**Request for Expressions of Interest**

**Name of Assignment:** \_\_Procurement Support for the project “Reconstruction, capital repairs and technical re-equipping of the main gas pipeline Urengoy – Pomary - Uzhgorod” (UPU)

**RFP Reference No.:** UA-UTG-72555-CS-INDV

**Grant No.:**\_\_ TFOA 4498

**Country:** \_\_\_ Ukraine\_\_

**Date:** September 24, 2018

**I. BACKGROUND**

On December 2014, the European Investment Bank (EIB) and the European Bank for Reconstruction and Development (EBRD) and Ukraine signed Loan Agreements, EBRD, EIB and JSC “Ukrtransgaz” (the Client) signed Project Agreements regarding the financing and implementing the Emergency Project "Reconstruction, capital repairs and technical re-equipping of the main gas pipeline Urengoy – Pomary – Uzhgorod" (the Project).

The Project is being implemented according to the requirements of the Cabinet of Ministers of Ukraine Resolution #70 «On the Procedure of preparation, implementation, monitoring and finalization of projects of economic and social development of Ukraine, supported by the International Financial Organizations».

The objective of implementation of the Project is improvement of reliability, transparency, effectiveness, and commercial attractiveness of existing transport routes, reducing negative impact on environment and minimization of risks for supplying natural gas to European customers through Ukrainian territory.

Within the project for the funds of IFIs loans, it is envisaged to execute:

* capital repair of four sections of the linear part of the pipeline, of the whole length of 119 km;
* rehabilitation of Romny compressor station of Urengoy-Pomary-Uzhgorod main gas pipeline.

All procurement financed by the EBRD and EIB loans proceeds is undertaken in full compliance with EBRD’s Procurement Policies and Rules (PP&R) for public sector operations.

The World Bank, acting as administrator of grant funds provided by the European Commission on behalf of the European Union under the EC-WB Trust Fund II for Policy Advice towards the Implementation of Reforms in the Ukrainian Gas Sector and Infrastructural Support to Modernization of the Gas Transportation System has been allocated funds to Support Ukrtransgaz Project implementation Unit (the PIU) in the implementation of the Project financed with loans from EIB and EBRD.

On July 10, 2017, a contract was signed with Su-Yapi Engineering and Consulting Inc. (Turkey) for consultancy services to support the PIU of JSC “Ukrtransgaz” , who inter alia provided support with tender documents preparation under the Project. The contract with PIU Consultant ended in July, 2018.

A Procurement consultant (the Consultant) is now required to assist the Client with outstanding procurement activities for construction works of the linear part of the pipeline (these include 7 tender packages for goods and 4 – for works, please note that the tenders have been already launched) and design and build/supply and install contract for modernization of CS Romny (the entire two stage tender process starting with the tender documents up to the contract award) in accordance EBRD PP&R (the Assignment).

**II. OBJECTIVES**

The overall objective of this assignment is to provide assistance to JSC “Ukrtransgaz” for procurement and contracting of pipeline construction works and reconstruction of compressor station (CS) Romny including, inter alia, replacement of two compressors units, in accordance with the Bank’s PPR and using appropriate standard tender documents of the Bank. The Consultant shall make arrangements to manage the process of procurement to ensure strict adherence to the procurement rules and procedures of the EBRD, the requirements of the Loan Agreement and Ukrainian legislation, as appropriate

**III. SCOPE OF SERVICES**

The Assignment is divided into two phases and the Consultant shall undertake the following tasks for each Phase:

**Phase 1**

The Consultant will provide procurement support to the PIU of JSC “Ukrtransgaz” for the following 4 works contracts:

 (i) PW.CS.1 Rehabilitation of the Urengoy-Pomary-Uzhgorod main gas pipeline. Section km 3364,5-3391,2.

(ii) PW.CS.2 Rehabilitation of the Urengoy-Pomary-Uzhgorod main gas pipeline. Section km 3488,36-3519,87.

(iii) PW.CS.3 Rehabilitation of the Urengoy-Pomary-Uzhgorod main gas pipeline. Section km 3974,77- 4008,45.

