Terms of Reference

Detailed Designs and Construction Supervision for the Sustainable Conservation and Facilities Development for Truso Protected Landscape (including Rehabilitation of the Historic Fortress of the Zakagori Complex)

I. INTRODUCTION AND BACKGROUND INFORMATION

1. The Municipal Development Fund of Georgia (hereinafter MDF or the Client) is a legal entity of public law whose purpose is to mobilize financial resources from donors including international and Georgian financial institutions, in order to make them available for investments in local infrastructure and services, while simultaneously helping local self-government in strengthening their institutional and financial capacity.
2. MDF programs envisage implementation of various projects including the Third Regional Development Project (RDP III) financed by the World Bank Group and the Government of Georgia (GoG). The aim of the Project is to promote tourism development in Mtskheta-Mtianeti and Samtskhe-Javakheti Regions, including the arrangement of tourist infrastructure at the cultural heritage monuments' adjacent areas.

Overall scope and objectives

3. The overall scope of this assignment is to develop a vision and concept for the Sustainable Conservation of the Truso Protected Landscape (TPL) and identify priority investments for the facilities development to support environment-based tourism economy; carry out detailed designs and conduct supervision of contracted civil works of investment programs, including environmental and social (E&S) supervision for the Truso Protected Landscape (TPL) and tentative Rehabilitation (approach on intervention methodology to be advised by the consultant) of the National Monument of Zakagori Complex under this TOR , taking into consideration the spatial and functional context of the adjacent Kobi gateway development and Kazbegi National Park. Promoting the combination of protection of natural assets preservation with conservation and enhancement of cultural heritage sites, the TPL can become a key area for a very diversified and all-seasonal nature/culture-based tourism offer.
4. The objective of this TOR is to obtain design and supervision services as follows:
   a) Design services will include:
   - Elaboration of a Vision for TPL, which will identify the specific character and uniqueness of the area, thus allowing the creation and consolidation of tourism strategies (meaning: outline of a specific "destination brand" with its promotion and marketing outcomes) both for national and international visitors. The consultant shall develop a vision for the sustainable management and enhancement of the Truso Valley, in line with the IUCN Protected Landscape principles and guidelines (see https://www.iucn.org/theme/protected-areas/about/protected-areas-categories/category-v-protected-landscapeseascape);
   - Elaboration of Detailed Design for the Rehabilitation of historic fortress-settlement Zakagori Complex and possibly other priority cultural heritage assets within the protected landscape tentatively identified for project support. The Consultant shall advise on how to approach the intervention (as a conservation, restoration or rehabilitation/adaptation), based on the pre-design studies, proposed methodology and specific context;
   - Scoping and validation of investment program for a cohesive design of basic infrastructure/facilities for the TPL and sustainable design for priority cultural heritage properties/historic villages shall be finalized through identification, prioritization, final siting and broad cost estimates of integrated investment packages financed under RDP3 and aimed to achieve the agreed vision, taking into account the ongoing development of Kobi as a gateway settlement (State financed)and new

international highway (planned/designed by the Department of Roads of MRDI). This would include, without being limited to, (i) considerations for administrative and visitor infrastructure/facilities of the protected landscape, signage, improvement of access roads, trails, campgrounds, picnic sites and rest areas, public toilets, utility systems including power and water supply, alternative energy generation, wastewater treatment facilities, etc. and (ii) development of detailed designs for the improvement of the access road leading to Truso Protected Landscape aligned with the requirements of the IUCN Category V - Protected Landscape designation (iii) careful management of human-dominated landscapes through the application of ecological design principles to create sustainable business communities and upgrade selected cultural heritage assets within the protected landscape. At the same time the impact on the environment and cultural heritage assets should be minimized and the effective management of the protected landscape and sustainable green economic growth countrywide, and in particular in Stepantsminda municipality and Kobi gateway settlement, should be supported.

- Development of preliminary designs and indicative estimates for the investment projects selected for RDP 3 financing;
- Development of detailed designs for selected investments projects and support to the Client in the preparation of tender-ready bidding documents.

b) Supervision services to include:

a) Supervision of the contracted civil works from the list of specific identified investment projects for Rehabilitation of Historic Fortress-Settlement Zakagori Complex and Sustainable Preservation, Facilities Development and upgrading of TPL, including monitoring, inspection and reporting supervision activities;

b) Environmental and Social Supervision.

Site location and project boundaries

5. Truso Valley is the upstream basin of Tergi river located at the northern part of the Greater Caucasus mountain system, in Stepantsminda municipality (see attached map in Annex 1). The valley includes an abandoned historic area and a very valuable cultural landscape wealthy of monuments: settlements, fortifications, residential buildings, cemeteries etc. The values of the landscape combining the historic cultural heritage assets with the natural beauty are extremely high, appealing for national and international visitors. The Valley is tentatively eligible for the global designations as well. The Stepantsminda municipality is an important tourism destination, internationally known, with a combination of natural, cultural and adventure attractions. Kazbegi National Park is supported by the German government with major investments aiming at the expansion and development of the park. Some important studies and planning proposals are in place (full data are available and will be provided by APA). According to the law of expansion of Kazbegi National Park, Truso Protected Landscape is surrounded by the National Park territories that increases and contributes to diversifying the attractiveness of the site as a tourism destination. At the same time, it will improve national park management, supporting conservation of natural ecosystems and cultural landscape of Truso, emphasizing the urgent need of investments for the cultural landscape preservation, restoration and revitalization.

The Truso Valley has been designated as the Protected Landscape national protected area category (corresponding to IUCN Category V) covering 7007 hectares in April 2019.

The Consultant must be aware, that Truso is a border area with Russia and Russian occupied Georgian territories and security issues should be carefully taken into consideration while planning the trails.

6. Estimated allocation for investments is 3,500,000.00 USD. Maps of study and project areas are also provided in Annex 1.
7. Estimated allocation for design and supervision services is up to 700,000.00 USD, including VAT.

"Preliminary Vision" for Truso Valley

8. TPL can become a focal point for visitors (national and international) interested in "eco-cultural tourism". This area can, in fact, offer a perfect combination between natural and cultural heritage, thus providing the chance of creating differentiated touristic packages. The environmental sustainability, linked also with the cultural attractions, can become a point of strength for becoming a key driver for many target groups.
9. TPL can be marked as a perfect destination for organizing tours including stop-overs through historical settlements, stunning naturalistic stops and panoramic views of the valley.
10. The potential high connection between the TPL and the surrounding Kazbegi National Park, Kobi (gateway) must be highlighted and enhanced, also via branding/promotion strategies at regional level.
11. The rehabilitation of the Truso Valley (including the development of sustainable visitor facilities and infrastructure and the creation of a branding strategy for this tourism destination), strengthened with a legal statutory designation and the improvement of governance and management, will have significant impacts in terms of a higher number of visits, longer stays, and more chances of spending money by visitors, determining new perspectives for economic growth and better standards of living within the region.
12. The rehabilitation of Truso Valley cultural landscape will mostly focus on the development of visitor infrastructure (trails, orientation and interpretation signage, campsites, picnic sites, public toilets, etc.) revitalization of selected key settlements (potential rehabilitation of abandoned houses and other good representative structures and forms of vernacular architecture, adapting to new functions e.g. guest houses etc.) and access road improvement.
13. The critical issue is the mobilization and capacity development of Stepantsminda municipality, local communities and private sector to participate in and contribute to the governance and management of the area, ensuring sustainable operation and maintenance of the facilities and quality services. The consultant should address this issue and reflect it in the Vision and Concept;
14. The legal designation and creation of TPL significantly add value to the synergistic outcome of the other assets such as the Kazbegi national park and the Gudauri ski resort (especially Kobi area) for the diversification of the tourism offer, in terms of all-season attractions. Moreover, the ongoing development of Gudauri ski resort's new facilities (ski lifts and slopes) further north, which descend down to Kobi village and will subsequently result in the development of the Kobi village as a location for hotels and other tourism related services, puts more value to harmonized and simultaneous expansion and enhancement of Kobi area, as gateway settlement to Truso Protected Landscape. The Government of Georgia has developed Gudauri urban documentation package (land use master plan and development regulation plans) encompassing development regulation plan for Kobi. Complementary to Truso Valley Protected Landscape investment packages, RDP3 will finance development of public assets at Kobi gateway settlement, mostly focusing on public roads and utility infrastructure.
15. Relevant governance and management institutional unit will be set up by the municipality and Protected Areas Agency (APA) with operational and maintenance responsibility. It will consequently introduce the best practice based perspective of revenue generation/fee collection system and ensure clear alignment with the protected areas national legal framework and international obligations.
16. Substantial development of protected landscape facilities and infrastructure, as well as private public partnership development are needed to ensure the protected landscape functionality in general and in particular visitor/tourism services upscale, that will significantly contribute to economic growth and better standards of living for the local communities of Mtskheta-Mtianeti, as well as reaching "healthy parks healthy people" prospective thresholds.

II. SCOPE OF ASSIGNMENT, TIMEFRAME AND DELIVERABLES, TEAM PROFILE

Under this assignment the consultant is expected to provide:

- **Part A:** DESIGN SERVICES
- **Part B:** SUPERVISION SERVICES

The Consultant will carry out the following main activities for **design services (Part A)**:

- Task 1: Stocktaking and Inception;
- Task 2: Elaboration of Vision and Concept for the Project Area and the Sustainable Preservation and Facilities Development or Truso Protected Landscape.
- Task 3: Detailed Design and Preliminary Estimates for Zakagori complex;
- Task 4: Scoping and Validation of Investment Program for the Project Area;
- Task 5: Preliminary Concept Design and Indicative Estimates for Selected Investment projects;
- Task 6: Detailed designs for Selected Investment projects;

The Consultant will carry out the following main activities for **supervision services (Part B)**:

- **Activity 1***:* Inception Phase
- **Activity 2:** Construction Phase
- **Activity 3:** Defects Liability Period

Part A: Design Services

17. The activities for design services are expected to be performed through the following tasks:

Task 1: Stocktaking and Inception

The inception stage is expected to cover (without being limited to):

a) Synthesize information related to the applicable international (binding) obligation (conventions, multilateral bilateral treaties, etc.) of Georgia, relevant national legal and regulatory provisions and best practices relevant to the territory of Truso Protected Landscape within the legal boundaries;
b) Review overall consultancy objectives, strategies and methodologies; Consult the list of documents identified by the Client (through different sources), including natural and cultural resources database, key environmental, social and economic studies, the protected landscape facility needs and associated scoping studies conducted by several international organizations, relevant institutional capacity assessment reports, cartography, related plans/projects, applicable technical literature, and "project ideas" available. Highlight their guiding relevance to this assignment;
c) Collect any background studies, survey, maps and survey activities that are required for the design consultancy and plan for obtaining that information (e.g. feasibility study/design for the international highway planned by the Department of Roads under MRDI, etc.) ;
d) Prioritize any studies, survey, maps and survey activities that are required for the design consultancy and plan for obtaining that information;
e) Revisit overall consultancy objectives and strategies; shortlist of documents identified by the Client (through different sources),natural and cultural resources database, key environmental, social and

economic studies, relevant institutional capacity assessment reports, cartography, related plans/projects, applicable technical literature, and "project ideas" available. Highlight their guiding relevance to this assignment; Outline a work plan defining project subtasks under the tasks, methodology which is based on protected areas and their gateway communities integrated and effective management experience, sustainable infrastructure design approach and related Green Building Rating System (e.g. LEED), timeline, dedicated resources; with human resources for international and local must be specified separately, and including planned field visits;

f) The Consultant should carry out a thorough analysis before drafting Development Vision and concept designs, in order to set the foundations for the creation of a tailored investment program (to maximize the impact). The analysis should reflect:
   - Management of protected areas in the context of Georgia;
   - Relationship between TPL and the region. Connection with Kobi gateway and Kazbegi Park.
   - Benefits for TPL;
   - Categories of tourists (both national and international). Demand from the tourism-sector market;
   - Best practices at international level, where natural and cultural heritage are combined in tourist packages;

g) Identify list of key rights-holders (such as Agency of Protected Areas, Agency of Cultural Heritage Preservation, Municipality of Stepantsminda, etc.) and relevant stakeholders (to be established in agreement with the Client), and outline an engagement strategy (including communication and information dissemination) during the various tasks;

h) Any revisions to technical components and scope of works in the ToR.

Deliverable:

18. ***Inception Report*** detailing the items provided in the list above, with a particular focus on the ***Work Plan*** and engagement strategy for rights-holders and stakeholders. The Inception Report should provide clear information on the Work Plan, parallel tasks and allocation of personnel/resources.

- Summary on binding planning and Cadastral documents;
- The most recent photos, detailing the project area;
- Land ownership and land utilization issues:
  a) Cadastral data on the project implementation site.
  b) Formally attested information whether the project impacts on privately owned, or leased land plots or not (temporal disturbance; loss of the part of the land plot or whole land plot by the owner; loss of the property being on the land plot; loss of income etc.);
- Brief socio-economic information about Truso Protected Landscape, number of visitors and tourists;
- Synopsis on status of the relevant institutional capacities.
- Formulate a work plan and Engagement Strategy;

Consultant is required to regularly provide work in progress documents upon MDFs requests.

