**International Civil Engineer to Support Safe School Implementation**

**Technical Guidance for Terms of Reference**

Disclaimer: The following technical guidance for terms of references (ToR) have been shortened to reflect essential points (scope of work, deliverables, timeframe and qualification requirements) to be included in the ToR. Every organization can then adapt it to their standard ToR template.

**OBJECTIVE AND SCOPE**

The International Civil Engineer will contribute to the efficient and effective implementation of work on preparation of feasibility studies and design development for improved seismic safety and energy efficiency of school buildings in the framework of the safe school project jointly with the Consultant for Feasibility Studies and Design, the safe school Coordinator, as well as with relevant agencies, stakeholders and beneficiaries. The International Civil Engineer is also responsible for ensuring the implementation of project activities in accordance with international standards, as well as the norms and requirements of the national government.

The International Civil Engineer will work under the guidance of the project implementation unit (PIU) Director, in close cooperation with the safe school Coordinator and the PIU personnel on the safe school project. The specific responsibilities include, but are not limited to the following:

* Facilitate and support an implementation of all activities in the development of project documents;
* Assist in the preparation of the Terms of Reference (ToR) for the consultant on the preparation of feasibility studies and design estimates for improved seismic safety and energy efficiency of school buildings;
* The Consultant shall carry out a technical evaluation of the tender proposals together with the Evaluation Commission, participate in negotiations on the contract with the winning bidder if necessary, assist in monitoring the implementation of the contract together with the PIU specialists and other involved consultants.
* Interaction with the consultants on preparation of feasibility studies and design for improved seismic safety and energy efficiency of school buildings selected for the implementation of the safe school project;
* Support the consultants on preparation of feasibility studies and design with the development in compliance with the international and local design standards;
* Analysis of technical documentation and drafts prepared by the consultants on feasibility studies and design;
* Provision of reports to the safe school Coordinator, reports on the implementation of the results/outcomes of the work by the consultant on feasibility studies and design;
* Perform other duties related to core activities of the safe school project at the request of the PIU Director and the safe school Coordinator.

**PERFORMANCE DELIVERABLES AND THEIR APPROVAL**

The Consultant's performance will be evaluated on the basis of the submitted report on the work performed and in accordance with the following criteria:

 - completeness of the task;

 - form of presentation of the work performed.

 The reports should be submitted in electronic format and in hard copy. The reports should reflect the completeness of the work performed on tasks.

**QUALIFICATION CRITERIA**

Qualification requirements for the International Civil Engineer:

* Higher education (Master or PhD) in structural and / or earthquake engineering;
* More than 10 years of experience in structural design in the social facilities sector;
* Relevant experience in the design of seismic renovation;
* Work experience in the region;
* Fluency in the local language language, English is desirable;
* Knowledge of Construction Norms and Regulations of the country;
* Relevant certificate in the field of design.