



Economic Cooperation Organization

TERMS OF REFERENCE

Project for Development of Road Transport Corridors:

- i. Kyrgyzstan-Tajikistan- Afghanistan-Iran (KTAI) Road Corridor**
- ii. Islamabad-Tehran-Istanbul (ITI) Road Corridor**

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1. BACKGROUND INFORMATION

1.1 Beneficiary Countries

The beneficiary countries are Kyrgyz Republic, Tajikistan, Afghanistan, Iran, Pakistan and Turkey .

1.2 Contracting Authority

The contracting Authority is the Economic Cooperation Organization (ECO).

1.3 Relevant background

a. Economic Cooperation Organization (ECO):

The Economic Cooperation Organization (ECO) is an intergovernmental regional organization to promote multi-dimensional and regional cooperation and create socio-economic growth and development in its ten member states, i.e., Islamic Republic of Afghanistan, Republic of Azerbaijan, Islamic Republic of Iran, Republic of Kazakhstan, Kyrgyz Republic, Islamic Republic of Pakistan, Republic of Tajikistan, Republic of Turkey, Turkmenistan and Republic of Uzbekistan. Seven of the ten member countries are landlocked countries which has made transport connectivity a central objective for sustainable economic development of the region.

Among the objectives of the ECO, following three are deeply related to this feasibility study:

- Sustainable economic development of Member States
- Progressive removal of trade barriers and promotion of intra- regional trade; Greater role of ECO region in the growth of world trade; Gradual integration of the economies of the Member States with the world economy;
- Development of transport & communications infrastructure linking the Member States with each other and with the outside world;

b. Transit Transport Framework Agreement (TTFA)

The Transit Transport Framework Agreement (TTFA) is the ECO's basic document in the transport sector. It is a comprehensive document and the primary driver of all activities related to enhanced connectivity within and outside region through physical infrastructure development, removal of non-physical barriers, harmonization of regulations, and the accession of the member states to international transport and trade facilitation conventions and standards.

Under TTFA, ECO has development comprehensive Road and Rail road network development plans for achieving the objectives of the ECO under TTFA. Both ITI and KTAI road corridors are part of the Comprehensive ECO Road Corridor Development Plan and hold great significance as they will provide East –West connectivity within the region in addition to providing alternate route for trade between east Asia including China to Western Europe.

1.4 Alignments and Current Status on KTAI and ITI Road Corridors

a. The ITI Road Corridor

This is an East –West road corridor envisaged, to connect Pakistan with Iran and Turkey thus also providing a conduit for on surface transit transportation of goods and merchandize

between China and Europe in addition to intra –regional trade between the en-route countries. This road corridor is physically connected and functional road corridor of approx 5800 Km; the route passes through Pakistan for 1531 Km (Islamabad, Dera Ismail Khan, Zhob, Lorallai, Quetta, Dalbandin, MirJaveh), then covers 2467 Km in Iran (Mir-Javeh, Kerman, Yazd, Qom, Zinjan, Tabriz, Bazargan) and finally enters Turkey at for 1790 km passing through Gorbolak, Erzurum, Amasaya, Duzce, Istanbul, Edirne (Kapukale).

This road corridor is physically present with reasonably good infrastructure. The border crossing between Pakistan and Iran at ‘Mir Javeh’, is being upgraded on both sides with the aim to provide for all formalities under single roof and upgrading parking and welfare facilities for the drivers etc. The border point between Turkey and Iran at Bazargan-Gorbolak is reasonably developed and already receives appreciable merchandise traffic transiting to and from Central Asian Republics as well as bilateral traffic.

A high Level Working Group for developing/ operationalizing this corridor was established in 2012, which has met regularly and has finalized minimum technical specifications for the trucks and truck loads and road permits issues.

