

**Ministry of Transport and Infrastructure (MoTI)
Directorate-General of Infrastructure Investments (DGII)**

**Project Implementation Unit (PIU) for the
RAIL LOGISTICS IMPROVEMENT PROJECT (RLIP)**

**TERMS OF REFERENCE
FOR A PROCUREMENT SPECIALIST
(Ref: AYGM-PIU-2020-WB 02)**

Background

The Ministry of Transport and Infrastructure (MoTI) of the Republic of Turkey, through the Ministry of Treasury and Finance (MoTF), has obtained financing from the World Bank (“the Bank”) towards implementation of the Rail Logistics Improvement Project (RLIP, “the Project”). RLIP will be financed by the Bank through an IBRD loan for which MoTI has been designated as the Line Ministry responsible for project implementation.

The overall objective of the Project is to increase rail freight traffic efficiency in main transport corridors in Turkey by improving last-mile rail infrastructure connectivity, enhancing the operational efficiency of logistics centers and strengthening institutional capacity.

The specific objectives are as follows:

- (i) Provide last-mile rail connectivity to and from key cargo generation-attraction nodes at select freight corridors nationally;
- (ii) Support capacity building and institutional strengthening at the main MoTI sub-agencies involved in the rail sector;
- (iii) Help strengthen MoTI’s response to the medium- and long-term impacts of COVID-19 on Turkey’s logistics system;
- (iv) Improve rail freight service delivery;
- (v) Strengthen railway network planning; and
- (vi) Promote multimodality through a more robust operation of TCDD-owned logistics centers.

The Project will be implemented through three components:

1. **Construction of Railway Branch Lines and Multimodal Connections at Priority Network Nodes (Component 1)**, including the provision of last-mile rail (and in select cases, road/multimodal) connectivity at well-prioritized portions of the Turkish railway network. The initial focus of Component 1 is the provision of last-mile rail and road connectivity to/from the greenfield maritime port of Filyos on the Black Sea Coast, and the provision of last-mile rail connectivity to/from key industrial zones adjacent to Iskenderun Bay in the Çukurova region. Additional network nodes to be connected to the main railway network at the last mile will be identified during project implementation.
2. **Feasibility Studies, Detailed Engineering Designs, Environmental and Social Documentation, and Construction Supervision for Rail Last-mile Connectivity Infrastructure at Additional Freight Nodes (Component 2)**, including consulting

services to produce Feasibility Studies—including the environmental and social dimensions of project feasibility—for 12 potential last-mile rail (and, where necessary, complementary road/multimodal) connectivity infrastructure subprojects at pre-identified freight generation-attraction nodes currently disconnected from the national railway network. Engineering designs and environmental and social safeguards instruments will also be produced for a subset of these subprojects. Approximately 2-3 subprojects will be selected for construction under Component 1, based on findings from FS, detailed engineering designs, and environmental and social safeguards documentation.

3. **Phase 2 COVID-19 Response Support, Institutional Strengthening, Capacity Building, and Project Implementation Support (Component 3)**, including consulting services to provide technical assistance and capacity building in the following areas: (i) support to MoTI to diagnose the medium- and long-term impacts of COVID-19 on multimodal logistics on the demand and supply sides, and design public, public-private, and/or purely private interventions, including interventions aimed to tackle behavioural and occupational aspects of risk prevention, to mitigate these impacts; (ii) support to DGII on the uniformization of rail technical standards across the national rail network; (iii) support to MoTI [DGII, DGTSR (Directorate-General of Transportation Services Regulation), TCDD (Directorate General of Turkish State Railways)] on the preparation of a strategy document for rail freight sector performance improvement; and (iv) support to TCDD through the development of an operational and management model for rail-enabled logistics centers consistent with international best practice, properly contextualized to the Turkish environment.

MoTI's Directorate-General of Infrastructure Investments (DGII) will assume overall implementation responsibility of RLIP and will serve as its implementing agency at the working level. A Project Implementation Unit (PIU) has been established within DGII to oversee all aspects of project implementation across all 3 components. It is expected that RLIP will be implemented over a period of approximately 6 years, between July 2020 and December 2026.

Within the framework of the Project, a **Procurement Specialist** (AYGM-PIU-2020-WB 02) will be recruited to join the PIU full-time in support of project implementation throughout the life of the project.

Objectives

The main objective of this assignment is to employ an experienced consultant as the Procurement Specialist of DGII PIU, to assist in the project implementation activities as indicated below.

Duties and Responsibilities

The Procurement Specialist (the Consultant) will be expected to carry out and deliver the following tasks:

- a. The Consultant shall provide procurement management services to the DGII PIU during the course of procurement process and ensure that the approved Procurement Plan is followed, and the requirements of the World Bank (WB) as specified in Procurement Regulations for IPF Borrowers (in effect since 1 July 2016 and revised November 2017 and August 2018) (Procurement Regulations) and the Project's Operational Manual are satisfied during the launching phase of the Project.

