ADMINISTRAÇÃO NACIONAL DE ESTRADAS, IP

CLIMATE RESISTANCE ROADS FOR THE NORTH (CRRN) (P500488)

TERMS OF REFERENCE

CONSULTANCY SERVICES FOR SUPERVISION OF THE CONSTRUCTION OF SUB-STRUCTURES AND INSTALATION OFF METALLIC BRIDGES IN ZAMBEZIA PROVINCE

OCTOBER 2026

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ABBREVIATIONS / ACRONYMS

AfDB	African Development Bank
ANE	Administração Nacional de Estradas, Instituição Público (National Roads Administration (Public Institution))
ARAP	Abbreviated Resetlement Action Plan
SH	Sexual Harassment)
C-ESMP	Construction Environmental and Social Management Plan
CRRN	Climate Resilient Roads for the North
CVRA	Climate Vulnerability Risk Assessment
DLP	Defects Notification Period
EAS	Exploração e Abuso Sexual (Sexual Exploitation and Abuse)
EHS	Environmental, Health and Safety
EMP	Environmental Management Plan
ESIA	Environmental and Social Impact Assessment
ESF	Environment and Social Framework
ESHS	Environmental, Social, Health and Safety
ESMF	Environmental and Social Management Framework
ESMP	Environmental and Social Management Plan
ESS	Environmental and Social Standard
E&S	Environmental and Social
EU	European Union
GBV	Gender-Based Violence
GCMs	Global Circulation Models
GoM	Government of Mozambique
GRM	Grievance Redress Mechanisms
IDA	International Development Agency
IDPs	Internally Displaced Persons
IPCC	Intergovernmental Panel on Climate Change
ISO	International Organization of Standardization
LRP	Livelihood Restoration Plan
M&E	Monitoring and Evaluation
MTL	Ministry of Transport and Logistics
MTL	Ministério de Transportes e Logistics
MPA	Multi-phase Programmatic Approach
PAD	Project Appraisal Document
PAP	Person Affected by the Project+
PBMC	Performance-Based Maintenance Contracts
PIM	Project Implementation Manual
PIU	Project Implementation Unit (Unidade de Implementação do Projecto)
QAP	Quality Assurance Plan
QC	Quality Control
RAM	Road Asset Management
RAP	Resettlement Action Plan
SATCC	Southern African Transport and Communications Commission

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SEA	Sexual Exploitation Abuse
SEP	Stakeholder Engagement Plan
SME	Small and Medium Enterprises
SOP	Safe Operating Procedure
ToR	Terms of Reference
US$	United States Dollar
VRU	Vulnerable Road User

1 INTRODUCTION

Mozambique is highly exposed to extreme rainfall and flooding that may become even more frequent because of global climate change. Catastrophic flooding occurs almost annually during the rainy season and is largely influenced by La Niña and the Intertropical Convergence Zone. During the past 7 years, the country registered several cyclones namely Kenneth, Chalane, Eloise, Gombe, Ana, Dumako, Idai and Freddy. In 2015 a devastating flood affected 326,000 people, killed 140, and caused damages estimated at US$371 million in parts of Zambezia, and Nampula Province, another northern province. In 2013, a flood affecting the Limpopo lower basin killed 113 people, displaced more than 200,000, and ruined nearly 89,000 ha of cultivated land. Other major floods (in 2000 and 2007) and cyclones (in 2008, 2012, and 2017) caused fatalities and severe damage in different parts of the country.

In the spring of 2019, Mozambique was hit by two cyclones: Idai in March and Kenneth in April. These cyclones affected over 1.7 million people, killed 644 people, and destroyed partially or totally around 275,000 houses. Cyclone Idai with heavy rains (more than 200 mm in 24 hours), winds (180 to 220 km per h), and flooding severely affected the central and northern regions of the country from March 4 to 17, 2019. On March 19, 2019, the Government of Mozambique (GoM) declared a national emergency, triggering major emergency response interventions. On April 25, 2019, Cyclone Kenneth hit the northern region of the country. Cyclone winds and floods destroyed or damaged critical infrastructure such as roads. In February 2023 cyclone Freddy also caused severe damages in the road infrastructure in the central and northern regions of the country and, in December 2024, Cyclone Chido struck the northern province of Cabo Delgado leading to 120 deaths and at least US$ 6 million in damages.

Due to recurrent climatic impact, the road network has suffered extensive damage over the last 20 years, with substantial sums being diverted from network improvement to the repair of flood-related damage. As the Mozambican road network has a low redundancy, those disruptions sometimes isolate communities for extended periods of time and thus have a significant detrimental impact on their local economies.

In the North region of Mozambique, the cyclones, heavy rains and floods destroyed various infrastructures including roads and bridges, hitting an already vulnerable population, which was in many areas affected by terrorism violence and poverty.

The World Bank has approved a US$ 125 million project in April 2024, for among other services for SUPERVISION OF THE CONSTRUCTION OF SUB-STRUCTURES AND INSTALATION OFF METALLIC BRIDGES IN ZAMBEZIA PROVINCE to enhance connectivity to markets, and other economic and social services in the province.

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2 PROJECT DESCRIPTION AND LOCATION

2.1 Introduction

The Government of Mozambique (GOM) has received a Grant from the International Development Association (hereinafter referred to as 'IDA') for the purposes of improving the transport infra-structure of Mozambique and strengthening the institutional capacity of the road sub-sector and intends, through the National Road Administration (ANE), to apply a part of this grant for eligible payment under the contract for above mentioned services.

ANE is responsible for the management of the classified network of national and regional roads in Mozambique covering planning, construction, rehabilitation and maintenance. It is a public institution with its own Board of Directors. The design, construction, rehabilitation, maintenance and Supervision of the works on classified roads are implemented by ANE using engineering consultants and contractors.

The main objective of this consultancy services is for supervision of the construction of 12 (twelve) Metallic Bridges in Zambezia Province

These services will be undertaken as part of CRRN Project, which the Government of Mozambique (GoM) is undertaking with the financial assistance from the World Bank.

The development objective of CRRN is to improve the climate resilient road connectivity in the northern provinces of Mozambique.

These Terms of Reference (ToRs) describe the nature and scope of the services to be provided by the consultant who shall carryout Supervision of the construction of sub-structure and installation of metallic bridges indicated herein.

2.2 Project Area

The target area of the project for the Supervision Consultancy covers selected locations on the roads in Zambezia province where there is a need to install bridges to facilitate the crossings of the rivers.

Table 1: Locations for installation of Metallic Bridges in Zambezia Province

Road	District	River Name	Length (m)	GPS coordinates
N324 Maganja - Mocubela	Mocubela	Nipiode	180	16°53'34.9"S 37°49'53.3"E
NC Mundiua - Chire	Morrumbala	Zimuco 1	100	16°51'24.1"S 35°34'09.3"E
R653 Liciro - Tacuane	Lugela	Lugela	180	16°23'28.9"S 36°23'16.0"E

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R650 Megaza - Chire	Morrumbala	Zimuco 2	180	16°51'32.3"S 35°25'12.4"E
R1119 Quelimane - Madal	Quelimane	Chipaca	200	17°53'34.4"S 36°55'07.4"E
R1119 Quelimane - Madal	Quelimane	Muarua	120	17°53'11.7"S 36°54'16.6"E
R650 Megaza - Chire	Morrumbala	Mussongue	60	16°46'40.1"S 35°27'03.9"E
R645 Maganja - Mabala	Maganja da Costa	Errive	60	17°24'45.6"S 37°33'17.2"E
NC Liciro - Sabelua	Milange	Mola	100	16°28'04.9"S 35°49'12.9"E
NC Liciro - Sabelua	Milange	Lualua	120	16°28'04.5"S 35°55'24.8"E
R656 A Molócue - Gurué	Gurué	Unwhola	100	15°31'56.2"S 37°15'33.0"E
R656 A Molócue - Gurué	Mopeia	Ntxenga	80	17°41'41.7"S 36°14'14.3"E
	TOTAL		**1480**	

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2.3 Summary of services to be carried out by the Supervision Consultant

In furtherance of the mission objectives described in these Terms of Reference, the Consultant will carry out the activities listed in Table 2 below.

