



LAO PEOPLE'S DEMOCRATIC REPUBLIC
PEACE INDEPENDENCE DEMOCRACY UNITY PROSPERITY

MINISTRY OF PUBLIC WORKS AND TRANSPORT
DEPARTMENT OF ROADS

Ref. No. 35091 / DOR
Date: 07 December 2023

REQUEST FOR EXPRESS OF INTEREST
NATIONAL CONSULTANT FOR PROJECT IMPLEMENTATION AND OPERATIONAL SUPPORT
TO SUPPORT ROAD SAFETY
(PP Ref. No. ICS-057, Project ID No. P176088; IDA Credit No. 7102-LA)

The Ministry of Public Works and Transport (MPWT); Ministry of Agriculture and Forestry (MAF); Ministry of Industry and Commerce (MOIC); Ministry of Public Security (MOPS); Ministry of Planning and Investment (MPI), Ministry of Health (MOH) and Ministry of Finance (MOF) of Lao PDR had received financial support from the World Bank's (WB) International Development Association (IDA) to implement the Southeast Asia Regional Economic Corridor and Connectivity (SEARECC) with a project duration of six (6) years starting from middle of year 2022. The SEARECC Project consists of five (5) components as follow: (1) Lao PDR and Regional Connectivity Enhancement, (2) Logistics Services Development and Vorder-Crossing Management, (3) Strengthening Institutional Capacity and Regulatory Framework in Agriculture, Transport, and Investment Planning, (4) Project Management and (5) Contingency Emergency Response.

The SEARECC Project is seeking a full-time National Project Implementation and Operational Support Consultant to Support Road Safety will support the Department of Transport (DOT), MPWT in the following activities: (a) facilitate effective subcomponent's target implementation and outputs delivery; (b) facilitate the provision of technical, capacity building and subcomponent administrative services, ensure close coordination and partnership with other project subcomponents, National and Local Authorities, and stakeholders relates to the Road Safety Implementation measures in the country; and (c) to work closely with other International Organizations and consultant's and represent MPWT at meetings as required.

The services of National Project Implementation and Operational Support Consultant is initially required for a period of 24 months starting January 2024 on a full-time basis working at DOT (MPWT), with possibility of extension depending on the Project needs and availability of funds. The Consultant will be based in Vientiane, Lao PDR. Contract extensions shall be subject to annual performance evaluation. There will be a probation period of 6 months at the beginning of the assignment. The full ToR for the assignment can be found at the following website www.mpwt.gov.la or can be sent to candidates upon written request to the e-mail address below.

The SEARECC Project Procurement Committee now invites eligible individual consultants to indicate their interest in providing the Services. Interested Consultant should provide information (CV, Expression of Interest, other supporting information, if any) demonstrating that s/he has the required qualifications and relevant experience to perform the Services. In order to qualify for this position, the candidates shall meet the following experience and competence requirements:

- Master's degree in development studies, business management, business administration, international relations, social sciences, or other relevant disciplines; education in road and transport sector, or an allied discipline will be an advantage.
- Having at least five (5) years of experience in the management and implementation of development

projects; such as experience in projects financed by Government(s) in developing countries and/or by IFIs, also related to SEARECC components is an advantage.

- Having data gathering and analysis experience.
- Having excellent written and verbal English communication skills; Lao language proficiency is mandatory.
- Be proficient in using the Microsoft Office Suite; working knowledge of any specific software relevant to the assignment is an advantage.

The attention of interested consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" 4th edition of November 2020 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest. A Consultant will be selected in accordance with the Competitive Selection of Individual Consultants method set out in the Procurement Regulations.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax, or by e-mail) by 25 December 2023, 16:00 o'clock Lao time (submissions via email are also acceptable). Only shortlisted candidates will be contacted.

Department Planning and Finance, Ministry of Public Works and Transport
Lanexang Avenue, Phonxai Village, Saysettha District, Vientiane Capital, Lao PDR.

Attention: Ms. Vanh Dilaphanh
Director General of Department of Planning and Finance (DPF - MPWT)
Email: proc.dpf.mpwt@gmail.com with Cc: k_litta@yahoo.com, dilaphanhnana@yahoo.com, bounta_ov@yahoo.com, xaysomnuk.s@gmail.com and phouthavishet@yahoo.com.

