

PUNJAB RURAL MUNICIPAL SERVICES COMPANY (PRMSC)

TERMS OF REFERENCES (TORs) FOR HIRING OF INDIVIDUAL CONSULTANT (INFRASTRUCTURE DEVELOPMENT SPECIALIST)

**PROJECT: PUNJAB RURAL SUSTAINABLE WATER SUPPLY & SANITATION
PROJECT (Funded by World Bank)**

1. Brief Background:

The Government of Islamic Republic of Pakistan has received financing from the World Bank towards the cost of the Punjab Rural Sustainable Water Supply and Sanitation Project for improving service delivery standards of the rural water & sanitation system and has extended the said financing to Punjab Rural Municipal Services Company (PRMSC); a not-for-profit company registered under Section 42 of Companies Act 2017. PRMSC as Client intends to apply part of the proceeds for hiring consulting firms for Detailed Engineering Design and Construction Supervision Under Component - Sanitation and Water Supply infrastructure Development Project. The PRMSC has aimed at developing the infrastructure to help in addressing the lack of Water Supply & Sanitation Systems in 2,000 revenue villages (including the small habitations/basis in each Revenue Village) of sixteen (16) poorest and most underserved districts of Rural Punjab that underlies the low access to safely managed water and sanitation and poses threats to public health and the environment.

PRMSC has intention to hire an Individual consultant (Infrastructure Development Specialist) to especially provide technical support to the PRMSC Engineering Wing and tehsil teams in execution of infrastructure activities.

2. Objectives/TORs of Individual Consultant (Infrastructure Development Specialist):

The specific objectives of the assignment are to:

- Conduct systematic, criterion-based technical review of all village designs prepared by the five cluster consultants, coordinating with PRMSC's in-house structural and costing staff for detailed structural and BOQ checks where required.
- Identify design deficiencies, non-conformances, and over-engineering; recommend optimized, cost-effective solutions.
- Ensure all village designs comply with PRMSC/World Bank design criteria (Phase-wise, household-based technology selection).
- Maintain a rolling Design Review Register and report progress to PRMSC and the World Bank on a regular basis.
- Support PRMSC's capacity building on design quality assurance and PC-I financial management.
- Review submitted PC-Is and Revised PC-Is and provide technical input and recommendations for improvement.

The primary objectives of hiring a consultant (Infrastructure Development Specialist) are as follows:

Technical Support: Provide technical support to the Infrastructure Development Wing HO & Technical Tehsil teams in the execution of infrastructure activities and provide the cost-effective solutions to ensure project completion within the stipulated time and cost. Review the progress of all project activities and ensure that all civil work projects stay on budget and complete within the projected time schedule. Evaluates all costs associated with each project including materials, costs of labor, and time expended.

Design Review: Lead the technical review of all village-level designs submitted by the five Cluster Consultants on a rolling basis, while coordinating with PRMSC's in-house staff. The Consultant shall assess the appropriateness of the proposed technology against the approved World Bank design criteria and review the hydraulic design, including water demand projections, pipe network sizing, hydraulic pressures, flow velocities, overhead reservoir (OHR) capacity, pumping systems, and overall network performance. The Consultant shall also review sewerage and sanitation designs, including hydraulic adequacy of drainage systems, drain gradients, septic tanks, soakage pits, Anaerobic Baffled Reactors (ABRs), Bio Trickling Filters (BTFs), and compliance with applicable National Environmental Quality Standards (NEQS). In addition, the Consultant shall verify that BOQ quantities, cost estimates, and technical specifications are consistent with the approved engineering designs and prevailing Market Rate System (MRS) rates, while providing technical observations and recommendations to facilitate design optimization, standardization, and compliance with project requirements.

Design Optimization: The Individual Consultant shall critically review village-level engineering proposals to identify over-engineered solutions, non-compliant technology selections, excessive design provisions, and inflated Bills of Quantities (BOQs) that may adversely affect project economy and implementation efficiency. Based on sound engineering judgment and international best practices, the Consultant shall recommend technically feasible and cost-effective alternatives that are fully aligned with the approved World Bank design criteria, PRMSC engineering standards, and lifecycle cost considerations. The Consultant shall also identify opportunities for developing or optimizing Multi-Village Schemes (MVS), where consolidation of water supply infrastructure can improve economies of scale, enhance operational efficiency, reduce capital and operation and maintenance (O&M) costs, and ensure long-term sustainability of service delivery.

