

INSTRUCTIONS FOR CONSULTING FIRMS

For Submission of

EXPRESSION OF INTEREST

**HIRING OF AN INDEPENDENT TECHNICAL VERIFICATION CONSULTANT
(ITVC)**

**Housing Reconstruction Unit- Balochistan (HRU) Integrated Flood Resilience and Adaptation Project
(IFRAP)**

**Ministry of Planning, Development & Special Initiatives (MoPD&SI), Government of
Pakistan**

July, 2025

PART-I

(General Instructions)

1. The Housing Reconstruction Unit (HRU-IFRAP) invites eligible consulting firms/ Joint Venture(s) with specific and proven competence and experience to indicate their interest in providing the services. Eligible firm(s) should submit Expression of Interest (EOI) in English language along with relevant complete details of the qualification and experience requested under Part-II. Some additional information on Project may be seen at Annex
2. Interested consulting firm(s)/ Joint Venture(s) must provide information indicating that they are qualified to perform above services (e.g. descriptions of similar assignments, value of previous assignments, experience under similar conditions, availability of appropriate professionals etc.).
3. In accordance with World Bank Guidelines, an association of consultants can take either be in the form of joint venture (JV) or a subcontract (sub-consultancy). Therefore, the consultant submitting their Expression of Interest in association should clearly mention whether their association is a Joint Venture or Sub-consultancy. Moreover under JV, each partner has to be reasonably qualified to take over the responsibilities and role of any of the partners in case one of them fails to perform or withdraws. Thus, the experience of all the firms in the JV will be considered for evaluation. In case of Sub-consultancy association, the Lead Firm must be clearly mentioned in the EOI.
4. A Consulting Firm/Joint Ventures will be selected in accordance with the Qualification and Cost Based Selection (QCBS) method set out in the WB Procurement Regulations for IPF Borrowers (Procurement in Investment Project Financing, Goods, Works, Non-Consulting and Consulting Services - Fourth Edition, November 2020).
5. It is expected that the interested firm(s)/ joint venture(s) will have expertise in the areas of;(details at Annex-A)
6. If the EOI consists of more than one volume, the applicant must clearly number the volumes constituting the EOI and provide an indexed table of contents for each volume. All documents should be securely bound.
7. Guidelines for Selection and Employment of Consultants by World Bank Borrowers, can be accessed at the website: www.worldbank.org/procure.

PART-II

(ESSENTIAL INFORMATION REQUIRED TO BE PROVIDED BY CONSULTANT)

- i. Name, address, Phone, Fax and E-mail address along with postal and telegraphic address for the head office, branch offices and contact personnel.
- ii. Certificate of Registration of the firm as Legal Entity
- iii. Firm(s)/ joint venture(s) name, address, copy of the Registration Certificate with relevant professional bodies of the concerned Government, supported by latest/ updated renewal, Country of Operations (if the firm is registered and operating in several countries). Memorandum/ Article of Association/ Partnership Deed or Joint Venture Agreement (if applicable) etc;
- iv. Names and short CVs of principals, proprietor, managing director, partners and directors, including their individual copy of the Registration Certificate with relevant professional bodies along with updated renewal.
- v. Details of the technical personnel available with the firm either as permanent staff or retainer consultants with their qualifications and expertise, briefly.
- vi. Sound financial position with documentary evidence in the form of last three years audited financial accounts' statement of the firm/joint venture members.
- vii. National Tax Number of the firm/joint venture/consortium members (for national firms)
- viii. Data Sheets of relevant (similar and specific experiences) assignments/works, duly substantiated, by the firm(s)/ Joint Venture(s) members either completed or in progress, with the following details.
 - a. Name of the Project
 - b. Cost of the Project
 - c. Name and address of the Client
 - d. If case of association of Consultant(s), the type of association i.e. either JV or sub-consultants be mentioned clearly along with names and address of all the partners.
 - e. Consultancy services rendered along with the Start & Completion Date.
 - f. A firm, which was a partner in a previous joint venture(s), should furnish a statement providing details of work, component of works performed individually and its over-all share (percentage) in the works performed by the joint venture.
- ix. Any additional documents to support relevant experience of firm(s)/ Joint Venture(s);
- x. List and status of litigation/arbitration by the firm or any member of the joint venture(s) against a client, if any.
- xi. Affidavit from all the participating partners of the association confirming that: (a) applicant firm(s)/ joint venture(s) have never been blacklisted by any International, Government/ Semi Government Organization and (b) All the information provided by the applicant firm(s)/ joint venture(s) is correct.

