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DB Reference N°: IDB-P1156633-03/23

Country: Guyana

Institution: Inter-American Development Bank

Sector: Roads, Bridges and Tunnels

Deadline: 2023-04-11T00:00:00.00-04:00

Status: Published

Loan N°./Financing: GY-L1081

Project: East Bank Demerara Road Improvement Project

Title: SPN - Program to Support Climate Resilience Road Infrastructure Development - Contract Management Expert

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Borrower/Bid No:

SPECIFIC PROCUREMENT NOTICE

CO-OPERATIVE REPUBLIC OF GUYANA

MINISTRY OF PUBLIC WORKS

HIRING OF A CONTRACT MANAGEMENT EXPERT

Institution: Ministry of Public Works

Country: Cooperative Republic of Guyana

Project: Program to Support Climate Resilience Road Infrastructure Development

Sector: Infrastructure/Transport Sector

Operation Number: GY-L1081

Open To: All Interested and Eligible Candidates / All Sources

Consultancy: Contract Management Expert

The Inter-American Development Bank (IDB) has approved a Loan Operation, GY-L1081: Program to Support Climate Resilient Road Infrastructure Development for the Cooperative Republic of Guyana for a total amount of US $100 million. Part of the proceeds are intended to finance the East Bank Demerara Road Improvement Project, which shall

be implemented by Works Services Group (WSG) of the Ministry of Public Works (MoPW) during a period of sixty (60) months.

The main objectives of the Program (GY-L1081) are to improve road safety and rideability, improve utility networks when necessary, improve pedestrian infrastructure, address climate adaptation and mitigation measures while reducing congestion and delays faced by commuters traversing along this critical corridor. The project's implementation includes infrastructure improvements, institutional strengthening, and the promotion of road safety.

The Ministry of Public Works now invites applications from Eligible Individual Consultants for the services of a **Contract Management Expert** for an initial duration of 1-year, 2023 to 2024. Selection will be conducted in accordance with the Policies for the Selection and Contracting of Consultants financed by the Inter-American Development Bank (GN-2350-15).

Major Duties and Responsibilities:

Candidate will have the responsibility to:

- Ensure contract compliance of contractors / consultants.
- Provide support during negotiation of terms with a contractors/consultants and preparation of contractual agreements.
- Guides the definition of objectives for the negotiation and implementation of contract language and contracts.
- Oversees and manages contracts
- Develops, justifies, and explains contract terms to WSG staff.
- Monitors contractor compliance with contract terms.
- Attentive and timely resolves issues
- Support the East Bank Road Improvement Project (Providence to Timehri) that consists of design-build works and supervision contracts.
- Support the maintenance of relationships with other agencies.
- Stay current with contract law and any regulations that may affect operations.
    - Ensure that contractors/consultants adhere to the terms of their contracts and provide robust justification for any changes.

Qualification:

Candidate must have the following qualifications and experience:

- Bachelor's Degree (BSc) in Engineering with at least 7 years' relevant experience working on large highway/road construction projects OR
- Master's Degree (MSc) in Project Management or Construction Management with at least 4 years relevant experience in managing construction projects;
- Bachelor of Law (LLB) with a minimum of 4 years' experience in contract law, would be an asset.

Specific Experience and Skills:

- Advanced knowledge of national contract applicable laws
- Exceptional negotiation skills
- Excellent written and verbal communication skills
- Good time-management skills.
- Interpersonal skills, networking, and strong working relationships
- Review, preparation and management of FIDIC contracts, including Design-Build Contracts (FIDIC

Yellow Book).
- Demonstrated experience in management of disputes and claims.
- Past work experience and/or familiarity with current policies and procedures of international funding agencies such as Multilateral Development Banks.

Characteristics of the Consultancy

- **Language:** English (Written and Spoken)
- Individual Consultancy selected as per guidelines stipulated under IDB's Procurement Policy
- **Payment Terms:** A lump Sum Contract will be offered and payments made equally over the duration of the assignment. These monthly payments will only be made upon submission of monthly reports approved by the Project Manager
- **Contract duration:** May 2023 to April 2024 and renewal based on performance evaluation.
- **Place(s) of work:** Ministry of Works, Fort Street, Kingston, Georgetown, Guyana
- **Nature of Position:** Full-Time and In-Country
- **Reporting To:** Program Manager – GY-L1081

Further information including a full TERMS OF REFERENCE for the position can be obtained during office hours 8.00am - 3:00 pm or by sending an e-mail to the address below.

Applications for the position must be delivered (in person or by e-mail) by submitting a curriculum vitae and cover letter to the address below by April 11, 2023, for the attention of:

The Permanent Secretary

Ministry of Public Works

Oranapai Towers,

Wight's Lane, Kingston,

Georgetown, Guyana.

Tel: +592-223-6070

E-mail: eastbankroadupgrade@publicworks.gov.gy