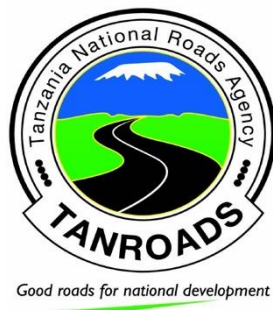


THE UNITED REPUBLIC OF TANZANIA
MINISTRY OF WORKS AND TRANSPORT



DAR ES SALAAM URBAN TRANSPORT IMPROVEMENT PROJECT (DUTP)

**TERMS OF REFERENCE FOR INDIVIDUAL CONSULTANT TO SUPPORT THE
IMPLEMENTATION OF DUTP AND CAPACITY STRENGTHENING TO
TANROADS THROUGH THE ENGAGEMENT OF A HIGHWAY ENGINEER NO. 1**

APRIL 2023

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1.0 BACKGROUND

The Government of the United Republic of Tanzania has received a credit from the World Bank towards the cost of the Dar es Salaam Urban Transport Improvement Project (DUTP) and intends to apply part of the proceeds of this Credit for eligible payments under the contract for Consultancy Services to Support Implementation of DUTP and capacity strengthening to TANROADS through the engagement of a Highway Engineer No. 1.

2.0 PROJECT DESCRIPTION

The principal objective of the BRT Projects is to improve urban mobility and accessibility in the city of Dar es Salaam through the provision of enhanced transport facilities that are reliable and cost-effective, thereby supporting the economic and social development of the city and the country as a whole.

The Project is complex and is being implemented in an urban environment. Though TANROADS has professional expertise in Contract Management, the number of personnel does not match the current workload, hence the need for additional staff to fill the gap in order to assist the management of road projects efficiently and effectively.

In order to manage properly the implementation of the DUTP, TANROADS wishes to engage a young, dynamic, motivated, creative and open-minded Individual Consultant to support the management of the BRT Project in the capacity of a Highway Engineer of which, this Terms of Reference refers.

3.0 OBJECTIVES OF ASSIGNMENT

The objective of the assignment is to monitor (peer review) the adherence to Contract Specifications and Conditions (design, road surveys and construction of pavement and associated drainage structures) and standard procedures for Measurements of Road Works by the Works Supervising Consultant and Contractors to enable completion of the BRT infrastructure within the agreed time frame, cost and quality.

4.0 SCOPE OF SERVICES

The Highway Engineer shall be responsible for assessing compliance with the road designs of BRT Infrastructure and monitoring the construction of the same for compliance with the Contract Specifications and adherence to Contracts provisions. The Highway Engineer shall also be monitoring standard procedures specified in the Contract Documents and ensuring that only best practice and standard methods of construction practice are observed in the construction of the BRT Infrastructure and

attending to all issues concerning roadwork that will require TANROADS attention. In particular, the Highway Engineer will be required to undertake inter alia the following tasks:

- (i) Assess and ensure that survey, setting out and construction of earthworks, pavement works, drainage and appurtenant structures are carried out according to design and conform to the contract provisions,
- (ii) Make sure that works quality assurance system is fully followed and implemented,
- (iii) Assess and monitor measurements of Road Works items on site for compliance with standard procedures for Measurements prior to certification of the same for payment,
- (iv) Assess the Contractor's work methodology in line with Contract specifications and bring up shortfalls that may result to poor quality of Works for timely intervention pursuant to the Contract provisions,
- (v) Conduct site visits and inspect the works for conformity with Contract provisions and identify problem areas and report the same to the Project Manager / Employer with advice on remedial measures,
- (vi) Attend regular site meetings and ensuring that the proceedings are adequately recorded,
- (vii) Ensure that design review of Road Works including take off-sheets is done and submitted as scheduled,
- (viii) Ensure that as-built drawings for Road Works are done continuously throughout the construction time,
- (ix) Review works progress reports and other ad hoc reports submitted by Consultants and Contractors.
- (x) Coordinate with other project technical experts to ensure that all issues are addressed effectively for the successful completion of the project.
- (xi) Advise the Project Manager in all issues under the highway engineer's area of expertise
- (xii) Capacity building of TANROADS highway engineering experts linked to the project.