Any further information/clarification may be sought from;

Project Director

Housing Reconstruction Unit (HRU)-IFRAP
H. No 57-A Chaman Housing Society Airport Road Quetta
Ph. No-0812081372

Annex-A:

Background

Pakistan experienced heavy monsoon rains between June and September 2022, which has severely affected millions of households, mainly in Sindh and Balochistan. Around 33 million people have been displaced, and more than 13,000 kilometers of roads have been destroyed. Preliminary estimates suggest that as a direct consequence of the floods, the national poverty rate may increase up to 4 percentage points, potentially pushing around 9 million people into poverty. The recently completed Post-Disaster Needs Assessment (PDNA) estimates total damages to be US\$14.9 billion, while total economic losses have reached about US\$15.2 billion. Estimated needs for rehabilitation and reconstruction are at US\$16.3 billion, not including new investments beyond the affected areas needed to strengthen Pakistan's resilience to future shocks.

Balochistan has been disproportionately affected by the 2022 floods. Assessment studies show around 190,000 housing units were damaged with 69,000 units completely destroyed and more than 120,000 partially damaged. Approximately 2,222 km of roads and 43 bridges were damaged impeding people's ability to access healthcare, markets, and other vital services. Over 500,000 livestock casualties were reported, negatively impacting livelihoods. Agriculture was the hardest-hit sector with harvest failure due to the floods during the Kharif season (April to September) resulting in production losses, compromising livelihoods and food security. The damage to 587 primary health facilities in Balochistan (305 fully destroyed, 282 partially damaged) has further disrupted essential health services. As a result, the province currently has the highest proportion of people (59%) who lack access to health facilities. In addition, in 515 villages across 10 districts of Balochistan approximately 2,000 classrooms have been damaged or destroyed. Flood water remained stagnant in Sohbatpur, Jhal Magsi, and Jaffarabad districts in Balochistan until March 2023.

Project Overview

The Housing Reconstruction Unit (HRU) was established to lead the housing reconstruction efforts in Districts affected by devastating monsoon floods in 2022. The devastating floods damaged 284,312 houses completely. This initiative is part of a broader strategy by Ministry of Planning, Development & Special Initiatives (MoPD&SI), Government of Pakistan, to rehabilitate communities, rebuild damaged homes, and improve resilience to future climate-related events. The Housing Reconstruction Unit (HRU) the client is mandated to manage the community driven shelter reconstruction process in Balochistan.

The project aims to support communities to reconstruct their houses in the selected districts and beneficiaries affected by the floods in 2022. The financial assistance to be provided under this project will help the people in need of restarting their lives in a normal way with much needed requirement of multi-hazard resilient residential units. The project comprises two main components that include.

- (i) Resilient housing reconstruction grants to beneficiaries for the reconstruction of core housing units damaged by floods, both for "fully" damaged, as well as "significantly-but-partially" damaged houses; and
- (ii) Institutional strengthening and technical assistance for the reconstruction.

Project Development Objective

The Project Development Objective (PDO) is to improve livelihoods and essential services and enhance flood risk protection in selected communities affected by the 2022 floods.

Project Beneficiaries

The housing reconstruction subsidy grant under the first sub-component of the Housing Reconstruction Component will benefit 75,000 eligible beneficiaries in the first phase as per available funding, out of a total of 284,312 fully damaged houses identified after the floods, many of whom are among the poorest and most vulnerable.

Implementation Methodology

As per the Steering Committee decision in line with the ECNEC committee the revalidation of potential beneficiaries will be done through survey conducted by Implementing partners who have extensive experience and presence in the province. The number of beneficiary households will be subject to the findings after reverification and detailed reassessment process.

The project will be implemented through an area-based approach wherein the most affected districts will be selected for housing subsidy grant support in close coordination with all stakeholders and due concurrence of the relevant authorizing parties.

Affected households will be responsible for the reconstruction of their own houses in accordance with the reconstruction guidelines provided by the project from time to time. They will receive technical assistance from Implementation Partners to reconstruct or rehabilitate their houses. Below are some guided principles for the reconstruction strategy adopted for this project:

- i. Offer uniform, not compensation-based, assistance packages.
- ii. Coordinate to ensure full geographical coverage and avoid double counting or missing affected households.
- iii. Where possible rethink urban / community re-planning in a strategic manner.
- iv. Promote reconstruction on the original site: Wherever feasible, households should be supported to rebuild their homes on the same land where they previously lived. Relocate settlements only when necessary to minimize exposure to future natural hazards.
- v. Incorporate multi-hazard resilient standards and designs in housing reconstruction, however, unrealistic technical excellence will be avoided in the interest of time and effectiveness of the reconstruction project.
- vi. Owner-driven approach - owners will manage the rebuilding of their own houses.
- vii. Owner-builders will need to understand multi-hazard resistant building techniques,