The three countries are signatories of TIR Convention (Pakistan acceded TIR in 2015). Pakistan is on the final stages of acceding to CMR convention. An exclusive third party liability insurance mechanism is being worked out for the corridor (as unlike Iran and Turkey Pakistan is not member of International Insurance Green Card Scheme). Three countries are signatories to the ‘International Convention on the Simplification and Harmonization of Customs procedures the Kyoto convention’ and according to the recent study conducted by ECO on the customs and border point procedures in the ECO Region a certain level of harmonization already exist between the three countries.

This Corridor has assumed new importance in the backdrop of ‘China Pakistan Economic Corridor (CPEC)’, connecting west China to Arabian Sea at Gawadar Sea Port in Pakistan through road and rail connections.

b. The KTAI Road Corridor

The KTAI Corridor is a 4394 Km. East West corridor is an alignment Connecting Kirgiz Republic, Tajikistan, Afghanistan and Iran to Turkey in the West and China in the East. The Road alignment is one of the old Silk Road routes and is being utilized for local transports within the respective countries as well as for bilateral trade between neighboring countries. The corridor covers 1001 Km. through Kirgiz Republic (Bishkek, Osh, SaryTash-Karamyk), 493 km through Tajikistan (Jirgetal –karamyk, Dushanbe, Nizhniy Pyanj- SherKhan), approx 950 Km. through Afghanistan (Sherkhan , Mazarsharif, Heart, Islam Qilla-Doughoun) and 1950 Km. through Iran (Doughoun, Qom, Zinjan, Tabriz, Bazargan).

The KTAI road corridor has approx 950 km passing through Afghanistan, major portion of it was constructed by erstwhile Soviet Union before the Afghan war as support to the economic development of Afghanistan, portion of road in Afghanistan between Heart and Mazarsharif is in dilapidated condition and needs major infrastructure improvement. Afghanistan Government has recently completed engineering feasibility of 231km portion

between Heart and Mazarsharif through funding by Asian Development Bank, the most dilapidated portion. Actual work on road improvement is poised to start soon.

Kyrgyz Republic and Tajikistan utilize ports in the east of China for major trade activities and also road corridors connecting to Turkey through Iran, Turkmenistan, and Uzbekistan to a lesser extent. Thus KTAI road corridor provides clear economic and financial advantages for trade and transportation for both countries. Afghanistan utilizes BandarAbass port of Iran and Karachi Port of Pakistan for its trade activities almost equally. However KTAI will provide Afghanistan road access to Europe and Turkey which will be shorter and more efficient.

All the en-route countries on KTAI corridors except for Afghanistan are signatories of major international transport convention; CMR, TIR and Road Signs. As well as major international customs conventions including WCO's Kyoto Convention. This creates a conducive institutional environment to implement an efficient road corridor system.

2 CONTRACT OBJECTIVES & EXPECTED RESULTS

2.1 Overall objective

The overall objective of the project is to facilitate trade and transport along the ITI and KTAI Road corridors within the ECO Region, Facilitating landlocked ECO countries in trade and transport with rest of the world and to provide on land transit facility through the ECO region for trade between Eastern Asia (China etc.) with the Western part of the world (West and Eastern Europe).

2.2 Purpose

The specific objective is to promote the 'management model concept' for "road corridors of ITI and KTAI" in ECO member countries in order to support efficient freight transport connecting the ECO countries with rest of the world through harmonization of all procedures and corridors management as well.

The study will deal with the feasibility of the projects with the aim of utility of these corridors as a more efficient alternative for freight transport existing alternative currently used including maritime.

2.3 Results to be achieved by the Contractor

There are four main results to be achieved within the project duration, namely:

1. An extensive review and analysis of relevant infrastructure and ancillary infrastructure aspects of the two road corridors, their up gradation and improvement requirements, conclusions, Short and medium term Road Map for the development of these corridors with indicative timetable and planned investments for each project and recommendations.
2. An extensive review and analysis of relevant legal, administrative, customs, services and transport aspects of the two road corridors, their present state and suitability and readiness for transforming these corridors into major trade transport conduits between Asia and Europe. .

3. Detailed study and review on the status of implementation of the TTFA and analysis on its efficiency and effective in the beneficiary countries. And recommendations for TTFA's increased effectiveness and implementation.