Task 2: Elaboration of Vision and Concept for the Sustainable Preservation and Facilities Development of Truso Protected Landscape

19. The Development Vision for TPL shall take in account trends and opportunities to ensure the protected area's effective development, to enhance its role as the visitor tourism destination that would significantly contribute to economic growth and better standards of living for the local communities of Mtskheta-Mtianeti, as well as reaching of "healthy parks healthy people" prospective thresholds. These

results will be reached through a substantial development of the protected landscape's facilities and infrastructure, as well as a private public partnership development.

20. The consultant shall carry out (without being limited to) analytical work in line with the IUCN Protected Landscape Approach and principles to advise on the most appropriate use and management plan for the Truso valley, determine what type of tourism and activities should be encouraged and/or discouraged, types of tourism and seasonality embraced (adventure, mountain, culture, etc..):

- Identify potential sites for disposing of excess material (mud, soil, rocks) and construction waste, prepare brief description (including cadastral information) and maps of suggested sites; Carry out consultations with Stepantsminda Municipality to identify sites;
- Review all existing underground and surface communications within the SP site (water supply, sewage system, etc.);
- Undertake general geological survey of the site;
- Undertake general hydrogeological survey of the site;
- Undertake dendrology survey;
- Develop General Plan (reflecting baseline conditions);
- Overview Development Regulation Plan of Kobi and integrate with the development perspectives of TLP;
- Propose TLP preliminary Infrastructure and needs for visitor services, developed with the Agency of Protected Areas;
- Produce united topographic map (measurement), reflecting existing trees, plants, structures, and buildings, networks (above and underground). UTM - (International) System of Coordinates should be applied to topographic survey;
- Develop a sustainable tourism strategy (meaning: outline of a specific "destination brand" with its promotion and marketing outcomes) that will enhance the special combination of natural landscapes and cultural heritage assets;
- Identify priority cultural heritage assets for the long list of investment packages (cleared by NACHP);
- Outline a long list of investment packages;
- Formulate a methodology for the prioritization and categorization of long list of investment packages taking into consideration the RDP3 objectives and limitations.
- Narrow down and specify list of relevant stakeholders (must be established in agreement with the Client), and outline an engagement strategy (including communication and information dissemination) during the various tasks;
- Propose any revisions to technical components and scope of works included in this ToR, as required.
- Consultative Rights-holders and Stakeholders' Workshop Report and presentation of findings reflecting the discussion and results of the SWOT analysis, the visioning process, consultations and rationale for selection (vis a vis other options that were considered, but not selected);

- Through a series of discussion with the key stakeholders and MDF, the Ministry of Regional Development and Infrastructure, Ministry of Environment Protection and Agriculture, Agency of Protected Areas, the World Bank, beneficiary municipality and other key/relevant stakeholders, propose investment packages (short list of sub-projects to be implemented) for the Truso Protected Landscape and propose at least two schematic (ranked) alternatives for the Development Vision. Each alternative should be accompanied by a short brief, together with an overall summary note proposed for selection on technical ground, for discussion and preliminary agreement with key stakeholders, beneficiary municipalities, and technical and economic local agencies and other relevant stakeholders identified by the Client. The Development Vision should discuss all the relevant *environmental, social, cultural, political, administrative, managerial, financial, physical dimensions* and give solutions/responses to all the problematic and issues identified from the background analysis. Moreover, they should identify the environmental, physical, historical,

cultural and socio-economic factors that can contribute to ***branding*** the protected landscape for the domestic and international tourism markets.

- There shall be regular interactive discussions and reporting (at least once every 2 weeks) between the Consultant team and the Client to exchange concepts and ideas in order to make sure that the proposed development vision, the park and key gateway green urban design concepts are in line with the PDO and developed considering the guidelines and regulations operating by law in the project area. The draft development vision and the concepts shall be evaluated by a technical committee from MDF to carry out at the *Stakeholders' Consultation Workshop.* Clearance will also have to be obtained by the World Bank it is MDF's responsibility to obtain this clearance.

Stakeholders' Consultation Workshop

21. Validate the Development Vision for the project area at the '***Stakeholders' Consultation Workshop*** must be organized in coordination with MDF, with the participation of representatives of the concerned local and central authorities, as well as local civic, social and business organizations. The Workshop could use a *SWOT analysis* approach to assess possible alternatives and *project briefs* for the entire area and each of its zones.

22. *Finalize the Scoping Concept for the project area.* Building on the documentation prepared for the Development Vision, considering the inputs by MDF, the WB and from the stakeholders' workshop. The Consultant will produce a final version of the Truso Protected Landscape Green Urban Design Concepts in the form of a written report and define:

- Development vision for the entire project area (environmental, social, cultural, civic and economic dimensions) and how this contributes to meeting the *needs* and facilitating the *activities* of its *resident population* and its *visitors* (national and international tourists).

- Role of the protected area zones and gateway settlement within the overall development vision and the *measures* (e.g., regulations, public initiatives, incentives) and *actions* (e.g., development investments, events) that can facilitate the achievement of their envisaged role. Moreover, the role of the protected areas zones and gateway settlement will be formulated based on their constitutive elements such as the park visitor facilities (visitor centre, visitor shelters, campsites, picnic sites, public toilets, roads, trails, orientation and interpretation signage, etc.), *public spaces* (plazas, courts, pedestrian areas etc.), *services* (rest areas, tourist information centers) and *activities* (recreational, cultural, commercial etc.).

23. These elements should be described concerning: (i) their detailed nature and scope; (ii) their mutual relations; and (iii) their ranking in terms of relative importance.

24. The presentation of the spatial organization of the physical and functional relations among the various zones and sites as well as the constitutive elements, including identification of priority investment projects candidate for RDP III financing, should comprise maps at 1:10,000, 1:2,000 and 1:500 scale for unique projects of high relevance.

25. It will also document the visioning process, consultations and rationale for selection (vis-a-vis other options that were considered, but not selected).

26. **Deliverables**:

- **Information Synthesis Report** detailing the items provided in the list above, with a particular focus on the Scope and engagement strategy for stakeholders.
- **Proposed development Vision**, alternative response concepts and proposed response concept.

- **Sustainable tourism strategy** which outlines a specific "destination brand" with its promotion and marketing outcomes. This will enhance the special combination of natural landscapes and cultural heritage assets**;**
- **Consultative stakeholders' Workshop:** A PowerPoint Presentation, to present the Development Vision, 2 alternatives response concepts and Mobility Plan. The Consultant might consider the use of supportive materials that helps in understanding and visualizing the concepts for the proposals.
- **Validation Report***:* In the form of a written report, the Consultant shall record/reflect the discussion and results of the SWOT analysis, the visioning process, consultations and rationale for selection (vis a vis other options that were considered, but not selected). The participation of the international key staff is necessary in the stakeholder workshop and is considered part of the deliverable.
- ***Final Development*** Scoping and ***Concept*** report, focusing on the project area and each of its zones. The Vision Statement and Response Concept should be in the form of a written report with maps and sketches and should encompass all the relevant *environmental, social, cultural, political, administrative, managerial, financial, physical dimensions, and shall be consistent with sustainable infrastructure/facility design methodology*. In order to justify and support the selected Response Concept, the report will include a description of the visioning process and possible alternative concepts that were not considered. Moreover, they should identify the environmental, physical, historical, social and cultural characteristics that can contribute to ***branding*** the park and gateway settlements for the domestic and international tourism markets.

27. Consultant is required to regularly provide work in progress documents upon MDFs requests.
28. The Consultant is responsible for all the related expenses to organize for Stakeholders Workshop.

Task 3: Detailed Design and Supervision for Zakagori complex

29. Preparation of detailed design and provision of supervision for Zakagori fortress rehabilitation project should be commenced following Inception Report approval by the MDF. Detailed ToR (guidelines, requirements, deliverables and timeline) is provided in **Annex 2.**

Task 4: Scoping and Validation of Investment Program for the Project Area

30. Upon approval of the Vision and Concepts by the MDF, the Consultant will develop scoping of basic infrastructure/facilities and define and propose a prioritized investment program to support the implementation of the vision and concept aiming to meet the following objectives:

- *Facilitate access to the protected area and its key historic settlements.* This may include trail/road/street system suitable to the protected areas (with an emphasis on management of different mobility options and uses, like hiking, mountain biking, horse-back riding, limited vehicular access, etc… and requirements for the roads and trails to align with the existing landscape), as well as the viability of connections between areas and the construction of trailheads, parking facilities, etc.;
- *Develop sustainable visitor facilities of the protected landscape.* This may include a visitor and information center with a full set of indoors and outdoors facilities, founded on principles of behavioral orientation and features of environment education, visitor shelters and campsites, picnic sites, etc. (leading to integrated system of signage);
- *Upgrade and regenerate the cultural landscape and key historic sites.* This may include the development of hiking, biking, horseback riding trails, orientation and interpretation signage, pedestrian paths, pedestrian-safe trails to natural and cultural heritage and other public use areas, short trekking trails, the improvement of local roads, the development of solid waste collection areas, the establishment of visitors facilities, the restoration and adaptive re-use of historic buildings for

cultural, hospitality services and the procurement of signage panels, benches, trash cans (approved by NACHP and APA). The Consultant is expected to further specify and suggest alternative historic villages (Abano, Ketrisi, Resi, Suatisi, etc.) to study for adaptive re-use to trigger interest and economic involvement of the communities;

- *Arrange protected landscape utility systems*. This may include environmental friendly and visually and culturally harmonized power supply, alternative energy generation and communication facilities, wastewater treatment systems, etc.

31. The Consultant shall propose and apply *clear prioritization and selection criteria* based on strong sustainability, other scientific-technical, financial, and safeguard elements. Subsequently, the ***Consultant will validate, identify and propose a final list of specific investment projects which together maximize the project impact selected from the long list of the above program, for implementation under the RDP 3 -MDF*** *(within the available funds envelope for TLP).*

32. The Consultant shall look into the practical side of project proposals, by considering and outlining the land ownership, requirement for land acquisition or resettlement, and any other major constraints. In addition, the Consultant should take into account the level of project readiness (i.e. if designs or concepts are already available for a subset of investments) and the project timeline. The Consultant shall familiarize itself with Bank safeguards and safeguards instruments applied under the RDP 3 and identify and propose investment projects with minimum social impacts and requirements for land acquisition and resettlement (only Category B projects – per Bank classification – will be eligible). It is envisaged that selected investment projects will proceed to the design stage only upon consultation with, review and approval by the Client.

33. The prioritization process should include (without being limited to):

- ***Prioritized list of proposed investment projects with a phased action plan*** (short, medium and long term), which should take into consideration the available documentation and the need of further studies and surveys. Drawing on international best practices, the Consultant shall propose and apply a methodology for prioritization and categorization system for subprojects (e.g. priority investments must be financed under RDP III;

- ***Indicative costs (including operations and maintenance needs) to implement the identified infrastructure projects.*** This output is expected to be used for the selection and prioritization of projects during the plan implementation stage;

- ***Initial cultural assets screening*** such as identifying cultural assets (architectural monuments or archaeological) or any other related issues;

- ***Recommendations on the packaging strategy of investment projects*** based on location, size, types and phasing of proposed investment projects; and

- ***Project briefs***, for selected projects in consultation with the Client. Briefs will include (i) project name and description, (ii) project rationale and justification (iii) project maps with boundaries and concept schemes, (iv) relevant design and spatial analysis, (v) socio economic analysis and cost benefit analysis,(vi) identification of social and environmental safeguard issues (i.e. requirements for environmental screening or EIA according to Environmental Impact Assessment Code of Georgia (2017), requirements for acquisition and resettlement, land ownership, etc.). The Consultant will conduct initial screening of potential temporary or permanent loss of land, income, or assets for project affected persons in accordance with World Bank's Involuntary Resettlement policy OP 4.12, and (vii) preliminary cost estimates;

- In consultation with the Client develop a tentative list of investment projects for preliminary designs.

34. There shall be regular interactive discussions and reporting between the Consultant team and the Client to exchange concepts and ideas in order to make sure the proposed investment projects are feasible and practical. The submitted a long list of investment projects will be evaluated by MDF and the prioritized list needs to be deemed acceptable to the Bank for RDP 3 financing. Only then will the Consultant be allowed to proceed to the next stage – to carry out the designs for the selected list of investments.

35. **The priority investment list can be considered final only after the endorsement from the World Bank. MDF is expected to obtain the Bank's clearance and serve as a liaison between the Consultant and the Bank.**

36. The Consultant is expected to package the investment proposals up to the ceiling of available investment funds for Rehabilitation of Historic Fortress-Settlement Zakagori Complex and Sustainable Preservation, Facilities Development and upgrading of Truso Protected Landscape, develop an upgrading investment plan reflecting priority intervention areas.

37. The Consultant shall package the selected investment projects, based on sustainability, location, size, type and similarities of works, accessibility investment costs, amount of selected investments projects (works) and recommend to the Client the implementation plan of the packages of works. The Consultant and the Client will agree, depending on the type and amount of the works, on how many works packages contracts are needed to assure procurement efficiency, and approve their implementation plan.

