



**KHYBER PAKHTUNKHWA RURAL ACCESSIBILITY PROJECT
COMMUNICATION & WORKS DEPARTMENT
GOVERNMENT OF KHYBER PAKHTUNKHWA**

REQUEST FOR EXPRESSION OF INTEREST

For Selection of Individual Consultants (Gender Specialist & Procurement Specialist)

Country: Pakistan
Project: Khyber Pakhtunkhwa Rural Accessibility Project (KP-RAP)
Credit No.: 7143-PK
Reference No: PK-KP C&W-333769-CS-INDV & PK-KP C&W-333770-CS-INDV

1. The Government of The Islamic Republic of Pakistan has received financing from the World Bank toward the cost of the Khyber Pakhtunkhwa Rural Accessibility Project and intends to apply part of the proceeds for the consulting services (individual consultants).
2. The consulting services ("the Services") include two (02) individual consultants i.e., (i) Gender Specialist and (ii) Procurement Specialist.
3. The detailed Terms of Reference (TOR) for the assignment can be found at the following website: <https://www.cwd.gkp.pk/> or can be obtained at the address given below.
4. The Project Implementation Unit, Khyber Pakhtunkhwa Rural Accessibility Project, Communication & Works Department, Government of Khyber Pakhtunkhwa hereby invites EOI from eligible candidates ("the Individual Consultants") for providing requisite services as per the TOR. Interested Candidates should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Candidates are encouraged to provide only materials that would be specific to the proposed services, and to avoid submitting generic promotional material. The details are given below:

Gender Specialist

No of Position: 01

Qualification: Preferably, Master's degree in Development Studies, Social Sciences, or any other relevant field from a reputed university.

Experience: Preferably eight (08) years progressively responsible experience in designing and managing programmes and advocating for gender equality and empowerment of women and gender/gender-based violence issues with the development sector in Pakistan. Demonstrated Work experience preferably in developing content and facilitating training on gender and GBV and conducting focus groups for qualitative research. Preference will be given to those who possess relevant experience with multilateral donors (World Bank and ADB etc) or their funded projects. Working experience in the Khyber Pakhtunkhwa region will be considered favourably.

Procurement Specialist

No of Position: 01

Qualification: Preferably Masters' Degree (at least sixteen years of education) in Business Management / Engineering / Economics / Finance or related degree. Degree in Procurement Management / Project Management / Supply Chain would be accorded more weightage.

Experience: Preferably ten (10) years of documentary verifiable experience in procurement goods, works, & consulting services) with the subnational/ national /international agencies in procurement. Recent experience in past three (03) years of successfully leading to completion, transport sector procurements shall be preferred. Well versed in GoKP and World Bank procurement regulations for works, goods, and services. Excellent written and spoken communication skills in English and working experience in the Khyber Pakhtunkhwa region will be considered favourably. Experience with World Bank and ADB will be preferred.

5. The attention of the interested candidates is drawn to Section III – Governance, paragraphs 3.14 [Conflict of Interest], 3.16 and 3.17 [Consulting Services] of the World Bank's Procurement Regulations for IPF Borrowers November 2020, setting forth the World Bank's policy on conflict of interest.
6. Expressions of Interest may reach the address mentioned below on or before **20 January 2023 at 1600 hours (PST)**.
7. Candidates will be selected in accordance with the World Bank's Procurement Regulations.
8. Further information can be obtained in writing at the address given below during office hours i.e., 0900 to 1700 hours.

Address:

Project Director

Project Implementation Unit
Khyber Pakhtunkhwa Rural Accessibility Project
Address: House No. 8-BC Park Road, University Town Peshawar
Khyber Pakhtunkhwa, Pakistan
Phone No: +92-91-9224272
Email: pd.krap@gmail.com
Website: <https://www.cwd.gkp.pk/>

TERMS OF REFERENCE

Procurement Specialist – Khyber Pakhtunkhwa Rural Accessibility Project (KP-RAP) (Credit Number 7143-PK)

Communication & Works Department Khyber Pakhtunkhwa

Background:

The Government of The Islamic Republic of Pakistan has received financing from the World Bank toward the cost of the Khyber Pakhtunkhwa Rural Accessibility Project and intends to apply part of the proceeds for the subject individual consultant.

