



Madhesh Province Government
Ministry of Physical Infrastructure Development.
Infrastructure Development Directorate
Provincial and Local Roads Improvement Program (PLRIP)
Provincial Project Management Unit (PPMU)
Madhesh Province

Terms of Reference (ToR)
for
Road Safety Engineer (RSE)
Contract ID: PLRIP/MADHESH/CS/IND/ RSE/33/082-83

1.0 INTRODUCTION

- 1.1 Government of Nepal (GoN) is receiving the development grant & credit to implement the Provincial and Local Road Improvement Program (PLRIP), from the International Development Association (IDA). A part of this financial assistance is to be used for consultancy services for hiring individual consultant(s) in the capacity of **Road Safety Engineer (RSE)**
- 1.2 Main objective of the program is to enhance all-weather connectivity, efficiency, and resilience of local and provincial road networks, and strengthen the capacity of the participating provincial governments and local levels. Followings will be the components of PLRIP:

Component 1: Enhancing the efficiency and resilience of Provincial Roads

- Upgrading or rehabilitating provincial roads and bridges from existing fair-weather to all-weather standards,
- Preservation of road assets through routine, periodic and emergency maintenance of the existing provincial road and bridge network.

Component 2: Enhancing all-weather connectivity and access to Rural Municipalities

- Providing critical connectivity to remote municipalities that are not yet connected to the national or provincial road network,
- Improving the existing roads to remote municipalities to all-weather, green and safe roads and bridges.

Component 3: Institutional Strengthening and Capacity Development

- Harmonizing the program level guidelines and standards,
- Training and capacity building of the Provincial Governments and Local Levels, including establishing a Technical Center of Excellence at each Province and specialized laboratories facility at DoLID,
- Introduction of scientific planning and management systems as well as standard processes for feasibility and design studies and work execution considering environmental and social safeguards,

- Strengthening of the existing quality monitoring and evaluation system,
- Comprehensive policy and program for the sustainable development of both Provincial and Local Roads including adoption of an appropriate maintenance framework,
- Supporting preparation of future projects through relevant preparatory studies, feasibility, detailed design and E&S studies.

Component 4: Improvement of complimentary infrastructure and services

- Road Safety,
- Rural Transportation Services.

Component 5: Contingent Emergency Response

- Immediate response to an eligible crisis or emergency due to major natural disaster, pandemic, or any other unforeseen extreme events

- 1.3 PLRIP will be implemented through provinces and local governments in close coordination with federal government. Central Project Coordination Unit (CPCU), established under the Department of Local Infrastructure Development (DoLID) will be in a coordination role from the federal government and the Infrastructure Development Offices (IDOs) and Technical Units of participating local levels will be the main implementing bodies of this program. PLRIP is being implemented in three provinces (Madhesh, Karnali, and Sudurpaschim), including some selected Rural/Municipalities, and will be extended to all provinces in the forthcoming fiscal years. The Provincial Project Management Unit (PPMU) has been established under the Infrastructure Development Directorate (IDD) in each province to manage the program at the provincial level. **Road Safety Engineer (RSE)** to be based at PPMU will be hired to support PPMU of the provinces in road safety measures in all stages of PLRIP implementation.
- 1.4 The PLRIP, PPMU Madhesh Province, now intends to hire an individual consultant as **Road Safety Engineer (RSE)** to assist the PPMU in overall road safety management of the province, including reviewing the compliance of documents received in PPMU.

2.0 OBJECTIVES OF THE CONSULTANCY SERVICES

2.1 General

The main objective of the consultancy services is to support PPMU in strengthening road safety management and engineering practices at the provincial and local level, ensuring integration of safety measures in planning, design, construction, maintenance of provincial and local roads, Training and Professional Development of Engineers. Road safety and OSH awareness improved through capacity building and Road Safety Action Plans preparation.

2.2 Specific

The specific objectives of the consultancy services are as follows:

- To support the integration of road safety measures in all stages of PLRIP implementation, including planning, design, construction, and maintenance of provincial and local roads.
- To conduct and oversee road safety audits and inspections, ensuring systematic recording, monitoring, and compliance with PLRIP safety standards and guidelines.



- iii. To strengthen the capacity of PPMU, IDO, and local stakeholders on road safety engineering practices, including training on design standards, audit methodologies, and risk mitigation strategies.
- iv. To monitor and evaluate the performance of PPMU, IDO, and local-level consultants in implementing road safety interventions and recommend improvements for continuous enhancement.

3.0 SCOPE OF THE CONSULTANCY SERVICES

The consultant shall have to work under the management of Provincial Project Management Unit (PPMU) in close coordination with Central Program Management Unit (CPCU) for the implementation of OSH Guideline, capacitating Contractors and Workers and PPMU/ IDO team with regular monitoring of compliance at Work site and labour camps in terms of OSH and social safeguard issues and recommendation for improvement as a part of implementation of OSH guidelines for the transport sector. He/She shall work under the guidance of PPMU chief or his/her authorized representative. The consultant shall however ensure that the services carried out are fully adequate to attain the objectives set out in **Para “2,”** of this Terms of Reference (ToR).

