

REQUEST FOR EXPRESSIONS OF INTEREST (CONSULTANT SERVICES – SELECTION OF FIRMS)

Country: Azerbaijan

Name of Project: “Reconstruction of the Garabagh Irrigation Canal.”

Name of the Company: Azerbaijan State Water Resources Agency, Administration of Facilities under Construction PLE

The Consultant's obligation: Procurement Support, Design Review and Construction Supervision Consulting services

Mode of Financing: Installment Sale and IsDB Grant

Financing No. AZE 1028

The Government of Azerbaijan represented by the Ministry of Finance for the benefit of the Azerbaijan State Water Resources Agency, Administration of Facilities under Construction PLE has received financing from the Islamic Development Bank toward the cost of the **“Reconstruction of the Garabagh Irrigation Canal Project”** and intends to apply part of the proceeds for **Consultant Services**.

The services include

A. Objective

The main objective of Consulting Services is to help the Client to design (update if needed), manage, and implement the project to fulfil the overall requirements of the project as approved and agreed between IsDB and the Government of Azerbaijan. The Consultant will assist the Client overall project implementation, including design review, procurement documents preparation, construction supervision, safeguards (environmental and social) management, and monitoring and reporting. The Consultant will be selected in accordance with the Guidelines for the Procurement of Consultant Services under Islamic Development Bank Project Financing (April 2019 edition, revised in February 2023).

Azerbaijan State Water Resources Agency will recruit a consulting company/firm as the Consultant for “Reconstruction of the Garabagh Irrigation Canal Project”.

B. Scope

The consultant's services shall comprise a total duration of 58 months. This includes mobilization, design review (revision if needed), and preparation of tender documents, followed by a 52-month construction and author’s supervision period. To optimize the project timeline, the pre-construction phase (mobilization, design review/revision, and preparation of procurement documentation) for all project sections shall be completed within a maximum of 9 months on a rolling (staggered) basis. The consultant shall prioritize the first section to ensure its procurement commences within the first 6 months, with subsequent sections following sequentially. The remaining pre-construction activities for the latter sections will run in parallel with the initial

stages of the 52-month construction phase, ensuring no impact on the overall project completion. There will be a defect liability period of 12 months for the contracts under the project.

The Consultant will ensure achieving the project intended results within the approved implementation period and cost through supporting the Client in (i) conduct design review in compliance with (but not limited to) the guidelines for amelioration systems and structures, which should be technically viable, economically feasible, environmentally and operationally sustainable, and socially acceptable. The Consultant also should review detailed engineering studies investigations, designs, drawings, specifications, cost estimates, economic and financial analyses, social and environmental safeguards assessments, and should prepare bidding documents; and (ii) construction supervision and matters assigned to consultants related to implementation of the works to ensure construction quality. Key aspects of the Consultant's work will include (but not limited to) assisting the Client in the following:

- Carry out the author's supervision during construction in accordance with the local legislation.
- Finalize a work plan in consultation with the Client for various tasks after the commencement of the assignments;
- Review the hydraulic, structural, electro-mechanical, geological, and geotechnical design; and site investigation reports (including basic information and infrastructure inventory), survey reports (including environmental, social impact, and land acquisition and resettlement assessments) and site investigation reports (including basic information and infrastructure inventory), assessment of the technical condition of the existing channel to confirm whether the proposed design is fit for purpose and meets operational, environmental, and safety standards. The review may confirm the adequacy of the available designs and/or propose or make any modification (revision) to them. Therefore, the design review report needs to have a section that will present all modification made to the existing design;
- Identify and bridge any data gaps that may be require for the design review consultant to make an informed decision of the integrity and robustness of the original project design.
- After the design is reviewed, ensure that the final version is approved by the relevant authorities.
- Review the engineering geological conditions of the project area; compilation of geological maps and sites based on the available data, maps, and aerial surveys such as regional geological maps, regional geological cross sections and seismic-tectonic maps;
- Prepare bidding documents for contracts to be awarded during project implementation using IsDB's Standards.
- Perform the role of engineer for construction supervision of contractors' works for compliance with specifications, drawings, and bill of quantities.

- Review all contract documents arising from the contract and project including plans/drawings, BOQ, variation order, and Technical Specifications, to identify potential conflicts in the provisions, details, as well as lack of or insufficient information for the contractors to perform its contractual obligations;
- Elimination of deficiencies encountered during the Design review of project estimate documents and approval of projects by relevant government agencies.
- Review each of the contractors' work schedule and method statement; equipment and plant schedule; site organization and personnel deployment plan; plan for establishment of construction camp; and any other plan or schedule that may be required in the execution of the work and ensure conformity with specifications, Contractual obligations as well as applicable norms and regulations;
- Review any subsequent modification or update to the contractors' work plans and schedules that may be required in the execution of the work to ensure conformity with specifications, contractual obligations and applicable norms and regulations;
- Review the contractors' method statement and work program to ensure conformity with the Environmental Management Plan (EMP), and other safeguard regulations (Including resettlement, gender, and other social safeguard issues);
- Monitor and supervise the execution of field tests and sampling, including soil compaction, concrete sampling, and others and maintain quality control records of all field tests and sampling;
- Supervise the works of the contractors and report to the client on progress of work and any deficiencies noted during construction and recommend remedial action;
- To ensure oversight of the implementation of smart monitoring and control systems, including SCADA.
- Inspect and evaluate the contractors' used materials installations, plant and equipment including type, origin and specifications, etc. for conformity with contractual obligations, specifications and applicable norms and regulations;
- Review site management and site safety plans for conformity with contractual obligations and applicable regulations and laws, including disposal of used materials;
- Assist the EA in the assessment of claims and disputes from the contractors;
- Review and recommend approval of the contractors' working drawings and as-built drawings and quality control records;
- Hold weekly and monthly field and office meetings with the contractors to review progress of work against plans and schedules; identify problems areas; review field test and sample schedules; and make projections of work for the following period; Review and endorse contractors' progress interim and final payment certificates, requests for contract variations, and other technical solutions as needed;
- Review and confirm final delivery-acceptance act referred to the construction process accomplishment;
- Review and approve contractors' quality assurance mechanism and safety procedures;

- Carry out measurement of works and agreement of quantities with contractors, and deal with any claims of the contractors as per procedures described in the conditions of contracts;
- Ensure that the project is constructed, operated and maintained in strict conformity with the technical specifications and rules governing technical operation and requirements of alienation lines, and all applicable laws and regulations, including Environmental and social development regulations;
- Prepare Final Payment Certificates, Taking Over Certificates, and Performance Certificates, to the timing of, and as required by, the contracts, and advising the Employer on the release of all contractors' securities and retentions; and monitor performance of the Contractors during the Defects Notification Period.
- Supervise the implementation of and monitoring compliance with IEEs (Initial Environmental Examination) and LARPs (Land Acquisition and Resettlement Plan).
- Assist the Client in preparing and/or updating project implementation schedule and advising critical activities and the critical path of activities in the schedule;
- Assist the Client in conducting project performance monitoring and evaluation in terms of achievement of outcome and outputs target indicators;
- Assist the Client to develop a contract management system to ensure that records and data are stored systematically and cross-referenced with the financial accounts of the project. The system must allow safekeeping of procurement documentation for easy retrieval and referencing, with adequate paper trails in accordance with generally accepted standards. The contract management system must also be designed to support loan disbursement, reporting, and accounting requirements of the project;
- Prepare operational and maintenance (O&M) manual for the irrigation networks to be constructed under the project, including the methodology principles for calculation of the materials, technical and human resources required for operation and maintenance separately, taking into account the list of the measures to be implemented and their periodicity;
- Assist the client in selecting and supervising various consultants for the organization of technical training for technical personnel, demonstration and training of innovative, climate-resilient agricultural and irrigation technologies, and implementation. Supervise, monitor and report on the implementation of demonstrations and training of farmers and stakeholders on innovative and climate-resilient agricultural production technologies.
- Conducting training sessions to demonstrate the construction of innovative, modern irrigation technologies to the client and exchange knowledge.

C. ASSIGNMENT TASKS

The implementation of the assignment can be divided into two distinct phases:

- Phase 1: Design review, revisions if necessary, and preparation of tender documents, procurement assistance, and author supervision.
- Phase 2: Contract Management and Construction Supervision, supervision services during the Defect Liability Period.

The detailed Terms of Reference (TOR) for the assignment is attached to this request for expressions of interest (ANNEX 1).

The Azerbaijan State Water Resources Agency, Administration of Facilities under Construction PLE now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the services. Interested Consultants must provide specific information which demonstrates that they are fully qualified to perform the services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc.).

Interested Consultants must submit the information required under the shortlisting criteria using the mandatory forms provided in ANNEX 2 – Consultant Information, Financial and Experience Forms. All applicable forms must be completed in full and submitted together with the supporting documents specified therein. Supporting documents must be clearly numbered and cross-referenced to the relevant form and, where applicable, to the relevant assignment. In case of a Joint Venture (JV), the forms shall be completed by each JV member as specified in the respective form.

