

Project Administration Manual

Project Number: 49042-005
Grant Number: GXXXX-TAJ
9 February 2018

Republic of Tajikistan: Additional Financing of
Central Asia Regional Economic Cooperation
Corridors 2, 5, and 6 (Dushanbe–Kurgonteppa)
Road Project

ABBREVIATIONS

ADB	–	Asian Development Bank
ADF	–	Asian Development Fund
AFS	–	audited financial statements
CAREC	–	Central Asia Regional Economic Cooperation
DMF	–	design and monitoring framework
EIRR	–	economic internal rate of return
EMP	–	environmental management plan
FMA	–	financial management assessment
IRI	–	international roughness index
IEE	–	initial environmental examination
km	–	kilometer
LARP	–	land acquisition and resettlement plan
MOT	–	Ministry of Transport
PAM	–	project administration manual
PIURR	–	project implementation unit for roads rehabilitation
PMSCS	–	project management and contract supervision consultant
RRP	–	report and recommendations of the President
TOR	–	terms of reference

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Project Administration Manual Purpose and Process

The project administration manual (PAM) describes the essential administrative and management requirements to implement the project on time, within budget, and in accordance with the policies and procedures of the government and Asian Development Bank (ADB). The PAM should include references to all available templates and instructions either through linkages to relevant URLs or directly incorporated in the PAM.

The Ministry of Transport (MOT) of Republic of Tajikistan is wholly responsible for the implementation of ADB-financed projects, as agreed jointly between the borrower and ADB, and in accordance with the policies and procedures of the government and ADB. ADB staff is responsible for supporting implementation including compliance by MOT of their obligations and responsibilities for project implementation in accordance with ADB's policies and procedures.

At loan negotiations, the borrower and ADB shall agree to the PAM and ensure consistency with the financing agreement. Such agreement shall be reflected in the minutes of the loan negotiations. In the event of any discrepancy or contradiction between the PAM and the financing agreement, the provisions of the financing agreement shall prevail.

After ADB Board approval of the project's report and recommendations of the President (RRP), changes in implementation arrangements are subject to agreement and approval pursuant to relevant government and ADB administrative procedures (including the Project Administration Instructions) and upon such approval, they will be subsequently incorporated in the PAM.

I. PROJECT DESCRIPTION

1. The government has requested the Asian Development Bank's (ADB) assistance to progressively upgrade the 82 km Dushanbe–Kurgonteppa road, for which ADB has programmed two projects in 2016 (the current project) and 2018 (proposed additional financing).¹ The road is a strategic north-south link, and one of the most heavily traveled roads in the country, as well as the confluence of CAREC corridors 2, 5, and 6. The project road passes through terrain that varies from flat to mountainous, and a further 90 km beyond Kuronteppa connects Dushanbe to Afghanistan. The Government has also requested ADB assistance through the project to improve several short sections of the national highway network that have substantial road safety-related deficiencies.

2. The proposed additional financing will scale up the project by improving a contiguous 40-km road section (Chasmasoron–Kurgonteppa) to the current 33-km project road. It is expected that JICA will help finance, through collaborative parallel financing, the remaining 9 km section in Kurgonteppa to complete the project road improvement. The additional financing will support MOT's program to improve the road safety situation on priority sections of the national highway network, which may include existing tunnels, intersections, black spots and failed lengths of pavement. The project will continue strengthening MOT's capacity on financial management, road safety, and road asset management. The current standard specification, which is the highway construction standards (1998), will be revisited and updated to improve quality of bidding documents for road rehabilitation projects. The main highway bridges will be inventoried, geo-referenced, and load tested to build up the bridge module of the road asset management system that is being developed with the World Bank's assistance.²

3. **Impact, Outcome and Outputs.** The overall project will be aligned with the following impacts: (i) the strategic pillar on promotion of economic growth of the Tajikistan National Development Strategy;³ (ii) CAREC's strategic goal of establishing competitive corridors across the CAREC region;⁴ and (iii) targets 3.6 (road safety) and 9.1 (sustainable infrastructure) of the Sustainable Development Goals. The overall aggregate outcome will be improved connectivity between Dushanbe and Kurgonteppa and improved safety on the national highway network. The proposed additional financing will enable expansion of existing outputs and include a new output to address safety deficiencies on the CAREC corridors network. The overall aggregate outputs will be: (i) improved road conditions, facilities, and safety along, and in the vicinity of, the project road (expanded); (ii) strengthened institutional capacity of MOT regarding financial management, road safety, and road asset management (expanded); (iii) completed procurement readiness for the next section of the road, from Chashmasoron to Kurgonteppa, to be improved (unchanged); and (iv) improved safety on selected priority sections of the national highway network through smaller targeted civil works operations (new).⁵ The project design and monitoring framework is in Table 13.

4. The Ministry of Transport (MOT) will be the executing agency and its Project

¹ ADB. 2016. *Report and Recommendation of the President to the Board of Directors: Proposed Loan, Grant, and Administration of Grant to the Republic of Tajikistan for the CAREC Corridors 2, 5, and 6 (Dushanbe–Kurgonteppa) Road Project*. Manila.

² World Bank. 2015. *Project Appraisal Document for the Second Phase (CARs-2) of the Central Asia Roads Links (CARs) Program*. Washington, DC.

³ Government of Tajikistan. 2017. *National Development Strategy of the Republic of Tajikistan for the period up to 2030*. Dushanbe.

⁴ ADB. 2014. *CAREC Transport and Trade Facilitation Strategy, 2020*. Manila.

⁵ The priority sections will be selected based on prior agreement between the Recipient (after obtaining all necessary internal approvals of the government of the Recipient) and ADB.

Implementation Unit for Road Rehabilitation (PIURR) will be the implementing agency.

II. IMPLEMENTATION PLANS

A. Project Readiness Activities

Table 1: Project Readiness Activities

Indicative Activities	2018												Responsible
	Q1			Q2			Q3			Q4			
1. Advance contracting actions													
(i) Procurement of main civil works													
• Publish IFB	✓												MOT
• Award contract								✓					MOT
(ii) Recruitment of PMSCS													
• Advertise CSRN	✓												MOT
• Award contract								✓					MOT
2. Safeguards documents													
(i) Disclosure on ADB and MOT website													
• Post IEE	✓												ADB/MOT
• Post LARP	✓												ADB/MOT
(ii) Approval by relevant authorities													
• Approve the IEE						✓							CEP
• Transfer LARP funds				✓									MOF
3. Legal documents													
(i) Approve the grant			✓										ADB
(ii) Sign the grant agreement				✓									ADB/MOF
(iii) Declare the grant effectiveness													
• Ratify the grant agreement								✓					Parliament
• Issue the legal opinion								✓					MOJ

ADB = Asian Development Bank, CEP = Committee for Environmental Protection, CSRN = consultant selection recruitment notice, IEE = initial environmental examination, IFB = invitation for bids, LARP = land acquisition and resettlement plan, MOF = Ministry of Finance, MOJ = Ministry of Justice, MOT = Ministry of Transport, PMSCS = project management and contract supervision consultant.

Source: ADB estimates.

B. Overall Project Implementation Plan

5. A Gantt chart recording outputs with key implementation activities on quarterly basis will be updated annually and submitted to ADB with contract and disbursement projections for the following year.

Table 2: Overall Project Implementation Plan

Activities	2018				2019				2020				2021				2022			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4												
Design and Monitoring Framework																				
Output 1: Improved road conditions, facilities, and safety between along the project road																← DLP →				
1.1 PMSCC contract awarded																				
1.2 Main civil works contract awarded																				
1.3 Complete pre-opening road safety audit																				
Output 2: Strengthened institutional capacities of MOT on financial management, road safety and road asset management																				
2.1 Highway construction standards updated and disseminated																				
2.2 Inventory for main highway bridges developed																				
Output 3: Improved safety on selected priority sections of the national highway network																				
3.1 Civil works contracts awarded																				
Management Activities																				
Project mid-term review																				
Semiannual safeguards monitoring reports																				
Project completion report																				

DLP = defects liability period, LARP = land acquisition and resettlement plan, PMSCC = project management and contract supervision consultant, Q = quarter.
Source: Asian Development Bank estimates.

III. PROJECT MANAGEMENT ARRANGEMENTS

A. Project Implementation Organizations: Roles and Responsibilities

Table 3: Project Management Roles and Responsibilities

Project Implementation Organizations	Management Roles and Responsibilities
<p>Executing agency: Ministry of Transport</p>	<ul style="list-style-type: none"> ▪ Provide overall project oversight; ▪ Ensure compliance with all covenants of the financing agreement and ADB's policies, procedures, and guidelines; ▪ Coordinate with all ministries and agencies involved in the project as appropriate; ▪ Ensure that the PIURR is adequately staffed and functional during the entire period of project implementation; ▪ Approve bidding documents, bid evaluation reports, contract variations, and suspension and termination of contracts; ▪ Sign and act as the Employer for the contracts with consultants and contractors; ▪ Timely resolve issues that would compromise quality, costs, or completion time of the project; ▪ Conduct timely financial audits as per agreed timeframe and take recommended actions; ▪ Collect and retain all supporting and reporting documents, including annual audit reports and financial statements; ▪ Involve beneficiaries and civil society representatives in all stages of project design and implementation as appropriate; ▪ Regularly post on MOT website, in consultation with ADB, the updated project information documents for public disclosure, including safeguards documents; and ▪ Ensure project's post-implementation sustainability and report to ADB on the project impacts.
<p>Implementing Agency: Project Implementation Unit for Roads Rehabilitation</p>	<ul style="list-style-type: none"> ▪ Coordinate the day-to-day project implementation activities; ▪ Act as focal point for communication with ADB on project-related matters; ▪ Procure works and goods and administer works and goods contracts; ▪ Recruit consultants and administer consulting services contracts; ▪ Monitor and promptly address complaints, and ensure their effective and adequate resolution; ▪ Establish adequate financial management system and submit timely withdrawal applications to ADB; ▪ Prepare periodic progress reports identifying issues and action plans, and ensure their timely submission to ADB;

Project Implementation Organizations	Management Roles and Responsibilities
	<ul style="list-style-type: none"> ▪ Monitor and evaluate project activities and outputs, including periodic review and preparation of project completion report; ▪ Assist ADB's project review missions as appropriate.
Ministry of Finance	<ul style="list-style-type: none"> ▪ Sign and oversee the implementation of the financing agreement, including its amendments, if any; ▪ Ensure timely budgeting, allocation, and release of counterpart funds for project activities; ▪ Select and endorse staff authorized to approve withdrawal applications, and provide their specimen signatures; ▪ Liaise with co-financiers involved in the project; ▪ Provide appropriate support and coordination for smooth project implementation; ▪ Process and submit to ADB any request, when required, for reallocating the loan proceeds; and ▪ Request extension of loan/grant closing date and change in project scope, if any.
Asian Development Bank	<ul style="list-style-type: none"> ▪ Monitor and evaluate project performance, including contract awards and disbursements. ▪ Provide guidance as necessary during project implementation; ▪ Review all project documents that require ADB approval; ▪ Conduct an inception mission, periodic loan review missions, a mid-term review mission, and a project completion mission; ▪ Monitor compliance with the loan/grant covenants; ▪ Monitor compliance with financial audit recommendations; ▪ Timely process payments of withdrawal applications; ▪ Regularly update ADB's project performance review reports with assistance from MOT; and ▪ Regularly post on ADB website the updated project information documents for public disclosure, including safeguards documents in accordance with provisions of the ADB Safeguard Policy Statement (2009).

ADB = Asian Development Bank, PMCSC = Project management and contract supervision consultant, MOT = Ministry of Transport, PIURR = Project Implementation Unit for Roads Rehabilitation.

Source: Asian Development Bank.

B. Key Persons Involved in Implementation

6. The executing agency officer and ADB division director and mission leader are as below:

Executing Agency

Ministry of Transport

Mr. Khudoyor Zavqibek
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14 Ayni Street, Dushanbe, Tajikistan

PIURR

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Asian Development Bank

Division Director

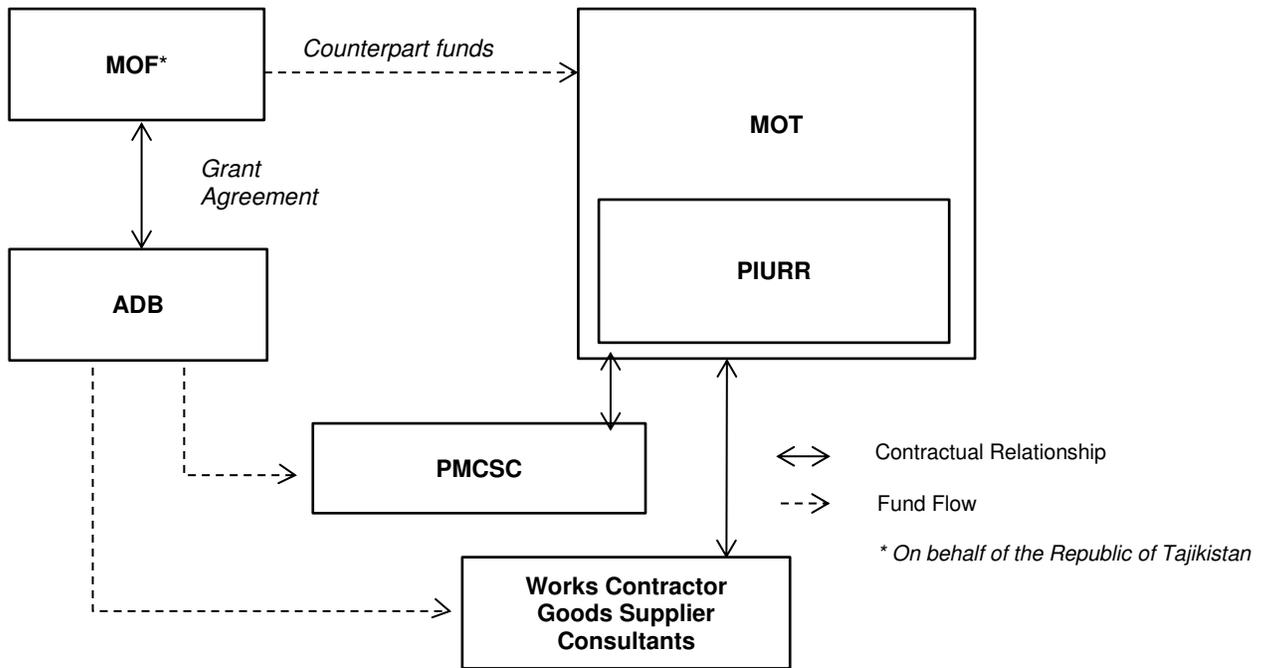
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Mission Leader

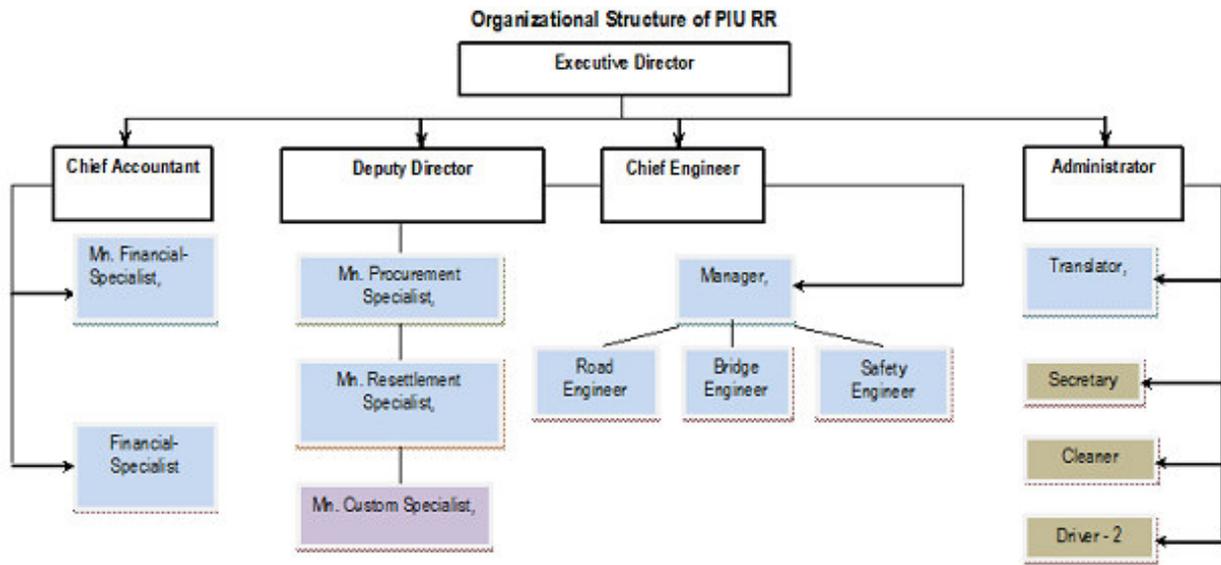
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C. Project Organization Structure

7. The Ministry of Transport (MOT) will be the executing agency. The MOT's Project Implementation Unit for Roads Rehabilitation (PIURR) will be the implementing agency. The PIURR will be assisted during project implementation by relevant departments of the MOT, the project management and contract supervision consultant (PMSCS), and relevant government agencies. The project outline organization chart and the PIURR organizational structure are shown below.



