of a reasonable standard and sufficient working space for the experts working on this assignment, is to be provided by the Consulting Firm. Office accommodation and any related costs are to be covered in the rates of the experts.

5.3. Commencement Date

The intended commencement date of the assignment is in May 2024, subject to the completion of service contract award procedure and commencement of Works. The Consultant shall commence work within fifteen (15) days after receipt of Letter of Commencement.

5.4. Duration for Services

The consultancy is to be undertaken over a period of eighteen (18) calendar months which includes the defects liability period of twelve (12) months. Thus, the total duration of this Service Contract will be **18 calendar months** from Notice to Commence issued to the selected Consulting Firm will be spilt into the phases listed below:

Phase 1: Supervision services during the construction period, will be carried out over a period of six (6) months during which the Consulting Firm will be required to provide full time services.

Phase 2: During the defect's liability period of twelve (12) months, the Consultant will be required to perform quality assurance assessments and participate in the periodic inspection of works along with the Contractor and the ARA/PIT covering the duration of twelve (12) months.

6. DELIVERABLES TIMEFRAME AND PAYMENTS

6.1. Form of Contract

The Consulting Firm will close a Service Contract with the ARA which shall be structured and paid as a time-based assignment in which the Consulting Firm will carry out the tasks described in this TOR.

6.2. Reporting Requirements and Time Schedule for Deliverables

The Consultant will report to the Client's nominated representative on all aspects of the

Assignment. A list of formal reports to be prepared and submitted by the Consultant is provided below. The Reports should cover, but not necessarily be limited to, the information provided in Annex 1. All Project reports issued by the Consultant are subject to review by the ARA/PIT.

Item	Deliverables	Timing
During Supervision of Works		
1	Inception Report	Within two weeks after the issue of Notice to Commence to the Contractor
2	Engineer's Works Programme Report	Within twenty-eight days after the submission of the Contractor's Work Program.
3	Monthly Progress Report	Within 7 days after the end of the relevant month
4	Site Meetings and other ad-hoc	Within 24 hours after the meeting
5	Completion Report	Within thirty days after the completion of the works
6	Quality Assurance Dossier	Within thirty days after the completion of the works
7	Any other reports as might be required by ARA/PIT	As required or upon request
During Defect Notification Period (DNP)		
8	Quarterly Inspection Reports	Within 2 weeks of carrying out each required Site Inspection
9	Final Completion Report	At the end of the project
10	Any other report any other reports as might be required by ARA/PIT	As required or upon request

Table 2 Description of deliverables and time schedule

All documents, reports, documents, and drawings shall be submitted both hard copy (i.e. full color prints and perfect binding type) together with electronic soft-copy in English and Albanian language and in a format, quality and quantity approved by the ARA/PIT. In addition, the Consultant shall keep full records relating to all aspects of the work covered by his service contract. A digital copy of all the materials will be uploaded/stored by the Consultant in a dedicated cloud-based area.

6.2.1. Digital Archive

The selected Consulting Firm shall create a dedicated and secure online project document storage library. This library will be used to upload and store digital copies of all the documents, reports, maps, working papers, site dairy, progress pictures, and other reference material used and/or created during the period of the assignment. The Consulting firm will be responsible for providing and maintaining in full operating mood this dedicated cloud-based area throughout the entire duration of this assignment including the defect notification period.

The consulting firm must ensure that the chosen online project document storage system is secure. This means implementing measures such as encryption, firewalls, and regular backups to prevent unauthorized access or loss of data. Additionally, the system should have user access controls in place to limit who can edit, view, and download specific documents. This will safeguard sensitive information and grant appropriate access to parties involved in the assignment based on their roles and responsibilities.

During the course of the assignment the Consultant must keep the project library in good order and in a reference format. Upon completion of the assignment, the entire contents of the project library will be transferred to the ARA/PIT in an organized and properly referenced manner.

6.3. Consultant's Fees and Payment

Payment shall be structured and paid monthly as a time-based assignment in which the Consulting Firm will carry out the tasks described in this TOR. The consultant's remuneration shall be deemed to cover all costs necessary for the successful completion of the assignment. These include but not limited to: professional fee, travel costs, office space/equipment, communication, support staff and translation costs etc.

