



Request for Expressions of Interest
Consulting Services – Individual Consultants Selection
For Project Preparation and Planning under a Grant Facility Trust Fund

Country: Timor-Leste

Project Name: Project Preparation in relation to the proposed Second Timor-Leste Branch Roads Project (P517121)

Grant No.: IDA E750-TP

Reference No. (to the Procurement Plan): TP-MPWTC-565812-CS-INDV
TP-MPWTC-565546-CS-INDV
TP-MPWTC-565837-CS-INDV
TP-MPWTC-566232-CS-INDV
TP-MPWTC-566234-CS-INDV
TP-MPWTC-566230-CS-INDV
TP-MPWTC-568303-CS-INDV

Project Implementing Agency: Ministry of Public Works – General Directorate for Roads, Bridges, Prevention and Flood Control

Assignment:

No.	Title	Contract Duration	Remark
1	Chief Technical Specialist (International)	10 months	
2	Procurement Specialist (International)	9 months	
3	Contract Specialist (International)	6 months	
4	Environmental Specialist (International)	10 months	
5	Social Specialist (International)	10 months	
6	Road Engineer (National)	12 months	
7	Risk Management Specialist (National)	12 months	

Deadline for Submission of Expressions of Interest: 1 October 2026, 5:00 PM Timor-Leste time

INTRODUCTION

1. The Government of Timor-Leste has received financing from the World Bank toward the cost of project preparation and planning in relation to the proposed Second Timor-Leste Branch Roads Project and intends to apply part of the grant for the procurement of individual consultants described in the Terms of Reference (TOR) attached as **Appendix I**.
2. The **assignment above** (in the table) shall be part of the Project Management Unit (PMU) in the General Directorate for Roads, Bridges, Prevention, and Flood Control of the Ministry of Public Works (MPW). The services of the consultants shall be financed through the World Bank's Grant Facility for Project Preparation (GFPP).



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3. Individual consultants interested in undertaking the assignments under the Project, are invited to submit an Expression of Interest together with the **curriculum vitae** and **relevant documents**. The individual consultants will be evaluated and shortlisted on the basis of qualifications and relevant past experience. The first ranked consultants will be invited for financial negotiations and ultimately award of contract between Consultant and the MPW. It is anticipated that ***contract negotiation with consultants would commence beginning of October 2026 and the assignment would commence in mid-October 2026.***
4. The minimum criteria for shortlisting Consultants are:
 - (a) academic qualifications relevant to the position applied for;
 - (b) years of relevant professional experience in the field, as specified in the TOR for each assignment;
 - (c) demonstrated experience handling similar assignments, including those financed by the World Bank or other international financial institutions;
 - (d) relevant local or international knowledge and experience of working in comparable operating environments; and
 - (e) written and spoken fluency in English.The criteria will be applied to the individual consultant and not to any firm by which the consultant may be nominated or employed.
5. The Selection Method that will be used is the Selection of Individual Consultants, as described in Section VII paragraph 7.34 and 7.36 of the World Bank's Procurement Regulations for IPF Borrowers (7th edition as of September 2025). Interested Consultants are advised to read the conflict-of-interest provisions that apply, as described in Section III, paragraphs 3.14, 3.16 and 3.17 of the Procurement Regulations.
6. Consultants may express interest in more than one assignment but must submit a separate Expression of Interest and curriculum vitae for each assignment.

CONTENTS OF THE PROPOSAL

1. The curriculum vitae submitted together with the Expression of Interest will be used for the selection of the Consultants. The individual consultants should demonstrate the knowledge of his/her field as set out in the TOR. The MPW requires that the proposal shall have the signature of the consultant and the date of signing in the curriculum vitae.

TRANSMISSION ARRANGEMENTS

1. The Expression of Interest and detailed curriculum vitae should be prepared in English and should be submitted to the following contact details not later than **1 October 2026, 5:00 PM** Timor-Leste time;

Ministry of Public Works
Avenida 20 de Maio, Caicoli
Dili, Timor-Leste



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Attention: **Mr. João Amaral**
General Director for Administration and Finance
Ministry of Public Works

Through: **Mrs. Faustina Brites**
Director National for Human Resources
Ministry of Public Works

Telephone : (+670) 3310249
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fernandonoronhamartins87@gmail.com
amilcar_victor@yahoo.com

Note: Submissions must be made electronically; hard copies will not be accepted.

2. Regardless of the method of delivery, each Expression of Interest must be received by the deadline stated above. It must state the number and title of the assignment applied for and the Grant No., and must be accompanied by a curriculum vitae signed and dated by the Consultant.
3. The Terms of References (TORs) for the assignment are attached to this request for expressions of interest or can be found at the following website: <https://portal.mop.gov.tl/> and WB.

EVALUATION OF CURRICULUM VITAE

1. The curriculum vitae will be evaluated, prior to the invitation for financial negotiation, on the basis of the qualification of the individual consultant to be assigned. The evaluation will be carried out against the shortlisting criteria set out in Section I above and the requirements of the relevant TOR.
2. Following the completion of evaluation of curriculum vitae, the financial negotiation will be conducted with the first ranked Consultant.

CONTRACT NEGOTIATION

1. Negotiation will be via email to be relayed by the person indicated in III above, following MPW's invitation to attend negotiation.
2. If the candidate is nominated by consulting firm, the invited firm must as a pre-requisite for attendance at the negotiation, confirm the availability of the nominated Consultant(s). Failure to satisfy the requirement may result in MPW's decision to disqualify the candidate consultant and invite the next ranked Consultant.



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3. Representatives conducting contract negotiation on behalf of the Consultant must have written authority to negotiate financial matters and other terms and conclude a legally binding agreement.
4. The financial negotiation will generally request the Consultant to clarify the remuneration and the details of out-of-pocket expenditure items required for the services.
5. If contract negotiation fails for any reason, the MPW will invite the next ranked Consultant in the shortlist.

FURTHER INFORMATION

1. In the event that the candidate consultant needs additional information, MPW would try to provide such information expeditiously but any delay in providing such additional information will not be considered as a reason for extending the deadline for submission of your proposal. Further information may be obtained from the officers and at the address set out in Section III above, in writing, by email or by telephone, during normal office hours.

