

Terms of Reference

PROCUREMENT SPECIALIST (PCU)

Türkiye Flood and Drought Management Project (P179313) (Ref No.: TR-DGWM-541747-CS-INDV)

A. Background

Türkiye has achieved significant economic progress over the past two decades. Between 2002 and 2022, real GDP growth averaged 5.4 percent annually, with income per capita more than doubling during this period. This growth contributed to halving poverty rates, from above 20 percent in 2007 to under 10 percent in 2021. Despite the COVID-19 pandemic, Türkiye avoided economic contraction in 2020, growing by 1.9 percent due to accommodative monetary policies and rapid credit expansion. However, these policies also introduced macroeconomic vulnerabilities, including high inflation, currency depreciation, and financial sector risks, which persist as challenges for sustainable economic growth.

Climate-related disasters pose a significant threat to Türkiye's development. Floods, droughts, and forest fires have become more frequent and intense, exacerbated by climate change. Floods are the second most impactful natural hazard after earthquakes, accounting for nearly 30 percent of all disasters in the country. Recent devastating events, such as the floods in Istanbul in 2023, highlight the urgent need for proactive flood management. Meanwhile, droughts are becoming increasingly severe, particularly in semi-arid regions like Central Anatolia, where declining precipitation and groundwater depletion threaten agricultural sustainability and water security.

Institutional challenges further complicate disaster management in Türkiye. Multiple agencies share responsibility for flood and drought risk management, including the Directorate General of State Hydraulic Works (DSI), the General Directorate of Water Management (GDWM), and the Disaster and Emergency Management Presidency (AFAD). However, coordination between these institutions remains insufficient, with gaps in data sharing, planning, and implementation of structural and non-structural measures. Outdated observation infrastructure and limited integration of early warning systems reduce the effectiveness of preparedness and response efforts.

Türkiye's updated climate commitments under its Nationally Determined Contribution (NDC) emphasize achieving net zero emissions by 2053 while addressing water stress, flood, and drought risks. Recent efforts include modernizing irrigation systems, diversifying water resources, and improving disaster risk management frameworks. However, the magnitude of challenges demands sustained policy reforms, capacity building, and investment in resilient infrastructure.

The proposed approach entails an integrated water resources and disaster risk management strategy, with a focus on critical areas such as the river basins in Southern Türkiye and the Black Sea region. These areas are characterized by socio-economic vulnerabilities, declining agricultural productivity, and high exposure to climate risks, including floods, erosion, and seasonal droughts. Through improved institutional coordination, modernized infrastructure, and community-based initiatives, Türkiye aims to enhance resilience and sustainability in the face of its evolving environmental and economic challenges.

B. Project Description

The Government of Türkiye (GoT) is implementing the Türkiye Flood and Drought Management Project, which is financed through a loan with the World Bank. The objective of the project is to support climate change projections, their impacts on flood and drought disasters specific to the scenarios, improvement, and expansion of existing early warning systems, and strengthening technical and operational capacities of all relevant early warning stakeholders for uninterrupted and effective operation of the system, integration and improvement of decision support systems, data, and information.

Within the scope of the project, financial support will be provided to the efforts to establish a National Flood Forecasting and Early Warning System to identify the impacts of climate change and mitigate flood damages under the General Directorate of Water Management (GDWM) of the Ministry of Agriculture and Forestry (MoAF). The amount of financing is USD 12.6 million, which covers the determination of the impacts of climate change on water resources on basin, sub-basin and province basis by using up-to-date global data sets and scenarios to be used in flood and drought management studies and the development and dissemination of the Flood Forecasting and Early Warning System (TATUS) and the institutional and personnel capacity building of the Flood Forecasting and Early Warning Centre (TATUM). The project is organized under three Project components described below.

Components	
Component 1	Flood Management
<i>Sub-component 1.2</i>	Flood Monitoring, Forecasting and Warning Systems
Component 3	Capacity Development and Institutional Strengthening
Component 4	Project Development

Component 1. Flood Management

Subcomponent 1.2: Flood Monitoring, Forecasting and Warning Systems.

This subcomponent enhances Türkiye's flood monitoring and forecasting systems to protect lives and livelihoods by integrating climate change data into early warning systems. Key actions include modernizing TEUS with upgraded equipment and 360 new water level stations, expanding TATUS to cover 19 river basins with advanced 2D flood modelling, and improving public engagement and accessibility. The Turkish Catastrophic Insurance Pool (TCIP) will integrate enhanced flood hazard maps into insurance schemes. DSI and DGWM will optimize systems like TEUS, TATUS, and Flash Flood Guidance to provide accurate, timely warnings. Collaboration between agencies ensures strategic implementation and effective emergency response.

Component 2. Capacity Development and Institutional Strengthening

This component strengthens institutional capacity at DSI and DGWM to address climate-induced water challenges. It includes support for DSI's Flood Control, O&M, and Survey Departments through hardware, software, and technical guidelines on flood management, hydraulic modelling, and nature-based solutions. Policies and procedures will be developed to establish an Environmental and Social Management System (ESMS) in line with the World Bank's Environmental and Social Framework, enhancing DSI's ability to manage risks in internationally funded projects. Capacity-building activities, such as trainings, workshops, and awareness campaigns, will promote best practices in flood and drought management while increasing local awareness of flood risks and mitigation. Additionally, DGWM will conduct a \$2M technical study on climate change impacts, using advanced models to project future water resources and consumption, with women-oriented training and awareness initiatives accompanying the effort.

Component 4. Project Management.