Table 2: Consultancy services to be undertaken (Object of this tender)

ACTIVITY	STATUS OF PROJECT	ESTIMATED TIME FOR EXECUTION (Months)	PROVINCE
Review of detailed engineering designs, construction drawings and quantities prepared by the Design Consultant	Object of this tender for consultancy services	1	Zambezia
Supervision of the contractors works for construction of the substructures and installation of 12(Twelve) metallic bridges in Zambezia Province	Object of this tender for consultancy services	8	Zambezia
Defects Notification Period for construction of substructures and installation of metallic bridges.	Object of this tender for consultancy services	12	Zambezia

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3 ASSIGNMENT OBJECTIVES AND EXPECTED RESULTS

3.1 Assignment objectives

The primary objectives for supervising of the construction of substructures and installation of 12 metallic bridges in Zambezia Province is to provide sustainable, all-weather river crossings so as to improve transportation mobility, and foster local economic growth in Zambezia Province. The overall objective of the consultancy services is to ensure that the construction of metallic bridges works are implemented within the time schedule, with applicable national legislation, international and accepted quality standards and agreed costs and in compliance with the World Bank and the Government of Mozambique environment and social safeguard policies.

Key Assignment Objectives

- **Climate Resilience:** The contractor shall implement recommendations from the detailed design as part of the project specifications to ensure long-term stability and functionality against environmental challenges.
- **Construction Supervision:** The contractor shall construct the substructures and install new metallic bridges to enhance safety and durability to withstand climate change impacts whilst the Consultant shall supervise the construction activities to ensure compliance with the designed technical specifications, quality standards, and safety norms.
- **Traffic Safety Management:** Traffic safety management on bridge construction projects is essential to protect workers and the public, requiring comprehensive planning to separate traffic from machinery, by utilization of clear signage, and implementation of speed limits lower than the normal speed limits. The Consultant must ensure that the Contractor implements effective strategies for traffic safety control like installing concrete barriers, using flagmen for traffic flow, and establishing dedicated work zones. The Contractor shall implement an integral approach to road safety for communities that reside along the project corridor and the Consultant shall ensure compliance to the defined road safety management standards.
- **Quality and Safety Control:** In carrying out the works, the contractor shall set up construction quality control procedures based on quality control plans approved by the Consultant and in turn, the Consultant shall inspect all activities performed by the contractor to ensure durability and quality. The consultant shall also inspect and verify all construction materials for compliance with defined standards, structural installation, and workmanship during construction to prevent failures and ensure road safety. Quality Control of Metallic Structures.

- **Environmental and Social Safeguards:** During the project execution, the contractor shall setup environmental and social management protocols in accordance with the Environmental and Social Management Plan (ESMP) that has been defined for the project and the Consultant shall ensure compliance to the defined environmental and social management standards by reviewing, approving and monitoring the rigorous implementation of environmental and social management instruments, which also includes elements relating to occupational health and safety, resettlement.
- **Violence Based on Gender:** The contractor shall implement the defined VBG prevention and management standards in accordance with the WB guidelines and the Consultant shall be responsible for reviewing, approving and monitoring the rigorous implementation of issues relating to VBG in the project area.
- **Project Management & Scheduling:** Monitor construction progress against the contractor's programme, identifying delays, and recommending remedial actions to prevent cost and time overruns.
- **Contract Administration:** Act as the authorized engineer to process payment certificates, manage variations (change orders), resolve technical disputes, and maintain comprehensive records.
- **Defects Liability Monitoring:** Supervise the works during the defect notification period (DNP/DLP), identifying any defects to be repaired by the contractor.

3.2 Client's Expectations from the Supervision Consultant

The Supervision Consultant is expected to provide technical and financial supervision throughout the entire construction contracts execution periods, in order to ensure that the construction works are carried out in accordance with the works' contract provisions and to the satisfaction of the Client.

4 SCOPE OF THE SERVICES

The Consultant firm shall provide full supervisory services on behalf of the Contracting Authority. To this end, the consultant will set up the supervisory organisation answering the main demands for efficient construction supervision i.e. quality control, quantity assurance, monitoring of progress and contractual administration of the works.

During the performance of its services, the Consultant firm shall ensure that appropriate environmental, health and safety protection measures are applied at all stages, in line with local legislation and international standards.

The services of the Consultant firm will cover three stages:

a) Stage I – Pre-construction phase
b) Stage II – Activities/Services during the Construction Phase; and
c) Stage III - Activities/Services during the Post-Construction Stage, which includes the Defects Notification Period (DNP).

4.1 Pre-Construction Phase (Stage I)

4.1.1 Planning and Review of Contractors' Programs

The Contractor shall submit works execution plans, resources allocation, cashflow projections and the plans for site accommodation to the Consultant for checking and approval by the supervision consultant. Contractor's mobilization shall be done in parallel with field investigations and is estimated to take not more than 1 months from site possession date. The Consultants shall ensure the Contractors mobilization is in compliance with all project specifications.

4.1.2 Quality and Compliance Assurance

(i) **Quality Management Plans:** Review, analyze, and approve the contractors' Site Quality Management Plans (SQMP) and site testing protocols**.**
(ii) **Testing Facilities:** Inspect the contractors' proposed materials, laboratories (or third-party testing labs), and establish quality control checklists and procedures.
(iii) **Environmental and Social Safeguards:** Ensure the contractor has incorporated work site safety protocols, labour standards, and environmental mitigation measures into their mobilization plan.

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4.1.3 Site Setup and Administration

(i) **Site Handovers:** Participate in the official site handovers to the contractors.
(ii) **Camp and Facilities Inspections:** Verify that the contractors' site offices, labour camps, storage facilities, and safety setups meet contract requirements.
(iii) **Asset/Condition Registers:** Prepare or review schedules of condition for adjacent structures and establish asset registers.

4.1.4 Financial and Contractual Preparations

(i) **Pre-Construction Meetings:** Organize and chair pre-contract meetings to align on procedures, lines of communication, and reporting.
(ii) **Payment Systems**: Develop or finalize measurement and payment systems, including interim payment certificate formats.
(iii) **Key Personnel Approvals:** Review and approve the contractor's key engineering staff.

4.1.5 Preliminary Field survey:

(i) The consultant is required to perform preliminary surveys at the bridge sites in order to minimize the environmental and social impacts and avoid resettlement impacts. PAPs need to be adequately compensated before the commencement of the works. Design drawings shall be superimposed with the cadastral drawings of environmental sensitive areas and identified by the Environmental and Social Management Plans. In the event of any economic or physical displacement, RAP/LRP must be prepared, implemented before the commencement of the civil works and should be made available by ANE.
(ii) The consultant is required through site visits, to check and validate the contractor's construction plans in harmony with strip maps of environmental sensitive areas and socio-economic activities of occupation under the trunk rout section.