Attachments:

Appendix I - Terms of References

APPENDIX I

TERMS OF REFERENCE

CHIEF TECHNICAL SPECIALIST (INTERNATIONAL)

1. Background

The Government of Timor-Leste, through the Ministry of Public Works (MPW), is preparing the proposed Second Timor-Leste Branch Roads Project (TLBRP2) with support from the World Bank. TLBRP2 is expected to build on the ongoing Timor-Leste Branch Roads Project and the World Bank's long-term engagement in the road sector, with a focus on improving climate resilience and connectivity along the Gleno–Maubisse Corridor. The proposed Project Development Objective is to improve the climate resilience of the Gleno–Maubisse Corridor through targeted road upgrading, bridge and drainage improvements, slope stabilization, road safety measures, and preparation of future road-sector investments.

A preparation grant has been secured under the World Bank's Grant Facility for Project Preparation (GFPP) to facilitate the preparation for TLBRP2. The GFPP-financed activities include, among others, topographic surveys, geotechnical investigations, materials testing, detailed engineering designs, road safety audits, and preparation or updating of environmental and social instruments for priority road sections, including the Hatubuilico–Sanctuary road, the Hatubuilico–Aituto road, and the Oeleu–Fatumea road.

The Project Management Unit for Roads (PMU-Roads), under the MPW's National Directorate for Roads, Bridges, Flood Prevention and Control, will implement the preparation activities. MPW requires the services of an experienced **Chief Technical Specialist** (International) who shall be part of the PMU.

2. Objective (s) of the Assignment

The objective of this consultancy is to provide high-level technical expertise, strategic guidance, and quality assurance for the planning, design, construction, and maintenance of major road and bridge infrastructure projects, specifically for the proposed TLBRP2.

3. Scope of Services and Tasks

- **Technical Assistance:** Assist the PMU Project Manager in fulfilling his/her responsibilities.
- **Technical Oversight:** Review topographic surveys, geotechnical investigations, detailed engineering designs, and material specifications and testing results.

- **Design Preparation:** Lead the preparation of a detailed engineering design for upgrading the Hatubuilico Junction–Sanctuary road (5.4 km) and a basic design for upgrading the Oeleu–Fatumea road (54 km), including technical specifications, drawings, cost estimates, and bill of quantities, based on the topographic surveys, geotechnical investigations, materials testing that will be conducted by others with GFPP grants.
- **Quality Assurance:** Establish rigorous engineering quality control standards; and monitor design and construction compliance; and review, evaluate, and sign off on the technical outputs, reports, and strategies produced by the PMU.
- **Problem Solving:** Resolve complex structural, topographic, geotechnical, and alignment issues arising during execution.
- **Strategic Advisory:** Advise the PMU Project Manager on procurement strategies, contract variations, and risk management.
- **Innovation Integration:** Introduce modern, climate-resilient civil engineering technologies and sustainable practices.
- **Technical Leadership & Guidance:** Lead, mentor, and provide strategic technical direction to the PMU staff to ensure project deliverables meet global standards.

4. Key responsibility

- Evaluate contractor performance against international standards (e.g., AASHTO, ASTM, FIDIC).
- Conduct regular site inspections to audit structural integrity and safety protocols.
- Validate technical variations, cost estimates, and extension-of-time (EOT) claims.
- Manage the preparation of designs for upgrading the Hatubuilico Junction–Sanctuary and Oeleu–Fatumea roads.
- Assist the MPW juries on the technical evaluation panel for complex procurement tenders.
- Mentor and build the technical capacity of national PMU engineers.

5. Required Qualifications

- **Education:** Master's degree in Civil, Structural, or Highway Engineering.
- **Certification:** Chartered or Professional Engineer (PE) license from a recognized body.
- **Experience:** Minimum 15 years' international professional experience in the field of transport engineering, with at least 10 years' experience in managing large-scale road and bridge improvement projects, of which a minimum of 5 years' design experience.
- **Contract Knowledge:** Extensive experience managing FIDIC or international donor-funded contracts (World Bank, ADB).
- **Skills:** Proficiency in engineering software (e.g., AutoCAD, Civil 3D, STAAD.Pro) and fluency in English.

6. Deliverables

- A detailed engineering design for upgrading the Hatubuilico Junction-Sanctuary roadworks (5.4 km) and a basic design for upgrading the Oeleu-Fatumea roadworks (54 km).
- Monthly technical audit and quarterly project progress reports.
- Standardized Quality Assurance/Quality Control (QA/QC) manuals for the PMU.
- Technical evaluation reports for procurement tenders.
- Risk mitigation matrix updated quarterly.
- End-of-assignment capacity development report.

7. Duration and Reporting

The **Chief Technical Specialist** (International) shall be stationed at the PMU Office with site visits as required to properly monitor the projects progress. The overall timeframe of the full-time assignment is twelve (12) months, renewable subject to acceptable performance.

The consultant shall report to the PMU Project Manager.

APPENDIX I

TERMS OF REFERENCE

CONTRACT SPECIALIST (INTERNATIONAL)

1. Background

The Government of Timor-Leste, through the Ministry of Public Works (MPW), is preparing the proposed Second Timor-Leste Branch Roads Project (TLBRP2) with support from the World Bank. TLBRP2 is expected to build on the ongoing Timor-Leste Branch Roads Project and the World Bank's long-term engagement in the road sector, with a focus on improving climate resilience and connectivity along the Gleno–Maubisse Corridor. The proposed Project Development Objective is to improve the climate resilience of the Gleno–Maubisse Corridor through targeted road upgrading, bridge and drainage improvements, slope stabilization, road safety measures, and preparation of future road-sector investments.

A preparation grant has been secured under the World Bank's Grant Facility for Project Preparation (GFPP) to facilitate the preparation for TLBRP2. The GFPP-financed activities include, among others, topographic surveys, geotechnical investigations, materials testing, detailed engineering designs, road safety audits, and preparation or updating of environmental and social instruments for priority road sections, including the Hatubuilico–Sanctuary Road, the Hatubuilico–Aituto road, and the Oeleu–Fatumea road.

The Project Management Unit for Roads (PMU-Roads), under the MPW's National Directorate for Roads, Bridges, Flood Prevention and Control, will implement the preparation activities. MPW requires an experienced **International Contract Specialist** to ensure that all consulting services and civil works contracts align with the Procurement Regulations and maximize value for money.

2. Objective (s) of the Assignment

The objective of this consultancy is to manage, oversee, and optimize the entire contract lifecycle, and provide high-level technical expertise in contract management. This includes pre-award contract structuring, drafting, negotiations, and active post-award administration for complex international consultancies and roadworks.