The World Bank-financed Khyber Pakhtunkhwa Rural Accessibility Project (KP-RAP) aims to improve rural accessibility to markets, education, and health facilities through upgradation of infrastructure and improvement of transport services in the province. Interventions under the project would address the funding gap for infrastructure maintenance, create job opportunities and improve the capacity of respective departments to respond to local needs. Improved network and connectivity under the project would help in unlocking the economic and development opportunities for inhabitants of the province.

Objective:

The Project Development Objective is to improve safe and climate-resilient rural accessibility to schools, health facilities and markets in selected districts of Khyber Pakhtunkhwa.

Structure and Staffing of the PIU:

The Project Directorate is established in Communication & Works Department (C&WD). The Project Director (PD) of the project with full administrative & financial Powers in light of relevant laws and rules. The PD is responsible for overall implementation of the project including technical, administrative, procurement, financial management, and overseeing the technical assistance and training programs etc. under the supervision of Chief Engineer (Foreign Aided Projects). PD is supported by a professional Team comprised of regular officers of the department. The PIU be strengthened further by hiring/ placing some individual consultants from the local market.

Scope of Work:

The Procurement Specialist will assist and advise the Project Director PIU in carrying out procurement functions of Khyber Pakhtunkhwa Rural Accessibility Project in accordance with the World Bank Procurement Regulations for Investment Project Financing Goods, Works, Non-Consulting and Consulting Services” July 2016 (Revised November 2017 & August 2018). Following would be procurement related duties and responsibilities:

- The procurement specialist in close collaboration with other teams will perform the following tasks.
- Advise the Project in designing (e.g., definition of functions, staffing requirements, skills profiles, and job descriptions).
- Identify critical policy, business, operational and other issues relating to procurement and provide strategic advice on maximizing efficiency of the procurement cycle, while ensuring necessary controls for cost effectiveness and soundness of all procurements.
- Advise the Project in developing Standard Operating Procedures (SOPs) for procurement. The SOPs should simplify existing processes with a view to accelerating completion of procurement activities.

- Ensure compliance with various fiduciary controls, etc. as stated in the Procurement Operations Manual in the procurement process and propose improvement's; if any.
- Take the lead in preparing and regularly monitoring and updating the Project's Annual Procurement Plans. Monitor and record the progress of procurement activities by regularly updating Systematic Tracking of Exchanges in Procurement (STEP) for Project.
- Contribute to the development of the Annual Work Plan, ensuring alignment with project's strategies, agreement on annual targets in the work plan with budgeting.
- Assist technical teams with development of generic and policy compliant ToRs and specifications; as relevant.
- Supporting preparation/customization and issuance of various standard procurement documents (SPDs) and other documents required at different stages of procurement cycle e.g., EOIs, IFBs, RFPs, bid documents, evaluation reports, minutes of negotiations, contract award, contracts, and various internal processing documents required to facilitate decision making.
- Supporting the Project team in organizing evaluation meetings by: (i) arranging venue and the timing of bid/proposal opening, coordination with evaluation panel members, (ii) preparing necessary evaluation packages (bid documents, proposals, evaluation sheets etc.) and distribute them to evaluation panel members, (iii) attending evaluation meetings as a note taker, (iv) recording the minutes of the meetings, and (v) providing other necessary technical support to facilitate sound procurement.
- Any other relevant task assigned by the Competent Authority.

Profile /Qualifications:

- Masters' Degree (at least sixteen years of education) in Business Management / Engineering/Economics/ Finance/ Social Sciences. Degree in Procurement Management, / Project Management / Supply Chain would be accorded more weightage
- At least ten (10) years of documentary verifiable experience in procurement goods, works, & consulting services) with the subnational/ national /international agencies in procurement
- Recent experience in past three years of successfully leading to completion, transport sector procurements shall be preferred.

Skills:

Ability to research and gather information from a variety of external and internal sources

- Written and oral fluency in English required.
- Excellent computer usage skills (e.g., desktop application MS Office such as Word, Excel, and Power Point, MS Project etc.)

Reporting:

The Procurement Specialist will work in PIU of the Project to perform the assigned tasks and will report to the Project Director, PIU, KP-RAP, C&WD.

Selection Process:

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

TERMS OF REFERENCE

Gender Specialist – Khyber Pakhtunkhwa Rural Accessibility Project (KP-RAP) (Credit Number 7143-PK)

Communication & Works Department Khyber Pakhtunkhwa

Background:

The Government of The Islamic Republic of Pakistan has received financing from the World Bank toward the cost of the Khyber Pakhtunkhwa Rural Accessibility Project and intends to apply part of the proceeds for the subject individual consultant.