4. An extensive review and exhaustive analysis recommending plans for management and coordination of these corridors for greater efficiency with proposals including 'management models' etc.

3 ASSUMPTIONS & RISKS

The main assumption is that there is continuity, during the contract time and beyond, at the level of decision-making in the beneficiary countries and a continued stable economic and political environment.

Furthermore, it is assumed that sustainability in common regional priorities is achieved in order to lead to the implementation of these corridors and full technical and logistic support from the beneficiary countries with a strong commitment towards project objectives.

The recommendations on action to be taken will be well balanced among the beneficiary countries. Major risks, which might affect the objectives of this project, are:

- Political instability in some of the beneficiary countries
- Lack of co-operation between the beneficiary countries on the cross-regional level
- No commitment to address the different legal and organizational bases of the beneficiaries' authorities involved
- Rules and regulations are subject to variations and interpretations

4: SCOPE OF THE WORK & TERMS of REFERENCE FOR THE CONTRACTOR

4.1 Project for Development of a Road Transport Corridor between Islamabad-Tehran-Istanbul (ITI Road Corridor)

Introduction

The project for establishment of a road transport corridor between Islamabad-Tehran-Istanbul has been approved by the 8th Ministerial Meeting on Transport and Communications (Ashgabat, 28-29 June 2011).

The main goal of this project is to contribute to the sustainable development and poverty reduction through enhancement of transit trade among the enroute Member States.

To reach this goal, the ECO Council of Permanent Representatives (CPR) has decided to allocate the required funds for the project and establish an open-ended Working Group of the en-route Member States to assure close contacts and coordination.

In this regard, three High Level Working Group Meetings of the enroute Member States have been held in Islamabad (2012), Tehran (2013) and Ankara (2013). An Action Plan with concrete measures for establishment of the Corridor has been adopted in the 1st HLWG Meeting in Islamabad. These measures have been pursued by the enroute Member States and the ECO Secretariat which enabled to reach tangible progress. TIR system would be

applied as transit system along this Corridor and the test run of trucks would be launched once the TIR is operationalized on the corridor. During the meetings of the HLWG, it is noted that Pakistan deposited the TIR instruments of accession to the UN Secretary General and formalities are expected to be finished by early 2017.

As a result, this inspired a new prospect and encouraged the relevant countries to reformulate the corridor by covering concrete modus operandi among the enroute Member states as well as the entire ECO region.

4.1.1: Specific Tasks

The contractor will have following main tasks for data collection, review and analysis;

1. Traffic studies for each section of the corridor
2. Infrastructure along the Corridor and Road Fleets
3. Customs procedures and border crossing points management
4. Implementation of TTFA along the Corridor and 'support services & ancillary infrastructure'
5. Operational coordination for the ITI Corridor & other support services

The details of each task are elaborated below;

Task 1: Traffic studies for each section of the corridor

- Traffic transport (annual average daily traffic)with neighboring countries and countries of interest to the ITI corridor, by origin-destination, transit, ton-km, by all modes in the last (five) years,
- Expected traffic increase in five years from operationalization of the Corridor.
- Share of various modes of transport by volume and percentage in the past ten years.
- Travel times of freight and passenger.
- Road toll implementation.
- Supply chains and logistic services/ terminals and transshipment centres capacity,
- Accidents data for trucks in international transport, by nationality, type of damage (death, injury, financial), the situation of MVTPL insurance.
- Study road traffic control and road traffic law enforcement in order to identify any possible major incompatibilities among the enroute member states.
- Transportation of hazardous substances and dangerous goods.
- Study the status of implementation of international agreements and conventions with regard to movement of hazardous substances and dangerous goods on the ITI corridor.
- Trade and market/economic analysis.
- Study and explore the possibilities for adopting a joint plan for improving road traffic safety and incident management and emergency communications systems.
- The existing border road user charging systems.
- Road transport permits.
- Road transport policies of the en-route countries
- Recommendations.