The shortlisting criteria are:

- Company information: name, status, address, telephone number, facsimile number, year of establishment, contact person for the project duly authorized by a Power of Attorney, turnover for the previous 3 (three) years (2023-2024-2025) with an average of USD 16.0 million, number of permanent staff and part-timers, fields of expertise. In case of a Joint Venture (JV), the required information shall be provided for each JV member, and the average annual turnover of the JV shall be calculated as the arithmetic average of the individual average annual turnovers of all JV members for the previous three years, for the purpose of meeting the minimum average annual turnover requirement of USD 16.0 million.;
- Consulting firm is expected to have extensive experience in design and construction of irrigation systems/water structures and appurtenant structures, hydraulic structures, irrigation systems, provided that;
 - One specific experience (one contract) in design/design review and construction supervision of irrigation systems, canal & water structure with at least USD 10.0 million consultancy contract amount (in case of a JV formation, the Lead Member shall provide) for the last 10 (ten) years
- Consulting firm should have experience in similar type and size of the projects financed by the ISDB or other IFIs, with proven knowledge of FIDIC basis contracts and / or MDB procurement process.

- Letters of Recommendation for all submitted previous experiences from previous Employers shall be attached.
- A list of ongoing assignments including the start and end dates and the personnel involved.
- Compliance with Local Professional Requirements: At the Expression of Interest and shortlisting stage, the Consultant shall submit a signed declaration confirming its commitment to comply with the applicable legislation of the Republic of Azerbaijan concerning technical supervision and design activities during the performance of the assignment. No Azerbaijani design licence is required at the shortlisting stage.
- Form of association (sub-contractor/joint venture) for the execution of the contract(s), if the case may be, and identification of the leading company. Same information shall be submitted for the leading company and the associate companies.

* Key Experts will not be evaluated at the shortlisting stage.

The attention of interested Consultants is drawn to Paragraphs, 1.23, and 1.24 of the Guidelines for Procurement of Consultant Services under Islamic Development Bank Project Financing (the “Procurement Guidelines”), setting forth IsDB’s policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A consultant will be selected in accordance with the **Quality- and Cost-Based Selection Limited to Member Countries (QCBS-MC)** method set out in the Procurement Guidelines.

Interested consultants may obtain further information at the address below during office hours **09:00 to 17:00 (local time)**.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by 12 October 2026, 11:00 (Baku local time)

Azerbaijan State Water Resources Agency, Administration of Facilities under Construction
PLE

Attention: Mr. Fuad Abishev, Deputy Chairman of the Board

69 A Moscow Ave, Baku, Azerbaijan, AZ1012, 5th floor

Fax: +994 12 4935165

E-mail: fuad.abishev@toom.gov.az

ANNEX 1 – TERMS OF REFERENCE (TOR)

**TERMS OF REFERENCE
(TOR)**

REPUBLIC OF AZERBAIJAN

“RECONSTRUCTION OF THE GARABAGH IRRIGATION CANAL”

Loan No: AZE 1028

**Consultancy Services
for**

**DESIGN REVIEW AND CONSTRUCTION SUPERVISION SERVICES for
“RECONSTRUCTION OF THE GARABAGH IRRIGATION CANAL
PROJECT”**

DATE: 07 May 2026

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- 6. COMPOSITION OF THE TEAM, STAFF INPUTS AND QUALIFICATION REQUIREMENTS FOR KEY EXPERTS
- 7. CLIENT INPUT
- 8. SERVICES, EQUIPMENT AND FACILITIES TO BE PROVIDED BY THE CONSULTING COMPANY
- 9. SERVICES AND FACILITIES TO BE PROVIDED BY THE CONTRACTORS

ANNEX 1: *THE ESHS RELATED SERVICES:*

Terms of Reference

1. BACKGROUND

Azerbaijan has received financing from the Islamic Development Bank (IsDB) to support the “Reconstruction of the Garabagh Irrigation Canal.” The proposed program aims to prevent water losses in the canal, which is located in a natural channel.

The project will include the following components.

Component 1: Developing Smart Management Infrastructure, Preventing Water Losses, Salinization, and Increasing Agricultural Productivity. The project involves the complete rehabilitation of a 168 km long canal with concrete and geomembrane lining to minimize leakage and increase transportation efficiency. Hydraulic facilities along the canal, including regulators, siphons, culverts and flow measurement stations, will also be upgraded or replaced to ensure operational reliability. This component will rehabilitate and climate-resilient the Garabagh Main Irrigation Canal through canal reconstruction and lining, rehabilitation/replacement of associated hydraulic facilities and targeted conservation works to reduce leakage and evaporation losses and restore reliable delivery to downstream management areas.

Sub-Component 1.1 Main Canal Works and Associated Structures:

- Construction of the trapezoidal cross-section section of the main canal with a productivity of 135 m³/sec located between 0+000.00-27+000.00 km.
- Construction of the trapezoidal cross-section section of the main canal with a productivity of 117m³/sec located between 27+000.00-67+000.00 km.
- Construction of the trapezoidal cross-section section of the main canal with a productivity of 92 m³/sec located between 67+000.00-106+000.00 km.
- Construction of the trapezoidal cross-section section of the main canal with a productivity of 62 m³/sec located between 106+000.00-168+000.00 km.

Sub-Activities include earthworks, canal reshaping, concrete/approved impermeabilization, reconstruction of checks/gates, siphons, culverts, aqueducts, cross-drainage and road/rail crossings, measurement structures, bank protection and erosion control, service access, and site-specific environmental and safety measures.

The canal crosses about 30 streams and depressions of various sizes. Siphons will be provided for river crossings, while flood conveyance structures are planned for streams and depressions. To regulate water distribution, the canal will be equipped with intake and level raising structures with flow measurement devices. Spill structures are designed for river crossings. Bridges will be provided where the canal crosses roads, and overpasses are planned where it intersects existing irrigation ditches. These associated structures will be covered under this component.

Sub-Component 1.2 Pump Stations: This sub-component will finance the design, supply, construction and rehabilitation of 14 pump stations required to serve areas where gravity delivery is not feasible, stabilize service pressures, and provide operational redundancy at critical off-takes. It includes intake/outlet works, pumps with variable-frequency drives, motors and control gear, surge and pressure control, civil structures (foundations/buildings), power supply interfaces and, where justified, backup generation, discharge manifolds and connections to laterals, together with instrumentation and telemetry for integration into the SCADA platform. The stations will be designed for high energy efficiency and maintainability, improving equity of water distribution and reducing service interruptions during peak demand.

Component 2 - Integrated Smart Water Management System (SCADA & EO): This component strengthens ASWRA’s capacity to operate the Garabagh Main Canal efficiently and in a climate-resilient and socially inclusive manner by integrating real-time Smart Monitoring and Control System (SCADA) automation with Earth Observation (EO), geospatial analytics, and a shared Spatial Data Infrastructure (SDI). Together, these systems form a Digital Water Intelligence Platform that enables ASWRA to manage water proactively, improve

service reliability, reduce operational losses, and enhance climate resilience and agricultural productivity across the 166,034-hectare command area. By combining precise hydraulic control (SCADA) with field-level crop and water-use monitoring (EO/SDI), the component delivers a modern, data-driven water management system that improves efficiency, equitable distribution, and long-term irrigation performance in the Garabagh canal system.

Sub-Component 2.1. - Smart Monitoring and Control System (SCADA): This sub-component installs a modern SCADA system to automate and monitor the canal in real time. It includes flow, water-level, pressure, gate-position sensors, remote terminal units, telemetry, and a centralized control room for data visualization and decision-making. A total of 119 outlet structures, 3 siphons, and key hydraulic structures will be equipped with remote-controlled actuators, motorized sluice gates, and monitoring instrumentation. Additional sensors will be installed at siphons, aqueducts, and river crossings to detect flooding, blockages, or structural issues early. SCADA will enable ASWRA to regulate water delivery more precisely, support demand-based releases, optimize pumping operations, and respond quickly to droughts, floods, or operational incidents.

Sub-Component 2.2. - Integration of Earth Observation (EO) and Geospatial Technologies for Water Resource Management (TA Grant): This sub-component establishes an EO-enabled SDI within ASWRA to complement SCADA by providing continuous field-level intelligence on how water is used across the irrigation command area. EO indicators, including evapotranspiration (ETa), NDVI-based crop vigour, soil moisture, irrigated area mapping, and drought indices, will be integrated with SCADA hydraulic data, weather information from the Hydrometeorology Agency, and agricultural data from the Ministry of Agriculture. The SDI will provide a unified digital platform for irrigation performance assessment, water accounting, crop monitoring, and climate risk analysis. The consultant to provide technical expertise under this sub-component is Terra Sustainability Center (Expo City Dubai FZCO LLC).

To ensure effective use, the project will deliver structured training programs and hands-on mentoring for ASWRA and partner institutions. Applied EO analyses will cover irrigation performance, canal rehabilitation impacts, drought and salinity diagnostics, irrigated area verification, and crop water productivity with User-friendly decision-support dashboards, automated performance reporting tools, for water managers, ASWRA and partners agencies.

For farmers, the Project will pilot climate-smart advisory services delivered via mobile applications and SMS—providing irrigation scheduling recommendations, crop stress alerts, and agronomic guidance based on near-real-time EO and weather data.

A sustainability strategy, including institutionalization of EO workflows, partnerships with universities and private providers, and a national EO/Geospatial Hackathon will help maintain and scale the system beyond the project period. User-friendly tools and farmer advisory services (via mobile apps and SMS) that translate EO information into actionable guidance for farmers.

