

TERMS OF REFERENCE FOR CONSULTANTS

ASIAN DEVELOPMENT BANK AND THE ISLAMIC REPUBLIC OF PAKISTAN TA 51224-001 PAK: SUPPORTING ECONOMIC CORRIDOR DEVELOPMENT THROUGH STRATEGIC PLANNING FRAMEWORKS

A. FIRMS

1. The TA will require the services of at least two international or local firms to carry out ECD feasibility studies, develop analytical tools, and develop a ECD hub in Pakistan. Performance-based terms of reference (TOR) will be employed for all firms. The following presents an outline of the TOR.

a) ECD Feasibility Studies and Analytical Tools Firm

2. The TA will require around 80 person-months of international or national consultants from a reputable international or local firm to work with and under the guidance of the ADB project officers and in close coordination with counterpart government staff, to carry out the following series of activities:

- (i) adopt and develop relevant analytical tools for conducting ECD related analyses;
- (ii) carry out feasibility studies, including conducting field surveys;
- (iii) analyse feasibility results and produce associated reports;
- (iv) participate in dissemination seminars to share feasibility study results to stakeholders; and
- (v) other relevant tasks as necessary.

3. The firm will be recruited using the quality- and cost-based selection (QCBS) method with a quality to cost ratio of 90:10. Full technical proposals are to be used. The firm is expected to carry out the complete work in Pakistan. It will also help design the detailed terms of reference of consultants to be associated with the TA based on need. The firm will also provide overall coordination and quality control of all deliverables under the TA and support ADB officers in maintaining close communication and coordination with government counterparts and development partners. The indicative positions to be provided by the firm and their total inputs (person-months) are summarized in Table A3.1.

Table A3.1: Consultant Team Composition of ECD Feasibility and Analytical Tools Firm

International / National Consultants	Key or Non-key	National Consultants	Key or Non-key
Lead Economist	Yes	Field Survey Specialists	Yes
Institutions & Regulations Expert	Yes	Enumerators and Researcher	Yes
Urban Development /SEZ Expert	Yes	Data Analysts	Yes
Trade and Trade Facilitation Specialist	Yes	External Relations Specialist	No
Social Sector / Multi-dimensional Poverty / HRD Specialist	No	GIS Expert	Yes
Labor / Diaspora / Migration Expert	No	Monitoring & Evaluation Expert	Yes
Agriculture Sector Expert	No	Investment Specialist	Yes
Total Person-Months	40	Total Person-Months	40

Source: Asian Development Bank

b) Pakistan ECD Hub Firm

4. The TA will mobilize a reputable international or local firm which will provide approximately 30 person-months of international or national consultant inputs to develop an ECD hub in Pakistan. They will work under the guidance of the ADB project officers and in close coordination with counterpart government staff, to carry out a series of activities including:

- (i) prepare rationale for establishing a special ECD hub in Pakistan;
- (ii) collate materials and documentation on the development of ECD hubs;
- (iii) institutionalize the ECD hub with relevant stakeholder support;
- (iv) participate in dissemination seminar(s) to share ECD hub activities; and
- (v) other relevant tasks as necessary.

5. The firm will be recruited using the quality- and cost-based selection (QCBS) method with a quality to cost ratio of 90:10. Full technical proposals are to be used. The firm is expected to carry out the complete work in Pakistan. It will also help design the detailed terms of reference of consultants to be associated with the TA based on need. The firm will also provide overall coordination and quality control of all deliverables under the TA and support ADB officers in maintaining close communication and coordination with government counterparts and development partners. The indicative positions to be provided by the firm and their total inputs (person-months) are summarized in Table A3.2.

Table A3.2: Consultant Team Composition of ECD Hub Firm

International / National Consultants	Key or Non-key	National Consultants	Key or Non-key
Regional Economist	Yes	Economist / Sector Specialist	Yes
Institutions & Regulations Expert	Yes	External Relations Specialist	No
Urban Development Expert	No	Monitoring & Evaluation Expert	No
Trade/Trade facilitation Specialist	Yes	Taxation	Yes
Business Facilitation Specialist	No	ICT Specialist	Yes
Land Zoning and Planning	Yes		
Total Person-Months	10	Total Person-Months	20

Source: Asian Development Bank

B. INDIVIDUAL CONSULTANTS

a) Senior International Development Economist and Team Leader (7 person-months, intermittent)

6. The senior international development economist should have strong expertise and extensive experience in analyzing ECD issues (e.g. in all four output areas) in different countries; and in preparing strategies, policies, operational frameworks and plans in countries that have successful ECD and its operation. The specialist must have a master's degree or higher qualification in economics with specialization in economic growth, economic development, or related fields.

