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**TERMS OF REFERENCE**  
**Infrastructure Development Specialist**  
**Khyber Pakhtunkhwa Human Capital Investment Project (KP-HCIP)**  
**Elementary & Secondary Education Department**  
**Government of Khyber Pakhtunkhwa**

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## **Background**

The Khyber Pakhtunkhwa Human Capital Investment Project was approved by the World Bank Board in July, 2020 and became effective in March, 2021. The project is designed to support the Government of Khyber Pakhtunkhwa in Human Capital Investments in the Education & Health Sector and aims to improve investments in people for greater equity and economic growth.

The Project includes three components:

- Component 1. Improving Delivery of Quality Primary Health Care Services
- Component 2: Improving Availability and Quality of Education Services
- Component 3: Strengthening Community Engagement and Accountability

To support the implementation of Component II, the Government of Khyber Pakhtunkhwa and World Bank has agreed to establish a Project Management Unit (PMU) in Elementary & Secondary Education Department.

## **Project Development Objective**

The objective of the Project is to improve availability, utilization, and quality of primary healthcare services and elementary education services in Selected Districts of Khyber Pakhtunkhwa.

## **Structure and Staffing of the PMU**

The PMU will be led by a Director to implement the project and provide guidance to PMU staff for effective implementation of components to achieve desired results.

The PMU will be staffed by qualified professionals in core project management functions such as procurement, financial management, monitoring and evaluation, social safeguards, education, infrastructure etc.

## **Scope of Work**

The Infrastructure Development Specialist will lead the related activities of Components II and III. The Infrastructure Development Specialist will also provide guidance to the Project Management Unit (PMU) on all related activities.

The Infrastructure Development Specialist shall be responsible for the project on the related aspects but not limiting to the following which are directly related with Component II related Activities:

The duties and responsibilities of the Infrastructure Development Specialist would include to:

- Manage the initiation, implementation and closure of infrastructure development projects through results-based management, project monitoring systems and the maintenance of logs.
- Would serve as the Technical Representative of the PMU at all Schemes Review and Approval Forums and other meetings related to infrastructure Component
- Contribute to the Monitoring and Evaluation of the project.
- Support the Project Director to lead on all operational, programmatic and administrative management of infrastructure projects.
- Produce project proposals and prepare legal documents related to infrastructure projects, e.g. MOUs, Management Service Agreements, Contracts, etc. in cooperation and consultation with KPPRA
- Initiate tenders, including input for preparation of bid documents and the assessment of suppliers' proposals for work orders in collaboration with procurement personnel and in full compliance with KPPRA policies.
- Review and evaluation of Infrastructures design, technical issues, tests, detail cost estimates and PC-1s
- Provide inputs related to civil works/physical work in preparation of Annual Work Plan.
- Any other task assigned by the Project Director

### **Qualifications and Experience**

- At least BE in Civil/Infrastructure engineering, architecture, urban planning; higher education in the relevant field will be preferred .
- A minimum of Seven years of relevant experience in the field of infrastructure project preparation, regulation or construction.
- Infrastructure project preparation and development, project management or operation experience
- Track record of achievements in collaboration with development partners in the field of infrastructure project development or infrastructure regulation
- Experience in development sector will be preferable

### **Reporting**

The Infrastructure Development Specialist will work in PMU to perform the assigned tasks and will report to the Director.

### **Duration of Assignment**

The initial contract will be given for one (1) year extendable on annual basis subject to annual performance review. The position is based in Peshawar.

### **Selection Process:**

An individual consultant will be selected on competitive basis in accordance with process stipulated in accordance with “World Bank: Procurement Regulations for Investment Project Financing Goods, Works, Non-Consulting and Consulting Services” July 2016 (Revised November 2017 & August 2018).

### **Facilities to be provided by the Client**

Office space and other facilities such as computers will be provided to the Consultant as required during the assignment period.