



Ministry of Water
REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – INDIVIDUAL SELECTION)

Kingdom of Lesotho
Lesotho Lowlands Water Development Project II
Credit No.: 6403 and 6402 respectively, for four assignment listed below

Assignment Titles: Civil engineer, Accountant, Water resource Scientist and Hydrologist
Reference No.: LLWDP /PIU/01

The Government of Lesotho *has received* financing from the World Bank toward the cost of the Lesotho Lowlands Water Development Project, and intends to apply part of the proceeds for consulting services listed below.

The Ministry of Water now invites eligible Individual Consultants to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The consulting services (“the Services”) are described below for each requirement. Successful Individual consultant shall be engaged on a full-time basis for maximum period of sixty (60) months, with initial term of two (2) years renewable based on acceptable performance.

1. CIVIL ENGINEER

The Civil/Water Engineer will serve as a primary liaison among specialized sectors on all Civil Engineering activities and facilitate the smooth interplay between and among stakeholders involved. The consultant will inspect and analyze the proposed designs (bulk water infrastructure including river intake structure or weirs) and plans for their construction to ensure that they are done in accordance with the accepted international standards and regulations as well as pertinent land use laws and regulations. The consultant will visit the proposed sites to ensure that the designs are acceptable and fits the sites and vice versa. The consultant will participate in activities for land acquisition, access roads to the sites and drawings thereof. The consultant will inspect and validate all procurement documents

including engineer's estimates prepared by consultants hired by the LLWSSU. The consultant will also ensure that accepted procedures are being followed in the preparation and implementation of the project and also check on safety features including social and safeguards issues of the project.

The consultant will inspect, review and validate all procurement documents (e.g. specifications, drawings BOQs and other technical issues including engineer's estimates) as prepared by consultants hired by the PIU. The consultant will also ensure that accepted procedures are being followed in the preparation and implementation of the project and also ensure safety features, environmental and social issues of the project are adhered to.

DETAILED DESCRIPTION OF RESPONSIBILITIES AND TASKS

In this role The consultant responsibilities will include but not limited to the following:

- Preparation of TORs, Specifications, Bidding documents for engagement of supervising consultants and implementing contractors;
- Assist in evaluation of bids for consultancy, works and goods packages;
- Review of deliverables and reports from consultants, contractors and other service providers under the project;
- Supervision of construction works including ensuring adherence to specifications, quality and time;
- Supervision and management of consultants and contractors;
- Site visits and attendance of site and other meetings where technical advice/inputs are required;
- Preparation of monthly, quarterly and other progress reports to be submitted to the PIU Project Manager;
- Preparation and review of Variation Orders as needed;
- Review of payment certificates;
- Assistance in contract management issues; and
- Perform any other engineering works delegated to her/him from time to time

QUALIFICATIONS AND EXPERIENCE

The applicant should strictly have a BSc in Civil or Water Engineering plus an MSc/MEng in Water or Sanitary Engineering or Civil or Project/Contract/Construction Management from a recognized and reputable university and at least ten years' relevant experience after graduation. Candidates not having an MSc should have a postgraduate diploma in a field of Water or Civil or Project/Contract Management with at least fifteen years of experience in: the planning, design, construction and supervision of bulk water and distribution infrastructure in rural and urban settings including abstraction systems, pump stations, water treatment works, reservoirs and pipelines and reticulation networks including rural systems incorporating stand pipes. Experience in dams and O&M of water supply infrastructure and sanitation (including master planning for sanitation) will be added advantages. Experience in working in a project implementation unit or project team is vital. In addition, the applicant should have the following:

- Possess good analytical skills to interpret diagrams, drawings, maps, reports, and other information in the civil engineering field;

- Experience with similar projects in SADC region is an advantage;
- Possess good communication skills to communicate effectively with all stakeholders involved;
- Familiarity implementation procedures for at least two Donor Institutions including the World Bank, African Development Bank or EU is a requirement
- Demonstrated ability to work collaboratively with domestic and international stakeholders and counterparts;
- Oral and written fluency in English;
- Superior organizational and time management skills;
- Strong computer skills with Microsoft Applications including Auto Cad, Microsoft Project and other software including water design software (EPANET or other).
- Must be a member of a recognized and acceptable professional institution/body.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: <https://www.water.org.ls/tenders/> or can be obtained at the address given below.

