

**SCHOOL EDUCATION & LITERACY  
DEPARTMENT (SELD) GOVERNMENT OF  
SINDH**

**REFORM SUPPORT UNIT  
(RSU)  
PROJECT MANAGEMENT AND IMPLEMENTATION  
UNIT (PMIU)**

**Sindh Early Learning Enhancement through Classroom Transformation  
(SELECT)**

**Hiring of Independent Verification Firm (IVF)**

**BACKGROUND OF ASSIGNMENT**

Through the Sindh Early Learning Enhancement Classroom Transformation (SELECT) Project, and with the financial assistance of The World Bank and the Government of Sindh (GoS), the School Education and Literacy Department (SELD) aims, under Component 2, “Developing an Effective Learning Environment,” to improve the overall school infrastructure of primary and elementary schools for a better classroom environment. This also includes ensuring the provision of all basic and essential water, sanitation, and health (WASH) and to support the improved teaching and learning aims set out in Component 1

**Table 1: Project Overview**

<b>Project Objectives</b>	The Project Development Objective (PDO) is to improve reading skills of early grade primary students and increase student retention in primary schools in selected districts.
<b>Project cost</b>	US\$ 154.75 million US\$ 100 million from IDA and US\$29.9875 million from the Education Sector Program Implementation Grant (ESPIG) of US\$24.775 million from Multiply Grant
<b>Component 1</b>	<b>Transforming teaching practices in the early grades:</b> <ul style="list-style-type: none"><li>• Subcomponent 1.1: Implementation of a continuous professional development (CPD) model for improved literacy skills in the early grades</li><li>• Subcomponent 1.2: Carrying out of behavioral nudges for improved learning.</li><li>• Subcomponent 1.3: Provision of technical assistance for institutional capacity development and support</li></ul>
<b>Component 2</b>	<b>Developing an effective and safe learning environment–</b> by school upgradation to elementary level and school rehabilitation through refurbishing of existing classrooms and adding new classrooms to existing schools, provision of furniture, and adequate WASH facilities by actively pursuing eco-friendly materials and designs

<b>Component 3</b>	<b>Improving system capacity for better school leadership and management support—</b> <ul style="list-style-type: none"> <li>• <b>Subcomponent 3.1:</b> Establishment of a technology-based student attendance monitoring system</li> <li>• <b>Subcomponent 3.2:</b> Technical assistance and capacity building for school leadership and local education office management to mitigate student dropout</li> </ul>
<b>Component 4</b>	Monitoring and evaluation and project management
<b>Project location</b>	Badin, Ghotki, Jacobabad, Kambar Shahdadt, Kashmore, Mirpurkhas, Matiari, Sanghar, Shikarpur, Sujawal, Tando Muhammad Khan, Thatta

The Project Management and Implementation Unit (PMIU) of the Reform Support Unit (RSU) SELECT plans to allocate a portion of the project funds to engage a qualified engineering firm as the Independent Verification Firm, responsible for verifying 5% of the construction work.

The services of an Independent Verification Firm (IVF) are required to assess and verify the progress and quality of construction work under the SELECT project. The agency will ensure compliance with contractual obligations, technical specifications, and international best practices in school infrastructure development. Based on field visits and engineering assessments, the IVF Firm will need to verify each school based on the physical requirement, prepare the required physical progress documents, and provide management support to RSU/PMIU for the project.

“The main aim of this component is to establish educational environments conducive to teaching and learning that maximize the available academic/instructional space. The improved teaching and learning spaces will aim to attract more students to come to school and increase the quality of learning time they spend at school. The improved teaching and learning environment is especially important for girls’ enrollment for two reasons: (a) WASH facilities have been demonstrated to be critical for girls’ attendance and retention; and (b) the availability of elementary grades in the same community is important for girls for social and security reasons, and it also helps prevent their dropout in early grades.