Deliverables:

38. The results of the above process will be presented in a **report on the overall investment program,** including the methodology for prioritization and categorization system for subprojects, and completed with appropriate **investment project briefs for selected investments for financing under RDP 3**. The latter should indicate, without being limited to:

- Location maps in relation to the project area and zone;
- A phased action plan and the indicative costs to implement the identified priority investment projects must be financed under the RDP 3;
- Their possible procurement packaging based on location, type, size and phasing; and;
- Their possible social and environmental safeguard screening requirements (e.g., requirements for environmental screening or EIA according to Environmental Impact Assessment Code of Georgia (2017), unclear ownership, requirements for land acquisition, resettlement, or compensation for any permanent or temporary loss of assets, income or livelihoods), environmental protected areas, environmental vulnerability of investment areas;
- Their possible cultural heritage assets *identification and requirements* (e.g. urban-architectural and archaeological sites, monuments and necessity for specific approval by special agencies).
- Selection criteria and methodology;

39. The Consultant will deliver the results of the above process in the consolidated report/s.

40. Consultant is required to regularly provide work in progress documents upon MDFs requests.

Task 5: Preliminary Concept Design and Preliminary Estimates for Selected Investment projects

41. Based on the agreed-upon list of investment projects selected for preliminary concept design by the Client. The intention for the preliminary design is, in part, to assist the Client in assessing the alternatives/options, their feasibility and to confirm the final selection of projects for Detailed Design. This shall include, but not be limited to:

- Layout and relevant sections/elevations at appropriate drawing scale (eg. 1:500 – 1:200) showing the spatial and functional characteristics of the intervention and its integration in the natural context. The drawings should be presented in the proper scale (e.g. for accurate details should be from 1:1- till 1:25, for infrastructure and buildings should be at 1:100 etc.) to assure readability and technical accuracy. The drawings of fittings can suggest standard appropriate features available in the market, with suppliers' designs and details at appropriate scale or replaced by images of fittings available in the market and installed in other Protected Areas and Natural Parks;

- Indicative cost estimations for each of the selected design options including costs of operation and maintenance needs;

- Environmental screening reports if selected investment projects are subject to screening according to Environmental Impact Assessment Code of Georgia (2017) or scoping reports if selected investment projects are subject to EIA according to Environmental Impact Assessment Code of Georgia (2017). If the proposed investment project is subject to EIA, scoping report will be prepared by the Consultant with prior written consent of the Client.

42. There shall be regular interactive discussions and reporting between the Consultant team and the Client to review and meet the required standards for the Preliminary concept designs and estimated costs for each investment project. All submitted investment project briefs, also the packaging and implementation plan of projects will be evaluated and approved by the Client and acceptable to the World Bank, for the projects to carry out at Task 4 and be implemented under RDP III-MDF.

Deliverables:

43. The Consultant will deliver as result of the above Task, the following:

44. Each selected investment project dossier shall include: **preliminary project designs (alternatives)**, **technical report**, **preliminary cost estimates (for all alternatives) including operation and maintenance costs** related to the selected investment and procurement activities funded by the RDP III-MDF*;*

45. **The implementation plan**, in the form of a written report, shall reflect the implementation schedule of works packages and rationale used to package the selected investment projects into the approved amount/number of work packages. Documents should include (not limited to):

- Situation Plan (Scale: 1: 1000);
- Explanatory Note (detailed summary of issue and determination of ways for its solution, justification of selected methodology);
- Preliminary concept design with alternatives delivered in Sketches and conceptual drawings, 3D Visualization;
- Architectural measurement (plans, façades, sections);
- General Layout (Scale 1:200), reflecting the existing object on General Layout;
- Main structural solutions;
- Minor architectural shapes (as per requirement);
- Landscape layout and relevant sections/elevations at appropriate drawing scale (e.g. 1:500 – 1:200) showing the landscape-spatial and functional characteristics of the intervention and its integration in the natural context of the entire area. The drawings should be presented in the proper scale (e.g. for accurate details should be from 1:1- till 1:25, for infrastructure and buildings should be at 1:100 etc.) to assure readability and technical accuracy. The drawings of landscape fittings can suggest standard appropriate "green" and "brown" features available in the market, with suppliers' designs and details at appropriate scale or replaced by images of fittings available in the market and installed in other similar parks;

- Develop detailed designs for the improvement of the access road leading to Truso Protected Landscape aligned with the requirements of the IUCN Category V - Protected Landscape designation;

- Approximate cost estimations for each of the option/alternative interventions including costs of operation and maintenance;
- Preliminary cost estimates including operation and maintenance costs;
- The implementation plan, in the form of a written report, that reflects the implementation schedule of works and rationale within the approved amount works package;
- Environmental screening reports if selected investment projects are subject to screening according to Environmental Impact Assessment Code of Georgia (2017) or scoping reports if selected investment projects are subject to EIA according to Environmental Impact Assessment Code of Georgia (2017).

46. Consultant is required to regularly provide work in progress documents upon MDFs requests.
47. Documents must be officially delivered in two submissions. After First submission MDF will officially provide remarks and comments, which must be corrected before Second submission. Full list of documents must be delivered on both submissions.

Task 6: Detailed designs for Selected Investment projects

48. Based on the agreed-upon list of the Preliminary Concept Design for the Selected Investment projects selected in Task 3 by the Client, the Consultant shall develop, but not limited to:
49. **Surveys and Review of Preliminary Designs**: to determine detailed project scope and delineate specific project boundaries. This may include activities such as, but not limited to (i) reviewing the design and drawings from the Preliminary Project Ideas past consultations and reflect necessary modifications/comments to these drawings and specifications where necessary; (ii) conducting field surveys, land survey of sites, including topographic and architectural surveys of the concerned areas and buildings, measured drawings of buildings/facades identified for detailed designs if needed; (iii) data collection, detailed investigations/evaluations and analysis for detailed design; Borehole investigations for soil required for foundation designs.
50. In any case, the Consultant should consider the review of existing projects identified on the previous stages and selected to be included in the final list of investment projects, reflect necessary modifications and specifications necessary to fulfill the required design standards as per designing manuals and according to RDP III-MDF objectives.
51. **Detailed Design:** This includes all works required with the aim of producing a complete set of bidding documents. This include, but are not limited to: (i) prepare detailed designs (architectural, engineering, lighting, landscaping, drainage etc.) and technical specifications including all necessary data collection, surveys and analysis to cover all aspects of the detailed design; (ii) technical specifications, (iii) technical reports; (iv) bills of quantities – BoQs (priced and unpriced), (v) work schedule and bidding documents preparation. The detail design drawings will be prepared on the basis of approval of preliminary designs. Documents should include (not limited to):
    - Explanatory Note (detailed summary of issue and determination of ways for its solution, justification of selected methodology);
    - Topographic survey by applying of UTM - (International) System of Coordinates;
    - Photos reflecting existing situation;
    - Situation Plan (Scale: 1: 1000);
    - General Layout (Scale 1:200), reflecting project facilities to be rehabilitated on the General Layout;
    - Architectural measurement (in case of requirement (Scale: 1:100, 1:50));

- Architectural working drawings: plans, sections, façades, details, joints(Scale: 1:100, 1:50, 1:25), specifications;
- Registers for lining, accomplishment works, specifications for floors, ceilings and doors/windows;
- Detailed drawings for small architectural shapes (Scale: 1:50, 1:25, 1:20);
- Structural working drawings (Schemes, details, joints, specifications (Scale: 1:100, 1:50, 1:25);
- Engineering part – power network, water disposal, water supply, weak currents (schemes, details, joints, specifications) (in case of requirement);
- Vertical planning design for the site;
- Method Statement to comprise of the list of required machinery, time-schedule for works and tentative Financial Schedule;
- Registers and Cost Estimate for quantities of works to be executed – Resource and Detailed versions;
- Feasibility Study and alternative Cost Estimate;
- Leadership in Energy and Environmental Design (LEED) or similar green building rating system certification through the voluntary point-rating system e.g. developed by the U.S. Green Building Council. The LEED rates facilities/sites on water efficiency, materials and resources, site sustainability, indoor environmental quality, and energy and atmosphere;
- Determination of load on engineering communication network for obtaining technical conditions from relevant institutions, as required;
- Economic analysis (should include capital expenditures required for project implementation as well as average annual operation and maintenance costs. The named data should be provided for each possible alternative solution of project design (based on technical specifics of the project, at least two alternative technological solutions should be presented). The deliverables should also include methodology of each alternative of cost calculation with respective clarification and reference to the data sources.
- Detailed and general specifications of Bidding Documentation;

52. **Environmental Impact Assessment in case of the proposed investment project is subject to EIA in accordance with Georgian legislation and World Bank safeguards policy:** This includes all works required with the aim of producing a completed set of environmental documentation required for obtaining of Environmental Decision by the State authority. Environmental Impact Assessment will be conducted by the Consultant with prior written consent of the Client in case if EIA will be required for individual investment according to the Environmental Impact Assessment Code of Georgia or/and World Bank safeguard policy. The Consultant shall prepare a Scoping Report, EIA report and a full package to submit to the Ministry of Environment and Agriculture of Georgia, in according with the Environmental Assessment Code of Georgia to gain Environmental Decision.

53. In case the State Authorities or/and WB finds shortfalls in the submitted EIA report, Scoping Report or other documentation as required, the Consultant shall immediately address received comments and re-submit the revised documents to MDF.

54. **Specific Approvals***: The Consultant shall prepare necessary documents and detailed drawings for Local Authority approvals and any other approvals required in the process (I.e. approvals from agencies such as Agency of Protected Areas, etc.).* The required approvals shall be identified in the work plan and executed by the Consultant.

Environmental requirements in case if the proposed investment project is not subject to EIA

55. In case if the proposed investment project is not subject to EIA and issuance of Environmental Decision by the State authority, Consultant has to submit the information as follows:

- Topographic, geological and hydrogeological information (description of relief, geology and soil, based on archive data and as a result of visual survey; information regarding existence or probability of hazardous geological processes, necessity for conducting of explosive works; depth of location of ground water etc.);
- Vicinity to the river or other surface waters (lakes, channels etc.);

- potential sites and landfills for disposing of excess material (mud, soil, rocks) and construction waste, brief description (including cadastral information) and maps of suggested sites;
- Location and distance to the nearest licensed borrow pit;
- Review all existing underground and surface communications within the project corridor;
- Land ownership and land utilization issues: a) Cadastral data on the project implementation site. b) Formally attested information whether the project impacts on privately owned, or leased land plots or not (temporal disturbance; loss of the part of the land plot or whole land plot by the owner; loss of the property being on the land plot; loss of income etc.);
- Brief social-economic information on surrounding area;
- Description of vegetation and flora species in the project area. Identification existence of Red Listed species based botanical and zoological surveys. In case of trees/bushes cutting will be required, name of tree species (Georgian and Scientific) and quantity should be specified;

56. Based on the submitted information, the client will prepare Environmental and Social Review (ESR) or a self-standing Environmental and Social Management Plan (ESMP), as required. The Consultant may be asked to assist the Client in the disclosure and conduct of public consultations on the draft ESRs and ESMPs and in the incorporation of the public feedback in these documents. The ESRs and ESMPs will be part of tender documents for construction services and their implementation will be mandatory for Construction Contractors.

Resettlement Requirements

57. While designing individual investments, the Consultant shall ensure that the impacts on private properties were minimized or/and avoided maximally. In case of the impacts on the private properties are inevitable, the contractor company shall reveal potential project affected properties at the initial stage and inform the Employer.

58. The Consultant is responsible for carrying out the following activities:

- Carry out detailed measuring works within the affected corridor: identifying project affected land plots; verifying status of land parcels (registered in Public Registry; unregistered legalizable; unregistered non-legalizable; state owned and other), checking/verifying land status and request land status recognition document as with representatives of local government as well as at National Agency of Public Registry to recognize exact size of land plot, preparing measurement cadastral drawings and dividing drawings in case of partial acquisition of the land, conducting the first stage registration of impacted land parcels and dividing (and register) them according to the original ROW. Already divided and properly registered land parcels shall be provided to the MDF stage by stage. Additionally provide to MDF cadastral drawings for state land registration.

PREPARATION OF BIDDING DOCUMENTS

59. The bidding documents shall be finalized based on the Client's comments on the detail designs, by incorporating all the comments, revisions, and packaging strategies. The Consultant shall advise on suitable packaging for all identified contracts. Bidding documents and drawings shall be prepared in a way that is sufficient to invite bids.

60. ***Packaging and Contract Documentations (for bidding)****:* The Consultant is expected to provide support to the Client in: (i) contract packaging and management based implementation plan; (ii) preparation of bidding and contract documents (in accordance with the current version of the World Bank's

Standard Bidding Documents for the Procurement of Works, and including abbreviated specifications of the work to be performed, forms, invitations to pre-qualify and draft advertisements); and (iii) assist the Client in bidding and contractor selection process and bidding evaluation.

61. The bidding documents will be made with reference to the tender drawings and shall contain, among other things, the following sections: Instruction to bidders, Standard forms (contract), Condition of contract, form of bid and qualification information, Bidding data and Contract data, Technical Specifications, Bills of Quantities, Drawings, Standard forms (Bid).

62. There might be approximately 3 packages of works which include all prioritized investments. The exact amount of work packages will be agreed between the Consultant and the Client, depending on the type and amount of the works, and in order to ensure procurement efficiency.

63. **Deliverables:** The Consultant will deliver the work packages based on the scheduled implementation plan approved by the Client, and each will include for each investment project:

- Detailed design dossier (as specified under Task 6); drawings plans/sections/3D views/details/specifications/BoQs developed on accurate survey and presented using the best design standards and practices; and (ii) bidding documents ready for the bidding process financed by the RDP3 and in coordination with the Client.

OTHER RESPONSIBILITIES

64. The Consultant shall conscientiously fulfill, to the highest professional standards, the assigned role . It will be the Consultant's responsibility to ensure that all intended outputs are delivered in the most efficient and effective manner ensuring value for money at all times. The Consultant will ensure that all outputs are delivered on time, within budget and to the highest standards.