Task 2: Infrastructure along the Corridor and Road Fleets

- For each section of the corridor: Road conditions, infrastructure requirements, ongoing and planned investment projects, etc.
- Capacity analysis and geometric specifications as well as the physical standards of the road infrastructure in line with the traffic estimations;
- Investment priorities, estimated costs, funding, programming and monitoring:
 - i) short-medium term investment priorities for the physical and geometric inadequacies.
 - ii) total estimated costs for the priority projects.
 - iii) funding resources for the priority projects.
 - iv) inclusion of the priority projects in the investment programme of the relevant country.
 - v) monitoring of investment activity.
- recommendations on infrastructure development including facilities for drivers etc.
- Cargo transport fleet: existing situation.
- The existing regulations on vehicle fitness and equipment in respect of vehicles dimensions, loads, traffic signs, signals, markings, speed limits; and driving hours.
- Technical characteristics for the transport fleet and recommendations in this regard, with a particular attention to the TTFA and other relevant international conventions such as the Vienna Convention on Road Signs and Signals.

Task 3: Customs procedures and border crossing points management

- The current customs transit documents, procedures and systems in the country
- The gaps, bottlenecks, procedural differences, and operational issues in customs procedure, customs controls and border crossing management with the enroute countries by:
 - establishing Expert Group who will identify and evaluate the said issues by taking into account the joint experiences such as current Check List etc. acquired via Silk Road Initiative.
 - benefiting the international/national consultants' experiences established to supervise the implementation of the customs transit related provisions of the TTFA in the studies of the Expert Group, as regards the deficiencies of the border post procedures..
- Infrastructure issues related to border crossing point facilities (for drivers etc.).
- Logistic centers, dry ports, common border areas, etc: current situation and development opportunities.
- Implementation of the TIR Convention, International Convention on the Simplification and Harmonization of Customs Procedures, and other relevant instruments.
- Border post working hours.
- Data exchange and ICT infrastructure and procedures.
- A proposed mechanism for collection and monitoring of indicators of ITI transit performance or Border performance indicators, such as time, costs, total number of irregularities/ inspections, average border exit time, average border entry time, official and unofficial payments surveyed/reported cases of corruption.

- The components of the IRU Model Highway Initiatives on: providing recommendations on facilitation, streamlining and simplification of border crossing procedures and harmonization of rules and regulations, including “single–window” operations and combined control of goods and vehicles at the borders;

Task 4: Implementation of the TTFA & ‘support services & ancillary infrastructure’

- Current situation of the implementation of the road and customs related provisions of the TTFA in the country, as well as implementation or accession to relevant international convention and agreement on road transport mentioned in TTFA,
- Prepare a course of action for enhanced implementation of the TTFA,
- Motor Vehicle Third Party Liability Insurance, other types of insurance required along the corridor.
- Visa for drivers and other persons involved in transit operations.
- The components of the IRU Model Highway Initiatives on:
 - i. existing ancillary infrastructure facilities by types including: Fuel and lubricants supply, TIR parking areas/secure parking areas, repair shops/maintenance centers, hotels/motels, catering services, etc.
 - ii. the national legislation, norms and regulations in the area of construction, development and modernization of transport and ancillary infrastructure, including the issues of land allocation, investments, private sector involvement and operators of the ancillary infrastructure facilities
 - iii. providing recommendations for improvement and investment priorities in the area of ancillary infrastructure needed for development of the Corridor.

Task 5: Operational coordination for the ITI Corridor

- Institutions involved in operating the ITI Corridor.
- The role of the private sector, the business community, the freight forwarders, associations.
- Delineation of a comprehensive scheme of transit operations along the corridor.
- Analysis of the outputs of the IRU Model Highway Initiative
- Establishment of an effective coordination and communications mechanism among the enroute countries (regional cooperation and policy dialogue).
- Recommend ways for coordination between respective Ministries and Departments, including border post authorities, to curb overloading.
- Coordinate all measures among the concerned authorities of the enroute member states to start the test and regular runs of trucks under the TTFA along the ITI corridor.
- Corridor performance evaluation

4.2 Project for Development of a Road Transport Corridor between Kyrgyz Republic-Tajikistan-Afghanistan-Iran (KTAI Road Corridor)

Introduction

The project for establishment of a road transport corridor between Kirgiz Republic, Tajikistan, Afghanistan and Iran was been approved by the 8th Ministerial Meeting on Transport and Communications (Ashgabat, 28-29 June 2011).

