

REPUBLIC OF TÜRKİYE
MINISTRY OF ENVIRONMENT, URBANIZATION AND CLIMATE CHANGE
General Directorate of Construction Affairs

PUBLIC AND MUNICIPAL RENEWABLE ENERGY PROJECT
(179867)

TERMS OF REFERENCE
FOR
COST and PLANNING EXPERT
(Ref: PUMREP/WB/IND-CP-01)

1. Background

The Ministry of Environment, Urbanization and Climate Change has received for financing from the World Bank toward the cost of the Public and Municipal Renewable Energy Efficiency Project (PUMREP) and intends to apply part of the proceeds for consulting services. The implementation period will end on July 31, 2028. Financed by the proceeds of the Loan Agreement signed between the Ministry of Treasury and Finance, the Project holds a budget of USD\$549 million IBRD loan, US\$3 million Energy Sector Management Assistance Program (ESMAP) grant. The overall objective of the Project is to increase the use of renewable energy (RE) through self-generation in public facilities.

The Project will support investments in central government and central-government-affiliated facilities (e.g., public buildings under central ministries, universities, dormitories and hospitals) and will be implemented by the General Directorate of Construction Affairs (GDCA) under the Ministry of Environment, Urban and Climate Change (MoEUCC). Buildings will be identified through the application list of public buildings, which can then be prioritized based on eligibility criteria.

The Project will include three components: (i) RE investments in central government buildings, to be implemented by MoEUCC; (ii) RE investments in municipal buildings, to be implemented by İlbank; and (iii) technical assistance (TA) and implementation support, for both MoEUCC and İlbank.

The General Directorate of Construction Affairs (GDCA) established a project implementation unit (PIU) is responsible from implementation of Component 1, 3a and 4a of the project such as selection of the facilities, procurement of the various contractors (e.g. feasibility studies, energy audits, technical designs, installation of RE systems, renovation works, construction supervision, savings verifications, technical assistance or consultancies, etc.).

Under Component 1 investments in RE technologies, primarily solar Photovoltaic (PV) will be supported. RE installations will be primarily used to offset the facilities' electricity (i.e.. for self-consumption purposes rather than to generate power to sell to the grid). An initial pipeline of about 291 subprojects in central government facilities (e.g.. state universities, sports buildings and

hospitals) distributed across most provinces in the country and amounting to a total generation capacity of nearly 136 MW has already been identified. This pipeline includes rooftop, car park canopies and ground mounted solar PV installations, ranging from a few kW to several MW. RE technologies other than solar PV are also eligible under this subcomponent, as per the eligibility criteria.

The facilities in the subcomponents have been gathered in different packages considering the geographic location and the electricity distribution company's authority zone. Under the project consultant companies will be hired to prepare the feasibility studies to assess the technical and financial viability of installing RE power generation (solar PV and solar thermal) in public facilities.

Within the framework of the Public and Municipal Renewable Energy Efficiency Project, a **Cost and Planning Expert (PUMREP/WB/IND-CP-01)** will be employed at Project Implementation Unit of the General Directorate of Construction Affairs of Ministry of Environment, Urbanization and Climate Change (MoEUCC).

2. Objectives

The objective of this assignment is to employ an experienced consultant as the Cost and Planning of GDCA PIU, who will work in the Project Implementation Unit (PIU) to assist in the project implementation activities, provide services for the monitoring of the activities planned under the Public and Municipal Renewable Energy Efficiency Project (PUMREP).

3. Scope of Services

The Consultant shall,

- a) Supervise the work of the technical consultants: project designers, construction companies and supervision companies,
- b) Review and assess technical proposals of the consulting firms and offers from renovation contractors and provide inputs to the technical evaluation reports and support the PIU in contract negotiations,
- c) Review and compare structural designs & calculations, structural drawings, costs and quantity surveying for renovation, strengthening and reconstruction works of public buildings within the scope of the project, the required principles related with the construction and structural issues at the design, tendering and execution stages,
- d) Ensure the compatibility of drawings and specifications with the structural designs,
- e) Review the technical inputs into bidding documents, terms of references, project reports, bid evaluation reports, project supervision and acceptance/commissioning reports,
- f) Visit construction sites for periodic audits for the compliance of the executions on site with the relevant contracts & specifications, monitor and report issues, contribute to and participate in project related events, control payment schedules and progress payments,
- g) Coordinate the monitoring of results indicators of the renovations,
- h) Ensure compliance with local building codes, material standards and engineering norms in Turkey throughout the design and construction of the renovation process,

- i) Carry out other technical studies and assignments as requested the GDCA's PIU.