65. The Consultant shall develop all projects detailed designs dossier based in the national and international design guidelines (etc. design guidelines for roads, buildings etc.), in order to achieve the highest design standards.

66. The Consultant shall perform *all engineering, architectural works; quantity surveying, environmental, cultural, social, economic analysis and related tasks* described so far in the TOR, to support the achievement of the defined project objectives and deliverables, and taking into account The Consultant shall review all available documentation on the project and shall be solely responsible for the analysis and interpretation of all data received, for the conclusions they reach and the recommendations they make.

67. The Consultant shall assist the bid evaluation committee in evaluating technical aspects of the offers and prepare a report for further consideration by the Client.

68. The Consultant shall clearly define the project boundaries and areas of interventions for each selected investment project that will be under the scope of the detailed design process. The engineering and architecture design shall take into account to incorporate road safety, accessibility standards (e.g. for disable people etc.), describe fixtures, lighting design, greenery, etc. Based on the road design guidelines in order to complete the project to the highest standards.

69. The engineering and architecture design shall take into account the need for "smart" and effective (technical and esthetic) solutions and use of construction materials that can be implemented, operated and maintained. The final choice for proposed construction/rehabilitation shall be based on technical and financial analyses of alternative designs, and on the opinions of the district engineer, and in consultation with the Client.

70. Consultants are encouraged, where appropriate, to support the wider economic development of the country by using locally available materials and human resources.

71. Consultants are encouraged, where appropriate, to support and introduce solutions that drive the development of smart infrastructure to improve the efficiency of services and meet residents' and visitors' needs and increase quality of life.
72. If needed consultant must additionally provide all the required documents for project approvals and construction permits.
73. The consultant will be responsible for provision of operation and maintenance guidance and training for facilities to owners/users

IMPLEMENTATION TIMEFRAME AND DELIVERABLES

74. The Consultant will carry out its overall assignment in 25 months (7 months for Part A and 18 months for Part B. Excluding defects liability period) according to the implementation schedule.
75. The following list of key deliverables and milestones serves as a guide for the consultancy. The Consultant Team is expected to propose **a Work Plan** outlining project sub-tasks (e.g. additional internal review/consultation sessions) and refine the timeline to meet the objectives of the assignment effectively, for Client's agreement:

No.	Deliverables / Services	Format	Duration of Task	Payment Schedule
Part A				
Task 1: Stocktaking and Inception				
1.1	The Inception Report should provide clear information on the Work Plan, parallel tasks and allocation of personnel/resources. The consultant must provide deliverables required by the Task 1 deliverable section.	• 2 printed reports in A4 size. • An electronic copy of reports.	Within **2 weeks** of award of contract, including a review with the Client and relevant stakeholders and incorporation of comments into a final version. (Followed by 1 week period for MDF to provide comments and remarks).	
Task 1 *(the payment will be made upon submission and acceptance of Task 1 deliverables)*				**10%**
Task 2: Elaboration of Vision and Concept for the Sustainable Preservation and Facilities Development of Truso Protected Landscape				
2.1	The results of the Task 2 process will be presented in a **report on the overall investment program,** including the specification of needs, methodology for prioritization and	• 2 printed reports in A4 and/or A3 size, plans in A1, A0 etc. • 2 printed copies of all the	**3 weeks** after receiving comments on the Task 1 from the Client.	

	categorization system for subprojects, and completed with appropriate **investment project briefs for selected investments for financing under RDP 3**. The consultant must provide deliverables required by the Task 2 deliverable section.	necessary drawings and details; • An electronic copy of all reports/docs, plans and related CAD, Excel, Word, PDF etc. files. • A PowerPoint presentation. • Cost-benefit analysis. • Feasibility and preliminary management strategy. • Initial report on safeguards screening (such as impact on land acquisition resettlement etc.) • Initial Report on impact on environment, cultural heritage sites etc. relevant to the project area.	*The Consultant should conduct at least 2 consultation processes with the Client.* *This stage will include a* final presentation review with the Client and relevant stakeholders_ *Report of Validation.* *The Consultant will incorporate comments into a final version and have the endorsement of the Client to proceed to Task 3.* (Followed by 2 week period for the MDF to provide comments and remarks).	
Task 2 *(the payment will be made upon submission and acceptance of Task 2 deliverables)*				**10%**
Task 3: Detailed Design and Supervision for Zakagori complex				
3.1	Preparation of detailed design for Zakagori fortress rehabilitation project and provision of supervision services as required by ToR provided in **Annex 2;**	• 2 printed reports in A4 and/or A3 size, plans in A1, A0 etc. • 2 printed copies of all the necessary	Following reception of comments on the Task 1 from the Client, the Task 3 and exercise provided in Annex 2 must be fast tracked and follow independent timeline. Further details and	

		drawings and details; • An electronic copy of all reports/docs, plans and related CAD, Excel, Word, PDF etc. files.	deliverables are provided in **Annex 2.**	
Task 3 *(the payment will be made upon submission and acceptance of Task 3 deliverables)*				**10%**
Task 4: Scoping and Validation of Investment Program for the Project Area				
4.1	The results of the above process will be presented in a **report on the overall investment program,** including the methodology for prioritization and categorization system for subprojects, and completed with appropriate **investment project briefs for selected investments for financing under RDP 3**. The documents required by Task 4 deliverables. Selection criteria and methodology. Report of Validation.	• 2 printed reports in A4 and/or A3 size, plans in A1, A0 etc. • 2 printed copies of all the necessary drawings and details; • An electronic copy of all reports/docs, plans and related CAD, Excel, Word, PDF etc. files. • A PowerPoint presentation. • Cost-benefit analysis.	**2 week** after receiving comments on the Task 2 from the Client. (Followed by 2 week period for the MDF to provide comments and remarks).	
Task 4 *(the payment will be made upon submission and acceptance of Task 4 deliverables)*				**10%**
Task 5: Preliminary Concept Design and Indicative Estimates for Selected Investment projects				
5.1	Each selected investment project dossier shall include: **preliminary project designs (alternatives)**, **technical report**, **indicative cost estimates (for all alternatives) including operation and maintenance**	• *2* printed reports in A4 and/or A3 size, plans in A1, A0 etc. • A PowerPoint presentation.	**6 weeks** after receiving comments on Task 2 from the Client. *The Consultant should conduct at least 2 consultation processes with the Client,*	

	costs related to the selected investment and procurement activities funded by the RDP III-MDF*;* **The implementation plan**, in the form of a written report, shall reflect the implementation schedule of works packages and rationale used to package the selected investment projects into the approved amount/number of work packages. Documents listed required by deliverables of Task 5.	• An electronic copy of all reports, plans and related CAD files	*which will be reflected in the written Reports of Consultation/ Comments.* ** The consultant should take into consideration the timeframe provided for the exercise in Annex 2 and deliver required detailed designs.* **This task will include a final presentation review with the Client and relevant stakeholders.* ** The Consultant will have the endorsement of the Client to proceed to Task 4.* (Followed by 2 week period for MDF to provide comments and remarks). If based on screening report Environmental Conclusion will be issued on conduction of EIA, scoping report of selected investment project shall be submitted to the MDF within 10 days after issuing of conclusion by the Ministry of Environmental Protection and Agriculture.	
Task 5 *(the payment will be made upon submission and acceptance of Task 5 deliverables)*				**30%**
Task 6: Detailed Designs for Selected Investment Projects				
6.1	The Consultant will deliver the work packages based on the scheduled implementation plan approved by the Client, and each will include for each investment project:	• 3 printed copies for each project, in A4 and/or A3 size, plans in A1, A0 etc. • An electronic copy of all reports,	The detailed design Stage will commence after receiving comments and approving the final deliverables of Task 5. The detailed design of the overall approved list of selected investment projects	

	Detailed design dossier (as specified under Task 4); drawings plans/sections/3D views/details/specifications/ BoQs developed on accurate survey and presented using the best design standards and practices; and (ii) bidding documents ready for the bidding process financed by the RDP3 and in coordination with the Client.	plans and related CAD, Excel, Word, PDF etc. files. • The package of documents and related documents will be submitted as per bid requirements and in line with World Bank Guidelines.	will be delivered into the approved amount of work packages by the Client in **6 weeks** together with EIA reports (if necessary) . The Consultant, based on the implementation plan approved by the Client, will conduct the detailed design Stage. (Followed by 2 week period for the MDF to provide comments and remarks). **The Consultant should conduct at least 4 consultation processes, or more if required by the Client, depending on the amount of packages of works.*	
4.2 ***Specific Approvals***				
	Incorporated into the final version of detail design project and documents.	The Consultant shall prepare the required documents and project dossier as requested by law to obtain approvals following the process as required. Using winter period for obtaining approvals is highly recommended by the MDF, not to interfere with project development and field visits/studies during warmer seasons.	The consultant firm must obtain special approvals for each investment project (if deemed necessary). **The Consultant should justify by written report when it is not necessary to obtain special approvals for specific investments.* ** Approvals for exercise in Annex 2must be obtained independently, prior to finishing Part A of this ToR. For further details, see Annex 2.*	
	Environmental and Social Impact Assessment Reports	• *2* printed copies for each selected project, signed and sealed, including	**The Consultant shall obtain the approval of the report from MDF (Environmental Unit) and MDF is responsible to obtain clearance by the	

		necessary certificates/licenses, upon clearance, subject to changes required by permitting authority. • An electronic copy of all reports in Word, PDF etc. files.	Bank, submitting the final reports that will be used to obtain the environmental permit/authorization	
4.3	***Documents for Building permits***			
	The Consultant will assist the process and prepare all the necessary documents as requested by the law to obtain the building permits.			
4.4	**Bidding Documents**			
	Prepare the bidding documents dossier.			
Task 6 *(the payment will be made upon submission and acceptance of Task 6 deliverables)*				***40%***

76. There shall be regular interactive discussions and reporting between Consultant team and the Client to exchange concepts and ideas in order to make sure the proposed investment projects are feasible and practical. All submitted a technical committee will evaluate investment project briefs, and only projects selected and approved to be implemented under RDP 3 will carry out in the detail design task. Part of this committee will be key technical staff of MDF. It is also necessary to obtain clearance by the World Bank.

77. The Consultant will submit all reports and deliverables requested under this assignment to MDF for review and approval. MDF will be responsible for sharing the documentation with the World Bank, and with the Local Authorities, and any other interested central and local government authority as deemed necessary.

78. Part-B (supervision services) shall commence or become effective upon successful completion of the detailed design of the 1st package of works in Task 6 of Part A (design services) and when the contract for civil works has been awarded. Duration of the services/contract under supervision services will be closely dependent on the time allowed for completion of the works contracts as may be brought out by the Part-A. Author's supervision required during the construction will be merged with the construction supervision by the consultants.

TEAM PROFILE AND KEY PERSONNEL

79. A multi-disciplinary team of key staff will be required for the execution of the project. The Consultant Team should be led for the full term of the project by a Principal Architect/Protected areas Facility Planner as the Team Leader with international experience in the execution of similar projects in EU countries and specific background in Architecture, Protected Areas Planning and Design & Project Management. A local Architect with knowledge of local language should be mobilized fully for the duration of the consultancy to serve as local liaison. The Team Leader and Architect/Protected Areas Planner (of the local liaison) should make a minimum of field visits to the project areas each as part of the development of design services, which

will be reflected in the work plan and be subject of evaluation process. The presence of the key international staff is considered obligatory as part of the deliverable in the stakeholder workshop.

80. The following list of qualifications serve as a guide and Consultant Team may, with justification, propose additional staff. The Consultant Team shall also propose the time allocation for each of the staff dedicated to their respective tasks and the breakdown of the time that those work will be performed on location or remotely.

Team composition:

81. In order to provide for the top-level performance of the assigned task, the Consultant shall mobilize the qualified staff (key personnel as well as the support staff). All the specialists shall be well-recognized professionals in their respective fields with at least 5-year experience in a similar work environment.

82. The Consultant for the **Part A: Concept and Detail Design should** mobilize the following personnel:

N	Personnel	Number	Month	Input, person/month
	Key Experts			
1	Team Leader – Arch. /Protected Areas Facilities Planner	1	7	7
2	Dep. Team leader - Arch./Protected Areas Facilities Designer	1	7	7
3	Landscape /Cultural Landscape Architect	1	4	4
4	Biodiversity/Protected Areas/ Environmental Specialist	1	7	7
5	Civil engineer	1	4	4
6	Alternative Energy Specialist	1	3	3
7	Mobility expert	1	2	2
8	Architect-Restorer	1	4	4
9	Tourism Expert	1	3	3
10	Archaeologist	1	5	5
	Non-Key Experts			
1	Architect/Landscape Architect/Cultural Heritage Architect	1	7	7
2	Hydro technical Engineer	1	2	2
3	Dendrologist	1	2	2
4	Geologist	1	1	1
5	Engineer Surveyor	1	1	1
6	Water Supply/Sewer Engineer	1	2	2
7	Mechanical/Electrical Engineer – Alternative energy engineer	1	1	1
8	Environmental, Health/Safety Specialist	1	3	3
9	Protected Area/Landscape Management Planning Expert	1	3	3
10	Translator	1	1	1
11	Economist	1	1	1

12	Cost Estimator	1	2	2
13	Topographic Engineer	2	1	2
14	Structural Engineer	1	4	4
15	Road Engineer – Mobility Expert	1	2	2
16	Visitor facility manager	1	2	2

Part B: Supervision Services

83. Supervision services intend to include:

a) Supervision of the contracted civil works from the list of specific identified investment projects for the Rehabilitation of Historic Fortress-Settlement Zakagori Complex and Sustainable Preservation, Facilities Development and upgrading of Truso Protected Landscape, including monitoring, inspection and reporting supervision activities.

b) Environmental and Social Supervision of the contracted civil works.

