1. Background

A magnitude 7.8 earthquake of shallow depth struck central Nepal with an epicenter approximately 77 km northwest of Kathmandu on April 25th causing widespread destruction. On May 12, a large aftershock of a magnitude 7.3 hit Nepal and caused further causalities and damage. As of 3 June 2015, the reported casualties include: 8,702 deaths and 22,493 people injured. As the earthquake sequence destroyed 490,000 houses—mostly traditional mud brick and mud stone built and occupied by the rural poor and rendered another 265,000 houses at least temporarily uninhabitable, the largest single need identified in the Post Disaster Needs Assessment (PDNA) was housing and human settlements, accounting for US$ 3.27 bilion of needs.

The Government of Nepal (GON) has requested support from a number of development partners, including the WB, to address the immediate and medium term impacts of the damage inflicted by the earthquake in Nepal. In response to this, World Bank approved a US$200 million loan to finance the Earthquake Housing Reconstruction Project (EHRP) approved on 18 June 2015. The project will support in restoring affected houses with multi hazard resistant core housing units in target areas and to enhance government’s ability to improve long-term disaster resilience. The EHRP is to be completed by July 2020.

The Government of Nepal has established the National Reconstruction Authority (NRA) for the purpose of coordinating and implementing the post-disaster reconstruction program. Thus a Project management Unit (PMU) has been established within NRA to provide high level oversight and policy decision on project activities. Housing reconstruction activities will be implemented by dedicated Project Implementation Units (PIUs) in both the Department of Urban Development and Building Construction (DUDBC) under Ministry of Urban Development (MOUD) and the Department of Local Infrastructure Development and Agricultural Roads (DoLIDAR) under Ministry of Federal Affairs and Local Development (MoFALD).

MOFALD has already established a Central Level Project Implementation Unit (CL-PIU) and District Level Project Implementation Unit (DL-PIU) under the EHRP. As per
the requirement, the MOFALD CL-PIU intends to hire a national expert for the post of Team Leader, hereafter referred to as the Consultant.

2. Objective of the assignment

Under the Earthquake Housing Reconstruction Project (EHRP), the MOFALD CL-PIU is in the process to restore and improve the living condition of the victims of the earthquake by reconstructing the destroyed and damaged houses with an adequate seismic standard in the districts severely affected by the earthquake, thereby contributing to sustainable socio-economic development of the region and build back better.

The main objective of hiring the Consultant is to assist the MOFALD CL-PIU to coordinate and manage all aspects of the Project.

3. Tasks and responsibilities

- Supervise, monitor and coordinate the work of EHRP under the CL-PIU; and ensure technical quality and timely outputs and deliverables as per the design and monitoring framework and annual work plan and budget;
- Supervise, monitor, coordinate, and/or guide the defined work of all CL-PIU consultants and DL-PIU Consultants and Partner Organizations to ensure timely delivery of high-quality outputs;
- Ensure that required World Bank reporting is submitted timely and ensure that inputs from relevant CL-PIU staff are coordinated and consolidated in agreed formats;
- Facilitate the CL-PIU regarding the recruitment of individual consultants of different fields and coordinate with Selection Committee based on World Bank approved evaluation and selection criteria;
- Provide technical input on procurement activities, including subcontracts for goods and civil works as per World Bank procurement Guidelines 2011 (as amended from time to time);
- Organize meeting, workshops, and seminars to raise awareness about the project and to disseminate lessons learned from the project to a wider audience, as appropriate. This will include all technical aspects of the project and including those relating to environmental and social safeguards.
- Manage the development of required operational guidelines and manuals for the project implementation and obtain approval from high level steering committees;
- Set performance objectives, competencies and success criteria for each staff members and monitor their performance on a regular basis;
- Supervise finance, administrative and audit functions and comply with the recommendation made;
- Undertake regular monitoring, reporting, documentation and communication functions at all levels;
- Coordinating with different stakeholders including government organizations, NGOs, INGOs and other EHRP stakeholders during the period of project implementation.
- Seek input and coordinate with relevant officials and divisions within DOLIDAR on all technical aspects of the project;
- Ensure timely deliverable of project activities including progress reports and day to day management;
• Accomplish other tasks related for preparing, monitoring, evaluation and MIS as per
the need of project assigned by Project Director and Project Deputy Director.

