

დასახელება: ინდივიდუალური კონსულტანტი/პროექტის ადგილობრივი მენეჯერი

საქართველოს მთავრობამ აზიის განვითარების ბანკისგან (the Asian Development Bank) მიიღო დაფინანსება „საცხოვრებლად ვარგისი ქალაქების საინვესტიციო პროგრამა თანაბარი განვითარებისთვის“ (LCIP) პროექტის განსახორციელებლად.

სსიპ „საქართველოს მუნიციპალური განვითარების ფონდი“ აღნიშნული პროექტის ფარგლებში აპირებს ინდივიდუალური კონსულტანტის, პროექტის ადგილობრივი მენეჯერის შერჩევას.

ინდივიდუალური კონსულტანტის შერჩევა - პროექტის ადგილობრივი მენეჯერი
შერჩევის #LCIP-CS-11-IC-2025

დეტალური ინფორმაციისთვის იხილეთ ტექნიკური დავალების ინგლისური ვერსია.

სავარაუდო დარიცხული ანაზღაურება - 3,000.00 დოლარი, ექვივალენტი ლარში.

ინტერესთა გამოხატვა შესაძლებელია აზიის განვითარების ბანკის საკონსულტაციო მართვის სისტემის მეშვეობით (ADB Consultant Management System) შემდეგ ბმულზე:

https://selfservice.adb.org/OA_HTML/adb/xxcrs/jsp/ADBCsrnFwd.jsp?sel=218090

ინტერესთა გამოხატვის დასრულების თარიღი: 1 დეკემბერი 2025 წელი.

TERMS OF REFERENCE

Assignment Title: Individual Consulting Selection – National Project Manager

Selection No: LCIP-CS-11-IC-2025

Project: Loan: 4134-GEO: Livable Cities Investment Project for Balanced Development

Source: National

Type of contract: Continuous

A. Background and Objective

1. The Government of Georgia has received financing from the Asian Development Bank (ADB) towards the cost of Livable Cities Investment Program (LCIP). The project aims to improve livability and inclusive economic growth in Georgia including the seven lagging regions—Kvemo Kartli, Samegrelo-Zemo Svaneti, Kakheti, Samstkhe-Javakheti, Shida Kartli, Imereti and Guria—and the capital city Tbilisi. The project will improve the quality of life of at least 1.5 million people (of which 52% are women) across Georgia through integrated urban solutions for inclusive and climate-resilient urban infrastructure and services, improved accessibility, connectivity and economic competitiveness, and enhanced institutional capacity. The project will upgrade urban centers and other settlements, public spaces, and parks; restore cultural heritage buildings and natural heritage sites; upgrade roads; and construct community infrastructure such as kindergartens, libraries, e-learning centers, and sports and tourism facilities. Universal design and accessibility standards will be applied for all project components. The Municipal Development Fund of Georgia (MDF) is the executing agency.

2. The main objective of the Project Manager is to support the MDF Program Manager for ADB Projects ensure timely implementation of the ongoing and upcoming civil works contracts. The Project Manager will support

the MDF Program Manager for ADB Projects in overall management of the project cycle, and ensuring compliance with ADB's safeguard policy requirements, and monitoring and reporting coordination between vendors and monitoring of the implementation process. The Project Manager will support the MDF Program Manager for ADB Projects to represent MDF and coordinate with all projects related stakeholders (engineer, consultants, contractor and other stakeholders).

B. Scope of work

3. Currently, several large works contracts are ongoing under LCIP and require technical and contractual management. The contracts ongoing include (1) urban upgrade project of Velistsikhe, (2) rehabilitation of Laghami district in Mestia – phase 1, (3) rehabilitation of Laghami district in Mestia – Phase 2, which shall commence in Q1 2026. The project intends to award few other contracts in 2026 and 2027, namely rehabilitation of Laghami District in Mestia Phase 3 and Phase 4. Also, the scope of the project Manager will include the finishing works of other projects of the LCIP, such like DLP periods of Sport Complexes and few kindergartens and preparation works of new upcoming ADB Program, that will be implemented by MDF starting from 2026. Detailed inputs include, but not limited to, the following tasks:

4. Task 1 General management:

- i. Support the MDF Program Manager for ADB Projects in coordination between MDF units, Contractors, Engineers and other Stakeholders;
- ii. Chair weekly/monthly construction progress meetings;
- iii. Elevation of issues that represent significant risk to the executive level and identify solutions and presenting them to MDF Program Manager for ADB Projects;
- iv. Coordinate and liaison with Local Government Authorities, beneficiaries and other stakeholders.