More specifically, the Assignment will be carried out through the following specific Tasks and Activities.

Supervision services:

- Activity 1: Inception Phase
- Activity 2: Construction Phase (18 month)
- Activity 3: Defects Liability Period (12 months)

Activity 1: Inception Phase

84. Consultant should ensure strict adherence of Contractor to the requirements of the detailed designs, technical specifications, Environmental Documentation (ESMP/ESR/EIA) Ensuring Consultants' good command of the requirements laid out in Environmental Documentation, tracking adherence of Contractor's performance and advising Contractor on the corrective actions in case of identified environmental compliances;

85. Consultant should supervise their implementation in compliance with the Georgian Legislation, World Bank policy, Environmental Management Framework (EMF) of RDP 3, in order to ensure that the prescribed environmental and social mitigation measures are applied on time and in due manner, and that no damage is caused to the natural and social environment in the course of works.

86. The Consultant should take into consideration, that construction and accompanying supervision of exercise provided in Annex 2, will take place separately, earlier then Part B of this assignment. Subsequently, the consultant should mobilize required personnel, to support and implement requirements of exercise in Annex 2.

Deliverables:

87. Inception Report, inclusive of but not limited to Project synopsis (summary); Analysis of the project; Start situation, review of the available documents, project progress with mobilization; Project planning; Coordination with other projects; Project goals and objectives; Project approach; Initial findings and description of any unexpected problems encountered, contractual difficulties faced; Intended results; Updated methodology, work plan, time and manning schedules (based on the Consultants' programs); Quality assurance system by the Consultant; Quantity checking and measurements records; Constraints, risks, assumptions; and Planning for the next reporting period.

88. In the same report the Consultant shall describe any adjustment or addition the designs may need to improve the quality of works without increase of cost or any prejudice to the Client in respect to the Consultant.

89. The Consultant shall also include as an annex to the inception report a complete Quality Assurance and Quality Control Manual (QAQC) concerning the supervision activities. The QAQC Manual shall specify the requirements, procedures and guidelines for all main activities necessary for the Works to run smoothly and shall cover at least the following:

- Practical information and introduction;
- Project organization charts, for works and supervision contracts, including names of key personnel, definition of key interactions and information flow. Also responsibilities and key functions shall be described;
- Time and cost management procedures;
- Reporting procedures;
- Record keeping of correspondence, expenditure, minutes of meeting, site records, instructions;
- Issued to works Consultants and instructions received from the Client;
- Design modification and design approval procedures;
- Document control procedures (including Consultant's insurances, reports etc.);
- All standard forms needed during the supervision activities (e.g. site instructions, completion certificates, variation orders, formats of reports, hidden works record sheets, form for field inspections and testing, measurement sheets, interim payment certificates and related invoices);
- Review and approval of detailed construction drawings prepared by the Consultant;
- Selection of borrow pits and quarries;
- Procedure for approval and testing of construction materials, and supplies;
- Procedures for testing the works by the Consultant;
- Safety protocols;
- Procedures of measurement of the works executed;
- Procedures for Performance Certificate and the Taking-over Certificate;
- Snag list and Defects Liability inspection reports; and
- Draft Final and Final Statement of the Account.

90. The Inception period shall commence immediately upon commencement of the present Service contract, whichever is latest, see section 5.2 "Commencement date & Period of execution". The Consultant shall submit the Inception Report within 4 weeks from commencement of the Inception period.

Activity 2: Construction Phase

91. The Consultant shall administer the contract and supervise the construction works, i.e. carry out the duties of the Supervisor in accordance with the Special and General Conditions for Works Contract of the projects funded under WB.

92. The Consultant will carry out, but not necessarily be limited to, the activities mentioned below:

Contract administration and management, Site Procedures:

93. The Consultant's team shall carry out contract administration and management duties throughout the duration of the assignment to secure smooth and timely implementation, proper supervision and control of the Project. For this purpose, the Consultant shall establish clear lines of responsibility and procedures for each activity in the construction process.

94. The Consultant shall analyses and monitor contractual programs submitted by the Contractor and give instructions to the Contractor to take appropriate measures to fulfill Contractor's tasks. The Consultant shall review Contractor's programs on a regular basis throughout the project.

95. The Consultant shall ensure that all required approvals, construction permits, and other applicable and those for closing of roads are obtained in due course, before commencement of respective works. These include but are not limited to quarry license, gravel license, sand license and approved final waste deposit document released by the respective municipality.

96. The Contractor must not commence any works prior to receiving clearance from MDF on the complete implementation of Resettlement Action Plan (if applicable), in line with World Bank guidelines.

97. The Consultant shall ensure that the conditions of contract are strictly adhered to and Contactors and any subcontractor fulfill their contractual obligations.

98. The Consultant shall maintain up-to-date records of all contractual administration, correspondence, measurements, payments, variations etc. All instructions to the Contractor shall be clearly documented by the Consultant.

99. The Consultant shall ensure that works Contractors:

- apply good international industry practice to protect and conserve the natural environment and to minimize unavoidable impacts;
- provide and maintain a healthy and safe work environment and safe systems of work;
- protect the health and safety of local communities and users, with particular concern for those who are disabled, elderly, or otherwise vulnerable;
- ensure that the terms of employment and working conditions of all workers engaged in the works (including subcontractors) meet the requirements of the International Labor Organization (ILO) labor conventions to which Georgia is a signatory;
- Are intolerant of, and enforce disciplinary measures for illegal activities.
- are intolerant of, and enforce disciplinary measures for gender-based violence, child sacrifice, child defilement, and sexual harassment;
- incorporate a gender perspective and provide an enabling environment where women and men have equal opportunity to participate in, and benefit from, planning and development of the works;
- work cooperatively, including with end users of the works, relevant authorities, contractors and local communities;
- engage with and listen to affected persons and organizations and be responsive to their concerns, with special regard for vulnerable, disabled, and elderly people;
- provide an environment that fosters the exchange of information, views, and ideas that is free of any fear of retaliation;
- Minimize the risk of HIV transmission and to mitigate the effects of HIV/AIDS associated with the execution of the works.

100. The Consultant shall ensure that all occupational health and safety (OHS) risks during construction and commissioning of the works have been assessed in advance and risk mitigation measures have been established and appropriately costed prior to commencing the respective activities.

101. The Consultant must make sure that prior to start of works the construction contractor must also possess appropriate protective equipment in accordance with Environmental, Health and Safety Guidelines and that the workers are trained for health and safety at work.

102. The Consultant's team shall also include a Health and Safety Auditor who shall visit the construction site on a regular (monthly to bi-monthly) basis to conduct safety audits to validate the OHS supervision of the resident engineer and independently confirm compliance with the contractors OHS plan. Audit reports of the findings will be provided at the end of each visit.

103. The Consultant shall ensure that the conditions of environmental conclusion (in case if civil works are subject of EIA) as well as requirements of Environmental Review and ESMPs are strictly adhered. For this purpose the Consultant's team shall include E&S supervision specialist who shall visit the construction site on a regular (at least monthly) basis to conduct E&S monitoring. E&S monitoring reports of findings including filled monthly environmental monitoring checklists in accordance with RDP3 ESMF shall be included in the progress monthly reports provided by the contractor.

104. The Consultant shall be in continuous contact with the Contractor to identify and resolve any potential problems in an active manner. The Consultant shall hold weekly site meetings and monthly progress meetings with the Contractor and other stakeholders. All potential delays and other problems shall be identified and corresponding actions discussed and agreed in order to assist the Contractor in avoiding or mitigating overall delay. The Client shall be kept informed of the progress of works by providing properly prepared reports, briefings and minutes of meetings.

105. The Consultant shall check and comment on the adequacy and authenticity of all certificates, insurance, securities, indemnities, ownership of plant etc. for which the Contractor is liable under the conditions of contract. The Consultant shall issue all requisite certificates in compliance with the Conditions of Contract.

106. The Consultant shall prepare all supervision reports in accordance with the requirements laid down in the present TOR.

107. The Consultant shall assist the Client in administrative duties, including financial planning and preparation of cash flow forecasts for all contracts on a monthly basis.

108. The Consultant shall advise the Client on any appropriate measures that may be taken to avoid and rectify any deficiencies and improve the cost effectiveness of the project. The Consultant shall also consider possible cost savings to the Client.

109. The MDF's safeguards officers will provide independent oversight and inputs to the Consultant with regard to all aspects of environmental and social compliance, for the Consultant to have addressed on the project through their role as the Engineer. The MDF will undertake at least monthly inspections of the construction sites, accompanied by the Consultant's safeguard specialist and the Resident Engineer.

Design Review and approval

110. The Consultant shall review and approve the Contractor's working drawings and possible modifications to the detailed design. In case of any design modification needed he should inform the Client and liaise with the designer.

Site supervision

111. The Consultant shall carry out day-to-day supervision of construction works in accordance with the Works Contracts, Site Procedures Manual and Supervisor's Quality Assurance Manual.

112. The main objective of the supervision is to facilitate achievement of the highest possible standard of construction works within the contract time. In addition to good quality workmanship the Consultant shall also consider possible cost savings to the Client. The Consultant shall advise the Client on any appropriate measures that may be taken to avoid and rectify any deficiencies and improve the cost effectiveness of the project.

113. The Consultant shall ensure that the quality of materials and the end product is in line with the related works contract technical specifications standard and quality. All testing shall be carried out in accordance with the works technical specifications specified procedures and at the specified intervals.

114. The Consultant may propose amendments to the design and specifications for the Client's approval, if such alterations are sought to benefit the quality and economy of the Project and are in line with provisions of works contract conditions.

115. The Consultant shall order the Contractor to substitute and make good any part of the works, if levels, dimensions, materials or workmanship do not conform to the requirements and specifications or are otherwise insufficient.

116. The Consultant shall monitor the correct implementation of the ESMPs for each site and monitor environmental parameters (air, water and soil quality) as required in the environmental monitoring plan.

117. The Consultant shall conduct regular site inspections to check the quality of workmanship and materials in accordance with the Contract and good engineering practice, as well as the Contractor implementation of the environmental and social mitigations measures as agreed in the site-specific ESMP.

Measurements and Payments:

118. The consultant shall verify and keep accurate technical records of permanent works executed by the Contractor. The works shall be measured on site by the Consultant supervisor in the presence of the Contractor.

119. The Consultant shall ensure that the Contractor's payment applications for work executed are accurate, fair and reasonable representation of the value of the work. The Consultant shall prepare subsequent certificates and present these to the Client for approval and further processing. The Consultant shall ensure that the Client is at all times informed of all matters relating to payments, cash flow or any other impacts on budgetary provisions.

120. The Consultant is required to consider time required for all requisite endorsements and/or approvals by authorities before actual payment of the Contractor's invoices can be made. To avoid any delays in payments the Consultant shall ensure high quality of all payment documents.

121. The Consultant shall carefully monitor all levels, lines and other parameters affecting the work, so as to ensure the works are constructed to fulfill the requirements of the detailed design and of the Client, in a timely manner.

122. Accurate records shall be taken throughout the duration of the contract in order to reach agreement on the Contractor's final account.

123. The Consultant shall monitor Environmental, Health and Safety guidelines for construction and decommissioning at all times throughout the site including safety of the public/communities, visitors, consultant's staff, Contractor /sub- Contractors' staff, report to the borrower and take action upon clearance from the borrower.

124. The Consultant shall appraise traffic management proposals in line with the Traffic Management Plan prepared by Contractor and compliance to the requirements of the works contract.

Other activities

125. The Consultant shall carry out all other activities needed for the smooth implementation of the Project. These activities include inter alia the following:

a. Administration of the contract in accordance with the works contract documents;
b. The Consultant shall take note of the requirement to obtain the specific approval of the Client before taking any of the actions as detailed in the Special Conditions of Works Contract;
c. The Consultant shall give the order of commencement;
d. The Consultant shall organize monthly progress meetings with each Contractor, keep records and distribute the minutes of the meetings;
e. Checking and confirming that the Contractor mobilizes and supplies to the contract all materials identified in the contract, to be committed to the project and ensure that all works performed

remain on site until release has been authorized;

f. Approval of Contractor's details of temporary works and operations;
g. Approval and surveillance of the traffic management proposals prepared by the Contractor to ensure that the Contractor carries out the work to minimize interference with adjacent traffic by providing necessary lights, guards, fencing and watchmen etc. and provide access to local buildings and properties at all times;
h. Approval and surveillance of environmental measures identified by the Contractor in order to carry out the work in an environmentally safe way, taking appropriate mitigating action to meet the relevant requirements of the contract and those of the local and state authorities, with the clearance of the borrower safeguards specialists follow up and report weekly on the implementation of the ESMP.
i. If applicable, provide data to the Client for determination of the value of any variations to the contract;
j. Assist the Client in processing of Variations, approve the setting-out of the works and give instructions to the Contractor in this regard;
k. Review any changes in drawings and/or specifications, which may prove necessary or desirable before or during execution of the construction works, and consult with the Client;
l. Negotiate and recommend to the Client any Variations initiated by the Contractor or to be initiated by the Client;
m. Verify and approve "as-built drawings" and deliver to the Client all reports, records, quality certificates, measurement sheets, etc. prepared or supplied by the Contractor;
n. The Consultant shall instruct the Contractor to carry out any on-site tests required under the Works Contracts technical Specifications, including load tests, as may be considered necessary to confirm the adequacy of the Works. The Consultant shall supervise such tests, record the test measurements and verify the adequacy or otherwise of the results;
o. Issue list of defects ("snag list") and other documentation as required before the Certificate of Provisional Acceptance will be issued, the list must include compliance with the ESMP and environmental permit.
p. Carry out inspection upon the completion of works and prepare Provisional Acceptance Certificate, list of defects and other documents as required by the work conditions of contract;
q. Organize the Inspection in the presence of a representative from the Contractor, Client and the Beneficiary and issue the Provisional Acceptance Certificate.
r. Ensure that taking over procedures are carried out in line with local regulations and requirements, as appropriate;
s. Advice on any claims or contractual disputes and problems arising during the works, and prevent claims and delays whenever feasible.