4.1.6 Environmental and Social Management Plan (ESMP)

(i) The consultant shall provide capacity support in environmental, social, health and safety (ESHS) management through analysis and development of prevention and mitigation measures and ensure its implementation in order to ensure compliance with the safeguard's procedures established by the project.
(ii) Review the environmental, social, occupational health and safety and traffic safety acceptability of the construction methodology (both temporary and permanent works), relevant design plans and documents submitted. Where necessary, the Consultant shall seek and recommend the least environmental impact alternative in consultation with the Contractor(s), and ANE;

(iii) Approval of Contractors' C-ESMP, ESHS policies, ESHS component specific work procedures and management and traffic management plans, community engagement plans, Grievance Redress Mechanisms (GRM), as well as, the labour management systems including codes of conduct and compliance to provisions of relevant national laws, GBV, Sexual Exploitation and Abuse and Sexual Harassment (GBV/SEA/SH) prevention and response measures, implementation of the sexual harassment policy, HIV/AIDs prevention program. The Consultant shall ensure that the Contractors' policies, work procedures and plans are complied with and, shall periodically evaluate and report on their implementation progress.

(iv) Oversee the preparation of the C-ESMP and ensure its adherence to the project brief, proposed preventive or mitigation measures for environmental, social, health and safety risks, including GBV/SEA/SH and World Bank Standards requirements.

4.1.7 Verification of Design Consultant's Designs, Drawings and Documentation

(i) **Review Detailed Designs:** The Consultant shall make an extensive review the detailed designs to identify any omissions or discrepancies before physical construction begins.

(ii) **Review Working Drawings:** The consultant shall make a thorough review of the working drawings of each bridge for consistency and completeness for construction purposes and recalculate construction quantities for comparison with project scope of works as defined in the bills of quantities.

(iii) Review the Bills of Quantities.

(iv) **Recommendations:** Advise the client on necessary modifications, changes, or variation orders necessary for successful completion of the works. The client reserves the right of acceptance or non-acceptance of the Supervising Consultant's recommendations.

4.2 Construction phase (Stage II)

4.2.1 Receive, check and approve Contractor's plans.

(i) Receive, check and approve quality assurance, quality control, traffic safety management plans.

(ii) Receive, check and approve all required Standard Operation Procedures and Method Statements for all activities.

(iii) Receive, check and approve the detailed work programs and implementation schedule including verification and approval of the site set-up layout for all contractors to ensure a safe working environment.

(iv) Receive, check and approve the contractors technical and ESHS resource planning for the overall project.

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(v) In the event of any resettlement, receive, check and approve the plans for site-specific RAP/ARAP preparation and implementation, Labour Management Plan and Gender, GBV/SEA related mitigation measures and risks.

(vi) Advise ANE PIU on the status and management of pending compensations, as well as the impact on delayed project completion in terms of time and increased costs.

4.2.2 Supervision of Site Activities

(i) Receive, check and approve contractor's work schedules in comparison with the project execution plan.

(ii) Confirm that the contractor's schedule of personnel is as stated in the contract and recommend changes in the contractor's personnel where necessary

(iii) Ensure coordination and supervision of all the works, materials and equipment delivery and stored, construction procedures in compliance with the relevant Standards (including environmental and social standards, EHS guidelines) and Codes of practice,

(iv) Consult and confirm with the Client that all the PAPs have been duly compensated before tampering with their respective properties in accordance with the World Bank social standards as well the national requirements.

(v) Check the preliminary tests prior to the works on the concrete formulas and ratios proposed by the contractor (where applicable);

(vi) Supervise the performance of all tests required to ensure the good quality of all materials used in construction, in particular soils, rocks, aggregates, cement, etc. and analyse test results to ensure good-quality construction;

(vii) Supervise the works to ensure works are carried out in compliance with the specifications and contract plans including procurement of materials and deployment of personnel as well as equipment.

(viii) Guarantee that contractors develop specific SOP/Method Statement for all high-risk activities including risk assessment and permit to work system. Revise and approve prior to commencement of such activities.

(ix) Supervise the excavations (areas to be backfilled, foundations where applicable) including environmental aspects (erosion, river crossings/stream);

(x) Supervise all construction including contractor's construction procedures, schedules, delivery, handling, positioning and concrete heavy structures (for example culverts).

(xi) Advise, monitor and ensure full implementation of the construction ESMP and occupational Health and Safety Management Plan.

(xii) Conduct regular site inspections and review the status of implementation and effectiveness of the environmental mitigation measures against the ESMF and/or ESMP (Environmental and Social Management Plan) and contract documents;

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(xiii) Provide regular feedback through environmental, health and safety inspections, audit and investigation results of any non-compliance of the ESMP.

(xiv) Instruct the Contractor(s) to take actions to reduce or remedy impacts, within a specified timeframe, and carry out additional monitoring according to the contractual requirements and procedures in the event of non-compliances or complaints;

(xv) Instruct the Contractor(s) to stop activities which generate severe adverse impacts or creates high risk of injury or death, and/or when the Contractor(s) fails to implement the ESMP requirements / remedial actions.

(xvi) Advise the Client on the need to assess and compensate PAPs in the event of any proposed variation orders being considered.

(xvii) Assist the Client with regard to all questions relating to the contract, in particular compliance with insurance and time extensions and claims, etc.;

(xviii) In case of change (variation) orders, completion time extension and/or financial claims arising from the contractors, make in depth assessment and recommendations to the executing agency based on the day-to-day records and applicable conditions of contract.

(xix) Ensure enforcement of standard contract billing procedures, verification and certification of all contractor billing before submission to executing agency for issue of authorization of payment,

(xx) Witness and approve the contractor's on-site tests and commissioning for each equipment, accessories and materials covered by the Project.

(xxi) Monitor construction methods and quality control; certify that the quality of works conforms to the specifications, norms, standards and drawings;

(xxii) Supervise and monitor construction of all project components, verify modifications of designs as required by site conditions and issue variation orders to all the contractors; check measurements for works completed and verify bills for payments to all the contractors as per the conditions of contract;

4.2.3 Inspection, testing and acceptance

The consultant shall be responsible for quality assurance of all equipment and material to be supplied under the project.

The consultant shall also:

(i) Ensure contractor's compliance with the project ESHS requirements.

(ii) Ensure that equipment and materials conform with contract specifications and standards;

(iii) Ensure that the equipment and materials do not contain any internationally banned chemicals or substances and also ensure that specifications are in line with the national environmental requirements and standards.

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(iv) Examine any modification in relation to the contract specifications that the contractor may wish to make. Any modification leading to additional costs must be submitted to the Client for approval;

Written reports shall be provided by the Consultant on each test witnessed by the Consultant together with the Client. The Consultant shall be responsible for quality assurance of all materials to be supplied under all contracts.

4.2.4 Inspection of material and equipment deliveries

The Consultant shall ensure that equipment and materials delivered to the Contractor's warehouse are in conformity with the stipulated specifications and work schedules, as follows:

(i) Check that materials delivered meet technical specifications;
(ii) Inspect and monitor damages, defects and accordingly reject unacceptable materials, and ensure corresponding replacement of damaged equipment and materials;
(iii) Issue delivery and acceptance certificates for goods;
(iv) Checking proper storage of materials and equipment as per the manufacturer's storage procedure and recommendation;
(v) Check Contractor's materials ordering schedule;
(vi) Check the quantities of equipment/materials supplied;
(vii) Maintain records of all plant, labour and materials used in the construction of the Works.