3. Scope of Work

The International Contract Specialist will perform the following duties:

- Provide contract management and technical inputs to the procurement team to develop the Project Procurement Strategy for Development (PPSD) for TLBRP2.
- Draft specialized contractual terms for the World Bank Standard Procurement Documents (SPDs), including the Request for Proposals (RFPs) for engineering design and/or construction supervision consultancies and Request for Bids (RFB) for works.
- Integrate crucial environmental, social, health, and safety (ESHS) parameters directly into draft contract terms.
- Lead the evaluation of commercial and legal risks during bid evaluations and shortlisting.
- Act as the lead resource during contract negotiations with international consulting firms and contractors
- Establish and monitor a master Contract Management Plan (CMP) for every high-value contract.
- Review and clear deliverables, ensuring that payments are tied strictly to milestones achieved.
- Evaluate, track, and advise the PMU Project Manager on variation orders, contract amendments, or price adjustments.
- Track contract timelines against project baselines using the World Bank STEP Platform.
- Identify procurement and contract management risks early and recommend practical mitigation measures. Prepare periodic updates for the PMU on procurement readiness, contract implementation status, bottlenecks, key risks, required decisions, and follow-up actions.
- Manage claims, disputes, or performance failures using standard international contract frameworks (e.g., FIDIC Conditions of Contract).
- Guide the PMU through amicable settlement or formal arbitration processes if necessary.

4. Required Qualifications

- **Education: Master's Degree** in International Commercial Law, Civil Engineering, Procurement, Project Management, or a related field.
- **Experience:** Minimum of 10 years of professional experience managing large-scale infrastructure contracts, specifically within the roads/highways sector.
- At least 5 years of hands-on experience handling procurement or contract management on projects funded by the World Bank or other Multilateral Development Banks (MDBs).
- Deep, practical mastery of the World Bank Procurement Regulations and standard bidding formats.
- Strong expertise utilizing FIDIC contract modules (e.g., red, yellow, and silver books).
- Fluent command of written and spoken English.

- Strong negotiation, conflict management, and legal drafting capabilities.
- Experience working in developing countries or fragile states is highly desirable.

5. Duration and Reporting

The **Contract Specialist** (International) shall be stationed at the PMU Office with site visits as required to properly monitor the projects progress. The overall timeframe of the full-time assignment is twelve (12) months, renewable subject to acceptable performance.

The International Contract Specialist will report to the **PMU Project Manager** through **Chief Technical Specialist** and work closely with the procurement and engineering teams.

APPENDIX I

TERMS OF REFERENCE

ENVIRONMENTAL SPECIALIST (INTERNATIONAL)

1. Background

The Government of Timor-Leste, through the Ministry of Public Works (MPW), is preparing the proposed Second Timor-Leste Branch Roads Project (TLBRP2) with support from the World Bank. TLBRP2 is expected to build on the ongoing Timor-Leste Branch Roads Project and the World Bank's long-term engagement in the Timor-Leste's road sector, with a focus on improving climate resilience and connectivity along the Gleno–Maubisse Corridor. The proposed Project Development Objective is to improve the climate resilience of the Gleno–Mabuse Corridor through targeted road upgrading, bridge and drainage improvements, slope stabilization, road safety measures, and preparation of future road-sector investments.

The proposed TLBRP2 involves upgrading of the Aituto–Hatubuilico Junction Road (12 km) and the Hatubuilico Junction–Ramelau Sanctuary (5.4 km) and detailed engineering design for the Oeleu–Fatumea road (54 km). A preparation grant has been secured under the World Bank's Grant Facility for Project Preparation (GFPP) to facilitate the preparation for TLBRP2. The GFPP-financed activities include, among others, topographic surveys, geotechnical investigations, materials testing, detailed engineering designs, road safety audits, and preparation or updating of environmental and social (E&S) instruments for the above priority road sections.

The Project Management Unit for Roads (PMU-Roads), under the MPW's National Directorate for Roads, Bridges, Flood Prevention and Control, will implement the preparation activities. MPW is seeking **an experienced Environmental Specialist (International)** to join the PMU to mainly support the preparation and implementation of the environmental aspect of the proposed TLBRP2.

2. Objective of the Assignment

The objective of this consultancy is to provide environmental advice and inputs and produce deliverables (e.g., report, minutes of meeting, etc.) required for each phase of the proposed TLBRP2, including detailed engineering design, procurement of civil works, implementation/construction and commissioning relevant to his/her role and responsibilities.

The Environmental Specialist shall ensure that all components of the project comply with the environmental and social framework (ESF) and the relevant environmental and social standards (ESS), national environmental laws, and good international industry practices to minimize the project's environmental risk and impact and consider climate-related risks to the project.

3. Scope of Works

The Environmental Specialist shall undertake, but not limited to, the following scope of works.

Task 1 – Provision of Technical Supports on Environmental Risk Management Aspect of the Project. This task includes, among others:

- Lead the undertaking of E&S risk and impact assessment including development of related management plans and provisions of advice and inputs for the overall project.
- Work closely with the PMU's Social Specialist, national E&S staff, procurement, and design teams to ensure that environment, health, and safety (EHS) aspects are well-integrated into the project design.
- Liaise with relevant government ministries and authorities (including MPW, Ministry of Environment, National Authority for Environmental License, and National Mineral Authority) to obtain technical guidance and ensure compliance with national environmental related laws and regulations within their respective areas of mandate.
- Identify all relevant government stakeholders related to those in charge for environmental approval and government permits required for the project implementation including technical support facilities, and civil society/non-government organizations with good knowledge of conservation areas and environmental issues.
- Under the leadership of PMU and the Social Specialist, participate in a meaningful stakeholder engagement process throughout project preparation and implementation, including public information disclosure, consultations, and focus group discussions with affected communities, women, youth, and other vulnerable groups in relation to EHS aspects.

Task 2 – Undertaking Due Diligence. This task includes, among others:

- Review available project's feasibility studies including EHS aspects, technical designs including project's alternatives, and relevant maps to determine the risk level/category of the project and associated E&S assessment documents to be prepared
- Based on the above review and in coordination with the Social Specialist (to be hired under the PMU), conduct a 'gap analysis' identifying E&S related information required by the World Bank's ESF and ESS for conducting the risk and impact assessment and the national environmental regulations, those already available including its adequacy and what the remaining gaps are.
- In consultation with the PMU's technical team, develop good quality maps, charts and illustrations with adequate information for the purpose of due diligence of the project and subsequently the impact assessment purposes.