Yours sincerely,



Mr. Litta Khattiya

Director General, Department of Roads (DOR - MPWT)
Head of SEARECC's Project Procurement Committee

TERMS OF REFERENCE (TOR)

National Project Implementation and Operational Support Consultant to Support Road Safety, PP Reference No. ICS-057

1. Background

The Government of Lao PDR is committed to addressing the issue of road safety, by setting its vision in the draft National Road Safety Strategy which among others is targeting to the elimination of fatalities and serious injuries on Lao roads. A 2030 target has been set for a 50% reduction in fatalities and serious injuries.

To support this goal, the World Bank Group and the Government of Laos have included the road safety concept in the targets of the Southeast Asia Regional Economic Corridor and Connectivity (SEARECC) project. This project (among others) is designed to address gaps in the safety, operation, and management of an important international route through (i) the improvement of NR2, border crossing facilities (with Thailand and Vietnam), and the improvement of the local roads¹ connected to the NR2 corridor with climate resilient and road safety standards to ensure the efficiency and sustainability of the infrastructure, (ii) through logistics services development and cross border management, and (iii) by strengthening the institutional capacity² and the regulatory framework in agriculture, transport, and investment planning.

In addition, on 2 November 2022, the Lao PDR Government approved the National Road Safety Strategy and Action Plan. The implementation of the Road Safety Action Plan requires collaboration between different stakeholders including local authorities such as the National Road Safety Committee (NRSC), the Provincial Road Safety Committee (PRSC), the District Road Safety Committee (DRSC), and international organizations and consultants.

2. Objectives of the Assignment

The Consultant will work closely with the Subcomponent Lead and will support the day-to-day implementation and operation of the Road Safety Unit. He/she will report to the Director General of the Department of Transport, Ministry of Public Works and Transport (MPWT).

The consultancy aims to facilitate effective subcomponent's target implementation and outputs delivery. The consultancy will contribute to effective coordination and facilitation of timely implementation of the project subcomponent planned activities.

The consultancy will also facilitate the provision of technical, capacity building and subcomponent administrative services, ensure close coordination and partnership with other project subcomponents, National and Local Authorities, and stakeholders relates to the Road Safety Implementation measures in the country.

¹ Sub-Component 1.2: Local Road climate resilient improvement and maintenance (US\$20 million IDA; US\$2.5 million GoL). This sub-component supports the improvement and maintenance of climate resilience and safety of selected local roads in Phongsaly, Oudomxay, Luang Namtha, Xayabouly, and Luangprabang. The performance-based contract (PBC) approach will be used for maintenance. The Department of Road (DOR) and the provincial Department of Public Works and Transport (DPWT) will be the lead implementing agency for this sub-component.

²Sub-Component 3.2.b: Supporting the implementation of road safety action plan will focus on four areas: (i) road safety engineering, such as conducting road safety audits and safe system assessments; (ii) road safety data, services, and management, which support activities to maintain the road safety database; (iii) road safety campaigning and enforcement; and (iv) post-crash response capacity improvement.

3. Scope of Work:

The scope and specific tasks of the National Project Implementation and Operational Support Consultant will include, but not limited the following tasks:

1. Support the designated representative Division of Land Traffic, Department of Transport, Ministry of Public Works and Transport, to implement the related to road safety activities, including the road safety audits related to SEARECC implementation;
2. Contribute to the implementation of the National Road Safety Strategy and Action Plan;
3. Help / support DOT team to conduct training and workshops to build capacity and share road safety best practices and recommendations with key stakeholders (such as DOT, DOR, and DPWT in MPWT, Traffic Police, and other agencies);
4. Support the implementation of road safety awareness and dissemination activities;
5. Support the operationalization of DRIVER (Data for Road Incident Visualization Evaluation and Reporting), and the training of the police officers in using DRIVER;
6. Support data gathering and analysis for/from DRIVER;
7. Support the translation of related manuals, guidelines, and training materials;
8. Provide overall coordination and technical support for the delivery of high quality and timely outputs;
9. Cooperate with the PMU for proper activity reporting, planning, and budgeting.