4. Duration and Location of Services

The services will be required on a full-time basis. Cost and Planning Expert is expected to commence work from August 2025, with two months' probation period and a renewable 1-year contract, if performance is satisfactory, through the duration of the project.

The position will be based in Ankara, and the consultant will be expected to travel to civil works sites and other relevant sites under the project throughout project implementation.

5. Qualification Requirements

- At least bachelor's degree in Civil Engineering, an MS degree in project management or engineering would be an asset,
- At least 7 years' relevant construction sector experience,
- At least 5 years of professional experience in the structural designs & calculations, structural drawings, costs and quantity surveying,
- Experience with Works or Supplies contracts, either in design, writing of specifications, bills of quantities, tender procedures or site works supervision,
- Experience in preparation of the cost estimates with unit prices of Ministry of Environment and Urbanization (inc. and other unit price books accepted by the PIU), checking the compatibility between the technical specification and cost estimate, preparation of the interim payment and final progress payment certifications, and preparation of variation orders.
- Experience in preparing/controlling of payment schedules and progress payments of Solar Power Plants (SPP) would be an asset,
- Experience within interdisciplinary teams in project management and working experience with IFIs financed project experience would be an advantage,
- Having B Class occupational health and safety expert certification would be an asset,
- Familiarity with Government of Turkey's relevant legal, administrative and bureaucratic procedures, local and international building codes related of similar projects,
- Excellent interpersonal skills demonstrated ability to communicate effectively and strong writing/reporting skills.
- Proficiency in MS Excel and Planning Software (e.g. Primavera P6 or MS Project) would be an asset
- Ability to prepare work schedules and generate project reports
- Knowledge of procurement process,
- Proficiency in key computer applications, e.g., Word, Excel, PowerPoint, have a strong client orientation,
- Fluency in both Turkish and English (both oral and verbal) is a requirement.

6. Reports

The Consultant shall submit brief monthly progress reports summarizing the Project related activities, issues and recommendations during the assignment.

7. Methodology

The consultant will be hired following the guidance of World Bank's "Procurement Regulations for IPF Borrowers - November 2020 (Procurement Regulations)". The contracted position will be the Cost and Planning Expert of GDCA PIU in Ankara. The contract will be signed between the GDCA or his designee and the consultant.

8. Application

Curriculum vitae (CV) in English in the format given below together with a one-page application letter must be delivered to the address below in person or by e-mail, indicating the title and the reference code of the applied position in the subject line. The deadline for application is **27 June, 2025; 5:00 p.m.** local time.

Ministry of Environment, Urbanization and Climate Change
General Directorate of Construction Affairs
External Investments Department
Attn: Esra Turan Tombak (Project Director)
Mustafa Kemal Mahallesi, 2082. Cadde, No:52, 06510 Çankaya / ANKARA
Tel: 0312 480 07 50
E-mail: ihale.dky@csb.gov.tr
web-site: <https://www.kamuenerji.csb.gov.tr>

SAMPLE CURRICULUM VITAE

Name of Staff :

Profession :

Date and Place of Birth :

Civil Status :

Home Address :

Phone **home** :

mobile :

E-Mail :

POSITION APPLIED :

KEY QUALIFICATIONS

Specific experience in:

-
-
-
-

EDUCATIONAL BACKGROUND

-
-
-
-

PROFESSIONAL EXPERIENCES

(Employment Record)

-
-
-

Language Proficiency:

1.	Excellent	Good	Poor
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Reading			
Writing			
Speaking			

2.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

3.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

Computing Knowledge :

Experience in:

-
-
-

Membership of Professional Societies :

References and transcripts : AVAILABLE UPON REQUEST

Certification

I, the undersigned, certify that to the best of my knowledge and belief, this biodata correctly describes myself, my qualifications and my experience.

Signature

Date