

REQUEST FOR EXPRESSIONS OF INTEREST (INDIVIDUAL CONSULTING SERVICES)

Federated States of Micronesia

FSM Skills and Employability Enhancement Project

Grant No.: D-9870

Assignment Title: On-site Site Monitor of CHS Vocational Facility

Reference No. (as per Procurement Plan): FM-NDOE-529955-CS-INDV

The National Department of Education (NDOE) received financing from the World Bank toward the cost of the FSM Skills and Employability Enhancement Project and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include supporting the implementation of construction activities under the Project in Chuuk State. Under the direct supervision of the Chuuk Planning Office, the On-Site Site Monitor will support the Project and the Program Management Unit in ensuring that works are carried out in compliance with the Chuuk State Building Code, contract specifications, and approved drawings; maintain quality control and adherence to occupational health and safety, environmental and social standards; and support timely completion of works in accordance with the approved schedule.

The detailed Terms of Reference (TOR) for the assignment is annexed to this REOI *and* can be found at the FSM Department of Finance and Administration (DOFA) website’s Career Opportunities page at <https://dofa.gov.fm/opportunity/> and the National Department of Education at <https://www.national.doe.fm>.

The National Department of Education now invites eligible individuals (“Consultants”) to indicate their interest in providing the Services.

Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services by submitting:

- **Cover letter**
- **Latest curriculum vitae/Resume** with description of experience in similar assignments, similar conditions, etc.)

Firms’ staff may express interest through the employing firm for the assignment and, under such situation, only the experience and qualifications of individuals shall be considered in the selection process. The criteria for selecting the Consultant are:

Mandatory requirements

- High School Diploma or equivalent
- Minimum 3 years of experience in construction and/or infrastructure inspections

- Minimum 1 year of experience in report writing
- Minimum 1 year of administrative work
- Familiarity with OHS and SEA/SH risk mitigation.

The attention of interested Consultants is drawn to paragraph 3.14, 3.16 and 3.17 of the World Bank's *Procurement Regulations for IPF Borrowers* Seventh Edition, September 2025 ("the Regulations"), setting forth the World Bank's policy on conflict of interest.

Further information can be obtained at the address below during office hours 8am to 5pm (local time).

Expressions of interest must be delivered in a written form, including a cover letter and the latest CV/resume, to the address below by e-mail **by 3pm on Thursday, March 5, 2026 Pohnpei time**.

FSM National Department of Education

Attn: Hyunjeong Lee, Project Manager

P.O. Box PS 87, Palikir, Pohnpei, FM 96941

Tel: +691-320-5219

E-mail: hyunjeong.lee@national.doe.fm with a copy to steve.mendiola@national.doe.fm and angelyne.aten@national.doe.fm.

TERMS OF REFERENCES CONSULTING SERVICES

On-site Site Monitor: Construction of CHS Vocational Facility

Project Name	FSM Skills and Employability Enhancement Project
Grant Number	D-9870
Implementing Agency	FSM National Department of Education
Contract Name	On-site Site Monitor
Contract Reference Number	FM-NDOE-529955-CS-INDV
Intended Start Date	April 2026

Background

The Federated States of Micronesia (FSM) is committed to enhancing its vocational education offerings in high schools, particularly in response to the growing demand for skilled professionals in various industries. To support this effort, the National Department of Education (NDOE) is implementing the Skills and Employability Enhancement (SEE) Project, which focuses on developing occupational profiles, curricula, and apprenticeship programs aligned with industry needs. The project also seeks to build the capacity of educators, strengthen school-industry partnerships, and equip students with market-relevant skills to enhance their employability. Specifically, the SEE Project consists of the following three main components:

- **Component 1: Improving equitable access to vocational education and training.** The objective of this component is to ensure TVET access to all eligible youth, especially the poor and vulnerable youth, women, persons with disabilities, and geographically disadvantaged groups such as students or trainees from outer islands. The component aims to achieve this by expanding the availability of quality skills training while providing information, incentives, and support to increase participation of under-represented and disadvantaged groups in TVET.
- **Component 2: Improving the relevance and quality of TVET.** The objective of this component is to enhance the relevance and quality of training offered by TVET institutions by upgrading the training curricula and its standards; improving the quality of trainers; and making provisions for independent testing and certification of skills.
- **Component 3: Improving labor market information and employment services.** This component aims to establish capacity within the Government to provide labor market information and employment support services with a view to improve labor market outcomes among potential workers—including TVET graduates—in FSM. To this end, the activity will support schools and relevant Government units, and the SDOEs, in their efforts to match jobseekers with appropriate vacancies through comprehensive job search assistance.

Under Component 1, the SEE Project supports Chuuk High School in constructing a two-story vocational building with workshops and classrooms on the school campus. The scope of works includes site preparation, geotechnical works, reinforced concrete structure, plumbing, electrical, roofing, and compliance with environmental and social safeguards.

Objective

The on-site Site Monitor will ensure compliance with Chuuk State Building Code, contract specifications, and approved drawings; maintain quality control and adherence to safety, environmental, and social standards; and support timely completion of works in accordance with the approved schedule.

Scope of Services

- Monitor construction activities daily to ensure compliance with specifications and standards under the guidance of the Chuuk Planning Office and the Program Management Unit (PMU)/DTC&I
- Verify materials and workmanship against approved designs and quality requirements.
- Check environmental and social safeguards, including Contractor-Environment and Social Code of Practice (ESCoP) implementation and Sexual Exploitation and Abuse/Sexual Harassment (SEA/SH) prevention measures.
- Ensure occupational health and safety (OHS) compliance, including PPE usage and emergency preparedness.
- Assist in reviewing work progress for payment certification.
- Maintain detailed site records, including inspections, test results, and incident reports.
- Report non-compliance and recommend corrective actions to the SEE Project Manager and the Chuuk Planning Office.
- Coordinate with stakeholders, including school management, CPO, PMU, PIU, and Chuuk EPA.

Deliverables

- Daily site inspection reports.
- Weekly progress summaries.
- Incident and non-compliance reports.

Qualifications

- High School Diploma or equivalent
- Minimum 3 years of experience in construction and/or infrastructure inspections
- Minimum 1 year of experience in report writing
- Minimum 1 year of administrative work
- Familiarity with OHS and SEA/SH risk mitigation.

Reporting & Communication

Under the overall oversight of the SEE Project Manager, the Consultant will work under the direct supervision of the Chief of the Chuuk Planning Office and coordinate closely with the Contractor and the Engineer team at the PMU housed within the FSM Department of Transportation, Communication and Infrastructure.

Training Opportunity

The Consultant will be provided, training, guidance and support by the Project Implementation Unit, Central Implementation Unit, and, to some extent, the World Bank team, on project-related environment and social risk management requirements.

Duration

The assignment will be for an initial period of 12 months, with the possibility of extension subject to performance and project needs, up to the project closing date (June 30, 2027). A three-month probation period will apply.

Location & Facilities

The Consultant will be based at the Chuuk Planning Office. General office supplies and necessary office equipment will be provided by the Client.