The Consultant’s duties shall include but not necessarily be limited to,

- Assist IDO and PPMU technical personnel in planning, design review, training, execution, and monitoring of road safety and OHS activities in project districts.
- Provide technical guidance to ensure integration of safety measures in all phases of road projects.
- Support for improvement of community safety, particularly for the vulnerable road users- pedestrians, cyclists, motorcycle users, and persons with disability.
- Train and support IDO engineers on the application of road safety standards, audit procedures, and best practices.
- Identify training needs of contractors and local stakeholders; prepare and implement a capacity-building plan within available resources.
- Ensure implementation of Road Safety Guidelines and adherence to national standards and policies.
- Support contractors in preparing site-specific safety plans, cost estimates, reporting systems, inspection checklists, and awareness materials.
- Conduct safety audits at feasibility, detailed design, and post-construction stages for provincial and local roads.
- Maintain audit documentation in line with PLRIP guidelines and recommend corrective measures.
- Monitor implementation of audit findings on prioritized road sections.
- Supervise and assure quality of safety data collection; update Construction Site Monitoring (CMS) and project databases.
- Undertake frequent site missions with project teams to monitor compliance and identify risks.
- Monitor contractor work zones and construction sites to ensure adherence to approved safety plans.

- Coordinate with CPCU and PPMU for arrangements related to audits, inspections, and periodic safety upgrades.
- Document good practices and lessons learned; prepare reports, case studies, and visual materials for knowledge sharing.
- Assist the M&E officer in developing road safety performance indicators and improvement strategies.
- Contribute to research on innovative approaches for enhancing road safety.
- Perform other road safety-related tasks as assigned by the supervisor.

4.0 MINIMUM QUALIFICATION REQUIRED FOR ELIGIBILITY

The applicants must satisfy the following eligibility criteria:

- The applicant must have a Master's degree in Highway/Transportation/Road Safety or equivalent from a recognized University/Institution,
- Minimum 10 (Ten) years of general experience,
- Minimum 5(Five) years of specific experience in the road safety sector. Relevant experience in the road safety engineering expert, including undertaking safety audits. Experience of working with DoLID will be an added advantage,
- Minimum 3(Three) years of specific experience in DP-funded road and bridge construction works
- The applicant must be registered in the Nepal Engineering Council (NEC).

5.0 SELECTION METHOD

The consultant selection shall be based on the *Procurement Regulations for IPF Borrowers Fifth Edition September 2023* ("Procurement Regulations"), Open Competitive Selection of Individual Consultants.

6.0 REMUNERATION AND LOGISTIC SUPPORT TO THE CONSULTANT

The Consultant shall be provided with the remuneration and other logistic supports as below:

- The Consultant's remuneration per month shall be finalized through negotiation within the ceiling of the budget; exclusive of VAT. The date of negotiation will be informed immediately after the submission of the financial proposal.
- The reimbursable expense such as travel cost, DSA and others will be paid as per actual expenditure; this also will be decided through negotiation.
- In case of failure of negotiation, the consultants in waiting list in order of merit will be called on for negotiation.
- The price escalation is not applicable to this consulting service.
- The Consultant shall be paid by PPMU every month on the submission of his/her invoice and time-sheet with the obligatory reports as mentioned in subsequent **Para"7"**. The invoice must be associated by the consultant's VAT bill having readable PAN.

- The office space and working furniture (Table & chair) will be provided to the consultant within premises of PPMU office.
- The PPMU shall avail the electricity, internet and printing facility to the consultant during working hours.
- The consultant shall have his/her own laptop for working.

7.0 CONSULTANT'S REPORTING OBLIGATIONS

The Consultant shall deliver the following reports to PPMU in the standard format:

- Monthly Progress Report,
- Quarterly Progress Report,
- Annual Progress Report,
- Other Reports as and when asked by PPMU in connection with the project works.

Note: Electronic copy of each report shall also have to be submitted.

8.0 DURATION OF CONSULTANCY SERVICES

- The duration of the Consultant's services shall be for approximately Three (3) years on a full-time basis. The services shall start tentatively from February 2026 and services may be extended beyond three years based on sound performance and requirements under the Project. The contract shall be terminated if the project does not need the consultant's service due to the project's internal management or unsatisfactory performance of the consultants as evaluated by the PPMU. Performance evaluation of the consultant will be made in every six (6) months.
- In case of the termination of the contract within the contract period by the project (client), the client will inform the consultant in writing one (1) month before.
- If the Consultant wishes to leave the project, he/she shall mandatorily inform the PPMU in writing one (1) month before leaving the program.

9.0 TAXATION

The Consultant shall be fully responsible for all taxes imposed by the Government of Nepal. The Consultant must be registered in the Value Added Tax (VAT) after the contract agreement signed. The consultant will be responsible for the costs of the premium of any insurance plan he/she takes up.

10.0 AGREEMENT

The Consultant shall be required to enter into an agreement with the PLRIP-PPMU/TID on a time-based contract.

11.0 Working Hours and Leave

The Consultant shall follow the same working hours and working days as observed by the Client and shall not be entitled to be paid for overtime. No additional leave is granted.