The main goal of this project is to contribute to the sustainable development and poverty reduction through enhancement of transit trade among the en-route Member States.

To reach this goal, the ECO Council of Permanent Representatives (CPR) decided to allocate the required funds for the project and establish an open-ended Working Group of the en-route Member States to assure close contacts and coordination.

In this regard, three High Level Working Group Meetings of the en-route Member States have been held in Herat (2012), Bishkek (2013) and Tehran (2014). An Action Plan with concrete measures for establishment of the Corridor has been adopted in the 1st HLWG Meeting in Herat. These measures have been pursued by the en-route Member States and the ECO Secretariat which enabled to reach tangible progress. TIR system would be applied as transit system along this Corridor and the test run of trucks would be launched after the field study.

The High Level Working Group on KTAI Corridor has approved a field study to assure smooth operationalization of the Corridor. The Terms of Reference of the Study is as follows:

4.2.1: Specific Tasks

The consultant will have following main tasks for data collection , review and analysis;

1. Traffic studies for each section of the corridor
2. Infrastructure along the Corridor and Road Fleets
3. Customs procedures and border crossing points management
4. Implementation of TTFA along the Corridor and 'support services & ancillary infrastructure'
5. Operational coordination for the ITI Corridor & other support services

The details of each task are elaborated below (It may be noted that while largely the task details are same however there are some differences between the tasks requirements of the two corridors);

Task 1: Traffic studies for each section of the corridor

- Freight traffic transport (annual average daily traffic)with neighboring countries and countries of interest to the KTAI corridor, by origin-destination, type of commodities, export-import, transit, ton-km, by all modes in the last (five) years,
- Expected traffic increase in five years from operationalization of the Corridor.
- Share of various modes of transport by volume, value and percentage in the past ten years.
- Vehicle traffic with countries of interest to the KTAI corridor (type and number of vehicles ie. truck, bus or car, nationality, origin and destination, ton/truck, border crossing point, Import/Export and transit) in the past (ten) years.

- Travel times of freight and passenger.
- Cost analysis for freight and passenger travel, by different modes of transport, types of costs, value, share in total costs, etc.
- Road toll implementation.
- Supply chains and logistic services/ terminals and trans-shipment centres capacity, charges and services.
- Accidents data for trucks in international transport, by nationality, type of damage (death, injury, financial), the situation of MVTPL insurance.
- Study road traffic control and road traffic law enforcement in order to identify any possible major incompatibilities among the enroute member states.
- Transportation of hazardous substances and dangerous goods.
- Study the status of implementation of international agreements and conventions with regard to movement of hazardous substances and dangerous goods on the KTAI corridor.
- Trade and market/economic analysis.
- Study and explore the possibilities for adopting a joint plan for improving road traffic safety and incident management and emergency communications systems.
- The existing border road user charging systems.
- Road transport permits.
- Road transport policies of the country.
- Recommendations.

Task 2: Infrastructure along the Corridor and Road Fleets

- For each section of the corridor: Road conditions, infrastructure requirements, ongoing and planned investment projects, etc.
- Provide recommendations on infrastructure development (securisation of funding sources).
- Cargo transport fleet: existing situation, national plans for improvement of the fleet.
- The existing regulations on vehicle fitness and equipment in respect of vehicles dimensions, loads, traffic signs, signals, markings, speed limits; and driving hours.
- Technical characteristics
- Institutional and human resources capacity.
- Provide recommendations in this regard, with a particular attention to the TTFA and other relevant international conventions.