The World Bank-financed Khyber Pakhtunkhwa Rural Accessibility Project (KP-RAP) aims to improve safe and climate-resilient all-weather access to schools, health facilities and markets in selected rural districts of the Khyber Pakhtunkhwa (KP) province in Pakistan.

Objective:

The Project Development Objective is to improve safe and climate-resilient rural accessibility to schools, health facilities and markets in selected districts of Khyber Pakhtunkhwa.

Structure and Staffing of the PIU:

The Project Directorate is established in Communication & Works Department (C&WD). The Project Director (PD) of the project with full administrative & financial Powers in light of relevant laws and rules. The PD is responsible for overall implementation of the project including technical, administrative, procurement, financial management, and overseeing the technical assistance and training programs etc. under the supervision of Chief Engineer (Foreign Aided Projects). PD is supported by a professional Team comprised of regular officers of the department. The PIU be strengthened further by hiring/ placing some individual consultants from the local market.

Scope of Work:

The Gender Specialist will assist and advise the Project Director PIU in carrying out gender related functions of Khyber Pakhtunkhwa Rural Accessibility Project i.e., (i) *provision of subsidized transport to schools for in-school and out-of-school (OOS) girls from marginalized communities in selected districts, in order to improve school participation and regular attendance; (ii) launch of intensive behavior change communications to prevent sexual harassment faced by women and girls to and from schools; and (iii) support for participation of women workers and female-owned microenterprises in road rehabilitation and maintenance activities.*

Under the direct supervision of the Project Director, **Gender Specialist** will support/take lead on the following functions:

Driving Key Project Results:

- Develop a gender action plan associated with gender activities of the project, and work with project implementation unit team to ensure its implementation.
- Ensure that project activities support in-school and OOS girls' increased participation in and attendance at school through provision of subsidized transportation and harassment-free environment in and on the way to school, as well as community engagement.
- Ensure participation of female workers and microenterprises in road rehabilitation and maintenance activities through design and rollout of a communications plan, targeted skills training and sensitization and monitoring of project contractors.

- Provide support and monitor gender-related training and education initiatives by closely working with the relevant project stakeholders, while also identifying promising practices, technical expertise, and strategic opportunities to drive key project results.
- Ensure appropriate information flow between the Project Implementation Unit (PIU) and relevant stakeholders on project activities pertaining to school participation of girls and women's participation in road rehabilitation and maintenance activities.
- Any other task relevant to the position and as per requirement.

Gender Sensitization and Community Engagement:

- Provide support to ensure integration of gender in program interventions focused on the enrollment of OOS girls through subsidized transport services, and design and deliver programming interventions that will lead to positive gender equality outcomes.
- Consult and coordinate with Government of KP Elementary and Secondary Education Department (E&SED) and other relevant departments, on design and delivery of all gender sensitization sessions with stakeholders.
- Support development and monitor rollout of behavior change communications campaign to engage students, teachers, school staff, parents and transport service providers on prevention and response to sexual harassment in public spaces and transport.
- Undertake consultations and focus group discussions to incorporate feedback and suggestions from stakeholders and community members including in-school and OOS girls.

Skills Training:

- Develop a plan on economic opportunities for women in project specific road rehabilitation and maintenance activities
- Undertake consultations/focus group discussions with project contractors, women informal workers including home-based workers, enterprise-owners, and relevant experts to incorporate feedback and suggestions into the design and delivery of targeted skills training and pilots for women workers and microenterprises (with women workers) in road rehabilitation and maintenance activities.
- Oversee rollout of skills training modules and pilots to prepare women workers and microenterprises in road rehabilitation and maintenance activities.
- Document key challenges and lessons emerging from rollout of these skills training modules and pilots.