## **Component 2 of the SELECT Project: Developing an Effective Learning Environment**

The component aims to improve the physical learning environment in selected primary schools that are being upgraded to elementary schools and to support the enhanced teaching and learning objectives set out in Component 1 (Transforming Teaching Practices in the Early Grades) and Component 3 (Improving System Capacity for Effective School Leadership and Management Support). The importance of the physical learning space in schools and classrooms is receiving renewed attention as a key factor for the effective delivery of more active pedagogies and curricula, which are necessary to develop students’ capacities for the 21st century. The primary aim of this component is to establish learning environments that are conducive to learning, maximize available academic/instructional space, and create synergy with the pedagogical approaches proposed in Component 1, as well as with the student dropout mitigation activities in Component 3.

**Under Component 2** – Developing an Effective Learning Environment – two types of construction/rehabilitation activities will be carried out on existing school compounds, as follows:

**A – Upgradation of primary to Elementary 289 schools with completely new infrastructure**

Under this component, 289 primary schools are to be upgraded to elementary schools through the construction of new classrooms, ECE rooms, required labs (such as computer labs or others), a multipurpose hall, play areas (as needed), and all missing facilities following a cluster approach in the selected districts of the province. The Secretary of SELD has notified the School Upgradation and Cluster Policies, which provide guidance on governance within each cluster — a group of public schools in a contiguous geographical area that forms the catchment area for the elementary/secondary school. In this setup, the elementary school acts as the cluster hub, and the middle and primary schools function as satellites under the cluster hub.

**B – Upgradation of 25 Primary Schools to Secondary schools providing completely new infrastructure**

Under this component, 25 primary schools are to be upgraded to secondary schools (up to Grade 10) through the construction of new infrastructure, including classrooms, Early Childhood Education (ECE) rooms, science and Information Technology (IT) laboratories, a multipurpose hall, play areas (as needed), and all missing facilities, following a cluster approach.

**List of Pre-Selected Target Districts and the Region**

Hyderabad	Larkana	Mirpur Khas	Shaheed Benazirabad	Sukkur
<ul style="list-style-type: none"> <li>● Tando Muhammad Khan</li> <li>● Badin</li> <li>● Sujawal</li> <li>● Thatta</li> <li>● Matiari</li> </ul>	<ul style="list-style-type: none"> <li>● Kashmore</li> <li>● Jacobabad</li> <li>● Shikarpur</li> <li>● Kambar-shahdadkot</li> </ul>	<ul style="list-style-type: none"> <li>● Mirpur Khas</li> </ul>	<ul style="list-style-type: none"> <li>● Sanghar</li> </ul>	<ul style="list-style-type: none"> <li>● Ghotki</li> </ul>

**Independent Verification Firm (IVF) – Role and Implementation Arrangements**

The Project Management and Implementation Unit (PMIU) of the Reform Support Unit (RSU), under the School Education and Literacy Department (SELD), Government of Sindh, is implementing the SELECT Project. As part of its commitment to transparency, accountability, and quality assurance in infrastructure delivery, the PMIU intends to allocate a portion of the project funds to engage a qualified engineering firm as the **Independent Verification Firm (IVF)** for the Construction of Schools.

The IVF will play a critical role in independently verifying **5% of the construction work in each district**, selected **randomly** from the total set of milestones for each schools. The milestones will be provided by the Design & Supervision (D&S) Firm and RSU. This verification will focus on assessing whether the executed works meet the approved **technical specifications, Bill of Quantities (BOQs), drawings, and other contractual obligations.**

## Objectives of the Independent Verification Firm (IVF)

- To conduct an independent and impartial assessment of the physical progress, quality, and contractual compliance of construction activities under the SELECT Project, including verification of all relevant technical and supporting documentation.
- To confirm that construction works adhere to the approved project design, agreed timelines, and all applicable environmental and social safeguard requirements, ensuring that implementation aligns with the standards set forth in project planning documents.
- To identify implementation risks, deviations, or areas of concern, and report to the Project Management and Implementation Unit (PMIU) and other relevant stakeholders, in order to support timely and quality-assured project delivery.