Task 3: Customs procedures and border crossing points management

- The current customs transit documents, procedures and systems in the country
- The gaps, bottlenecks, procedural differences, and operational issues in customs procedure, customs controls and border crossing management with the enroute countries.
- Infrastructure issues related to border crossing point facilities.
- Logistic centers, dry ports, common border areas, etc: current situation and development opportunities.

- Implementation of the TIR Convention, International Convention on the Simplification and Harmonization of Customs Procedures, and other relevant instruments.
- Border post working hours.
- Data exchange and ICT infrastructure and procedures.
- A proposed mechanism for collection and monitoring of indicators of KTAI transit performance or Border performance indicators, such as time, costs, total number of irregularities/ inspections, average border exit time, average border entry time, official and unofficial payments surveyed/reported cases of corruption.
- The components of the IRU Model Highway Initiatives on: providing recommendations on facilitation, streamlining and simplification of border crossing procedures and harmonization of rules and regulations, including “single-window” operations and combined control of goods and vehicles at the borders;

Task 4: Implementation of the TTFA & ‘support services & ancillary infrastructure’

- Current situation of the implementation of the road and customs related provisions of the TTFA in the country, as well as implementation or accession to relevant international convention and agreement on road transport mentioned in TTFA,
- Prepare a course of action for enhanced implementation of the TTFA,
- Motor Vehicle Third Party Liability Insurance, other types of insurance required along the corridor.
- Visa for drivers and other persons involved in transit operations.
- The components of the IRU Model Highway Initiatives on:
 - i) existing ancillary infrastructure facilities by types including: Fuel and lubricants supply, TIR parking areas/secure parking areas, repair shops/maintenance centers, hotels/motels, catering services, etc.
 - ii) the national legislation, norms and regulations in the area of construction, development and modernization of transport and ancillary infrastructure, including the issues of land allocation, investments, private sector involvement and operators of the ancillary infrastructure facilities
 - iii) providing recommendations for improvement and investment priorities in the area of ancillary infrastructure needed for development of the Corridor.

Task 5: Operational coordination for the KTAI Corridor

- Institutions involved in operating the KTAI Corridor.
- The role of the private sector, the business community, the freight forwarders, associations.
- Delineation of a comprehensive scheme of transit operations along the corridor.
- Analysis of the outputs of the IRU Model Highway Initiative
- Establishment of an effective coordination and communications mechanism among the enroute countries (regional cooperation and policy dialogue).

- Recommend ways for coordination between respective Ministries and Departments, including border post authorities, to curb overloading.
- Coordinate all measures among the concerned authorities of the en-route member states to start the test and regular runs of trucks under the TTFA along the KTAI corridor.
- Corridor performance evaluation

5. PROJECT MANAGEMENT

5.1 Geographical area to be covered

The geographical area to be covered comprises the ECO countries, namely; Pakistan, Iran, Turkey, Kirgiz Republic, Tajikistan, Afghanistan. The Contractor is expected to travel to each country at least once during the course of the contract, during the visit ECO Secretariat will be responsible for coordination and logistics to the project sites with the host ECO member country.

5.2. Target groups

The project will directly target the Ministries of Transport, Custom Authorities, Border police Authorities, border terminal management, Associations of Transport and relevant local associations and institutions will be closely associated to the project. Transport and container operators, business community in the regions will benefit in the long-term from more efficient logistical services and modernized transport infrastructure.

5.3. Responsible body

The project will be managed by the Economic Cooperation Organization (ECO) Secretariat, Tehran, Iran. The Director Transport ECO Secretariat will be responsible for managing the contract.

5.4. Management Structure

The project is to be managed by the Contractor from their own office and which will serve as the main contact point for all project activities.

The Contractor should bear in mind the regional emphasis in planning his travels and staffing requirements and a draft schedule of visits shall accompany his proposal. It should be noticed that this schedule may need to be adjusted at inception report stage or later with the agreement of the the Director of Transport ECO. The ratio of working time spent in the Contractor's office, and on mission in the region should be clearly visible in the Contractor's proposal.

