Approved by Resolution No. 498
of the Cabinet of Ministers
of the Republic of Azerbaijan
dated 30 December 2023

Annex 1

Preparation of a Comprehensive Feasibility Study for the Assessment, Remediation, Clean-up, Ecological Rehabilitation and Sustainable Management of 12 Priority Lakes on the Absheron Peninsula of the Republic of Azerbaijan

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PREQUALIFICATION DOCUMENT

for the procurement of

CONSULTANCY SERVICES

PROCURING ENTITY: Ministry of Ecology and Natural Resources

ANNOUNCEMENT DATE: 20 October 2026

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(B) REQUIREMENTS FOR THE SERVICES

SECTION I. INSTRUCTIONS TO SUPPLIERS

A. General

1. Supplier Prequalification Procedure	1.1. This Prequalification Document has been prepared for the supplier prequalification procedure (hereinafter referred to as the Procedure) to be conducted by the Procuring Entity identified in item (1) of the Qualification Data Sheet for the services specified in Part (B), Requirements for the Services, in accordance with the public procurement legislation of the Republic of Azerbaijan. The services to be procured, the name and Taxpayer Identification Number (TIN) of the Procuring Entity, and its contact person are specified in item (1) of the Qualification Data Sheet. 1.2. The public procurement legislation of the Republic of Azerbaijan consists of the Constitution of the Republic of Azerbaijan, international treaties to which the Republic of Azerbaijan is a party, the Law of the Republic of Azerbaijan No. 988-VIQ dated 14 July 2023 on Public Procurement (hereinafter referred to as the Law), and other regulatory legal acts.
	1.3. Other terms used in this Prequalification Document shall have the meanings assigned to them in the Law and the regulatory legal acts of the Republic of Azerbaijan.
2. Fraud and Corruption Offences	2.1. The Procuring Entity requires compliance with the Law of the Republic of Azerbaijan on Combating Corruption.
3. Eligibility of Suppliers	3.1. Any resident or non-resident supplier, whether an individual or a legal entity, including a temporary or permanent association of legal entities and/or individuals established by agreement to undertake joint activities without forming a separate legal entity (hereinafter referred to as a Joint Venture), may participate in Procedures and procurements conducted in the Republic of Azerbaijan, except where participation by certain foreign suppliers or suppliers from certain countries, including countries with which the Republic of Azerbaijan has no diplomatic relations, is restricted under Azerbaijan's international obligations or on grounds of national security, as specified in item (2) of the Qualification Data Sheet. A Supplier shall be deemed to have the nationality of a country if it is formed, established or registered and operates under

	the laws of that country, as evidenced by its charter or equivalent documents or its registration documents. The nationality of any proposed subcontractor for any part of the Contract shall be determined on the same basis. 3.2. There shall be no conflict of interest in the Procedure or procurement in which the Supplier participates, in accordance with Article 6.1 of the Law. (Extract from Article 6.1 of the Law: *Suppliers shall not be permitted to participate in Procedures or procurements in the following circumstances and shall be excluded if such circumstances are established, except where the subject matter of the procurement is available from only one particular supplier or has no substitute or alternative:* • *where the Supplier is legally, financially or organisationally dependent on the Procuring Entity, or where the Procuring Entity and the Supplier are dependent on the same organisation;* • *where one supplier is the beneficial owner of another supplier, or at least two suppliers are controlled by the same beneficial owner;* • *where one supplier is a member of the management body and/or a participant in another supplier, or at least two suppliers have the same person as a member of their management body and/or as a participant;* • *where an individual participating as a supplier, or a related party of a legal entity as defined in Article 49-1 of the Civil Code of the Republic of Azerbaijan, is related to the head of the Procuring Entity by marriage or kinship, including spouses, parents, children, adoptive parents, adopted children, grandparents, grandchildren, full or half-siblings, nephews and nieces, sisters' husbands, brothers' wives, parents' siblings, and a spouse's parents and siblings.)* 3.3. A Supplier may apply to participate in the Procedure individually, as a member of a Joint Venture, or as a subcontractor. However, upon prequalification, except where alternative applications are permitted, suppliers shall not submit or participate in more than one

