

**REPUBLIC OF TÜRKİYE**  
**MINISTRY OF ENVIRONMENT, URBANISATION AND CLIMATE CHANGE**  
**GENERAL DIRECTORATE OF CONSTRUCTION AFFAIRS**  
**Internationally Financed Seismic Retrofitting Department**

**TÜRKİYE SEISMIC RESILIENCE AND ENERGY EFFICIENCY IN PUBLIC BUILDINGS PROJECT (P175894)**

**TERMS OF REFERENCE FOR  
RECRUITMENT OF ARCHITECT  
(Ref: WB/INDV-AR-01R)**

**1. BACKGROUND**

The Ministry of Environment, Urbanization and Climate Change has received financing from the World Bank toward the cost of the Seismic Resilience and Energy Efficiency in Public Buildings Project (SREEPB) and intends to apply part of the proceeds for consulting services. The implementation period will end on June 30, 2027. Financed by the proceeds of the Loan Agreement signed between the Ministry of Treasury and Finance, the Project holds a budget of USD 265.000.000.

The overall objective of the Project is to improve disaster resilience and energy savings in selected central government buildings and to strengthen the policy framework and institutional capacity to develop, finance, and implement resilient and sustainable public buildings in Türkiye.

The Project will promote a national strategic approach to increase energy efficiency and seismic performance in public buildings through an integrated approach that creates a demonstration effect and builds the foundations critical to reach scale and improve the vast building stock in Türkiye (estimated at more than 9 million public and private structures). Such an approach is expected to yield the following benefits: (i) reduction in total cost through shared labor and complementary concurrent investments; (ii) sustainability of EE improvements through the building lifetime and payback period by ensuring investment in earthquake resistant buildings; (iii) functional upgrades such as autonomous energy (e.g. solar panels), which are crucial to ensure energy supply and continuity of service in the aftermath of an earthquake where energy service can be disrupted for days or weeks; (iv) strengthening of roofs associated with EE that can also increase the performance of building during disasters; (v) assessing the full economic case for building improvement through strengthening and renovation versus demolishing and rebuilding for both disaster risk management (DRM) and EE objectives; (vi) increasing the efficiency of public service investments in structural improvements and EE through more rapid and lower cost testing of critical materials and equipment and by testing and scaling innovative approaches; and (vii) minimizing disruption to building occupants and government services.

Project includes three components: (i) investments in central government buildings for seismic strengthening and EE improvement; (ii) advanced technical assistance (TA) and capacity building; and (iii) project implementation support.

The General Directorate of Construction Affairs (GDCA) established a project implementation unit (PIU) which is responsible for the overall implementation of the Project, such as the selection of the buildings, procurement of the various contractors

(e.g., structural studies, energy audits, technical designs, renovation works, construction supervision, savings verifications, technical assistance or consultancies, etc.).

Within the framework of the Seismic Resilience and Energy Efficiency in Public Buildings Project (SREEPB), an **Architect (WB/INDV-AR-01R)** will be employed at the Project Implementation Unit of the General Directorate of Construction Affairs of Ministry of Environment, Urbanization and Climate Change (MoEUCC).

## **2. OBJECTIVES**

The main objective of the Consultant's services under this Terms of Reference (ToR) is to employ an **Architect** as an individual consultant who will work full-time in the Project Implementation Unit (PIU) to assist in the project implementation activities, provide services for the monitoring of the activities planned under Project.

## **3. SCOPE OF THE SERVICES**

The Consultant shall;

- a) Supervise the work of the technical consultants: energy auditors, project designers, construction companies and commissioning consultants,
- 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) Provide technical processing within the framework of the implementation of the building energy efficiency and advising and public relations work on all energy issues arising in the Project,
- d) Review the energy audit reports based on the architectural, technical, and economic data, EE measures, energy savings, investment costs, payback times and profitability, environmental benefits, implementation plan, operation, and maintenance,
- e) Review detailed technical designs, architectural system details, and specifications to ensure compliance with best practices on architectural aspects (e.g., insulation of envelope, the thermal heat loss of buildings, passive systems, window optimization, etc.),
- f) Ensure compliance with local building codes, material standards, and architectural norms in Türkiye throughout the design and construction of the renovation process,
- g) Ensure the compatibility of drawings and specifications with the structural, mechanical, and electrical designs,
- h) Review tender documents for renovation works, evaluate renovation bids, review construction supervision reports, oversight renovations,
- i) 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,
- j) Provide technical inputs into bidding documents, terms of references, project reports, bid evaluation reports, project supervision, and acceptance/commissioning reports,
- k) Coordinate the monitoring of results indicators of the renovations, including the achieved energy savings,

- l) Based on early project experiences and inputs from the design firms, develop/propose technical standards and norms to be used in all future bidding documents to ensure high and consistent quality,
- m) Provide training to PIU staff to improve their technical capacity on architectural topics related to building renovations,
- n) Carry out other technical studies and assignments as requested by the GDCA's PIU.

#### **4. REPORTS**

The Consultant shall submit brief monthly progress reports at the end of each month summarizing the Project related activities, the monthly procurement activities, problems encountered in implementing the procurement plan during the subject month, and procurement activities planned in the next two months.

#### **5. DURATION OF THE SERVICES**

The services will be required on a full-time basis. The Consultant is expected to commence work from January-December 2025, with two months' probation period and a renewable 1-year contract, if performance is satisfactory.

#### **6. QUALIFICATION REQUIREMENTS**

- At least a bachelor's degree in Architecture. A Master's degree in the relevant field would be considered an asset.
- At least five years of professional experience in the construction sector,
- At least three years of specific experience in energy-efficient design and/or construction work with proven experience in the preparation of detailed project designs,
- Experience with Works or Supplies contracts, either in design, writing of specifications, bills of quantities, tender procedures, or site works supervision,
- Experience with working in interdisciplinary teams, project management, and working experience with IFIs financed projects would be an asset,
- Proficiency in key computer applications, e.g., Word, Excel, PowerPoint, and AutoCAD
- Experience with advanced design-related software such as 3-D Max, REVIT, etc.
- Demonstrated English proficiency through recognized tests or assessments such as; YDS, TOEFL, IELTS..etc.
- Ability to travel to construction sites

#### **7. METHODOLOGY**

The Consultant will be hired following the guidance of the World Bank's "Procurement Regulations for IPF Borrowers" – November 2020 ("Procurement Regulations"). The contracted position will be the Recruitment of **Architect** to support the GDCA PIU. The contract will be signed between the General Directorate of Construction Affairs of MoEUCC or his designee and the Consultant.

#### **8. APPLICATION**

Curriculum vitae (CV) in Turkish and 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 January 03, 2025, at 4:00 p.m. Türkiye local time.** Confirmation will be shared upon receipt of the application.

Ministry of Environment, Urbanization and Climate Change  
General Directorate of Construction Affairs  
Internationally Financed Seismic Retrofitting Department  
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**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:

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**EDUCATIONAL BACKGROUND**

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**PROFESSIONAL EXPERIENCES**

**(Employment Record)**

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**Language Proficiency\* :**

1.	Excellent	Good	Poor
Reading			
Writing			
Speaking			
2.	Excellent	Good	Poor
Reading			
Writing			
Speaking			
3.	Excellent	Good	Poor
Reading			
Writing			
Speaking			

\* Language proficiency should be demonstrated through recognized language proficiency tests or assessments such as; YDS, TOEFL, IELTS. etc. Language proficiency statements without any proof will not be considered.

**Computing Knowledge :**

Experience in:

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**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