7. The international development specialist must have at least 15 years of experience in the areas of economic growth and economic development, supported by international publications and affiliation with a prestigious university or research institute, or relevant public or private organization. He/she will provide overall strategic direction for the TA project; lead and guide the work of national consultants to ensure that the outputs are consistent with the objectives of the TA; bring in international perspectives and experiences; and have overall responsibility for the quality and timely delivery of the TA outputs, including all reports, and completion of relevant TA activities under the guidance of the executing agency and ADB project officer. More specifically, the consultants will be expected to undertake the following tasks:

- (i) Supervise activities carried out by team members in coordination with other team members and key stakeholders;
- (ii) Manage surveys, feasibility studies and produce relevant data, information, and reports for planning ECD in Pakistan, as well as drawing lessons from best practices globally;
- (iii) Facilitate the establishment of ECD Hub to develop proactive and collaborative partnerships with stakeholders, government and experts/counterparts in Pakistan and globally;
- (iv) Contribute to a shared knowledge platform on ECDs, to build institutional knowledge within ADB as well as among interested institutions, including the government, local think tanks and universities in Pakistan;
- (v) Provide evidence-based knowledge to influence the on-going and future policy dialogue and development of strategic policy framework;
- (vi) Broadly assess potential economic, geographic, and social challenges in planning ECD and propose mitigating measures;
- (vii) Other relevant tasks as necessary.

b) International Development Specialist and Deputy Team Leader (7 person-months, intermittent)

8. The international development specialist should have extensive experience in managing complex international ECD projects and a proven track record of successful delivery of outputs that are of high quality and within the deadline. The international development specialist should have recognized expertise in one or two issues covered by the TA project. The international development specialist must have a master's degree or higher qualification in economics. The international development specialist must have at least 10 years of experience with a leading international organization or equivalent, and a good track record in working with government, especially on developing government strategies and/or plans. The international development specialist will assist the task team leader in managing the TA project, including liaising with other team members and coordinating their

work activities, and liaising and coordinating with relevant agencies and/or organizations (including the executing agency and ADB) to ensure frequent and comprehensive exchange of ideas; identify and address the research bottlenecks as they first appear; and ensure that the outputs produced and activities carried out are in line with the terms of reference, and are delivered on time. The international development specialist is expected to be heavily involved in undertaking research on one or two issues under the TA project, including preparing the background analysis required under the TA, and be responsible for the quality and timely preparation of the reports under the guidance of the team leader.

c) National ECD Specialist (10 person-months, intermittent)

9. The national ECD specialist should be an experienced researcher from a reputable university or research institute, or relevant public or private organization with at least 10 years of experience in analyzing ECD and policies in Pakistan and other countries, industrial upgrading, service sector development, and economics of innovation. The specialist should have experience in preparing government strategies and plans.

10. The specialist must have a master's degree or higher qualification in economics with specialization in economic growth, industry economics, or related fields. The specialist must be fluent in English and have strong expertise in the areas of economic growth, industry economics, economic development, economics of innovation, and associated topics. The industrial specialist will lead the preparation of the assigned tasks of ECD policy and operational framework, and be responsible for the quality and timely preparation of the reports under the analytical guidance of the team leader and deputy team leader.

d) National Industrial Policy Specialist (10 person-months, intermittent)

11. The national industrial policy specialist should be an experienced researcher from a reputable university or research institute or relevant public or private organization with at least 10 years of experience in analyzing industrial policies and/or strategies; institutions, including the role of the market; governance and capacity; international competitiveness; intellectual property rights; and industry value chains.