5.5. Facilities to be provided by the contracting Authority and/or other parties

The project partners in the beneficiary countries will be the Transport department/ Custom department in each country and The project partners in each country shall appoint a staff member of their staff as 'National consultant' for this project to liaise with the contractor. The 'National Consultant' will assist and facilitate the implementation of the project, by providing necessary contacts, liaison with local authorities and will provide any other assistance required for the good implementation of the project.

The ECO Secretariat will provide all possible assistance to solve unforeseen problems, which the contractor may face. The possible failure to solve some of the consultant's problems encountered locally will not free the contractor from meeting his contractual obligations vis-à-vis the Contracting Authority.

5.6. Budget, Logistics and Field Visits

The Contractor's budget of the project is USD 65000.00 which exclude field visits. It has also to be noted that in the course of the project implementation, frequent travelling will be required to all beneficiary ECO countries, as appropriate and agreed with the Director Transport, ECO, based on the project needs. The logistics, coordination and cost for this travelling will be managed by ECO Secretariat from the budget allocated for the purpose.

5.7. Commencement date & Period of execution

The intended commencement date is March 2017, immediately following signature of the contract and the period of execution of the contract will be 10 months from date of signing of the contract.

6 HUMAN RESOURCE REQUIREMENTS

6.1 Personal

All experts implementing the contract are referred to as key experts. The contract staff will have relevant and extensive professional experience and will, at least, be fluent in one of two languages; English or Russian language and have good communication skills in the other language. The profiles of the key experts for this contract are as follows:

6.1.1. Key expert 1: Transport Economist (120 working days)

Qualifications and skills

University degree or equivalent in Transport Economic and Planning or related fields

General professional experience

- At least 10 years of proven professional experience in transport Planning, transport simulation and transport demand analysis
- Strong background in international transport policy analysis Specific professional experience
- At least 3 years of professional experience in the area of transport traffic planning, experience with transport simulation and forecasting tools and transport logistics, including in management of complex technical assistance contracts
- Experience in cargo flow analysis, transport sector tariffs, fees and financing issues
- Professional experience in commercial freight road transport, related business planning, feasibility studies as well as in investment appraisal
- Good knowledge of International and regional transport policies and regulations and procedures
- Experience in regional cooperation and transport networking, preferably in the western Asia and CIS region
- Experience in coordination with international donors, IFI's and in investments appraisal

- At least 5 years of professional experience in transport management/ logistics projects,
- Good command of information technology in Border points and customs authorities
- In-depth knowledge with freight forwarding, customs and border control issues

Key expert 2: Infrastructure Specialist (80 working days)

Qualifications and skills

University degree or equivalent in Civil engineering or related fields

General professional experience

At least 10 years of proven expertise in highways and road engineering

Specific professional experience

- At least 5 years of professional experience in road design and specification
- Experience in investment appraisal for road transport infrastructure projects
- Experience of International road transport infrastructure standards including ancillary infrastructures for services.
- Knowledge of border point infrastructure requirements.
- Good understanding of Regional Programs and policies in the field of transportation
- Field experience in beneficiary countries, CIS and/or West Asian countries would be a distinct advantage.
- Experience in road infrastructure investment mechanisms plans and options
- Good knowledge of International and regional transport policies and regulations and procedures

The Contractor is requested to nominate one member of the team of the experts as Team Leader. For this purpose, the selection should also be in accordance with following demonstrated

criteria:

- Experience in managing a team composed of expatriate and local technical specialists;
- good understanding of local and regional socio-political aspects;
- supervising and co-coordinating all aspects of the project's technical work;
- ensuring good communication with the Project Partners;
- organizing and overseeing administrative and logistic support;
- good reporting and drafting skills.

6.2. Support staff & backstopping

It is mandatory to have backstopping and support staff available for this project. Backstopping and support staff costs are considered to be included in the fee rates of the experts.

