

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

TURKEY ENERGY EFFICIENCY IN PUBLIC BUILDINGS PROJECT
(P162762)

TERMS OF REFERENCE FOR
RECRUITMENT OF MECHANICAL ENGINEER
(Ref: EEPB/WB/MOEU/PIU-IND-ME-03)

1. BACKGROUND

The Ministry of Environment, Urbanization and Climate Change 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, Urbanization and Climate Change (MoEUCC) 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 five-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 Mechanical Engineer (Ref: EEPB/WB/MOEU/PIU-IND-ME-03) will be employed at Project Implementation Unit of the General Directorate of Construction Affairs of Environment, Urbanization and Climate Change (MoEUCC).

2. OBJECTIVES

The main objective of the consultant's services under this Terms of Reference (ToR) is to employ a Mechanical Engineer as an individual consultant who will work full-time 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: energy auditors, project designers, construction companies and commissioning consultants,
- 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 analyse the energy audit reports, on the basis of the technical and economic data, EE measures, energy savings, investment costs, payback times and profitability, environmental benefits, implementation plan, operation and maintenance, and energy monitoring,
- d) Review detailed technical designs and specifications, tender documents for renovation works, evaluate renovation bids, review construction supervision reports, oversight renovations and accuracy of energy savings (M&V reports),
- e) 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,
- f) Review all audits and designs to ensure compliance with best practices on mechanical aspects (e.g., heating and cooling systems, thermal heat loss of buildings, solar water heating systems, etc.),
- g) Provide technical inputs into bidding documents, terms of references, project reports, bid evaluation reports, project supervision and acceptance/commissioning reports,
- h) Coordinate the monitoring of results indicators of the renovations including the achieved energy savings,
- 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) Update and further refine the methodology for determining the energy savings for each project for reporting purposes,
- l) Provide training to PIU staff to improve their technical capacity on mechanical topics related to building renovations,
- m) Carry out other technical studies and assignments as requested by 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 August - September 2022, with two months' probation period and a renewable 1-year contract, if performance is satisfactory.

5. QUALIFICATION REQUIREMENTS

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

- At least 10 years' experience on construction sector,
- At least 5 years of professional experience in the energy efficiency and/or construction sector, prior experience on energy auditing of buildings and preparation of detailed project designs, certificated as an energy auditor or energy manager is 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,
- Proficiency in key computer applications, e.g., Word, Excel, PowerPoint, have a strong client orientation,
- Familiarity with Government of Turkey's relevant legal, administrative and bureaucratic procedures,
- Fluency in Turkish and 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 following the guidance of World Bank's "Procurement Regulations for IPF Borrowers" (July 2016, revised November 2017 and August 2018) ("Procurement Regulations"). The contracted consultant will function as Mechanical Engineer of GDCA's PIU in Ankara. The contract will be signed between the General Directorate of Construction Affairs of MoEUCC 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 Turkish and 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 August 31, 2022; 4:00 p.m. Turkey local time.** Confirmation will be shared upon receipt of application.

Ministry of Environment, Urbanization and Climate Change
General Directorate of Construction Affairs
External Investments Department
Attn: Esra Turan Tombak (Project Director)
Mustafa Kemal Mahallesi, 2082. Cadde, No:52, 06510
Çankaya / Ankara Tel: 0 312 480 07 50
E-mail: ihale.dky@csb.gov.tr
web-site: [web-site: https://www.kabev.org/](https://www.kabev.org/)

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:

-
-
-
-

EDUCATIONAL BACKGROUND

-
-
-
-

PROFESSIONAL EXPERIENCES

(Employment Record)

-
-
-

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