12. The national industrial policy specialist must have a master's degree or higher qualification in public policy, intellectual property, business administration, or related fields. The national innovation policy specialist must be fluent in English and have strong expertise in the areas of innovation policies and/or strategies, intellectual property, industry value chains, and associated topics. The specialist will lead the preparation of the specifically assigned tasks under the output of preparing feasibility studies, and timely preparation of the reports under the analytical guidance of the team leader and deputy team leader.

e) National Trade Specialist (10 person-months, intermittent)

13. The national trade specialist should be an experienced researcher from a reputable university or research institute, or relevant public or private organization with at least 10 years of experience in analyzing trade and competitiveness, trade policy, institutions, goods market efficiency, labor market efficiency, financial market development, technological readiness, market size, business sophistication, industrial modernization, and innovation. The specialist should have experience in preparing government strategies and plans.

14. The specialist must have a master's degree or higher qualification in the related fields.

The specialist must be fluent in English and have strong expertise in the areas of trade and competitiveness. The specialist will lead the preparation of the specifically assigned tasks under the output of improving Pakistan competitiveness policy framework, and be responsible for the quality and timely preparation of the reports under the analytical guidance of the team leader and deputy team leader.

C. RESOURCE PERSONS

15. The TA will receive inputs by resource persons (international, 12 person-months, combined; and national, 12 person-months, combined). There will be three types of resource person: for economic/other topic editing, research assistance, and topic expert on trade and other specific issues related to ECD. They will also take part in workshops, seminars, and conferences as speakers/presenters and/or participants to share their specific knowledge and expertise as well as to contribute to the quality improvement of the TA outputs.

16. The **Senior Economic Editor** should have strong expertise and extensive experience in understanding and analyzing ECD issues including in preparing strategies, policies, operational frameworks and plans. He/she must have a master's degree or higher qualification in economics with specialization in economic growth, economic development, or related fields. He/she must have at least 10 years of experience in his/her expertise areas, supported by international publications and affiliation with a prestigious university or research institute, or relevant public or private organization. He/she will provide overall strategic direction for the TA outputs to ensure that they are consistent with the objectives of the TA; bring in international perspectives and experiences; and have overall responsibility for the quality and timely delivery of the TA outputs, including all reports and other documents under the guidance of the executing agency and ADB project officer. More specifically, he/she will be expected to undertake the following tasks (i) review the accuracy and quality of the reports up to ADB publishable standard, (ii) provide international perspectives and bring in up-to-date knowledge to the TA results, (iii) present and/or participate in the related workshops/seminar/conference, and (iv) other relevant duties as needed under the TA.

17. The **Research Assistances** should have strong background on ECD related issues and a proven track record of successful delivery of outputs of high quality and within the deadline. They must have a master's degree or higher qualification in economics or related subject with at least 5 years of experience and a good track record including in working with others. They will assist the (lead) consultants in conducting specific task, including liaising with other team members and coordinating the work and liaising with relevant agencies and/or organizations (including the executing agency and ADB) to ensure frequent and comprehensive exchange of ideas; identify and address the research bottlenecks as they first appear; and ensure that the outputs produced and activities carried out are in line with the terms of reference, and are delivered on time. More specifically, he/she will be expected to undertake the following tasks (i) assist in the development of reports/outputs to make them publishable by ADB standard, (ii) provide support and bring in up-to-date knowledge, (iii) participate in the ECD related workshops/seminars, and (iv) other relevant duties as needed under the TA.

18. The **Topic Experts** should have strong expertise and extensive experience in trade and other specific issues related to ECD including on ECD strategies, policies, operational frameworks and plans. He/she must have a master's degree or higher qualification in economics with specialization in economic growth, economic development, trades or related

fields. He/she must have at least 10 years of experience, supported by international publications and affiliation with a prestigious university or research institute, or relevant public or private organization. He/she will provide inputs to the strategic direction and TA outputs to ensure that the outputs are consistent with the objectives of the TA; bring in international perspectives and experiences; and contribute to the quality and timely delivery of the TA outputs. More specifically, he/she will be expected to undertake the following tasks (i) review the accuracy and quality of the reports/outputs, (ii) provide international perspectives and bring in up-to-date knowledge, (iii) participate in the ECD related workshops/seminars, and (iv) other relevant duties as needed under the TA.