5. Task 2: Monitoring of civil works:

- i. Primary Employer's point of contact for the Contractor (through the Engineer);
- ii. Evaluation of the Engineer's and Contractor's performance, in coordination with the MDF Program Manager for ADB Projects issuing directions as necessary (through or to the Engineer);
- iii. In coordination with the MDF Program Manager for ADB Projects, recommendation for authorization of Contractor's payments (after the Engineer's analysis and concurrence);
- iv. In coordination with the MDF Program Manager for ADB Projects, recommendation for approval/denial of the Contractor's Variation Orders and Claims (after the Engineer's analysis and concurrence);
- v. Coordinating the quality control process that ensures the project deliverables are in accordance with MDF and ADB requirements;
- vi. In coordination with the MDF Program Manager for ADB Projects manage the design changes after verification of the Engineer's Quality Assurance (QA) or Quality Control (QC) and based on third part review as necessary;
- vii. Monthly reporting to MDF executive level regarding financial status, physical progress and anticipated events;
- viii. Review and monitor Contractor performance and ensure that the project is delivered to time and cost targets;

- ix. Ensure the project is executed in accordance with approved plans, specifications, standards and within budget;
 - x. Ensure timely performance of Engineer's and Contractor's management staff, in coordination with MDF responsible units regarding preparation of recommendations on staffing changes as necessary;
 - xi. In close coordination with the MDF Program Manager for ADB Projects, monitor and advise on risks to project implementation and make recommendations for risk mitigation measures as required;
 - xii. In coordination with the MDF's responsible staff monitoring on contractual obligations fulfillment by Supervision Company;
 - xiii. Review of progress reports submitted by Engineer to the MDF;
 - xiv. Perform other duties as may be assigned by the MDF Program Manager for ADB Projects.
6. Task 3 Safeguards:
- i. Close cooperation with the Environmental and Social Safeguards Unit of MDF; and
 - ii. Coordinate communication between MDF, Engineer and Contractor regarding environmental and social safeguard issues.

C. Qualifications and Experience

- a. Education:
 - A bachelor's degree in Project Management or Business Administration or
 - Engineering is required (Master's degree will be preferable);
 - Significant experiences and familiarity with the contracting procedures of International Financing institutions, and demonstrated project management experiences as Small Works contracts expert are an advantage.
- b. Work Experience
 - Overall management experience of 5 years;
 - Management experience of small civil works contracts;
 - Experience in managing infrastructure projects financed by international donor organizations;
 - Experience in managing donor-financed projects with resettlement impact will be considered a plus;
 - Experience in preparing reports to donors and clients;
 - Experience in monitoring, control and evaluation of projects is desirable;
 - General knowledge of IFIs safeguards procedures.
- c. Key Competencies
 - Good communication (verbal and written) and strong interpersonal skills and ability to work in a team environment;
 - Have excellent analytical and writing skills;
 - Be results oriented and able to meet strict timelines for outputs;
 - Good knowledge of MS Office applications (Word, Excel), email/internet;
 - Experience in providing assistance and support in evaluation and performance monitoring;
 - Strong management and leadership skills, with the capability to act both professionally and decisively under pressure;
 - Proficiency of English Language.

D. Implementation arrangements and reporting requirements

7. Project Manager will be reporting to the MDF Program Manager for ADB Projects. The Project Manager is expected to operate independently in coordination with the MDF project staff.

8. The incumbent will submit monthly progress reports in English to MDF within 15 days after completion of each month.

9. MDF will provide (i) all relevant documents and reports relating to the assignment; (ii) suitable office accommodation in the MDF office; and (iii) project related transportation, hotel accommodation and per diem allowances, as needed.

10. The Project Manager will be recruited by MDF as an individual consultant on a continuous basis. Tentative duration of the Contract will be 12 months, with possible extension upon successful performance and mutual agreement.

Interested individual consultants are invited to submit their Expression of Interest (EOI) through ADB Consultant Management System using the following link:

https://selfservice.adb.org/OA_HTML/adb/xxcrs/jsp/ADBCsrnFwd.jsp?sel=218090

Deadline of Submitting EOI: 1 December 2025