## Scope of Work for the IVF

The responsibilities of the IVF will include, but are not limited to:

- Conducting **random site inspections** for **5%** of the construction work in each district.
- Assessing the physical progress and verifying the quality of executed construction works through on-site inspections, using standard engineering practices and quality control methodologies. This includes checking for compliance with approved structural drawings, Climate Resilient Indicators (CRIs), material specifications, workmanship standards, and construction tolerances as per the relevant codes (such as ASTM, ACI, AASHTO, or Pakistan Building Code). The IVF will review elements such as concrete strength, curing practices, alignment and leveling, reinforcement placement, finishes, and installation quality to ensure adherence to the Bill of Quantities (BOQs), technical specifications, and contractual obligations.
- Ensuring that works comply with the D&S Firm's approved designs, specifications, and the terms of the contractor's agreements.
- Preparing and submitting **detailed verification reports** to the PMIU on a monthly basis, with photographic evidence and documented findings.
- Highlighting any discrepancies or deviations from the specified standards or contractual requirements.
- In addition to verification, the IVF shall identify and document any instances of non-compliance, including both minor and major deviations from the contract specifications, BOQs, and technical standards. Major deviations may include structural issues, use of substandard materials, or failure to meet critical specifications, whereas minor deviations may involve finishing defects or minor dimensional inaccuracies. All findings will be recorded in detailed verification reports, which will include photographic evidence, site notes, and report to the Project Management and Implementation Unit (PMIU).

## Implementation and Oversight

The IVF will operate independently and will not be involved in routine supervision or implementation. Instead, its work will serve as an **external check** on the construction process. The **Chief Program Manager (CPM)** of the RSU will provide overall oversight of the IVF's activities, ensuring alignment with project goals and timely reporting. The IVF's findings will feed into the PMIU's monitoring framework and contribute to informed decision-making regarding disbursements, progress evaluations, and corrective measures.

By providing an additional layer of independent validation, the IVF will reinforce the integrity of the SELECT Project's implementation process and support the delivery of high-quality, durable school infrastructure aligned with international best practices. The upgradation of 308 primary schools (grades 1–5) to elementary schools and 25 primary schools (grades 1–8) to secondary schools in selected districts is an essential part of the holistic upgradation of learning environments in Sindh province.

The IVF Firm services will be time-based with strict compliances for quality, reporting and completion of the activities defined below:

## **Part A: Packages Coverage**

The scope of services will be divided in two packages.

### **Package-01**

1. District Mirpurkhas
2. District Thatta
3. District Tando Muhammad Khan
4. District Matiari
5. District Sajawal
6. District Badin

### **Package-02**

1. Kambar-shahdadkot
2. District Sanghar
3. District Ghotki
4. District Kashmore
5. District Jacobabad
6. District Shikarpur

## Part B: Following are the specific responsibilities and acquired tasks of the IVF Firm

This section describes the primary objectives of the IVF Firm as they relate to the project described above and the responsibilities under this TOR.

### A. Construction Phase

In respect of **construction phase**, the firm will provide detailed assessment over construction quality and standards practices adopted at site, the firm expected to but not limited to perform the following tasks,

- check that the desired quality construction is achieved within stipulated contractual time.
- check that all the Works are carried out in full compliance with the approved architectural and engineering designs, drawings, technical specifications, agreed work schedule, quality and within the terms and conditions of the contract(s) and approved engineering practices.
- To identify risks posing to infrastructures stability and report to the Project Management Unit (PMIU) .
- check if all works are carried out in compliance of site-specific E&S instruments including Environmental Social Management Plans (C-ESMP), Gender Action Plan (GAP), Labor Management Procedures (LMP), Community Health & Safety Plan, Stakeholder Engagement and Grievance Redressal Mechanism during the construction activities/implementation phase.

### B. Firm Engineer Visit Plan (Per Package)

S. No	Deliverables	Timeline	Total Visits
1.	Each District	1 Visit Per Month x 12 Nos	12 Nos

Each engineer from the firm, under a single package, will conduct a total of 12 visits to each district—one visit per month over a Twelve-month period. This approach ensures consistent monitoring and effective follow-up throughout the duration of the project across all designated districts.