ADB = Asian Development Bank, MOF = Ministry of Finance, MOT = Ministry of Transport, PMSC = Project management and contract supervision consultant, PIURR = Project Implementation Unit for Roads Rehabilitation.



IV. COSTS AND FINANCING

A. Cost Estimates Preparation and Revisions

8. The cost estimates have been prepared in September 2017 by the project preparatory technical assistance (PPTA) consultant based on market prices for consulting services, civil works, and supply of goods.

B. Key Assumptions

9. The following key assumptions underpin the cost estimates and financing plan:

- (i) Exchange rate: TJS8.81 = \$1.00 (as of 10 September 2017).
- (ii) Price contingencies based on expected cumulative inflation over the implementation period are as follows:

Table 4: Escalation Rates for Price Contingency Calculation

Item	2018	2019	2020	2021	2022	Average
Foreign rate of price inflation	1.5%	1.5%	1.5%	1.6%	1.6%	1.5%
Domestic rate of price inflation	7.0%	7.0%	7.0%	7.0%	—	7.0%

Sources: World Bank estimates (foreign rate), Asian Development Bank estimates (domestic rate)

— = not available

10. The overall project is estimated to cost \$203.9 million (Table 5).

Table 5: Project Investment Plan
(\$ million)

Item	Current Amount ^a	Additional Financing ^b	Total
A. Base Cost^c			
1. Civil works	73.3	85.7 ^e	158.9
2. Equipment	1.9	0.0	1.9
3. Land acquisition and resettlement	0.8	1.2	2.0
4. Consulting services	4.7	6.7	11.4
5. Incremental administrative expenses	0.5	0.5	1.0
Subtotal (A)	81.2	94.0	175.2
B. Contingencies^d	12.5	13.5^e	26.0
C. Financing Charges During Implementation	2.7	0.0	2.7
Total (A+B+C)	96.4	107.5	203.9

^a Refers to the original amount approved on 31 October 2016. Includes taxes and duties of \$14.3 million financed from government resources.

^b Includes taxes and duties of \$15.4 million to be financed from government resources.

^c In mid-2017 prices for the additional financing portion.

^d Physical contingencies computed at 10% for goods and civil works; and 5% for consulting services. Price contingencies were estimated using the ADB cost escalation factors; including provision for potential exchange rate fluctuation under the assumption of a purchasing power parity exchange rate.

^e Loan savings of approximately \$10 million under the ongoing project (footnote 1), as a result of effective competition among international bidders for the civil works contract, and thus award below the estimates, will be utilized to cover civil works and contingencies in relation to the proposed additional financing. Upon approval of the additional financing, the financing agreement for the ongoing project will be amended to permit such use.

Source: Asian Development Bank estimates.

11. The government has requested ADB to provide a grant not exceeding \$90.0 million from ADB's Special Funds resources, to help finance the project. The government has also requested grant financing from JICA, which will be parallel and not administered by ADB.

12. The government will provide counterpart funding of \$17.5 million equivalent to cover taxes and duties, land acquisition and resettlement costs, incremental administrative expenses, and other miscellaneous costs. The financing plan is in Table 6.

Table 6: Financing Plan

Sources	Current ^a		Additional Financing		Total	
	Amount (\$ million)	Share of Total (%)	Amount (\$ million)	Share of Total (%)	Amount (\$ million)	Share of Total (%)
Asian Development Bank	65.2	67.6	90.0	83.7	155.2	76.1
Special Funds resources (loan)	49.4 ^b	51.2	0.0	0.0	49.4	24.2
Special Funds resources (grant)	15.8	16.4	90.0	83.7	105.8	51.9
OPEC Fund for International Development (loan)	12.0	12.5	0.0	0.0	12.0	5.9
Clean Energy Fund ^c (grant) under the Clean Energy Financing Partnership Facility	2.0	2.1	0.0	0.0	2.0	1.0
Government	17.2	17.8	17.5	16.3	34.7	17.0
Total	96.4	100.0	107.5	100.0	203.9	100.0

OPEC = Organization of the Petroleum Exporting Countries.

^a Refers to the original amount approved on 31 October 2016.

^b Of this amount, approximately \$10 million (reflecting the amount of loan savings as a result of effective competition among international bidders for the civil works contract, and thus award below the estimates) will be utilized to cover civil works and contingencies in relation to the proposed additional financing. Upon approval of the additional financing, the financing agreement for the ongoing project will be amended to permit such use.

^c Financing partners: the governments of Australia, Norway, Spain, Sweden, and United Kingdom. Administered by ADB.

Source: ADB estimates.

A. Detailed Cost Estimates by Expenditure Category

Table 7: Detailed Cost Estimates by Expenditure Category

Items	Foreign Exchange	Local Currency	Total Cost	% of Total Base Cost
A. Base Costs ^{a, b}				
1. Civil works for Chashmasoron–Kurgonteppa road section	72.60	13.07	85.67	82.3%
2. Civil works for priority safety improvements ^c	10.00	0.00	10.00	9.6%
3. Land acquisition and resettlement	0.00	1.20	1.20	1.2%
4. Consulting services ^d	5.65	1.02	6.67	6.4%
5. Incremental administrative expenses	0.00	0.50	0.50	0.5%
Subtotal (A)	88.25	15.79	104.04	100.0%
B. Contingencies ^e				
1. Physical	7.54	1.53	9.07	8.7%
2. Price	4.21	0.23	4.44	4.3%
Subtotal (B)	11.75	1.76	13.51	13.0%
Total Project Cost (A+B+C)	100.00	17.54	117.54	

^a In mid-2017 prices.

^b Includes taxes and duties of \$15.4 million to be financed from government resources.

^c Loan savings of approximately \$10 million (L3451-TAJ) under the ongoing project will be utilized to cover this item costs.

^d Includes estimated audit fees of \$50,000 for the audit of the annual project financial statements for the period 2018–2022 to be financed from ADB's loan resources.

^e Physical contingencies computed at 10% for civil works, and 5% for consulting services. Price contingencies were estimated using the ADB cost escalation factors; including provision for potential exchange rate fluctuation under the assumption of a purchasing power parity exchange rate.

Source: Asian Development Bank estimates.

Notes: Numbers may not sum precisely because of rounding.

B. Allocation and Withdrawal of Loan and Grant Proceeds

Current Loan 3451/Grant 0509-TAJ

Table 8a: Allocation and Withdrawal of ADB Loan Proceeds

No.	Item	Category		Percentage and Basis for Withdrawal from the Loan Account
		Category	Amount (\$) Subcategory	
1.	Civil works ^a		34,280,000	80.7% of total expenditure claimed ^b
2.	Consulting services		3,850,000	100.0% of total expenditure claimed ^b
3.	Interest during construction		1,630,000	100.0% of amounts due
4.	Unallocated ^c		9,640,000	
	Total		49,400,000	

^a Financing allocated to this item under the ADB grant will be utilized first at 80.7% of every claim until it has been disbursed in full. Thereafter, financing allocated to this item under the ADB loan will be utilized at 80.7% of every claim.

^b Exclusive of taxes and duties imposed within the territory of the Beneficiary.

^c Includes physical and price contingencies for civil works and consulting services.

Source: Asian Development Bank staff estimates.

Table 8b: Allocation and Withdrawal of ADB Grant Proceeds

No.	Item	Category		Percentage and Basis for Withdrawal from the Grant Account
		Category	Amount (\$) Subcategory	
1.	Civil works ^a		15,800,000	80.7% of total expenditure claimed ^b
	Total		15,800,000	

^a Financing allocated to this item under the ADB grant will be utilized first at 80.7% of every claim until it has been disbursed in full. Thereafter, financing allocated to this item under the ADB loan will be utilized at 80.7% of every claim.

^b Exclusive of taxes and duties imposed within the territory of the Beneficiary.

Source: Asian Development Bank staff estimates.

Loan 3451/Grant 0509-TAJ after proposed amendment of financing agreement**Table 8c: Allocation and Withdrawal of ADB Loan Proceeds**

No.	Item	Category		Amount (\$)	Percentage and Basis for Withdrawal from the Loan Account
		Category	Subcategory		
1.	Civil works for Dushanbe–Chashmasoron road section ^a			24,200,000	80.7% of total expenditure claimed ^b
2.	Civil works for priority safety improvements			10,000,000	100.0% of total expenditure claimed ^{b, c}
3.	Consulting services			4,000,000	100.0% of total expenditure claimed ^b
4.	Interest during construction			1,300,000	100.0% of amounts due
5.	Unallocated ^d			9,900,000	
	Total			49,400,000	

^a Financing allocated to this item under the ADB grant will be utilized first at 80.7% of every claim until it has been disbursed in full. Thereafter, financing allocated to this item under the ADB loan will be utilized at 80.7% of every claim.

^b Exclusive of taxes and duties imposed within the territory of the Beneficiary.

^c This percentage will be applied upon the funds under additional financing for civil works having been utilized in full.

^d Includes physical and price contingencies for civil works and consulting services.

Source: Asian Development Bank staff estimates.

Table 8d: Allocation and Withdrawal of ADB Grant Proceeds

No.	Item	Category		Amount (\$)	Percentage and Basis for Withdrawal from the Grant Account
		Category	Subcategory		
1.	Civil works ^a			15,800,000	80.7% of total expenditure claimed ^b
	Total			15,800,000	

^a Financing allocated to this item under the ADB grant will be utilized first at 80.7% of every claim until it has been disbursed in full. Thereafter, financing allocated to this item under the ADB loan will be utilized at 80.7% of every claim.

^b Exclusive of taxes and duties imposed within the territory of the Beneficiary.

Source: Asian Development Bank staff estimates.

Additional Financing

Table 8: Allocation and Withdrawal of ADB Grant Proceeds

No.	Item	Category		Percentage and Basis for Withdrawal from the Loan Account
		Category	Amount (\$) Subcategory	
1.	Works		72,600,000	100.0% of total expenditure claimed ^a
2.	Services		5,650,000	100.0% of total expenditure claimed ^a
3.	Unallocated ^b		11,750,000	
	Total		90,000,000	

^a Exclusive of taxes and duties imposed within the territory of the Beneficiary.

^b Includes physical and price contingencies for civil works and consulting services.

Source: Asian Development Bank staff estimates.

C. Detailed Cost Estimates by Financier

Table 9: Detailed Cost Estimates by Financier
(\$ million)

Item	ADB (grant)		Government			Total Cost
	Amount	% of Cost Category	Amount (costs)	Amount (taxes & Duties)	% of Cost Category	
A. Base Costs ^a						
1. Civil works for Chashmasoron–Kurgonteppa road section	72.60	84.7%	0.00	13.07	15.3%	85.67
2. Civil works for priority safety improvements ^b	10.00	100.0%	0.00	0.00	0.0%	10.00
3. Land acquisition and resettlement	0.00	0.0%	1.20	0.00	100.0%	1.20
4. Consulting services ^c	5.65	84.7%	0.00	1.02	15.3%	6.67
5. Incremental administrative expenses	0.00	0.0%	0.50	0.00	100.0%	0.50
Subtotal (A)	88.25	84.8%	1.70	14.09	15.2%	104.04
B. Contingencies ^d	11.75	87.0%	0.40	1.36	13.0%	13.51
Total Project Cost (A+B+C+D)	100.00	85.1%	2.10	15.44	14.9%	117.54

^a In mid-2017 prices.

^b Loan savings of approximately \$10 million (L3451-TAJ) under the ongoing project will be utilized to cover this item costs.

^c Includes estimated audit fees of \$50,000 for the audit of the annual project financial statements for the period 2018–2022 to be financed from ADB's loan resources.

^d Physical contingencies computed at 10% for civil works and equipment, and 5% for consulting services. Price contingencies were estimated using the ADB cost escalation factors; including provision for potential exchange rate fluctuation under the assumption of a purchasing power parity exchange rate.

Source: Asian Development Bank estimates.

Note: Numbers may not sum precisely because of rounding.

D. Detailed Cost Estimates by Outputs and/or Components

Table 10: Detailed Cost Estimates by Outputs
(\$ million)

Item	Total Cost	Output 1: Improvement of road conditions, facilities and safety			Output 2: Institutional strengthening of MOT		Output 3: Improved safety on selected priority sections of the national highway network	
		Amount	% of Cost Category	Amount	% of Cost Category	Amount	% of Cost Category	
A. Base Costs ^a								
1. Civil works for Chashmasoron–Kurgonteppa road section	85.67	85.67	100%	0.00	0%	0.00	0%	
2. Civil works for priority safety improvements ^b	10.00	0.00	0%	0.00	0%	10.00	100%	
3. Land acquisition and resettlement	1.20	1.20	100%	0.00	0%	0.00	0%	
4. Consulting services ^c	6.67	3.30	50%	2.33	35%	1.00	15%	
5. Incremental administrative expenses	0.50	0.30	60%	0.10	20%	0.10	20%	
Subtotal (A)	104.04	90.50	87%	2.43	2%	11.10	11%	
B. Contingencies ^d								
1. Physical	9.07	8.07	89%	0.09	1%	0.91	10%	
2. Price	4.44	3.95	89%	0.04	1%	0.44	10%	
Subtotal (B)	13.51	12.02	89%	0.14	1%	1.35	10%	
Total Project Cost (A+B+C+D)	117.54	102.52	87%	2.57	2%	12.45	11%	

^a In mid-2017 prices.

^b Loan savings of approximately \$10 million (L3451-TAJ) under the ongoing project will be utilized to cover this item costs.

^c Includes estimated audit fees of \$50,000 for the audit of the annual project financial statements for the period 2018–2022 to be financed from ADB's loan resources.

^d Physical contingencies computed at 10% for civil works and equipment, and 5% for consulting services. Price contingencies were estimated using the ADB cost escalation factors; including provision for potential exchange rate fluctuation under the assumption of a purchasing power parity exchange rate.

Note: Numbers may not sum precisely because of rounding.

E. Detailed Cost Estimates by Year

Table 11: Detailed Cost Estimates by Year
(\$ million)

Item	Total Cost	2018	2019	2020	2021	2022
A. Base Costs ^a						
1. Civil works for Chashmasoron–Kurgonteppa road section	85.67	12.85	21.42	21.42	21.42	8.57
2. Civil works for priority safety improvements ^b	10.00	0.00	1.00	4.00	4.00	1.00
3. Land acquisition and resettlement	1.20	0.18	0.30	0.30	0.30	0.12
4. Consulting services ^c	6.67	1.00	1.67	1.67	1.67	0.67
5. Incremental administrative expenses	0.50	0.10	0.10	0.10	0.10	0.10
Subtotal (A)	104.04	14.13	24.48	27.48	27.48	10.45
B. Contingencies ^d	13.51	1.50	2.00	2.00	2.00	6.84
Total Project Cost (A+B+C+D)	117.54	15.53	26.48	29.48	29.48	17.29

^a In mid-2017 prices.

^b Loan savings of approximately \$10 million (L3451-TAJ) under the ongoing project will be utilized to cover this item costs.

^c Includes estimated audit fees of \$50,000 for the audit of the annual project financial statements for the period 2018–2022 to be financed from ADB's loan resources.