Task 3 – Preparation of E&S Instruments and Environmental Studies. This task includes, among others:

- Lead the preparation of E&S risk and impact assessment (ESIA) including development of associated Environmental and Social Management Plan (ESMP) according to the World Bank's ESF and ESS as well as good international industry practices on this matter.
- Involve the Social Specialist in the ESIA process including ESMP for aspects related to social, cultural and public health aspects.
- As required, develop subject- and project-specific EHS management plans, related to water management, occupational health and safety (OHS), etc.
- Assist the PMU at the time of consultation with government ministries and authorities in attending meetings and making presentations related to securing environmental permits.
- Support the PMU through reviewing terms of reference (TOR) for undertaking specific and technical studies and/or study reports that may have environmental relevance or the one required environmental inputs from the specialist, such as those on hydrology/hydrogeology, biodiversity and E&S baseline studies required for detailed engineering design of the road, bridge and drainage; and review these reports for improvements by the respective consultants.
- Provide relevant inputs into the E&S documents and the Environmental Social Commitment Plan (ESCP) and other documents as part of the project/loan preparation required by the World Bank.
- Produce draft ESIA/ESMP for review by PMU and then by the World Bank; and thoroughly address the Bank's comments and the finalize the ESIA/ESMP for the Bank' clearance purposes. This includes updating the ESIA (2019) and ESMP (2019) that includes the Aituto–Hatubuilico road to meet the ESSs requirements and include the Hatubuilico–Ramelau Sanctuary Road section; and preparing an ESIA and ESMP for the Oeleu–Fatumea road.
- Review the draft Contractor's Environmental and Social Management Plans (CESMPs) submitted by the future contractor and request for improvements as necessary for PMU endorsement prior to commencement of construction

Task 4 – Capacity Building. This task includes, among others:

- Conduct training of the PMU staff and the contractors on environmental risk management matters including project supervision, monitoring and reporting related to ESMP and CESMP.
- Prepare related training materials and minutes/notes of the training including list of attendance and feedback from the training participants.
- In coordination with the World Bank team, conduct workshops on World Bank ESF for MPW, PMU, and related technical consultants.

Task 5 – Regular Reporting and Other Deliverables. Other than the reports to be produced mentioned earlier, the specialist is expected to produce other deliverables relevant to the project. As included in the table below, the list of deliverables below is indicative and subject to confirmation by the PMU and mutual agreement.

No.	Deliverables/Reporting (indicative only)	Indicative Submission Timeline
1	Develop a work plan (Gantt chart) outlining key activities, schedules and resources required aligned with the project's schedule	Within 2 weeks of contract signing
2	Provide inputs into E&S screening/project categorization (together with Social Specialist) as required by the World Bank	As soon as the project development timeline is determined
3	Presentation materials required for stakeholder engagement and information disclosure of the project including ESIA	Prior to project appraisal by the World Bank (envisaged in October 2026)
4	Draft ESIA/ESMP for (i) the Aituto–Hatubuilico Junction and Hatubuilico Junction–Ramelau Sanctuary road; and (ii) the Oeleu–Fatumea road.	(i) 4 weeks prior to project appraisal by the World Bank (ii) Within 7 months of contract signing
	Final ESIA/ESMP incorporating comments from the World Bank	(i) Prior to project negotiation and prior to commencement of construction (ii) Within 9 months of contract signing
5	Inputs to the ESCP for TLBRP2	4 weeks prior to project appraisal by the World Bank
6	Environmental approval and other permitting required for commencement of construction and the contractor to establish basecamp, quarries, etc.,	Prior to commencement of construction
7	Inputs to the environmental section in the quarterly progress reports	End of each calendar quarter
8	Semi-annual E&S monitoring report (together with the Social Specialist)	Within 30 days after the end of reporting period
9	Final end-of-assignment report	2 weeks prior to contract completion

4. Required Qualifications and Experience

The project requires a qualified, international Environmental Specialist who has relevant project experiences and meet the requirements and skills as follows:

- Master's degree in environmental-related science, environmental engineering, natural resources management, or other subjects related to the scope of works to be undertaken.
- Minimum of 12 years of international experience in undertaking ESIA/ESMP and related environmental risk management for infrastructure projects including at least 8 years of working experience in road, highways, and bridge projects, and preferably with working experience in Southeast Asia, particularly Timor-Leste.
- At least 8 years of proven track record working for projects funded by multilateral development banks (e.g., World Bank, ADB) and good understanding with their E&S safeguard policies.
- Poses strong cross-cultural communication skills with mutual respect for local customs and norms.
- Fluency in English in reading, speaking and writing.
- Practical command of Tetum, Portuguese, or Indonesian is highly regarded.

5. Contractual Arrangement, Timeline and Reporting Requirements

The Environmental Specialist (International) shall be engaged for up to 12-month period on a full-time basis and will be stationed at the PMU Office in Dili, Timor-Leste, with regular travel to project sites and . The specialist will be contracted by the MPW and reporting directly to the PMU Project Manager and his/her performance will be subject to a periodic review.

APPENDIX I

TERMS OF REFERENCE

PROCUREMENT SPECIALIST (INTERNATIONAL)

1. Background

The Government of Timor-Leste, through the Ministry of Public Works (MPW), is preparing the proposed Second Timor-Leste Branch Roads Project (TLBRP2) with support from the World Bank. TLBRP2 is expected to build on the ongoing Timor-Leste Branch Roads Project and the World Bank's long-term engagement in the road sector, with a focus on improving climate resilience and connectivity along the Gleno–Maubisse Corridor. The proposed Project Development Objective is to improve the climate resilience of the Gleno–Maubisse Corridor through targeted road upgrading, bridge and drainage improvements, slope stabilization, road safety measures, and preparation of future road-sector investments.

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The Project Management Unit for Roads (PMU-Roads), under the MPW's National Directorate for Roads, Bridges, Flood Prevention and Control, will support implementation of the preparation activities. The MPW Corporate Procurement Unit will be responsible for managing procurement processes for the GFPP-funded activities, with technical support from the National Procurement Commission (NPC), where required, and in accordance with the World Bank Procurement Regulations for IPF Borrowers, the approved Procurement Plan, and the review arrangements recorded in STEP.