The level of efforts is **45 (forty-five)** person/month. It is the responsibility of the Consulting Firm to align its site supervision inputs in line with the progress of the civil works.

7. REQUIRED QUALIFICATIONS AND EXPERIENCE

7.1. Consultant's Profile

The Consulting firm (which may be a single firm or a Joint Venture -JV) shall comply with the following qualifications:

1. The Consultant should be a qualified firm or JV with at least 10 years of national or international experience with projects similar scale and scope to the services described in these TOR.
2. The consulting firm should have successfully implemented at least 2 similar supervision contracts within the last 5 years.

The consulting firms participating to the bid will be assessed in order to determine a shortlist comprising the most qualified candidates. The criteria to be used for shortlisting will be the following:

- Core business and years in business (30 points)
- Past experience in similar assignments (60 points)
- Firms organization and staffing (10 points)

7.2. Team Composition

In order to execute his obligations, the Consulting Firm shall provide suitable, experienced and qualified experts for the assignment with experience in works supervision, to provide sound advisory and technical services to the ARA/PIT and shall prepare a work programme, and a corresponding manning schedule, showing the timing of activities and the corresponding staff input required for execution of the services. All experts who have a crucial role in implementing the contract are referred to as key experts and their CVs should be submitted in the proposal. The CVs of Key experts will not be evaluated during the ranking process. They will be evaluated after the issuance of the Request for Proposal to the first ranked consultant.

The estimate of the key professional staff requirements is only indicative and could be construed as skill mix requirements for these Services. The Consultant shall employ only such key staff whose CVs have been approved by the ARA/PIT. In addition to the key personnel, the Consultant shall determine the support staff to assist with on-site supervision of the works.

The Consultant shall provide in the proposal duly signed CVs and copies of professional registration for all professional key staff including the duration in man-months during which the staff will be deployed under the Contract.

The working language of the project is English. Day-to-day communication language with the ARA/PIT will be either English or Albanian language.

7.2.1. Key Staff Requirement

The following are qualification and experience requirements for key professional staff:

Key Expert 1: Team Leader

A Team Leader (TL) shall retain the overall responsibility for the management and coordination of the assignment. He/She shall lead and coordinate the activities of the Engineering team. He/she shall be responsible for all technical and contractual matters and the communication between the Consulting Firm, the Contractor(s), the Employer as well as the relevant authorities.

TL shall assure a timely and proper supervision of the Works throughout the construction contract period and shall be engaged in full time-basis. During DNP the Team Leader might be present on a part-time basis, in accordance with the Consulting Firm's proposal and as required for successful completion of the Services. The Team Leader (TL) is expected to participate to all progress meetings and management meetings where his/her presence may be required.

Qualifications and experience

The expert shall possess:

- Must be a Civil Engineer with a Master degree in Civil Engineering. A postgraduate qualification in Highway, Structural or Bridge Engineering is an added advantage;
- The Team Leader is expected to possess as minimum fifteen (15) years of experience related to supervision of roads and bridge construction and contract administration under FIDIC Conditions of Contract of similar size and complexity.
- He/she has acted as Team Leader or equivalent capacity in at least 2 bridge and road construction projects of similar magnitude and complexity;
- He/she shall be fluent in English, and good reporting skills both written and oral.

The Team Leader shall be the head of engineering team responsible for all technical and administrative aspects of supervision activities on site. He/she shall be the principal contact person between the engineering team and the ARA/PIT.

Key Expert 2: Resident Highway Engineer

The Highway Engineer's duties and responsibilities shall comprise road surveys, construction of pavement structures, measuring of quantities and management of site operations.

Qualifications and experience

The expert shall possess:

- Must have a Master degree in Civil Engineering. A postgraduate qualification in Highway Engineering is an added advantage;
- Must have a minimum of ten (10) years of cumulative professional experience related to road and bridge work contracts of similar magnitude and complexity;
- Must have served in similar capacity in at least 2 road and bridge construction projects of similar magnitude and complexity;
- Proficiency in written and spoken English is mandatory.