4.2.5 Monitor mobilization and progress of works and services:

(i) The Consultant shall organize monthly meetings between the Client and all the contractors to review the progress of the project and resolve any problem encountered during the progress of construction including EHS aspects (e.g.: incident status). Minutes of the meetings shall be prepared by the Consultant and signed by all the participating parties. The Consultant shall be responsible for chairing the meetings and handling of the minutes.
(ii) Prepare monthly progress reports, draft project completion report one month before the completion of the services and final project completion report within one month of the completion of the services;
(iii) Maintain detailed records of scope of the completed works.
(iv) Approve interim certificates for progress of payments and verify the quantities for such certificates and recommend for payment to the Client;
(v) Verify and certify all the contractors' invoices to ascertain that the invoiced amount conforms to the works done;
(vi) Monitor cost and project accounting;

(vii) Examine the contractor's claims for variations/extension, additional compensation, etc., and prepare recommendation for approval by the Project Coordinator;

(viii) Assist in resolution of contractual issues in liaison with ANE;

(ix) Check and certify 'as-constructed' drawings/reports for the works prepared by all the contractors at the end of assignment and ensure that the client receives as-built drawings for all works carried out/done;

(x) Ensure the monitoring and reporting in table form on all project relevant guarantees and insurances pursuant to the relevant financier's guidelines and obligations of ANE PIU towards the Financiers to ensure that these guarantees and insurances will remain in place until the complete fulfilment of all claims under the services agreements secured by such guarantee. The Consultant shall also inform ANE immediately and in a timely manner before the expiring of the guarantee if relevant problems occur with the extension of the guarantee and if necessary, will assist ANE with the call on the guarantee;

(xi) Advise ANE on the status and management of pending compensations, as well as the impact on delayed project completion in terms of time and increased costs.

4.2.6 Measurement and payment

(i) Make measurements and keep measurement records;

(ii) Check the consumption of the materials of executed items from the original bills/stores of the suppliers;

(iii) Issue interim certificates for progress payments;

(iv) Certify completion of part or all of the works;

(v) Prepare quarterly cash flow projections for ANE, IP in an acceptable format. Cash flows should identify budget estimates for all outstanding work;

(vi) Analyse any contractual claim submitted by the Contractor and prepare a report for ANE addressing the contractual basis, in terms of both technical and financial issues, for the claim and recommendations for a response to the Contractor;

(vii) Quality Control

4.2.7 Works completion and site tests and commissioning

At the end of the construction works the consultant shall:

(i) Notify ANE on the readiness of the project.

(ii) Coordinate all the tests to be performed by the contractor in line with the equipment and network test protocols when its required. Carry out final inspection of the works, witness commissioning tests, perform acceptance procedures for all equipment, and issue the

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corresponding completion certificates in accordance with the relevant conditions of contract with prior consent of ANE.

(iii) Ensure the preparation and submission of as-built drawings, operation and maintenance manuals as per the requirement and quantity specified in the contracts.

(iv) Ensure the provision of guidelines and procedures to maintain a safe work environment during operation or maintenance, including emergency response protocols and best practices for personal and collective safety.

(v) Undertake a structure-by-structure audit exercise with the participation of ANE (as needed) and prepare the report.

(vi) Ensure availability of hand-over requirements including manuals, drawings, list of PAPs compensated and wayleaves consent forms for handover to the service provider.

(vii) All the areas (if any) and support facilities like storage yards are restored and decommissioned in line with the Contractor's decommissioning plans.

(viii) Carry final environmental and social checks to ensure that no environmental liabilities are left behind by the Contractors. Prepare an environmental and social management closure report.

(ix) Upon completion of the project construction activities of all Contracts/lots, the Consultant shall prepare a Project Completion Report (PCR) which will form a comprehensive record of the designs, construction and installation works accomplished as well as the environmental and social performance including the number of infringements, resolutions, work accidents, etc.

4.2.8 Consultant's Quality Assurance Plan

The Consultant shall prepare and submit to ANE a Quality Assurance Plan (QAP) that shall include but not be limited to the following:

(i) Check the setting out of the Contractor.

(ii) Check the Calibration of the Contractor's Plants and Equipment

(iii) Evolve a system of Quality Assurance of the works, including, but not limited to establishing testing frequencies and acceptance criteria for all construction activities based on the Specifications mentioned in the construction contract agreement or international best practice where such Specifications is not mentioned in the construction contract;

(iv) Testing and sampling frequencies shall be in accordance with the project specifications.

(v) Inspect the performance of the work with regard to workmanship, compliance with the specifications and World Bank ESHS standards and guidelines, all necessary testing required for acceptance of any item of work;

(vi) Inspect all material sources nominated by the Contractor and recommend the same for approval by ANE;

(vii) Assess and check the laboratory and field tests carried out by the Contractors and carry out independent tests;

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(viii) Issue orders to the Contractor to remove or make good any work which is found to be:

- Not in accordance with the drawings;
- Not in accordance with the specifications in terms of either work method or materials specification;
- Covering work which has not been inspected for acceptance or reflected as unacceptable;

(ix) Maintain records of all testing work, including cross referencing to items of work to which each test refers and location from which any samples were obtained for testing.

(x) In general, the purpose of quality audit exercise is to ensure that the works are:

- Executed according to the designs, drawings and specifications as specified in the bidding documents / applicable standards, and that good engineering practices are followed in construction.
- True to desired lines, levels and finishing.
- Executed following the EMP provisions included in the bidding documents and in general follow the agreed provisions in the ESMF.
- Executed following the relevant laws / statutes and practices / guidelines related to workers welfare, safety at worksite, insurances, etc.

(xi) Assess independently the quality of construction vis-à-vis the standards specified in the bidding documents and good engineering practices including disaster resistant construction standards.

(xii) Review the degree of quality control exercised during the construction by the contractor maintaining adequate arrangements / practices (tests, numbers, frequency, approach and timing etc.) / documentation (QC registers, test reports, observations of supervisory staff, compliances etc.) and the degree of monitoring done by the line department identify non compliances and suggests necessary improvements and compliance methodologies.

- Through the agreed Audit strategy and a series of test procedures:
- Review that the materials have been procured stored and used in accordance with the quality standard requirements set forth in the contract agreement.
- Review that the workmanship of the work confirms to specified standards.
- Review that the test reports of the materials / workmanship that were tested by the contract as required in the individual contract document are satisfactory.

(xiii) Carry out additional testing of the materials and works where necessary at site or in the approved laboratories. Care should be taken to minimize the additional testing and shall preferably be carried out where a prima facie doubt arises related to quality of works and / or compliance of standards.

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(xiv) Review the action taken on the earlier reported non-compliances and re-certify including following up with the heads of implementing agencies for action on earlier reported non compliances.

(xv) Assist ANE in resolving the issues related to non-compliances. The consultant's responsibility does not end by merely pointing the defects rather they should facilitate the follow up action required to rectify the defects.

(xvi) Create photo documentation of quality related issues including its compliances with date and geo tags

(xvii) Check and report on compliance to:

- Environment Management Plans (EMP) defined in the contract document and the Resettlement Action Plans (RAP) (if any)
- Environment laws / regulations of Govt. of Mozambique and rules formulated by the concerned State Government.
- Labour laws/ regulations applicable to construction sites.
- Health and Safety management at the construction sites.

(xviii) Review contractors' work program and advice on need for corrective measures in cases where such matters are referred by the Engineers.

(xix) Review the works progress in accordance with agreed milestones and work schedules and provide regular updates to including need for increasing resources and/ or change in work plan for timely execution.

(xx) Subject to quality of works covered under every bill submitted, counter-sign the Quality certificate as applicable.

