



Republic of the Philippines  
Department of Agriculture  
**Philippine Rural Development Project (PRDP)**  
**Luzon B Project Support Office (PSO)**  
Office of the Project Support Director

**TERMS OF REFERENCE**  
**Rural Infrastructure Engineer**

**I. Background**

**A. Philippine Rural Development Project (PRDP)** is a six-year project (2014-2020) designed to establish the government platform for a modern, climate-smart and market-oriented agri-fishery sector. Externally, it will focus on expanding market access and improving competitiveness. Internally, it will introduce reforms in operating the Department of Agriculture (DA) bureaucracy.

**B. The PRDP project**

The approach of the project is **Value Chain Analysis**; Focused on Climate Resiliency and Adaptation. The tools are Value Chain Analysis and Suitability Assessment; Resources and Social Assessment. The entry point for value chain interventions at the local level is the Province.

**C. Project Development Objective**

The objective of the Project is to have at least 5% increase in annual real household incomes of farmers beneficiaries; 30% increase in income of targeted beneficiaries of enterprise development; 7% increase in value of annual marketed output and 20% increase in numbers of farmers and fishers with improved access to DA services.

**II. Objective and Scope of the Services to be provided**

The PRDP would like to invite the service of an individual for the position of **I-BUILD Project Development Associate**. The individual to be hired will be engaged to provide services, inputs and support to the Project's implementation and capacity-strengthening activities for the PRDP.

## **SCOPE OF WORKS:**

The Rural Infrastructure Engineer shall serve as coordinator for specific island cluster I-BUILD operations. The RIE overall function covers administrative and technical support to the PSO's concerns in terms of meeting the overall island cluster targets vis a vis the I-BUILD component objectives.

## **SPECIFIC TASKS:**

1. Assists the I-BUILD Unit in monitoring the island cluster operations;
2. Conducts initial checking on the completeness and consistency of documents on the submitted technical proposals and bid evaluation reports needing NPCO and WB OL or NOL. The documents shall be based from a checklist of requirements per sub-project type. These type of sub-projects shall include farm-to-market-roads, rural bridges, potable water systems, irrigation systems and other rural infrastructure types;
3. Island cluster point person for the institutionalization of the operation and maintenance scheme of the Program;
4. Conducts random SP inspection of ongoing SPs, safeguards and fiduciary audit in aid of systems/policy enhancement in subproject implementation;
5. Assists in the maintenance of island cluster data base, consolidation of progress reports and analysis of data to hasten management decision making;
6. Assists the Unit in project facilitation during trainings; and
7. Performs other task as maybe assigned by the PSO South Luzon (Luzon B) Director and I-BUILD Component Head.

## **Required Qualifications**

In order to carry out the roles and responsibilities, the PSO Luzon B I-BUILD Project Development Associate must have the following:

- Licensed Civil Engineer or licensed Agricultural Engineer;
- Minimum of five (5) years working experience in performing similar and related works. At least 3 year in foreign assisted projects implemented by LGUs.

In addition, the applicant should have:

- Attended at least 48 hours relevant trainings.
- Had been involved in the preparation of engineering technical documents (*Program of Work, Detailed Engineering Design and Estimates, Engineering Plans, etc..*).
- Proficient in written and oral communications.
- Knowledgeable of the harmonized procurement guidelines of the WB and RA 9184.

- Computer literate with high proficiency in MS word, excel, and power point.
- Ability to work with stakeholders on multiple levels including non-government organizations, people's organization, donors, media groups, religious groups and local government units.
- Proven organizational skills and ability to manage multiple tasks simultaneously.
- Can work independently and result oriented.
- Willing to travel extensively within the island cluster assignment most of the time or even on a short notice

Application letter with attached comprehensive CV and 2x2 picture, all in printed copy or email should be sent to [prdpluzonb@gmail.com](mailto:prdpluzonb@gmail.com)/[prdpluzonb.procure@gmail.com](mailto:prdpluzonb.procure@gmail.com) and directed to:

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