



**Lao People's Democratic Republic**  
Peace Independence Democracy Unity Prosperity

Ministry of Public Works and Transport  
Department of Roads

Ref No.23942 /DoR.  
Vientiane Capital, date

**Request for Expressions of Interest (REOI)**  
**(Consulting Services – Consultant's Qualification Selection)**

***Extended from 10 to 19 October 2022***

**Country:** *Lao People's Democratic Republic*

**Client:** *Department of Roads, Ministry of Public Works and Transport*

**Project:** *Improvement of National Road 13 South Extension, Km 21- Km 71*

**Loan No.:** *AIIB Loan*

**Contract/Assignment Title:** *Consulting Service Firm for Road Safety Audit*

**REOI Reference No:** *004-DOR / CQS-002.*

Dear Madams/Sirs

We would like to request the expression of interest for consultant's services on Road Safety Audit, in order to ensure that the road design, construction and maintenance are safe for road users, apart from engineering aspects have to be taken into consideration, as well as, road safety audit is also equally important to be incorporated into stage of design, construction and maintenance. The Department of Roads, Ministry of Public Works and Transport has received funding support from Asian Infrastructure Investment Bank (AIIB) and its co-financers for Improvement of National Road 13 South Extension, Km 21- Km 71 through the Output and Performance Base Road Contract (OPBRC):

1. The *Department of Roads, Ministry of Public Works and Transport* intends to apply part of the financing from the Asian Infrastructure Investment Bank (AIIB or the Bank) and its co-financers toward the cost of the *Improvement of National Road 13 South Extension, Km 21- Km 71* and intends to apply part of the proceeds financing for consulting services on road safety audit.
2. The consulting services ("the Services") include Consultancy Services for Road Safety Audit, *the implementation period, expected to start on the date 07 November 2022.*
3. The detailed Terms of Reference (TOR) for the assignment and EOI sample form can be found at the following website [www.mpwt.gov.la](http://www.mpwt.gov.la) or can be obtained at the address given below.
4. The *Department of Roads, Ministry of Public Works and Transport* now invites the interested, experienced and eligible consulting firms ("Consultants") to indicate their interest in providing the Services. The interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform and successful completed the Services. The selection criteria are below:
  - The Consultant firm shall have significant and proven experience in carrying out road safety audits following internationally recognized procedures and norms.
  - The key staff to be mobilized by the Consultant firm shall have a degree in engineering or similar, as well as post-graduate qualifications that are relevant to the assignment.

- The Consultant firm should have at least 10 years of relevant work experience in road safety engineering.
  - The Consultant firm should have international experience in road safety audits, the identification and treatment of blackspots and safety at road works, as well as in mentoring local engineers in road safety engineering matters.
  - The consultant shall propose a project team consistent with the services required, which should minimally include the following core team members and women are strongly encouraged to join the consultant team.
5. The attention of interested Consultants is drawn to Section II, paragraphs 4.4, 4.4.2 and 13.4 of the Bank's "Interim Operational Directive on Procurement Instructions for Recipients" dated June 2, 2016 ("Procurement Instructions"), setting forth the Bank's policy on conflict of interest.
  6. A Consultant will be selected in accordance with the *Consultant Qualification Selection (CQS)* method set out in the Procurement Instruction.
  7. Further information can be obtained at the address below during office hours from Monday to Friday at 8:00 to 12:00 and 13:00 to 16:00.  
*Department of Roads, Ministry of Public Works and Transport,  
Lanexang Avenue, Vientiane Capital, Lao PDR.*
  8. Expressions of interest must be delivered in **a written form or by email to** the address or email address below  
*Department of Roads, Ministry of Public Works and Transport,  
Lanexang Avenue, Vientiane Capital, Lao PDR  
Second floor Department of Road's Meeting Room or by email to: k\_litta@yahoo.com*  
Extended from **10 to 19 October 2022, at or before 16:00 PM** (Vientiane Capital, Lao PDR time)  
Cc: ssoutannouvong@yahoo.com; panidaboupha@gmail.com

*Sincerely yours,*

*Litta KHATTIYA, Director General,  
Department of Roads, Ministry of Public Works and Transport,  
Head of Procurement Committee.  
Mobile: 020 5689 7887  
Email: k\_litta@yahoo.com*

## TERMS OF REFERENCE

### ROAD SAFETY AUDITS OF NR 13 SOUTH EXTENSION KM21-71

#### BACKGROUND

The Ministry of Public Works and Transport (MPWT) of the Lao People's Democratic Republic (Lao PDR) is currently implementing the Lao National Road 13 South Improvement and Maintenance Programme, with support from the Asian Infrastructure Investment Bank (AIIB), the World Bank (WB), the European Investment Bank (EIB) and other external funding sources. Within the overall framework of this large programme, the Asian Infrastructure Investment Bank and the Government of Lao PDR are currently preparing a new sub-project under which a 50-km section of NR13 South Extension (km21-71) shall be rehabilitated and upgraded, including the widening to four lanes of a 20-km sub-section (km21-41). The project will be executed using the contracting modality of Output- and Performance-based Road Contracts (OPBRC) on the basis of the World Bank's Standard Procurement Document for OPBRC.