(xxi) In case any specific quality testing is required by the ANE PIU for any work within the site, it shall be carried out and reports shall be furnished with a reasonable time.

(xxii) To the extent possible field testing and sampling shall be done in the presence of Engineer/Contractor's representative and the process should be photo documented with geo tagging.

(xxiii) It is proposed that some field visits shall also be carried out without advance information to be decided randomly.

(xxiv) Upon field inspection and tests the Consultants, where required and in critical cases through the Resident Engineer shall arrange to issue 'stop work' notice in consultation with ANE PIU, to the contractors and assist in remedying the defects. This shall be done only in exceptional cases where continuance of works may jeopardize the ultimate quality and safety of structure, safety of workers and of third parties etc.

(xxv) The Contract Documents are the basis of all works to be undertaken under the Project. These are standard documents which will be made available to the Consultant.

(xxvi) The Supervision Consultant will process interim and final payments to the contractor.

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(xxvii) Interim monthly payments shall be based on interim payment certificates processed by the Supervision Consultant following claims filed by the Contractor within the ambit of the Contract. The Supervision Consultant will be accountable for the quality and the quantities of the work. Whenever final measurements are to be made, the Supervision Consultant's Team Leader will inform the Contractor several days in advance. The representative of ANE PIU participation in such measurements will not be mandatory; however, he may wish to participate or be represented by his representative, to check any measurement.

(xxviii) The Supervision Consultant shall provide any of the following Services (a) prepare reports, including technical appraisals, additional contract documentation and/or reviewing and commenting on Contractor's proposals, as may be required for any additional work required for the successful completion of the Project; and (b) provision of any other specialist services as may be required from time to time.

(xxix) All Additional Services, other than minor extras which do not materially affect the scope of work, will be authorized by ANE PIU at the rates established in the Construction Supervision Contract, or, when services require the use of specialists not listed in the Contract, as mutually agreed upon.

4.3 Post-Construction Phase (Stage III)

4.3.1 Assistance During the Defect Notification Period (DNP)

The consultant shall:

(i) Undertake quarterly site inspection, identify snags and issue instructions to the contractor to rectify all snags.

(ii) Ensure that all defects and remarks are properly cleared/removed by the contractors before the end of the defect's notification period.

(iii) Assist and advise ANE with regard to any matter that may be subject to adjudication, arbitration, inquiry or litigation up to delivery certificate of completion.

(iv) Maintain detail records of relevant events & activities, drawings & documents, minutes of meetings.

(v) At the end of the liability period, the Consultant shall undertake project closure activities, final project site inspection (to prepare an Operational Acceptance Certificate) and prepare a final project closure report including:

- Highlight on the performance of the facility during the DLP;
- All snags recorded during DLP and the status on their rectification by the project closure date;
- Record of the equipment manufacturers and the rating of the equipment during DLP;
- Recommendations for future projects;

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- Performance on environmental and social Standards including social risk management.

Note: Approval by the Employer: The Consultant will be required to obtain specific approval of ANE before taking any of the following actions specified below:

(i) Issuing variation orders
(ii) Approving extensions of time.

Upon closure of Defects Notification Period, the consultant will undertake project closure activities and preparation of the project closure report including;

(i) Highlight on the performance of the facility during the DLP;
(ii) All snags recorded during DLP and the status on their rectification by the project closure date;
(iii) Record of the equipment manufacturers and the rating of the equipment during DLP;
(iv) Recommendations for future projects.
(v) Performance on environmental and social Standards including social risk management

4.3.2 Management and Administration

The Consultant shall implement an acceptable Quality Management System (e.g. ISO 9001), either within the framework of his own organization's quality management systems or specifically for this assignment. In particular, the Consultant shall prepare a Project Quality Control Plan that shall define how he intends to ensure Key Deliverables are produced on time within budget and to the technical standards required. The Project Quality Control Plan shall include:

(i) Work schedule and timelines controls;
(ii) Budget and cost controls (earned value analysis);
(iii) Technical verification and quality controls;
(iv) Risk management controls;
(v) Document controls;
(vi) Project reviews and progress reporting requirements;
(vii) Quality Records to be maintained.
(viii) EHS approach and control plan

The Consultant shall submit the Project Quality Control Plan to ANE PIU for review and approval. ANE PIU reserves the right to carry out audits to assess whether the Consultant is complying with their Quality Management System and Project Control Plan. The Consultant shall include Quality Management issues in their Quarterly Reports.

5 CONSULTANT OBLIGATIONS

The consultant obligations are, but not limited to:

a) Comply with the Terms of Reference in its entirety, taking responsibility for the perfect fulfilment of the object of the contract;
b) Follow specific rules and regulations for consultancy services of ANE aligned with World Bank guidelines with focus on transparency, anti-corruption, gender equality and grievance redress procedures;
c) Communicate to the ANE, in writing, any abnormalities that interfere with the conditions for perfect execution of the contracted object, proposing the necessary corrective actions;
d) Hire specialized, qualified labour in sufficient quantity for the perfect execution of the services, in its name and under its responsibility without any solidarity from ANE, being responsible for carrying out all legal obligations in force in the country, as well as insurance and any other necessary;
e) Provide information and clarifications regarding the purpose of this contract that may be requested by the agents appointed by ANE;
f) Observing and complying with all the requirements in the guidelines, council postures and other guiding documents related to the object of the contract;
g) Observing and complying with all the requirements of the environmental and social clauses;
h) Comply with the Government of Mozambique and World Bank fraud and anti- corruption guidelines.

6 CONTRACTING PARTY'S OBLIGATIONS

The contracting party's obligations are:

a) Provide information necessary for the execution of the services, providing the conditions for the Supervision Consultant to fulfil the contract;
b) Notify the Supervision Consultant about irregularities observed in the services with a view to the immediate adoption of mitigation measures;
c) Indicate the contract manager who will monitor compliance with the object and other contractual clauses;
d) Validate the quality of the products delivered as stipulated in the contract, and approve and pay the invoices within the specified period;
e) Provide information necessary for compliance with environmental and social Standards;
f) Comply with the Government of Mozambique and World Bank fraud and anti- corruption guidelines.

7 LOGISTICS AND TIMING

7.1 Location

During contract implementation (stage I and II), the experts of the Consultant shall be based in Zambezia Province.

7.2 Start date & period of implementation

The intended start date is February 2027 and the period of implementation of the contract will be 22 months from this date. The combination of Stage I and II will be of 10 months, and it will be governed by the Contractor's mobilization. The period of implementation is broken down as follows:

Stage I (Preparatory stage):	1 month
Stage II (supervision of works):	9 months
Stage III (Defects Notification Period):	12 months
Total:	22 months

The consultant shall elaborate a detailed schedule of activities and corresponding deployment of manpower, which will ensure that all duties entrusted to him will be adequately performed. This schedule, together with a comprehensive statement justifying the proposed deployment will be incorporated in the methodology statement and reflected in the budget.

The schedule of activities and deployment of personnel of the consultant must reflect and be commensurate with the Contractor programme and duration of the works, always ensuring sufficient personnel to undertake the assignment while at the same time maximising the utilisation of personnel. Any departure from this will require the pre-approval of the Contracting Authority. The consultant must plan and programme time off for his staff in such a way that there is always staff continuity.

