

REPUBLIC OF TURKEY
MINISTRY OF ENVIRONMENT AND URBANIZATION
General Directorate of Construction Affairs

TURKEY ENERGY EFFICIENCY IN PUBLIC BUILDINGS PROJECT
(P162762)

TERMS OF REFERENCE FOR
RECRUITMENT OF CIVIL ENGINEER
(REF: EEPB/WB/MOEU/PIU-IND-CE-01)

1. BACKGROUND

The Ministry of Environment and Urbanization has received financing from the World Bank toward the cost of the Energy Efficiency in Public Buildings Project (EEPBP) and intends to apply part of the proceeds for consulting services.

The project investments will focus primarily on the renovation of central public buildings with high energy consumption and shorter pay-back periods. The proposed project would be implemented through two components: (i) energy efficiency (EE) investments in central government buildings; and (ii) technical assistance (TA) and project implementation support.

The General Directorate of Construction Affairs (GDCA) under the Ministry for Environment and Urbanization (MoEU) has been delegated to assume overall responsibility for the project. This will include completion of the necessary activities to support project preparation as well as implementation for the six-year project period. In parallel, grant funding has been mobilized from the Clean Technology Fund (CTF) to help analyze the investment needs and potential of the central government buildings.

Through the Energy Efficiency in Public Buildings (EEPBP) Project, approximately 500-700 public buildings will be renovated energy efficiently resulting energy savings. As the proposed projects aims to renovate public buildings with the highest energy consumption, the immediate direct beneficiaries would be the public sector as the budgetary savings from the investments, resolution of budgetary constraints for central government buildings associated CO₂ emissions reductions as a result of the energy savings (tons of CO₂ equivalent) and also users of the public buildings (administrative staff and society) and public communities in the catchment areas of the identified facilities.

The General Directorate of Construction Affairs (GDCA) established a project implementation unit (PIU) which is be responsible from overall implementation of the project such as selection of the buildings, procurement of the various contractors (e.g. energy audits, technical designs, renovation works, construction supervision, savings verifications, technical assistance or consultancies, etc.).

Within the framework of the Energy Efficiency in Public Buildings Project, a Civil Engineer (Ref: EEPB/WB/MOEU/PIU-IND-CE-01) will be employed at Project Implementation Unit of the General Directorate of Construction Affairs of Ministry of Environment and Urbanization (MoEU).

2. OBJECTIVES

The main objective of the consultant's services under this Terms of Reference (ToR) is to employ an experienced individual consultant as a Civil Engineer who will work in the Project Implementation Unit (PIU) to assist in the project implementation activities, provide services for the monitoring of the activities planned under project.

3. SCOPE OF THE SERVICES

The Consultant shall;

- a) Supervise the work of the technical consultants: project designers, construction companies and supervision companies,
- b) Review and assess technical proposals of the consulting firms and offers from renovation contractors and provide inputs to the technical evaluation reports and support the PIU in contract negotiations,
- c) Review and compare structural designs & calculations, structural drawings, costs and quantity surveying for strengthening and reconstruction works of public buildings within the scope of the project, the required principles related with the construction and static issues at the design, tendering and execution stages,
- d) Ensure the compatibility of drawings and specifications with the static designs,
- e) Review the technical inputs into bidding documents, terms of references, project reports, bid evaluation reports, project supervision and acceptance/commissioning reports;
- f) Visit construction sites for periodic audits for the compliance of the executions on site with the relevant contracts & specifications, monitor and report issues, contribute to and participate in project related events,
- g) Review all audits and designs to ensure compliance with best practices on the façade and building envelope related aspects and etc.,
- h) Coordinate the monitoring of results indicators of the renovations;
- i) Ensure compliance with local building codes, material standards and engineering norms in Turkey throughout the design and construction of the renovation process,
- j) Based on early project experiences and inputs from the design firms, develop/propose technical standards and norms to be used in all future bidding documents to ensure a high and consistent quality,
- k) Carry out other technical studies and assignments as requested the GDCA's PIU.

4. DURATION OF THE SERVICES

The services will be required on a full-time basis. The Consultant is expected to commence work from July – August 2021, with two months' probation period and a renewable 1-year contract, if performance is satisfactory.

5. QUALIFICATION REQUIREMENTS

- At least bachelor's degree in Civil Engineering; an MS degree in project management or engineering would be an asset,

- At least 10 years' relevant construction sector experience,
- At least 5 years of professional experience in the structural designs & calculations, structural drawings, costs and quantity surveying,
- Experience in cost and planning would be an asset,
- Experience with Works or Supplies contracts, either in design, writing of specifications, bills of quantities, tender procedures or site works supervision;
- Experience within interdisciplinary teams in project management and working experience with IFIs financed project experience would be an advantage,
- Having B Class occupational health and safety expert certification would be an asset,
- Familiarity with Government of Turkey's relevant legal, administrative and bureaucratic procedures Proficiency in key computer applications, e.g., Word, Excel, PowerPoint, have a strong client orientation,
- Fluency in English (both oral and verbal) is a requirement.
- Excellent interpersonal skills demonstrated ability to communicate effectively and strong writing/reporting skills.

6. REPORTS

The Consultant shall submit brief monthly progress reports summarizing the Project related activities, issues and recommendations during the assignment.

7. METHODOLOGY

The consultant will be hired on the basis of the World Bank's "Procurement Regulations for IPF Borrowers" (July 2016, revised November 2017 and August 2018) ("Procurement Regulations"). The contracted consultant will function as Civil Engineer of GDCA's PIU in Ankara. The contract will be signed between the General Directorate of Construction Affairs of MoEU or his designee and the consultant. The recruitment of contract shall be a subject to "No objection" from the World Bank.

8. APPLICATION

Curriculum vitae (CV) in English in the format given below together with a one-page application letter must be delivered to the address below in person or by e-mail, indicating the title and the reference code of the applied position in the subject line. **The deadline for application is July 5, 2021; 4:00 p.m. local time.** Confirmation will be shared upon receipt of application.

Ministry of Environment and Urbanization
General Directorate of Construction Affairs
External Investments Department
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CURRICULUM VITAE

Name of Staff :
Profession :
Date and Place of Birth :
Civil Status :
Home Address :
Phone **home** :
 mobile :
E-Mail :
POSITION APPLIED :

KEY QUALIFICATIONS

Specific experience in:

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-
-
-

EDUCATIONAL BACKGROUND

-
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PROFESSIONAL EXPERIENCES

(Employment Record)

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-
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Language Proficiency :

1.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

2.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

3.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

Computing Knowledge :

Experience in:

-
-
-

Membership of Professional Societies :

References and transcripts : AVAILABLE UPON REQUEST

Certification

I, the undersigned, certify that to the best of my knowledge and belief, this biodata correctly describes myself, my qualifications and my experience.

Signature

Date