To strengthen national innovation, the project will organize a national EO/Geospatial Hackathon, encouraging start-ups, students, and the tech community to develop new digital tools using the SDI's open data, thereby supporting Azerbaijan's digital transformation and climate resilience agenda.

Component 3 - Procurement of O&M Equipment: This component will provide the EA with the equipment needed to operate and maintain the infrastructure after completion.

Component 4 - Project Engineering Review and Construction Supervision Consultant Services: This component will provide support for reviewing the project's detailed design, preparing the bidding documents for selecting the contractors, assisting the EA in the selection process, and supervising the Project implementation. One consultancy firm will be recruited to supervise all the project activities during the implementation stage. One

supervision consultant is appropriate and preferable for simultaneous implementation of the four sections. This approach ensures:

- (i) engineering consistency,
- (ii) improved coordination,
- (iii) cost-efficiency,
- (iv) uniform E&S compliance,
- (v) reduced PMU burden,
- (vi) minimized construction disputes, and
- (vii) adherence to global best practices for linear irrigation infrastructure.

Component 5 - Support to the PMU: This component will provide support for PMU in terms of recruitment of additional technical staff and payment of monthly allowances with related operating costs. Given that the construction of the canal will be carried out in 4 sections which are planned to start sequentially, three engineers and two procurement experts will be needed. In addition to those, other experts are needed from different disciplines to ensure smooth implementation.

Component 6 - Compensation, Resettlements and Related Charges: The component will be funded by the GoA to complete land acquisition, resettlement and compensation. Most of the canal (km 0 to km 106) follow the original alignment and will be within the protection zone, extending 100 meters on either side of the existing canal constructed in 1958. Consequently, bulk of the land acquisition will be in Section-4 (km 106 to km 168) owing to new alignment. Appropriate compensation and resettlement measures are planned accordingly. Most of the land to be acquired has private ownership while some are owned by municipal authorities.

Component 7 - Audit: This component will support the annual audit of the project's expenses and Special Account.

Component 8 – Contingency Emergency Response Component: This standalone zero-value component is embedded in the Project to allow for the use of the present Project resources to cover emergency response activities in case of highly unpredictable events such as disasters, pandemics, etc., as a support to the Government's rapid emergency response efforts in the future. This can be done by reallocating Project funds, subject to prior consultation with the IsDB.

2. PROJECT OBJECTIVES AND SCOPE

D. Objective

Project objective is to improve agricultural productivity, reduce irrigation water losses, and contribute to rural development and livelihoods in line with "Azerbaijan 2030" Vision, aiming for green growth, climate resilience, and food security. The existing irrigation structure, currently functioning as an unlined earthen canal, suffers from significant water losses and fails to deliver sufficient and consistent irrigation across the entire command area, which limits agricultural output. The project will fully rehabilitate the existing canal and introduce modern irrigation technologies.

The Project will provide irrigation water to 166,034 ha of land in Yevlakh, Mingachevir, Goranboy, Barda, Aghjabadi, Beylagan, Tartar, and Aghdam districts, including 115,000 ha (gross) existing irrigated land, and 51,034 ha of land to be covered by the new canal. The 51,034 hectares to be added to the QSK irrigation rotation consist of lands that are currently irrigated by Khankyzı Canal or not under agricultural use. Irrigation via reconstructed QSK instead of Khankyzı Canal, fed by Araz river, will enhance agricultural output in the area.

Reconstruction of the Garabagh Irrigation Canal will improve agricultural water efficiency and contribute to rural development in line with the "Azerbaijan 2030: National Priorities for Socio-Economic Development" vision which aims to achieve green growth, ensure food security, reduce poverty, promote inclusive growth, diversify

the economy beyond oil and gas, and develop modern, resilient infrastructure. The project is also in line with the Country Engagement Framework for Azerbaijan (2024-2026), particularly the Pillar One: Green, Resilient and Sustainable Infrastructure Development by supporting the Government of Azerbaijan in achieving its strategic goals; Pillar Two: Supporting Productivity-based Growth, Competitiveness, and a Diversified Economy.

By improving irrigation efficiency and expanding irrigated land, the Project will increase agricultural productivity and food security (SDG-2). The project specifically addresses enhancing water-use efficiency through modernized infrastructure and smart water management systems (SDG-6). The project incorporates climate-resilient design, adaptation measures, and mitigation strategies (such as energy-efficient pumps and SCADA systems) to reduce greenhouse gas emissions and enhance resilience to climate risks (SDG-13).

E. Scope

The consultant's services shall comprise a total duration of 58 months. This includes mobilization, design review, and preparation of tender documents, followed by a 52-month construction and author's supervision period. **To optimize the project timeline, the pre-construction phase (mobilization, design review, and procurement documentation) for all project sections shall be completed within a maximum of 9 months on a rolling (staggered) basis.** The consultant shall prioritize the **first section to ensure its procurement commences within the first 6 months**, with subsequent sections following sequentially. The remaining pre-construction activities for the latter sections will run in **parallel** with the initial stages of the 52-month construction phase, ensuring no impact on the overall project completion. There will be a defect liability period of 12 months.

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- Identify and bridge any data gaps that may be require for the design review consultant to make an informed decision of the integrity and robustness of the original project design.
- After the design is reviewed, ensure that the final version is approved by the relevant authorities.
- Review the engineering geological conditions of the project area; compilation of geological maps and sites based on the available data, maps, and aerial surveys such as regional geological maps, regional geological cross sections and seismic-tectonic maps;

- Prepare bidding documents for contracts to be awarded during project implementation using IsDB's Standards.
- Perform the role of engineer for construction supervision of contractors' works for compliance with specifications, drawings, and bill of quantities.
- Review all contract documents arising from the contract and project including plans/drawings, BOQ, variation order, and Technical Specifications, to identify potential conflicts in the provisions, details, as well as lack of or insufficient information for the contractors to perform its contractual obligations;
- Elimination of deficiencies encountered during the Design review of project estimate documents and approval of projects by relevant government agencies.
- Review each of the contractors' work schedule and method statement; equipment and plant schedule; site organization and personnel deployment plan; plan for establishment of construction camp; and any other plan or schedule that may be required in the execution of the work and ensure conformity with specifications, Contractual obligations as well as applicable norms and regulations;
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- Review the contractors' method statement and work program to ensure conformity with the Environmental Management Plan (EMP), and other safeguard regulations (Including resettlement, gender, and other social safeguard issues);
- Monitor and supervise the execution of field tests and sampling, including soil compaction, concrete sampling, and others and maintain quality control records of all field tests and sampling;
- Supervise the works of the contractors and report to the client on progress of work and any deficiencies noted during construction and recommend remedial action;
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- Review and approve contractors' quality assurance mechanism and safety procedures;
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- Ensure that the project is constructed, operated and maintained in strict conformity with the technical specifications and rules governing technical operation and requirements of alienation lines, and all applicable laws and regulations, including Environmental and social development regulations;
- Prepare Final Payment Certificates, Taking Over Certificates, and Performance Certificates, to the timing of, and as required by, the contracts, and advising the Employer on the release of all contractors' securities and retentions; and monitor performance of the Contractors during the Defects Notification Period.
- Supervise the implementation of and monitoring compliance with IEEs and LARPs.

- Assist the Client in preparing and/or updating project implementation schedule and advising critical activities and the critical path of activities in the schedule;
- Assist the Client in conducting project performance monitoring and evaluation in terms of achievement of outcome and outputs target indicators;
- Assist the Client to develop a contract management system to ensure that records and data are stored systematically and cross-referenced with the financial accounts of the project. The system must allow safekeeping of procurement documentation for easy retrieval and referencing, with adequate paper trails in accordance with generally accepted standards. The contract management system must also be designed to support loan disbursement, reporting, and accounting requirements of the project;
- Prepare operational and maintenance (O&M) manual for the irrigation networks to be constructed under the project, including the methodology principles for calculation of the materials, technical and human resources required for operation and maintenance separately, taking into account the list of the measures to be implemented and their periodicity;
- Assist the client in selecting and supervising various consultants for the organization of technical training for technical personnel, demonstration and training of innovative, climate-resilient agricultural and irrigation technologies, and implementation. Supervise, monitor and report on the implementation of demonstrations and training of farmers and stakeholders on innovative and climate-resilient agricultural production technologies.
- Conducting training sessions to demonstrate the construction of innovative, modern irrigation technologies to the client and exchange knowledge.

3. ASSIGNMENT TASKS

The implementation of the assignment can be divided into two distinct phases:

- Phase 1: Design review, revisions if necessary, and preparation of tender documents, procurement assistance, and author supervision.
- Phase 2: Contract Management and Construction Supervision, supervision services during the Defect Liability Period. Defect Liability Period may go beyond the availability period of the IsDB financing in which case the services to be covered during the Defect Liability Period will be paid by IsDB in advance on the condition that a bank guarantee acceptable to IsDB is submitted by the Consultant.

The Consultant's services will cover the following main tasks:

3.1 Design Review, Preparation of the Bidding Documents and Procurement Assistance

A. Project design review (and revisions if necessary)

The Consultant will review the project designs already prepared and will update the designs (if needed). He will finalize the bill of quantities and cost estimate with the bidding documents in accordance with final accepted designs.