S. No	Districts Name	Total No. of Schools	Timeline (5% per district)	Total Visits (Over 12 Months)	Total % wise for each districts.
1	MPK	43	2 schools per month	2 schools × 12 months = <b>24 Schools</b>	55.81 %
2	Thatta	41	2 schools per month	2 schools × 12 months = <b>24 Schools</b>	58.53%

3	TMK	21	1 school per month	1 school × 12 months = <b>12 Schools</b>	57.14%
4	Matiari	27	1 School per month	1 school × 12 months = <b>12 Schools</b>	44.44%
5	Sujawal	22	1 School per month	1 school × 12 months = <b>12 Schools</b>	54.54%
6	Badin	34	2 schools per month	2 schools × 12 months = <b>24 Schools</b>	70.58 %
7	Sanghar	32	2 schools per month	2 schools × 12 months = <b>24 Schools</b>	75.00%
8	QSK	26	1 School per month	1 school × 12 months = <b>12 Schools</b>	46.15%
9	Ghotki	23	1 School per month	1 school × 12 months = <b>12 Schools</b>	52.17%
10	Shikarpur	15	1 School per month	1 school × 12 months = <b>12 Schools</b>	80.00%
11	Jacobabad	15	1 School per month	1 school × 12 months = <b>12 Schools</b>	80.00%
12	Kashmoor	15	1 School per month	1 school × 12 months = <b>12 Schools</b>	80.00%
<b>TOTAL</b>		<b>314</b>	<b>16 Schools per month</b>	<b>192 Schools</b> (over 12 months)	<b>61.14%</b>

**Note:**

The firm assigned to verify 5% of the schools in each district will not verify the same schools again when that district's turn comes up next time. Instead, a different set of schools will be verified. The selection of the 5% of schools to be verified will be provided by the technical team of PMIU.

**. DETAILED SCOPE OF SERVICES REQUIRED FROM THE CONSULTANT AT SUPERVISION**

**The IVF will undertake the following tasks:**

**1. Verification of Construction Progress**

- The consultant will conduct physical site visit for the construction works executing in 12 districts and verify the actual progress and check the quality of construction.
- Verify reported physical progress against financial status of selected school construction site.
- Identify delays and assess reasons for deviations from the contract timeline.
- Validate milestone wise 5 % of the construction work in each district.

**1.2. Quality Assurance and Compliance**

- Inspect construction materials, approved documentations i.e submittals, IR, test reports , workmanship, and construction quality in line with contract specifications, design codes (ACI, ASTM, etc.), and environmental sustainability standards.
- check project compliance against the project specifications & Boq.
- Assess the adequacy of WASH (Water, Sanitation, and Hygiene) facilities, safety measures, and accessibility features.

### 1.3. Environmental and Social Safeguards

- Verify compliance with the Environmental and Social Management Plan (C-ESMP).
- check if safe working conditions are considered for construction workers, including PPE compliance.

### 1.4. Documentation and Reporting

- Prepare and submit school-wise detailed verification reports with photographic evidence.
- Highlight non-compliance issues and explore on reasons resulting for non-compliance..
- Submit progress verification reports on a monthly basis and report to the Project Management Unit (PMIU).
- Firm will submit the inception report within 14 days after signing of contract which includes detailed mobilization plan for key experts, firms’ approach and methodologies.