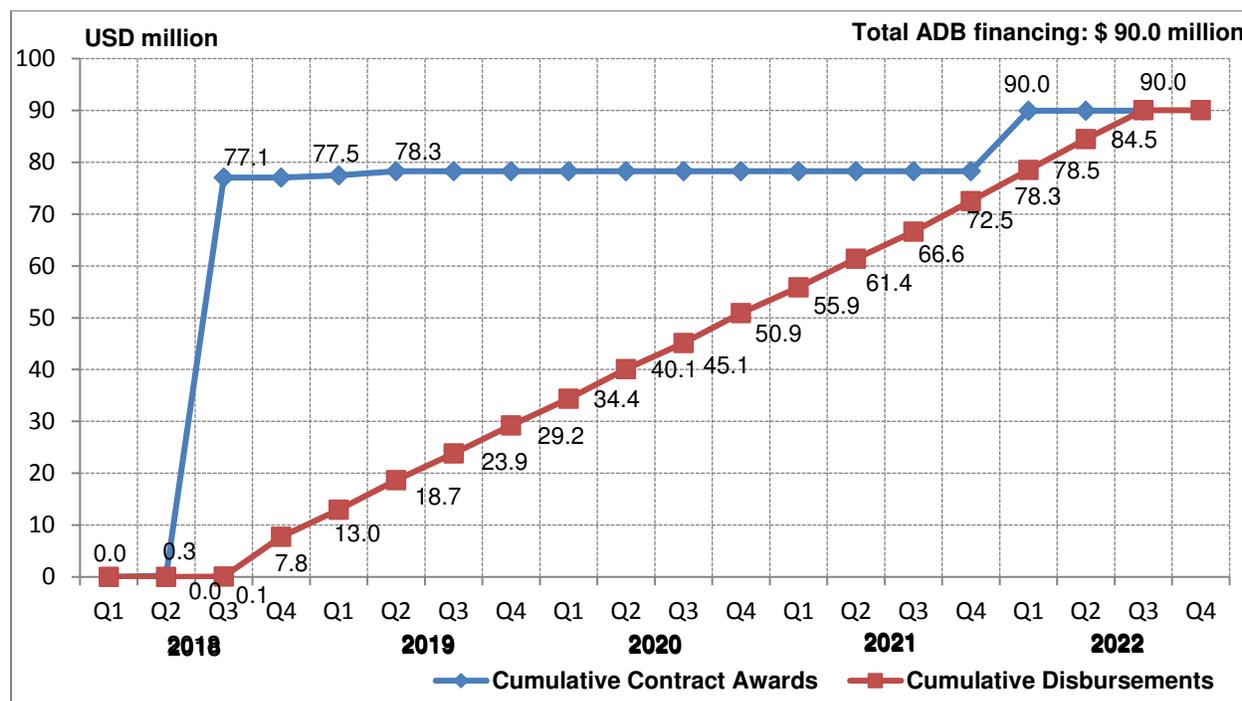
^d Physical contingencies computed at 10% for civil works and equipment, and 5% for consulting services. Price contingencies were estimated using the ADB cost escalation factors; including provision for potential exchange rate fluctuation under the assumption of a purchasing power parity exchange rate.

Source: Asian Development Bank estimates.

Notes: Numbers may not sum precisely because of rounding.

F. Contract and Disbursement S-Curve

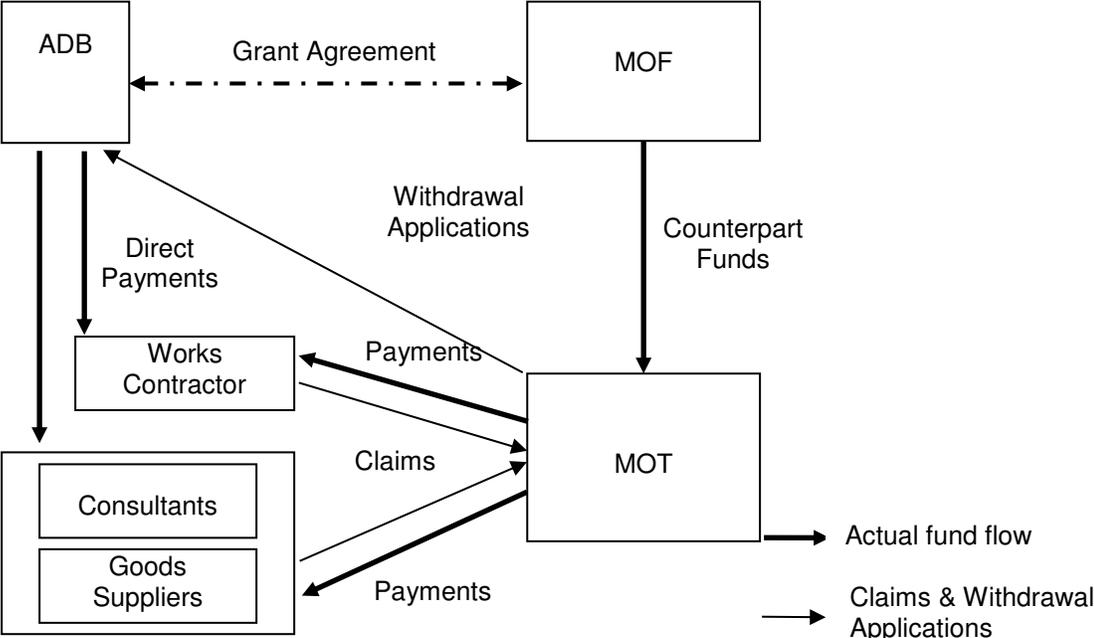
13. The below graphs show quarterly contract awards and disbursement projections over the life of the project. The S-curves are only for ADB additional financing (excluding savings of current project), which will be recorded in ADB's system and reported through e-Ops. The projection for contract awards includes contingencies and unallocated amounts.



Project Level Projections

	Contract Awards (\$ million)					Disbursements (\$ million)				
	Q1	Q2	Q3	Q4	Total	Q1	Q2	Q3	Q4	Total
2018	0.0	0.3	76.8	0.0	77.1	0.0	0.0	0.1	7.7	7.8
2019	0.4	0.8	0.0	0.0	1.2	5.2	5.7	5.2	5.4	21.5
2020	0.0	0.0	0.0	0.0	0.0	5.2	5.7	5.0	5.8	21.7
2021	0.0	0.0	0.0	0.0	0.0	5.0	5.5	5.2	5.9	21.6
2022	11.7	0.0	0.0	0.0	11.7	6.0	6.0	5.5	0.0	17.5
Total					90.0					90.0

G. Fund Flow Diagram



ADB = Asian Development Bank, MOF = Ministry of Finance, MOT = Ministry of Transport

V. FINANCIAL MANAGEMENT

A. Financial Management Assessment

14. The proposed additional financing does not entail any changes in the existing financial management arrangements. Financial management functions under the proposed additional financing will remain the responsibility of the PIURR, as under the current project. The original financial management assessment (FMA) concluded that the financial management risk of the implementing agency is substantial, which remains relevant for the overall project. The PMCSC team for the current project includes an international financial management specialist and a national financial management specialist, who will assist the PIURR in implementing key actions and measures to address the deficiencies identified in the FMA. The MOT and PIURR will maintain adequate and separate project records and accounts, which will be audited annually by an independent auditor.

Table 12: Financial Management Action Plan

Key risks identified	Risk-mitigation measures	Staff and/or personnel responsible	Timeline
Lack of accountability in reporting and monitoring systems (S)	Develop and implement a simple operations manual for the PIURR, with job descriptions and responsibilities for each major position.	PIURR and PMCSC's financial management specialists	By Q3 2018
Inadequate procedure for online payments (M)	Amend the approach used for bank transfers through the	PIURR	By Q3 2018

Key risks identified	Risk-mitigation measures	Staff and/or personnel responsible	Timeline
	project bank accounts' online transfer facility to ensure integrity of transactions.		
Weak financial capacity of the bank being used by the PIURR (L)	Monitor with MOF the capacity of Agroinvestbank, the bank being used by the PIURR for imprest and other accounts and, if necessary, consider using another bank.	MOF, MOT and PIURR	Entire duration of the project
Incomplete implementation of automated financial reporting systems (M)	Complete implementation of the 1C business suite application, in particular its accounting modules and apply this to all new projects, including the proposed project.	PIURR and PMSCS's financial management specialists	Entire duration of the project
Weak information and records management system (M)	Develop an information technology and business continuity strategy to include converting all documentation into electronic format, putting in place onsite and offsite backup systems, and establishing an entity email system to allow effective audit of communications, as appropriate.	PIURR and PMSCS's financial management specialists and Head office	Entire duration of the project
Lack of supervision by MOT's internal control audit (M)	Bring the PIURR within the scope of MOT's internal audit process, in consultation with MOT and MOF, if appropriate, with MOT increasing the staffing and other resources in the internal audit unit to accommodate this.	MOF, MOT and PIURR	Entire duration of the project
Risks Assessment: H = High, S = Substantial, M = Moderate, L = Low			

ADB = Asian Development Bank, PMSCS = project management and construction supervision consultant.

MOT = Ministry of Transport, PIURR = Project Implementation Unit for Roads Rehabilitation.

B. Disbursement

1. Disbursement Arrangements for ADB Funds

15. The loan and grant proceeds will be disbursed in accordance with ADB's *Loan Disbursement Handbook* (2017, as amended from time to time)⁶, and detailed arrangements agreed upon between the government and ADB. Online training for project staff on disbursement

⁶ The handbook is available electronically from the ADB website (<http://www.adb.org/documents/loan-disbursement-handbook>)

policies and procedures is available.⁷ Project staff are encouraged to avail of this training to help ensure efficient disbursement and fiduciary control.

16. **Direct Payment and Reimbursement Procedure.** Disbursements from the loan and grant will be generally through direct payment procedure where ADB makes direct payment to supplier, contractor, or consultant based on withdrawal applications, and in accordance with the Loan Disbursement Handbook. No imprest account will be established under the project.

17. Before the submission of the first withdrawal application, the borrower should submit to ADB sufficient evidence of the authority of the person(s) who will sign the withdrawal application on behalf of the government, together with the authenticated specimen signatures of each authorized person. The minimum value per withdrawal application is stipulated in the *Loan Disbursement Handbook* (2017, as amended from time to time). Individual payments below such amount should be paid by the MOT and subsequently claimed to ADB through reimbursement, unless otherwise accepted by ADB. The borrower should ensure sufficient category and contract balances before requesting disbursements.

18. The MOT, assisted by the PMCSC, will be responsible for (i) preparing disbursement projections, (ii) requesting budgetary allocations for counterpart funds and other necessary approvals from the Ministry of Finance and ADB, (iii) collecting and maintaining supporting documents, and (iv) preparing and sending withdrawal applications to ADB.

19. **Conditions for disbursement:** (i) an appropriate legislation, decree and/or resolution duly enacted to provide effective and enforceable exemption from taxes, duties and similar mandatory payments that accrue on project expenditures in Tajikistan (including, without limitation, for consulting services) or the government's allocation of budgetary funds to MOT sufficient to bear the cost of such taxes, duties and similar mandatory payments; (ii) government's allocation of adequate funds and resources to MOT for the implementation of the land acquisition and resettlement plan for the project (only for the civil works category).

2. Disbursement Arrangements for Counterpart Fund

20. Government financing covers taxes and duties exemptions, land acquisition and resettlement costs, incremental administrative expenses, and other miscellaneous costs and will be carried out in accordance with regulations of the Republic of Tajikistan relevant to co-financing arrangements made with multilateral financing organizations. MOT will open and maintain a separate account for government counterpart funds.

C. Accounting

21. The MOT will maintain, or caused to be maintained, separate books and records by funding source for all expenditures incurred on the project following accrual-based accounting following the International Financial Reporting Standards or the equivalent national accounting standards. The MOT will prepare project financial statements in accordance with the government's accounting laws and regulations which are consistent with international accounting principles and practices.

⁷ Disbursement eLearning. http://wpqr4.adb.org/disbursement_elearning

D. Auditing and Public Disclosure

22. The MOT will cause the detailed project financial statements to be audited in accordance with accounting principles acceptable to ADB, by an independent auditor acceptable to ADB. The audited project financial statements together with the auditor's opinion will be presented in the English language to ADB within 6 months from the end of the fiscal year by the MOT.

23. The audit report for the project financial statements will include a management letter and auditor's opinions, which cover (i) whether the project financial statements present an accurate and fair view or are presented fairly, in all material respects, in accordance with the applicable financial reporting standards; (ii) whether the proceeds of the {loan} {grant} were used only for the purpose(s) of the project; and (iii) whether the borrower or executing agency was in compliance with the financial covenants contained in the legal agreements (where applicable).

24. Compliance with financial reporting and auditing requirements will be monitored by review missions and during normal program supervision, and followed up regularly with all concerned, including the external auditor.

25. The government, MOT and PIURR have been made aware of ADB's approach to delayed submission, and the requirements for satisfactory and acceptable quality of the audited project financial statements.⁸ ADB reserves the right to require a change in the auditor (in a manner consistent with the constitution of the borrower), or for additional support to be provided to the auditor, if the audits required are not conducted in a manner satisfactory to ADB, or if the audits are substantially delayed. ADB reserves the right to verify the project's financial accounts to confirm that the share of ADB's financing is used in accordance with ADB's policies and procedures.

26. Public disclosure of the audited project financial statements, including the auditor's opinion on the project financial statements, will be guided by ADB's Public Communications Policy 2011.⁹ After the review, ADB will disclose the audited project financial statements and the opinion of the auditors on the project financial statements no later than 14 days of ADB's confirmation of their acceptability by posting them on ADB's website. The management letter, additional auditor's opinions, and audited entity financial statements will not be disclosed.¹⁰

⁸ ADB's approach and procedures regarding delayed submission of audited project financial statements:

- (i) When audited project financial statements are not received by the due date, ADB will write to the executing agency advising that (a) the audit documents are overdue; and (b) if they are not received within the next 6 months, requests for new contract awards and disbursement such as new replenishment of advance accounts, processing of new reimbursement, and issuance of new commitment letters will not be processed.
- (ii) When audited project financial statements are not received within 6 months after the due date, ADB will withhold processing of requests for new contract awards and disbursement such as new replenishment of advance accounts, processing of new reimbursement, and issuance of new commitment letters. ADB will (a) inform the executing agency of ADB's actions; and (b) advise that the loan may be suspended if the audit documents are not received within the next 6 months.
- (iii) When audited project financial statements are not received within 12 months after the due date, ADB may suspend the loan.

⁹ Public Communications Policy: <http://www.adb.org/documents/pcp-2011?ref=site/disclosure/publications>

¹⁰ This type of information would generally fall under public communications policy exceptions to disclosure. ADB. 2011. *Public Communications Policy*. Paragraph 97(iv) and/or 97(v).

VI. PROCUREMENT AND CONSULTING SERVICES

A. Advance Contracting

27. All advance contracting will be undertaken in conformity with ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time). The issuance of invitations to bid and request for proposals under advance contracting will be subject to ADB approval. The borrower, the MOT and the PIURR have been advised that approval of advance contracting does not commit ADB to finance the project. No retroactive financing is envisaged under the project.

28. Four contracts will be procured through advance contracting: (i) civil works for improvement of the project road; (ii) consulting services for project management and contract supervision; (iii) consulting services for external monitoring of resettlement plan implementation; and (iv) consulting services for independent technical audit. For procuring the civil works contract, the steps to be concluded in advance include tendering, bid evaluation, and contract negotiations. For recruiting the consultants, the steps to be undertaken in advance include shortlisting, issuing request for proposals, evaluation of proposals, and contract negotiations.

B. Procurement of Goods and Works

29. The project procurement classification for the current project (category B) remains relevant for the overall project since procurement arrangements will not be changed. The MOT and PIURR have adequate understanding of ADB's procurement and financial management policies and procedures because of the sizeable portfolio of ADB-supported transport operations in Tajikistan.

30. All procurement of goods and works will be undertaken in accordance with ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time). ICB procedures will be used for civil works contracts estimated to cost \$3 million or more. Before the start of any procurement, ADB and the government will review the public procurement laws of the central and state governments to ensure consistency with ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time).

31. The PMSC team for the current project includes an international procurement specialist who will assist the PIURR throughout procurement processes for the proposed additional financing. For the small road safety works, the PMSC for the additional financing project will prepare the required international competitive bidding (ICB) and national competitive bidding (NCB) procurement documentation as appropriate and will assist the PIURR with procurement of these contracts.

C. Consulting Services

32. All consultants will be recruited according to ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time).¹¹ The terms of reference for all consulting services are outlined in Appendix 2.

¹¹ Checklists for actions required to contract consultants by method available in e-Handbook on Project Implementation at: <http://www.adb.org/documents/handbooks/project-implementation/>

33. The MOT will engage international and national consultants for (i) project management and contract supervision (PMSC) with estimated inputs of 680 person-months (119 international and 561 national), (ii) highway bridge inventory and load testing, (iii) developing standard technical specifications for highway construction, (iv) project auditing (block audit), (v) external monitoring of resettlement plan implementation, and (vi) independent technical audit.