	proposal for the same procurement, whether individually or as a Joint Venture member, and shall not act as a subcontractor to another supplier participating in that procurement. If this occurs, all applications submitted by and/or involving those suppliers shall be rejected. 3.4. Suppliers wishing to form a Joint Venture shall have either an agreement signed by each party or a letter of intent to enter into such an agreement, signed by each party and accompanied by a draft agreement. The Joint Venture agreement or draft agreement shall provide for the joint and several liability of each party for performance of the Contract in accordance with its terms and shall define the allocation of responsibilities among the parties. The Joint Venture shall appoint a duly authorised representative to act on its behalf and on behalf of its members in the procurement and, if awarded the Contract, to ensure its performance. Unless otherwise specified in item (3) of the Qualification Data Sheet, there shall be no limit on the number of Joint Venture members. 3.5. Suppliers included in the register of unreliable suppliers in accordance with Article 16 of the Law shall not be permitted to participate in the Procedure or procurements for the prescribed period. The register of unreliable suppliers is published on etender.gov.az, the unified public procurement internet portal (hereinafter referred to as the Portal).
4. Portal Access and Participation Fees	4.1. Suppliers that have obtained access to the Portal by paying a one-off or time-based access fee shall pay the participation fee specified in item (4) of the Qualification Data Sheet in order to submit their prequalification applications. 4.2. Portal access and participation fees shall be paid by bank card through the ASAN Payment system on the Portal. 4.3. Portal access and participation fees are non-refundable under any circumstances.
B. Contents of the Prequalification Document	
5. Completeness of the Prequalification Document	5.1. The Prequalification Document comprises the following sections, including all the provisions listed below, and shall be read together with any amendments and addenda issued in accordance with Section 6 of the

	Instructions to Suppliers (hereinafter referred to as the Instructions).
	• A. PROCEDURES FOR THE PREQUALIFICATION OF SUPPLIERS
	  ○ Section I. Instructions to Suppliers
	  ○ Section II. Qualification Data Sheet
	  ○ Section III. Qualification Criteria and Procedures
	  ○ Section IV. Qualification Forms
	• B. REQUIREMENTS FOR THE SERVICES
	5.2. The Supplier shall examine all instructions, forms, requirements, and technical and quality specifications set out in the Prequalification Document and shall provide all information and documents required therein.
	5.3. Unless obtained directly through the Portal, the Procuring Entity shall not be responsible for the completeness of the Prequalification Document, responses to requests for clarification, minutes of any previous meetings, or amendments issued in accordance with Section 6 of the Instructions. In the event of any discrepancy, the documents obtained directly from the Portal shall prevail.

6. Clarification of the Prequalification Document and Prequalification Meeting	6.1. A Supplier may submit a request for clarification of the Prequalification Document to the Procuring Entity through the Portal no later than 5 (five) working days before the deadline for submission of prequalification applications, by the date and time specified in item (5) of the Qualification Data Sheet. The Procurement Commission shall respond within 2 (two) working days of receiving the request. The request and response shall be posted on the Portal on the same day without disclosing the identity of the requesting Supplier. 6.2. The request and response shall be appended to, and form an integral part of, the Prequalification Document. 6.3. Where provided for in item (6) of the Qualification Data Sheet, the Supplier's designated representative shall be invited to a meeting before submission of proposals. The purpose of the meeting shall be to clarify the requirements for the services and the evaluation criteria and to answer any questions raised at this stage. Suppliers shall submit any additional requests solely through the Portal. Requests submitted by any other means shall not be considered by the Procuring Entity. 6.4. All suppliers that have paid the participation fee shall

	have equal opportunities to attend meetings between the Procuring Entity and suppliers. Meetings shall be held under video surveillance and their outcomes recorded in minutes. The minutes shall be sent to all suppliers that have paid the participation fee and posted on the Portal on the same day. Informal negotiations and meetings between the Procuring Entity and suppliers are prohibited.
7. Amendment of the Prequalification Document	7.1. The Procurement Commission may amend the Prequalification Document, other than by changing the subject matter of the procurement, at a Supplier's request or on its own initiative upon identifying technical errors or omissions, no later than 3 (three) working days before the application submission deadline, by the date and time specified in item (7) of the Qualification Data Sheet. 7.2. No amendment to the Prequalification Document, or any related request, proposal or authorisation, shall be permitted for the purpose of bringing the application of a non-compliant Supplier into compliance with the requirements. 7.3. Where the Procurement Commission amends the Prequalification Document, it shall extend the application submission deadline by at least 5 (five) working days. The deadline may be extended by up to 10 (ten) working days upon a Supplier's reasoned request. 7.4. Any amendment shall form an integral part of the Prequalification Document. Amendments shall be communicated to all suppliers through the Portal and shall be binding on all suppliers.
C. Preparation of Prequalification Applications	
8. Cost of Participation in the Procedure	8.1. The Supplier shall bear all costs associated with preparing and submitting its proposal. The Procuring Entity shall not be responsible or liable for those costs, irrespective of the outcome of the procurement process.
9. Language of Prequalification Applications	9.1. Prequalification applications and all correspondence and document exchanges between the Supplier and the Procuring Entity shall be in Azerbaijani. By decision of the Procurement Commission, the prequalification documents may be translated into one or more of the