All design specifications must be reviewed in accordance with the requirements of the Law of the Republic of Azerbaijan and international standards, where appropriate. It is assumed that the Consultant will cooperate with local project organizations and ensure that the designs meets the requirements of local construction legislation.

- Design review will cover: To review the design of the water structures (main canal, network) and auxiliary facilities and equipment and equipment installation.
- To review the overall safety standard and criteria, considering the potential risks for all water structures and consequences, as well as the national regulations and international standards and practices
- The Consultant shall agree in advance with the Client on the software to be used during the design work and, if new software is required, shall provide such software and the necessary training to the Client's relevant representatives.

- If any changes are required during the project review, the Consultant shall agree with the Client on the concept version of such changes and shall thereafter commence the preparation of the detailed design.
- After the design is reviewed, the final version should be approved by the relevant authorities and the necessary costs should be covered.
- To review site investigation data for the foundation and for material sources, including results of drilling or boring, laboratory testing, in situ tests, and regional and local geological characteristics.
- To review the designs of the foundation treatment, including abutments of the main canal axis, proposed excavation, selected foundation strength parameters, and seepage control and slope stabilization measures.
- To review the identified aggregate source, quarry location, cement type, and material characteristic for concrete structures, including results of durability, gradation, and reactivity tests, trial mix designs, strength design parameters, and construction requirements
- To review the inlet works for water supply, including its hydraulic designs, regulation range, and other factors
- To review the design for H&M (valve, gate etc.) instrumentation system and the program for collecting, analysing, and maintaining data to be obtained
- To review the design for smart monitoring and control systems, including SCADA
- To review the final plans and specifications for design adequacy, construction, scheduling, and the owner's quality control procedures and construction supervision plan.
- To review of ESIA, ESMP and other reports/plans according to the legislation of the Republic of Azerbaijan and requirements of IsDB. To prepare the Safeguard Plan, which will include safeguards and operational procedures.
- To review the Detailed Engineering Design for all items along with the, technical specifications, bill of quantities (BOQ), cost estimate, provisional construction schedule to a level sufficient for incorporation in the Tender Documents for the construction of the water structures.

All data provided by the original designer should be cross-checked by the consulting company and deficiencies should be eliminated if necessary.

B. Preparation of bidding documents

The objective of this consultancy assignment is to develop comprehensive and high-quality bidding documents for the construction of irrigation canal, network system, water structures, and auxiliary facilities. These documents will ensure compliance with relevant standards and guidelines and enable transparent and competitive bidding for the selection of qualified contractors.

The bidding documents should be detailed enough to allow the procurement of works, and an accurate estimate of costs. The bidding documents must provide details such as location, size, quantity, capacity, strength, equipment and work specifications. Design assumptions and the criteria should be clearly documented.

- Make a review and give recommendations on the Project Procurement Plan, including the updating of the original estimates and the definition of priorities between the components of the Project.
- Make an overview of existing detailed projects to carry out work in accordance with Azerbaijan's relevant legislation and procurement requirements for Works.
- Develop detailed technical specifications for each component, including site preparation, excavation, construction, and safety requirements. Ensure specifications cover materials, equipment, construction methodologies, and standards for water/irrigation structures, such as hydraulic structures, canals, pipelines and intake structures.
- Develop a detailed Bill of Quantities for each structure, specifying quantities, units, and descriptions of work to provide bidders with accurate pricing structures.
- Outline a preliminary construction schedule, including key milestones, phases, and timelines. Define requirements for adherence to the schedule, including penalties for delays and incentives for early completion.

- Draft the general and specific conditions of contract, incorporating terms related to quality assurance, risk management, construction timelines, payment terms, warranties, and penalties.
- Develop clear and objective bid evaluation criteria, including technical, financial, and experience-based requirements. Specify minimum qualifications for contractors, such as previous experience, financial capacity, and relevant certifications.
- Assistance in the procurement of contractors for construction work on the basis of tender documentation (*Special notice, tender documents, preparation of any clarifications requested by bidders during the tender to help the Client*);
- Assistance to the Client in the procedures for closing / opening a tender, preparing a meeting minutes and submitting them to the IsDB in time, to receive clarifications as required in the bidding process;
- Providing support during the bidding process and organize and participate in pre-bid meetings to clarify technical specifications and respond to questions from prospective bidders. Provide support in responding to queries during the bidding period, including preparing any necessary clarifications or amendments to the bidding documents.
- Assistance to the Evaluation Committee (created by the company) in evaluating the proposals submitted (Technical and Financial Proposals) and preparing an evaluation report of tender proposals and submitting it to the Administration of Facilities under Construction PLE Azerbaijan State Water Resources Agency and IsDB. The Consultant will support the Client in the preparation of the evaluation report of the tender proposals and will participate as a non-voting vote in the assessments and must "sign" the reports, providing independent comments on the assessment process, if any, for consideration by the IsDB;
- Assist in completing the procedures for contract award, including preparing a draft contract for submission to IsDB for preliminary review and approval and ensuring that the contract is signed by duly authorized representatives of each party.

a. Contract Management and Construction Supervision

General

The terms and conditions for construction works shall be as stipulated in the latest MDB harmonized version of the FIDIC conditions of contract. The contract management shall consist of o Pre-construction Phase, Construction Supervision Phase and Defect Liability Phase.

A. Pre-construction Phase

During the pre-construction phase the consultant's tasks shall include, but not be limited to the following:

- Facilitate Sites Handover for the Works to the Contractors.
- Supervise and direct the contractors in undertaking additional geological, geophysical and geotechnical investigations.
- Investigate the route of the existing canal and the route along which the new canal will pass.
- Review Contractors' Environmental and Social Management Plans (ESMP), taking into consideration the provisions made in the initial project ESIA, ESIA Certificate Conditions of Approval by issued by local authorities, and any associated Environmental and Social Assessments undertaken during project planning, implementation and operation
- Supervise the contractors in undertaking engineering tests on construction materials (gravel, sand, clay, stone aggregates, etc.)
- Ensure that insurance, performance securities and advance payments guarantees are furnished by the Contractors in time. In liaison with the EA, shall validate these documents and ensure authenticity in order to issue the commencement notice for the construction.

- Review and make recommendations to the Contractors' procurement schedule.
- Ensure that the Contractors conform to the legal, health and safety standards and all safeguards requirements.
- Review Construction Supervision and Quality Assurance Plan (CSQAP), understand the requirements of CSQAP and reflect the requirements in the proposed supervision methodology.
- Review the Environmental and Social Monitoring Plan (ESMP), outline and disseminate the mitigating/enhancing, monitoring, consultative and institutional measures required to prevent, minimize, mitigate or compensate for adverse environmental and social impacts or enhance the beneficial impacts.
- Prepare minimum safety standards for workers. Ensure tools and guidelines for safeguard procedures specifying minimum safety procedures are available and accessible to all sites staff for consultants, contractors and workers.
- Develop and establish a Quality Control and Quality Assurance System and review and approve the contractors' Quality Assurance Plan.
- Review and approve the contractors' method statements before construction as required in the technical specifications for all important elements of the project and check for any non-compliant methods, equipment, or materials to be corrected before work commencement. Handle contractors' claims in a timely manner and advise the EA accordingly.

B. Construction Supervision Phase

The Consultant shall perform the duties and powers of the FIDIC Engineer in accordance with the instructions in the Contract or necessarily implied by the Contract, and also assist in administering the contract, dealing with situations in accordance with the contract. Construction must be carried out in accordance with laws, technical standards, construction norms and rules of the Republic of Azerbaijan.

The Consultant shall deploy a full-time supervision team on site. The team shall be responsible for supervising the entire construction process of the water structures / facilities. During the entire construction process, the Consultant shall work in close cooperation with the EA's project team.

During the construction period, the Consultant's tasks shall include, but not be limited to the following:

- Review the Contractors' work programs (in acceptable and compatible software) and method statements while highlighting areas that may pose a risk to works scope, quality and timely completion. Identify the key milestones and the critical path activities. Analyse relevance of activities and consistency with project works Program and provide advice to eliminate unnecessary/redundant activities
- Review Contractors' proposed resources (labour/staff, equipment and materials), utilization, deployment, productivity and efficiency. Undertake a detailed works analysis and ensure the detailed works project schedule presents realistic resource utilization and deployment and productivity rates (labour & equipment) for each activity to attain the target outputs and is synchronized with the work program and updated on a monthly basis.
- Review and approve the contractors' method statements before construction as required in the technical specifications for all important elements of the project and check for any non-compliant methods, equipment, or materials to be corrected before work commencement. Handle contractors' claims in a timely manner and advise the Client accordingly.
- The Consultant shall ensure that concrete samples and soil test samples are tested by the Contractor in an accredited laboratory in the Republic of Azerbaijan in accordance with construction norms and rules and shall technically monitor that the results comply with the requirements.
- The consulting company must supervise the integration into the Client's Geographic Information Systems (GIS) after verifying the topographic measurements obtained by the Contractor.
- Carry out Environmental, Social, Health and Safety due diligence during acquisition and operation of all the supporting facilities by the Contractors, including technical supervision of conduct of applicable statutory assessments. The Consultant shall review TORs for all assessments to ensure technical

adequacy of the prepared ESIA/ ESMPs reports before submission to Client and/or to the Bank for clearance;