34. Consulting firms will be engaged for (i), (ii) and (iii) using the quality- and cost-based selection (QCBS) method with a standard quality-cost ratio of 90:10 and submission of full technical proposals. For (iv), a consulting firm will be engaged for block audit of all ADB-financed projects in Tajikistan using the QCBS method with a standard quality-cost ratio of 80:20 and submission of biodata technical proposals. Individual consultants will be engaged using submission of biodata technical proposals.

D. Procurement Plan

35. An 18-month procurement plan indicating threshold and review procedures, goods, works, and consulting services contract packages and national competitive bidding guidelines is in Appendix 1. The procurement plan will be updated regularly by PIURR whenever there is a change in any of the contract packages and whenever a contract is awarded or completed.

VII. SAFEGUARDS

36. **Involuntary Resettlement.** The project is classified as category A for involuntary resettlement impacts. The census carried out during project preparation identified approximately 171 affected households—including private agriculture plots, owners and users of land and buildings, business owners, renters, and employees—with 1,327 household members affected. Out of the 171 affected households, a total of 39 households with 318 members will experience severe impact on their livelihood and a total of 35 households with 315 members were found to belong to vulnerable groups. A total of 20 residential buildings and 21 main business buildings will be permanently impacted. The smaller road safety related works will not have any land acquisition or resettlement impacts.

37. A land acquisition and resettlement plan (LARP) has been prepared to mitigate and address all the associated losses in accordance with the ADB's SPS (2009) and relevant national legislation. The final LARP will be disclosed on ADB's website upon approval. Consultations with the project stakeholders and displaced persons were undertaken during LARP preparation, and will continue throughout implementation. The provisions under final LARP should be made available to the displaced people in the local language. If modification of the LARP is required, or additional land requirement or involuntary resettlement impacts identified, the LARP will be updated in accordance with applicable laws, and ADB approval obtained prior to any further implementation. All displaced people will receive compensation in accordance with the LARP provisions. The land required for the project will be made free of encumbrances in sections prior to commencement of construction. Efficient grievance redress mechanism should be in place in accordance with the related LARP to assist affected persons to resolve grievances and complaints if any in timely manner. MOT has the overall responsibility of LARP finalization, implementation, financing and monitoring. The PMSC will engage resettlement specialists to assist PIURR in implementation, supervision and internal monitoring of LARP. The MOT will submit semiannual safeguards monitoring reports to ADB for review and disclosure.

38. Consultations were carried out during LARP preparation, however, for continued information sharing, MOT/PIU shall ensure that (i) the resettlement staff of the PIU with support from PMCSC conduct additional consultations during updating and implementation of the LARP; (ii) the displaced persons are informed about (a) resettlement impacts, asset valuation, entitlements and compensation payment modalities with time lines, (b) rehabilitation and income restoration measures suggested for the project displaced persons, and (c) GRM put in place with status of redress of grievances; and (iii) liaison is maintained with affected persons and community, and consultation meetings are held regularly with surrounding communities and project displaced persons including women and vulnerable groups to share project related information during project implementation period.

39. **Environment.** The project is classified as category B for environment impacts. The environmental assessment established that the project can have potential site-specific environmental impacts related to air and water pollution, noise and vibration, soil erosion, loss of roadside trees, archaeological sites, and traffic disruption during the construction stage. Additionally, it was found that the project could result in split communities, disruption of farming patterns, community health and safety, and loss of access to roadside business during operation.

40. An initial environmental examination (IEE) and an environmental management plan (EMP) is being undertaken in accordance with the ADB Safeguard Policy Statement (2009). The final IEE will be disclosed on ADB's website upon approval. Public consultations were conducted during IEE preparation, and involved people from roadside villages, nongovernment organizations, and other project stakeholders. Adequate mitigation measures are included as part of the assessment, and will be implemented through, the EMP. The project design incorporates measures for preserving community cohesion such as improved road crossings, access to public facilities, and access of agricultural machinery to fields and livestock to pastures. The PMCSC will engage environment specialist to ensure that the contractors comply with their environmental obligations. The PIURR will assign adequate staff to oversee implementation of environmental and social safeguards measures. The cost for implementing the EMP will be financed by the project through the civil works contract (mitigation measures) and the PMCSC's contract (environmental monitoring).

41. **Grievance Redress Mechanism.** MOT shall ensure (i) efficient grievance redress mechanisms (GRM) are in place and functional prior to starting LARP implementation and contractor's mobilization to assist affected persons resolve queries and complaints, if any, in a timely manner; (ii) all complaints are registered, investigated and resolved in a manner consistent with the provisions of GRM as set out in the ADB-approved LARP, (iii) the complainants/aggrieved persons are kept informed about status of their grievances and remedies available to them; and (iv) adequate staff and resources are available for supervising and monitoring the implementation progress of the LARP.

42. **Information Disclosure.** MOT shall ensure that safeguards monitoring reports are disclosed by (i) uploading the draft and ADB-approved final LARP on both MOT and ADB websites, (ii) making hard copies of final LARP available in the offices of PMCSC, local districts, and with village heads; and (iii) translating in Tajik and Russian the executive summary of final LARP including information on project impacts, asset valuation, entitlements, compensation budget, and institutional arrangements, and providing copies to the affected communities.

43. **Indigenous Peoples.** There are no indigenous peoples, as defined in the ADB SPS (2009), in the project area, and thus the project is classified as category C for indigenous peoples impacts.

44. **Prohibited investment activities.** Pursuant to ADB’s SPS (2009), ADB funds may not be applied to the activities described on the ADB Prohibited Investment Activities List set forth at Appendix 5 of the SPS (2009).

VIII. GENDER AND SOCIAL DIMENSIONS

45. **Gender.** The gender categorization of the project is “some gender elements”. The project design will address some of the factors that inhibit female mobility by increasing safety features (road signs and street lighting), enhancing connectivity of villages (pedestrian crossings and livestock underpasses), constructing bus stops, improving rest areas and road bazaars, and promoting confidence in the new road configuration through road safety-awareness training and workshops. The MOT and PIURR will take all necessary actions to encourage women living in the project area to participate in planning and implementing project activities following the principles of the ADB Policy on Gender and Development (1998).

46. **Labor Standards, Health and Safety.** The borrower shall ensure that the core labor standards and the borrower’s applicable laws and regulations are complied with during Project implementation. The borrower, through MOT, shall include specific provisions in the bidding documents and contracts financed by ADB under the Project requiring that the contractors, among other things, (a) comply with the borrower’s applicable labor law and regulations and incorporate applicable workplace occupational safety norms; (b) do not use child labor; (c) do not discriminate workers in respect of employment and occupation; (d) do not use forced labor; (e) allow freedom of association and effectively recognize the right to collective bargaining; and (f) disseminate, or engage appropriate service providers to disseminate, information on the risks of sexually transmitted diseases, including HIV/AIDS, to the employees of contractors engaged under the Project and to members of the local communities surrounding the Project area, particularly women.

47. **Illegal Trafficking.** The Beneficiary will undertake adequate measures to detect and prevent trafficking of humans, wildlife, endangered species, and illegal substances on the Project Road.

IX. PERFORMANCE MONITORING, EVALUATION, REPORTING, AND COMMUNICATION

A. Project Design and Monitoring Framework

48. The design and monitoring framework for the project is in Table 13.

Table 13: Design and Monitoring Framework

<p>Impact the Project is Aligned with</p> <p>Current project</p> <p>(i) Economic growth promoted (Tajikistan National Development Strategy) ^a</p> <p>(ii) Competitive corridors across the CAREC region established (CAREC Program) ^b</p> <p>Overall project</p> <p>Unchanged</p>
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Results Chain	Performance Indicators with Targets and Baselines	Data Sources and Reporting	Risks
Outcome Current project Improved efficiency and safer movement of goods and people on selected sections of the Dushanbe–Kurgonteppa road	Current project By 2022: a. Average daily vehicle-km reached 401,000 in the first full year of operation of the current project road (2015 baseline: 306,000) b. Crash rate per 100,000 vehicle-km of travel on the current project road reduced to 7.3 or less (2015 baseline: 7.3) ^c	a. Annual project progress reports from MOT and PMCSC b. Annual traffic accident reports from the Traffic Police Department	Insufficient allocation of funds to maintain the project road and facilities Inadequate attention given to road safety on the project road
Overall project Efficiency and safer movement of goods and people on selected sections of the Dushanbe–Kurgonteppa road, and safety on the national highway network improved	Overall project By 2023: a. Average daily vehicle-km reached 926,000 in the first full year of operation of the overall project road (2017 baseline: 700,000) b. Crash rate per 100,000 vehicle-km of travel on the overall project road reduced to 15.0 or less (2016 baseline: 16.4) ^c		
Outputs Current project Output 1: Road conditions, facilities, and safety along, and in the vicinity of, the project road improved	Current project By 2021: 1a. About 33 km of road designed to a 100 km/h standard with an average international roughness index of less than 2 m/km (2016 baseline: 6 m/km) 1b. Adequate road safety features installed and functional on the project road (2016 baseline: preconstruction road safety audit) ^d 1c. At least 600 households in the vicinity of the project road connected to solar power backup solutions (2016 baseline: 0) ^c	1a. Project progress reports and PCR from MOT and PMCSC 1b. Road safety audit reports and PCR from MOT and PMCSC 1c. Project progress reports and PCR from MOT and PMCSC	Adverse weather conditions in project area delay construction
Overall project Unchanged	Overall project By 2022: 1a. About 73 km of road reconstructed with 100 km/h typical standard speed design and an average international roughness index of less than 2 m/km (2016 baseline: 5 m/km) 1b. Unchanged 1c. Unchanged		
Current project Output 2: Institutional capacity of the MOT regarding financial management, road safety, and road	Current project By 2020: 2a. Guidelines on safe arterial roads design developed and disseminated (2016 baseline: not developed)	2a–2c. Project progress reports and PCR from	

Results Chain	Performance Indicators with Targets and Baselines	Data Sources and Reporting	Risks
asset management strengthened	2b. RAMS framework developed and disseminated (2016 baseline: not developed) 2c. Financial management system and procedures developed and used by PIURR staff (2016 baseline: not developed)	MOT and PMCSC	
Overall project Unchanged	Overall project By 2022: 2a. Unchanged 2b. Main highway bridges inventoried to build up the RAMS bridge module (2017 baseline: not developed) 2c. Unchanged 2d. Standard technical specifications for highway construction updated and disseminated (2017 baseline: specifications date back 1998)		
Current project Output 3: Procurement readiness for the Chashmasoron–Kurgonteppa road section completed Overall project Unchanged	Current project By 2018: 3a. Contracts for works, goods, and services awarded (2016 baseline: not applicable) Overall project Unchanged	3a. Project progress reports and PCR from MOT and PMCSC	
Current project Output 4: Not applicable Overall project Safety on selected priority sections of the national highway network improved	By 2022: 4a. Safety improved on at least 3 priority sections or black spots across the national highway network (2017 baseline: preconstruction road safety audits) ^d	4a. Road safety audit reports, project progress reports, and PCR from MOT and PMCSC	

Key Activities with Milestones (overall project)					
1. Improved road conditions, facilities, and safety along, and in the vicinity of, the project road					
1.1 Award PMSCS contract for current project road section by Q2 2017 (changed, completed).					
1.2 Award civil works contract for current project road section by Q3 2017 (changed, completed).					
1.3 Complete preopening RSA for current project road section by Q1 2020 (changed).					
1.4 Award contract for supply of goods for current project road section by Q4 2018 (changed).					
1.5 Award PMSCS contract for additional financing road section by Q3 2018 (added).					
1.6 Award civil works contract for additional financing road section by Q3 2018 (added).					
1.7 Complete preopening RSA for additional financing road section by Q1 2021 (added).					
2. Strengthened institutional capacity of the MOT regarding financial management, road safety, and road asset management					
2.1 Develop and disseminate guidelines on safe arterial roads design by Q2 2020 (unchanged).					
2.2 Inventory main highway bridges by Q4 2021 (changed).					
2.3 Develop financial management system and procedures and train PIURR staff by Q4 2020 (unchanged).					
2.4 Update and disseminate standard technical specifications for highway construction by Q4 2021 (added).					
3. Completed procurement readiness for the Chashmasoron–Kurgonteppa road section					
3.1 Develop bidding documents by Q2 2017 (completed).					
3.2 Procure contracts by Q4 2018 (unchanged).					
4. Improved safety on selected priority sections of the national highway network (added)					
4.1 Award contracts for the targeted safety improvement works by Q4 2019 (added).					
Inputs (\$ million)					
	Source				
	ADB		OPEC Fund for International Development	Clean Energy Fund under the Clean Energy Financing Partnership Facility	Government
	Loan ^e	Grant ^e	Loan	Grant	
Current	49.4	15.8	12.0	2.0	17.2
Additional	0.0	90.0	0.0	0.0	17.5
Overall	49.4	105.8	12.0	2.0	34.7
Assumptions for Partner Financing					
Current project: Not applicable					
Overall project: Unchanged					

ADB = Asian Development Bank, CAREC = Central Asia Regional Economic Cooperation, h = hour, km = kilometer, m = meter, MOT = Ministry of Transport, OPEC = Organization of the Petroleum Exporting Countries, PIURR = project implementation unit for roads rehabilitation, PMSCS = project management and contract supervision consultant, PCR = project completion report, Q = quarter, RAMS = road asset management system, RSA = road safety audit.

^a Government of Tajikistan. 2017. *National Development Strategy of the Republic of Tajikistan for the Period up to 2030*. Dushanbe.

^b ADB. 2014. *Central Asia Regional Economic Cooperation Transport and Trade Facilitation Strategy, 2020*. Manila.

^c Data to be sex-disaggregated.

^d Includes provision of road signs, pedestrian crossings, road lighting, livestock underpasses, bus stops, and improvement of rest areas and road bazaars where appropriate.

^e ADB's Special Funds resources

Source: ADB.

B. Monitoring

49. **Project performance monitoring.** The MOT will establish, assisted by the PMSCS, a project performance monitoring system using the targets, indicators, assumptions, and risks included in the project design and monitoring framework (Table 11). Disaggregated baseline data

for output and outcome indicators will be gathered within three months of the date of loan and grant effectiveness. Disaggregated data for outcome indicators will be updated and reported annually through the MOT's annual progress reports while disaggregated data for output indicators will be updated and reported quarterly through the MOT's quarterly progress reports and after each ADB review mission. These quarterly reports will provide information necessary to update ADB's project performance reporting system.¹² Data for output indicators will be collected and analyzed during the project implementation period while data for outcome indicators will be collected and analyzed up to three years after the project completion.

50. **Compliance monitoring.** Compliance for all project covenants will be jointly monitored by MOT and ADB through quarterly updates provided by the PIURR with assistance from the PMCSC. The PIURR will submit to ADB a summary status report on the covenants with an explanation and time-bound actions on partly or non-complied covenants. ADB's Tajikistan Resident Mission will monitor compliance through quarterly review meetings with MOT. Monitoring will also be undertaken during project review missions.

51. **Safeguards monitoring.** With the assistance of the PMCSC's environment and social safeguards specialists, the PIURR shall submit to ADB semi-annual safeguards reports for the project within one month of the close of each half of the calendar year. The report will include a status of the progress of environmental measures in the IEE/EMP and LARP, problems encountered, and remedial measures taken.

52. **Gender and social dimensions monitoring.** With assistance of the PMCSC's, the PIURR will prepare annual progress reports that include sex-disaggregated information on (i) employment and pay; (ii) crash and fatality rate; (iii) people attending training, awareness, and capacity building activities; and (iv) affected people attending consultations on social and environment impacts. The project design and monitoring framework and project annual progress reports will be the main monitoring tools for gender and social dimensions. The PIURR and PMCSC will collect data through surveys and consultations in liaison with relevant project stakeholders and relevant government bodies.

C. Evaluation

53. Following loan and grants effectiveness, review missions including site visits will be fielded every six months to review project progress and provide guidance on project implementation. After two years of project implementation, a mid-term review mission will be fielded to review project progress and adjust as appropriate to facilitate project implementation and ensure successful project completion. The review missions will address policy, institutional, administrative, organizational, technical, environmental, social, economic, financial, and other relevant factors that may have an impact on project performance and project continuing viability.