Based on the description of the aforementioned services, the Supervisor must prepare a work plan and include it in his proposal, indicating the work methodology and the approach he intends to adopt, not limited to:

a. Consultant's work plan, including the organization and description of tasks assigned to each member of the proposed team who will work directly on the project or support the project from the firm's headquarters;
b. Collection of elements, data, inventories and surveys;
c. Internal communication and production of reports;
d. Description and quantification of services and work that the Consultant will subcontract to third parties, if applicable; It is

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e. Program in the form of a bar graph clearly indicating the expected duration and time allocated for each member of the proposed technical team, including any other participation of the management personnel of the firm's headquarters, with the total in number of person/day. This program should be in line with the agreed and updated reporting program and key activities.

7.3 Logistics support from ANE

ANE will indicate a technical representative who will serve as a liaison, through which all requests for information and contacts with ANE will be forwarded. All support considered necessary will be provided including contacts with other government institutions and access to any important data regarding the contract.

ANE will be responsible for providing, free of charge, the following:

a) Any other type of support deemed necessary and essential for the satisfactory provision of services, including dossiers and other working documents within the scope of this consultancy, as long as they are not classified as restricted access;
b) All relevant reports, documents and maps updated;
c) Necessary authorizations for the inspection team to carry out its tasks.

8 PROFILE OF THE CONSULTANT FIRM

The consulting firm to be selected shall have its core business and experience as consultancy in design and supervision of bridge infrastructure projects. Must be an officially registered consulting firm on its country of origin. The consulting firm shall have relevant specialized knowledge and experience on similar services done in the region or country.

Key personnel to be assigned shall have adequate academic and professional qualifications and substantial experience in the sector. International experience associated with local knowledge and experience to carry out the assignment. The Consultant shall employ well-qualified and competent professional staff with experiences as described in Section 11 and shall therefore propose a team of experts that is fully able to deliver the services in accordance with the technical requirements defined in this TORs and its Annexes.

For the purpose of evaluation of the quality of the proposed staff, the consultant should understand that apart from other important details, the CVs shall clearly indicate the experiences of the staff including types of activities performed and respective client references.

The Consultants are free to propose a staffing plan and skill mix necessary to meet the objectives and scope of services taking in consideration the Person- months provided. If all the required skills are not available within the firm, consultants may associate with others to make up for the skills.

9 THE CONSULTANT'S STAFFING AND EQUIPMENT

The Consultant shall include in his proposal the following mandatory Key Experts, detailed on the Table 3 below, as well as propose Non-Key Experts to complement his team during the execution of the assignment. CVs and Statements of Exclusivity and Availability shall be submitted in the technical proposal for assessment by ANE, and all the CVs must meet the minimum requirements to be considered compliant.

Tenders are strictly prohibited from proposing the same key personnel (staff) and/or critical equipment across similar multiple tenders, or concurrent tender packages that are being launched for similar assignments across the CRRN Project as these activities will be implemented at the same time. If a tender submits the same individual or specific piece of equipment for more than one package/contract scheduled to run concurrently, ANE reserves the right to consider such resources unavailable.

If a tenderer is found to have proposed duplicated key resources across multiple winning tenders, ANE may, at its sole discretion, disqualify the tenderer from one or all affected packages/contracts, OR ANE may award only the first evaluated package to the tenderer and reject subsequent tenders where resources are duplicated.

Mandatory Declaration: Every tenderer must submit a signed "Availability and Exclusivity Declaration" confirming that all proposed key staff and equipment are dedicated solely to this specific tender and are not committed elsewhere for the duration of the project.

Non-compliant tenders will be rejected.

9.1 Key Professional Staff

The Consultant shall employ qualified engineers and other professionals who shall be competent to carry out the duties in accordance with the responsibilities specified in these Terms of Reference.

Consultant staff will be mobilized only when ANE issues the corresponding request and then on an as-needed basis, depending of the Contractor's work programs and mobilization efforts. The Consultant shall manage staff inputs and reassign staff from time to time and as necessary, with permission from ANE, to reflect the actual progress of the works.

Table 3: List of the key professional staff

Position	No. of positions	Man-months			Total Man-months
		Stage 1	Stage 2	Stage 3	
Resident Engineer/ Senior Bridge Engineer (K1)	1	1	9	2	12
Geotechnical Engineer (K2)	1	1	5		6
Hydrology/Drainage Engineer (K3)	1	1	5		6
Environmental, Health and Safety Specialist (K4)	1	1	9		10
Social Specialist (K5)	1	1	9		10
GBV Specialist (K6)	1	1	9		10
Inspector of Works (K7)	6		9	2	66
Environmental and Social officers (K8)	6		9		54
Total Man-months		**6**	**64**	**4**	**174**

The Consultant must provide in the proposal, CVs and copies of the highest education certificates for all key professional staff.

The tenderer shall submit CVs and statements of exclusivity and availability for the key experts indicated in the table.

9.2 Staff Qualifications and Requirements

(i) Resident Engineer/Senior Bridge Engineer (K-1):

- She/he must be a registered Professional Engineer with a minimum of degree in Civil Engineering.
- Postgraduate qualification in Bridge/Structural Engineering is added advantage.
- She/he must have a minimum of fifteen (15) years of cumulative experience related to bridge design and construction.
- She/he must have served as a Team Leader/Resident Engineer or equivalent capacity in at least three (3) bridge construction projects of similar magnitude and complexity in the last ten (10) years.
- A working experience in Sub-Saharan African countries of at least 3 years is an advantage.
- Proficiency in written and spoken English is mandatory.

(ii) Geotechnical Engineer (K-2):

- She/he must be a registered Geotechnical Engineer with at least a BSc. in in Geotechnical Engineering.

- Postgraduate qualification in Highways/Geotechnical Engineering is an added advantage.
- She/he must have a minimum of ten (10) years of specific experience in geotechnical matters related to bridge works.
- She/he must have served in at least two (2) road projects of similar magnitude and complexity in the last 10 years.
- She/he shall be responsible for ensuring the stability of the bridge foundations and the quality of all materials to be incorporated in the works, as well as the completed works, conform to the contract specifications. In addition,
- Working experience of at least 3 years in Sub-Saharan African countries is an added advantage.
- Proficiency in written and spoken English is mandatory.

(iii) Hydrology/Drainage Engineer (K-3):

- The Hydrologist shall be a holder of a degree in Applied Sciences or a Degree in Civil Engineering or an equivalent qualification and she/he must be a registered Professional Engineer.
- Post-graduate qualification in Hydrology/Hydraulics Engineering is an added advantage.
- He/she must have at least ten (10) years working experience related to roads and highways infrastructure hydrology and hydraulics. The ability to use appropriate flood design models is required.
- He/she should have served as a Hydrologist on at least two (2) projects of similar magnitude and complexity within the last 10 years.
- A working experience in Sub-Saharan African countries of at least 3 years is an advantage.
- Fluency in written and spoken English is mandatory.

(iv) Environmental, Health and Safety Specialist (K-4):

- Must have a minimum bachelor degree in environmental science, environmental engineering or similar area. The specialist must have international certification in health and safety such as NEBOSH, SAMTRAC among others.
- He/She should have a minimum of 7 years' experience preparing Environmental and Social Impact Assessments (ESIAs) and ESMPs including operational documents such as C-ESMPs and Operational Health and Social Management Plan (OHSMP).
- He/ She should have at least 5 years' experience in supervising the implementation of ESMPs and C-ESMPs for infrastructure projects.
- Experience in implementing World Bank Environmental and Social Framework (ESF) is an advantage.
- A working experience in Sub-Saharan African countries of at least 3 years is required.
- Fluency in written and spoken English is mandatory.
- Fluency in both written and spoken Portuguese is an advantage.