2. WATER RESOURCES SCIENTIST.

The consulting services (“the Services”) include facilitating and guiding consultants to the correct persons and stakeholders and for working as a liaison between both to ensure that a reasonable and sustainable solution in terms of water resources availability and utilization is developed and acceptable to all parties., estimated level of effort (professional staff-months), implementation period, expected start date of assignment, etc. ensuring full consistency with the TOR attached or referred to in this REOI].

Main Duties and Responsibilities

- Leads the review of relevant water demand assessment, water resources assessment documents of the scheme
- Supervises the consultants undertaking water resources assessments, providing clear direction and regular monitoring and feedback the performance
- Oversee generation and supply of all information/data related to water resources.
- Assists in evaluation of bids of consultancies related to water resources assessment and development
- In partnership with the Environment Manager, ensures that the Environmental Flow Requirement Policy is adhered to
- Contributes substantial technical input into the development and administration of projects in the areas of water resources, water management and sustainable development.
- Undertakes site visits and attendance of site and other meetings where technical advice/inputs are required;

- Contributes in the evaluation of the water policies, projects; intra-regional cooperation activities in the water; and on the role of water in economic growth and poverty reduction.
- Undertake other assignments as provided by the PIU Manager of the LLWDP II.
- Key Competencies, Skills and Abilities
- Team player with strong leadership abilities: experience in working with large teams of people from different background;
- Demonstrate ability to work independently with limited supervision on a wide range of environment development activities, and achieving results;
- Good communication skill both writing and oral including networking and interpersonal skills;
- Ability to establish, build and sustain effective relationships within the Unit and externally;
- Skilled in organising and prioritising work schedule to meet deadlines;
- Demonstrate openness in sharing information and keeping people informed;
- Demonstrates ability to manage complexities;
- An ability to work effectively, take initiative and deliver results, even under pressure;
- Ability to think strategically and conduct dialogue on social development policies and priorities, while maintaining a strong sense of realism with regard to in-country conditions and competing demands for resources.
- Significant experience in the implementation of operations and policy management;
- Legal experience highly desirable;
- Computer Skill in Word, Excel and PowerPoint;
- Specific experience in Project Management.

Qualifications and Experience

Master's Degree in Water Resources Engineering or Water Resources Management or Hydrology, or other technically related field PLUS minimum of ten (10) years relevant experience.

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3. HYDROLOGIST

Purpose

Under direct supervision of the Water PIU Manager, the Hydrologist is responsible for coordinating hydrology related activities and ensures data collection and availability for the project. Advises the PIU Manager on hydrological issues, as well as maintaining linkages with other stakeholders.

Main Duties and Responsibilities

- Hydrological advisor on local (project), international and regional hydrological issues.

- Monitors hydrological developments and advances internationally, regionally and locally.
- Oversees surveys for potential sites for development of water resources in the Project area.
- Plans and designs the sites for hydrometric observations such as water level recording, water quality, flood gauging and basin erosion.
- Oversees the construction of flow gauging hydraulic structures
- Approves and avails hydrological data for consumption.
- Consults and advises other Departments and agencies on hydrological issues on the Project area.
- Receives, supervises and appraises reports on all matters dealing with the hydrology of the Project
- Supervises and monitors hydrology related consultancies

QUALIFICATIONS AND EXPERIENCE

A Master's Degree in Hydrology OR Water Resources Engineering PLUS a minimum of five (5) years' experience in the field of Hydrology.

Or

A Degree in Hydrology OR Water Resources Engineering PLUS a minimum of ten (10) years' experience in the field of Hydrology.

