



**LIBERIA ELECTRICITY CORPORATION
P. O. BOX 165
MONROVIA, LIBERIA**

REQUEST FOR EXPRESSIONS OF INTEREST

CONSULTANCY SERVICES FOR ENGINEERING AND CONTRACT MANAGEMENT SPECIALIST (ECMS) FOR THE CLSG-RE AND LEEAP PROJECTS AT THE LIBERIA ELECTRICITY CORPORATION

Financing Agreement Reference: **ADF Loan No:2100150036543**
Project ID No.: **P-LR-F00-004**

Issue Date: March 5th, 2019

Closing Date: March 25th, 2019

The Liberia Electricity Corporation has received financing from the GoL through the African Development Bank in various currencies towards the cost of the CLSG-RE Project and Liberia Energy Efficiency and Access Project (LEEAP) and intends to apply part of the proceeds of the on-lending to eligible payments under the contract for the recruitment of an Engineering and Contract Management Specialist (ECMS) for both CLSG-RE and LEEAP.

The Engineering and Contract Management Specialist (ECMS) who will be part of the Project Implementation Unit (PIU) will be responsible to (i) Assist the PIU to supervise the construction of all works under LEEAP and CLSG Rural Electrification; (ii) Assist LEC to carry out Contract Management and Supervision works conducted by contractors and engineering firms; (iii) Contribute to the preparation of new energy projects; (iv) Provision of hands-on- training to LEC Engineers including those assigned to the projects. The tasks to be performed by the ECMS will include but not be limited to the following:

- Contract Management involving verification and certification of securities; scheduling timely site handover; timely submission and filing of reports, programmes and key contractual deliverables throughout implementation period; to review, update and approve reports and deliverables throughout the implementation period hence ensuring contract effectiveness; and reporting compliance and completeness of key reporting requirements and deliverables.
- Supervise the contractual obligations of contracts; monitor the plans, schedules, invoices and progress of all engineering work and reporting on progress.
- Collaborate and work closely with engineering supervision firms to carry out, control, quality management, and reporting throughout the project cycle to ensure adherence to contractual requirements; to review detailed engineering designs, drawings, and other relevant documentation prior to manufacturing and commencement of works at site; to develop and implement a quality control plan with focus on critical project milestones, activities and equipment; to prepare quality control protocols; to schedule and facilitate pre-commissioning and commissioning activities; and to facilitate handover of completed project works as detailed in the contract.

- Collaborate and work closely with engineering supervision firms to supervise construction work for quality compliance by ensuring supply and use of quality materials as per contract, ensure adherence to good engineering practices with reference to the contract and to review and recommend change orders and or instructions.
- Monitor the design (Survey, Civil, Electrical, Mechanical) and Technical submittals.
- Controlling civil, erection, testing and commissioning works.
- Monitor and analyze contract performance against agreed benchmarks and through agreed reporting mechanism and advise Project Coordinator on any potential issues and recommend remedial actions or solutions.
- Review the contractors' regular progress reports in collaboration with the Control and engineering supervision firms and other stakeholders involved in the construction.
- Prepare, organize and conduct meetings with various stakeholder involved in the construction work.
- Work with Procurement Expert of the projects to review all contracts prior to signature and execution for appropriateness, completeness and accuracy.
- Be proactive in identifying the potential contractual issues and conflicts and advise the project team on how to best address these issues proactively to achieve the project objectives.
- Develop and manage contract renewal schedules and Contract Change Order Procedure, by identifying changes, quantifying commercial impacts, defining approval requirements, and preparation of variation orders or amendments to the contract.
- Ensure proper contract close-out, extension or renewal of contracts.
- Monitor the security arrangements during the works (Personal protective equipment, Staff, etc.)
- Liaise with Environmental and Social staff and the consultants to monitor the projects' compliance with environmental and social safeguard instruments that include, among others the Environmental and Social Management Plan (ESMP), the Resettlement Action Plan (RAP) and all relevant African Development Bank policies as detailed in the Project's Financing Agreement; to ensure timely submission of the contractor's ESMP implementation report, to review for completeness in conjunction with the environmental officers and to facilitate environmental audit exercise during the project closure.
- Assess and advise on all proposed technical variations justification or otherwise of claims.
- Coordinate with project staff to ensure timely preparation of the Monthly updates, Quarterly and Annual progress reports for both LEEAP and CLSG Rural Electrification and ensure the same are timely submitted to the African development Bank.

The duration of the assignment is 12 months with possibility of extension based on satisfactory performance. The contract will include a probation period of three (3) months.

The LEC now invites eligible individuals ("Consultants") to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are:

- An Engineering Degree in Power Engineering or equivalent in related fields is a must. Master degree or equivalent in Engineering, Project Management, Business

Administration, Public Administration, Social Science or Law shall be an added advantage;

- A minimum of ten(10) years of experience in managing EPC contracts, project management and contract management of which at least five (5) years should have been in designing and implementing electricity Transmission and distribution projects up to 66 kV or above;
- Extensive experience in electricity infrastructure construction involving Substations and Transmission Lines civil works up to 66 kV or above;
- Extensive knowledge of power system commissioning and maintenance practice up to 66kV or above;
- Experience in energy projects financed by international donors (i.e. World Bank, AfDB, EU, KfW, etc.) will be an added advantage;
- Knowledge of legal requirements involved with contracts including contracting and contract monitoring;
- Excellent ability to prepare documents and comfortably defend them;
- Willingness to work extra hours as occasional weekend and/or evening hours may be required;
- Experience in the region and/or developing countries shall be an added advantage.

Eligibility criteria, establishment of the short-list and the selection procedure shall be in accordance with the Individual Consultant method set out in the *Procurement Policy for Bank Group Funded Operations dated October 2015* which is available on the Bank's website at <http://www.afdb.org>. The Borrower is under no obligation to shortlist any consultant who expresses interest.

Applications; clearly marked **Engineering and Contract Management Specialist (ECMS) - LEC**, must be delivered in a written form to the address below (in person, or by e-mail) by 5PM Local Time, on **Monday, March 25th, 2019**. Only short-listed candidates will be contacted.

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