Under the OPBRC contracting modality, the contractor is responsible for (i) the final design of the rehabilitation and upgrading works, (ii) the execution of the rehabilitation and upgrading works and (iii) the performance-based maintenance of the road during the entire contract period, which may be up to ten years.

In 2019 the Department of Roads (DoR) used the services of an engineering consulting firm to carry out an initial conceptual design for the road section between km21 and 71. In order to update and improve the existing conceptual design, DoR is currently in the process of hiring another engineering consulting firm to carry out a complete review and revision of the earlier conceptual design which will also provide greater detail and introduce road safety improvements. The updated conceptual design will be provided to the bidders competing for the OPBRC, for information and to facilitate the preparation of their bids.

#### OBJECTIVE OF THE PLANNED ASSIGNMENT

The DoR needs the services of an experienced international road safety auditor (specialized consulting firm) to carry out work in three stages:

- Stage 1: To undertake a road safety audit of the existing conceptual design and to make clear and detailed recommendations on additional road safety measures and/or design changes needed to make the road sections compliant with international good practice and norms for road safety. In addition, Stage 1 will also include the development of construction safety requirements to be complied with by the contractor during the construction works and maintenance services.
- Stage 2: To carry out two road safety audits of the road, with the first audit taking place after two years when the rehabilitation and upgrading works will be well advanced and the second audit in year 3 or 4 when the rehabilitation and upgrading works will be fully completed.

During both stages the consultant shall provide training to help DoR implement the road design and construction safety requirements.

#### SCOPE OF SERVICES

The required consultant services are described as follows:

##### **Stage 1: Concept design stage road safety audit of NR13SE (section km21-71)**

During Stage 1 the Consultant will:

- Undertake the road safety audit of the existing conceptual design in accordance with internationally applied audit processes.

- Inspect the existing road (day and night) to determine roadway and roadside features, design elements and local conditions (night visibility, adjacent land uses, glare etc.) that may increase the likelihood and/or severity of a crash when the road is upgraded.
- Observe how road users are interacting with each other and with the road during the site inspections, and determine if the needs of all road users are being adequately and safely met.
- Develop specific and detailed road design requirements which are referenced to precise locations along the road, and which are to be applied for both the updated conceptual design and the final detailed design (to be prepared by the contractor). The road safety design requirements shall describe in detail all appropriate and necessary road safety features to be incorporated into the design, which must also comply with international good practice for road safety. These design requirements shall be presented as a specific section of the road safety audit report which can later become part of the OPBRC bidding document.
- As a separate sub-task, develop road construction safety requirements/specifications to be complied with by the future contractor during construction and maintenance of the road, which should assure as much as possible that the road works do not lead to traffic accidents and which protect workers, pedestrians and non-motorized traffic. These requirements shall also include a Traffic Management Plan to be applied by the contractor, which must cover the foreseeable situations which will probably occur during road works. These requirements shall be presented in the form of a separate document which can be inserted into the technical specifications of the OPBRC contract.
- Use the audit as an opportunity to mentor a team of local engineers from the MPWT and the Training Institute in the road safety audit process.

Stage 1 of the assignment will require a visit to Lao PDR in order to inspect the road covered by the audit. For this stage of the audit, DoR will provide the Consultant with (i) the existing conceptual design of the road carried out in 2019, (ii) as-built design drawings of the existing road, if available, (iii) any accident data that may be available, (vi) traffic volume and speed data that is available and (v) any previous reports about road safety on NR13 North and South.

**The deliverables for Stage 1 will be**

An Inception Report to be issued after mobilization by the consultant, showing the work plan, staff mobilized and the situation encountered during mobilization.

A detailed road safety audit report covering the existing conceptual design, in a format that complies with internationally recognised audit procedures such as AUSTRROADS 2009. The report must present (i) the detailed results of the road safety audit and (ii) detailed, practical and realistic recommendations for treating all road safety concerns identified during the audit of the conceptual design for NR13 South km21-71. The report must be such that it can be used by the engineering consulting firm currently being hired by DoR as a clear input and guideline for completing the update of the conceptual design, and later by the OPBRC contractor to guide the detailed design.