- Ensure that the Contractors conduct the necessary environmental and social assessments, and obtains the requisite statutory approvals (such as licenses, certificates, permits, etc) for any proposed auxiliary facilities including campsites, equipment yards, borrow pits, quarry sites, dumpsites, before establishments and/or installation of equipment, etc.
- Ensure that the Contractors work within the environmental and social frameworks as detailed in the project's Environmental and Social Impact assessment (ESIA)/Environmental and Social Management Plan (ESMP) and the Resettlement Action Plan (RAP), and compliance with the relevant National policies and legal Framework, and with the environment and social safeguard policies of the Bank.
- Review and make recommendations to the Contractors' procurement schedule, and supervise the Contractors' procurements, ensuring that all materials are from the right source, quality and of sufficient quantities.
- Inspect and assess all proposed works sites, quarry and borrow areas and materials for the project;
- Ensure adequacy of implementation of the mitigation measures and strengthening of compliance to environmental and social safeguards procedures (ESAP).
- Ensure range and nature of safety measures at works sites and their supervision are in place and implemented.
- Supervise the Contractors' actual work progress versus the planned work program and ensure that delays are kept to a minimum and, that the Contractors at their cost take measures to make up for time lost and pull the project back to planned schedule. In addition, the Consultant is required to keep a monthly updated work program in liaison with Contractors.
- Timely issue to the Contractors all the necessary correspondences related to information, instructions, clarifications and suggestions to ensure consistency in quality, positive progress and planned costs.
- Inspect, determine and approve the part of works before, during and after construction of part and, or whole of the works to ensure all time compliance with the specifications and standards.
- Supervise the Contractors' construction activities, ensuring that all construction is undertaken as designed, or in accordance with client-approved variations to the original design, and that all quality standards are met.
- Advise the Client on variation orders.
- Undertake and prepare revised designs, improvements or modifications as necessary during construction.
- Review and approve any amendments to designs from the Contractors.
- Ensure that the Contractors have issued insurance of all personnel for accidents liabilities during construction.
- Inspect and certify all completed works. Certify payment certificates for payments of completed works or parts thereof. Ad measure and certify all quantities invoiced by the Contractors. Prepare the contractors' payment statement including final certificate in accordance with General Conditions of Contract and Conditions of Particular application.
- Ensure that the Contractors perform tests and provide reports from approved laboratories according to the approved and agreed upon quality standards to the client, and approve the materials procured by the contractors for the works to ensure that they comply with design assumptions and specifications.
- Undertake independent tests or inspections as considered necessary to confirm that the construction is completed in accordance with the design intent.
- Periodically review the status of the Contractors' real versus required staffing, equipment, insurance, status of performance securities, advance payment guarantees and recommend appropriate actions to the client. In addition, the Consultant will check the status of expiry of the performance bond and advance payment guarantee and recommend appropriate actions (if applicable) to the Employer.
- State all methods and procedures that are intended to ensure robust quality control, execute all procedures accordingly, and report on all quality control undertakings and their results to the client.

- Undertake regular delay surveys to facilitate acquisition of specific site production and productivity of the works (labour and equipment) or materials availability for the Contractors. Monitor and document Contractors' inefficiencies, disruptions and delays and determine problems and advise on solutions to improve works progress rates.
- Periodically prepare a risk management plan for the construction project. Carry out risk identification for potential delays, disruptions, disputes arising from compensation events, reliability of materials sources and delivery and unforeseen ground conditions and environmental hazards and their potential impacts on construction methods. Undertake analysis/assessment of potential risk identified and evaluate effects (qualitatively and quantitatively) and ranking of occurrence and classify as major, moderate or minor. Draw-up risk response to circumstances to include possibilities for risk avoidance, transfer or controllable/minimization.
- Advise the EA on contractual obligations and establish early warning systems to minimize occurrence from potential compensation events and subsequent claims for time extension and/or costs
- Develop and maintain a project progress reporting format that is both, concise and in accordance with the EA requirements.
- Monthly progress reporting to the EA, and immediate reporting shall any issues be identified that could affect the project completion schedule. This shall include arrangement for site meetings as and when they may be required.
- Monitor the value of works executed against payments made to the Contractors and report to the EA monthly consistency against program of expenditure and works giving reasons and recommendations.
- In consultation with the EA, and if necessary, prepare variation orders.
- Schedule and organize witness-testing events, including contractual tests for the completed works.
- Maintain daily site records on prevailing weather conditions, labour productivity, availability and operational condition of key plant, plant productivity, daily activity outputs, and disputes between employers and staff as well as between contractors and local residents, and all other observations that may be of importance in case of any arbitration or legal disputes.
- Ensure that the contractors meet Environment, Social, Health and Safety requirements (ESHS). Please, the details below.
- Ensure that the contractors work within the environmental and social frameworks as detailed in the project's environmental social impact assessment (ESIA) and environmental and social management plan (ESMP) and the Resettlement Action Plan (RAP). Document and verify any complaints and grievances from project affected persons/workers.
- Ensure that there is timely and coordinated response to environmental and social issues – a functional system of reporting safeguard issues in place and issues of concern by different stakeholders regularly discussed and responded to.
- Develop and maintain an Accident Log during project implementation and undertake to report serious and severe accidents to the Employer within 24 hours of occurrence.
- Document the responses to environmental and social issues of concern raised by different stakeholders. Ensure preparation of quality and timely environmental and social reports on regular monthly basis.
- The Consultant shall guide the Contractors on compiling Operation and Maintenance Manual.
- Commission and approve completed systems and facilitate hand over to Employer.
- Prepare snag lists after substantial completion of works.
- Prepare environmental and social audits and certification with regulatory authority.
- Prepare the 'substantial completion report' prior to technical handover.
- Facilitate technical commissioning
- Ensure that the Contractors' ESHS performance is in accordance with good international industry practice and delivers the Contractors' ESHS obligations. The ESHS related services given in the **Annex 1**.

The Consultant must obtain prior approval from the Client before:

- Issuing any variation of the order with financial and temporary consequences, except in an emergency situation, when the Client approval must be received as soon as possible;
- Authorization of additional items, amounts or expenses;
- Subcontract approvals for any part of the works; and
- Approval of any extension of the completion time.

Quality Control

The Consultant shall:

- Receive a full detailed version of Quality Assurance Manual from the Contractors; check it and make comments as soon as possible and, if necessary, ask the Contractors to make amendments in it.
- Notify the Company of any failure of the test or verification and that such failure can lead to a delay in observing the deadlines or other significant adverse consequences; give recommendations on further necessary tests and organize the process of troubleshooting by Contractors.
- Supervise the works performed by the Contractors to ensure the quality and standards of materials and production quality, and to comply with the specifications and drawings included in the contracts, the Harmonized Project, the detailed drawings, the Quality Assurance Manual and all agreed amendments.
- Control facility inspections, all installation, **commissioning works** on sites and commissioning / testing of project components, if necessary.

Management on the Site

- Attend local meetings at the request of the Client, and seek to resolve the serious problems at any time in order to avoid any delays or extra costs (taking into account the conditions of contracts and the restrictions imposed by the authorities on the powers of the Consultant in connection with this task).
- Maintain complete and accurate records of all meetings and the discussions held with the participation of or headed by the Consultant, and do the same for verification by the Client upon request.
- At the request of the Client, attend meetings to resolve disagreements on general and technical matters.
- Provide advice to the Client on the overall organization of Contractors' resources on site, including management and programming systems, labour, equipment and machinery.

Payments and Accounts

- Receive monthly or other interim financial statements from Contractors in accordance with contracts.
- After receiving applications from the Contractors, properly take into account all the Client's comments.
- Check the Contractors' reporting in accordance with the relevant provisions of the contracts and resolve with contractors, as far as possible, all the mistakes and questions that may arise in connection therewith; advise the Client on any adjustments that may be necessary.
- Specify the amount that will be indicated in the statements of the Contractors in accordance with the contracts. In the terms stipulated in the provisions of the FIDIC contract, issue a certificate in the names of the Contractors and the Client, indicating the total amount paid by the Client to the Contractors.

Defect Liability Phase

12 months will be considered for all components. The Defect Liability Period may extend beyond the period of availability of IsDB financing, in which case the services to be covered during the Defect Liability Period will be paid in advance by the IsDB, subject to the Consultant providing a bank guarantee acceptable to the IsDB. Draft implementation plan is attached as Annex-2.