- thus training affected households would be necessary.
- viii. Rebuild with familiar methods and easily accessible materials – multi-hazards resistant elements need to be introduced in the traditional and currently used building techniques;
 - ix. Given the scale of the destruction, remoteness of the location and the time already lost in project initiation, responsibility for implementation will be shared across as many qualified Project Implementation Partners as possible.
 - x. Project Implementation Partners will mobilize and encourage communities to undertake, validate, evaluate and monitor criteria for eligibility and compliance to project policies and multi-hazard reconstruction standards.
 - xi. Complement housing reconstruction with livelihoods and social and physical services support.

Assignment Objective:

The Client seeks to engage an Independent Technical Verification Consultant (ITVC) to provide impartial, systematic, and evidence-based oversight of the community-driven housing reconstruction program. The primary objectives of this assignment are to:

- **Verify the accuracy and completeness of beneficiary data** uploaded to the Client by Implementing Partners (IPs), through structured field-level validation of sample households, ensuring data consistency and integrity.
- **Validate construction progress at defined stages** (e.g., plinth, lintel, roof) through field-based inspections, ensuring that housing units meet minimum structural standards and reconstruction milestones as per the project's tranche-linked framework.
- **Coordinate with HRU and the Quality Assurance (QA) firm** to ensure alignment of verification tools, milestone definitions, and field indicators, thereby supporting a unified and non-duplicative oversight mechanism.
- **Submit real-time, geo-tagged verification data to the HRU-MIS platform**, and provide regular technical reporting—including monthly internal updates and consolidated quarterly and completion reports—to inform evidence-based decision-making.

Scope of Work:

The Independent Technical Verification Consultant shall undertake the following tasks, which form the basis of their strategic oversight role:

1. Physical Verification of Uploaded Data

Undertake physical verification of a 5% sample of beneficiary data uploaded to the Client by the Implementing Partners (IPs). Field-level verification of the selected sample must commence within five (5) working days of each data batch upload. Additionally, a 2% sample from previously verified beneficiaries

shall be selected for repeat verification in the subsequent round, as a follow-up to earlier data collection activities. This approach is intended to ensure consistency, accuracy, and quality assurance throughout the duration of the contract. The ITVC will conduct physical verification on a monthly basis aligned with the data submission schedule of the Implementing Partners (IPs). Each verification round will be based on complete batches of data uploaded during the defined period. Field-level verification shall commence promptly upon confirmation of data readiness by the HRU and shall be completed within ten (10) working days from the start of each verification round.

2. Handling Data Discrepancies

If discrepancies exceed 20% in verified data, the ITVC shall recommend that the concerned IPs re-collect and re-upload data at their own cost to maintain data quality and accountability.

3. Verification of Construction Quality and Milestone Compliance

The ITVC shall assess the physical construction quality of housing units at key reconstruction stages (e.g., plinth, lintel, roof), with a focus on verifying that construction progress aligns with disbursed tranches and minimum construction standards outlined in project guidelines. The ITVC will conduct field-based visual inspections to confirm the presence and adequacy of key elements (e.g., plinth height, wall thickness, roofing structure) and report any deviations or deficiencies to the Client. Coordination with the QA firm will ensure harmonization of quality criteria and progress tracking.

4. Deployment of Field Teams

Mobilize and deploy qualified verification teams, including engineers and field supervisors, to conduct physical spot checks across 5% of the data population and an additional 2%. The consultant shall provide justification of sampling size considering the need of the project and Balochistan's dynamics.

5. Real-Time Feedback and HRU-MIS Use

Submit real-time field findings using digital tools such as tablets and smartphones, with all staff trained to update the Client-MIS platform with accurate, geo-tagged records.

6. Strategic Recommendations

Provide actionable, district-wise recommendations to Client and relevant stakeholders for both immediate corrective actions and long-term improvements in project delivery. Additional indicators may be incorporated during project implementation based on mutual agreement between the consultant and Client, in response to emerging needs or priorities identified through the verification process.

7. Progressive Reporting

During the course of each batch verification, the ITVC shall submit field data on a daily basis into the Client-MIS platform. This ensures prompt visibility of issues, validation progress, and early flagging of discrepancies.

In addition, ITVC will produce monthly, quarterly, and annual reports summarizing cumulative verification results, trends, identified risks, and strategic recommendations to guide Client for adaptive decision-

making. . Field-level verification shall commence promptly upon confirmation of data readiness by the Client, and shall be completed within ten (10) working days from the start of each verification round

8. Upholding Independence

Maintain full independence in all aspects of verification and oversight and document all procedures to demonstrate transparency and impartiality in reporting.