	foreign languages specified in item (8) of the Qualification Data Sheet. In the event of any discrepancy between the documents, the documents prepared in the state language of the Republic of Azerbaijan shall prevail. 9.2. Supporting documents and printed literature included in a prequalification application may be in another language, provided that a translation is supplied. Documents submitted by the Supplier in a foreign language shall be accompanied by a notarised translation into Azerbaijani. In the event of any discrepancy between the documents and their translation, the documents prepared in the state language of the Republic of Azerbaijan shall prevail.
10. Documents Comprising the Prequalification Application	10.1. The Supplier shall attach the following to its proposal: (a) an application submission letter meeting the requirements of Section 11 of the Instructions; (b) Authorisation: written confirmation of the authority of the proposal signatory in accordance with Clauses 13.1 and 21.4 of the Instructions; (c) Qualifications: qualification documents meeting the requirements of Section 12 of the Instructions and, where required by the Prequalification Document, documents demonstrating that the subcontractor meets the specified requirements; (d) other documents required under Section III, Qualification Criteria and Procedures.
11. Application Submission Letter	11.1. The Application Submission Letter and the schedule of quantities shall be prepared using the relevant forms provided in Section IV, Qualification Forms. The forms shall be completed without altering their text, and no substitutes shall be accepted.
12. Documents Establishing Qualifications	12.1. Supplier qualification requirements comprise general and specific requirements. 12.2. To demonstrate their ability to perform the Contract, suppliers shall provide the relevant information sheets included in Section IV, Qualification Forms, in accordance with Section III, Qualification Criteria and Procedures, together with documents establishing their qualifications under Article 23 of the Law (hereinafter referred to as qualification documents).
13. Format and Signing of Prequalification	13.1. Prequalification applications shall be signed by the head of the Supplier or another authorised officer.

Applications	Where the head of the Supplier signs the application, the Supplier's founding documents and the registration documents of the legal entity or individual shall be submitted. Where another officer signs, a document confirming that person's authority to sign, in the form of a power of attorney issued by the head of the Supplier, shall be submitted. 13.2. Where the Supplier is a Joint Venture, the proposal shall be signed by the authorised representative of the Joint Venture members. The representative's authority to sign shall be confirmed by a power of attorney signed by the heads of the Joint Venture members, taking into account the requirements of Clause 21.3.
D. Submission and Opening of Prequalification Applications	
14. Deadline for Submission of Prequalification Applications	14.1. Prequalification applications shall be submitted electronically to the Procuring Entity through the Portal before the deadline specified in item (9) of the Qualification Data Sheet.
15. Late Prequalification Applications	15.1. A proposal submitted after the deadline specified in Section 14 of the Instructions shall not be accepted.
16. Opening of Prequalification Applications	16.1. Applications submitted before the submission deadline shall be opened electronically by the Procurement Commission through the Portal on the date and at the time specified in item (10) of the Qualification Data Sheet. 16.2. Upon opening of the applications, the name of each Supplier, or the surname, first name and patronymic in the case of an individual, together with its address and TIN, shall be published on the Portal.
E. Evaluation of Prequalification Applications	
17. Confidentiality	17.1. Except for disclosure necessary for the exercise of the statutory rights and duties of the courts, the State Service for Antimonopoly and Consumer Market Control under the Ministry of Economy (hereinafter referred to as the SSACMC), the Chamber of Accounts of the Republic of Azerbaijan, or the Ministry of Finance, the Procuring Entity shall not disclose suppliers' trade secrets or other information protected by law and shall keep such information confidential. 17.2. If, at any stage of the Procedure, a Supplier commits an act or omission contrary to the Law, including