4. REPORTING REQUIREMENTS AND TIME SCHEDULE FOR DELIVERABLES

4.1 List of reports and documents that needs to be prepared by the Consultant and submitted in hard and digital format to the Client and IsDB:

No	Conclusion/Report	Deadlines
A	Review of Detailed Design, Preparation of bidding Documentation for Tender Processes	
A1	Initial Report	Within 30 days after the beginning of the assignment
A2	Design review: Technical Report, Detailed Engineering Design, Technical Specifications, Drawings, BoQ and Cost Estimates	Within 30 days after the beginning of the assignment
A3	Design review of corrections report: Technical Report, Detailed Plans, Specifications, Drawings Cost Estimates (if corrections in the designs are required)	Within 30 days after submission of corrections/revised documents
A4	Draft Tender Documents: Announcement-Notification, Prequalification Documents	Within 15 days after completion of design review
A5	Final Tender Documents: Announcement-Notification, Prequalification Documents	Within 15 days after receiving comments on the tender documents project
A6	Evaluation Report of Tender Proposals	Within 15 days after the tender proposal's submission deadline
A7	Draft contract with the contractors	after the approval of the Evaluation report of the tender proposals
B	Pre-construction and Construction Supervision	
B1	Monthly Reports	. <i>Monthly construction progress reports:</i> The monthly progress reports shall state the status of project implementation (i.e., actual vs. planned physical progress; actual vs. planned expenditures), financial information, all agreed and all new variation and compensation events, all issues requiring client attention, environmental and social safeguards, health and safety information, and other information that may have an impact on project progress. The report shall include the Engineer's opinion of the current physical progress, quality of works and future prospects on timely completion and costs. The report shall include a Gantt chart, a detailed works schedule with resources inputs, productivity rates and outputs for each works activity. It shall also include photographic evidence of progress. In addition, the report shall project cash flows and work progress over the next three months.
B2	Author control service.	Providing author's supervision services in construction in accordance with the current legislation of the Republic of Azerbaijan.
B3	Contract Completion Report	The completion report shall state the project scope, principal activities by the consultant and the contractors (including deployment of

		resources during project implementation), the contractors' performance, all project relevant observations of the consultant, major issues that were encountered during project implementation and how these were solved, the project schedule citing all delays if any, and financial information.
B4	Operational Manual	The consultant shall ensure that suppliers / manufacturers / the contractors submit all operational manuals to the client in the formats and numbers of copies specified agreed at substantial completion. In addition, all equipment supplied including those from abroad shall be accompanied by warranties and guarantees for at least five (5) years
B5	As-Built Drawings	The supervision consultant shall submit all 'as built drawings' to the client in the format and numbers of copies specified at substantial completion
B6	Asset register update	The supervision consultant shall collect data on all rehabilitated and new assets for updating the client's asset register for each of the schemes. The software used for this purpose shall be agreed with the EA. Data on the location of all civil structures shall be handed to the client as in ArcView GIS, or a format agreeable to the EA
B7	<i>Safeguards Reports:</i>	Shall state the periodic compliance to all legal, health, safety and all safeguards' requirements with sections reporting on implementation of resettlement action plan and gender action plan (if required). The evaluation of the ESMP shall be presented indicating the potential impacts and measures undertaken to mitigate or minimise their effects on a monthly basis and for the entire construction period
B8	<i>Incident Reports</i>	The consultant shall be required to be part of the reporting of incidents to the EA. The Consultant shall provide immediate notification to the Client should any incident in the following categories occur while carrying out the Services. Full details of such incidents shall be provided to the Client within the timeframe agreed with the Client. (i) <i>confirmed or likely violation of any law or international agreement;</i> (ii) <i>any fatality or serious (lost time) injury;</i>

		(iii) <i>significant adverse effects or damage to private property (e.g. vehicle accident); or</i> (iv) <i>any allegation of gender-based violence (GBV), sexual exploitation or abuse (SEA), sexual harassment or sexual misbehaviour, rape, sexual assault, child abuse or defilement, or other violations involving children,</i> (a) <i>Ensure that contractors immediate notifications on ESHS aspects are shared with the Client immediately;</i> (b) <i>Immediately inform and share with the Client any immediate notification related to ESHS incidents provided to the Consultant by the Contractors, and as required of the Contractors as part of the Progress Reporting;</i> (c) <i>Share with the Client in a timely manner the Contractors' ESHS metrics, as required of the Contractors as part of the Progress Reports."</i>
C	Defect Liability Phase Reports	12 months
C1	Quarterly progress reports	The interim progress report shall state progress of the contractors on addressing items on the snag list, all observations on the performance of the project installations, system weaknesses and defects, and warranty issues. In addition, the report shall report the consultant's and / or the contractors' progress on the undertaking of staff training. The reports shall also include progress on safeguard management including on provisions in abstraction and discharge permits and grievance management.
C2	Completion Training Report	The completion of training report shall state the training obligations of the Consultant and the contractors, as agreed with the client, the type and duration of training activities undertaken, the number of participants in each training and their professional background, training outputs and achievements, as well as recommendations for further / continued training if any.

C3	Final Completion Report, including the design modifications (detailed analysis)	The final completion report shall include the same type of information as outlined for the 'substantial completion report'. In addition, it shall show the status of all outstanding actions that were to be completed during the Defects Liability Period. It will also investigate and record the achievement of project results and confirm the EIRR (and other indicators) at the end of the project.
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Note: All reports / outputs must be provided in English and if needed translated to Azerbaijan Languages.

5. DURATION OF ASSIGNMENT

The consultant's services shall comprise a total duration of 58 months. This includes mobilization, design review, and preparation of tender documents, followed by a 52-month construction and author's supervision period. **To optimize the project timeline, the pre-construction phase (mobilization, design review, and procurement documentation) for all project sections shall be completed within a maximum of 9 months on a rolling (staggered) basis.** The consultant shall prioritize the **first section to ensure its procurement commences within the first 6 months**, with subsequent sections following sequentially. The remaining pre-construction activities for the latter sections will run in **parallel** with the initial stages of the 52-month construction phase, ensuring no impact on the overall project completion. There will be a defect liability period of 12 months.

6. COMPOSITION OF THE TEAM, STAFF INPUTS AND QUALIFICATION REQUIREMENTS FOR KEY EXPERTS.

Consulting firm is expected to have extensive experience in design and construction of irrigation systems/ water structures and appurtenant structures, hydraulic structures, irrigation systems. In addition, the consulting firm should be aware of local legislation in the field of design and construction. Consulting firm should have experience in similar type and size of the projects financed by the ISDB or other IFIs, with proven knowledge of FIDIC basis contracts and / or MDB procurement process;

The Consultant should be provided with sufficiently qualified and experienced staff and support of a sufficient number of local professional staff to ensure proper project management, procurement services and construction supervision works. The Consultant's staff should consist of a key, non-key and support staff;

To create a basis for evaluating the financial proposal, a minimum number of professional staff is proposed, and the total number of man/months is listed below, which provides a summary of key personnel / skills.

The Consultant Company or its technical staffs must comply with the applicable legislation of the Republic of Azerbaijan concerning technical supervision and design activities during the performance of the assignment.

This means that the Consultant company can employ engineers with license for construction supervision of category 1 or obtain license for own company. All staff must be agreed with the client. If the Consulting Company decides to change the staff during the execution of the contract, it must notify the Client in an official letter and obtain their approval. The work experience of the newly presented candidate must be in accordance with the employee requirements.

EXPERTS

No	Name	Position	Person-month Remuneration Rate	Time Input in Person/Month
KEY INTERNATIONAL EXPERTS				
KE-1	--	Project Manager/Civil Engine	Home	10.00
			Field	48.00
KE-2	--	Chief Resident Engineer (No.	Home	0.00
			Field	52.00
KE-3	--	Chief Resident Engineer (No.	Home	0.00
			Field	52.00
KE-4	--	QA-QC Specialist	Home	00.00
			Field	52.00
KE-5	--	Procurement Specialist	Home	5.00
			Field	12.00
KE-6	--	Contract Specialist	Home	23.00
			Field	20.00
NON-KEY INTERNATIONAL EXPERTS				
NKE-1	To be nominated	Design Review Experts (4 No	Home	16.00
			Field	2.00
NKE-2	To be nominated	Engineering Geologist	Home	8.00
			Field	12.00
NKE-3	To be nominated	Geotechnical Expert	Home	8.00
			Field	12.00
NKE-4	To be nominated	Structural Engineer	Home	12.00
			Field	6.00
NKE-5	To be nominated	Survey Specialist	Home	4.00
			Field	18.00
NKE-6	To be nominated	Electrical and Automation Engineer	Home	6.00
			Field	18.00
NKE-7	To be nominated	Mechanical Engineer	Home	6.00
			Field	18.00
NKE-8	To be nominated	CAD Technician	Home	12.00
			Field	12.00
NKE-9	To be nominated	Pool of Experts	Home	1.00
			Field	3.00
NON-KEY LOCAL EXPERTS				
NKL-1	--	Deputy Project Manager	Home	0.00
			Field	58.00
NKL-2	--	Assistant Resident Engineer (No.1)	Home	0.00
			Field	52.00
NKL-3	--	Assistant Resident Engineer (No.2)	Home	0.00
			Field	52.00
NKL-4	--	Assistant Resident Engineer (No.3)	Home	0.00
			Field	52.00
NKL-5	--	Assistant Resident Engineer (No.4)	Home	0.00
			Field	52.00

NKL-6	--	ESIA Expert	Home	0.00
			Field	52.00
NKL-7	--	Civil Works Technician No.1	Home	0.00
			Field	52.00
NKL-8	--	Civil Works Technician No.2	Home	0.00
			Field	52.00
NKL-9	--	Laboratory Technician No.1	Home	0.00
			Field	52.00
NKL-10	--	Laboratory Technician No.2	Home	0.00
			Field	52.00
NKL-11	--	Survey Technician	Home	0.00
			Field	52.00
NKL-12	--	Electrical and Automation Works Technician	Home	0.00
			Field	36.00
NKL-13	--	Mechanical Works Technician	Home	0.00
			Field	36.00
NKL-14	--	CAD Specialist	Home	0.00
			Field	52.00
NON-KEY SUPPORT EXPERTS				
S-1	To be nominated	Office Managers	Home	0.00
			Field	58
S-2	To be nominated	Secretaries	Home	0.00
			Field	58
S-3	To be nominated	Translators (2 No.) – 2 staff	Home	0.00
			Field	116.00
S-4	To be nominated	Drivers (2 No.) – 2 staff	Home	0.00
			Field	116.00
S-5	To be nominated	Accountant	Home	0.00
			Field	58.00