Deliverables:

a. ***Progress Monthly Reports:*** The Monthly Reports should be based on the physical and financial progress, as well as dealing with contractual and technical matters, for each of the Civil Works Contracts included in the reports. They will make use of graphics and include statements covering (but not limited to) the following:
   - Physical progress related to program and time;
   - Explanations for variances to the above;
   - Expenditure related to cash flow forecast and budget;
   - Explanations for variances to the above;
   - Claims or disputes;
   - Human resources, mechanical equipment and materials;
   - Testing and quality control;

- The Project Monitoring Indicators for Project Activities Table issued by the Contracts Manager;
- Local issues;
- An updated maintenance works program;
- A revised Cash Flow forecast;
- Findings of environmental and social monitoring including filled environmental monitoring checklists.

b. ***Draft Completion Report:*** The report will include, but not be limited to, the following inputs:
   - Physical progress related to the original program;
   - Explanations for variances to the above;
   - Expenditure related to original budgets;
   - Explanations for variances to the above;
   - Overall review of the project objectives and whether achieved successfully or not.
   - Other information to be included in the Completion Report shall be addressed following the review by the MDF and WB.

Activity 3: Defects Liability Period

126. During and after the Defects Liability Period the Consultant shall carry out the following duties:

a. Provide quarterly inspections reports during the 12 months of Defects Liability Period.
   - The consultant shall supervise, inspect and record completion of any outstanding work and remedy of defects after Provisional Acceptance has been issued.
   - The Consultant shall undertake three intermediate inspections at approximately three-monthly intervals during the Defects Liability Period. In the event that the Client calls the Consultant to the Works to deal with a particular defect at another time this shall be deemed to be one of the intermediate inspections.
   - In addition to dealing with any particular defect all intermediate inspections shall cover the entire Works. The Consultant shall:
     i) Notify and instruct the Contractor accordingly of all defects found.
     ii) Report on the status of the Works and on the operation and maintenance of the Works to date.

b. Undertake the Final inspection at the end of DLP and issue the Final Acceptance Certificate
   - On the expiry of the Defects Liability Period, the Consultant shall make the final inspection of the Works and issue the Final Acceptance Certificate in accordance with the Works Conditions of Contract.
   - The final inspection shall be carried out in the presence of a representative from the Contractor, Client and the Beneficiaries.

Deliverables:

127. Final completion: The Final Report will be based on the Draft Completion Report, but will incorporate any comments/suggestions made by the reviewing parties (MDF and WB)

IMPLEMENTATION TIMEFRAME AND DELIVERABLES

128. It is expected that the supervision consulting activities will start as soon as the first package of works contract for the selected list of investment is signed. (Detailed design for this investment is prepared in Task 4 of the design services.)

129. It is expected that there might be approximately 3 packages of work contracts, that will be grouped based on the similarities of works for all the selected investments foreseen. The Consultant will carry out its overall assignment in *28 months*. Following up defect Liability period for each contract in 12 Months.

130. It is expected that *selected packages work* contracts will have different starting date. The Client will give notice to the Consultant of the start date of each work contract for which supervision is required, and the supervisor will mobilize the required staff accordingly. An estimation of the starting date should be calculated upon the availability of the detailed design for the investment prepared in Task 4 of the design services and the procurement time needed for each package. It is expected that all packages with be implemented within 18 month time frame.

131. The Contract to be entered into between the Client and the Consultant shall be "Time Based". The Client shall pay to the Consultant (i) remuneration that shall be determined on the basis of time actually spent by each Expert in the performance of the Services after the date of commencing of Services or such other date as the Parties shall agree in writing; and (ii) reimbursable expenses that are actually and reasonably incurred by the Consultant in the performance of the Services.

Deliverables:

Report	Time due	Number of copies
Inception report	2 weeks after the start of the contract	*1 hard copy in English and in Georgian, plus e-copy in each language*
Progress Monthly reports	1 week after the last day of each month. For the duration of 18 months.	*1 hard copy in English and Georgian and e-copy in each language*
Draft Completion report	4 weeks prior to completion of the contract period	*E-copy in each language*
Final Completion report	2 weeks after completion of the contract period or after comments on the draft completion report are provided by MDF, whichever comes later	*2 hard copies in English Georgian plus e-copies in each language*
Defect Liability Period	12 months after approval of Final Completion Report	

TEAM PROFILE AND KEY PERSONNEL

132. The Consultant shall provide an experienced construction and environmental and social supervision and contract administration team of key staff with proven technical and managerial competence and experience in the supervision of construction works under World Bank Guideline for Procurement of Goods, Works and Non-Consulting Services, national legislation, and internationally recognized contract conditions used by IFI's.

133. The working language of the project is English and Georgian language. The key staff team assigned by the Consultant must possess proficiency in English language. Day-to-day communication language with the employees of municipalities, water, electrical, telecom and other utilities and local authorities will be in Georgian language. An adequate number of Georgian speakers shall be assigned at the field level to ensure smooth communication among all participants, direct and indirect, of the Project.

134. For the supervision assignment all experts should work in the beneficiary country 100% of the contracted working days, unless specifically requested and approved by the Client.

Team composition:

135. The Consultant for the **Part B: Supervision services** should mobilize the following personnel:

N	Personnel	Number	Month	Input, person/month
	Key Experts			
1	Team Leader – Arch. /Protected Areas Facilities Planner	1	6	6
2	Dep. Team leader - Arch./Protected Areas Facilities Designer	1	18	18
3	Landscape /Cultural Landscape Architect	1	4	4
4	Material Engineer	1	6	6
5	Civil Engineer/Quantity Surveyor	1	6	6
6	Environmental, Health/Safety Specialist	1	18	18
7	Architect –Restorer	1	12	12
8	Archaeologist	1	18	18
9	Site Supervision Engineer	1	18	18
	Non-Key Experts			
1	Architect	1	6	6
2	Architect/Landscape Architect/Cultural Heritage Architect	1	6	6
3	Cultural Heritage Expert	1	2	2
4	Geotechnical Engineer	1	1	1
5	Engineer Surveyor	1	1	1
6	Water Supply/Sewer Engineer	1	2	2
7	Mechanical/Electrical Engineer – Alternative energy engineer	1	3	3
8	Cost Estimator	1	1	1
9	Site Supervision Engineer	1	18	18
10	Structural Engineer	1	2	2
11	Road Engineer – Mobility Expert	1	2	2

TIMEFRAME FOR THE ASSIGNMENT

136. The consultant should be a Firm. The selection method to be applied is Quality and Cost Based Selection (QCBS), in accordance with the procedures set out the World Bank's Guidelines Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers" (January 2011, revised July 2014).

137. Design Services should be performed within 5 months period, and the level of inputs required is 67 man/months. The firm will be contracted for the design services under a lump sum contract.

138. Supervision Services should be performed within 18 months period, and the level of inputs required is 150 man/months. The firm will be contracted for the supervision services under a time base contract.

139. The terms and conditions of payment mirror the implementation schedule of the assignment for the supervision services, and are time basis.

RECOMMENDED QUALIFICATIONS:

140. Key expert narrative qualification requirements for design services (Part A):

No	Position	Qualifications	Experience
1	Team Leader – Arch. /Protected Areas Facilities Planner	M. Sc. in Architecture or equivalent with postgraduate qualifications in Protected Areas Planning & Design	10 (ten) yrs. international postgraduate exp. in the Developed Countries with similar projects, such as EU Countries, Australia, Canada, Iceland, Israel, Japan, New Zealand, Norway, South Korea, Singapore, United Kingdom, United States. Experience in Architecture and Protected Areas Planning & Project Management. - *He/she should have worked minimum 5 (five) years as Team Leader/Project management in projects relevant to the scope of this consultancy,* with particular focus on protected areas infrastructure planning sustainable design of visitor facilities and cultural heritage preservation; Knowledge of international and local best practices for Green Building Rating System (e.g. LEED), protected areas planning and sustainable and adaptive planning of the natural/cultural landscapes, and green spaces and related design and construction codes/regulations/standards; Proven experience in restoration and rehabilitation works in cultural landscapes and historic sites. In-depth overall knowledge in detailed design supervision for large, and medium sized civil works SPs

2	Dep. Team leader - Arch./Protected Areas Facilities Designer	Minimum Master's degree in architecture, protected areas planning/design and/or relevant technical fields with further advanced training;	10 (ten) yrs. experience with similar projects. Experience in Architecture and protected areas Planning & Project Management. He/she must take overall responsibility for implementing the SP and managing a team of designers and construction supervision personnel Review and certify subcontracting parts of the works; Monitor performance, deadlines, SP progress, and conduct a risk management plan to avoid any unexpected incidents that may have a negative impact on the SP development. Review the procedures set up by the Consultant. Knowledge of international and local best practices for protected areas planning and sustainable and adaptive reuse of cultural heritage buildups, buildings and green spaces and related design and construction codes/regulations/standards;
3	Landscape /Cultural Landscape Architect	Graduated in Landscape Architecture or M.Sc. in Architecture or protected areas Planning and design with postgraduate qualifications in Landscape Architecture.	5 (five) yrs. postgraduate exp. in designing projects relevant to landscape architecture and protected areas planning. Preferably worked in designing projects located in cultural heritage sites, or protected cultural/natural landscape.
4	Biodiversity/Protected Areas/ Environmental	Minimum Master's degree in Biodiversity/Protected Areas/ Environmental management or relevant postgraduate qualifications in environmental sciences.	He/she must assist, advise and suggest methods and techniques related to the conservation and ecosystems management. Experience working with multidisciplinary design/planning teams. Review and approve subcontracting parts of the green facility works; Review the procedures set up by the Consultant in relation to the green facilities works and monitor

	Specialist		performance and adherence to approved methodologies for the works. Must have proven experience in biodiversity/ecosystems assessment and landscape studies and In-depth overall knowledge of participation in detailed design of large and medium sized civil works involving restoration of heritage buildings SPs.
5	Civil Engineer	M.Sc. in Civil Engineering.	10 (ten) yrs. postgraduate exp. in designing projects in civil engineering, with relevant experience in projects *relevant to the scope of this consultancy.* *He/she should have worked minimum 5 (five) years in designing/planning projects related structures/ constructions (roads, trails, etc.) and building construction. Preferably worked in similar projects, in stabilization and intervention in historic structures for* civil engineering and quantity survey consultancies related to historic urban landscape, cultural heritage buildups, green spaces, heritage buildings and preparation of rehabilitation plans for similar size and type of historic properties.
6	Alternative Energy Specialist	Experience of implementation of similar size and type projects, with particular focus on protected areas renewable energy implementation and management of alternative energy resources; The graduation or master's degree or an MBA qualification alternative energy engineering. Knowledge of the legal procedures and facts is also	He/she will be responsible for establishing alternative energy resources on the site and implementing renewable energy sources into the development of proposed project area; Assist advice and suggest methods and techniques related to sustainable development and management.

		required. Knowledge of international and local renewable energy source management, design and construction codes/regulations/standards .	
7	Mobility expert	*He/she should have worked minimum 5 (five) years in designing/planning projects related structures/ constructions (roads, trails, etc.) and building construction. Preferably worked in similar projects, in stabilization and intervention in historic structures.*	*He/she should have worked minimum 5 (five) years in designing/planning projects related structures/ constructions (roads, trails, etc.) and building construction. Preferably worked in similar projects, in stabilization and intervention in historic structures.*
8	Architect-Restorer	Master's degree in restoration, historic preservation, planning, architectural history, or a closely related field and five years of experience in historic preservation; or graduation from a four-year college or university with a major in history, planning, or architectural history, or a closely related field and three years of experience in historic preservation; or an equivalent combination of training and experience.	He/she should provide a technical assessment on the state of preservation of Zakagori Complex, in order to identify the best restoration and rehabilitation strategies (which must not be invasive and must not "falsify" the archaeological remains.) Additionally, he/she should design and plan historic structure rehabilitation projects according to Georgian and EU standards. Review and approve subcontracting parts of the works; Review the procedures set up by the Consultant in relation to the restoration works and monitor performance and adherence to approved methodologies.
9	Tourism Expert	Minimum Master's degree in tourism management, nature/culture/geo sustainable tourism, protected areas visitor services and/or relevant technical fields with further advanced training; Knowledge of international and local best practices in	10 (ten) years experience of implementation of similar size and type SPs, with particular focus on Protected Areas and Gateway Community Program Management, Visitor Services, Capacity and Competences Development. He/she should have worked minimum 7 (seven) years in planning projects implementing the

		sustainable tourism/park visitor services management and competences development and related codes, regulations and standards.	development of the park sustainable facilities/assets, visitor services, tourism related green business development in and around protected areas and competences development. Competence in SWOT analysis related to touristic sites (meaning identification of strengths, weaknesses, opportunities and threats and how to deal with them), expertise in creation of touristic packages, as well as in the elaboration of branding strategies for touristic sites.
10	Archaeologist	PhD or M.Sc. in Archaeology with postgraduate have experience in field archaeology (preferably in the context of Georgia), competences in GIS, AutoCAD, and expertise in archaeological artifacts recording and drawing.	7 (seven) yrs. postgraduate exp. in archaeological studies, artifact drawing, recording and preservation. Preferable member of association for archaeologists (EAA) and experience in context of Georgia and Georgian monuments and culture. Experience working with multidisciplinary design/planning teams. - He/she should have worked minimum 5 (five) years in archaeological fields, projects with interventions in conservation, restoration, requalification and development in build heritage and historic heritage sites. Experienced in determining intervention methodologies (conservation/restoration/rehabilitation). Preferably in WHS - World Heritage Sites and relevant to the scope of this consultancy.