D. Reporting

54. The MOT, with the PMCSC's assistance, will provide ADB with (i) quarterly progress reports in a format consistent with ADB's project performance reporting system; (ii) consolidated annual reports including (a) progress achieved by output as measured through the indicator's performance targets, (b) key implementation issues and solutions, (c) updated procurement plan, (d) compliance with loan/grant covenants, and (d) updated implementation plan for the next 12

¹² ADB's project performance reporting system is available at <http://www.adb.org/Documents/Slideshows/PPMS/default.asp?p=evaltool>

months; and (iii) a project completion report within 6 months of physical completion of the project. The project accounts and the executing agency's audited financial statement together with the associated auditor's report, should be adequately reviewed to ensure project's sustainability.

E. Stakeholder Communication Strategy

55. The project will follow ADB's Public Communication Policy and its guidelines on the disclosure and exchange of information. Broader consultations will be carried out with key project stakeholders on relevant requirements pertaining to ADB safeguards, stakeholder communication, and grievance redress procedures. Relevant project stakeholders and beneficiaries will be provided with adequate written information and communication materials in Russian/Tajik on the project relevant matters. The PIURR will maintain a tracking system to record consultation activities and provision of project information, while registering concerns and/or complaints received and monitoring follow-up actions. The stakeholder communication strategy is summarized in Table 12.

Table 12: Stakeholder Communication Strategy

Project document	Means of communication	Responsible	Frequency	Audience
Project data sheet	ADB's website	ADB	Initial project data sheet posted on the website no later than 2 weeks after approval of the concept paper; updated at least twice a year	General public
Initial Environmental Examination (IEE)	ADB's website; information documents; consultations	ADB and MOT	Draft IEE posted on the website before project approval; and the final version no later than 2 weeks of receipt by ADB	General public; project-affected people in particular
Land Acquisition and Resettlement Plan (LARP)	ADB's website; MOT's website and/or local newspaper; information pamphlet; and consultations	ADB and MOT	Draft LARP posted on the website before project approval; and the final/updated version no later than 2 weeks of receipt by ADB	General public; project-affected people in particular
Report and Recommendation of the President (RRP)	ADB's website	ADB	Posted on the website at the same time it is circulated to the Board for approval, subject to the concurrence of the government	General public

Project document	Means of communication	Responsible	Frequency	Audience
Legal agreements	ADB's website	ADB	Posted on the website no later than 2 weeks from their signing, after removing any information falling within exceptions at the time of the negotiations	General public
Project Administration Manual (PAM)	ADB's website	ADB	Posted on the website at the same time it is circulated to the Board for approval, subject to the concurrence of the government	General public
Social and environmental safeguards monitoring reports	ADB's website; MOT's website; and consultations	ADB and MOT	Routinely disclosed, no specific requirements	General public; project-affected people in particular
Project Performance Management System	MOT's website	MOT	Routinely disclosed, no specific requirements	General public; project-affected people in particular
Major change in scope	ADB's website	ADB	Within 2 weeks of approval of the change	General public
Audited project financial statements and the auditors' report	ADB's website	ADB	Within 30 days of receipt	General public
Completion reports	ADB's website	ADB	Within 2 weeks of circulation to the Board for information	General public
Evaluation reports	ADB's website	ADB	Within 2 weeks of circulation to Management and the Board	General public

ADB = Asian Development Bank, MOT = Ministry of Transport, PMSCS = project management and contract supervision consultant.

Source: Asian Development Bank.

X. ANTICORRUPTION POLICY

56. ADB reserves the right to investigate, directly or through its agents, any violations of the Anticorruption Policy relating to the project.¹³ All contracts financed by ADB shall include provisions specifying the right of ADB to audit and examine the records and accounts of the executing agency and all project contractors, suppliers, consultants, and other service providers. Individuals and/or entities on ADB's anticorruption debarment list are ineligible to participate in ADB-financed activity and may not be awarded any contracts under the project.¹⁴

57. To support these efforts, relevant provisions are included in the financing and grant agreement and the bidding documents for the project.

XI. ACCOUNTABILITY MECHANISM

58. People who are, or may in the future be, adversely affected by the project may submit complaints to ADB's Accountability Mechanism. The Accountability Mechanism provides an independent forum and process whereby people adversely affected by ADB-assisted projects can voice, and seek a resolution of their problems, as well as report alleged violations of ADB's operational policies and procedures. Before submitting a complaint to the Accountability Mechanism, affected people should make an effort in good faith to solve their problems by working with the concerned ADB operations department. Only after doing that, and if they are still dissatisfied, should they approach the Accountability Mechanism.¹⁵

XII. RECORD OF CHANGES TO THE PROJECT ADMINISTRATION MANUAL

59. This PAM covers the additional financing portion of the project only. A separate PAM exists for the original project. All revisions and/or updates during the course of implementation should be retained in this section to provide a chronological history of changes to implemented arrangements recorded in the PAM, including revision to contract awards and disbursement s-curves.

Version	Creation/revision date	Description of changes
1.0	8 January 2018	

¹³ Anticorruption Policy: <http://www.adb.org/Documents/Policies/Anticorruption-Integrity/Policies-Strategies.pdf>

¹⁴ ADB's Integrity Office web site: <http://www.adb.org/integrity/unit.asp>

¹⁵ Accountability Mechanism. <http://www.adb.org/Accountability-Mechanism/default.asp>.

PROCUREMENT PLAN

Basic Data

Project Name: CAREC Corridors 2, 5, and 6 (Dushanbe–Kurgonteppa) Road Project – Additional Financing	
Project Number: 49042-005	Approval Number: GXXXX-TAJ
Country: Tajikistan	Executing Agency: Ministry of Transport
Project Procurement Classification: B	
Procurement Risk: Moderate	
Project Financing Amount: \$117.54 million ADB Financing: \$90.0 million	Project Closing Date: 30 June 2023
Date of First Procurement Plan: 8 January 2018	Date of this Procurement Plan: 8 January 2018

A. Methods, Thresholds, Review and 18-Month Procurement Plan

1. Procurement and Consulting Methods and Thresholds

Except as the Asian Development Bank (ADB) may otherwise agree, the following process thresholds shall apply to procurement of goods and works.

Procurement of Goods and Works		
Method	Threshold	Comments
International Competitive Bidding (ICB) for Works	\$3,000,000	Prior review
International Competitive Bidding for Goods	\$2,000,000	Prior review
National Competitive Bidding (NCB) for Works	Beneath that stated for ICB, Works	Prior review
National Competitive Bidding for Goods	Beneath that stated for ICB, Goods	Prior review
Shopping for Works	Below \$100,000	Prior review
Shopping for Goods	Below \$100,000	Prior review

Consulting Services	
Method	Comments
Quality- and Cost Based Selection (QCBS)	Prior review
Individual Consultant Selection (ICS)	Prior review

2. Goods and Works Contracts Estimated to Cost \$1 Million or More

The following table lists goods and works contracts for which the procurement activity is either ongoing or expected to commence within the next 18 months.

Package Number	General Description	Estimated Value	Procurement Method	Review [Prior / Post/Post (Sampling)]	Bidding Procedure	Advertisement Date (quarter/year)	Comments
CP-03	Rehabilitation and improvement of the Dushanbe–Kurgonteppa road, from Km 33+475 to Km 73+050	72,600,000	ICB	Prior	1S2E	Q1/2018	Prequalification of Bidders: No Domestic Preference Applicable: No Bidding Document: Works – Large Contracts
TBD	Priority safety improvements	4,000,000	ICB	Prior	1S2E	Q1/2019	Prequalification of Bidders: No Domestic Preference Applicable: No Bidding Document: Works
TBD	Priority safety improvements (tentative – 3 contracts)	6,000,000	NCB	Prior	1S1E	Q1/2019	Prequalification of Bidders: No Domestic Preference Applicable: No Bidding Document: Small Works

3. Consulting Services Contracts Estimated to Cost \$100,000 or More

The following table lists consulting services contracts for which the recruitment activity is either ongoing or expected to commence within the next 18 months.

Package Number	General Description	Estimated Value	Recruitment Method	Review (Prior / Post)	Advertisement Date (quarter/year)	Type of Proposal	Comments
CS-03	Project management and contract supervision services	4,200,000	QCBS	Prior	Q2/2018	FTP	International assignment Ratio 90:10

CS-04	Highway bridge inventory and load testing	800,000	QCBS	Prior	Q1/2019	FTP	International assignment Ratio 90:10
CS-05	Standard technical specifications for highway construction	350,000	QCBS	Prior	Q1/2019	FTP	International assignment Ratio 90:10
CS-06	Independent technical audit	150,000	ICS	Prior	Q1/2018	BTP	International assignment

4. Goods and Works Contracts Estimated to Cost Less than \$1 Million and Consulting Services Contracts Less than \$100,000 (Smaller Value Contracts)

The following table groups smaller-value goods, works and consulting services contracts for which the activity is either ongoing or expected to commence within the next 18 months.

Goods and Works								
Package Number	General Description	Estimated Value	Number of Contracts	Procurement Method	Review [Prior / Post/Post (Sampling)]	Bidding Procedure	Advertisement Date (quarter/year)	Comments
None								

Consulting Services								
Package Number	General Description	Estimated Value	Number of Contracts	Recruitment Method	Review (Prior / Post)	Advertisement Date (quarter/year)	Type of Proposal	Comments
CS-07	External monitoring of resettlement plan implementation	50,000	1	ICS	Prior	Q1/2018	BTP	International assignment
TBD	Project auditing	50,000	2-3	QCBS	Prior	Q3 / 2018 Q3 / 2020	BTP	International assignment Ratio 80:20 Block audit, annual service

B. Indicative List of Packages Required Under the Project

The following table provides an indicative list of goods, works and consulting services contracts over the life of the project, other than those mentioned in previous sections (i.e., those expected beyond the current period).

						Contract Award		
None								

D. Non-ADB Financing

The following table lists goods, works and consulting services contracts over the life of the project, financed by Non-ADB sources.

Goods and Works				
General Description	Estimated Value (cumulative)	Estimated Number of Contracts	Procurement Method	Comments
None				

Consulting Services				
General Description	Estimated Value (cumulative)	Estimated Number of Contracts	Recruitment Method	Comments
None				

E. National Competitive Bidding

1. General. The procedures to be followed for national competitive bidding shall be those set forth in Law of the Republic of Tajikistan on Public Procurement of Goods, Works and Services effective on 3 March 2006 with the clarifications and modifications described in the following paragraphs required for compliance with the provisions of ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time).

2. Eligibility. The eligibility of bidders shall be as defined under ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time); accordingly, no bidder or potential bidder should be declared ineligible to ADB-financed contracts for other reasons than the ones provided by section I of ADB's Guidelines. Bidders must be nationals of member countries of ADB, and offered goods, works and services must be produced in and supplied from member countries of ADB.

3. Prequalification. Normally, post-qualification shall be used unless explicitly provided for in the loan agreement/procurement plan. Irrespective of whether post qualification or prequalification is used, eligible bidders (both national and foreign) shall be allowed to participate.

4. Bidding Period. The minimum bidding period is twenty-eight (28) days prior to the deadline for the submission of bids.

5. Bidding Documents. Procuring entities should use standard bidding documents for the procurement of goods, works and services acceptable to ADB.

6. Preferences. No domestic preference shall be given for domestic bidders and for domestically manufactured goods.

7. Advertising. Invitations to bid shall be advertised in at least one widely circulated national daily newspaper or freely accessible, nationally-known website allowing a minimum of twenty-eight (28) days for the preparation and submission of bids. Bidding of NCB contracts estimated at US\$500,000 equivalent or more for goods and related services or US\$1,000,000 equivalent or more for civil works shall be advertised on ADB's website via the posting of the Procurement Plan.

8. Bid Security. Where required, bid security shall be in the form of a bank guarantee from a reputable bank.

9. Bid Opening and Bid Evaluation.

- (i) Bids shall be opened in public.
- (ii) Evaluation of bids shall be made in strict adherence to the criteria declared in the bidding documents and contracts shall be awarded to the lowest evaluated bidder.
- (iii) Bidders shall not be eliminated from detailed evaluation on the basis of minor, non-substantial deviations.
- (iv) No bidder shall be rejected on the basis of a comparison with the employer's estimate and budget ceiling without ADB's prior concurrence.
- (v) A contract shall be awarded to the technically responsive bidder that offers the lowest evaluated price and who meets the qualifying requirements set out in the bidding documents.
- (vi) No negotiations shall be permitted.

10. Rejection of All Bids and Rebidding. Bids shall not be rejected and new bids solicited without ADB's prior concurrence.

11. Participation by Government-owned enterprises. Government-owned enterprises in the Republic of Tajikistan shall be eligible to participate as bidders only if they can establish that they are legally and financially autonomous, operate under commercial law and are not a dependent agency of the contracting authority. Furthermore, they will be subject to the same bid and performance security requirements as other bidders.

12. Right to Inspect/Audit. A provision shall be included in all NCB works and goods contracts financed by ADB requiring suppliers and contractors to permit ADB to inspect their accounts and records and other documents relating to the bid submission and the performance of the contract, and to have them audited by auditors appointed by ADB.

13. Fraud and corruption

- (i) The Beneficiary shall reject a proposal for award if it determines that the bidder recommended for award has, directly or through an agent, engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the contract in question.
- (ii) ADB will declare a firm or individual ineligible, either indefinitely or for a stated period, to be awarded a contract financed by ADB, if it at any time determines that the firm or individual has, directly or through an agent, engaged in corrupt, fraudulent, collusive, coercive or obstructive practices in competing for, or in executing, an ADB-financed contract.

TERMS OF REFERENCE

PROJECT MANAGEMENT AND CONTRACT SUPERVISION SERVICES (CS-03)

I. BACKGROUND

1. The Government of Tajikistan has requested ADB's assistance for (i) improving portions of the CAREC Corridors 2, 5 and 6 by upgrading the Dushanbe to Kurgonteppa road, the project road; and (ii) improving other short sections of Tajikistan's highway network where road safety is inadequate. The upgrading works have commenced on the initial section of the project road, from Dushanbe to Chashmasoron. These Terms of Reference refer to the remaining section of the project road, from Chashmasoron to Kurgonteppa, about 40 km (Component 1), and to the short section network improvement works (Component 2).

2. The project's executing agency, and Client for the consultant's contract and the Employer for the civil works contracts, will be the Ministry of Transport (MOT), acting through its Project Implementation Unit for Road Rehabilitation (PIURR).

3. The scope of each of the project's two components is broadly as described below.

4. **Component 1:** The project will expand the remaining section of the project road from two to four lanes; (ii) improve its surface condition by reconstructing the existing pavement and construction of new pavements; (iii) rehabilitate existing bridges and construct new bridges, including a major 300m long bridge near Kurgonteppa; and (iv) provide essential safety facilities. The works will be implemented through one civil works contract. This contract will have been procured during project preparation in accordance with ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time), and will be signed when the ADB loan for the project has been declared effective (planned in Q3 2018). The contract is based on the FIDIC Conditions of Contract Multilateral Bank Harmonized Edition June 2010.

5. **Component 2:** The project will improve selected sections of the country's highway network to improve road safety conditions, as a pilot operation. These sections may include existing tunnels, intersections, failed lengths of pavement, road safety black spots and others, to be decided. The works will be implemented through several small civil works contracts, procured under ADB's procedures for national competitive bidding. Subject to further consideration, the total value of the works to be implemented under this component will be \$10 million equivalent, in 3 to 5 packages.

6. An association of qualified international and national consultants (the Consultant) will be recruited to provide these services. The Consultant will be recruited following ADB's quality and cost-based selection (QCBS) method with a quality:cost ratio of 90:10 and submission of full technical proposals, in accordance with ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time).

II. OBJECTIVES OF THE ASSIGNMENT

7. The primary objectives of the consulting services are to:

- (i) Contract supervision: function as the Engineer in administering the civil works contracts in accordance with the Conditions of Contract and advise the Employer on all matters concerning implementation of the contracts including quality control, work progress, and dispute resolution; and
- (ii) Project management: provide support to the Employer for environment and resettlement monitoring, road safety audits, financial management, and design and procurement for the selected Component 2 works.

