

TERMS OF REFERENCE

for

Appointment of "The Engineer" on NHA Projects

The NHA Executive Board approved selection criteria, appointment procedure & remuneration for appointment of "The Engineer" on NHA's Projects as recommended by the Board's Committee as detailed below:

- a. **Selection Criteria for "The Engineer"**. The selection criteria for appointment of "The Engineer" should be based on the engineering qualification, general and specific experience, understanding of FIDIC type Contract implementation and international affiliations with arbitration and claim management forums. These mandatory requirements are explained in the following paragraphs:
- i. Basic general qualification is Civil Engineering. Post graduate degree in the relevant field shall be preferred.
 - ii. The candidate must be associated with formulation of civil engineering contracts, implementation and interpretation.
 - iii. Mandatory experience in Alternate Dispute Resolution (ADR) and Arbitration mechanisms.
 - iv. Associations/membership with Claims & Dispute forums at national/international level.
 - v. A clean and proven track record in previous positions held in contract management or acting as "The Engineer".
 - vi. Must have in general a good reputation in the industry.
 - vii. Enjoy a good health with mobility and sound communication, writing and computer skills.
 - viii. The applications should manifest the above in their CV with reference to project and Employer.
 - ix. The CV of the applicant will be assessed as per following scoring:



<u>Sr. NO.</u>	<u>Qualification</u>	<u>Assigned Score</u>
i.	Civil Engineering Degree	10
ii.	Masters and above Degree	05
iii.	General Civil Engineering experience	10
iv.	Specific experience in Highways/Motorways/ Tunnels/Bridges etc.	20
v.	Experience in Contractual Dispute Resolutions	15
vi.	Past experience working as The Engineer/Contract Manager	25
vii.	General Reputation in Industry over life experience (minimum three references from Employees, 2 marks per reference)	10
viii.	NHA/MOC Retired Officer	05
ix.	Age	Minimum 40 years(must meet)
Note: Qualification Marks are 60 and above		

b. Educational Qualification and Experience

- i. Civil Engineering Degree. Bachelor's in Civil Engineering from any accredited University.
- ii. Master's and above degree. Master's and above degree in Transportation/ Road Engineering / Structures or Construction/ Project Management from any accredited University.
- iii. General Experience in Civil. Engineering. The Candidate must have experience of 20 years plus for BSc (Civil) or 15 years plus for MSc/PhD in Transportation/ Road Engineering/Structures. The General Experience required is related to Highways/Motorways/Bridges, etc. Building Experience acceptable maximum up to five years in overall minimum 20 years.
- iv. Specific Experience on Highways/ Motorways / Tunnels / Bridges. The candidate must have specific experience in construction on Highway/Motorways/Tunnels/Bridges, etc. works on minimum 05 contracts. Two marks for each contract will be awarded. The contract management experience as The Engineer, Resident



Engineer and from Employer's side management formulation in acceptable.

- v. Experience in Alternate Dispute Resolutions. Experience in alternate dispute resolution (ADR) is generally classified into at least four types: negotiation, mediation, collaborative law and arbitration. Experience essentially required in above fields. The candidate should give details for his exposure to ADR activities as stated above. Experience shall be evaluated against the suitability and the size of the Project with specifics. Candidates affiliation with reputed international arbitration forums will be given high weightage.
 - vi. Past Experience working with NHA as The Engineer / Contract Management. The candidate should clearly elaborate his work experience in road construction project as "The Engineer", Contract specialist, or as Contract Manager from Employer's side. Achievements/success will be evaluated and score shall be assessed maximum up to 25 marks.
 - vii. General Reputation in industry Over Life Experience (Three references from Employers). The role of The Engineer is very crucial in administrative and financial matters during implementation phase of the Project. The general reputation of the candidate shall be assessed from his past experience and acts on previous projects, to the best effort of the Employer. Moreover, any certification awarded by the Employer reflecting upon the candidate's general performance (letter of appreciation) will be given high weightage. Minimum three appreciations over the career are required. More the better, maximum five with 2 marks for each will be given.
 - viii. NHA/ MOC Retired Officers. Well reputed NHA/ MOC officer retired in BPS 18 or above in Engineering Category will be given preference with additional 5 marks.
 - ix. Age. Minimum 40 years (must meet).
- c. **Short- listing Committee.** As per requirement, the advertisement shall be published with wide circulation (two newspapers in Urdu and one English), to submit CV's. The advertisement shall be published under the approval of Member (Planning), NHA. The short-listing shall be done by following committee:



- i. Director (P&CA), NHA NHQ
- ii. Director (construction), NHA NHQ
- iii. Deputy Director (Planning), NHA NHQ

d. Selection Committee. Following committee of NHA officials shall interview the candidate available in the pool and recommend the most suitable candidate to Member (Eng. Coord) for approval of appointment as "The Engineer":

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|------|------------------------|----------|
| i. | Member (Planning), NHA | Chairman |
| ii. | GM (Engg. Coord), NHA | Member |
| iii. | GM (Planning), NHA | Member |
| iv. | GM (P&CA), NHA | Member |

e. The general advertisement to invite applications shall be published biannually to update the database of applicants for "The Engineer". Applications shall be received through post or uploaded on NHA's website.

f. Any Engineer found in fraudulent practices will be immediately de-notified and blacklisted with intimation to PEC and other Government Departments, after approval of Chairman, NHA.

g. Remunerations and privileges.

- i. Rs. 200,000 per month for Construction Contract up to Rs. 5,000 million (Maximum 2 No. of assignments can be given to the individual).
- ii. Rs. 400,000 per month for Construction Contract above Rs. 5,000 Million.
- iii. "The Engineer" shall hire Quantity Surveyor (QS) and Computer Operator whose salaries shall be admissible as per the market rates maximum up to Rs. 80,000 pm for QS and Rs. 50,000 pm for Computer Operator (on production of evidence). (In case of 2 No. of assignments, same staff will be utilized for both projects).
- iv. TA/DA will be admissible to "The Engineer" equivalent to BPS-20 of NHA officer.



- v. Project authorities shall provide vehicle to "The Engineer" during site visit (In case of non-availability, the rental vehicle will be permitted).
- vi. An additional amount maximum up to Rs. 25,000/- per month be admissible to "The Engineer" on account of communications, stationary, courier charges, etc.