(iv) PW.CS.4 Rehabilitation of the Urengoy-Pomary-Uzhgorod main gas pipeline. Section km 4101,3-4128,4.

and 7 goods supply contracts:

1. SG.PP.1.1 Supply of pipes for Romny-Grebinky section (km 3364,5-3391,2)
2. SG.PP.1.2 Supply of pipes for Grebinky-Sofiivka section (km 3488,36-3519,87)
3. SG.PP.1.3 Supply of pipes for Bar-Gusiatyn section (km 3974,77- 4008,45)
4. SG.PP.1.4 Supply of pipes for Gusiatyn-Bogorodchany section (km 4101,3-4128,4)
5. SG.IB.1 Supply of Induction Bends (Hot bends)
6. SG.FG.1 Supply of Fittings
7. SG.VV.1 Supply of Valves

The Consultant’s services will include, inter alia:

***1. Assistance in the organisation and administration of the tendering process (works contracts only)***

The Consultant shall perform the following tasks:

1. For each Contract assist the Client organization of the site meetings, the pre-tender meetings and preparation of the respective minutes;
2. Assist in preparing responses to any clarification requests received in respect of the Tender Documents; ensuring that the EBRD’s no–objection is obtained prior to issuance of any clarifications to the tenderers.
3. Assist in preparing of amendments to Tender Documents (if needed) and in obtaining of EBRD’s no–objection to them.

***2. Assistance in drafting the Tender Evaluation Reports***

The Consultant shall perform the following tasks:

1. Participation in and assistance to the Client with the examination and evaluation of the Tenders and the preparation of any clarification requests to the Tenders.
2. For each Contract assist the Client in preparing detailed Tender Evaluation Report (TER) based on the EBRD’s template for Standard Tender Evaluation Form and Evaluation Guide for Procurement of Works.
3. Once completed the Client shall issue the TER to the Bank for review and no-objection. The Consultant may be asked to assist the Client to address and clarify any issue in the TER based on the EBRD’s review.

***3. Assistance in preparing draft Contract Agreements***

The Consultant shall perform the following tasks:

1. Assist the Client in preparing of the notifications of award and results of the tendering exercise, finalization of the Contract documentation.
2. For each Contract assist the Client with preparation of draft Contract Agreements (based on the conditions included in the tender documents ) Assist the Client in addressing any procurement related complaints and in any debriefing meetings, which may be required in accordance with the EBRD’s PP&R. Ensure that all queries and complaints are promptly attended to as appropriate and copy such inquiries and responses as appropriate to the EBRD’s PP&R.

**Phase 2**

The Consultant will provide procurement support to the PIU of JSC “Ukrtransgaz” with two stage tendering process for reconstruction of compressor station (CS) Romny including, interalia, replacement of two compressors units. This will include:

***1. Support during the Preparation of Tender Documents***

The Consultant shall use the Bank’s standard tender documents, appropriate for the tender, and will support the Client to prepare the tender documents. To this end, the Consultant will, inter alia:

1. Ensure that the technical specifications and EBRD’s and EIB`s E&S requirements, including those in the Environmental and Social Action Plan, are converted into a form suitable for inclusion in tender documents;
2. Draft and finalise tender documents for tendering of contract in accordance with the Project Procurement Plan and the EBRD PP&R
3. Once completed the Client shall issue the tender documents to the Bank for review and no-objection. The Consultant may be asked to assist the Client to address and clarify any issue with the tender documents based on the EBRD’s review

***2. Assistance in the organisation and administration of the tendering process***

The Consultant shall perform the following tasks:

1. Assist the Client in organizing of the site meetings, the pre-tender meetings and preparing of the corresponding minutes;
2. Assist in preparing responses to any clarification requests received in respect of the Tender Documents issued to the tenderers; ensuring that the EBRD’s no–objection is obtained prior to issuance of any clarifications to the tenderers.
3. Assist in preparing of amendments to Tender Documents (if needed) and in obtaining of EBRD’s no–objection to them.

(iv) Instruct the Client on the rules and procedures for tender opening; and

 (v) Attend public tender opening and support the Client to prepare corresponding minutes.

***3. Assistance in drafting the Tender Evaluation Report (for both stages)***

The Consultant shall perform the following tasks:

(i) Participation in and assistance to the Client with the examination and evaluation of the Tenders and the preparation of any clarification requests to the Tenders.

(ii) Assist the Client in preparing detailed Tender Evaluation Report (TER) based on the EBRD’s template for Standard Tender Evaluation Form and Evaluation Guide for Procurement of Works.

1. Assist the Client with arranging and conducting the firsts stage tender clarification meetings with tenderers, as appropriate.

(iii) Once completed the Client shall issue the TER to the Bank for review and no-objection. The Consultant may be asked to assist the Client to address and clarify any issue in the TER based on the EBRD’s review.

***4. Assistance in preparing draft Contract Agreement***

The Consultant shall perform the following tasks:

(i) Assist the Client in preparing draft Contract Agreement including all required Annexes based on the template in the tender documents with respect to applicable the EBRD PP&R and Ukrainian legislation as far as they do not contradict the PP&R.