The National Project Implementation and Operational Support Consultant shall also perform the Subcomponent coordination support tasks, specifically:

10. Provide effective and efficient technical coordination on planned road safety activities.
11. Facilitate coordination among all concerned partners, internal and external.
12. Ensure coordination with the central and provincial DRIVER platforms and interfaces and with the IT specialist.
13. Provide technical support to the development of relevant advocacy and policy documents to address Road Safety issues.
14. Provide technical support for the preparation and delivery of Consultation meetings, Workshops/Training/Seminars on Road Safety Engineering, Speed Management, Road Inspection Audits, DRIVER, "post-crash response" following traffic accidents, and provide recording support too, as applicable.
15. Contribute to planning, implementation, and monitoring of project activities at central and provincial level as per the project component's approved work plans.
16. Liaise closely with all involved agencies and authorities to ensure timely and high-quality implementation of project activities, sharing of knowledge and information, proper monitoring, and adjustments to project strategies based on learning as the project proceeds.
17. Actively document promising practices, challenges, lessons learned, and innovation related to project implementation.
18. Participate in project related evidence generation interventions (studies, surveys, briefs etc.) and utilize data for evidence-based decision making and implementation.
19. Provide regular and comprehensive updates to PMU, prepare analytical and project reports to be shared with the partners, donors and other relevant stakeholders.
20. Coordinate regularly and closely with PMU in work plans and budget development and ensure project activities align with approved project outcomes and results framework.
21. Organize and coordinate administrative and logistical arrangements for meetings (including e-meetings), workshops, project visits, consultations, and road audits.
22. Support the preparation of technical reports and other outputs required for the preparation of Road Safety

Audits.

23. Support and coordinate the implementation of the project outputs related to road safety in a timely manner.
24. Support the translation and development of communication materials related to the implementation of the targeted activities.
25. Support and coordinate dissemination and visibility events related to the subcomponent, in collaboration with the activity partners.
26. Support the necessary knowledge production and dissemination of knowledge products,
27. Maintain effective communication with other SCs and PMU
28. Ensure clear communication among all groups involved in the successful delivery of each planned activity.

In addition, the National Project Implementation and Operational Support Consultant shall perform the Subcomponent administrative support tasks, specifically:

29. Support the technical, financial, and administrative orientation of the subcomponent.
30. Support the preparation and implementation of the workplans, detailed work schedules, budgets, reports and monitoring frameworks for approval, as well as design of new activities.
31. Support the preparation of the road safety implementation plan, which includes activities, implementation timelines, budget, and resources mobilization, and a monitoring and evaluation framework.
32. Support the preparation of Road Safety Audits documentation.
33. Prepare ongoing status reports of the road safety plan implementation.
34. Support the procurement of equipment in keeping with established GoL, WB and SEARECC guidelines and approved work plans and budget.
35. Ensure proper record keeping of items procured, and dispatch items to relevant departments and/or agencies.
36. Track and monitor the progress of each project activity and make adjustments as necessary, to ensure the successful completion of each task.
37. Maintain activity calendar.
38. Support the development of presentations to highlight the National Road Safety Strategy targets and implementation tools, as well as progress generated.
39. Provide ongoing updates as required regarding project implementation.
40. Perform other duties as deemed appropriate.

4. Duty Station and Duration of the Assignment

Supervision Arrangements: The consultant will work under the overall supervision of the Director General of Department of Transport, Ministry of Public Works and Transport, with day-to-day supervision from the designated representative of the Division of Land Traffic, Department of Transport, Ministry of Public Works and Transport.

Term of Engagement: This is a full-time assignment with a contract period of two years with a possible extension. It is anticipated to commence in the first quarter of 2024. The contract shall be subject to yearly price adjustment based on the currency depreciation as per Lao CPI and to yearly performance assessment. There will be a probation period of 6 months at the beginning of the assignment. Performance Assessment shall be conducted periodically and serve as basis for contract extension / termination:

- Timeliness in performing the tasks, write-ups and reports;
- Tasks performed at the required level of performance;
- Demonstrated strong ability for coordination support, good organization, interpersonal, communication,

and planning skills.

- Excellent interpersonal and communications skills.
- Strong analytical and problem-solving skills.
- Ability to multi-task and perform well under pressure.
- Accurate file keeping in both paper and electronic format, as required.
- Willing to learn how to use DRIVER and upload & analyze road crash data.

5. Consultant Selection Criteria

To qualify for the assignment, the consultant shall meet the following requirements:

- Master's degree in development studies, business management, business administration, international relations, social sciences, or other relevant disciplines; education in road and transport sector, or an allied discipline will be an advantage.
- Having at least five (5) years of experience in the management and implementation of development projects; such as experience in projects financed by Government(s) in developing countries and/or by IFIs, also related to SEARECC components is an advantage.
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