**TERMS OF REFERENCES**

**for the provision of consulting services by an individual consultant for control of construction works**

**1. INTRODUCTION**

Republic of Armenia (hereafter “RA”) received a Grant financing in amount of US$3,000,000.00 (three million US dollars) from the Eurasian Fund for Stabilization and Development (hereafter “EFSD”) towards the cost of the Project: **Improving preparedness for COVID-19 outbreak in the Republic of Armenia: Detection and response to coronavirus threat** and intends to apply part of the funds for consulting services.

The “Health Project Implementation Unit” State Agency of the Ministry of Health of the RA (hereafter “HPIU” SA, “Client”) is the authorized organization for the implementation of the project.

Currently, the reconstruction of branches of the National Center for Disease Control and Prevention (NCDC) of Ararat in Artashat city and Armavir in Vagharshapat city (hereafter “the branch Ararat and branch Armavir”) and the construction of a new building of the infection center of “Vanadzor Medical Center” CJSC in Vanadzor city (hereafter “the new infectious center”) are underway.

The works is planned to be completed:

* the reconstruction of the Ararat branch on May 15, 2024,
* the reconstruction of Armavir branch on November 18, 2024
* the construction of a new infectious diseases center on August 12, 2024.

**2. PURPOSE OF THE TASK**

The purpose of the assignment is to assist the “HPIU” SA in the coordination and control during implementation of reconstruction/construction works, technical supervision of quality of works and author supervision at construction sites of Ararat branch, Armavir branch and the new infectious disease center.

**3. SCOPE OF SERVICES**

To achieve this goal, the Consultant shall:

* Supervise all construction works on a regular basis, conducting random checking of actually completed construction works and the scope of works planned in the design documentation;
* Check the compliance of the works performed by the Contractor with construction norms and rules;
* Carry out control of deadlines for the completion of works defined by relevant documents;
* Ensure the development of draft orders for the formation of an acceptance committee for completed construction projects, organize the process of preparing acceptance certificates and documentation of completed objects and the development of relevant documents;
* Prepare the drafts of the necessary letters, written clarifications of applications and appeals, references and other reports;
* Participate in joint discussions of issues related to the construction of various types of medical institutions (hospitals, ambulatories, clinics, etc.) with the presentation of a professional position and professional advice;
* Participate in joint work with relevant government bodies, state administration and local government bodies of the Republic of Armenia and other interested organizations in accordance with the legislation of the Republic of Armenia during carrying out works on the reconstruction of the Ararat, Armavir branches and the construction of a new infectious diseases center within the framework of the Project;
* Participate in joint work on a daily basis with project organizations, contractors and with organizations that carry out technical supervision of works, with the possibility of making proposals, developing, discussing and agreeing on the necessary changes to the design, scope of works, bills of quantities and other urban planning documents. Prepare documents for the introduction of the above-mentioned changes with the justification of their necessity;
* Conduct regular visits to construction sites;
* If necessary, modeling of the facilities under construction or reconstruction and the surrounding area through computer programs using flat and three-dimensional models to show the clear current status of the facilities under construction and to discuss with the Ministry of Health and the EFSD;
* Participate in the development of design of medical institutions during the period of construction work, in particular, providing planning solutions, implementing the development of facade sections, modeling adjacent territories, equipping hospitals, etc., with the aim of changing or improving this part of the project;
* Prepare a list of unfinished works with deadlines for their completion;
* Prepare proposals to the head of the responsible subdivision about the expediency of making immediate changes to the design documentation;
* Verify a package of documents related to objects subject to construction, reconstruction, repair (initial data, acts of execution, acts of testing, professional conclusions, etc.);
* Participate in the process of submitting comments and recommendations regarding the labor and technical resources of the contracting organization, as well as ensuring contractual obligations;
* Participation in joint work with representatives of construction, technical and author supervision organizations in discussing emerging problems and drawing up protocols;
* Provide assistance in identifying current problems with recommendations for their elimination.

**4. DEADLINES AND PROCEDURE FOR PRESENTATION OF REPORTS**

**Duration of services:** 11 months

**Place of service provision:** remote work and/or work in the PIU office, field work to coordinate works on the reconstruction of the Ararat and Armavir branches and the construction of a new infectious disease center at the following addresses:

* **Ararat branch:** (building of the laboratory being reconstructed) RA, Ararat marz, Artashat, st. A. Khachaturyan 120; (location of medical equipment) RA, Ararat marz, Artashat, st. A. Khachaturyan, 116.
* **Armavir** **branch**: (building of the laboratory being reconstructed) RA, Armavir region, Vagharshapat, st. Tigran Metsa 1, (location of medical equipment) RA, Armavir region, Vagharshapat, st. New Evdokia 1.
* **Infectious** **diseases center**: (new infectious diseases center) RA, Lori marz, Vanadzor, st. G. Nzhdeh 2-42, (current infectious

**DEADLINES FOR PRESENTATION OF REPORTS**

The monthly report is submitted to the Client no later than the 25th day of the month following the last month of the reporting period on the services provided with the presentation of the results of work on the relevant tasks specified in clause 3. “Scope of services”, with the mandatory content of the following information:

* current status of construction work;

**5. QUALIFICATION REQUIREMENTS**

1. Higher education in the field of architecture and/or construction;

2. Experience in the field of urban planning for at least 3 years - in the public sphere or in the implementation of programs or in organizations that carry out technical quality supervision of construction works, of which 2 years in the field of housing, public and industrial construction;

3. Excellent knowledge of MS Office, Outlook, knowledge of AvtoCAD, ArchiCAD, Mulberry programs will be considered an advantage;

3. Communication skills: ability to negotiate and resolve controversial situations; skills in handling complaints and resolving conflicts; competence in responding to objections;

5. Excellent knowledge of the Armenian language;

6. Knowledge of English and Russian will be considered an advantage;

7. Experience in international organizations will be considered an advantage.

**6. CLIENT CONTRIBUTION**

The Client presents to the Consultant:

* all necessary documents related to the reconstruction and construction works of the Project Beneficiaries;
* access to reconstruction/construction sites;
* transport for visiting reconstruction/construction sites.