	submitting false documents and/or information, the Procurement Commission shall adopt a reasoned decision to exclude that Supplier from the procurement. 17.3. Subject to Clause 17.2 of the Instructions, a Supplier may communicate with the Procurement Commission on any matter relating to the Procedure solely through the Portal.
18. Clarification of Prequalification Applications	18.1. To facilitate evaluation, the Procurement Commission may request clarification from a Supplier concerning qualification documents submitted or omitted. Responses that do not address the Procurement Commission's request shall not be considered. 18.2. If the Supplier fails to provide the clarification to the Procuring Entity within 5 (five) working days, its proposal may be rejected.
19. Determination of Responsiveness	19.1. Taking into account Article 33 of the Law, the Procurement Commission shall consider acceptable those applications that meet the requirements set out in Section 10 of the Instructions. 19.2. The Procurement Commission may require a Supplier to remedy minor documentary non-conformities within 5 (five) working days. Failure to respond within that period may result in rejection of the Supplier's proposal.
20. Subcontractors	20.1. Where permitted in item (11) of the Qualification Data Sheet, the successful Supplier may enter into subcontracts for works and services relating to performance of the procurement. In all other cases, performance of the procurement contract may not be subcontracted. The Supplier shall include in its proposal details of the activities or portions of the works to be subcontracted and their share of the procurement contract. The total value of the subcontract or subcontracts shall not exceed 50 per cent of the total procurement contract value. Where subcontractors are engaged, at least 20 per cent of the total subcontract value shall be assigned to micro, small and medium-sized enterprises registered in the Republic of Azerbaijan. 20.2. A subcontractor's qualifications shall not be used to satisfy the qualification requirements established for the Supplier in the Prequalification Document.
21. Evaluation of Prequalification	21.1. The Procuring Entity shall evaluate the applications

Applications	against the criteria and procedures specified in Section III, Qualification Criteria and Procedures.
22. Supplier Qualifications	22.1. To determine whether the Supplier meets the qualification requirements specified in Section III, Qualification Criteria and Procedures, the documents submitted by the Supplier under Section 12 of the Instructions shall be examined. Qualifications of entities other than the Supplier itself, including parent, subsidiary or affiliated entities, branches and subcontractors, shall not be taken into account. 22.2. Any inaccurate or incomplete information provided by the Supplier concerning its qualifications shall be corrected within 3 (three) working days of the Procurement Commission's request.
23. Determination of Qualified Suppliers	23.1. Suppliers whose applications substantially meet or exceed the qualification requirements shall be deemed prequalified.
24. Procurement Commission's Right to Accept or Reject Any or All Prequalification Applications	24.1. Subject to the Law, the Procurement Commission reserves the right to accept or reject any prequalification application and to cancel the Procedure at any time before determining the qualified suppliers, without incurring any liability to suppliers.
25. Notification of Qualification Evaluation Results	25.1. The Procurement Commission shall decide on the qualification evaluation results no later than 10 (ten) working days after the application submission deadline and shall post the results on the Portal on the day the decision is made. Within 1 (one) working day, it shall also send a notice enclosing its reasoned decision to suppliers that do not meet the qualification requirements.
26. Invitation to Submit Proposals	26.1. Qualified suppliers shall receive the Tender Document no later than 10 (ten) working days after the qualification evaluation decision referred to in Clause 25.1 of the Instructions. This period may be extended to 20 (twenty) working days by a reasoned decision of the Procurement Commission. The Tender Document shall be attached to the invitation sent to suppliers.
27. Changes in Supplier Qualifications	27.1. If, before the proposal submission deadline, there is any change in the structure or legal form of a prequalified Supplier or any member of a prequalified Joint Venture, the Supplier's continued participation in the procurement shall be subject to the Procurement

	Commission's agreement. 27.2. The Procurement Commission may refuse continued participation in the following cases: (a) where a prequalified Supplier intends to merge with a supplier that has not been prequalified; (b) where, as a result of the change, the Supplier no longer meets the requirements of Section III, Qualification Criteria and Procedures; or (c) where, in the Procurement Commission's judgement, the change substantially restricts competition. 27.3. The Procuring Entity shall be notified of any such change no later than 5 (five) working days after receipt of the invitation to submit proposals.
	F. Complaints
28. Right to Complain	28.1. To protect their rights and legally protected interests, suppliers may challenge the Procuring Entity's acts, omissions and decisions through administrative proceedings, before the State Service for Antimonopoly and Consumer Market Control under the Ministry of Economy, and in court. 28.2. The following shall not be subject to complaint: (a) restrictions on participation by certain foreign suppliers or suppliers from certain countries, including countries with which Azerbaijan has no diplomatic relations, imposed under the international obligations of the Republic of Azerbaijan or on grounds of national security; (b) cancellation of a procurement on lawful grounds, other than where none of the applications meets the requirements of the Prequalification Document or where all suppliers have engaged in collusion relating to that procurement, including collusion aimed at increasing prices.
29. Complaints to the Procuring Entity	29.1. Suppliers that have not been prequalified may lodge a complaint with the Procuring Entity within 15 (fifteen) working days of the date on which they became aware, or should have become aware, of the infringement of their rights. The Procuring Entity shall examine the complaint and adopt a decision within 10 (ten) working days and shall send that decision to the complainant within 1 (one) working day of its adoption. 29.2. A complaint lodged after the period specified in Clause