### 1.5. Key Deliverables

	Deliverables	Timeline	Proposed Payment
1	<b>Signing contract</b>	As per given time in RFP (T)	0%
2	<b>Inception Report</b>	T+(2 WEEKS) (X)	10%
3	<b>Monthly Progress Reports:</b>	10 <sup>th</sup> of Every Month	75% (It shall be equally divided on each report)
	<b>Final Verification Report/Milestone verification:</b> The firm will conduct milestone verification physically and documents verifications process and Comprehensive assessment of the entire project phase, including lessons learned and final recommendations.	T+(48 WEEKS) (X)	15%

## 2. Team Composition & Qualifications

### Key Experts

Position	No. of positions	Estimated Expert Person (Months)	Qualifications and Experience
Team Leader/Project Manager	1	12	(ME-Civil/Management, BE-Civil) (Civil Engineer with 15+ years of experience in construction and project management)
civil structural Engineer	1	12	(ME-Civil/Management, BE-Civil) – At least 10 years of experience in building construction supervision.
Monitoring engineer	1	12	( B.E-Civil )- At least 5 years of experience in building construction supervision expertise in quality control and material testing.
Electrical Engineer	1	12	( B.E-Electrical ) At least 5 years of experience in building construction supervision expertise in Electrical Field.
Environmental Engineer	1	12	(Bsc-Environmental/Civil) At least 5 years of experience in building construction supervision expertise in Environmental.
Social and Gender Officer	1	12	(16 year of experience education in social science) At least 5 years of experience in social & gender field

Documentation controller & Reporting Officer	1	12	<p><b>Bachelor's degree in Civil Engineering, Construction Management, or a related engineering discipline.</b></p> <p>Additional certification or training in <b>technical reporting, project documentation, or construction quality management</b> is desirable.</p> <p><b>Minimum years of experience in construction project reporting, engineering documentation, or working with supervision/consulting firms.</b></p>
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**\*Any additional staffing under Non-key experts will be considered by the consultant considering the requirements under the given TORs.**

### **3. Reporting & Coordination**

- The IVF will report to the Project Management Unit (PMIU) and coordinate with the construction supervision firm, local education authorities, and contractors.
- Regular meetings will be held to review findings and address issues.

### **4. Duration of Assignment**

The IVF will be engaged for the entire project duration, with periodic evaluations.

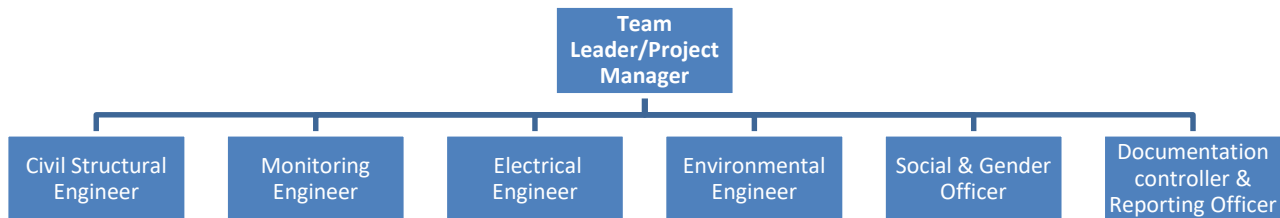
## **5. SUPERVISION REPORTING MECHANISM TO CLIENT**

### **Reporting & Documentation**

- Review records obtained from site visits.
- Prepare monthly progress reports, verify the actual progress on-site, and submit the reports along with the verification,
- Prepare non-compliance reports and recommend corrective actions.
- Provide feedback on remedial actions taken by contractors based on previous reports.
- Update the Milestone Tracker to ensure compliance with the Security Plan.
- Conduct random site visits, with a maximum of three district/school sites assigned to one engineer.
- Share site observations with the design consultant and PMIU technical team.

- Document findings in detailed site inspection reports, including photographic evidence and recommendations

## 7. Organization Chart.



## 8. Minimum Qualification of Firm:

- **Legal Registration**
  - The firm must be legally registered in Pakistan in FBR.
- **Relevant Experience**
  - At least 7 to 10 years of experience in civil works verification, construction supervision, **or** quality assurance.
- **Project Experience**
  - Successfully completed at least 3 similar assignments in the past 5–10 years, preferably in school construction **or** public infrastructure.

## 9. Selection Method

The firm will be selected through consultant Qualification Selection (CQS) or least Cost Selection (LCS) in accordance with the procedures set out in the World Bank Procurement Regulations for Borrowers, 2016 (revised November 2017 and August 2018).