

## Annex 1

### Terms of Reference for International Procurement Consultant – Road Construction

#### A. Background

QazAvtoJol (QAJ) - national road operator of the Republic of Kazakhstan and Executing Agency - has embarked on “Reconstruction of Kyzylorda Bypass Road” Project with the assistance of the Islamic Development Bank (IsDB). The IsDB has approved a financing to cover significant portion of the project, and the Government of Kazakhstan will provide co-financing and logistical support.

The civil works consists of the construction of a 14.6 km four-lane bypass road with a 27.5-meter roadbed width to divert transit traffic, the reconstruction and widening of 11.4 km of the existing two-lane A17 road to accommodate higher traffic volumes, and the resurfacing of 10.5 km of the deteriorated road surface to improve ride quality and reduce maintenance costs.

In line with the project implementation arrangements, QAJ intends to adopt a Design and Build contract model based on the FIDIC Yellow Book in selecting road construction contractor. QAJ has recently announced an invitation for prequalification and will evaluate the interests to form up final list of prequalified firms. The next stage will be bidding and proposals evaluation of the qualified firms based on rated criteria. To facilitate the procurement process and ensure compliance with IsDB Procurement Policy and Procedures, QAJ seeks to engage an experienced international consultant to prepare request for bid (bidding documents) and proposal evaluation reports based on rated criteria.

#### B. Objective

The main objective of this assignment is to support QAJ and build its capacity at the bidding and proposals evaluation (of the prequalified applicants) stages in road construction contractor selection process. The consultant is especially required to prepare bidding documents (request for bids) with the integration of the rated criteria assessment approach as advised FIDIC Yellow Book and support the Executing Agency (QAJ) in evaluation of the proposals submitted.

#### C. Scope of Work

The consultant will be responsible for the following tasks:

**-Preparing Bidding Documents:** Work with the EA to establish rated criteria for the bidding documents under the project framework and finalize the bidding documents in line with IsDB Standard Procurement Documents and IsDB Procurement Policy and Procedures.

**- Supporting the Evaluation Process:** Provide technical assistance, prepare draft reports to the EA in proposal evaluation and contract award.

Overall expectation is to have an evaluation methodology based on rated criteria, where scores are applied to evaluate Technical Proposals. Subsequently, a combination of the technical weighted score and the financial weighted score is calculated using the weights specified in the issued

bidding documents. Both the evaluation and qualification criteria, along with the methodology for quantifying, measuring, or evaluating them, must be clearly stated in the bidding documents.

The detailed tasks to be undertaken include:

1. Reviewing the technical and functional requirements of the works to be procured.
2. Identifying and proposing appropriate non-price (technical) factors that contribute to a comprehensive evaluation of bidders, such as quality, methodology, innovation, experience, sustainability considerations, and delivery timelines.
3. Assigning appropriate scoring weights to each rated criterion in accordance with the project priorities and IsDB procurement guidelines.
4. Preparing a detailed evaluation framework and/or matrix to guide the evaluation committee.
5. Ensuring that the rated criteria are well-integrated and clearly defined in the final bidding documents to avoid ambiguity and facilitate a transparent evaluation process.
6. Guiding the EA in forming a qualified and impartial bid evaluation committee.
7. Providing an orientation or briefing session for the committee on the application of the rated criteria, including how to assign scores consistently and objectively.
8. Supporting the EA in the review of submitted bids/proposals, including both preliminary and detailed evaluation phases.
9. Assisting in the drafting of the Proposal Evaluation Report (PER), ensuring it reflects a clear, evidence-based assessment and recommendation.
10. Ensuring that the evaluation process is well documented, justified, and defensible, particularly if clarifications or justifications are required by the IsDB or external auditors.
11. Advising the EA on handling any procurement-related complaints or clarifications in line with best practices and applicable policies.
12. Support the EA in obtaining No-Objections from the IsDB for bidding documents and proposal evaluation reports.
13. Ensure the documents and process comply with the related IsDB procurement guidelines.

#### **D. Expected Deliverables**

It is expected that the consultant should have a direct and undisrupted communication channel with the EA.

Expected deliverables, schedule and payment conditions will be subject to revision during the negotiations, at the Contract signature.

The key milestones for various deliverables and percentage consultancy fee allocated to it are as follows:

No	Expected Deliverables	Tentative Schedule	Payment
1	Preparation of Rated Criteria Methodology (ready to be plugged in bidding documents)	In three weeks after the start of the assignment	30%
2	Preparation and Finalization of Bidding Documents including rated criteria methodology	In two weeks after the first task	20%
3	Preparation of technical proposal evaluation report	In two weeks after technical bid opening	25%

No	Expected Deliverables	Tentative Schedule	Payment
4	Preparation of combined evaluation report (technical and financial proposals)	In two weeks after financial bid opening	25%

#### E. Schedule

The assignment is expected to commence immediately and to span until December 2025, considering that any slippages in the schedule might occur. All deliverables will be approved by the client before being eligible for payment.

#### F. Terms of Payment

The contract is adhering to a lump sum basis; thus, the Consultant will receive remuneration in installments depending upon completion of the tasks (reaching the outputs/deliverables) and upon confirmation and acceptance of the services by the client.

#### G. Consultant`s Minimum Qualifications

The Consultant should have the following minimum qualifications and skills:

- A master's degree in civil engineering, transportation engineering, procurement or any related field.
- At least **15 years of experience** in road infrastructure projects (exposure to different phases are welcome).
- Proven experience in preparing bidding documents and evaluating bids for Design and Build contracts (FIDIC Yellow Book).
- Familiarity with procurement processes of multilateral development banks (preferably IsDB).
- Strong knowledge of international best practices in road construction contracts.
- Experience in developing and applying rated criteria assessment approaches in procurement.
- Excellent communication and report-writing skills in English. Knowledge of Russian is distinctively added value.