This Component will include consulting, non-consulting services and operating costs for DSI and DGWM for implementation of the Project according to WB policies and guidelines. This support will also include: (i) preparation of site-specific ESF instruments, (ii) hiring individual consultants by DSI and DGWM for various aspects of project implementation including procurement and financial management (FM) aspects, technical and contract management, Environmental and Social Management and Monitoring and Evaluation system. DGWM, under their own budget, will also increase number of staff assigned for O&M of TATUS and TATUM to be upgraded under the Project and will benefit from this Component for translation of project documents.

C. Objective

The main objective is to employ an experienced consultant as a **full time** Procurement Specialist to assist GDWM PCU in Ankara in the project implementation activities as provided below E. Duties and Responsibilities.

D. Qualifications and Skills

- A university graduate degree in Engineering, Architecture, Law, Economics, Administrative Science, Business Administration, or bachelor's degree from any other discipline relevant for the project and scope of the services required,
- Minimum 5 years of procurement experience in public procurement either in the government agencies or in the private sector (while being employed by the private sector the candidate should have carried out public procurement of a government agency) of which minimum 3 years of this experience is in the procurement of World Bank financed projects or similar multilateral development banks.
- Good knowledge of national Public Procurement Rules,
- Proficiency in key computer applications, e.g., Word, Excel, PowerPoint, MS Project,
- Having experience on the World Bank`s Systematic Tracking of Exchanges in Procurement (STEP) is an asset,
- Fluency in English (written and spoken) and Turkish is required

E. Duties and Responsibilities

The Procurement Specialist (the Consultant) will be expected to carry out and deliver the following tasks:

- a. The Consultant shall provide procurement management services to the DGWM PCU during the course of procurement process and ensure that the approved Procurement Plan is followed, and the requirements of the World Bank (WB) as specified in Procurement Regulations for IPF Borrowers dated September 2023 and the Project`s Operational Manual are satisfied during the launching phase of the Project.
- b. The Consultant shall provide assistance to the DGWM PCU in the preparation/updating/uploading of the procurement plan to STEP system and ensure that the contract packaging is effective for project implementation.
- c. The Consultant shall support the DGWM PCU in the preparation/revision (depending on the case) of procurement advertisements and all sorts of bidding documents for consulting services, goods, works and non-consulting services in accordance with the World Bank Procurement Regulations stipulated in Legal Agreement/s for all selection methods (RFP, RFB, RFQ etc.) and review the completeness of the document before submission of the document to the World Bank for “no objection” and issuance to the Prospective Bidders.

- d. The Consultant shall review all parts of the procurement documents, including, cost estimates, sections such as technical specifications, BOQs, TORs, etc. of the bidding documents and check the consistency of these sections with the other sections of the standard or sample bidding documents of the World Bank and make necessary recommendations for changes where required.
- e. The Consultant shall provide assistance to the PCU during the evaluation of bids/proposals to ensure that contractors' and/or suppliers' bids/proposals are submitted in accordance with the requirements and shall prepare or assist in the preparation of the evaluation report/s in compliance with World Bank standard formats.
- f. The Consultant shall assist the DGWM PCU in finalization of contract negotiations and prepare the "Memorandum of Understanding"; the Consultant shall coordinate with the DGWM PCU and/or consultant to complete the contracting process timely.
- g. The Consultant shall monitor contract performance and fulfilment of contractual, administrative and legal requirements, support inspection and acceptance committees and contract managers in contacting with contractors, consultants and other suppliers to ensure successful completion and delivery of the contracted works, goods and services.
- h. The Consultant shall ensure that the files and documents related to procurement are recorded and organized rigorously. The Consultant will keep the recording of all procurement-related documents in hard and soft copies and in an orderly manner to meet the requirements of the WB and be ready for the annual post reviews and audits by Treasury Controllers or the Court of Accounts He/She shall support the DGWM with providing justifications and explanations as requested during the regular post reviews/audits of the Project.
- i. The Consultant shall assist DGWM PCU in the notification of winning bidder/s in a timely fashion, draw up contract for approval and signature.
- j. The Consultant shall prepare other relevant documents such as addenda and bid announcements, contract award notices.
- k. The Consultant shall transfer knowledge to DGWM staff by providing regular structured and on the job trainings to specified number of staff assigned by the DGWM with the objective that specified staff acquire adequate procurement knowledge and hands-on experience on the WB procurement rules and regulations and carry out the procurement tasks independently.
- l. The Consultant shall perform other duties emerging in the frame of this Terms of Reference.

F. Deliverables

The key deliverables of the Specialist will be but not limited to:

- Complete and regularly updated Procurement Plans.
- Procurement and contract documents (REOI, RFQ, RFP, and RFB bidding documents, Contracts etc.)
- Training program and material for procurement training of specified number of government staff designated by DGWM, quarterly reports on the trainings provided by the consultant and the learning progress of each staff. Consultant's performance at the end of the contract will include an assessment of the knowledge and capability of the designated DGWM officials for independently carrying out the routine procurement tasks.
- Monthly, semi- annual, and annual procurement progress reports based on format to be approved by the DGWM.
- Quarterly monitoring reports of deliverables of works, goods and consulting services contracts (progress, quality, completion etc.)
- Procurement documentation and records are systematically maintained so as to be readily available for review and audit.

G. Duration

The Procurement Specialist assignment will be full-time and have a duration of six (6) months, and is expected to commence at the beginning of the second quarter of 2026.

The position will require continuous input days, coordinated with the PCU and DGWM in accordance with project needs. The contract will include a two-month probationary period. Subject to needs of the Project, availability of the funds and satisfactory performance of the Specialist, the contract may be extended for subsequent six-month full-time periods.