III. SCOPE OF WORK

8. As Engineer for the contract, the Consultant will undertake all the duties required of the Engineer to ensure that the contracts are constructed and completed in accordance with their provisions. The main tasks of the Consultant will include the following:

- (i) review the Component 1 detailed designs to identify any significant aspects that require amendment before construction commences, and inform the Employer of these for its decision as to whether changes to the designs are required;
- (ii) on the basis of this review, and the Employer's decision, accept the designs as suitable for construction;
- (iii) ensure that the contractors' topographical survey and cross sections to be used for working drawings, as-built drawings and measurement purposes comply with the requirements of the specifications;
- (iv) check and approve the contractors' road and bridge construction methods and program for both temporary and permanent structures;
- (v) develop a comprehensive system of inspection checking and recording to ensure compliance of all works with the contract requirements;
- (vi) develop interim and final measurement and payment systems; establish a monitoring system for costs to date, and costs to completion; provide a system for the preparation of interim and final payment certificates; provide advice on the evaluation of claims and extensions of time; provide advice on the preparation of variation orders, and for monitoring variation orders; establish a claims monitoring, evaluation and reporting system; and assist and advise the Employer on all matters pertaining to the contracts and to disputes;
- (vii) provide day-to-day supervision and inspection of the works; maintain by the supervision staff a site diary covering all contractors' activities, and record site conditions;
- (viii) prior to commencement of works, approve the contractors' construction plans including traffic management and traffic control arrangements, proposed public and private haul and access routes, together with the contractors' arrangements for maintenance and reinstatement of the same, borrow locations, working areas, materials stockpile areas, materials mixing, and processing areas, etc.;
- (ix) review, comment upon, and accept the contractors' quality assurance plans and procedures; assist the contractors with establishing on-site and laboratory based quality control, testing, and reporting procedures for all construction, workmanship, and materials; supervise the contractors in implementation of the quality assurance plans;
- (x) together with the PIURR, the contractors, and public utility agencies, identify all utility services (electricity, telecommunication, and water), if any, within the right-of-way that are to be protected and marked to avoid damage, or relocated, as required by the works;

- (xi) assist the PIURR in implementing and monitoring the project's land acquisition and resettlement plan;
- (xii) receive, comment on and ultimately approve the contractors' environmental management plan;
- (xiii) monitor the contractors' programs and costs to completion and provide advice to the Employer on procedures necessary to complete the works within the time and cost stated in the works contract;
- (xiv) prepare reports and provide assistance, as necessary and as required, to the Disputes Board and during any subsequent arbitration procedures;
- (xv) conduct on-site workshops and provide comprehensive technical guidelines to staff of the PIURR, and to the national consultants, in contract administration, measurement and certification, construction supervision, quality control, in-situ and laboratory testing and reporting, monitoring and appliance of environmental and social safeguards; monitoring and implementation of the resettlement plan, and other activities as required;
- (xvi) conduct monthly Contract Site Meetings, to be attended by representatives of the Employer and the contractor; attend and make presentations at progress coordination meetings and similar progress reviews;
- (xvii) provide the Employer with complete records and assist the contractor with providing "As Built" drawings for the contracts; certify completion and taking over of part or all the works; and
- (xviii) prepare Final Payment Certificates, Taking Over Certificates, and Performance Certificates, to the timing of, and as required by, the contract, and advise the Employer on the release of all contractors' securities and retentions.

9. In addition to the above tasks related to contract supervision, the Consultant will also undertake the following tasks:

- (i) conduct road safety audits at pre-construction, in-construction and post-construction stages;
- (ii) on the basis of those audits, direct the contractors to implement such additional works as may be necessary to ensure the completed works meet appropriate internationally-accepted road safety standards;
- (iii) for Component 2 of the project, provide support to PIURR and MOT to select, design and prepare bidding documents for the works, and procure and award contracts.
- (iv) prepare progress reporting as required and as defined in Section V below;
- (v) assist the Employer as required with preparing withdrawal applications for disbursements from the project loan; and
- (vi) provide on-the-job training for the Employer's counterpart staff.

IV. TEAM COMPOSITION AND QUALIFICATION REQUIREMENTS FOR KEY EXPERTS

10. The consultant will provide approximately 680 person-months of consulting services: 119 person-months of international inputs and 561 person-months of national inputs (**Table 1**). All key experts marked with an asterisk in **Table 2** will be evaluated individually. The services will be provided over a period of 42 months, commencing tentatively in Q3 2018.

Table 1: Team Composition and Personnel Inputs

International positions	Key expert	Person-months	National positions	Key expert	Person-months
Team Leader/Project Management Specialist/Highway Engineer	Yes	39	Deputy Team Leader/Highway Engineer	Yes	39
Resident Engineer	Yes	36	Materials Engineer	Yes	36
Bridge Engineer	Yes	6	Pavement Engineer	Yes	18
Materials Engineer/Quality Assurance Engineer	Yes	9	Highway Design Engineer	Yes	18
Geotechnical Engineer	Yes	3	Geotechnical Engineer	Yes	6
Procurement Specialist	Yes	3	Site Engineer/Road Inspector (2 positions)	Yes	72
Road Safety Specialist	Yes	2	Site Engineer/Bridge Inspector (2 positions)	Yes	72
Social Safeguards Specialist	Yes	3	Laboratory Technician (2 positions)	No	72
Environmental Specialist	Yes	3	Surveyor	No	36
Financial Management Specialist	Yes	4	CAD Specialist	No	36
Other specialists for Component 2 works as required	No	8	Other specialists for Component 2 works as required	No	36
Head office support	No	3	Social Safeguards Specialist	Yes	12
			Environmental Specialist	Yes	36
			Translator/Interpreter (2 positions)	No	72
International consultants		119	National consultants		561

Table 2: Qualifications Requirements for Experts

International Consultants	
Team Leader/Project Management Specialist/ Highway Engineer*	Civil engineering degree, preferably with post graduate qualifications, with preferably 15 years of relevant experience in the management of multi-disciplinary projects, highway design and the administration of large civil works contracts under FIDIC-type conditions.
Resident Engineer	Civil engineering degree, with preferably 15 years of relevant experience in the site management of large road projects, and the administration of large civil works contracts under FIDIC-type conditions
Bridge Engineer*	Civil engineering degree, preferably with post graduate qualifications, with preferably 15 years of relevant experience in bridge design and construction.
Materials Engineer/Quality Assurance Engineer*	Civil engineering degree, preferably with post graduate qualifications, with preferably 15 years of relevant experience in road and bridge design and construction, including 8 years in quality assurance.
Geotechnical Engineer*	Geotechnical engineering degree or other relevant degree, preferably with post graduate qualifications, with preferably 15 years of relevant experience in geotechnical works for road projects similar to those that will be encountered on the project road, including pavement design.
Procurement Specialist*	Civil engineering or other relevant degree, preferably with post graduate qualifications, with preferably 15 years of relevant experience in procurement for civil works and goods supply, preferably familiar with ADB procurement procedures and guidelines.
Road Safety Specialist*	Civil engineering or other relevant degree, preferably with post graduate qualifications, with preferably 10 years of relevant experience in road safety audit, designing road safety remedial works, and road safety policy development and implementation.
Social Safeguards Specialist*	University degree (Bachelors' or above) in social sciences or social science related areas with preferably 8 years of relevant experience in preparation and implementation of land acquisition and resettlement and other social safeguards delivery, including experience with ADB's Safeguard Policy Statement (2009).
Environmental Specialist*	University degree (Bachelors' or above) in environment or environment related areas with preferably 8 years of relevant experience in environmental impact assessment and monitoring, including experience with ADB's Safeguard Policy Statement (2009).
Financial Management Specialist*	University degree (Bachelor or above) in accounting or similar expertise areas with preferably 10 years of relevant experience in financial management for agencies similar to MOT, and preferably with ADB or similar financing agencies.
Specialists for Component 2 works as required	Qualifications as required for the proposed Component 2 works.
Head office support	Appropriate resources and expertise, to include river training and similar works.
National Consultants	
Deputy Team Leader/Highway Engineer*	Civil engineering degree, preferably with post graduate qualifications, with preferably 10 years of relevant experience in highway design and construction.

National Consultants	
Materials Engineer*	Civil engineering degree or above or other relevant degree, with preferably 10 years of relevant experience in material investigation and testing for road and bridge construction.
Highway Design Engineer*	Civil engineering degree or above, with preferably 10 years of relevant experience in highway design, including with computer-based highway design software packages.
Pavement Design Engineer*	Civil engineering degree or above, with preferably 10 years of relevant experience in pavement design using AASHTO or similar international pavement design methods.
Geotechnical Engineer*	Geotechnical engineering degree or above or other relevant degree, with preferably 10 years of related experience in the design of slope stabilization works, road and bridge design and construction.
Social Safeguards Specialist*	Degree in social sciences or social science related areas with preferably 8 years of related experience in land acquisition and resettlement and social safeguards, and familiar with relevant Tajikistan national laws and regulations.
Environmental Specialist*	Degree in environmental engineering or environment related areas with preferably 8 years of relevant experience in environmental monitoring of road works, and familiar with relevant Tajikistan national laws and regulations.
Site Engineer/Road Inspector (2 positions)*	Civil engineering degree or above, with preferably 8 years of relevant experience in road construction.
Site Engineer/Bridge Inspector (2 positions)*	Civil engineering degree or above, with preferably 8 years of related experience in bridge construction.
Laboratory Technician (2 positions)	Technical college diploma or above, with preferably 8 years of relevant experience in road and bridge construction.
Surveyors	Engineering degree equivalent or above, with at preferably 8 years of relevant experience in highway-related survey work.
CAD Specialist	Relevant degree or diploma with preferably 8 years of relevant experience in road and bridge design using computer-based road design software.
Translators (2 positions)	Relevant qualifications with 5 years of experience in English/Russian translation of technical documentation.

11. The position-based TOR including main tasks and duties are outlined below for each key expert. The national consultants will assist and perform tasks as detailed by the counterpart international consultants and the Team Leader.

A. International consultants

a. Team Leader/Project Management Specialist/ Highway Engineer

12. The scope of duties of the Team Leader/Project Management Specialist/ Highway Engineer shall include, but will not be limited to the following:

- (i) Perform the duties required of the Engineer's Representative for the contracts;
- (ii) coordinate all team members' inputs including design review and approvals, management of all civil works contracts, preparation of typical designs and bidding documents, resettlement and environmental monitoring, and nonphysical components implementation monitoring which covers coordination and facilitation of project activities, and timely reporting and provision of related project information;
- (iii) review, check and approve the method statements and working drawings prepared by contractors;
- (iv) appoint various members of the Engineer's construction supervision team as the Engineer's assistants and notify the Contractors and the Employer, and approve the contractors' representatives;
- (v) advise the Employer as the acceptability of the performance securities;
- (vi) verify whether the bank guarantees for advance payment are in the form and in the amount and currencies required, and advise the Employer accordingly;
- (vii) interpret the specific provisions of the contract related to the Employer's obligation to give possession of the site, and the contractors' work programs, assess the contractual consequences of any specific land acquisition issue and advise the Employer on the appropriate mitigation measures;
- (viii) verify whether the contractors' insurances are satisfactory, whether insurance premiums have been paid and the required insurances are effective on the dates required by the contracts, and ensure that the insurances remain in effect for the required periods;
- (ix) review and approve the contractors' work programs;
- (x) monitor the works progress against the work programs;
- (xi) report in the consultant's monthly report the work progress against contractors' work programs;
- (xii) determine contractors' entitlements to time extensions;
- (xiii) advise the Employer of the relevant contractual remedies if a contractor's progress is behind schedule;
- (xiv) conduct regular weekly site meetings and monthly progress meetings, record and distribute the minutes;
- (xv) measure the works, compute the quantities for payment, and determine the amounts due to contractors within the period specified in the contract;
- (xvi) establish and maintain throughout the time for completion of all works contracts a structured system of measurement records, supporting documents and calculations for the payment of all work items, that is transparent for auditing purposes;
- (xvii) provide all necessary assistance to the Employer and external auditors for conducting regular required audits of the measurement records, supporting documents and calculations for payments;
- (xviii) verify the sources of indices or prices for price adjustment, determine a provisional value of an index price until it is published;
- (xix) establish a standard format for contractors' statements and interim payment certificates;
- (xx) prepare and maintain the estimates of cost of works to completion continuously, update the estimates after each variation instruction or a variation order issue and after each interim payment certificate, and present the latest estimate in the consultant's monthly and annual progress reports;
- (xxi) initiate and process contract variations as required;

- (xxii) approve materials and works, approval and auditing of the contractors' quality assurance systems and the quality assurance personnel and the compliance testing by the Engineer;
- (xxiii) when the works are completed in accordance with the contract, issue taking over certificates;
- (xxiv) obtain the Employer's specific approval before taking any action for determination of extension of time, additional costs and contractors' claims for additional time or costs, for all matters for which the Employer's express approval is required under the conditions of contract;
- (xxv) prepare standard daily diary forms and ensure that all supervision staff maintain daily diaries of contractors' and their own activities;
- (xxvi) assist the parties establish a dispute board if required, and provide all necessary information to dispute board members;
- (xxvii) establish and maintain an effective documents management system;
- (xxviii) carry out detailed inspections of the works during the defects notification period and prepare detailed inspection and recommendation reports for the Employer after each inspection;
- (xxix) ensure that the contractors comply fully with their contractual obligations relating to care of the environment as set out in the project's environment management plan (EMP) including providing all reports and obtain all permits and permissions required in relation to spoil areas, borrow areas quarries and the like;
- (xxx) keep and maintain daily records of labor, equipment and weather conditions on the site along with records of activity, progress and other events happening on the site and having relevance to the works;
- (xxxi) ensure that road safety features are implemented; and
- (xxxii) ensure collection of and reporting on sex-disaggregated data, including on employment and pay and crash and fatality rate, through project annual progress reports.

b. Senior Resident Engineer

13. The scope of duties of the Senior Resident Engineer will include, but will not be limited to the following:

- (i) Responsible to the Team Leader for all aspects of contract implementation;
- (ii) Acting as the Team Leader in the Team Leader's absence;
- (iii) Overseeing the activities of all national members of the consultant's team;
- (iv) Providing to the national members of the team, and to PIURR staff, formal and onsite training in supervising civil works contracts executed under the FIDIC Conditions of Contract;
- (v) Overseeing all site survey and measurement activities, for setting out the works, controlling their compliance with specification requirements, and for measuring them for payment;
- (vi) Overseeing the operations of the contractor's quality control activities, including its onsite and, as appropriate, offsite laboratories and other materials control facilities; and
- (vii) Ensuring that the contractor complies with all aspects of the project's EMP and the contractor's site-specific EMP.

c. Senior Bridge Engineer

14. The scope of duties of the Senior Bridge Engineer shall include, but will not be limited to the following:

- (i) ensure that bridges and other structures to be constructed under the contracts are completed in accordance with the contracts' requirements;
- (ii) develop and provide the supervision team with procedures for reviewing and approving contractors' working drawings for bridges, culverts and all ancillary structures;
- (iii) provide hands-on support during assignments to the project to the site engineer/bridge inspectors to supervise all structural works on a day-to-day basis; and
- (iv) assist the Team Leader, as required, in all matters related to project implementation, monitoring and reporting.

d. Senior Materials Engineer/Quality Assurance Engineer

15. The scope of duties of the Senior Materials Engineer/Quality Assurance Engineer shall include, but will not be limited to the following:

- (i) ensure all materials used for the construction of the works are in accordance with the contracts' requirements;
- (ii) develop and provide the supervision team with procedures for reviewing and approving materials proposed and used by the contractors for the construction of the works;
- (iii) ensure that the contractors establish and maintain the quality assurance system according to the specified contract requirements;
- (iv) ensure that at least 10% of all compliance testing is undertaken under the Engineer's direct supervision, notwithstanding the contractors' quality assurance systems;
- (v) recommend approval of contractors' quality assurance personnel and ensure that only approved personnel are engaged in the contractors' quality assurance;
- (vi) ensure that the contractors' quality assurance systems are audited on a monthly basis; and
- (vii) assist the Team Leader, as required, in all matters related to project implementation, monitoring and reporting.

e. Senior Geotechnical Engineer

16. The scope of duties of the Senior Geotechnical Engineer shall include, but will not be limited to the following:

- (i) provide clear recommendation on all issues related to subsoil and foundation engineering for bridges, culverts and earth retaining structures, stability of slopes and settlement, and pavement;
- (ii) review contractors' geotechnical reports and soil test results and recommend approval/rejection;
- (iii) review geotechnical aspects of contractors' designs and recommend approval/rejection

- (iv) (investigate sites and determine the stability of slopes; ensure that all part of the works that involve critical geotechnical conditions, such as embankments, excavations and soft soil treatments, are analyzed carefully, and that designs for these are appropriate; and
- (v) assist the Team Leader, as required, in all matters related to project implementation, monitoring and reporting.