- b. The Consultant shall prepare/provide assistance to the DGII PIU in the preparation/updating/uploading of the procurement plan to STEP system and ensure that the contract packaging is effective for project implementation.
- c. The Consultant shall support the DGII PIU in the preparation/revision (depending on the case) of all sorts of bidding documents for consulting services, goods, works and non-consulting services in accordance with the Financing Agreement/s and review the completeness of the document before submission of the prior review documents to the WB for “no objection” and issuance to the Prospective Bidders.
- d. The Consultant shall provide assistance to DGII PIU during the evaluation of bids/proposals to ensure that contractors’ and/or suppliers’ and/or consultant’ bids/proposals are submitted in accordance with the requirements and shall prepare or assist in the preparation of the evaluation report/s accordingly.
- e. The Consultant shall assist the DGII PIU in finalization of contract negotiations and prepare the “Minutes of Negotiations”; the Consultant shall coordinate with the DGII PIU and relevant consultants to complete the contracting process timely.
- f. For contracts/tenders (such as the works, consultancy, goods non-consulting contracts): the Consultant shall control the delivery of works/services/goods in a satisfactory manner, and, upon completion of the contracts, s/he shall assist in the preparation of a “control report/Inspection and Acceptance Report” to coordinate with the Financial Management Unit towards initiating the payment process.
- g. The Consultant shall monitor contract performance and fulfilment of contractual, administrative and legal requirements, support inspection and acceptance committees and contract managers in contacting with contractors, consultants and other suppliers to ensure successful completion and delivery of the contracted works, goods and services.
- h. The Consultant shall ensure that the files and documents related to procurement are recorded and organized rigorously. The Consultant will keep the recording of all procurement-related documents in hard and soft copies and in an orderly manner to meet the requirements of the WB and be ready for the annual post reviews and audits by Treasury Controllers. S/he shall support the DGII with providing justifications and explanations as requested during the regular post reviews/audits of the project.
- i. The Consultant shall undertake training of the personnel of DGII for the implementation of procurement activities under the Project.
- j. The Consultant shall perform other duties emerging in the frame of this Terms of Reference.

Reporting Line

The Consultant shall participate in the preparation and update of all progress reports and comment on any activity reports due to WB. S/he will fill in detailed time sheets on his/her activities and comply with his/her contract’s requirements in terms of payment/time justification in the context of high accountability under IBRD financing. The reports prepared by the Consultant will be submitted to DGII PIU.

Duration and Location of Employment

The services will be required on a full-time basis. The Procurement Specialist is expected to commence work from September 2020, with two months' probation period and a renewable 1-year contract, if performance is satisfactory, for the duration of the project.

The position will be mostly based in Ankara. If required, and with the approval of the DGII, the Consultant shall attend site visits under the scope of the Project.

Qualification Requirements

- At least bachelor's degree in Engineering, Law, Economy, Finance, Business or Commerce.
- Minimum ten years' general work experience,
- At least five years of experience in the procurement of international financing institutions preferably World Bank,
- At least five years of experience in FIDIC conditions of contract, red book is preferred,
- Experience in railway projects, contract management, would be a plus,
- Good knowledge of Turkish public procurement rules,
- Proficiency in key computer applications, e.g., Word, Excel, PowerPoint, MS Project,
- Have a strong client orientation,
- Fluency in written and oral English and Turkish,
- Ability to travel without restriction.

Hiring Methodology

The Consultant will be hired in accordance with the World Bank's "Procurement Regulations for IPF Borrowers (in effect since 1 July 2016 and revised November 2017 and August 2018) (Procurement Regulations)". The contract will be signed between the Directorate-General of Infrastructure Investments (DGII) or his designee and the Consultant.

Application Process

The application should include a CV in the following format in English.

Attn: Mr. Ahmet Tuncsoy

Ministry of Transport and Infrastructure (MoTI)
Directorate-General of Infrastructure Investments (DGII)
Project Implementation Unit

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ANNEX I

CURRICULUM VITAE

Name of Staff :
Profession :
Date and Place of Birth :
Civil Status :
Home Address :
Phone home :
 mobile :
E-Mail :
POSITION APPLIED :

KEY QUALIFICATIONS

Specific experience in:

-
-
-
-

EDUCATIONAL BACKGROUND

-
-
-
-

**PROFESSIONAL EXPERIENCES
(Employment Record)**

-
-
-
-

Language Proficiency :

1.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

2.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

3.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

Computing Knowledge :

Experience in:

-
-
-
-

Membership of Professional Societies :

References and transcripts : AVAILABLE UPON REQUEST

Certification

I, the undersigned, certify that to the best of my knowledge and belief, this biodata correctly describes myself, my qualifications and my experience.

Signature

Date