Given the number of preparation activities, the need to apply the World Bank procurement requirements, and the importance of timely and audit-defensible procurement processing, MPW requires the services of an experienced International Procurement Specialist. The specialist will assist the PMU and relevant procurement units in planning, preparing, processing, monitoring, and documenting procurement activities financed under the GFPP grant, while also strengthening capacity for the subsequent implementation of TLBRP2.

2. Objective (s) of the Assignment

The primary objective of this consultancy is to lead, manage, and supervise the procurement of civil works, goods, non-consulting services, and consulting services. The specialist will ensure strict compliance with the World Bank Procurement Regulations, optimize procurement timelines, and mitigate structural, financial, or legal procurement risks.

3. Scope of Services and Tasks

The International Procurement Specialist will perform the following duties:

- **Procurement Planning:** Update and maintain the master Project Procurement Plan, ensuring alignment with project implementation schedules and budget allocations.
- **Document Preparation:** Draft and finalize Bidding Documents, Requests for Proposals (RFPs), Prequalification Documents, and Specific Procurement Notices using standard international templates.
- **Market Engagement and Competition Enhancement:** Lead and manage transparent Early Market Engagement (EME) activities, including international market sounding, expressions of interest (EOI), supplier outreach, requests for EOI, pre-bid meetings, written clarifications, and dissemination of procurement opportunities through appropriate channels. The specialist will help assess market capacity, risks, likely barriers to participation, improve packaging and options, contract conditions, and bidder feedback to improve the attractiveness and realism of bidding documents, and promote fair, competitive, and strengthen value-for-money procurement outcomes, and encourage participation by qualified national and international firms.
- **Evaluation Management:** Serve as the technical advisor to the Bid Evaluation Committee, guiding the evaluation of technical and financial bids or proposals for works and consultancies.
- **Contract Award Support:** Prepare comprehensive EOI Evaluation Reports, Technical Evaluation Reports, and Combined Evaluation Reports, draft contract agreements, and participate in contract negotiations.
- **Complaints and Compliance:** Review and draft formal responses to procurement queries, complaints, or disputes in compliance with international integrity frameworks.
- **Capacity Building:** Mentor and conduct routine training workshops for local PMU procurement officers on modern international procurement frameworks and anti-corruption guidelines.

4. Expected Deliverables

- TLBRP2 procurement readiness inputs, including draft Project Procurement Strategy for Development (PPSD), packaging, market approach, risk mitigation, and procurement timeline.
- Procurement documents for active packages, including notices, bidding documents, RFPs, procurement notices, clarifications, and addenda.
- Market engagement notes summarizing supplier outreach, EOI results, pre-bid discussions, clarifications, and competition-risk inputs risks.
- Evaluation reports, recommendation for award, documents, negotiation records, and draft contract documentation, where applicable.
- Monthly procurement progress and STEP status updates showing status, STEP updates risks, and proposed actions.

5. Institutional and Reporting Arrangements

- Supervision: The Consultant will report directly to the PMU Project Manager.
- Collaboration: Work closely with the International Road Engineer, Cost/Quantity Engineer, financial management units, and donor procurement teams.
- Logistics: The PMU will provide fully equipped office space, institutional internet access, and administrative support.

6. Required Qualifications and Experience

Academic Qualifications

- Master's degree in Procurement, Supply Chain Management, Civil Engineering, Business Administration, Project Management, or a related field.
- Professional certification in procurement (e.g., CIPS Level 4 or higher, or equivalent national/international accreditation) is highly preferred.

Years of Experience

- Minimum of 15 years of professional experience in public procurement and supply chain systems.
- Minimum of 10 years of specific experience managing international procurement processes for major transport infrastructure or road sector projects.

Specific Skills and Competencies

- Thorough, proven expertise using procurement regulations of major International Financial Institutions (e.g., World Bank Procurement Regulations, ADB Procurement Policy, AfDB, JICA frameworks).

- Extensive experience with international competitive bidding (ICB) for high-value civil works and FIDIC-based contracting frameworks.
- Proficiency in digital procurement landscapes, tracking software, and institutional e-procurement portals.
- Exceptional negotiation, analytical, and problem-solving skills in high-stakes commercial environments.
- Complete fluency in written and spoken English, with a proven ability to draft legally and commercially robust evaluation reports.

7. Duration and Reporting

The **Procurement Specialist** (International) shall be stationed at the PMU Office with site visits as required to properly monitor the projects progress. The overall timeframe of the full-time assignment is twelve (12), renewable based on satisfactory performance and project requirements.

The consultant shall report to the PMU Project Manager.



APPENDIX 1

TERM OF REFERENCE Risk Management Specialist (National)

1. Background

The Government of Timor-Leste, through the Ministry of Public Works (MPW), is preparing the proposed Second Timor-Leste Branch Roads Project (TLBRP2) with support from the World Bank. TLBRP2 is expected to build on the ongoing Timor-Leste Branch Roads Project and the World Bank's long-term engagement in the road sector, with a focus on improving climate resilience and connectivity along the Gleno–Maubisse Corridor. The proposed Project Development Objective is to improve the climate resilience of the Gleno–Maubisse Corridor through targeted road upgrading, bridge and drainage improvements, slope stabilization, road safety measures, and preparation of future road-sector investments.

A preparation grant has been secured under the World Bank's Grant Facility for Project Preparation (GFPP) to facilitate the preparation for TLBRP2. The GFPP-financed activities include, among others, topographic surveys, geotechnical investigations, materials testing, detailed engineering designs, road safety audits, and preparation or updating of environmental and social instruments for priority road sections, including the Hatubuilico–Sanctuary Road, the Hatubuilico–Aituto road, and the Oeleu–Fatumea road.

The Project Management Unit for Roads (PMU-Roads), under the MPW's National Directorate for Roads, Bridges, Flood Prevention and Control, will implement the preparation activities. Due to Timor-Leste's unique challenges—including extreme weather events, complex topography, geotechnical instability, and localized supply chain constraints—proactive risk management is critical. MPW is seeking a qualified **Risk Management Specialist** to systematically identify, evaluate, and mitigate risks throughout the project life cycle, ensuring delivery on time, within budget, and in compliance with international standards.