Strengthening Response and Prevention Interventions on Gender Based Violence / Sexual Exploitation and Abuse, and Sexual Harassment (SEA/SH):

- In coordination with social specialist, develop and implement project GBV (SEA/SH) action plan and accountability framework to strengthen resources and support for women and girls seeking to report project specific GBV/ SEA/SH through grievance redress mechanisms.
- Provide support on recruitment of a GBV service provider to establish a GBV grievance redress mechanism that handles complaints on reported, observed, or directly experienced GBV and SEA/SH incidents in line with best practices for protecting survivor's confidentiality and wellbeing.
- Monitor and provide updates to project team on the activities of GBV service provider, in addition to processing of complaints by GBV grievance redress mechanisms.
- Support the organization of trainings and sensitization sessions (online, in-person and hybrid) on gender inclusion and eliminating gender discrimination, and SEA/SH in project activities for PIU staff, project contractors, school staff and teachers, transport service providers, and relevant district government

officials etc. to ensure project targets on gender and GBV related interventions are achieved.

- Consult and coordinate with Government of KP Elementary and Secondary Education Department (E&SED) on design and delivery of SEA/SH prevention sessions with stakeholders.

Monitoring, Evaluation and Learning:

- Develop, coordinate, and support the project implementation teams in establishing and carrying out gender-inclusive monitoring, evaluation, learning and reporting systems.
- Work closely with E&SED, Parent Teacher Council members, school administration and transport providers to develop data collection and analysis tools for the baseline and endline assessments on school participation of girls receiving subsidized transport under Component 2.
- Assess and report on impacts, challenges and lessons of gender and social inclusion, as well as GBV and SEA/SH prevention measures to address the specific needs and problems of in-school and OOS girls, as well as other female beneficiaries, during project implementation.
- Ensure all data collection activities under the project, such as surveys, baseline and endline assessments are sex-disaggregated, wherever required.

Reporting and Location of Assignment:

The Gender Specialist will directly report to the Project Director and will be based in PIU-KP. The required reporting may include but not limited to:

- Gender policy briefs/analysis/ position papers on project role in ensuring school participation and enrolment of girls through subsidized transport facility provided by the project.
- Periodic reports including monthly, quarterly, six monthly and annual reports covering all progress and results of gender-related project components, as well as wider communications, advocacy, and stakeholder engagement efforts. The reports shall summarize major achievements, lesson learnt, recommendations and future plan of action.

Key Performance Indicators:

- Timely and quality development and delivery of the assigned TORs.
- Leadership in area of expertise in the province.
- Quality reports and other strategic documents drafted and submitted in a timely manner
- Strong relationships with various partners and Govt. stakeholders
- Project/donor/ relevant department is well represented in important meetings on topics related to expertise
- Timely and quality training contents and knowledge products

COMPETENCIES:

Core Values:

- Respect for Diversity
- Integrity
- Professionalism
- Accountability

Core Competencies:

- Awareness and Sensitivity on Gender Issues
- Creative Problem Solving
- Effective Communication and Reporting
- Inclusive Collaboration
- Stakeholder Engagement

- Leading by Example

Functional Competencies

- Excellent knowledge and demonstrated experience of gender equality and empowerment of women
- Excellent communication and presentation skills
- Strong knowledge of the region
- Excellent networking skills
- Ability to interact with donors, identify and analyze trends, opportunities, and threats to fundraising
- Ability to interact with stakeholders and participants from various sectors
- Ability to develop and deliver quality training and education programmes
- Ability to advocate and provide policy advice through training
- Excellent analytical skills
- Ability to write policy papers, speeches, briefing
- Strong knowledge of programme development, implementation, results-based management, and reporting

Profile /Qualifications:

- Master's degree in Development Studies, Social Sciences, or any other relevant field from a reputed university
- At least 8 years progressively responsible experience in designing and managing programmes and advocating for gender equality and empowerment of women and gender/gender-based violence issues with the development sector in Pakistan.
- Demonstrated Work experience preferably in developing content and facilitating training on gender and GBV and conducting focus groups for qualitative research.
- In-depth knowledge of gender and GBV issues and relevant laws, especially for children required
- Experience in programme, policy analysis, and strategic planning
- Experience in developing and delivering training and education programmes preferably for gender equality to multi-cultural participants
- Experience working with, and building partnerships with governments, donors, and civil society organizations

Skills:

Ability to research and gather information from a variety of external and internal sources

- Written and oral fluency in English and Urdu are required. Knowledge of the local language (Pashto) is prerequisite.
- Excellent computer usage skills (e.g., desktop application MS Office such as Word, Excel, and Power Point, MS Project etc.)

Reporting:

The Gender Specialist will work in PIU of the Project to perform the assigned tasks and will report to the Project Director, PIU, KP-RAP, C&WD.

Selection Process:

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