9. Information Transfer & Confidentiality

The Consultant shall be responsible for providing the Client with all collected information, in both soft and hard formats, throughout the project duration. This includes comprehensive data, records, and documentation necessary for Client to fully understand the scope and content of the collected information. The Consultant must obtain prior written consent from Client before disclosing or sharing any information with parties other than HRU.

Qualification Criteria:

1. Corporate capacity for offering similar services (Core business) for Ten (10) years.
2. At least Three (3) similar assignments completed in the last five years in similar nature and scope.
3. The firm should provide details including documentary evidences regarding contract awards, reference letters, completion certificates from the clients along with postal address and client contact numbers, stating the scope of services and deliverables of projects completed in the last five (5) years,
4. In the case of a Joint Venture (JV), the details of such projects will be provided separately for the primary or associated consultant,
5. Details of the logistic capacity of the firm including general availability of technically qualified staff.

KEY EXPERTS:

The qualifying Consultant is expected to have the following key experts for this assignment.

Position / Required Number	Qualification	Main Months
Team Leader (01)	Master's degree (16 years of education) in any of the given disciplines involving Civil engineering, Development Studies/Rural Development; Public Administration; Business Administration, Social Sciences, Project Management or any other related discipline. <u>Experience</u> At least 10 (Ten) years' experience in relevant field	20 Months
Civil Engineer (10)	BE/ME in Civil Engineering from HEC Recognized University <u>Experience</u> At least 5 (five) years' experience in relevant field. Familiarity of using IT related Applications will be an added advantage.	20 Months

MIS Coordinator (01)	<p>Master's/Bachelor (Sixteen Years of Education) degree in computer science, Information Technology, or related field.</p> <p><u>Experience</u> At least 05 years of proven experience in MIS development and management. Technical skills in software and application development.</p>	20 Months
Data Management Analyst (01)	<p>Bachelor's degree (16 years of education) in Statistics, Data Science, Computer Science, Information Management, Economics, Social Sciences, Business Administration, or any other related discipline from an HEC-recognized university.</p> <p><u>Experience:</u> At least 3 (three) years' experience in relevant field</p>	20 Months

Deliverables and Reporting:

<u>Deliverable</u>	<u>Description</u>	<u>Schedule</u>
Inception Report	An Inception report shall be prepared, which should include: a detailed program of work, including an outline of the methodology to be used for physical verification, spot check, sampling methodology and complete staffing and work plan, including deployment schedule of key staff	1 month after signing
Daily updates	The Independent Technical Verification Consultant will update the database of spot checks on a daily basis in order to ensure minimum time lag between issues, if any, and corrective measures by implementing agencies and other stakeholders	Within 48 hours of each field visit; full verification cycle to be completed within 10 working days from initiation
Quarterly Reports	Quarterly reports shall be prepared to provide a consolidated, evidence-based account of verification activities and field findings, serving as a critical input for strategic decision-making, and course correction, and by Client and relevant stakeholders at the local, district, and central levels. These reports will synthesize results from monthly field verifications, presenting summary statistics, trends, key observations, identified irregularities, and practical recommendations for both immediate corrective actions and long-term improvements in project implementation. Each quarterly report will offer a comprehensive analysis of all inspections conducted during the reporting period, including detailed documentation of cases requiring remedial action.	Due by the 5th of the month following each reporting quarter.

Monthly Reports	Monthly reports shall be prepared to provide timely insights into field-level verification activities, supporting operational oversight and prompt decision-making by HRU and relevant staff at the local, district, and central levels. These reports will include summary statistics, identified irregularities, and recommendations for immediate project implementation. Each report shall also document inspection findings in detail, including analysis of housing units that require remedial action. The purpose of these reports is to ensure ongoing visibility of implementation progress, facilitate issue resolution, and strengthen accountability throughout the verification process.	Due on the 5 th of each following month
Annual Report	Annual Reports will be prepared at the end of every year. These reports will include the strengths, weaknesses and way forward in terms of the overall activities. The report outline would be agreed with HRU before the details are prepared.	Due on the 30 th of the following years month.
Completion Report	A completion report shall be prepared at the end of the assignment, providing a comprehensive and objective assessment of the overall progress of project implementation, as observed during the verification activities. The report shall highlight key achievements, strengths, weaknesses, and lessons learned across the implementation cycle. The report outline shall be finalized in consultation with HRU prior to its preparation.	One Month Before Project End.