A separate document specifying road construction safety requirements and a traffic management plan to be complied with by the Contractor during construction works and maintenance services, to ensure safety on the construction site for vehicles, non-motorized traffic and pedestrians. This document must be written in a way so that it can become part of the specifications for the OPBRC contract.

## **Stage 2: Road safety audits of the completed road**

The consultant will carry out two road safety audits of the completed road, with the objective of identifying any shortcomings in terms of road safety which should be addressed through additional road

safety improvements. The first road safety audit is to be carried out in year 2 when the rehabilitation and upgrading works of NR13 SE, km21-71 are expected to be well advanced. The second road safety audit shall take place when the rehabilitated and upgraded road has been in service for about one year (in year 4).

Stage 2 of the assignment will require two visits by the consultant to the Lao PDR for inspecting the road. During the inspection in year 2 the consultant will also evaluate if the road construction safety requirements and the traffic management plan are being complied with by the contractor. The results of these evaluations will be presented as part of the road safety audit report.

**Deliverable for Stage 2:** The consultant will present the results of the two road safety audits in the form of road safety audit reports which shall present the findings of the audit. The report will also state if the recommendations made during the earlier stages have been implemented. If some of the recommendations were not (or only partially) implemented, the consultant will identify the reasons (if possible) and their validity. The report will also identify any significant road safety risks which remain on the newly rehabilitated and upgraded road and the specific measures which could be taken to address these.

## CONSULTANT SELECTION CRITERIA AND TEAM COMPOSITION

The Consultant firm to be selected shall have significant and proven experience in carrying out road safety audits following internationally recognized procedures and norms. The key staff to be mobilized by the firm shall have a degree in engineering or similar, as well as post-graduate qualifications that are relevant to the assignment. They should have at least 10 years of relevant work experience in road safety engineering, including international experience in road safety audits, the identification and treatment of blackspots and safety at road works, as well as in mentoring local engineers in road safety engineering matters.

This assignment is to be carried out under a fixed lump-sum contract. The Consultant is solely responsible for proposing an organizational setup and staffing for the assignment which in his view is appropriate for carrying out the assignment in a cost-effective and efficient way, fulfilling the Terms of Reference and producing the required outputs. In his proposal, the consultant will identify the key experts (including their CV's) who will carry out the assignment and confirm the staffing during the negotiation of the contract.

## TIMEFRAME

The work will be intermittent over a period of approximately five years. It is expected to start in November 2022. All the required reports or outputs of Stage 1 described in the TOR need to be delivered within 4 months after the commencement of the assignment.

## CONTRACT TYPE AND PAYMENT SCHEDULE

The contract is a fixed lumpsum-based consultant contract. The lumpsum price offered by the consultant must include all the Consultant's costs and any tax obligation that may be imposed on the Consultant.

The payment will be made for each deliverable, after its finalization and approval. The payment schedule is as follows:

<b>Stage 1</b>	<b>60%</b>
Inception Report	10%
Concept Design Stage Road Safety Audit Report including road safety design requirements	25%

Construction and Maintenance Safety Requirements, including a Traffic Management Plan	25%
<b>Stage 2</b>	<b>40%</b>
Road Safety Audit Report 1 (at completion of rehabilitation and upgrading works)	20%
Road Safety Audit Report 2 (two years after completion of rehabilitation and upgrading works)	20%
<b>TOTAL</b>	<b>100%</b>

#### **SUPERVISION ARRANGEMENTS**

The Consultant will work under the overall supervision of the Project Coordination Unit (PCU) and the Director General of the Department of Roads, Ministry of Public Works and Transport. The PCU designated representative (Mr. Souksakhone SOUTANNOUVONG) is responsible for the day-to-day supervision of the assignment. The overall supervision of the work on this assignment will be carried out by the Director General of the Department of Roads, Mr. Litta KHATTIYA.

MPWT will assist the consultant by making available personnel to provide local knowledge logistical support to the Consultant. The Consultant will be required to hold a completion meeting with the Client towards the end of each visit to Laos.