(ii) For each Contract assist the Client with preparation of draft Contract Agreements (based on the conditions included in the tender documents ) (v) Assist the Client in addressing any procurement related complaints and in any debriefing meetings, which may be required in accordance with the EBRD’s PP&R. Ensure that all queries and complaints are promptly attended to as appropriate and copy such inquiries and responses as appropriate to the EBRD’s PP&R.

**IV. IMPLEMENTATION ARRANGEMENTS AND DELIVERABLES**

*Implementation Arrangements*

The Consultant shall sign the lump-sum contract with the Client. The assignment is expected to start in October 2018 and have overall duration of 9 months (including 3 months – Phase 6 and month – Phase 2) with possibility of extension. The services will be provided in the city of Kyiv.

The services will be provided on a part-time basis. The Consultant shall perform the scope of services for a fixed contract amount. Payment will be linked to the completion of deliverables specified in Phase 1 and Phase 2 upon the Client's receipt of the draft reports/documents, acceptable to the Client as stated below:

Phase 1

1) Draft Contract Agreements (goods, works);

2) Final Report on activities under Phase 1.

Phase 2

1) Tender documents for CS Romny;

2) Final TER;

3) Draft Contract Agreement;

4) Final Report on activities under Phase 2.

The schedule of payments will be specified in the contract.

The Client shall request the Investment Projects Implementation Department, TSO Branch to cooperate with the Consultant.

The Investment Projects Implementation Department will be the main contact point at JSC “Ukrtransgaz”, on all contract implementation related issues providing feedback on the quality of the provided services and ensuring communication with PIU of “Ukrtransgaz” and IFIs.

The Consultant will report to Head of PIU.

The Consultant will be responsible for arranging accommodation, local and international transportation and the cost for translation the Consultant’s reports in English and Russian, where necessary. The Consultant will be responsible for his/her allowances, insurance, leave pay and taxes involved in the assignment.

It is expected that the Client will provide the Consultant free of charge with furnished, office place and access to telephone, fax and internet.

All available project information, reports and documents (such as Tender Documentation, design documentation, Environmental and Social reports/plans, etc.) will be made available to the Consultant by the Client, immediately upon commencement of the services by the Consultant

All documentation after completion of the assignment shall remain the property of the Client. The Consultant shall not publish, use or dispose of this documentation without the written consent of the Client.

*Deliverables*

The Consultant shall prepare and submit to the Client the following documents in relation to each Phase:

**Phase 1**

For four (4) works Contracts and seven (7) goods contracts under the Project the Consultant shall prepare and submit to the Client the following documents:

1. Tender clarification responses, if any
2. Tender amendments, if any
3. Draft Tender Evaluation Reports (TERs (based on EBRD’s template for Standard Tender Evaluation Form and Evaluation Guide for Procurement of Works).
4. Final TERs based on the EBRD’s review and comments.
5. Draft Contract Agreements including all required Annexes for .
6. Draft Letter of Acceptance and contract award notice.
7. Any correspondence required to be sent to tenderers.
8. Final Report on activities under Phase 1.

**Phase 2**

The Consultant shall prepare and submit to the Client the following documents:

1. Draft tender documents prepared based on EBRD’s Standard Tender Documents (for two stage procedure).
2. Tender clarification responses, if any
3. Tender amendments, if any
4. First stage tender evaluation report
5. Final TERs based on the EBRD’s review and comments.
6. Draft Contract Agreement including all required Annexes (based on the template in the tender documents).
7. Draft Letter of Acceptance and contract award notice.
8. Any correspondence required to be sent to tenderers.
9. Final Report on activities under Phase 2.

All the above documents shall be issued in English, Russian and Ukrainian.

**V. REQUIRED EDUCATION AND QUALIFICATIONS**

The Consultant shall meet the following qualification requirements:

1. University master degree in finance/economics/law/management/procurement/engineering or other relevant academic background.
2. Experience of procurement in projects financed by IFI at least 7 years.
3. Experience in procurement of Goods, Supply and Installation of Plant and Equipment, Works under IFI rules for at least 5 years.
4. Experience of work in public sector operations.
5. Working knowledge of the Ukrainian legislation relevant to the project.
6. Experience of working with the contracts based under FIDIC conditions of contracts.
7. Good command of English, Ukrainian and/or Russian language.
8. Advanced level of PC skills, knowledge and practical skills of using standard MS packages (including MS Word)

CV must be delivered to the following e-mail: mykhalevych-ot@utg.ua, mashchenko-om@utg.ua with the subject: «Individual consultant — Procurement Consultant » until October 9, 2018, 15:00 pm local time.

A consultant will be selected under IC procedure as set out in the World Bank Procurement Regulations for Borrowers under Investment Project Financing dated July 1, 2016