4. Management of Assignment

The CL-PIU will administer the Consultant’s work. The Consultant will work in close
coordination with CL-PIU, DoLIDAR and Ministry of Federal Affairs and Local
Development(MoFALD). In order to accomplish the works in timely manner, s/he has to
start the work immediately after signing the contract agreement. The Consultant is
responsible for coordination with CL-PIU and other stakeholders. Similarly CL-PIU will
facilitate the Consultant to coordinate with stakeholders/offices. The Consultant shall
perform the task under the guidance of CL-PIU. S/he will report to the Project Director or
Project Deputy Director of CL-PIU and s/he will be required to spend the entire
assignment period on base office, Kathmandu Nepal but with frequent visit to field as per
the requirement.

5. Recruitment of the Consultant

Recruitment of the Consultant shall be done as per ‘Guidelines: Selection and
Employment of Consultants under IBRD Loan and IDA Credits and Grants by World
Bank Borrowers”.

6. Duration of Assignment

The Consultant will provide his/her inputs on a full time basis over a 44 month
assignment period. The Consultant will be based in Kathmandu with frequent visits to
sites outside Kathmandu.

7. Payment to Consultant

Payments toward monthly remuneration will be made based on the time sheet supported
by progress reports. The out of pocket expenses shall be paid after completion of said
task and upon submission of bills or invoices and said reports. In case of air travel, the
price of air ticket shall be reimbursed upon submission of air ticket and boarding pass.

8. Office Space, Equipment and other Logistic Support

The office space, equipment and other relevant facilities shall be provided by CL-PIU as
per the contract agreement. The CL-PIU office will assist in obtaining all available
reports, materials and data necessary and facilitate the Consultant for access to
stakeholders/offices for the efficient execution of the assignment.
9. Minimum Qualification Requirements

Competencies:

- Strong communication and facilitation skills and ability to establish good working relationships with colleagues and stakeholders in a sensitive environment. S/he must be able to respond quickly and dynamically to situations;
- S/he must demonstrate strong interpersonal and motivational skills and sensitivity to the local environment as well as the ability to work with minimal supervision;
- Excellent data analytical skills and interpretation. S/he must have ability to write clearly and concisely, and have sound quantitative skills (managing, analyzing and interpreting data);
- Willingness to undertake regular field visits in different conditions is required.
- Computer literacy in Microsoft packages (MS Word, MS Powerpoint, MS Excel, MS Access), GIS and SPSS is an asset.
- Experiences in creating and managing performance monitoring plans and leveraging performance monitoring data for improving ongoing project management are under consideration.

Academic Qualifications:

- The candidate should have at least a Master's degree in Civil Engineering, Structural Engineering, Earthquake Engineering, Planning, Disaster Risk Management or related field.

Experience:

- At least 10 years of work experience relating to housing and/or rural development and/or disaster risk management;
- A sound knowledge of project management and administration with at least 5 years of successful managerial experience;
- Candidates with previous working experience managing donor funded projects with the Government of Nepal will be given priority;
- Experience on planning, monitoring and evaluation of housing works will be an added advantage;
- Both written and spoken English and Nepali is essential.

10. Indemnity

The Consultant shall be responsible for any damage of life, property that may arise out of his works and he shall take all necessary insurance provision to indemnify any claims for compensation that may arise through his negligence.
11. Taxation

The Consultant is fully responsible for all taxes applicable as per the rules and regulations of Government of Nepal and for that the taxes shall be deducted at the source at the time of payment. All payments shall be made after deducting taxes.

12. Disposition of Facilities

At the end of the project, the Consultant shall hand over to the CL-PIU office all equipment, apparatus or other things procured by the project funding used by the Consultant during the assignment. All items handed over to the CL-PIU office shall be in good operating condition but fair wear and tear is expected. Items, which have become unserviceable due to negligence or causes other than fair usage, shall be replaced at the Consultant's expense.

13. Selection Criteria

The consultant shall be selected following the procedure for Selection of Individual Consultants set forth in Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers, January 2011, revised July 2014 on the basis of consultant’s qualification, experiences and capability to carry out the assignment.