f. Senior Procurement Specialist

17. The scope of duties of the Senior Procurement Specialist shall include, but will not be limited to the following:

- (i) provide support to the PIURR throughout the bidding processes for Component 2 civil works in accordance with ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time), specifically -
- (ii) prepare adequate bidding documents for the procurement of Component 2 civil works;
- (iii) Assist the PIURR in seeking ADB's no-objection at different stages of the bidding processes;
- (iv) assist the PIURR in inviting the bids, conducting pre-bid conferences and responding to bid queries;
- (v) assist the PIURR in preparing bid evaluation reports;
- (vi) assist the PIURR in preparing contract awards and the contract commencement.

g. Road Safety Specialist

18. The scope of duties of the Road Safety Specialist shall include, but will not be limited to the following:

- (i) conduct road safety reviews and audits at pre-construction, in-construction and post-construction stages to ensure the completed road meets appropriate internationally-accepted road safety standards;
- (ii) review the detailed design documents for the Component 2 works to ensure that road safety requirements have been appropriately incorporated;
- (iii) monitor the contractors' method statements for each part of the works to ensure that road safety concerns and remedial measures have been incorporated;
- (iv) ensure that the contractors comply with contract requirements for traffic management, including road signing;
- (v) conduct road safety-focused workshops for MOT staff and other relevant stakeholders, including community, school, and other potentially-road safety affected people; and

h. Social Safeguards Specialist

19. The scope of duties of the Social Safeguards Specialist shall include, but will not be limited to the following:

- (i) arrange the work program and activities to conform to the project work program, and ensure the availability of the involuntary resettlement (IR) expertise and support during crucial stages of the project;

- (ii) prepare the required safeguard documents for any new resettlement impacts during project implementation for ADB review and endorsement before implementation;
- (iii) ensure the implementation of ADB's Public Communication Policy (2011) through disclosure of the relevant safeguard documents, project pamphlet and grievance redress mechanism (GRM) information to the affected people and project area communities;
- (iv) monitor, evaluate and report on the implementation of the updated and finalized resettlement plan (RP) processes conforming to Government regulations and ADB's Safeguard Policy Statement (2009), as the project proceeds. Document all grievances dealt with under the process established by the project, and report to the Team Leader;
- (v) audit and review compliance with the updated and finalized RP and RP addendums as required, and the fair and equitable settlement of the compensation and rehabilitation of affected persons and structures under the provisions of the RP and ensure that the impacts conform with those expected and satisfy ADB's Safeguard Policy Statement (2009). The findings, issues and non-compliance, and any variance from the provisions of the RP are to be reported to the Team Leader;
- (vi) provide assistance to the Employer, the government and the project in identifying, facilitating and resolving RP issues;
- (vii) monitor and report the implementation of the project's GRM through complaint cases registered in the GRM committee. Provide improvements if required for the project GRM for better complaint's resolution. Include the GRM implementation status in the project progress reports;
- (viii) contribute to progress reports on RP matters with particular reference to lessons learned;
- (ix) assess capacity building and on-the-job instruction needs for the national resettlement specialist, the Employer's staff, and district and local government staff involved in resettlement activities. Develop and submit a training and capacity building program to the Team Leader within one month of the commencement of services; and
- (x) provide summary reports of the capacity building and instruction activities at the end of each visit by the specialist to the project to monitor RP compliance.

i. Environmental Specialist

20. The scope of duties of the Environmental Specialist shall include, but will not be limited to the following:

- (i) Develop procedures for day-to-day monitoring of project implementation in accordance with the project's EMP;
- (i) provide capacity building, training and professional support to the Employer and the contractors including orientation on environmental requirements and the management and monitoring of mitigation provisions before construction commences;
- (ii) incorporate EMP provisions into the procedures prepared for the supervision team;
- (iii) provide advice and support to the consultant's national environment expert and staff of the Employer in supervision of works to ensure EMP compliance;
- (iv) periodically review monitoring reports and identify any adaptations or improvements necessary to ensure that the EMP is being properly implemented;

- (v) assist with the preparation of progress reports, and develop the competence of the national environmental expert and counterpart staff for the preparation of such reports;
- (vi) in the final stages of construction, review the EMP monitoring provisions and establish the monitoring system for the operational phase of the project; and
- (vii) assist with the production of manuals, booklets, brochures and pamphlets for public awareness related to the project's environmental management.

B. National Consultants

a. Deputy Team Leader/Highway Engineer

21. The scope of duties of the Deputy Team Leader/Highway Engineer shall include, but will not be limited to the following:

- (i) assist the Team Leader, as required, in all matters related to project implementation, monitoring and reporting;
- (ii) supervise the operation and construction activities of the contractors on a daily basis;
- (iii) ensure that the construction methods proposed by the contractors are satisfactory and inspect the same during construction;
- (iv) inspect all workmanship before the same is covered up by subsequent work;
- (v) make necessary measurements to ensure that the works are constructed to specified tolerances, lines, and levels; and
- (vi) verify contractors' statements and recommend them to the Engineer for certification.

b. Materials Engineer

22. The scope of duties of the Materials Engineer shall include, but will not be limited to the following:

- (i) inspect the borrow areas and aggregate sources identified by contractors;
- (ii) review the adequacy of contractors' laboratory setup, testing procedure, scrutinizing the test reports;
- (iii) review mix designs prepared by contractors;
- (iv) monitor and check the quality of contractors' materials and workmanship on a day-to-day basis;
- (v) maintain material testing data base;
- (vi) ensure enforcement of quality control and quality assurance procedures and keep his/her own site dairy;
- (vii) recommend the Engineer's approval of contractors' materials and workmanship;
- (viii) review the field and laboratory tests procedures and results of the laboratory and field tests;
- (ix) conduct and manage the Engineer's own testing independently from contractors;
- (x) supervise and management of the engineer's technicians and laboratory labor; and
- (xi) prepare monthly and quality assurance reports.

c. Highway Design Engineer and Pavement Design Engineers (2 positions)

23. The scope of duties of the Highway Design and Pavement Design Engineers, which are required only for Component 2 of the project, will be defined when the scope of the Component 2 works has been finalized.

d. Geotechnical Engineer

24. The scope of duties of the Geotechnical Engineer shall include, but will not be limited to the following:

- (i) supervise all field investigations and testing;
- (ii) inspect structural foundations;
- (iii) contribute to the analysis of all issues related to subsoil and foundation engineering for bridges, culverts and earth retaining structures, stability of slopes and settlement, and structures included in the civil works contracts;
- (iv) review geotechnical reports and soil test results for all contracts and recommend approval/rejection of such reports;

e. Social Safeguards Specialist

25. The scope of duties of the Social Safeguards Specialist shall include, but will not be limited to the following:

- (i) assist with the preparation of RP and related documentation and translation, ensure that the Russian language translation is correct;
- (ii) ensure the implementation of Public Communication Policy (2011) through the distribution of safeguards documents (translated resettlement plans, project pamphlet, GRM information, etc.) to the affected people and project area communities;
- (iii) maintain regular and reliable records of all inspections and outcomes, covering any cases of non-compliance, and remedial actions instructed and taken;
- (iv) assist with establishing related monitoring procedures for the operation phase of the project; and
- (v) monitor the implementation and processing of the project's GRM and include the monitoring result in the overall safeguards monitoring report in the monthly project progress report.

f. Environmental Specialist

26. The scope of duties of the Environmental Specialist shall include, but will not be limited to the following:

- (i) assist the international environment specialist, in providing initial orientation to MOT's staff roles and responsibilities for EMP implementation, including the preparation of materials and instructions in Russian;
- (ii) assist with the preparation of documentation and translation, ensuring that the Russian language translation is correct;
- (iii) assist the supervision team on EMP compliance monitoring of the works;

- (iv) maintain regular and reliable records of all inspections and outcomes, covering any cases of non-compliance, and remedial actions instructed and taken; and
- (v) assist with establishing environmental monitoring procedures for the project's operation phase.

V. REPORTING REQUIREMENTS AND TIME SCHEDULE FOR DELIVERABLES

27. The consultant will prepare the reports and other documents listed in **Table 3** below. All reports are to be in English (2 copies) and in English and Russian (3 copies each), and are also to be submitted electronically in pdf format. At the conclusion of the project, all reports prepared during the project are to be submitted to both MOT and ADB in CD or similar format.

28. For reports that require review and comment, MOT and ADB will provide final comments within 21 days of receipt of the draft submission. The Consultant will incorporate comments into the final submission within 15 days receipt of all comments.

Table 3: Reporting and Document Submission Requirements

Reports	Contents	Due Date
Monitoring and Progress Reports		
Inception report	<ul style="list-style-type: none"> ▪ detailed work program; ▪ updated methodology (where appropriate) in line with the TOR; ▪ baseline data on project expected outcomes and outputs; identification of major likely issues and problems, and proposition of recommendations. ▪ format to be agreed with ADB and the PIURR. 	Within 4 weeks after commencement of services
Monthly reports	<ul style="list-style-type: none"> ▪ summary of project progress (physical, financial, safeguards...), work accomplished and any problems encountered during the month; ▪ format to be graphical to the extent possible and is to be agreed with ADB and the PIURR. 	Within 21 days after the end of each month
Annual reports	<ul style="list-style-type: none"> ▪ summary of project progress (physical, financial, safeguards...); work accomplished and any problems encountered during the year; ▪ progress achieved by project output measured against the targets of the design and monitoring framework; ▪ key implementation issues and solutions; ▪ updated procurement plan; ▪ updated implementation plan for the next 12 months; ▪ format to be agreed with ADB and the PIURR. 	Within 21 days after the end of the (fiscal) year from the mobilization date
Mid-term review report	<ul style="list-style-type: none"> ▪ comprehensive review of project progress, achievements and problems at mid-term review stage; ▪ description of any revisions made or estimated to be made to the project design; ▪ format to be agreed with ADB and the PIURR. 	At least 21 days prior to the ADB mid-term review mission
Project completion report	<ul style="list-style-type: none"> ▪ complete description of project implementation; ▪ assessment of project performance; ▪ format to be agreed with ADB and the PIURR. 	Within 90 days after physical completion of the project

Specific Reports and Deliverables		
Consultant's quality assurance manual	<ul style="list-style-type: none"> ▪ procedures and systems for construction supervision and contract administration; ▪ format to be agreed with ADB and the PIURR. 	90 days after commencement of services
Road safety audit reports	<ul style="list-style-type: none"> ▪ detailed findings of the road safety audit; ▪ recommendations for making good any defects or omissions identified in the road safety audits; ▪ format to be agreed with ADB and the PIURR. 	<p>Within 90 days of commencement of services (pre-construction audit)</p> <p>Mid-term during project implementation</p> <p>At least 15 days before taking over the works (post-construction audit)</p>
LARP monitoring report	<ul style="list-style-type: none"> ▪ Detailed assessment of the LARP implementation process and results; ▪ format to be agreed with ADB and the PIURR. 	Within 30 days after the completion of the implementation of the LARP
Environmental monitoring reports	<ul style="list-style-type: none"> ▪ bi-annual review of implementation of the Contractors' EMPs; ▪ format to be agreed with ADB and the PIURR. 	Each six months after commencement of contract implementation until contract completion
Defects notification period inspection report	<ul style="list-style-type: none"> ▪ detailed inspection findings; ▪ detailed technical and contractual recommendations; ▪ format to be agreed with ADB and the PIURR. 	Within 5 months after the taking over certificate

ADB = Asian Development Bank, EMP = Environmental Management Plan, LARP = land acquisition and resettlement plan, TOR = terms of reference.

29. The consultant must obtain the Client's specific approval before taking any of following actions:

- (i) Taking any action under a civil works contract designating the consultant as Engineer, for which action, pursuant to such civil works contract, the written approval of the Client as Employer is required;
- (ii) Approval or removal of contractor's personnel;
- (iii) Any variation under the contract;
- (iv) Suspension of the works.

VI. CLIENT'S INPUT AND COUNTERPART PERSONNEL

30. The Employer will provide the following assistance to the consultant:

- (i) provide assistance to obtain the necessary visas, work permits and to comply with any other requirements for undertaking the consultancy services;
- (ii) provide liaison with other Government offices and departments as required for facilitating the consultant's work;
- (iii) furnish all necessary data, documentation and information relevant to the Project.

31. The Government will exempt the consultant's personnel from (or the Government of Tajikistan shall bear the cost of) any taxes, duties, fees, levies and other impositions imposed under the laws and regulations in effect or which may be enforced in the future on the consultant and its personnel in respect of: (a) any payments made to the consultant or its personnel other than Tajikistan nationals in connection with carrying out the services; (b) any equipment, materials and supplies brought into the Republic of Tajikistan for the purpose of carrying out the services and which will subsequently be withdrawn therefrom or transferred to the Employer; and (c) personnel and household effects brought into the Republic of Tajikistan by the consultant's international team members and their dependents for their personal use and which will subsequently be withdrawn therefrom upon departure of such personnel.

32. Under the terms of the Component 1 civil works contract, the contractor is required to provide the consultant – the Engineer – and its staff with:

- (i) fully furnished, equipped and maintained main site office, located at an appropriate site within the project road length;
- (ii) fully furnished and maintained residential accommodation for the Engineer's main site office staff, comprising ten one-bedroom apartments, 20 m² each, and eight two bedroom apartments, 40 m² each, for the Engineer, to be designed and constructed or renovated by the contractor as permanent buildings within 3 months from the contract commencement date;
- (iii) three hot meals per day (breakfast/lunch/dinner), 7 days per week, to the Engineer's and Employer's staff on site (to all personnel, including drivers, employed by the Contractor on behalf of the Engineer through the Contract);
- (iv) rental/provision of the Engineer's satellite site office on the project road in the vicinity of Kurgonteppa, including office maintenance;
- (v) residential accommodation for the Engineer's satellite site office staff including maintenance;
- (vi) a fully furnished and serviced rented two-bed room apartment for the Team Leader in Dushanbe;
- (vii) a fully equipped Engineer's and Contractor's laboratory on site;
- (viii) survey equipment;
- (ix) up to 200 person-months of labor assistants for survey and laboratory testing;
- (x) supervision vehicles, including drivers and vehicle maintenance, as detailed in the Component 1 civil works contract.

33. In addition to the facilities provided on the project site, the Employer will provide to the Consultant a furnished office for three persons at the premises of the Ministry of Transport in Dushanbe. The furniture and office equipment will be provided by the Component 1 civil works contractor.

34. After completion of the services the consultant will hand over to the Employer all equipment and furniture provided under the civil works contract.

OUTLINE TERMS OF REFERENCE

HIGHWAY BRIDGE INVENTORY AND LOAD TESTING (CS-04)

I. Introduction

1. With ADB and other development partner assistance the Government of Tajikistan is undertaking a major program of improving the country's primary highway network. The agency responsible for the network is the Ministry of Transport (MOT). The network under MOT's jurisdiction (13,968 km) comprises 3,178 km of international roads (23%), 2,120 km of national roads (15%), and 8,670 km of local roads (62%). The attached map illustrates the extent of the network.

2. While the program of road improvement is proceeding, it will affect only a small portion of the network for the foreseeable future. In the meantime, the remainder of the network must be maintained. A key element of the network is its bridges, of which there are estimated to be around 2,500. However, there is no comprehensive database of these structures, including their location, type, condition, construction and maintenance history, and other information MOT needs to effectively manage this critical aspect of its network.

3. The Government has requested ADB's assistance to produce such a database which, as other development partner assistance programs for asset management are developed, could ultimately be incorporated into an MOT-wide asset management system.

4. These Terms of Reference set out the objective of the assignment, the proposed schedule for its implementation, and an outline of the resources. The assignment will be undertaken by a team of international and national consultants (the consultant) provided by a firm, and selected by MOT.

II. Objective of the Assignment

5. The objective of the assignment is to prepare a database of MOT's bridges, broadly defined as drainage or other structures that are not box or pipe culverts. The database is to be computer-based and searchable, accessible online as a protected link on MOT's website for routine use and updating, and is to include as a minimum the following information:

- i. The bridge's location – highway name/number, reference to a km marker or similar (information to be obtained from MOT regional maintenance units supported by site visits), GPS coordinates, with the location to be identified on a digital map (Google Maps or similar)
- ii. The waterway, road, or other feature that the bridge crosses, including for waterways susceptibility to flooding or other damage
- iii. The present traffic using the bridge, by vehicle type and for heavy vehicles typical gross weight and axle loading
- iv. The bridge's structure – foundations, substructure, superstructure, river protection works, safety facilities (lighting, railing, signage, etc)
- v. The bridge's condition, for each major element – foundations, substructure, superstructure, etc, using a systematic rating system suitable for subsequent inclusion in an overall road asset management system, with the system to include appropriate and different standards and procedures for bridges of different types – concrete, steel, girder, truss, and others.