**Short-term expert will be supporting the team to cover specific tasks of the assignment when expertise is needed and when instructed by the Client (for a provisional equivalent of 2 man-months for international short-term experts and 2 man-months for local short-term experts). Expert's CVs will be reviewed by MDF at the time of requirement.*

141. Key expert narrative qualification requirements for supervision services (Part B):

No	Position	Qualifications	Experience
1	Team Leader – Arch. /Protected Areas Facilities Planner	M. Sc. He/she shall have at least a Master (3+2) or equivalent University Degree in Civil Engineering/Architecture.	*10 yrs. of international experience in design and supervision of projects in similar projects.* - He/she should have worked minimum 5 (five) years as Team Leader/Resident Engineer/Engineer Representative/Supervisor's representative in service contracts in charge of supervision of works contracts for construction or reconstruction of infrastructure projects related to roads, infrastructure, buildings.
2	Dep. Team leader - Arch./Protected Areas Facilities Designer	Minimum Master's degree in architecture, protected areas planning and/or relevant technical fields with further advanced training;	*10 Years of experience as a Deputy team leader.* Proved design Management experience of implementation of similar size and type SPs with particular focus on protected areas planning and sustainable and adaptive reuse of cultural heritage buildups, buildings and green spaces; Knowledge of international and local best practices for protected areas planning and sustainable and adaptive reuse of cultural heritage buildups, buildings and green spaces and related design and construction codes/regulations/standards; In-depth overall knowledge in detailed design supervision for large, and medium sized civil works • Overall responsibility for implementing the SP and managing the team of designers and construction supervision personnel • Review and certify subcontracting parts of the works;

			• Monitor performance, deadlines, SP progress, and conduct a risk management plan to avoid any unexpected incidents that may have a negative impact on the SP development. • Review the procedures set up by the Consultant
3	Landscape /Cultural Landscape Architect	Graduated in Landscape Architecture or M.Sc. in Architecture or protected areas Planning with postgraduate qualifications in Landscape Architecture.	5 (five) yrs. postgraduate exp. in designing projects relevant to landscape architecture and protected areas planning. Preferably worked as project construction supervisor of cultural heritage sites, or protected cultural/natural landscape.
4	Material Engineer	He/she shall have at least a Master (3+2) or equivalent University Degree in Civil Engineering.	*10 (ten) years of material engineer experience in design/supervision/construction* - He/she should have worked minimum 5 (five) years in the position of Material Engineer in service contracts as part of supervision consultant team, in charge of supervision of works for construction of infrastructure projects (roads, urban infrastructure, buildings, etc.).
5	Civil Engineer/Quantity Surveyor	He/she shall have at least a University Degree in Civil Engineering or equivalent.	*8 (eight) years of topo-surveying experience in design/supervision/ construction of large infrastructure projects* - He/she should have worked preferably 5 (five) years in the position of quantity surveyor in service contracts as part of supervision consultant team, in charge of supervision of works for construction of large infrastructure projects
6	Environmental, Health/Safety specialist	University Degree in Environmental Engineering	*7 (seven) years in environmental engineering.*

		or equivalent.	- He/she should have worked preferably 5 (five) years (on environmental management plans and monitoring of such plans) responsible for monitoring the Works contractors' compliance with the environmental requirements of the EMPs and also monitoring of social requirements.
7	Architect-Restorer	Master's degree in historic preservation, planning, architectural history, or a closely related field and five years of experience in historic preservation; or graduation from a four-year college or university with a major in history, planning, or architectural history, or a closely related field and three years of experience in historic preservation; or an equivalent combination of training and experience.	7 (seven) yrs postgraduate exp. in designing projects in interventions of conservation/restoration/requalification in build heritage. *- He/she should have worked minimum 5 (five) years in supervision of projects with interventions in conservation/restoration/requalification in build heritage. Preferably in WHS - World Heritage Sites and relevant to the scope of this consultancy.*
8	Archaeologist	PhD or M.Sc. in Archaeology with postgraduate have experience in field archaeology (preferably in the context of Georgia), competences in GIS, AutoCAD, and expertise in archaeological artifacts recording and drawing.	7 (seven) yrs. postgraduate exp. in archaeological studies, artifact drawing, recording and preservation. Preferable member of association for archaeologists (EAA) and experience in context of Georgia and Georgian monuments and culture. - He/she should have worked minimum 5 (five) years in archaeological fields, projects with interventions in conservation, restoration, requalification and development in build heritage and historic heritage sites. Preferably in WHS - World Heritage Sites and relevant to the scope of this consultancy.
9	Site Supervision Engineer	He/she shall have at least a	*8 (eight) years in design/supervision/construction of infrastructure projects (roads, infrastructure, buildings, etc.).*

		Master (3+2) or equivalent University Degree in Civil Engineering.	He/she should have worked minimum 5 (five) years in the position of site supervision engineer in service contracts as part of supervision consultant team, in charge of supervision of works for construction of infrastructure projects (roads, infrastructure, buildings, etc.).

142. The Consultant will be evaluated and selected on the basis on the composition of the proposed team and the profile, qualifications and experience of the relevant members. No changes in the composition of the team and the team members will be allowed during the implementation of the assignment unless authorized by the MDF, in consultation with the World Bank.

III. RESPONSIBILITIES OF CONSULTANT

143. The Consultant will be responsible for implementing the entirety of the tasks defined in the scope of the assignment. To this end, the Consultant will bear all the costs related to the employment and mobilization of its team of international and local experts. This includes travel expenditures and subsistence costs.
No facilities will be provided by MDF. The consultant will be expected to arrange office facilities at the project area and elsewhere.

144. Finally, the Consultant will be responsible for the costs of producing, translating, printing and distributing the information material and reports required to carry out its assignment.

145. The Consultant will be solely responsible for the timely and qualitative fulfillment of all matters cited above under this assignment. The Consultant shall take out and maintain insurance against the risks and for the coverage including, inter alia, professional liability to cover the risks of: design errors and omissions, non-fulfillment of the obligations/services undertaken which include but are not limited to such elements as quality of service, time of service delivery and work contracted, reporting to the responsible structures.

IV. COORDINATION WITH CENTRAL AND LOCAL AUTHORITIES

146. The Consultant will work under close supervision of the MDF, responsible for finalizing the overall investment program and managing and monitoring its implementation.

147. At central and regional levels, the Consultant will also need to interact with the Agency of Protected Areas under the Ministry of Environment Protection and Agriculture, the National Agency of Cultural Heritage Preservation (NACHP) under the Ministry of Education, Science, Culture and Sport, , the local municipality and other stakeholders for the investment projects, if any, pertaining to their areas of interest. The Consultant will need to interact with MDF concerning the technical aspects of specific investment projects as well as the overall investment program.

148. Due to particular shared management model of the Truso Protected Landscape and consequential

specific institutional mandates, the APA, together with the Stefantsminda Municipality, will fully participate in the process, have a designated program manager for this project, have a strong say at the design stage, providing input and support during the preparation and issuing its final approval to the investment program, etc. but the municipality will continue participating at the supervision phase as well. Since the municipality is managing the Protected Landscape, operation and maintenance of the delivered assets will rest with them. Therefore, their participation together with APA in this process is critical.

149. After approval of the investment program by the relevant parties (MDF, NACHP,APA, Stefantsminda Municipality), no incremental changes to the designs and agreed investments should be allowed, unless strongly justified.

150. The Consultant shall maintain good coordination and interaction with the Client during all stages of the assignment and provide assistance if changes are required for specifications.

V. REPORTING

151. Reporting and all deliverables documents must be submitted to MDF in English and Georgian. The Consultant must possess high-level English and Georgian Language skills to ensure effective communication with the Client and stakeholders.

152. The Consultant should provide translators if required to have good communication with the Client and the Stakeholders during field visits or meetings organized as part of the assignment process.

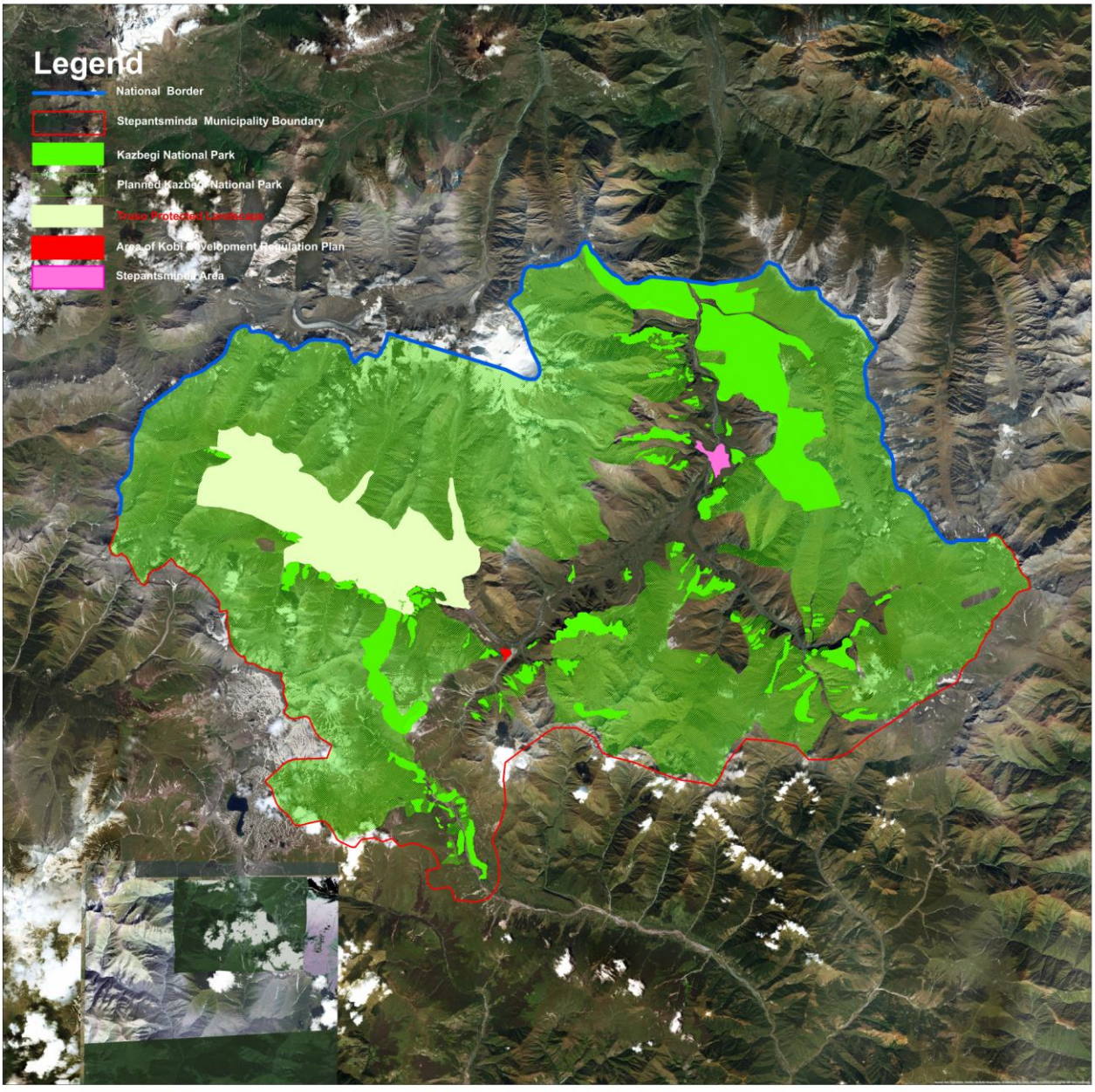
153. All reports and deliverables developed during this assignment will require World Bank clearance/no objection. MDF will be responsible to make all reports and deliverables available to the World Bank and to manage the Bank's clearance, step by step as defined along the ToR.

VI. LIST OF ANNEXES

- **Annex 1:** Project Area Boundaries and Intervention Areas.
- **Annex 2:** Detailed requirements of exercise for developing Zakagori Complex and surroundings;
- **Annex 3:** Document Packages for Detailed Design.