2. Objectives of the Assignment

The objective of this consultancy is to establish and implement a robust Project Risk Management Framework for the road infrastructure project. The Risk Management Specialist will safeguard project objectives by managing engineering, environmental, social, financial, and contractual risks, ensuring that they are minimized or effectively mitigated.

3. Scope of Work and Responsibilities

The Risk Management Specialist will perform the following duties:

- **Risk Framework Customization:** Adapt international risk standards (e.g., ISO 31000) to the specific realities of road construction in Timor-Leste, covering engineering, resettlement, and climate-related risks.



- **Contract Administration Assistance:** Support the PMU's contract management team by reviewing payment certificates, evaluating claims, and analysing variations proposed by the contractors or the engineering consultants.
- **Geotechnical & Climate Risk Assessment:** Coordinate with Chief Technical Specialist to identify and analyse high-impact risks unique to Timor-Leste, such as monsoonal landslides, soil erosion, flash floods, and bridge structural vulnerabilities.
- **Contractual & Claims Management:** Evaluate risks tied to FIDIC construction contracts, analysing potential contractor claims, material price escalations, and supply chain delays at ports or land borders.
- **Risk Register Maintenance:** Maintain a dynamic Project Risk Register that categorizes risks by severity and maps out practical engineering or administrative mitigation measures.
- **Field Monitoring:** Conduct regular site visits along the road corridors to inspect construction hazards, environmental compliance, and the effectiveness of the contractors' implementation of the mitigation measures on site as per their Environmental and Social Management Plan, Traffic Management Plan, and Health and Safety Management Plan.
- **Stakeholder Reporting:** Prepare monthly and quarterly Risk Assessment Reports for the PMU, MPW, and international funding agencies (e.g., ADB and World Bank).

4. Deliverables

- A comprehensive Project Risk Management Plan tailored for Timor-Leste road infrastructure.
- An active, updated Project Risk Register with pre-defined response strategies for landslides, procurement delays, and community safeguards.
- Regular Monthly and Quarterly Risk Monitoring and Early Warning Reports.

5. Qualifications and Experience

- **Education:** Bachelor's degree in Civil Engineering, Geotechnical Engineering, Project Management, or a related field. A Master's degree and knowledge in risk management highly advantageous.
- **Experience:**
 - Minimum of 3 years of experience in risk management, specifically within civil engineering infrastructure, linear road construction, or highway development projects.
 - Proven experience working within PMUs funded by multilateral or bilateral development partners (e.g., ADB, World Bank, JICA).
 - Prior experience working in developing countries with tropical climates and mountainous terrain; specific work experience in Southeast Asia, especially Timor-Leste, is an advantage.



- **Skills:**

- Knowledge of civil infrastructure risk management, including basic engineering risks and mitigation coordination.
- Familiarity with FIDIC contract conditions and the World Bank Safeguards Policies or the Environmental and Social Framework.
- Fluency in English (written and spoken) is mandatory. Working knowledge of Tetum, Portuguese, or Indonesian is highly beneficial for local collaboration.

6. Duration and Reporting

The **Risk Management Specialist** shall be stationed at the PMU Office in Dili, with site visits as required to properly monitor the projects progress. The overall timeframe of the full-time assignment is twelve (12) months; renewable subject to acceptable performance. The consultant shall report to the PMU Project Manager.



TERM OF REFERENCE
Road Engineer (National)

1. Background

The Government of Timor-Leste, through the Ministry of Public Works (MPW), is preparing the proposed Second Timor-Leste Branch Roads Project (TLBRP2) with support from the World Bank. TLBRP2 is expected to build on the ongoing Timor-Leste Branch Roads Project and the World Bank's long-term engagement in the road sector, with a focus on improving climate resilience and connectivity along the Gleno–Maubisse Corridor. The proposed Project Development Objective is to improve the climate resilience of the Gleno–Maubisse Corridor through targeted road upgrading, bridge and drainage improvements, slope stabilization, road safety measures, and preparation of future road-sector investments.

A preparation grant has been secured under the World Bank's Grant Facility for Project Preparation (GFPP) to facilitate the preparation for TLBRP2. The GFPP-financed activities include, among others, topographic surveys, geotechnical investigations, materials testing, detailed engineering designs, road safety audits, and preparation or updating of environmental and social instruments for priority road sections, including the Hatubuilico–Sanctuary road, the Hatubuilico–Aituto road, and the Oeleu–Fatumea road.

The Project Management Unit for Roads (PMU-Roads), under the MPW's National Directorate for Roads, Bridges, Flood Prevention and Control, will implement the preparation activities. The PMU requires an experienced **National Road Engineer** to provide technical engineering oversight, localized engineering context, and field-level monitoring for all preparatory roadworks, engineering designs, and technical feasibility studies.

2. Objectives of the Assignment

The primary objective of this consultancy is to ensure that all technical designs, feasibility studies, and site investigations for the proposed road corridors are engineered with appropriate climate resilience and safety measures, meet national engineering standards, and accurately reflect field conditions.

3. Scope of Work

The consultant will provide engineering expertise and localized technical support across the following areas:

- Review the detailed engineering designs, geometric designs, pavement designs, and structural plans.
- Assist the preparation of a detailed engineering design for upgrading the Hatubuilico Junction–Sanctuary roadworks (5.4 km) and a basic design for upgrading the Oeleu–Fatumea roadworks (54 km), including preparing technical specifications, drawings,



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- cost estimates, and bill of quantities, based on the topographic surveys, geotechnical investigations, materials testing that will be conducted by others with GFPP grants.
- Verify that engineering solutions match local geographic, geological, and climate realities (such as local rainfall patterns and landslide risks).
 - Ensure all road designs comply with national road design standards, municipal road design standards as applicable, and international best practices.
 - Carry out a material search to ensure that an adequate quantity of suitable and economically viable construction materials conforming to likely design specifications will be available for road, bridge, drainage, slope stabilization, and ancillary works. This search should include an investigation into availability and suitability of materials from all known quarries and possible sources close to the works site.
 - Conduct regular field visits to verify survey data, topographic maps, and geometric alignments.
 - Oversee and witness local geotechnical investigations, soil sampling, and hydrological assessments performed by contractors or consultants.
 - Identify field-level engineering constraints (e.g., utility relocation needs, right-of-way bottlenecks, drainage issues) and report them to the PMU Project Manager.
 - Assist the Chief Technical Specialist, procurement team and the International Contract Specialist in drafting technical specifications, terms of reference, and bidding documents for upcoming packages.
 - Participate as a technical evaluator in bid evaluation committees for engineering and construction tenders.
 - Monitor the implementation of early pilot roadworks or specialized site preparations to ensure compliance with design drawings.