- vi. Images of the bridge, digital
- vii. Original construction drawings and/or as built drawings, and
- viii. Load test results for bridges with 1 or more spans greater than 15m in length, with the testing to be in accordance with relevant international standards for such testing.

6. In addition to the initial information assembled as above, the database will include a facility for updating information for each structure, based on a standardised system for inspecting the structure, recording relevant changes from the previously existing situation, and updating the database to reflect these changes.

III. Schedule

7. It is anticipated that the consultant will be selected by the end of June 2018, and will commence the assignment by the end of September 2018. The assignment duration will be approximately 8 months. Within this period, data acquisition for the structures is to be completed within 4 months, which may require several suitably trained site teams, with transport, cameras, testing equipment as appropriate, etc.

IV. Outputs

8. The output of the assignment will be the (i) bridge database, installed on MOC computers to be provided by the consultant, with appropriate data back-up systems, printers, and other necessary hardware and software; (ii) training and operations manuals, online and paper-based; and (iii) several MOT officials, 5 to be assumed for the consultants' proposals, fully trained in managing the database. In addition, the consultant will prepare brief progress reports each month, for submission to MOT and ADB, and a final report at the conclusion of the assignment.

V. Consultant's Expertise

9. The consultant will be headed by a Team Leader, who will be a civil engineer with at least 15 years of relevant experience in bridge design, construction, and maintenance, and with extensive experience in bridge inventory and condition assessment preparation. Relevance for this assignment will include experience in countries with similar institutional and physical characteristics to those present in Tajikistan.

10. The Team Leader will manage inputs provided by relevant international and national technical specialists as the consultant considers necessary for the assignment. The determination of appropriate expertise will be at the discretion of the consultant, but is likely to include bridge design and maintenance, bridge inventory and condition assessments, hydraulic studies, development of databases for infrastructure asset management, including preparation of web-based or similar interfaces for database use and updating, and mobilizing and managing teams of national consultants to undertake the detailed bridge assessments.

11. The Team Leader will also oversee the specification and procurement of computers, other hardware, software, and other resources required for the assignment, all of which will be transferred to MOT at the conclusion of the assignment. This procurement is to be undertaken in accordance with the provisions of ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time).¹

¹ Reference required.

12. The Team Leader's input of 8 person-months, will be full time in Dushanbe, with visits to bridge sites on the network as appropriate. The inputs of the technical specialists will be about 12 person-months for international team members, also in Dushanbe, and about 12 person-months for national specialists, in Dushanbe. In addition, the consultant will engage national consultants to form the bridge assessment teams, preferably through a sub-contract arrangement with a national consulting company.

13. The consultant will be responsible for setting up and maintaining a suitable office in Dushanbe, providing necessary transport for its use during the assignment, all communications, and the international and national travel for its team.

VI. MOT SUPPORT

14. MOT will provide the consultant with (i) a small furnished office in MOT's office in Dushanbe for the consultant's use, (ii) all available bridge designs, as built drawings, reports, etc, (iii) access to MOT's regional maintenance organisations for provision of information, assistance at specific bridge sites as required; and (iv) staff and space in the MOT office, or in a suitable other location, for the permanent establishment of the database computers, hardware, document storage, communications including internet access, and other facilities necessary for effective and sustainable operation of the database.

VII. Consultant Engagement

15. MOT will engage the consultant in accordance with the provisions of ADB's Policy and Procurement Regulations (2017, as amended from time to time). The consultant will be selected on the basis of full technical proposals, using the QCBS approach with a technical/price ratio of 90/10.

OUTLINE TERMS OF REFERENCE

STANDARD TECHNICAL SPECIFICATIONS FOR HIGHWAY CONSTRUCTION (CS-05)

I. Introduction

1. With ADB and other development partner assistance the Government of Tajikistan is undertaking a major program of improving the country's primary highway network. The agency responsible for the network is the Ministry of Transport (MOT).

2. These improvement activities have been financed as a series of separate projects, with civil works generally implemented by international contractors supervised by teams of international and national consultants. Referring to the ADB-financed projects specifically, the civil works have been implemented under FIDIC Conditions of Contract, the relevant MDB version. The supervision consultants have been the Engineer for these contracts, as defined in the Conditions of Contract. Civil works procurement documentation has followed the ADB's sample bidding documents for large civil works contracts, in particular for the commercial provisions – Instructions to Bidders, Conditions of Contract, standard forms and schedules, etc. The current version of this documentation can be found on the ADB website.¹

3. The Employer's requirements of this documentation include drawings, technical specifications, special provisions, Bills of Quantities (BOQs), and others that are project specific. These Terms of Reference refer to the technical specifications and to the Bills of Quantities that relate to them.

4. Most of the completed and ongoing road improvement projects make use of a set of highway construction technical specifications that were developed with ADB assistance in the early 2000s for use on ADB and other development partner financed road projects. They were based on the 1993 edition of the AASHTO Guide Specifications for Highway Construction. Since the specifications were prepared many aspects of highway construction have changed, the controlling Conditions of Contract have been amended several times, and Tajikistan's road management agency, the MOT, has very significantly increased its capacity in managing roadworks undertaken through ADB and other development partner assisted projects.

5. Reflecting these factors, it is now necessary to prepare a replacement for the original technical specifications. This activity, to which these Terms of Reference apply, is to be done by a team of international and national consultants (the consultant) provided by a firm, and selected by MOT in accordance with the provisions of ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time).

II. Scope of the Assignment

6. The consultant will undertake the following broadly defined tasks, and such other related tasks as MOT might require:

- (i) review the original technical specification, and all the subsequent road project specifications that have been based on it, most of which have introduced

¹ For example, <https://www.adb.org/sites/default/files/institutional-document/32831/sbd-works-users-guide.pdf>

amendments to or clarifications of the original document, to the extent that much of the logic of the specifications has been lost;

- (ii) assess the suitability of relevant international technical specifications for highway construction, including the current version of the AASHTO Guide Specifications for Highway Construction;
- (iii) discuss with MOT, ADB and other relevant agencies the likely nature of future road project operations, to include standard major highway improvement projects, periodic maintenance implemented by national contractors under for example performance based maintenance approaches, and other modalities if relevant;
- (iv) prepare a draft technical specification that will:
 - a. be consistent with the current FIDIC-based Conditions of Contract (MDB version – see Footnote 1) that are for ADB and other development partner financed road construction projects;
 - b. provide for all likely types of work that would-be part of typical road construction projects—earthworks, tunnels, pavements, structures, traffic facilities, environmental impact management, and others as appropriate;
 - c. contain appropriate measurement and payment provisions for each of the work types;
 - d. reflect current best international practices for such projects;
- (v) prepare a draft template BOQs that are compatible with the draft technical specification, and are substantially less complex than the BOQs now in use, in terms of numbers of work items, descriptions of the work items, etc;
- (vi) arrange workshops and discussion groups to introduce the draft documents to MOT, government agencies involved with procurement activities (to include the Ministry of Finance, the xxxxx, and others as appropriate), and to ADB and other interested development partners;
- (vii) on the basis of feedback from these workshops and discussions, prepare final draft versions of the documents for comment and, after receiving comments on them, prepare them in final form;
- (viii) assist MOT with obtaining formal Government approval of the documents, if this is required, so that they may be adopted for all future ADB and other development partner financed projects and, to the extent possible, for MOT’s own budget-financed road construction works.

III. Schedule

7. It is anticipated that the consultant will be selected by the end of June 2018, and will commence the assignment by the end of September 2018. The assignment duration will be approximately 4 months.

IV. Outputs

8. The outputs of the assignment will be as set out above. In addition, the consultant will prepare brief progress reports each month, for submission to MOT and ADB.

V. Consultant's Expertise

9. The consultant will be headed by a Team Leader, who will be a civil engineer with at least 15 years of relevant experience in preparing and implementing, as a supervising consultant or as a contractor, contracts for major road construction contracts. Relevance for this assignment will include extensive experience on projects in countries with similar institutional and physical characteristics to those present in Tajikistan, financed by ADB or similar international financing agencies.

10. The Team Leader will manage inputs provided by relevant international and national technical specialists as the consultant considers necessary for the assignment. The determination of appropriate expertise will be at the discretion of the consultant, but is likely to include road and pavement works, road structures, road-related environmental impact management, road safety, and others.

11. The Team Leader's input, of 4 person-months, will be full time in Dushanbe, with visits to project sites as appropriate. The inputs of the technical specialists will be about 4 person-months for international team members, generally working in the consultant's home office, and about 8 person-months for national specialists, in Dushanbe.

VI. MOT Support

12. MOT will provide the consultant with (i) furnished office accommodation in MOT's office in Dushanbe, and (ii) copies of documents, contracts, and reports as necessary. The consultant will provide, through its contract, (i) a vehicle with driver for the duration of the assignment; (ii) all computer, communications, and other facilities necessary; (iii) venues for workshops and discussion group meetings; and (iv) all international and national travel requirements.

VII. Consultant Engagement

13. MOT will engage the consultant in accordance with the provisions of ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time). The consultant will be selected on the basis of full technical proposals, assessed on technical quality only. Price will not be a factor in the selection.

OUTLINE TERMS OF REFERENCE

INDEPENDENT TECHNICAL AUDIT (CS-06)

I. Introduction

1. The government of Tajikistan will upgrade the existing Dushanbe to Kurgonteppa Highway, about 80 km long, with ADB assistance. The scope of the project will also include improving selected sections of the country's highway network where road safety provision is not adequate. The project's civil works will be procured in accordance with ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time), and will be supervised by a consultant made up of one or more international and national consulting firms. The civil works contracts will be based on the FIDIC Conditions of Contract.

2. The project's executing agency will be the Ministry of Transport, acting through its Project Implementation Unit for Road Rehabilitation (PIURR).

3. The project's road upgrading works will generally consist of rehabilitated and new flexible pavements, rehabilitated and new bridges and other structures, road safety facilities, intersections, and possibly safety and other facilities in an existing road tunnel.

4. The consultant will be responsible for ensuring the project's civil works comply in all respects with the requirements of the relevant civil works contracts. To provide it with the resources necessary to ensure that its objective is being achieved, the PIURR intends to engage an international consultant with relevant contract management and technical expertise to undertake periodic independent audit of the project during its implementation. The consultant will undertake the audit task generally in accordance with these Terms of Reference.

II. Scope of the Assignment

5. The consultant will undertake the following broadly defined tasks, and such other related tasks as the PIURR might require.

- ii. review and become fully familiar with the all relevant project and contract documentation, and with progress reports prepared by the project consultant;
- iii. visit the project work sites and undertake technical audits of the works, to assess the extent to which the works comply with the technical provisions of the contract documentation. The assessments will cover earthworks, pavements, structures, construction safety, road safety facilities and others as appropriate;
- iv. on the basis of the assessments, prepare assessment reports for the PIURR, which will be copied to the project consultant and to ADB;
- v. brief the PIURR on the assessment findings, and advise the PIURR on actions that it should take to address these findings;
- vi. on subsequent visits, advise the PIURR on the extent to which the matters identified in previous visit assessment reports have been addressed and, if these

have not been adequately addressed, advise the PIURR of actions that it should take to correct deficiencies that exist; and

- vii. be available to the PIURR through email or other communication means to provide advice on matters that might arise between the consultant's visits to the project.

III. Schedule

6. The consultant will undertake at least 2 visits each year of about 15 days duration for the duration of the project's civil works implementation, at least 1 of which will commence 5–10 days in advance of an ADB review mission for the project. The total on site input will be about 3 person months, with an additional 1–2 person months of inputs provided from the consultant's home office in response to the PIURR's response for advice or comments on reports, etc.

7. It is anticipated that the project's civil works will commence in Q3 of 2018 and will continue until the end of Q2 of 2021.

IV. Outputs

8. As above, the consultant will submit to the PIURR a report at the conclusion of each visit that will set out the consultant's assessment of the project's technical compliance with the provisions of the contracts and recommendations for PIURR's action to rectify any observed deficiencies. The report will include images, test results, and graphics as appropriate.

V. Consultant's Expertise

9. The consultant will be a qualified civil engineer, with at least 15 years of relevant experience in the construction of major road projects under FIDIC or similar conditions of contract, preferably for projects funded by ADB or a similar multilateral development agency. The consultant will also have sound experience in the technical design of road projects and, preferably, with experience in undertaking technical audits of such projects.

VI. PIURR Support

10. The PIURR will provide the consultant with (i) office accommodation in Dushanbe and, in consultation with the project consultant, in the project site offices as necessary; (ii) a vehicle with driver for the duration of each visit to the project; and (iii) copies of documents and reports as necessary. The consultant will be responsible for arranging travel, visas, computer facilities, communications, etc, for which payment will be made through the consultant's contract.

VII. Consultant Engagement

11. The PIURR will engage the consultant in accordance with the provisions of ADB's Procurement Policy (2017, as amended from time to time) and Procurement Regulations for ADB Borrowers (2017, as amended from time to time). The consultant may be engaged as an individual independent consultant or be provided by a consulting firm, at the PIURR's discretion.

OUTLINE TERMS OF REFERENCE

EXTERNAL MONITORING FOR RESETTLEMENT PLAN IMPLEMENTATION (CS-06)

A. Objective and Purpose of the Assignment

The government of Tajikistan will upgrade portions of the existing Dushanbe to Kurgonteppa Highway, about 40 km long, with ADB assistance. The CAREC Corridors 2, 5, and 6 (Dushanbe-Kurgonteppa) Road Project- Additional Financing (the Project) will have significant involuntary resettlement impacts as per ADB's Safeguard Policy Statement (SPS) 200.

The Project's executing agency will be the Ministry of Transport (MOT), acting through its Project Implementation Unit for Road Rehabilitation (PIURR). The MOT will be assisted by a Project Management and Contract Supervision Consultant to implement the land acquisition and resettlement plan (LARP).

This assignment intends to engage the services of an independent social safeguards consultant (the external monitor) to verify LARP monitoring information and advise MOT on safeguard compliance issues.

B. Scope of Work

The external monitor is expected to undertake the following tasks:

- (i) Identify the strengths and weaknesses of the LARP objectives and approaches, as well as its implementation strategies;
- (ii) Review and verify the progress in LARP implementation through the monitoring information internally generated;
- (iii) Visit the Project road and review the results of internal monitoring for the purpose of preparing a monitoring report. Verification will be assessed through random checking of 10% of affected households at field level to assess whether land acquisition and resettlement objectives have generally been met;
- (iv) Assess whether the involuntary resettlement objectives, particularly the restoration or enhancement of the livelihoods of all displaced persons and the living standards of the displaced poor, have been met;
- (v) Confirm that households have maintained or improved their livelihoods through the resettlement process. Carry out in-depth review for all vulnerable households listed in the LARP;
- (vi) Assess significant involuntary resettlement issues and, if required, draw on policy and practices to advise on a corrective action plan;
- (vii) Involve, as necessary, the affected persons and community groups in assessing the impact of LARP monitoring;
- (viii) Assess the effectiveness and efficiency of MOT in implementing the LARP.

C. Outputs

The external monitor is expected to deliver the following outputs:

- (i) A LARP compliance report describing whether the involuntary resettlement program has been successfully implemented in accordance with the LARP. A specific section on vulnerable households' situation should be included in the report;
- (ii) Describe any outstanding actions that are required to bring the resettlement activities in line with the LARP and the safeguard requirements 2 of the SPS 2009 and describe further mitigation measures needed to meet the needs of any displaced person or families judged and/or perceiving themselves to be worse off as a result of the project;
- (iii) Provide a timetable and define budget requirements for any supplementary mitigation measures for the LARP and detail the process of compliance monitoring and the final signing off for these displaced persons. It should also describe any lessons learned that might be useful for future activities.

D. Qualifications

The consultant should have significant experience relevant to the assignment (preferably 10 years or more) including monitoring and evaluation of all aspects of involuntary resettlement operations. The consultant should have appropriate postgraduate qualifications in social sciences.

E. Schedule and Places of Assignment

The consultant will undertake at least 1-2 visits to the Project site (Dushanbe, Tajikistan) that will be organized by the MOT and PIURR. The consultant is expected to provide about 40 days of intermittent inputs including about 20-30 days of field inputs and 10-20 days of home office inputs. It is expected that services will be rendered in Q1 2019 once the LARP would have been fully implemented.