



## **AFRICAN UNION-IBAR**

**Site Engineer**

**Terms of Reference (ToR)**

**Construction of AU-Campus in Nairobi, KENYA**

## **1. Background**

The African Union InterAfrican Bureau for Animal Resources (AU-IBAR) is a specialized technical Office of the Department of Agriculture, Rural Development, Blue Economy and Sustainable Environment (DARBE) of the African Union Commission (AUC). AU-IBAR's mandate is to support and coordinate the utilization of livestock, fisheries and wildlife as a resource for both human wellbeing and economic development in the Member States of the African Union (AU) and Regional Economic Communities (RECs).

AU-IBAR is spearheading the construction of African Union Campus in Nairobi, KENYA. The construction is supposed to begin immediately.

## **2. Objectives of the Consultancy**

The primary objective of this assignment is to engage a qualified Site Engineer whose primary responsibility will be to provide supervision of construction works at the AU-IBAR Campus in Nairobi. In liaison with the project teams, the Site Engineer, will be responsible for providing overall construction supervision (arranging for site visits and updating management regularly), certification of works and any necessary support pertaining to ongoing construction works.

## **3. Scope of Work**

The Site Engineer shall report directly to the Project Focal point appointed by the AU-IBAR Director and ultimately to the Project Manager and the Head of Administration with the following generic duties:

### *General Project Duties*

1. Provide oversight of technical quality of ongoing construction works
2. Monitor the safety performance of construction contractor, address contractual issues
3. Conduct site inspections, reporting and certification of works
4. Oversee compliance with prevailing industry standards
5. Conduct engineering site assessments and provide technical recommendations for the building and infrastructure issues
6. Perform other related duties as required.

### *Specific Project Duties*

7. Support in site assessment works relevant for the construction works.
8. Support and advise on relevant site investigation, sampling and testing for construction projects.
9. Check the Cost and Quantity of works on contractor's submissions for interim payment certificates.
10. Provide engineering and project supervision services
11. Regularly check and analyze structures are built as per the contract drawings and specifications and all the construction materials used are as per specifications.
12. Engineering follow up and supervisions at the project site levels
13. Preparation of site visit reports.

14. Preparation of Engineer's Valuations, measurements on scopes of different structures that will be referenced during preparation of payment certificates.
15. Closely follow up on required institutions and lab tests are done and report and evaluate results to comply with required standards and specifications.
16. Closely follow up and ensure construction site health & safety procedures are applied and respected at all times during the entire construction period.
17. Liaise with project stakeholders for regular project updates, joint review and inspections at various stages of the project implementation.

#### **4. Key deliverables**

##### **Results Expected:**

- Construction works done within time, cost and quality requirements.
- Technical documentation prepared efficiently and within technical requirements;
- Required tasks implemented in a timely manner;
- Excellent working relationships established and maintained with AU staff, contractors, design team and project stakeholders;
- Efficiently prepare regular reports of site visits and certifications

##### **Critical Success Factors:**

- Ability to apply engineering skills on design and construction of the project, including preparation/checking takeoff sheets and measurements as well as applying value engineering;
- Ability to identify and analyze engineering data;
- Ability to write and speak clearly and effectively by exhibition of interest in having two-way communication;
- Consistent with agreed strategies and ability to identify priority activities and assignments within projects critical path;
- Ability to allocate appropriate amount of time and resources for completing work;
- Ability to identify risks and allow for contingencies when planning;
- Ability to establish and maintain productive partnerships with the client(AUIBAR) gaining their trust and respect;
- Ability to see clients' point of view in order to identify their needs, and to provision of efficient service matching clients' needs to appropriate solutions;
- Ability to keep abreast of industry technological developments and its applicability and limitations to the projects;
- Ability to work in a team, and establish effective working relations with persons of different nationalities and socio-cultural backgrounds;
- Ability to cope with situations which may threaten health or safety through risk management methods;
- Flexibility in accepting work assignments outside normal desk description.

## 5. Qualifications and experience required

- Education:**
- Bachelor’s degree in Civil Engineering, Construction Management, Quantity surveying or related fields.
- Experience:**
- At least 5 years of proven experience in construction supervision and management in the construction of building facility and infrastructure-type projects.
  - Experience working with different Contracts packages.
  - Proven experience in construction project management.
  - Registration with a recognized national professional regulatory body and/or association.
  - Experience working in international organizations is desirable.
- Knowledge & Skills:**
- Auto-CAD Engineering Software.
  - Office computer software programs including but not limited to Microsoft Office Packages.
- Languages:**
- Must be fluent in oral and written English.

## 6. Selection Criteria

Applications will be evaluated in accordance with the requirements and the evaluation grid below:

<b>Criteria</b>	<b>Scores (%)</b>
Qualification	30
Relevant Experience	45
Other Skills	25
Total	100

Applicants who meet the technical requirements may be invited for an interview (virtual or in person as is appropriate).

## 7. Confidentiality

All data and materials collected during the consultancy remain the property of the contracting party and must not be shared without prior approval.

## **8. Timeline**

The contract will last six (6) months, and will be renewable based on the project need and funds availability.

## **9. Fees**

The maximum fees payable for all the services envisaged in these terms of reference is US \$18,000. No other payments will be made in respect of this assignment.

## **11. Submission of Applications**

Applications are open to individuals of eligible nationalities. If your career aspirations, qualifications, and experience match the above requirements, please email your application stating “**Site Engineer**” in the subject of the email.

Applications should be submitted via email to [procurement@au-ibar.org](mailto:procurement@au-ibar.org).

**The deadline for submission of applications is 19th April 2025 at midnight Nairobi local time.**

Applications should include the following:

1. Detailed curriculum vitae;
2. Copies of academic and professional qualifications
3. Financial Proposal
4. Completed declaration on exclusion criteria in the format attached; and,
5. Copies of identification documents.