Key Expert 3: Bridge/Structure Engineer:

The Bridge/Structural Engineer shall be responsible for ensuring that Viroi bridge and its supporting structures are constructed according to the design and conform to the contract specifications.

Qualifications and experience

The expert shall possess:

- Must have a Master degree in Civil Engineering. A postgraduate qualification in

bridge/structural Engineering is an added advantage;

- Must have a minimum of ten (10) years of cumulative professional experience in bridge/structural construction supervision of similar magnitude and complexity;
- Must have served in similar capacity in at least 2 bridge construction projects of similar magnitude and complexity;
- Proficiency in written and spoken English is mandatory.

Key Expert 4: Quantity Surveyor

The Quantity Surveyor shall be responsible for ensuring that all measurements and evaluation of executed works submitted for payment by the contractor conform to actual quantities executed on site, and are in line with the approved design and contract specifications.

Qualifications and skills

- University Degree in Civil Engineering. A postgraduate qualification in Quantity Surveyor or Building Economics is an added advantage;
- He/she shall have minimum fifteen (15) years of previous professional experience as a Quantity Surveyor in projects of similar size and complexity;
- Previous experience in supervision of works contracts under FIDIC or other international recognized conditions of contract is an added advantage.
- Proficiency in written and spoken English is mandatory.

Key Expert 5: Pavement/Material Engineer

The Pavement/Materials Engineer shall be responsible for ensuring the quality of all materials to be incorporated in the works, as well as the completed works, conform to the contract specifications.

- Must have a degree in Civil Engineering or equivalent qualification. Postgraduate qualifications in Pavement or Materials Engineering is an added advantage;
- Must have a minimum of ten (15) years cumulative experience in pavement design and works supervision of similar magnitude and complexity infrastructure projects with extensive knowledge in materials of roads and bridges and materials investigations;
- Must have served in similar capacity in road and bridge projects of similar magnitude and complexity;
- Previous experience in supervision of works contracts under FIDIC or other international recognized conditions of contract is an added advantage;
- Proficiency in written and spoken English is mandatory.

Key Expert 6: Topographical Surveyor

The Topographical Surveyor shall be responsible for conducting and supervising the survey team. And ensuring that the road and bridge structures are constructed according to the design setting out and specifications. He/she will be responsible for planning the fieldwork, selecting known survey reference points, and determining the precise location of important features in the survey area. He/she shall be responsible for searching legal records, looking for evidence of previous references' survey points (geodetic reference points and national benchmarks) and analysing the data to determine the location of boundary lines and record the results of the survey, verifying the accuracy of data, and preparing plans, maps, and reports.

- Must have a degree in land surveying or equivalent. Post graduate qualifications in land surveying is an added advantage;
- Must have a minimum of ten (10) years cumulative experience in Land surveying supervision related activities in projects of similar magnitude and complexity;

- Previous experience in supervision of works contracts under FIDIC or other international recognized conditions of contract is an added advantage;
- Proficiency in written and spoken English is mandatory.

Key Expert 7: Environmental and Social Specialist

The Environmental Specialist shall be responsible for supervision of the Environmental and Social Management Plan (ESMP) of the project.

Qualifications and skills

- Master Degree in Environment in civil, chemical and other relevant engineering, or environmental management, biology or other similar environmental science relevant degree;
- He/she shall have minimum ten (10) years of previous professional experience related to environmental and social issues management, initiatives and implementation of mitigation measures related to civil engineering infrastructure projects.
- Previous experience with the World Bank or other FI Environmental and Social Management Policies or Standards will be considered an advantage.
- Proficiency in written and spoken English is mandatory

7.2.2. Non-key Experts, support staff

In addition to the key experts designated above, the Consultant is free to propose a team composition of additional support of non-key back-up staff in its proposal as deemed necessary for proper implementation of the duties prescribed by the current TOR. The following team composition is indicative only and can include home office back-up specialists and support staff such as such as assistant surveyor, office engineer, CAD technician, office management secretary, drivers, etc. Additional support or non – key staff may be added and identified by the Consultant in its proposal as needed in order to fulfill the ToR.