(v) Social Specialist (K-5):

- Degree in relevant social subject, such as sociology, anthropology, social development or equivalent.
- He/She should have a minimum of 10 years of working experience in social risk and impact assessment and management, including preparation and implementation of C-ESMP, for infrastructure construction projects.
- He/ She should have demonstrated experience in community facilitation, such as grievance management processes involving vulnerable groups, labour management procedures and the national labour law.
- A working experience in Sub-Saharan African countries of at least 3 years is required.
- Experience in implementing WBG ESF is an advantage.
- Fluency in written and spoken English is an added advantage.
- Fluency in both written and spoken Portuguese is mandatory.

(vi) Gender Based Violence Specialist (K-6):

- Degree in social sciences or another relevant field.
- He/She should have a minimum of 5 years of professional experience in GBV-related prevention and response programming, with strong understanding of a survivor-centered approach and ethical management of sensitive GBV data in accordance with international best practices;
- Experience working in GBV risk and impact assessment and management, including preparation and implementation of related management plans and relevant risk mitigation measures;
- Experience in GBV and SEA/SH risk management on infrastructure construction projects.
- A working experience in Sub-Saharan African countries of at least 3 years is required.
- Experience in implementing WBG ESF is an advantage.
- Fluency in written and spoken English is an advantage.
- Fluency in both written and spoken Portuguese is mandatory.

(vii) Inspector of Works (K-7)

- She/he must be a qualified technician with a minimum of Higher-Level Diploma in Civil Engineering.
- She/he must have a minimum of 10 years of cumulative experience related to road, concrete or/modular bridge construction or supervision.
- She/he must have served as a Senior inspector of Works in at least two (2) bridge construction projects of similar magnitude and complexity in the last ten (10) years.
- A working experience in Sub-Saharan African countries of at least 3 years is required.
- She/he should be able to write and speak in English.
- Fluency in Portuguese language is an added advantage.

(viii) Environmental & Social officer (K-8):

- Have a minimum degree in environmental science/engineering, social science, sociology or equivalent.
- He/She should have a minimum of 5 years' experience preparing ESIAs and ESMPs including operational documents such as C-ESMPs and OHSMP.
- He/ She should have at least 5 years' experience in supervising the implementation of ESMPs and C-ESMPs.
- Experience in implementing WBG ESF is an advantage.
- Fluency in both written and spoken Portuguese is essential.

(ix) Support Staff:

In addition to the key personnel designated above, the Consultant shall determine the support and backup staff deemed necessary to assist in the successful execution of this assignment. These staff may include the Project Director, who shall guide and support the site supervision staff for the duration of the project.

Note: *CVs for Support Staff will not be evaluated.*

9.3 Office accommodation and transport

The contractor will provide limited office space for the consultant on site of the works. The Consultant will be responsible to provide his staff transport and accommodation during execution of the contract.

The cost of provision for the Consultant facilities (housing and office accommodation), survey equipment and office equipment including the maintenance thereof during the assignment shall be in the consultant financial proposal.

9.4 Facilities and equipment to be provided by the Consultant

The supervisor must ensure that experts are adequately supported and equipped. In particular it must ensure that there is sufficient administrative, secretarial and interpreting provision to enable experts to concentrate on their primary responsibilities.

10 REPORTING REQUIREMENTS AND TIME SCHEDULE FOR DELIVERABLES

10.1 Reporting Requirements

- Prepare and submit to client the project inception report containing contract data for the Supervision and the contracts, status on mobilization, consultant and contractor's programs of works, cash flow projections, contractor's quality control plan, contractor's ESMP, VBG

prevention and management plan and information gathered and required for the detailed engineering design, and the status of contract execution by the contractor;

- Prepare and submit to client monthly progress reports;
- Prepare and submit to client quarterly progress reports
- Prepare and interpret monthly cash flow projections for the works;
- Prepare monthly valuations of the works in progress;
- Prepare interim payment certificates, completion certificates and other certificates required under the construction contracts;
- Monitor progress of the works and advise on contractual implications of delays and other factors affecting progress and contribute to the solution of problems that may arise;
- Prepare quarterly financial statements;
- Monitor changes and variations to the contract including construction methods, negotiate prices for such changes with the contractor and report thereon;
- Prepare quarterly progress and cost reconciliation statements for the effective management of the project;
- Prepare monthly and quarterly report on environmental, social, safety and health with key corrective effort undertaken on site with recommendation.
- immediately notify ANE of any failure by the Contractor to comply with its SEA and SH obligations;
- Immediately notify ANE of any allegations, incidents or accidents, which may or are likely to have a significant adverse effect on the environment, the affected communities, the public, Client's Personnel, Contractor's Personnel or Experts. In case of SEA and/or SH, while maintaining confidentiality as appropriate, the type of allegation (sexual exploitation, sexual abuse or sexual harassment), gender and age of the person who experienced the alleged incident should be included in the information. The Consultant shall provide full details of such incidents or accidents to ANE within the timeframe agreed with ANE.
- Immediately notify ANE of any non-conformance from the contractor.
- immediately inform and share with ANE notifications on incidents or accidents provided to the Consultant by the Contractor, and as required by the contract report as part of the Progress Reporting;
- share with ANE in a timely manner the Contractor's ES metrics, as required of the Contractor as part of the Progress Reports.
- Evaluate and negotiate on contractual issues, assess loss and expense claims submitted by the contractor and make recommendations thereon to Client;

- Prepare bills of re-measurement for all variations, prime cost and provisional sums and provisional quantities and agree the final accounts for the construction contract (including all nominated sub-contracts). Such final accounts shall include notional final accounts and final payment certificates resulting from the termination of any construction contract by the employer or contractor, or due to the frustration of the contract due to *'force majeure";*
- Arranging the provision of record drawings (both hard copies and electronic copies in AutoCAD 2025 or later and PDF) and manuals necessary for the operation and maintenance of the works and provide any documents necessary to co-ordinate drawings and manuals supplied by others.
- Prepare and submit to ANE the Construction Completion Report.

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- Prepare and submit to ANE the Project Final Report.

10.2 Time Schedule for Deliverables

The Consultant shall produce a series of reports in English language during the services. These reports shall be submitted to the ANE via the Project Implementation Unit Coordinator based in Pemba according to the following schedule and in the following quantities. These are merely indicative and does not preclude additional reports that the Consultant may be required to prepare within this consultancy. In addition to 10 hard copies, the Consultant will also be required to submit reports in acceptable electronic formats (e-copy in CD or memory stick/flash disk). The Consultant shall allow for a maximum of 10 days period in between submission of reports and review by ANE.