4. Qualifications and Experience

- **Education:** Bachelor's Degree in Civil Engineering, Highway Engineering, or a strictly related engineering field (A Master's degree is an asset).
- Professional engineer certification/registration with the national engineering association or board is highly preferred.
- **Minimum of 7 years** of professional experience in road design, highway construction, or engineering supervision.
- At least **3 years** of experience working on infrastructure projects funded by Multilateral Development Banks (MDBs) like the World Bank or Asian Development Bank.
- Proven experience in analyzing geometric designs, pavement structures, hydrology, and drainage systems for major road corridors.
- Strong familiarity with national road design standards, localized procurement procedures, and local environmental conditions.
- Proficiency in engineering software such as AutoCAD, Civil 3D, or similar road design tools.



- Fluency in written and spoken English, as well as the primary local language of the duty station.
- Strong communication skills to bridge understanding between international consultants and local authorities.

5. Duration and Reporting

The **National Road Engineer** shall be stationed at the PMU Office with site visits as required to properly monitor the projects progress. The overall timeframe of the full-time assignment is twelve (12) months, renewable subject to acceptable performance.

The National Road Engineer will report directly to the **PMU Project Manager** and work in tandem with the procurement team and the Chief Technical Specialist and work with other international experts. Technical milestones will also be subject to review by the World Bank Task Team.

APPENDIX I

TERMS OF REFERENCE

SOCIAL SPECIALIST (INTERNATIONAL)

1. Background

The Government of Timor-Leste, through the Ministry of Public Works (MPW), is preparing the proposed Second Timor-Leste Branch Roads Project (TLBRP2) with support from the World Bank. TLBRP2 is expected to build on the ongoing Timor-Leste Branch Roads Project and the World Bank's long-term engagement in the Timor-Leste's road sector, with a focus on improving climate resilience and connectivity along the Gleno–Maubisse Corridor. The proposed Project Development Objective is to improve the climate resilience of the Gleno–Maubisse Corridor through targeted road upgrading, bridge and drainage improvements, slope stabilization, road safety measures, and preparation of future road-sector investments.

The proposed TLBRP2 involves upgrading of the Aituto–Hatubuilico Junction road (12 km) and the Hatubuilico Junction–Ramelau Sanctuary (5.4 km) and detailed engineering design for the Oeleu–Fatumea road (54 km). A preparation grant has been secured under the World Bank's Grant Facility for Project Preparation (GFPP) to facilitate the preparation for TLBRP2. The GFPP-financed activities include, among others, topographic surveys, geotechnical investigations, materials testing, detailed engineering designs, road safety audits, and preparation or updating of environmental and social (E&S) instruments for the above priority road sections.

The Project Management Unit for Roads (PMU-Roads), under the MPW's National Directorate for Roads, Bridges, Flood Prevention and Control, will implement the preparation activities. MPW is seeking **an experienced Social Specialist (international)** to join the PMU to mainly support the preparation and implementation of the social aspect of the proposed TLBRP2.

2. Objective of the Assignment

The objective of this consultancy is to provide social advice and inputs and produce deliverables (e.g., reports, minutes of meeting, etc.) required for each phase of the proposed TLBRP2, including detailed engineering design, procurement of civil works, implementation/construction, and commissioning relevant to his/her role and responsibilities.

The Social Specialist shall ensure that all components of the project comply with the World Bank Environmental and Social Framework (ESF) and the relevant environmental and social standards (ESS), relevant national laws and regulations, and good international industry practices to minimize the project's social risk and impact.

3. Scope of Work

The Social Specialist shall undertake, but not limited to, the following scope of works.

3.1 Social Assessment and Risk Screening. This task includes, among others:

- Review available project documentation, technical designs, corridor maps, and feasibility studies to understand the scope of civil works and identify areas of potential social impact.
- Conduct a social baseline assessment for the project area of influence, including socio-economic profiling of affected communities, identification of vulnerable groups (women, elderly, persons with disabilities, ethnic minorities, landless people, etc.), and analysis of land tenure and land use patterns along the road corridor.
- Assess potential social risks and impacts associated with the project, including:
 - Physical and economic displacement due to land acquisition and right-of-way clearance;
 - Impacts on livelihoods, assets, and access to resources;
 - Labor influx and associated risks (community health and safety, gender-based violence (GBV)/sexual exploitation and abuse (SEA)/sexual harassment (SH));
 - Gender-based risks and differentiated impacts;
 - Road safety risks for communities; and
 - Impacts on Indigenous Peoples or other vulnerable and marginalized groups, if applicable.

3.2 Stakeholder Identification and Engagement. This task includes, among others:

- Develop a stakeholder mapping to identify all relevant stakeholders, including PAP, local communities, civil society organizations, government agencies, and other interested parties.
- Design and lead a meaningful stakeholder engagement process throughout project preparation and implementation, including public information disclosure, consultations, and focus group discussions with affected communities, women, youth, and other vulnerable groups.
- Ensure consultations are conducted in a free, prior, and inclusive manner, and that feedback is documented and incorporated into project design and E&S instruments.
- Establish a preliminary Grievance Redress Mechanism (GRM) for the project preparation phase and document any complaints or concerns received.

3.3 Preparation of E&S Risk Management Instruments.

Prepare the E&S risk management instruments below with the Environmental Specialist and ensure the disclosure of these instruments. Following the

disclosure, ensure that these instruments are consulted before project appraisal and whenever needed throughout project preparation and implementation.