	29.1 of the Instructions shall be left unexamined by the Procuring Entity. 29.3. If the Procuring Entity fails to adopt a decision within the period specified in Clause 29.1, the Supplier may lodge a complaint with the State Service for Antimonopoly and Consumer Market Control under the Ministry of Economy of the Republic of Azerbaijan (hereinafter referred to as the SSACMC) and with a court. Once such a complaint has been lodged, the Procuring Entity shall leave the complaint before it unexamined.
30. Complaints to the SSACMC	30.1. Suppliers may lodge a complaint with the SSACMC under the Ministry of Economy in the following cases: (a) where the Procurement Commission breaches the Law or the regulatory legal acts adopted pursuant to it; (b) where none of the submitted applications meets the requirements of the Prequalification Document; (c) where all suppliers are found to have breached the conflict of interest requirements for procurement; (d) where the Procuring Entity fails to adopt a decision within the period specified in Clause 29.1 of the Instructions; (e) where the Supplier disagrees with the Procuring Entity's decision on the complaint. 30.2. Suppliers may lodge a complaint with the SSACMC under the Ministry of Economy within 15 (fifteen) working days of the date on which they became aware, or should have become aware, of an infringement of their rights, or of receipt of the decision referred to in Clause 30.1(e) of the Instructions, or of the date on which that decision should have been issued. 30.3. Within 1 (one) working day of receiving the complaint, the SSACMC shall notify the Procuring Entity through the Portal. If additional information is required to investigate the matters raised, the SSACMC shall send a request to the Procuring Entity through the Portal. The Procuring Entity shall provide the information requested to the SSACMC under the Ministry of Economy within 3 (three) working days of receipt. 30.4. The SSACMC shall examine the complaint and adopt a decision within 20 (twenty) working days. 30.5. Where the SSACMC upholds the complaint, it shall apply one or more of the following measures:

	(a) prohibit the Procuring Entity from committing unlawful acts or omissions, adopting unlawful decisions, or applying unlawful procedures; (b) revoke an unlawful administrative act of the Procuring Entity in accordance with Article 67 of the Law of the Republic of Azerbaijan on Administrative Proceedings; (c) suspend an unlawful act or omission of the Procuring Entity or the Procurement Commission; (d) revoke an unlawful decision of the Procuring Entity or the Procurement Commission and adopt a new decision, or substitute its own decision for that of the Procuring Entity; (e) order the re-evaluation of applications or cancellation of the Procedure.
31. Suspension of the Procedure	31.1. For the purpose of examining a complaint lodged under Sections 29 and 30 of the Instructions, the Procuring Entity may suspend the Procedure for up to 10 (ten) working days by decision of the SSACMC under the Ministry of Economy, in accordance with Article 76 of the Law of the Republic of Azerbaijan on Administrative Proceedings. This period may be extended by up to 10 (ten) working days by a reasoned decision of the SSACMC under the Ministry of Economy.
32. Administrative Appeals	32.1. Suppliers may challenge the SSACMC's decisions, acts and omissions through administrative proceedings and in court.

SECTION II. QUALIFICATION DATA SHEET

The following procurement-specific information supplements, clarifies or amends the provisions of the Instructions. In the event of any discrepancy, the provisions below shall prevail over the Instructions.

No.	Clause	Subject	Information
		A. General	
(1)	1.1	Services to be procured:	**Preparation of a Comprehensive Feasibility Study for the Assessment, Remediation, Clean-up, Ecological Rehabilitation and Sustainable Management of 12 Priority Lakes on the Absheron Peninsula of the Republic of Azerbaijan**
		Name of the Procuring Entity: TIN:	**Ministry of Ecology and Natural Resources** **1300032591**
		Procuring Entity's designated contact officer:	**Emin Arif oglu Garabaghli** **Head of the International Department** **emin.garabaghli@eco.gov.az**
(2)	3.1	Restrictions based on nationality:	**Any resident or non-resident supplier, whether an individual or a legal entity, including a temporary or permanent association of legal entities and/or individuals established by agreement to undertake joint activities without forming a separate legal entity (hereinafter referred to as a Joint Venture), may participate in Procedures and procurements conducted in the Republic of Azerbaijan, except where participation by certain foreign suppliers or suppliers from certain countries, including countries with which Azerbaijan has no diplomatic relations, is restricted under the international obligations of the Republic of Azerbaijan or on grounds of national security.**
(3)	3.3	Maximum number of Joint Venture members:	**3**
(4)	4.1	Participation fee:	**Not applicable**
		B. Contents of the Prequalification Document	
(5)	6.1	Deadline for requests for clarification of the Prequalification Document:	**28 October 2026 at 16:00**
(6)	6.3	Prequalification meeting and site visit:	No prequalification meeting will be held. **No site visit will be organised.**