Table 3: Time Schedule for Deliverables

Item	Deliverable	Due date
1.	**Project Inception Report** • The Consultant shall prepare and submit to client an inception report after 4 (four) weeks from the start date of the Services, the Consultant must submit to ANE the Initial or Summary Report, in which the detailed design is evaluated, proposing eventual changes to the works, as well as the update of the work program; • The Inception Report will be delivered to ANE, for approval, in 3 (three) printed copies of the report in English and an electronic copy, in PDF, MS Word, or in another format deemed more convenient;	4 weeks of commencement of the assignment
2.	**Detailed Engineering Design Review Report** • A Site Investigation report to be submitted up for completion of the consultants site investigations; • A report on the completion of the design review containing decisions made on the planning arrangement, appearance, specification and cost of the project. Drawings submitted shall include geotechnical, structural and civil works, landscaping for each bridge including all drainage works. • All planning approvals shall be obtained at this stage. • Revised Bills of quantities for all the works shall be submitted. • A detailed cost estimate based on the bills of quantities. • A complete set of production information and documents in sufficient detail required under the contract to complete all the construction. • Electronic copies of all drawings and details in AutoCAD 2013 or later version format and PDF and Word 2010 format on CD's or prepared using any readily available quantity surveying package.	From 15-30 days of commencement of the assignment

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3.	**Construction Supervision** Minutes of all meetings issued within five working days of the meeting. The minutes shall contain the following as a minimum requirement: • Issues discussed; • Recommendations made and agreements reached; • Further actions required and parties concerned; and • Target dates for actions or other objective criteria for the assessment of progress. • Brief reports on tasks completed, time spent and estimates of the time required for the completion of the remaining tasks and/or works	During construction period
4.	**Progress Reports** • During the execution of the services, the Supervision Consultant must submit to ANE monthly progress reports in English and Portuguese, in which all aspects of the work carried out are described in the necessary detail, both in physical execution and budgetary execution, identifying the aspects considered abnormal or of risk to the successful execution of the Works. • The progress report will include work charts, S-Curves, the list of any problems that are causing or may cause delays, including proposed measures to correct the problems shall also be reported • The monthly progress reports shall form part of the deliberations of the monthly site meetings. Such reports shall indicate elemental progress achieved for the bridge, road, drainage and erosion protection works and provide an assessment of the overall progress against the construction program. The report shall be attached to the minutes of the site meeting for the relevant month. • These reports will be submitted using the standard technical format, to be agreed at the beginning of the Services. • The reports shall be delivered to ANE, for approval, in three printed copies of the report in English and an electronic copy on CD, in PDF, MS Word, Excel and CAD formats for technical drawings or in another format deemed more convenient;	Monthly during construction period
5.	**Quarterly Progress Reports (QPR)** • The consultant shall submit quarterly progress reports, which shall consolidate the monthly progress reports and examine issues addressed in site meetings as well as other factors affecting progress in greater depth. • The Quarterly Progress Reports shall cover all aspects of Project implementation and disbursement schedules, financial summary, including implementation of environmental and social mitigation measures. • The QPRs shall also highlight issues affecting Projects implementation and proper corrective actions.	Quarterly during construction period

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	• Update activity and staff schedule showing actual against planned progress and achievement milestones/ deliverables. Description of work completed in previous quarter and planned activities for coming quarter. Summary of issues addressed, identification of potential problems, delays, etc. • The reports shall make recommendations for the improvement of progress, maintenance of quality of the works and a cost appraisal of the contracts. • The report shall be issued during but not later than the second week of the month following the reporting quarter. • The reports shall be delivered to ANE, for approval, in three printed copies of the report in Portuguese and an electronic copy in PDF, MS Word, Excel and CAD formats for technical drawings or in another format deemed more convenient;	
6.	**Safeguards Compliance report** • The report shall provide details of progress towards implementation of C-ESMP and other environmental and social requirements under the project including Grievance Redress Mechanism (GRM). • The Consultant must note that all payments shall be processed only upon recommendation of ANE CRRN safeguards unit, regarding progress in the implementation of agreed safeguards stipulate above. In other words, payments will be withheld until there is substantiative progress in implementation of safeguards measure.	Monthly during the construction period
7.	**Cost Reports and Final Accounts** Cost reports shall be submitted every quarter and shall indicate in detail amounts to be omitted from or added to the contract prices. Expected headings are as follows: • Prime Cost and Provisional Sums; • Provisional Quantities; • Instructions; • Loss and expense claims; and • Statutory Price Fluctuations. The final cost report shall be the final account to be signed by ANE and the contractor and witnessed by the consultants. All additions and omissions to the contract price shall be justified by detailed workings, receipts/invoices and other documents in a transparent and accountable manner. The cost reports shall be issued during but not later than the second week of the month following the quarter of the report.	Quarterly

8.	**Certificates** • The following certificates shall be in any format chosen by the team leader of the consultants subject to provisions of the construction contracts. o Extension of completion date; o Practical Completion; and o Certificate of Making Good Defects • Monthly payment certificates shall be in the ANE/Road Fund standard form to be signed by the Project Coordinator. • The amounts shall be transferred to the certificate from a valuation breakdown that shall be sufficiently detailed and clear to enable the reading of amounts certified for each building element and section of external works. • Payment Certificates shall be issued within ten days of the site valuation day or the date of receipt by the Consultants of a valuation prepared by the contractor.	During construction period
9.	**Accident Reports** • Throughout the contract, the Supervision Consultant may be asked to produce specific reports in English and Portuguese on anomalies or unpredictable situations. In the event of an accident, regardless of its severity, the Consultant shall inform the ANE PIU as soon as possible and in any case within 24 hours, by any means that can leave a written trace (text message, email, etc.). This initial information will be limited to the circumstances of the accident and the first measures taken to contain it. Within 72 hours, the Consultant will produce a more complete report, including at least the following elements: • circumstances of the accident (date, time, location, involved parties, magnitude); • first measures taken (in relation to the victims but also to limit the impacts including precautionary measures); • analysis of probable causes (direct and indirect); and (iv) corrective measures, including in particular support for victims and what is planned to limit/prevent the occurrence of such events, in the form of a matrix clearly indicating for each cause, the measures, the deadline and the person	Ad-hoc

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	responsible for implementation, as well as the verification indicator. • The report will be delivered to ANE, for approval, in three printed copies of the report in English and Portuguese and an electronic copy in PDF, MS Word, Excel and CAD formats for technical drawings or in another format deemed more convenient.	
10.	**Non-compliance event report / Critical issue reports** • The no-compliance event report shall cover all critical issued that may occur at site during the implementation and have to be reported immediately. • The report will be delivered to ANE, in 3 (three) printed copies of the report in English and Portuguese and an electronic copy in PDF, MS Word, Excel and CAD formats for technical drawings or in another format deemed more convenient. • Within 3 (fifteen) days, the Supervision Consultant must receive comments from ANE	Ad-hoc
11.	**Construction Completion Report** • At the end of construction stage, the Supervision Consultant must submit to ANE the Preliminary Construction Completion Report, written in English and Portuguese. • The Preliminary Construction Completion Report, shall be submitted in five printed copies written in English and an electronic copy on CD, in MS Word, Excel and CAD formats for technical drawings or in another format regarded as more convenient; • Within 10 days, the Supervision Consultant must receive comments from ANE. The Consultant should take these comments into account when preparing the Final Report;	10 months from start of assignment
12.	**Maintenance during Defects Liability Period** • As built drawings submitted by the contractor; • Shop drawings submitted by the contractor; • Drawings and manuals for the operation and maintenance of the metallic bridges; • Training materials and a one-day workshop for the officials of the staff of Client; • List of minor outstanding works and defects at practical completion of the works; • List of outstanding works and defects noted and corrected after practical completion of the works; and • Certificate of making good defects	Within defects liability period of 12 months after completion of construction

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13.	**Final (completion / Closure) Report** • At the end of the defect's liability period, the Supervision Consultant must submit to ANE the Preliminary Final Report, written in English and Portuguese. • The Preliminary Final Report, shall be submitted to ANE in 5 (five) printed copies written in English and an electronic copy in MS Word, Excel and CAD formats for technical drawings or in another format regarded as more convenient; • Within 15 days, the Supervision Consultant must receive comments from ANE. The Consultant should take these comments into account when preparing the Final Report; • For the Final Report, the Supervision Consultant will deliver 5 (copies) printed copies of the report in English & Portuguese and an electronic copy in PDF, MS Word, Excel and CAD formats for technical drawings or in another format deemed more convenient.	22 months from start of assignment

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