Construction Supervision Design Support & Adaptive Engineering: The Individual Consultant shall review and evaluate field-driven design modifications arising during project implementation and assess design revision requests submitted by the Engineering Design and Construction Supervision (EDCS) Consultants, Contractors, and other stakeholders. The Consultant shall verify the technical adequacy, constructability, and compliance of the proposed revisions with applicable engineering standards, project objectives, World Bank requirements, and Government of Punjab policies and guidelines. As appropriate, the Consultant shall evaluate the hydraulic, structural, geotechnical, environmental, and operational implications of the proposed design changes and assess their impact on quantities, Bills of Quantities (BOQs), cost estimates, procurement packages, implementation schedules, and overall project performance.

Coordination: Coordinate with the Infrastructure Development Wing (HO), PRMSC Tehsil team, and Resident Consultant supervision team to promptly resolve site issues. Maintain liaison and coordination with PRMSC-HO & PRMSC-TO on a regular basis to track the progress of the project.

Project Completion: Ensure the completion of project packages within the stipulated time frame and cost.

Quality and Quantity Assurance: Ensure the Quality and Quantity of the works/goods at site as per specifications and standards mentioned in the tender document and detail engineering design.

Compliance: Ensure compliance with the World bank guidelines, Govt. of Punjab regulations, procurement plan, Project Appraisal Document (PAD), and loan agreement in the execution of civil works projects in the target tehsils of PRSWSSP.

Highlighting Issues: Highlight project progress, areas for improvement, and any issues or risks that may impact project implementation.

Stakeholder Meetings: Attend meetings with the Project Director/CEO, implementation teams, and other stakeholders as required, to report on infrastructure activities and address any issues or risks that arise.

Data Collection and MIS: Ensure that the implementation teams collect data according to the monitoring plan and results framework, and that the data is entered into the project's MIS system in a timely manner. Conduct targeted evaluations and operations research, including design, data collection, management and analysis.

Additional Tasks: Perform any other tasks assigned by the Project Director/CEO.

3. Role of the Client:

Following are the roles of PRMSC (but not limited to);

Documentation: Provide all available PC-I documents, feasibility studies, cost estimates, village lists, design packages, and relevant project/GIS data from the five cluster consultants.

In-House Technical Support: Make available structural and costing/quantity-surveying staff from the Infrastructure Development Wing to support the Individual Consultant on detailed structural checks and BOQ verification.

Access: Provide access to PRMSC staff, cluster consultant teams, and relevant project data/GIS databases.

Facilities: Provide office space at PRMSC Head Office, Lahore (for designated periods), meeting rooms, and access to project documents.

Timely Review: Review and approve deliverables within 15 working days of submission.

Meeting Facilitation: Facilitate meetings between the Individual Consultant, cluster consultants, contractors, and other stakeholders, and liaise with consultants to ensure incorporation of review comments.

Site Visit Support: Provide a vehicle with fuel and driver for required site visits.

External Liaison: Facilitate access to the Government of Punjab, P&D Board, Finance Department, PDWP/ECNEC, and cluster consultants.

Payments: Process undisputed invoices in a timely manner in accordance with the contract payment schedule.

4. Duration of the Assignment

The Individual Consultant will be hired till 30-06-2028 to provide infrastructure development services as mentioned above starting from the award of the contract.

5. Reporting Requirements

Individual Consultant will be reporting directly to Project Director. Monthly report shall be submitted by the Individual Consultant to competent authority.

6. Qualification of Consultant

Master's degree in civil engineering with minimum of 15 years of work experience in matters related to site execution and designing of infrastructure development projects (Water Supply and sewerage projects). Experience in project management and implementation of Infrastructure project. Preferably of work experience in similar projects particularly related to local governments and urban development infrastructure development, Experience of working in the development sector with government organizations or with international donor organizations would be preferred; knowledge of best practices & assessment of development projects is essential for this position; excellent communication skills (written and oral) and strong inter-personal skills would be considered an advantage.

7. Selection Process

The selection will be based on Open – National Market Approach and contract will be awarded to the Lowest Bidder.