No.	Clause	Subject	Information
(7)	7.1	Deadline for amendments to the Prequalification Document:	**30 October 2026 at 16:00**
		C. Preparation of Prequalification Applications	
(8)	9.1	Language(s) into which the Procedure documents will be translated:	**A translation will be provided.** **English**
		D. Submission and Opening of Prequalification Applications	
(9)	14.1	Deadline for submission of prequalification applications	**4 November 2026 at 16:00**
(10)	16.1	Date and time for opening of prequalification applications	**4 November 2026 at 17:00**
		E. Evaluation of Prequalification Applications	
(11)	20.1	Subcontractor	Subcontracting is permitted. Subcontractor requirements: The Supplier shall include in its proposal details of the activities or portions of the works to be subcontracted and their share of the procurement contract. The total value of the subcontract or subcontracts shall not exceed 50 per cent of the total procurement contract value. Where subcontractors are engaged, at least 20 per cent of the total subcontract value shall be assigned to micro, small and medium-sized enterprises registered in the Republic of Azerbaijan. **Where the works assigned to a subcontractor exceed 20% of the proposal value, documents confirming the subcontractor's relevant experience and contract(s) for completed similar works shall be submitted.**

SECTION III.QUALIFICATION CRITERIA AND PROCEDURES

This section sets out all criteria to be used by the Procurement Commission to determine qualified suppliers. No criterion, factor or requirement not specified in this Prequalification Document may be used. The Supplier shall provide all required information using the forms included in Section IV, Qualification Forms.

Any information that the Supplier is required to express in monetary terms shall be presented in Azerbaijani manats, using the exchange rates determined as follows:

- Financial position information: the exchange rate prevailing on the last day of the relevant calendar year.
- Contract value: the exchange rate prevailing on the date the contract was signed.

Exchange rates shall be taken from the publicly available source specified in Clause Error! Reference source not found. of the Instructions. Any error in the exchange rates used in the application may be corrected by the Procurement Commission.

Eligibility and qualification criteria			**Qualification requirements**				**Required document**
No.	**Subject**	**Requirements**	**Single entity**	**Joint Venture**			
				All members combined[1]	***Each member***	***One member***	
1.	***Preliminary requirements***						
1.1.	**Conflict of interest**	Compliance with Clause 3.2 of the Instructions	Must comply	Must comply	Must comply	N/A	Supplier's self-declaration (FORM 1)
1.2.	**Restrictions based on nationality**	Not being included in the list of non-resident suppliers registered in the countries specified and/or determined in item (2) of the Qualification Data Sheet	Must comply	N/A	Must comply	N/A	Registration document
2.	***General requirements***						

[1] The combined qualifications of all members shall fully satisfy the requirements.

Eligibility and qualification criteria			Qualification requirements				Required document
				Joint Venture			
No.	**Subject**	**Requirements**	**Single entity**	***All members combined*[1]**	***Each member***	***One member***	
2.1.	**Supplier information**	Authority to enter into the procurement contract	Must comply	Must comply	Must comply	N/A	1. Supplier information: a. For an individual: a copy of the certificate of registration as an individual entrepreneur; b. For a legal entity: copies of the certificate of state registration or extract from the state register, and the charter; c. For a Joint Venture: a copy of the Joint Venture agreement or a letter of intent to enter into an agreement in accordance with Clause 3.4 of the Instructions. 2. A self-declaration providing information on the Supplier a. For a legal entity or individual (FORM 4); and/or b. For a Joint Venture, in addition to item 2(a) (FORM 5) 3. Where the proposal is signed by another authorised officer under Clause 13.1 of the Instructions: a power of attorney. 4. Where a subcontractor will be engaged: a declaration prepared by the Supplier (FORM 7).

