



REPUBLIKA E SHQIPËRISË

MINISTRY OF AGRICULTURE AND RURAL DEVELOPMENT

## WATER RESOURCES AND IRRIGATION PROJECT

Project ID No.P121186; Loan No. 8211-AL

Announces:

### REQUEST FOR EXPRESSIONS OF INTEREST

for Individual Consultancy Services

#### **“Environmental & Social Safeguard and Project Monitoring & Evaluation Consultant” (Proc. Ref. No. MARD/CS/IC/007)**

This request for expressions of interest follows the General Procurement Notice for this project that appeared in Development Business online on May 25, 2010 and the GPN Update published on December 20, 2012, DB Reference No. WB5260-12/12.

The Government of Albania has received financing in the amount of EUR 31 million equivalents from the World Bank toward the cost of the Water Resources and Irrigation Project, and it intends to apply part of the proceeds for payment of Individual Consultancy Services “*Environmental & Social Safeguard and Project Monitoring & Evaluation Consultant*” (full-time engagement).

#### ✓ ***Objective of the Assignment***

A Project Management Team (PMT) was established at the Ministry of Agriculture and Rural Development (MoARD) with the main responsibilities for coordination, day-to-day Project implementation and management, procurement and financial management, monitoring and evaluation of the Project, including monitoring and reporting of safeguards compliance. The objective of this Consultancy Services is monitoring compliance of the Project activities with Environmental & Social Safeguard instruments. In addition, the Consultant will be in charge for the Project’s Monitoring & Evaluation (M&E).

#### ✓ ***Scope of work***

**Duties and Responsibilities:** The specific tasks stipulated in this ToRs to be undertaken by the E&SS and PM&E include, but not necessarily be limited to the tasks listed below:

#### ***With regard to the Environmental & Social Safeguard:***

The Consultant will assist the Project Coordinator and Project Manager and will work closely with the staff of the Conception and Feasibility Directorate and the Projects’ Sector of Agricultural and Livestock to handle the increased demand related to Environmental and Social Safeguards related responsibilities.

- Undertake site visits and on the ground review, check and document compliance with site-specific measures as presented in site-specific ESMPs.
- Provide guidance to contactors, site supervisors and other stakeholders on manners of implementation and documentation of compliance related to environmental mitigation and monitoring measures, as presented in site-specific ESMPs.
- Provide that all documents necessary to ensure full compliance with Environmental & Social Safeguard instruments, in particular, Environmental and Social Management Plans (ESMPs) and Resettlement Actions Plans (RAPs) are prepared, regularly updated and are available to relevant stakeholders;

- Ensure that project activities, being developed as a part of the Project, are designed to include avoidance of potential social and environmental risks, as recommended to ESMPs and RAPs already prepared for the Rehabilitation of Irrigation Schemes/Systems;
- Provide overall Environmental and Social Management oversight during the implementation of WRIP's activities and advise the Client in addressing the environmental issues;
- Ensuring that each subproject and activities under the project is subjected to the Project ESMP procedures;
- Review subproject and activity plan, design, cost, and bid documents and be involved in procurement of Civil Works and Supervision to ensure that Civil Works and Supervision contracts include provisions concerning the Environmental and Social Safeguard issues;
- Coordinate with relevant agencies for obtaining environmentally-related permits, as necessary;
- Communicate with Local Governments, Contractors and with the Environmental, Social, Health and Safety (ESHS) Expert that is part of the Supervision Team in all matters related to design, implementation, documenting and reporting on environmental compliance, as indicated in site-specific ESMPs;
- Monitor implementation of site-specific ESMPs by the Contractors to ensure that appropriate management process and procedures are in place, that Environmental and Social Safeguards related measures are adequately addressed and to ensure that in the event of a noncompliance agreed remedial actions are applied and documented;
- Check and ensure that the regular reports are prepared and timely submitted by the Contractor as per content agreed and provide comments, as appropriate;
- Prepare Semi-Annual ESMP Compliance Reports, as per provided outline, as requested by the World Bank.
- Participate at regular and other missions and technical visits by the World Bank, and work closely with the World Bank Environmental and Social Specialists in ensuring the Project's compliance with relevant environmental and social policies.
- Undertake other actions related to environmental and social aspects of the Project, as may be instructed by the Project Manager and Project Coordinator from time to time, in order to ensure full compliance of the Project with national and international environmental and social standards and legislation.

**With regard to the Project Monitoring & Evaluation:**

The Consultant will be in charge for the Project's Monitoring & Evaluation (M&E), design the strategic and technical approach to implementing project goals within the technical framework outlined for the Results Monitoring. The Consultant will coordinate and work with other member of PMT, in particular with the staff that MoARD has assigned from the Conception and Feasibility Directorate and the Projects' Sector of Agricultural and Livestock and IT Department to operate the MIS that is in place on the presentation of the Project monitoring indicators. In addition, she/he will also work closely with the Consultant that will be hired to carry out Monitoring & Evaluation end Project Survey, and facilitate gathering information.