7.2.3. Staff Requirement during Defects Notification Period

The Consulting Firm shall assign at least two of its key personnel in addition to the Team Leader to lead a team of experts to conduct inspections during the Defect Notification Period as described in Section 3 of the Terms of Reference.

7.2.4. Estimated Input for Key Expert and Non-key Experts

The allocation of person-months for the respective phases of consulting services is as shown in Table 1 below.

STAFFING		Number of staff	Phase 1 6 months Supervision of Works (m/m)	Phase 2 12 months DNP (m/m)	Total m/m
Key Staff					
K1	Team Leader	1	6	2	8
K2	Resident Highway Engineer	1	5	2	7
K3	Bridge/Structure Engineer	1	4	1	5
K4	Quantity Surveyor	1	4	-	4
K5	Pavement/Material Engineer	1	4	-	4
K6	Geotechnical Expert	1	2	-	2
K7	Environmental and Social Specialist	1	4	-	4

Non- Key Staff					
NK1	Hydraulic Engineer	1	2	-	2
NK2	Topographical Surveyor	1	1	-	1
NK3	Road Safety Engineer	1	1	-	1
NK4	Electrical Engineer	1	1	-	1
NK5	Health and Safety Expert	1	6	-	6
Total for Staff		12			45

Table 3 Personnel and level of efforts

The abovementioned list is the Client’s estimate of the MINIMUM key staff input required for the assignment. If the Consultant considers that additional involvement of the key staff is required, it is free to include such input in its proposal. If no additional input will be included in the proposal, it will be deemed that the Consultant is satisfied with the minimum input for key staff provided above and takes full responsibility to fulfil all obligations as set out in the TOR with the indicated inputs.

8. DATA AND ASSISTANCE TO BE PROVIDED BY THE ARA

The ARA will not provide any counterpart personnel. In connection with the work by the Consultant that require inputs from other government agencies, the ARA shall provide assistance in liaising with those agencies and shall ensure that the Consultant has access to any available information and data that is deemed necessary for the execution of the Services. Technical information available to the ARA and access to the existing records which ARA considers essential for the proper conduct and execution of this assignment will be provided upon request. The Consulting Firm will arrange for their translations, if necessary. The possible failure to solve some of the Consulting Firm’s problems encountered locally will not dispense the Consulting Firm from meeting its contractual obligations

9. FACILITIES TO BE PROVIDED BY THE CONSULTANT

There will be no facilities provided by ARA. The Consultant will be expected to arrange office facilities in Tirana, close to the PIT office. The Consultant shall be responsible for the provision of all the necessary offices accommodation, operating facilities and transport it requires in Tirana or elsewhere, to provide the service, and shall include the cost of all such operating, travel and accommodation costs within its financial proposal. The Consultant shall also be responsible for all costs associated with mobilizing and maintaining staff or resources required for the service, in Tirana or elsewhere.

The Consulting Firm shall ensure that experts are adequately supported and equipped. In particular he shall ensure that there is sufficient administrative, secretarial and interpreting provision to enable experts to concentrate on their primary responsibilities. It must also transfer funds as necessary to support his activities under the service contract and to ensure that his employees are paid regularly and in a timely fashion.

If the Consulting Firm is a consortium, the arrangements should allow for the maximum flexibility during implementation of the assignment. Arrangements offering each consortium member a fixed percentage of the work to be undertaken under the contract, should be avoided.

10. SELECTION

Selection will be made in accordance with the CQS method set out in the World Procurement Regulations for IPF Borrowers under Procurement in Investment Project Financing Goods, Works, Non-Consulting and Consulting Services” dated July 1, 2016, revised on November 2017, August 2018 and November 2020. The contract will be time-based.

ANNEX I

REPORTING REQUIREMENTS DURING THE SUPERVISION & DNP

With reference to Section 4 of the TOR, the Consulting Firm shall prepare:

Inception Report

The TL will submit an Inception Report within two weeks after the issue of the Notice to Commence to the Contractor.