Staff requirements

Key Experts (International)

Project Manager:

The specialist will have at least a bachelor's degree in civil engineering, water resources engineering, hydraulic structures, having at least 20 years of total work experience, including 15 years in experience in design and supervision of civil works for water structures, modernization of water systems/structures, dams, irrigation system, and have international experience, working abroad. The expert is required to have significant team leadership experience in similar assignments. Proposed expert shall have worked as a team leader on at least one similar project and should have more than 5 years of experience in developing countries. The applicant should have experience in the IsDB or projects funded by international financial institutions of a similar nature, based on FIDIC and / or conditions of the ISDB / MLI contract. The expert must have good verbal and written communication skills in English to document completed work assignments, report on the status of the project and prepare final reports for Clients. The specialist's main tasks include but are not limited to: (i) coordinate, plan and manage team activities to ensure full compliance with the terms of reference (TOR) and delivery of quality outputs in a timely manner; (ii) liaise with IsDB and implementing agencies, and other authorities as required;

(iii) provide overall direction to the consulting team and assume full responsibility for the team's performance and deliverables according to the consultancy contract. The expert should be familiar with AutoCAD and other modelling software related to the task. Project Manager responsible for overall team coordination, and delivery of quality and timely outputs as stated in the consulting service scope of work. Technically, the expert will support the Client in the delivery of the project outputs.

Chief Resident Engineer

The chief supervision/resident engineer will have a bachelor's degree, in civil engineering, with at least 15 years of experience in preparing and implementing modernization of water systems/structures, dams, irrigation system projects. The engineer will have experience with donor-funded development projects. Regional and in-country experience will be an advantage. The specialist will lead the supervision of the construction activities at the construction works. He/she will liaise closely with the international project management. Coordinate with all site staff and the contractors' representatives and report on all issues pertaining to contract management; Convene periodic site meetings and adopt a proactive approach in contract administration; Ensure that permanent and temporary works are constructed in accordance with the provisions of the contracts, and ensure that notices to commence have been issued; Review, with the assistance of site staff, all surveys, field investigations, designs, drawings and specifications, recommend any change(s) needed to provide more cost-effective solutions, and approve the design, drawings and changes in specifications; Measure the works with the assistance of site engineers, and agree and certify interim and final payment certificates for submission to the Client.

Geotechnical Engineer

The specialist will have at least a master's degree in civil or geological engineering, having at least 15 years of total work experience, including 10 years in organization, programming, supervision and analyses of geotechnical investigations and analysis. The specialist should have a comprehensive experience in geotechnical engineering related to headworks foundations, abutment, canal pipeline routes, slope stabilization, geological and geotechnical assessment of the structures. Regional experience and excellent knowledge of English is required.

Quality and Control Specialist

The specialist will have at least a bachelor degree in civil or geological engineering, having at least 15 years of total work experience, including 10 years in water structures. The responsibilities of the expert will be as ensuring that the materials, components, and systems used in the irrigation facilities, comply with industry standards and best practices. Verifying that all phases of the project, from procurement to installation, meet the required quality standards. Keeping up with the latest regulations, codes, and environmental standards related to irrigation systems. Conducting regular inspections of irrigation equipment, systems, and installations to detect any issues or deviations from the specifications. Performing tests to check the performance and efficiency of the system (e.g., pressure tests, water flow tests). Identifying and addressing potential failures or deficiencies before the system is handed over to the Client.

Survey Specialist

The specialist will have at least a bachelor degree in civil or survey engineering, having at least 10 years of total work experience, including 5 years in water structures. The specialist will be responsible to conduct surveys to gather topographical data of the project site. Identifying the natural features of the land, such as slope, elevation, and water sources, which are essential for designing an effective irrigation system. Collecting information on soil types, land use, and environmental factors, which influence irrigation needs.

Electrical and Automation Engineer

The specialist will have at least a bachelor degree in Electrical Engineering. The specialist should have 7 years' experience in the field of Electro-mechanical Engineering, experience as Electrical Engineer on not less than 2 previous projects involving similar infrastructure. The specialist will have at least 5 years of practical experience

with irrigation SCADA systems of various types for similar projects including with their operation in developed countries. Regional and in-country experience will be an advantage. The specialist will be responsible for scoping with the client agencies and, if agreed, preparing the requirements for a water management and SCADA system for main and possibly distributary canals as well as monitoring water use for pressurized pipeline systems and climate and crop water demand information.

Mechanical Engineer

The specialist will have at least a bachelor degree in Mechanical Engineering. The specialist should have 7 years' experience in the field of Electro-Mechanical Engineering, experience as Mechanical Engineer on not less than 2 previous projects involving similar infrastructure. The specialist will have at least 5 years of practical experience with irrigation systems of various types for similar projects including with their operation in developed countries. Regional and in-country experience will be an advantage.

Procurement Specialist

The specialist will have at least a bachelor degree in engineering. The specialist should have 20 years' experience in the field of engineering, with at least 15 years of practical experience working as a procurement specialist of large infrastructure projects. The expert must have previous experience working in projects financed by IFI's.

Contract Specialist

The specialist will have at least a bachelor degree in Civil Engineering. The specialist should have 20 years' experience in the field of Contract Management, with at least 15 years of practical experience working as a contract specialist of large infrastructure projects. The expert must have previous experience working in projects financed by IFI's.

Non-Key Experts (National)

Non-Key Experts presented by the Consultant shall have at least 10 years of general experience with 5 years of specific experience relevant to their field. It is not mandatory to present the CVs of the Non-Key Experts at the proposal stage. Those will be requested from the successful consultant and evaluated by the Client during the Contract negotiations.

7. CLIENT INPUT

The Client will provide free of charge the following existing information, data, reports and maps in the custody of the Client and will assist the Consultant in obtaining some of the relevant information and materials from governmental institutions and state authorities as far as possible. The data shall include;

- Engineering studies, feasibility study and detailed design reports, projects
- ESIA & RAP /LARP
- Environmental and Social Management Framework
- The information, data, reports, etc., will be available for the consultant's unlimited use during execution of the proposed services.

8. Services, Equipment And Facilities To Be Provided By The Consulting Company

- During the project implementation period a fully furnished & maintained Baku office.
- Visa, accommodation, house rent for the consultant's employees, technical support, etc. other expenses.
- Considering the necessity of carrying out construction supervision simultaneously at all stages, the consultant shall procure vehicles (6 units of 4x4 vehicles) that will meet both office and site requirements, and shall cover their operating costs throughout the contract period. Medical and other insurance for employees.

- Customs costs and registration fees for all types of goods and equipment purchased by the consultant.

9. SERVICES AND FACILITIES TO BE PROVIDED BY THE CONTRACTORS

Upon commencement of the works contract, the Contractors will provide the following services to the supervision consultant:

- A fully furnished & maintained site office.
- Survey equipment.
- In-situ soil testing laboratory equipment
- Transportation vehicles as specified for official work of the Consultant.
- Accommodation (including food) for Consultant Staff.

ANNEX 1: *THE ESHS RELATED SERVICES:*

- Review and support Resettlement Action Plan (RAP) activities
- review and approve the Contractors' Environment and Social Management Plan (C-ESMP), including all updates and revisions (not less than once every 6 months);
- review and approve ESHS provisions of method statements, implementation plans, GBV/SEA prevention and response action plan, drawings, proposals, schedules and all relevant Contractors' documents;
- review and consider the ESHS risks and impacts of any design change proposals and advise if there are implications for compliance with ESIA, ESMP, consent/permits and other relevant project requirements;
- undertake audits, supervisions and/or inspections of any sites where the Contractors are undertaking activities related to the Works, to verify the Contractors' compliance with ESHS requirements including its GBV/SEA obligations, with and without contractors and/or client relevant representatives, as necessary, but not less than once per month
- undertake audits and inspections of Contractors' accident logs, community liaison records, monitoring findings and other ESHS related documentation, as necessary, to confirm the Contractors' compliance with ESHS requirements;
- agree remedial action/s and their timeframe for implementation in the event of a noncompliance with the Contractors' ESHS obligations;
- ensure appropriate representation at relevant meetings including site meetings, and progress meetings to discuss and agree appropriate actions to ensure compliance with ESHS obligations;
- check that the Contractors' actual reporting (content and timeliness) is in accordance with the Contractors' contractual obligations;
- review and critique, in a timely manner, the Contractors' ESHS documentation (including regular reports and incident reports) regarding the accuracy and efficacy of the documentation;
- undertake liaison, from time to time and as necessary, with project stakeholders to identify and discuss any actual or potential ESHS issues;
- Establish and maintain a grievance redress mechanism including types of grievances to be recorded and how to protect confidentiality e.g. of those reporting allegations of GBV/SEA.
- ensure any GBV/SEA instances and complaints that come to the attention of the consultant are registered in the grievance redress mechanism [add any other tasks as appropriate]