ANNEX 1: Project area boundaries and intervention areas

Map of Study Area of Truso Protected Landscape:


Legend
National Border
Stepantsminda Municipality Boundary
Kazbegi National Park
Planned Kazbegi National Park
Truso Protected Landscape
Area of Kobi Development Regulation Plan
Stepantsminda Area

ANNEX 2: Terms of Reference for Zakagori complex rehabilitation and design works in Kazbegi Municipality, Truso Valley

Project description

154. Zakagori is one of the oldest settlements in Georgia, situated on the top of a mountain, in the river mouth of Tergi and Suatisi, in Truso Valley. Zakagori fortress played a key role in defense and protection of Truso Valley in Medieval times[1].

155. Zakagori Complex is composed of 5 dwelling blocks: 1 tower house, 2 fortress towers and fortress walls. The core of the settlement dates back to XIII-XIV centuries. Towers date back to the XVII century.

156. Zakagori Complex and surroundings should be surveyed and documented in high detail to reflect the condition of structures and to determine the existence of additional historical buildings and ruins for rehabilitation.

157. The aim is to create detailed documents to restore Zakagori fortress, settlement complex and immediate surrounding historical buildings, monuments and ruins.

158. Rehabilitation works and methodology must be planned in accordance with the requirements of Georgian law "ON CULTURAL HERITAGE"[2] and international standards for rehabilitation of cultural heritage monuments and sites, based on well-documented archaeological and historic evidence. Research studies and design works must be in accordance with the national legislation and vested normative documents.

159. This exercise consists of two Parts:

- **Part A: Research, surveys and detailed designs**
- **Part B: Construction supervision**

Deliverables

Part A consists of two Tasks:

- Task I: Research, studies and surveys of project site, surroundings and areas of potential interest.
- Task II: Detailed design and construction documents for careful rehabilitation works and tourist infrastructure development.

160. Surveys and design services for this exercise should be developed on the fast track schedule, independent from timeline of other parts of ToR. List of documents for each of this task is provided below (but not limited to)**:**

161. **Deliverables for Task I include** following content (but not limited to):

For rehabilitation project:

- Assessment of the overall status of the Zakagori fortress, collection of all the data available (measured drawings, historic photos, topographic maps, archive information, etc.) and proposal of the methodology and suggestions on how to approach the intervention on the Zakagori Complex (as a conservation, rehabilitation or adaptation);

After the Client's approval on the above mentioned assessment report and final decisions made with the involvement of stakeholders, the consultant shall proceed to following deliverables:

- Executive summary (description of status quo and project activities);

[1] Zakagori Architectural Complex by Giorgi Bagrationi. Research paper published in the scientific magazine "Dzeglis Megobari" N1 in 1991, Page 39. http://dspace.nplg.gov.ge/bitstream/1234/27844/1/Dzeglis_Megobari_1991_N1.pdf

[2] Georgian law on Cultural Heritage https://matsne.gov.ge/ka/document/view/21076?publication=13

- Topographic plans under difficult terrain conditions scale 1:500, under flat terrain conditions scale 1:1000, 1:2000;
- General location plan of the project site - scale: 1:500, 1:1000, 1:2000;
- Master plan, with topographic mapping of the design area, with showing cadastral borders- scale 1:1000; including the building, design of pedestrian, and bicycle routes, access, communications, explication and technical and economic data;
- Thematic Map of Zakagori Complex– With indication of cultural heritage sites and related areas;
- Detailed photography survey of all the areas, valuable or not as cultural heritage sites, including (but not limited to): detailed photographic survey of the project area, structure exteriors and interiors, close-ups of valuable details, close-ups of damaged areas. All images should be of high clarity and resolution, in RAW or TIFF image formats. Blurry, out of focus or smartphone photos are not acceptable, especially for detailed close-ups.
- Cultural heritage studies and reports, including (but not limited to): bibliographic research analysis, on-site study analysis and recommendations, list of bibliographic and archive data used;
- Identification of key, dominant sites and their best perception points in the area. Additionally, historic panoramas and views of those sites must be considered;
- High definition 3D scanning of existing building complex. Provision of architectural-archeological drawings based on a point cloud data from 3D laser scanning survey.
- Detailed measured drawings of an existing buildings/ruins;
- Identification of sites that disturb historic urban environment and limit visual perception of cultural heritage sites and historic surroundings;
- Evaluation of physical properties of cultural heritage sites and buildings, identification of buildings which require immediate rehabilitation;
- Identification of traditional economic activity areas;
- Identification of cultural heritage sites and detailed works required for their conservation-preservation based on research-analytic studies.
- Sketch design of infrastructure works taking into account existing complex with adjacent area, including existing rehabilitation works and adaptation for existing buildings.

<u>For cultural heritage buildings and sites</u>:

a. Detailed project description;
b. Architectural-archaeological measured drawings including local structural and cosmetic damages (Scale _ 1:100);
c. In case of existence of paleographic artifacts/remains, results of thorough paleographic study must be presented (including location of study object and template, research analysis);
d. Before conducting earth works, detailed archaeological study reports, including a technical assessment of the existing - already brought to light - structures (with detailed maps) and of their state of preservation, should be prepared, with detailed summary and drawings indicating study areas. Additional area should be provided for secure storage of newly discovered artifacts (if any);
e. Geological study;
f. In case of sensing/probing, scheme for placement of probes should be provided with detailed descriptions;
g. Architectural drawings (layouts, sections, elevations (scale: 1:20, 1:25, 1:100); and technical description;
h. Drawings for structural details and their positioning scheme, textual part, detailed drawings (Scale 1:25, 1:20);
i. Detailed drawings for deconstruction works (plans, sections, elevations, fragments and details (scale 1:10, 1:20, 1:25, 1:50, 1:100)).

j. BoQ for works to be implemented;
k. Cultural Heritage Site status record card and passport,

162. **Deliverables for Task II** include following content (but not limited to):

A. Rehabilitation works for existing buildings and complex:

- Executive summary (description of status quo, project activities and detailed explanation of work methodology);
- Master plan, with topographic mapping of the design area, with showing cadastral borders- scale 1:500, 1:1000; including the building, design of pedestrian, and bicycle routes, access, communications, explication and technical and economic data;;
- Architectural drawings (layouts, sections, elevations, details and fragments (scale: 1:1, 1:10, 1:20, 1:25, 1:50, 1:100));
- Structural drawings (scale. 1:100), with detailed descriptions and quantity calculations;
- Engineering part: external and internal power network, wastewater, water supply and drainage networks;
- Recommendations regarding materials used for rehabilitation works and their compatibility with existing materials on a heritage site;
- Site sections and elevations (vertical planning);
- Work organization project with time schedule, and tentative financial schedule list of requisite machinery and equipment, etc.;
- BoQ for works to be implemented;
- Organizational plan for construction;

B. Infrastructure renovation works on sites:

- Executive summary (description of status quo and project activities);
- Master plan, with topographic mapping of the design area, with showing cadastral borders- scale 1:1000; including the building, design of pedestrian pathways and bicycle routes, access, communications, explication and technical and economic data;
- Architectural drawings (layouts, sections, elevations (scale: 1:100);
- Drawings for small architectural forms and fittings (litter bins, etc.)(scale 1:10, 1:20);
- Detailed drawings for rehabilitation works for complex and existing structures on adjacent areas;
- Provision of signage, required plans and designs indicating surrounding attractions.
- Provision of detailed designs for explanatory and didactic panels telling the history of the complex and its context (and the history of its archaeological discovery);
- Work organization project with time schedule, and tentative financial schedule list of requisite machinery and equipment, etc.;
- BoQ for works to be implemented.

163. Through the work process on Part A of this exercise, the consultant is required to submit documents every 2 weeks for evaluation purposes. Documents must be updated and reflect comments received from the MDF, before re-submitting. Additionally, all the key decisions must be agreed with and approved by the MDF.

164. The Consultant is responsible for obtaining rehabilitation project approvals and construction permits from all legal entities. The Consultant should provide all the required documents and update them additionally, if requested by legal entities or stakeholders.

165. **Supervision services (Part B)** for this exercise will take place separately from the assignment and will immediately follow successful completion of Part A and obtainment of project approvals and construction permits for this exercise.

Construction works are limited to warmer seasons, due to long lasting winters and high amounts of snow in this region. So, the Consultant should design and plan work schedule with great precaution to reflect and adapt to existing natural limitations.

Deliverables for "Part B" of this exercise will be the same as for the "Part B" in the general assignment of this ToR. Main difference being, that Part B of Annex 2 will take place earlier.

Timeframe

166. The Consultant must carry out this exercise (Annex 2) in parallel to general assignment of this ToR, starting within 3 weeks of award of contract, in parallel to Task to of Part A of the assignment (not to be confused with the Part A of Annex 2). Exercise in "Annex 2" will have different Timeframe for delivery. Full list of detailed rehabilitation documents required by "Annex 2" must be delivered within the first **7 months of award of contract.**

ANNEX 3: Document Packages for Detailed Design

- The documentation package for each detailed design should include at minimum, but not limited to, the following:
- Executive summary (description of status quo and project activities)
- Brief description of climate conditions;
- Brief information on vegetation and flora species in the SP site;
- Identification of any Red Listed flora and fauna species that may occur in the SP site;
- Suggested sites for disposing of excess material and construction waste identified through consultation with Local Government, including cadastral information and maps of suggested sites;
- Locations and distances to the nearest licensed borrow pits producing natural construction materials that may be required for construction works under the SP;
- Cadastral documents (topographic plan for design and existing situation should reflect the plan of registered land plot (s) showing cadastral borders and a code);
- Map of Project implementation site with cadastral information;
- Topographic survey of the site in the vicinity of the construction site (Topographic plan through UTM System of Coordinates: Scale 1: 200);
- General location plan of the project site - scale: 1:2000;
- Situational plan of the route of the motorway, the pedestrian-bicycle trail scale 1:1000, under crossed terrain conditions scale 1:2000;
- Master plan, with topographic mapping of the design area, with showing cadastral borders- scale 1:1000; including the building, design of pedestrian, and bicycle routes, access, communications, explication and technical and economic data; • Outcomes of geotechnical investigation – technical report, conclusions and recommendations (assessment of physical-mechanical features of soil, laboratorial analysis of samples, elaboration and conclusion of results);
- Information on the existing structures, facilities and buildings on the site and in project area;
- Technical assessment on the state of preservation of the archaeological evidence (e.g. Zakagori Complex).
- Brief description of relief, geology and soil, based on archive data and as a result of visual survey; information regarding existence or probability of hazardous geological processes, necessity for conducting of explosive works; depth of location of ground water;
- Detailed study of landslide sections;

- Hydrogeology survey of the site. Hydrology and water quality of the water body in which treated wastewater from toilets might be discharged; information regarding existence or probability of hazardous hydrological processes;
- Dendrology survey including details, units, specifications (scale. 1:100, 1:50);
- Geology survey of the project area (required borehole locations determined by the project, after thorough investigation of the project area);
- Information on engineering networks from the point of connection source finding to power, water supply, heating, gas supply and sewage systems;
- Report on previous archaeological surveys/excavations made in the area. Archaeological assessment and detailed information on archaeological zones nearby the project area;

- Detailed photos of the existing territory, project site and areas of interest in Truso Valley;
- Architectural drawings (layouts, sections, elevations, details, units, specifications (scale: 1:200, 1:100, 1:50, 1:25, 1:20, 1:10, 1:1);
- Structural drawings diagrams, details, units, specifications (scale. 1:100, 1:50, 1:25);
- Infrastructure and access improvement plan of project area including details, units, specifications (scale: 1:100, 1:50, 1:25);
- Engineering part: external and internal power network, wastewater, drainage, irrigation, water supply networks. (diagrams, details, units, specifications);
- Determining load on engineering communication network for obtaining technical conditions from relevant institutions, as required;
- Detailed drawings of small forms as required (scale. 1:100, 1:50, 1:25, 1:20, 1:10, 1:1);
- Technical specifications should include general instructions and recommendations. Also detailed specifications (indicating all necessary standards) for proposed material, works performance methods and quality control. Graphical part of the design should be prepared in compliance with required norms and standards for engineering documentation in appropriate scale with breakdowns.
- Note: Applied construction norms and regulations, calculation methods and justification of proposed technical solution should be indicated.
- Work organization project with time schedule, and tentative financial schedule list of requisite machinery and equipment, etc.;
- Environmental part. Environmental Management Plan for construction and operation phases will be elaborated by MDF. Consultant will be responsible for implementation of EMP requirements;
- BoQ for works to be implemented;
- Economic analysis (should include capital expenditures required for project implementation as well as average annual operation and maintenance costs. The named data should be provided for each possible alternative solution of project design (based on technical specifics of the project, at least two alternative technological solutions should be presented). The deliverables should also include methodology of each alternative of cost calculation with respective clarification and reference to the data sources.
- Relevant Environmental Documentation;
- Detailed and general specifications of Bidding Documentation;
- At all stages the documentation should be agreed with the parties involved.

167. All documents must be delivered in 2 printed copies for both Georgian and English versions of documents. All pages must be properly numbered and signed by the person responsible for the creation and validation of the contents of the document. Digital copies of all the documents and data must be included either on a flash drive or disk.

168. Interventions in the ruined Zakagori complex shall be closely discussed and approved with NACHP.

169. NACHP shall monitor and supervise the design project and the works.