- Review and familiarize herself/himself with the Project's documents, in particular with Project Operational Manual (POM) and Monitoring Information System (MIS) already established;
- Carry out the preparation and implementation of the M&E program and keep records on achievements, breakdowns of indicators;
- Continuously monitor progress towards the Project Development Objective (PDO) and according to agreed Performance Monitoring Indicators;
- Report in semi-annual reports on PDO and Results Framework updates;
- Monitor Project's implementation and evaluate outcomes and results for each Component and Subcomponent, using the MIS;
- Determine whether the inputs in the project are well utilized;
- Monitor Project's implementation against the plan of activities (physical and financial), analyse reasons for delays, if any, and proposed measures and solution to overcome them;
- Ensure that the Project's activities are properly implemented as per agreed program, and take corrective actions when necessary;
- Identify good practices within the Project and advantages, and record lessons learned for future consideration;

- Carry out the role and responsibilities given by the Project Coordinator or Project Manager;
- Support the beneficiary survey and other end-project evaluations, including the Ministry's Implementation Completion Report writing;
- Take all necessary measures for maintenance of MIS to keep it operational;

✓ **Qualification Requirement and Experience**

The person suitable for the position of the Environmental & Social Safeguard and Project Monitoring & Evaluation Consultant should have the following qualifications:

- Master degree, preferable in the Environmental Sciences, Environmental Engineering or equivalent professional qualifications appropriate to this Consultancy Services;
- A minimum of 5 (five) years of relevant experience in Environmental & Social Safeguard Monitoring;
- Knowledge of the Albanian regulations and laws (particularly in the EIA processes) is required;
- Familiarity with the World Bank Safeguard policies will be an advantage;
- Knowledge and experience in Project Monitoring & Evaluation is desirable;
- Proficiency to use the computer and office software packages (word processing, spreadsheet etc.). Experience in handling of web-based data and Management Information Systems will be an added advantage;
- Fluent written and spoken Albanian and English;

✓ **Timing**

It was expected that the Consultant will provide the services commencing tentatively on June 2018 and will work on full-time basis. The assignment for this Consulting Services includes both, desk review and field work. The E&SS and PM&E Consultant will work under the direction of and report to the WRIP Project Manager and Project Coordinator.

The Ministry of Agriculture and Rural Development (MoARD) now invites qualified individuals to indicate their interest in providing the services. Interested candidates should provide: (i) motivation letter, underlining their advantages concerning this position, (ii) Curriculum Vitae, as well as, (iii) information that indicates that the candidates have required qualifications to carry out the Consulting Services, (iv) various references. All documents should be submitted in English language.

The short listing criteria are:

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| 1. <b>General Qualifications</b>                                                                          | 30 points |
| - Master Degree as required                                                                               |           |
| - Qualifications and post-university certificates                                                         |           |
| 2. <b>Adequacy for the assignment</b>                                                                     | 60 points |
| - Specific experiences in Environmental & Social Safeguard Monitoring and Project Monitoring & Evaluation |           |
| 3. <b>Familiarity with the World Bank Safeguard policies and experience in MIS</b>                        | 10 points |

The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers ("Consultant Guidelines") January 2011, setting forth the World Bank's policy on conflict of interest.

The selection method to be applied is **Individual Consultant (IC)**, in accordance with the procedures for the selection of the Individual Consultants, set out in the World Bank's Guidelines: Selection and Employment of Consultants by World Bank Borrowers (January 2011).

Interested Consultants may obtain further information concerning the Terms of Reference at the official website of MoARD: [www.bujqesia.gov.al](http://www.bujqesia.gov.al) or at the address below, during office hours 08:00 to 16:30 (Monday to Thursday) and 08:00 to 14:00 on Friday:

**Mr. Ilirjan LAME**  
**Project Manager**  
**Water Resources and Irrigation Project**

**Ministry of Agriculture and Rural Development**

**Adr: Blv. "Dëshmorët e Kombit", Nr. 2, kp. 1001 Tiranë, Shqipëri**

**Tel: + 355 4 2226243 – 75191; e-mail: [ilirjan.lame@bujqesia.gov.al](mailto:ilirjan.lame@bujqesia.gov.al)**

Expressions of Interest (EoIs) must be delivered no later than **May 22, 2018**: hardcopy (in person or by mail) to the address below, within office hours, and electronically at the above e-mail address.

**Ministry of Agriculture and Rural Development (Protocol office)**

**Address: Blv. "Dëshmorët e Kombit", Nr. 2, kp. 1001  
Tirana, Albania**

**Attn: Ms. Aurora ALIMADHI  
General Secretary**