KEY COMPETENCIES, SKILLS AND ABILITIES

- Experience in implementing projects in accordance with the Lesotho Environment Legislation and internationally accepted best practices;
- Experience with similar projects in SADC region is an advantage;
- Possess good analytical skills to interpret diagrams, drawings, maps, reports, and other information in the environment/safeguards field;
- Team player with strong leadership abilities: experience in working with large teams of people from different background;
- Demonstrate ability to work independently with limited supervision on a wide range of social development activities, and achieving results;
- Good communication skill both writing and oral including networking and interpersonal skills;
- Ability to establish, build and sustain effective relationships within the Unit and externally;
- Skilled in organising and prioritising work schedule to meet deadlines;
- Demonstrate openness in sharing information and keeping people informed;
- Demonstrates ability to manage complexities;
- An ability to work effectively, take initiative and deliver results, even under pressure;
- Ability to think strategically and conduct dialogue on social development policies and priorities, while maintaining a strong sense of realism with regard to in-country conditions and competing demands for resources.

- Familiarity implementation procedures for at least two Donor Institutions including the World Bank, African Development Bank or EU is a requirement
- Oral and written fluency in English;
- Strong computer skills with Microsoft Applications

The detailed Terms of Reference (TOR) for the assignment can be found at the following website: <https://www.water.org.ls/tenders/> or can be obtained at the address given below.

4. PROJECT ACCOUNTANT

PURPOSE

Under the general supervision of the Finance Management Specialist, the Project Accountant shall be responsible for all Project accounting work.

MAIN DUTIES AND RESPONSIBILITIES

- Provide advice on financial issues
- Coordinate development of the Project budget
- In consultation with the Finance Specialist, review and revise the project budget when required and periodically;
- Oversee development of financial statements and reports
- Assist the Finance Specialist in preparation of disbursement plans in accordance with the Project Financing Agreement and the related agreements.
- Prepare quarterly financial forecasts and requests for advancement of funds;
- Prepare budget estimates for all project activities, trainings/workshops/seminar;
- Review, arrange payment and record all the project financial transactions related to but not limited to expenditures, assets and liabilities in accordance with financial regulations of the World Bank and the Government of Lesotho
- Carry out procedures regarding VAT, PAYE and other taxes;
- File all financial documents and prepare necessary conditions to work with audit agencies or financial inspection agencies as required;
- Provide guidance and update other project staff on financial and accounting procedures and regulations.
- Qualifications and Experience
- Chartered Accountant (CA) PLUS at least one (1) year relevant working experience.
- Experience working in the water sector will be an added advantage.
- Membership of a recognized professional body is an added advantage.
- Key Competencies, Skills and Abilities
- Familiarity with international accounting and procurement practices as well as reporting standards
- Knowledge of the World Bank Guidelines and Government of Lesotho financial regulations
- Knowledge of Public Service Act and Regulations
- Knowledge of computer software including MS office, Tompro/Finpro and related programs.

- The Accountant must have superior interpersonal and communication skills, and be
- able to communicate effectively and professionally with the Unit's stakeholders.

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The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's **"Procurement Regulations for IPF Borrowers" July 2016 Revised November 2017 and August 2018**, setting forth the World Bank's policy on conflict of interest

A Consultant will be selected in accordance with the ***Open Competitive Selection of Individual Consultants method*** set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours from 0900 to 1600 hours.

Expressions of interest accompanied by a detailed CV and certified copies of educational certificates must be delivered in a written form to the address below in person, or by e-mail by 4.30pm on the 28th August 2019.

Lesotho Lowlands Water Development Project II

Attn: Mathealira Paul Lerotholi
Project Manager
Offices of the Commissioner of Water
Sentinel Park 15 UN Road, Old Europa
Maseru 100
Kingdom of Lesotho

Tel: +266-22320127

E-mail: mplerotholi@gmail.com with a copy to motlatsi.rabolinyane@consultant.com