Eligibility and qualification criteria			Qualification requirements				Required document
No.	Subject	Requirements	Single entity	Joint Venture			
				All members combined[1]	*Each member*	*One member*	
2.2.	**Unrestricted use of assets**	Ability to use freely and without restriction the assets to be employed in performing the Contract	Must comply	N/A	Must comply	N/A	Supplier's self-declaration (FORM 1) For immovable property: a certificate issued by the Ministry of Economy of the Republic of Azerbaijan through the State Service on Property Issues; for vehicles: a certificate issued by the Ministry of Internal Affairs
2.3.	**Insolvency**	Not having been declared bankrupt by a court, not being subject to bankruptcy proceedings, not having had business activities suspended, and not having assets subject to enforcement for debt	Must comply	N/A	Must comply	N/A	A certificate issued by the Ministry of Justice of the Republic of Azerbaijan **For non-resident suppliers: an equivalent document issued by the competent authority in their country of registration confirming compliance with the relevant qualification requirement**
2.4.	**Tax and labour law obligations**	Having overdue liabilities for taxes and other mandatory payments in the Republic of Azerbaijan, and having no effective decision classifying the Supplier as a risky taxpayer under the Tax Code of the Republic of Azerbaijan	Must comply	N/A	Must comply	N/A	A certificate issued by the Ministry of Economy of the Republic of Azerbaijan through the State Tax Service

Eligibility and qualification criteria			Qualification requirements				Required document
No.	**Subject**	**Requirements**	**Single entity**	**Joint Venture**			
				All members combined[1]	***Each member***	***One member***	
							For non-resident suppliers: an equivalent document issued by the competent authority in their country of registration confirming compliance with the relevant qualification requirement
		Imposition, on two or more occasions during the last year, of a financial sanction or administrative fine for engaging individuals to perform works or services before their employment agreements (contracts) took legal effect in accordance with the Labour Code of the Republic of Azerbaijan	Must comply	N/A	Must comply	N/A	For financial sanctions: a certificate issued by the Ministry of Economy of the Republic of Azerbaijan through the State Tax Service **For non-resident suppliers: an equivalent document issued by the competent authority in their country of registration confirming compliance with the relevant qualification requirement**

Eligibility and qualification criteria			Qualification requirements				Required document
No.	Subject	Requirements	Single entity	Joint Venture			
				All members combined[1]	*Each member*	*One member*	
							For administrative fines: a certificate issued by the Ministry of Labour and Social Protection of the Population of the Republic of Azerbaijan **For non-resident suppliers: an equivalent document issued by the competent authority in their country of registration confirming compliance with the relevant qualification requirement**
2.5.	**Prohibition on activities**	No court-imposed prohibition on the individual acting as Supplier, or the head of the executive body of a legal entity, from carrying out the relevant activity relating to the subject matter of the procurement	Must comply	N/A	Must comply	N/A	A certificate issued by the Ministry of Justice of the Republic of Azerbaijan **For non-resident suppliers: an equivalent document issued by the competent authority in their country of registration confirming compliance with the relevant qualification requirement**
2.6.	**Criminal convictions**	The individual acting as Supplier, or the head of the executive body of a legal entity, must not have been convicted,	Must comply	N/A	Must comply	N/A	A certificate issued by the Ministry of Internal Affairs of the Republic of Azerbaijan

Eligibility and qualification criteria			Qualification requirements				Required document
No.	Subject	Requirements	Single entity	Joint Venture			
				All members combined[1]	*Each member*	*One member*	
		during the 5 (five) years preceding publication of the Procedure announcement or dispatch of the invitation, of economic crimes, corruption offences or other offences against the interests of public service, cybercrime, terrorism, terrorist financing, or money laundering					**For non-resident suppliers: an equivalent document issued by the competent authority in their country of registration confirming compliance with the relevant qualification requirement**
3.	***Specific requirements***						
3.1.	**Professional competence and experience**	Professional competence and experience in the relevant field necessary to perform the procurement contract, meeting the following requirements:	-	-	-	-	A self-declaration of the Supplier's experience (FORM 6), information and supporting documents, such as acceptance or final acceptance certificates, electronic invoices, etc.
3.1.1.		**Submit no more than 3 contracts similar to the present procurement, with an AGGREGATE value of at least AZN 7,100,000.00, completed or more than 80 per cent completed during the 10 years preceding the proposal submission date for this procurement. Similar contracts shall concern remediation of lakes, lagoons, rivers, wetlands, ports, reservoirs, water supply networks or similarly complex**	Must meet 100%	Must meet 100%	Must meet 25%	Must meet 40%	