The Inception Report will be prepared as a strategic plan for the successful completion of this assignment and will address the Consulting Firm's scope of services, organization/staffing, schedules, deliverables, administrative procedures (general communications, correspondence routing, document control, status reports, invoicing, etc.) and reporting procedures.

So, this report shall elaborate the operational strategy for provision of services against the contract and shall include (not limited to) a work plan, specific outputs and milestones, anticipated results, timeframe, use of budget and inputs against proposed activities, and quantified indicators of achievement of project objectives.

The Inception Report will also include recommendations for solutions to possible anticipated problems.

Engineer's Works Programme Report

In view of the above, The TL shall prepare the "Engineer's Work Program Report", within 28 days after the submission of the Contractor's Work Program. This report which will include, at least:

- Copy of the Contractor's detailed cash-flow estimates, in monthly periods or in accordance with milestone-based payment schedules, of all payments to which the Contractor will be entitled under the Contract;
- Copy of the Contractor's detailed Works Program, showing the order in which the Contractor intends to carry out the Works, including general description of the methods which the Contractor intends to adopt, and of the major stages, in the execution of the Works and other information as may be deemed necessary and appropriate by the Consulting Firm;
- A list of critical path items and the related Contractor's estimates of delivery periods, accompanied by the Engineer's estimate of the latest delivery periods for each critical path item to warrant the completion in accordance with the Contract;
- Details of main Plant(s) and Equipment the Contractor intend to use during the implementation of the Works;
- Materials and plant selected by the Engineer for inspections and tests, including an appropriate specification of the tests to be carried out and the associated arrangements;
- Names and particulars, including gender, of the Contractor's representative and other superintendence personnel approved by the Engineer in accordance with the Contract;
- Names of subcontractors consented by the Engineer in accordance with the Contract and, for each subcontractor, the cost and quantity of the subcontracted Works; this section will include a brief justification for the Engineer's consent;
- Copies of all relevant notices, consents, approvals, certificates or determinations given or issued by the Engineer within the reported period; and
- Other information as may be required by the Client.

Monthly Progress Reports

The TL shall submit Monthly Progress Reports to the ARA/PIT, within 7 days after the end of the relevant month. The report shall be submitted in a format agreed with the ARA/PIT. The key issues to be addressed in each Monthly Progress Report shall include, but not be limited to:

- Safety: An update of accidents at work, an appraisal of the safety of the Contractor's working practices, and how safety transgression may be remedied.
- Quality: A summary of the Contractor's work and materials, and any problems related thereto, with recommendations for improvements.
- A summary of all samples and tests carried out on materials, plant and the Works.
- Progress: A summary of the progress of the Works, with particular reference to the major activities and those on the "critical path" for completion. The report shall detail delays and difficulties encountered and proposed measures to alleviate them.
- A copy of the Contractor's approved Works Programme marked up to show actual progress to date shall be included in the reports.
- Resources: A schedule of the Contractor's labour, staff, equipment and materials resources with an updated appraisal as to whether or not these are adequate to complete the Contract on time.
- Contract Administration and Cost: A revised projection of the final cost of the Works which takes into consideration the following:
 - the value of the interim payment certificates to date
 - the valuation of any variation/modification order issued on the Contract
 - substantiation and evaluation of any claims submitted by the Contractor
 - the cost implications of any time overruns with or without extensions of time being granted to the Contractor
 - the value of the completed Works to date.
- Tabulated summaries of:
 - Site Instructions issued to date
 - Variation/modification orders issued to date
 - Claims notified by the Contractor
 - Interim Payment Certificates certified by the Engineer, clearly showing the date in which, the Contractor has received payment, the repayment of any Advance Payment, and the amount of Retention Monies withheld from payment
 - Provisional Sums and Contingencies used to date
 - Other contractual issues, e.g. claims made on insurance policies
 - The Minutes of the Site Meetings and any other meeting attached as an appendix
- Activities of the Supervision Consulting Firm
- An appraisal of the working relationship with the PIT/Employer on the works contract and with the Contractor which details any specific administrative, supervision or inspection problems encountered, and recommendations on how these may be overcome
- A summary of the work carried out under the TL's other duties, viz. review of proposed changes to the design of the Works, and their revision
- A summary of the supervision staff and any other relevant information, such as visits to

Site by Client / Employer on the works contract, the TL, meetings held and the availability of facilities etc.