5.0 Qualifications and Experience

a) Education:

- (i) The Highway Engineer must be a professionally registered Civil/ Transportation Engineer with a degree in Civil/ Transportation Engineering.
- (ii) A Master's Degree in Highway/ Transportation Engineering will be an added advantage.

b) Professional Experience:

- (i) She/he must have a minimum of eight (8) years of experience in the implementation of multi-disciplinary infrastructure projects undertaken in an urban environment.
- (ii) She/he must have served in at least two (2) multi-disciplinary highway

and urban road project over the last 8 years.

- (iii) Demonstration of knowledge of internationally recognized highway design standards with good knowledge of AutoCAD or other applicable computer-based design packages is an added advantage.

c) Language and Regional Experience:

- (i) Must have a working experience of at least three (3) years in developing countries; and
- (ii) Proficiency in written and spoken English is mandatory.

6.0 FACILITIES TO BE PROVIDED BY TANROADS

- 6.1. Shared office accommodation including office furniture and equipment;
- 6.2. Work-related transport to and from project sites;
- 6.3. Relevant information and documents necessary for the proper execution of the assignment.

7.0 DURATION, PERFORMANCE REVIEW AND TERMINATION

7.1. Duration

The duration of the assignment will be 12 Months, may be renewed based on performance and project needs.

7.2. Performance Review

Notwithstanding Sub-Section 7.1 above, the succession of the Services from one year (12 months) to another will be subject to the satisfactory performance of the Consultant.

7.3. Termination

Notwithstanding Sub-Section 7.2 above, the Contract may be terminated before the expiry of the duration of the assignment, in accordance with provisions of Employment and Labour Law Act No. 6 of 2004 of the United Republic of Tanzania.

8.0 RESPONSIBILITIES OF HIGHWAY ENGINEER

The Highway Engineer shall be responsible for the following:

- 8.1. All information, data and reports obtained from TANROADS shall be treated as confidential.
- 8.2. All plans, drawings, specifications, designs, reports, other documents and software prepared by the Consultant for TANROADS under this Contract shall become and remain the property of TANROADS, and the Consultant shall, not later than upon termination or expiration of this Contract, deliver all such documents to TANROADS.
- 8.3. Arranging and paying for his/her own accommodation and daily local transport to and from his duty station.

9.0 REPORTING REQUIREMENTS

- 9.1. The Highway Engineer will report to the Project Manager responsible for the BRT Project under the Directorate of Projects.
- 9.2. The Highway Engineer will be required to provide inputs on the progress of works and all technical issues, to regular and ad hoc reports prepared by TANROADS.
- 9.3. The Highway Engineer will prepare a brief report in each month, summarizing activities performed by him/her on daily basis; the report shall be in a format to be agreed upon by the Project Manager.

10.0 LEAVE AND WORKING HOURS

10.1. Leave

- 10.1.1. The Highway Engineer will be entitled to twenty-eight (28) days paid annual leave during the assignment.

10.2. Working Hours

- 10.2.1. Ordinary working period starts from 8:00 AM to 4:30 PM commencing Monday to Friday excluding public holidays;
- 10.2.2. The Consultant will be expected to work on reasonable extra time when the need arises at no additional payment; the Consultant's remuneration shall be deemed to cover for such overtime.

11.0 PAYMENT TERMS

- 11.1. The Consultant's salary is negotiable but will not be more than the estimated value per month. A monthly lump sum amount of remuneration per month will include all his overheads, social charges and other associated costs including local transportation within Dar es Salaam and insurance premium costs.
- 11.2. The Consultant shall be responsible for all taxes and duties applicable as per the Government of Tanzania rules and regulations.
- 11.3. The monthly remuneration shall be deducted Pay as You Earn (PAYE) tax.
- 11.4. In case of travel requirements outside TANROADS HQ and within Tanzania for project-related assignments, the Consultant shall be paid travel expenses

in line with the Government rules and procedures.

- 11.5. Payment to the expert in respect of remuneration will not be adjusted for inflation for the duration of assignment.

12.0 DUTY STATION

Dar es Salaam (TANROADS HQ offices), Tanzania with field visit as per requirement. There is a possibility of TANROADS HQ Offices to move to Dodoma mid-way the Contract.