ANNEX 2

CONSULTANT INFORMATION, FINANCIAL AND EXPERIENCE FORMS

FOR SUBMISSION OF EXPRESSION OF INTEREST

Country	Azerbaijan
Project	Reconstruction of the Garabagh Irrigation Canal
Consulting Services	Procurement Support, Design Review and Construction Supervision
Financing No.	AZE 1028

Instructions

- *These forms shall be used to present the financial and experience information requested at the shortlisting stage of the REOI.*
- *Where the Consultant is a Joint Venture (JV), forms shall be completed by the relevant JV member as indicated in each form.*
- *Key Experts are not evaluated at the shortlisting stage. No CV form is included in this Annex.*
- *Letters of Recommendation shall be cross-referenced against the relevant previous experience entries, as required by the REOI.*
- *Each form shall be completed in full and submitted together with the supporting documents specified in that form. Supporting documents shall be clearly numbered and cross-referenced to the relevant form and entry.*

Forms included

EOI-GEN-1 – Consultant Information

EOI-FIN-1 – Annual Turnover

EOI-EXP-1 – General Relevant Experience

EOI-EXP-2 – Specific Qualifying Experience

EOI-EXP-3 – Experience in IsDB / Other IFI-Financed Projects, FIDIC and MDB Procurement

EOI-EXP-4 – Ongoing Assignments

EOI-GEN-1 – CONSULTANT INFORMATION

This form shall be completed by the Consultant. In case of a Joint Venture (JV), it shall be completed separately by each JV member. The information shall correspond to the company information requested under the REOI shortlisting criteria.

Legal Name of Consultant / JV Member	
Country of Registration	
Legal Status	
Registration / Incorporation No.	
Year of Establishment	
Registered Address	
Association / JV Status and Role (if applicable)	
Telephone	
Facsimile / E-mail / Website	
Project Contact Person	
Position / Title	
Contact E-mail / Telephone	
Power of Attorney Reference	
Number of Permanent Staff / Part-time Staff	
Fields of Expertise	

Supporting Documents to be Attached

The following documents shall be attached and cross-referenced to this form:

- *Evidence of legal registration/incorporation or equivalent official document showing the Consultant's legal status and year of establishment.*
- *Power of Attorney authorizing the project contact person / authorized representative identified in this form.*
- *In case of a JV, the above documents shall be submitted for each JV member.*

Name of Authorized Representative	Signature	Date

EOI-FIN-1 – ANNUAL TURNOVER

The Consultant shall provide information on its annual turnover for the financial years 2023, 2024 and 2025. In case of a Joint Venture, this form shall be completed separately by each JV member.

Consultant / JV Member Name: _____

Financial Year	Annual Turnover in Original Currency	Currency	Exchange Rate to USD	Annual Turnover in USD
2023				
2024				
2025				
Average Annual Turnover				

Minimum required average annual turnover: USD 16,000,000

The Consultant shall identify the exchange rate applied where turnover is stated in a currency other than USD.

Supporting Documents to be Attached

- Financial statements or other official/certified financial records for 2023, 2024 and 2025 that substantiate the annual turnover figures stated above.
- Where the turnover figure is not separately identifiable in the financial statements, an auditor/accountant certificate or other official financial document confirming the turnover shall be attached.
- Where conversion to USD is required, the source and date/basis of the exchange rate used shall be identified.

Supporting Document Reference(s): _____

Joint Venture Summary

Complete this summary only for a Joint Venture. The REOI states that the JV average annual turnover is calculated as the arithmetic average of the individual average annual turnovers of all JV members for the previous three years.

JV Member	Average Annual Turnover 2023–2025 (USD)
Lead Member	
JV Member 2	
JV Member 3	
JV Member 4	
Arithmetic Average of Individual Average Annual Turnovers	

Required minimum: USD 16,000,000

Name of Authorized Representative	Signature	Date

EOI-EXP-1 – GENERAL RELEVANT EXPERIENCE

The Consultant shall provide details of relevant experience in design, design review and/or construction supervision of irrigation systems, canals, water structures, hydraulic structures and appurtenant structures. Letters of Recommendation shall be referenced for all submitted previous experiences as required by the REOI.

Consultant / JV Member Name: _____

No.	Assignment / Project Name	Country	Client / Employer	Description of Services	Type of Infrastructure	Role of Consultant	Start Date	Completion Date	Consultancy Contract Amount (USD)	Recommendation Letter Ref.
1										
2										
3										
4										
5										
6										

Suggested descriptors (as applicable): Design; Design Review; Construction Supervision; Contract Management; Procurement Assistance. Infrastructure: Irrigation System; Canal; Water Structure; Hydraulic Structure; Pumping Station; Appurtenant Structure.

Supporting Documents to be Attached

The following documents shall be attached and cross-referenced to the relevant assignment(s):

- A Letter of Recommendation from the relevant previous Employer for each submitted previous experience.
- At least one supporting document for each assignment evidencing the principal particulars stated in the form (for example, relevant contract/award pages, completion certificate, or Employer's certificate showing scope, dates, contract amount and Consultant's role).

Name of Authorized Representative	Signature	Date

EOI-EXP-2 – SPECIFIC QUALIFYING EXPERIENCE

The Consultant shall demonstrate at least one specific experience meeting the REOI requirement. In case of a Joint Venture, the qualifying experience shall be provided by the Lead Member.

Consultant / Lead JV Member Name: _____

A. Assignment Information

Assignment / Project Name	
Country	
Client / Employer	
Client Contact Information	
Consultancy Contract Number	
Contract Signature Date	
Start Date	
Completion Date	
Consultancy Contract Amount (USD)	
Consultant's Role	
Percentage of Participation, if JV	

B. Brief Scope of Assignment

--

C. Compliance with the Specific Experience Criterion

REOI Requirement	Consultant's Information / Reference	Compliance
Experience is within the last 10 (ten) years		☐ Yes ☐ No
Assignment covers irrigation systems, canal and/or water structures		☐ Yes ☐ No
Design and/or design review services were performed		☐ Yes ☐ No
Construction supervision services were performed		☐ Yes ☐ No
Consultancy contract amount is at least USD 10,000,000		☐ Yes ☐ No
In case of JV, the experience is provided by the Lead Member		☐ Yes ☐ No

Recommendation Letter Reference: _____

Additional supporting document reference, if any: _____

EOI-EXP-2 – SUPPORTING DOCUMENTS AND CERTIFICATION (CONTINUED)

Supporting Documents to be Attached

The following documents shall be attached and cross-referenced to the relevant assignment(s):

- *Letter of Recommendation from the previous Employer for the qualifying assignment.*
- *Signed contract, contract award/notification or equivalent evidence showing the consultancy contract amount and the Consultant's role.*
- *Completion certificate, Employer's certificate or equivalent documentary evidence confirming the relevant scope of services and dates.*
- *In case of a JV, documentary evidence confirming that the entity relying on this experience is the Lead Member, where applicable.*

Name of Authorized Representative	Signature	Date

EOI-EXP-3 – EXPERIENCE IN ISDB / OTHER IFI-FINANCED PROJECTS, FIDIC AND MDB PROCUREMENT

The Consultant shall provide information demonstrating experience in projects of similar type and size financed by IsDB or other International Financial Institutions (IFIs), including proven knowledge of FIDIC-based contracts and/or MDB procurement processes.

Consultant / JV Member Name: _____

No.	Project / Assignment	Country	Client	Financing Institution	Consultancy Contract Amount (USD)	Consultant's Role	FIDIC-Based Contract Experience	MDB Procurement Experience	Start / Completion
1									
2									
3									
4									
5									
6									

Additional details, where applicable

Financing Institution / IFI	
FIDIC Conditions / Contract Type or Edition	
Consultant's role related to FIDIC contract administration	
Description of involvement in MDB procurement procedures	

EOI-EXP-3 – SUPPORTING DOCUMENTS AND CERTIFICATION (CONTINUED)

Supporting Documents to be Attached

The following documents shall be attached and cross-referenced to the relevant assignment(s):

- *Letters of Recommendation from previous Employers for the submitted previous experiences.*
- *Contract/award, Employer's certificate or other documentary evidence identifying the financing institution and the Consultant's scope/role.*
- *Where FIDIC and/or MDB procurement experience is claimed, documentary evidence supporting that claim (e.g., relevant contract/TOR provisions, Employer's certificate, completion certificate, or equivalent record).*

Name of Authorized Representative	Signature	Date

EOI-EXP-4 – ONGOING ASSIGNMENTS

The Consultant shall provide a list of ongoing assignments including the start and expected completion dates and the personnel involved. Information on personnel is requested for identifying current deployment only; Key Experts are not evaluated at the shortlisting stage.

Consultant / JV Member Name:

No.	Assignment / Project	Country	Client	Scope of Services	Consultancy Contract Amount (USD)	Start Date	Expected Completion Date	Current Progress (%)	Consultant's Role	Personnel Involved
1										
2										
3										
4										
5										
6										
7										

Supporting Documents to be Attached

The following documents shall be attached and cross-referenced to the relevant assignment(s):

- For each ongoing assignment, a copy of the contract/award notification or an Employer's confirmation showing, at minimum, the assignment title, start date and expected completion date.
- No CVs are required for personnel listed in this form at the shortlisting stage.

Name of Authorized Representative	Signature	Date