6.3. Equipment

No equipment is to be purchased on behalf of the Contracting Authority / beneficiary country at the end of this contract.

6.4. Incidental expenditure

The Provision for incidental expenditure covers the ancillary and exceptional eligible expenditure incurred under this contract and ECO Secretariat will directly fund these costs. It cannot be used for costs which should be covered by the Contractor, these costs will be covered by the ECO Secretariat. It may cover :

- 1) Travel costs and subsistence allowances for missions to be undertaken as part of this contract from the base of operations in the beneficiary countries.
- 2) Any other mission approved by the Director Transport ECO Secretariat.
- 3) Translation of reports and other relevant documents.
- 4) All costs directly related to the implementation of the training events (workshops, symposia, seminars).
- 5) Communication costs and related publication material.

The Provision for incidental expenditure for this contract may not be added to the contractor budget.

7.PROJECT DELIVERABLES

7.1. Reporting requirements

Interim progress reports must be prepared every three months during the period of execution of the contract. They must be provided along with the corresponding invoice.

There must be two final reports (one each for ITI and KTAI Road Corridors), a final invoice and the financial report accompanied by an expenditure verification report at the end of the period of execution. The draft final reports must be submitted at least one month before the end of the period of execution of the contract.

A short Inception Report will be issued within 3 months of the start of the project. It shall summarise initial findings and propose any modifications to the methodology and work plan. It will also confirm or modify institutes/organisations/consulting bodies to be directly involved in the implementation. The report distribution lists will be included.

In addition to the above formal reports, the Contractor shall provide such information on project progress as it is reasonable required by the ECO Secretariat. The Contractor shall in particular provide electronic and hard copies of recommendations elaborated, training material prepared under this project, any other document which requires prior approval as stated in the project description above.

No report or document shall be distributed to third parties prior to the approval by the Director Transport ECO Secretariat. The contractor shall pay particular attention to the confidentiality of data. Reports, as well as press statements, etc., made by the contractor will make clear that any opinions expressed therein remain those of the Contractor and do not represent the opinion of the ECO Secretariat.

Copyright on all reports and other material prepared under this contract shall reside with the ECO Secretariat.

7.2 Submission & approval of reports

All reports are to be delivered in the formats, numbers, languages and location as follows:

15 copies Bound CD in English and Russian (Eng+Rus) to;
Director Transport
Economic cooperation Organization,
1 Golbou, South Kamreniye,
Tehran, Iran

The Director Transport, ECO is responsible for approving the progress reports.

In order to put the reports on the ECO web site and to allow further data processing, reports must be provided by the contractor under an electronic file “.doc” or “.pdf”. In any case, all texts must be composed with common and scan-able fonts, including for tables, maps, diagrams, drawings etc.

Only photographs, logos and facsimiles of original documents will be accepted under a bitmap graphic format (inside the “.doc” or “.pdf” file) though in this case they cannot be used in the document data processing. The resolution of bitmap files must be 150 dpi or less. Each report must correspond to one single “.doc” document or “.pdf” file. Reports transmitted in multiple files and of different kind will be refused. Contractor is invited to contact the Webmaster before any file transfer.

The Contractor is to compose and provide in his Technical Proposal a schedule of separate deliverables appropriate to specific technical and commercial components of the project.

8 MONITORING AND EVALUATION

The contractor shall incorporate monitoring mechanisms for periodic assessment of the progress of the project work components. Specific performance measures can be selected because they provide valid, useful, practical and comparable measures of progress towards achieving expected results. Such measures can be quantitative: measures of quantity, including statistical statements; or qualitative: judgements and perception derived from subjective analysis of progress made.

The essential points to be monitored are:

- Deviations of milestones and deliverables from their planned dates
- Adherence to the work plan in terms of content of the activities actually carried out
- Deviations in effort needed to complete an activity, as compared to plan
- Introduction of work not initially planned
- Shifting of the common understanding of the objectives and priorities between contractor and recipient
- Appearance of unexpected difficulties likely to require special measures or shift of project resources.