- a) **Updated Environmental and Social Impact Assessment (ESIA) and Environmental and Social Management Plan (ESMP) for the Aituto–Hatubuilico Junction and the Hatubuilico Junction–Ramelau Sanctuary road sections.** Contribute to update the ESIA (2019) and ESMP (2019) that include the Aituto–Hatubuilico Junction road to meet the ESSs requirements and include the Hatubuilico Junction–Ramelau Sanctuary road section.
- b) **Stakeholder Engagement Plan (SEP).** Prepare a comprehensive SEP for TLBRP2 in accordance with ESS10, covering stakeholder identification and analysis; a plan for information disclosure and consultation throughout the project cycle; provisions for vulnerable and disadvantaged groups; and the project-level GRM structure and procedures.
- c) **Environmental and Social Commitment Plan (ESCP).** Contribute to the preparation of the ESCP for TLBRP2, specifically the social commitments, timelines, and responsible parties.
- d) **Updated Resettlement Action Plan(s) (RAP) for the Aituto–Hatubuilico Junction and the Hatubuilico Junction–Ramelau Sanctuary road sections.** Update the RAP (2019) in accordance with ESS5, including census and socio-economic surveys of all PAP; asset inventory and valuation; entitlement matrix; livelihood restoration measures; implementation schedule; budget; and monitoring framework.
- e) **Resettlement Policy Framework (RPF), ESIA, and ESMP as part of the detailed design of Oeleu–Fatumea road section.** Prepare an RPF in accordance with ESS5 and national legislation, to govern the preparation and implementation of site-specific resettlement instruments once detailed designs are available. The RPF shall include:
 - Legal and institutional framework for land acquisition and resettlement;
 - Principles and eligibility criteria for compensation and assistance;
 - Methods for valuation of affected assets;
 - Entitlement matrix covering all categories of loss and affected persons;
 - Procedures for preparation, approval, and implementation of RAPs;
 - Grievance redress procedures;
 - Monitoring and evaluation arrangements; and
 - Budget framework and financing provisions.This also includes preparing an ESIA and ESMP for the Oeleu–Fatumea road with the Environmental Specialist.
- f) **Labor Management Procedures (LMP).** Prepare LMP for TLBRP2 in accordance with the World Bank ESF and ESS2 requirements. The LMP shall identify labor-related risks and mitigation measures and establish procedures for workforce management, occupational health and

safety, worker grievance redress, and compliance with national labor legislation and World Bank requirements.

- g) **Gender Action Plan (GAP).** Identify gender-differentiated impacts and opportunities and prepare a GAP for TLBRP2 with specific measures to promote gender equality and address risks of GBV/SEA/SH during construction and operation.

3.4 Coordination and Reporting. This task includes, among others:

- Work closely with the PMU's Environmental Specialist (International), National Social Specialist, and technical design team to ensure social considerations are integrated into project design.
- Liaise with relevant government ministries, agencies, and authorities to obtain technical guidance and ensure compliance with national laws and regulations within their respective areas of mandate. This includes, but is not limited to, engaging with the Directorate General of Land, Property and Cadastral Services of the Ministry of Justice on matters related to land acquisition, and the State Secretary of Arts and Culture on national requirements relating cultural heritage protection and management.
- Liaise with the World Bank Task Team on social risk management requirements and respond to review comments.
- Prepare and present findings and draft instruments to PMU and other relevant stakeholders.

3.5 Capacity Building. This task includes, among others:

- Technical Mentorship: Train and mentor the PMU's national social specialist and the social and resettlement staff.
- Workshop Delivery: In coordination with the World Bank Task Team, conduct workshops on the World Bank ESF operational processes for MPW, PMU, and related technical consultants.

4. Key Deliverable & Reporting Timelines

Other than the reports to be produced mentioned earlier, the specialist is expected to produce other deliverables relevant to the project. As included in the table below, the list of deliverables below is indicative and subject to confirmation by the PMU and mutual agreement.

No.	Deliverables	Estimated Timeline
1.	Develop a work plan (Gantt chart) outlining key activities, schedules and resources required aligned with the project's schedule	Within 2 weeks of contract signing
2.	Provide inputs into E&S screening/project categorization (together with Environmental Specialist) as required by the World Bank	As soon as the project development timeline is determined
3.	Draft E&S instruments, including: (i) the draft SEP, ESCP, and LMP for TLBRP2; (ii) the updated ESIA, ESMP, and RAP for the Aituto–	(i), (ii) 4 weeks prior to project appraisal by the

No.	Deliverables	Estimated Timeline
	Hatubuilico Junction and Hatubuilico Junction–Ramelau Sanctuary Road; and (iii) the draft ESIA, ESMP, and RPF for the Oeleu–Fatumea road.	World Bank (envisaged in October 2026) (iii) Within 7 months of contract signing
4.	Disclosure of the E&S instruments (excluding GAP)	(i), (ii) 2 weeks prior to project appraisal by the World Bank (iii) Within 7.5 months of contract signing
5.	Consultations on the E&S instruments (excluding GAP)	(i), (ii) After draft instruments disclosure or during the project appraisal by the World Bank (iii) Within 8 months of contract signing
6.	Final versions of the E&S instruments (excluding GAP) incorporating World Bank and stakeholder review comments	(i), (ii), Prior to project negotiation between the World Bank and Government of Timor-Leste (iii) Within 9 months of contract signing
7.	GAP and disclosure of GAP	Prior to commencement of civil works for TLBRP2
8.	Inputs to the social section in the quarterly progress reports	End of each calendar quarter
9.	Semi-annual E&S monitoring report (together with the Environmental Specialist)	Within 30 days after the end of reporting period
10.	Final end-of-assignment report	2 weeks prior to contract completion

5. Required Qualifications and Experience

The project required a qualified, International Social Specialist who has relevant project experience and meet the requirements and skills as follows:

- Master's degree in Social Science, Sociology, Anthropology, Human Geography, Development Studies, or other subjects related to the scope of work undertaken.
- Minimum of 12 years of international experience in undertaking ESIA/ESMP and related social risk management for infrastructure projects, including at least 8 years of working experience in roads, highway, and bridge projects, and preferable with working experience in Southeast Asia, particularly Timor-Leste

- At least 8 years of proven track record working for projects funded by multilateral or bilateral development partners (e.g., World Bank, ADB, JICA, EU) and good understanding of their E&S safeguard policies.
- Poses strong cross-cultural communication skills with mutual respect for local customs and norms.
- Fluent in the use of English in reading, speaking and writing.
- Practical command of Tetum, Portuguese, or Indonesian is highly regarded.

6. Contractual Arrangement, Timeline, and Reporting Requirements

The Social Specialist (International) shall be engaged for up to 12-month period on a full-time basis and will be stationed at the PMU Office in Dili, Timor-Leste, with regular travel to project sites. The specialist will be contracted by the MPW and reporting directly to the PMU's Project Manager and his/her performance will be subject to a periodic review.

To support the payment of remuneration, a 1-pager monthly report, summarizing key activities and deliverables of the specialist should be provided and attached with timesheet, briefly describing the day-to-day activities undertaken in the previous month.