## **Annex II - EOI Sample Form**

{ The Consultant shall prepare their EOI using the EOI Sample Form with necessary additions and revisions. It should be noted that domestic Consultant shall seal the document as required in the EOI Sample Form while foreign firms may not. }

EOI shall contain at least the following information:

FORM-1 Consultant's Information Sheet

FORM-2 Consultant's Commitment Letter of Eligibility

FORM-3 Introduction of Consultant

FORM-4 Consultant's Financial Situation

FORM-5 Summary of Consultant's Experiences

## Form-1 Consultant's Information Sheet

Consultant's Name	
Consultant's Registration Country	
Registration Address	
Business License No. (Institution Legal Person Certificate No.)	
Date of Establishment	
Registered Capital	
Business Scope	
Information of Legal Representative (Name, Telephone No. and E-mail address)	
Information of Authorized Representative (Name, Telephone No., Fax and E- mail Address)	
Remarks	

Consultant's Name: \_\_\_\_\_(Seal of Consultant)

Authorized Representative: \_\_\_\_\_(Signature)

Notes: Following documents shall be attached:

1. Color scans or copies of certification of independent legal personality;
2. Power of Attorney of authorized representative (Self-made Format);



## Form-2 Commitment Letter

We promise that we meet the qualification criteria of the assignment and the following requirements of eligibility:

1. do not listed in the AIIB's Debarment List;
2. do not involve in the situations as per paragraph 4.4, 4.4.2 and 13.4 of the *Interim Operational Directive on Procurement Instructions for Recipients*.

We belong to State-owned Enterprise, and we

1. are carrying-out or are established for a business purpose, and are operating on a commercial basis;
2. are financially and managerially autonomous;
3. are not controlled by the government on day-to-day management; and
4. are not under the supervision of the Client or its procuring agency.

*OR [We do not belong to State-owned Enterprise.]*

The items we committed above are real and effective, we would be disqualified in the assignment and be sanctioned by supervision department and the AIIB in case of providing misrepresentative, misleading or false information.

Consultant's Name: \_\_\_\_\_(Seal of Consultant)  
Authorized Representative: \_\_\_\_\_(Signature)

Notes:

1. State-owned Enterprises shall provide Articles of Association and other documentations which could support the above-mentioned matters.

### **FORM-3 Introduction of the Consultant (Self-made Format)**

At least contains the following contents: the overall introduction, the introduction of core business, years in business, technical and managerial capability. If any, provide relevant documents on the mentioned issues.

## FORM-4 Financial Situation

Consultant's Name: \_\_\_\_\_

	2018	2019	2020
<b>1. Current Assets</b>	/	/	
<b>2. Current Liabilities</b>	/	/	
<b>3. Working Capital [=1-2]</b>	/	/	
<b>4. Profit after Taxes (PAT)</b>			

Consultant's Name: \_\_\_\_\_ (Seal of Consultant)

Authorized Representative: \_\_\_\_\_ (Signature)

Notes:

Following documentation shall be attached:

1. Financial Reports for the last THREE (3) years (2018-2020) certified by a Chartered Accountant/Auditor, including copies of Balance Sheets, Cash Flow Statements, Income Statements and Description of Financial Situation.

## FORM-5(A) Summary of Similar Experiences in Recent Years

Consultant's Name: \_\_\_\_\_

No.	Name of the Project	Date of Contract Signing	Completion Date (if completed)	Contract Value
1				
2				
3				
...				

Consultant's Name: \_\_\_\_\_ (Seal of Consultant)

Authorized Representative: \_\_\_\_\_ (Signature)

Notes:

1. Only the **Similar Experiences in the past FIVE (5) years** are considered, the Date of Contract Signing prevails;
2. Detailed information of each experience shall follow the FORM-5(B), with the relevant documentation attached.

## FORM-5(B) Specific Experience

No.	__ of __ (total number)
Project Name	
Project Location	
Date of Contract Signing	
Completion Date	
Contact Value	
Role of the Consultant	<input type="checkbox"/> Independent Consultant <input type="checkbox"/> Joint Venture Leader <input type="checkbox"/> Joint Venture Member <input type="checkbox"/> Sub-consultant
Client's Name	
Client's Address	
Client's telephone No.	
Whether it is a new-built (or reconstructed or expanded) Expressway Project including a road tunnel or road bridge	<input type="checkbox"/> Yes <input type="checkbox"/> No
Scope of the Service	Include the following services: <input type="checkbox"/> digital development service which contains BIM technology service or similar service <input type="checkbox"/> information management system service which contains smart construction site function or similar function
Assignment Description	

Consultant's Name: \_\_\_\_\_(Seal of Consultant)

Authorized Representative: \_\_\_\_\_(Signature)

Notes:

1. Each table is for one assignment, and mark with serial numbers;
2. The Contract and Certification issued by the Client (if any) shall be attached;
3. Additional documentations would be necessary to confirm the succession of the experience in the situations such as Consultant's legal alteration or reconstruction and renaming of the Consultant.

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