# Terms of Reference (ToR)

for Outsourcing Electrical Design Works

Georgian Water and Power (GWP)

## 1. Introduction

Georgian Water and Power (GWP) intends to outsource electrical design works related to its water supply, wastewater, and administrative infrastructure projects. The purpose of this Terms of Reference (ToR) is to define the scope, requirements, deliverables, and responsibilities of the Contractor providing these services. All design works must comply with the Georgian legislation, applicable national construction norms and standards, and health and safety regulations, as well as recognized international standards and best practices.

## 2. Objective

The objective of this engagement is to obtain accurate, complete, and technically sound electrical design documentation for GWP projects, ensuring safe, efficient, and reliable operation of all electrical systems.

## 3. Scope of Services

The Contractor shall prepare full electrical design documentation for assigned projects. The services shall include, but not be limited to, the following:

- Design Drawings: single-line and multi-line diagrams, power distribution layouts, cable routing, lighting, grounding, and control schemes.
- Technical Documentation: load calculations, power balance, technical specifications, explanatory notes, and bills of quantities (BoQ).
- Coordination with other disciplines and integration with automation/SCADA systems where applicable.
- Compliance with Georgian and international HSE and electrical standards.
- Support during construction, including design revisions.

## 4. Applicable Standards and Norms

The design shall comply with Georgian Technical Construction Norms (СТН, СНиП, ГОСТ), the Georgian Grid Code, Occupational Safety and Health regulations, and IEC/EN standards. Where Georgian standards are insufficient, internationally recognized standards shall be applied with GWP’s prior approval.

## 5. Deliverables

For assigned project, the Contractor shall deliver:
- Full set of electrical design drawings (AutoCAD or similar format)
- Technical specifications and explanatory notes
- Calculation sheets and load analysis (if necessary)
- Scope of works

## 6. Project Categories and Payment Structure

Payments will be made per completed project, based on the project category as listed below:

|  |  |  |  |
| --- | --- | --- | --- |
| No. | Category Description | Electric Capacity / Scope | Notes |
| 1 | Underground drinking water / sewer pumping station | ≤ 20 kW | Small-scale installations |
| 2 | Underground drinking water / sewer pumping station | 21–100 kW | Medium-scale installations |
| 3 | Underground drinking water / sewer pumping station | ≥ 101 kW | Large-scale installations |
| 4 | Above-ground pumping station | ≤ 50 kW | Small/medium surface stations |
| 5 | Above-ground pumping station | ≥ 51 kW | High-capacity surface stations |
| 6 | Inside electrical works for administrative and office buildings | N/A | Includes internal lighting, power, low-voltage, and grounding systems |
| 7 | Outside territory lighting systems | N/A | Includes outdoor poles, lighting control, and cabling design |

The payment rates for each category shall be determined and agreed upon in the Service Agreement between GWP and the Contractor.

## 7. Contractor Eligibility

The Contractor may be either a registered company specializing in electrical design or a qualified independent professional (individual designer/engineer). The Contractor must demonstrate experience in electrical design for water, wastewater, or building projects, and familiarity with design norms, electrical standards, and safety requirements.

## 8. Roles and Responsibilities

GWP will provide available site data, existing drawings, and input parameters; review submitted designs; and facilitate coordination with other departments and stakeholders.
The Contractor will ensure technical accuracy and completeness of all designs, communicate regularly with GWP’s design and supervision departments, implement revisions when required.

## 9. Timeframe and Reporting

Project timelines will be set individually, based on scope and complexity. The Contractor shall provide periodic updates. All communications and submissions shall be made through mail.

## 11. Quality Control and Review

GWP reserves the right to conduct technical reviews and quality checks of submitted documents. The Contractor shall correct all identified deficiencies at no additional cost.