- A summary of the disbursements made to the Consulting Firm.

Site Meetings and other Meetings

The TL shall prepare minutes of Site weekly and monthly meetings, which shall be held on a regular basis, and all other ad-hoc meetings. Minutes of all meetings shall be available for distribution to all the Project Stakeholders, within 24 hours after the meeting.

Completion Report

On completion of the Works Contract (that is, upon the issue of the Taking Over Certificate), the TL shall prepare and submit a Completion Report to the Employer. The Completion Report shall contain, at least:

- copies of the partial acceptance certificate, if relevant.
- verified “as-built drawings” showing all revisions to the design of the Works,
- an overview of the actual progress of the Works, including details of reasons for delays and/or extensions of time,
- commissioning reports for the various mechanical and electrical components of the Works,
- an overview of site safety procedures, any problems in this respect and recommendations for improvements,
- an overview of the Contractor’s working practices and resources,
- an assessment of the quality of materials and workmanship, any problems in this regard and recommendations for improvement,
- details of technical difficulties encountered and how these were resolved,
- details of administrative difficulties encountered and how these were overcome, and
- an appraisal of the strengths and weaknesses of the design of the Works and the Contract Documents, including design details and drawings, final bills of quantities, with recommendations on how improvements can be achieved for future similar contracts,
- Financial status of the Civil Work Contract, to date.

Quality Assurance Dossier

In addition to the Completion Report, the TL shall prepare and submit a comprehensive Quality Assurance Dossier containing all original requests for inspections, approvals, test forms and certificates relating to the construction of the Works, and to the materials and manufactured products incorporated into the Works. Documentation in the QA Dossier shall include, but not limited to:

- all manufacturer’s test certificates for materials;
- performance test certificates and warranty agreements, where applicable, for mechanical, and electrical components of the Works;
- test results and approvals for:
 - earthworks (grading, compaction etc),
 - foundation tests
 - concrete (cement, aggregates, mix designs, strength, formwork, reinforcing steel etc),
 - utility connection tests reports
 - manufactured products
 - any other tests required as per Technical Specifications
 - Final Energy efficiency report and certification;
- Maintenance manuals for any upgraded utilities networks and/or equipment.

Inspection Reports during the DNP

During the DNP, TL shall prepare and submit Quarterly Inspection Reports, within 2 weeks of carrying out each required Site Inspection.

Each Inspection Report shall detail all defects found, remedial measures proposed, and the Contractor's response thereto. It shall also report on the condition of the Works, particularly in respect to the operation and maintenance by the beneficiary institutions, and any bad practices in this regard.

Final Completion Report

TL shall prepare and submit a Final Completion Report (FR) to the PIT after the issue of the Final Completion Certificate by the end of the Consulting Firm's assignment.

The FR shall summarize information on the Consulting Firm's activities carried out throughout his assignment period and demonstrate that the Consulting Firm's obligations under the Service Contract have been fulfilled with due diligence, as appropriate.

The FR shall be divided into the following, but not limited to, sections:

- Executive Summary
- Consulting Firm's Services during the supervision; in particular, shall contain details of all remedial works carried out by the Contractor to rectify any defects found and shall comment on and make recommendations with regard to the Beneficiary institution's operation and maintenance practices.
- Financial status of the Project, related to the civil works contract disbursements and pending Contractor's/Employer's claims, if any;
- Financial status of the Service Contract;
- Lessons learnt and Consulting Firm's final recommendations.
- Assessment of the Contractor's Performance.

ANNEX 2

MAP SHOWING VIROI BRIDGE COVERED BY THE SERVICES