Eligibility and qualification criteria			Qualification requirements				Required document
No.	Subject	Requirements	Single entity	Joint Venture			
				All members combined[1]	*Each member*	*One member*	
		water bodies, and/or contaminated sediment management. At least one of the contracts submitted shall have been financed by International Financial Institutions (IFIs).					
3.2.	**Financial capacity**	Financial resources and solvency sufficient to perform the procurement contract, meeting the following requirements:	-	-	-	-	• Bank certificate(s) of account turnover covering at least the last 12 (twelve) months. Where the Supplier has account turnover with more than one bank for the same period, the figures in all submitted certificates shall be aggregated for that period. These certificates are used to calculate the Supplier's current available cash balance; • Financial statements for the most recent financial year. For works with an estimated value exceeding AZN 5,000,000 (five million), these shall comprise the statement of financial position (No. 1), statement of comprehensive profit and/or loss and other comprehensive income (No. 2), and statement of cash flows (No. 4), prepared in accordance with the Law of the Republic of Azerbaijan on
3.2.1.		Access to financial resources of at least AZN 900,000.00	Must meet 100%	Must meet 100%	N/A	N/A	
3.2.2.		Operating cash inflows of at least AZN 180,000.00	Must meet 100%	Must meet 100%	Must meet 25%	Must meet 40%	
3.2.3.		Accumulated losses not exceeding AZN 1,800,000.00	Must meet 100%	Must meet 100%	N/A	N/A	
3.2.4.		Cash ratio of at least 0.2	Must meet 100%	N/A	Must meet 100%	N/A	

Eligibility and qualification criteria			Qualification requirements				Required document
No.	Subject	Requirements	Single entity	Joint Venture			
				All members combined[1]	*Each member*	*One member*	
							Accounting and certified by an external auditor in accordance with the Law of the Republic of Azerbaijan on Audit Services. Performance indicators shall be evaluated solely on the basis of the information in the financial statements submitted; a profit tax return; If the funds in the current account are below the required level of financial resources, a bank letter confirming a committed line of credit shall be submitted.
3.3.	**Personnel**	Availability of personnel meeting the relevant requirements, as follows: **1. Team Leader / Lead Environmental Remediation Specialist - 1 expert** (A bachelor's degree in environmental, civil or chemical engineering, or a related field; at least 15 years of overall experience; at least 7 years of experience in complex remediation/water body projects;). **2. Deputy Team Leader / Water and Environmental Engineer - 1 expert** (A bachelor's degree in environmental, civil or chemical engineering, or a related field;	Must meet 100%	Must meet 100%	N/A	N/A	Supplier's self-declaration (FORM 3), information and supporting documents

Eligibility and qualification criteria			Qualification requirements				Required document
No.	Subject	Requirements	Single entity	Joint Venture			
				All members combined[1]	*Each member*	*One member*	
		at least 12 years of overall experience; at least 5 years of experience in integrated water/wastewater/environmental infrastructure; experience in source control, conceptual design and coordination of multidisciplinary projects). **3. Technical Design Specialist - 1 expert** (A bachelor's degree in architecture, civil engineering or a related field; at least 7 years of overall experience; experience in the planning/design of water/wastewater/solid waste or environmental infrastructure, source control, conceptual design and coordination of multidisciplinary projects). **4. Contaminated Sediment / Dredging, Capping and Treatment Specialist - 1 expert** (A bachelor's degree in engineering, environmental sciences, geology or a related field; at least 10 years of overall experience; at least 5 years of experience in sediment characterisation, dredging/removal/capping/treatment, dewatering, beneficial reuse/disposal, contaminant mass balances and constructability).					

Eligibility and qualification criteria			Qualification requirements				Required document
No.	Subject	Requirements	Single entity	Joint Venture			
				All members combined[1]	*Each member*	*One member*	
		5. Contaminated Soil/Sediment and Hydrogeology Specialist - 1 expert (A bachelor's degree in hydrogeology, contaminant hydrogeology, geochemistry, environmental engineering or a related field; at least 10 years of overall experience; at least 5 years of experience in hydrocarbon/industrial contamination, borehole investigations, groundwater, conceptual site models and remediation option appraisal). **6. Hydrologist / Hydraulic and Flood Modelling Specialist - 1 expert** (A bachelor's degree in civil engineering, environmental engineering, hydrology, geology or a related field; at least 10 years of overall experience; at least 5 years of experience in lake/catchment water balances, stormwater/flood modelling, pumping/outfall systems and climate-resilient hydraulic design). **7. Wastewater / Pollution Source Control Specialist - 1 expert** (A bachelor's degree in environmental sciences, environmental engineering, chemistry, biology or a related field; at least 10 years of overall experience; at					

Eligibility and qualification criteria			Qualification requirements				Required document
No.	Subject	Requirements	Single entity	Joint Venture			
				All members combined[1]	*Each member*	*One member*	
		least 5 years of experience in sewerage, wastewater interception, decentralised/centralised treatment, industrial effluents and source control in urban drainage). **8. Environmental and Social Impacts Specialist - 1 expert** (A bachelor's degree in environmental sciences, environmental engineering, natural resources management, social sciences, sociology, sustainability studies, ecology, biology, hydrology or a related field; at least 10 years of overall experience; at least 5 years of experience in the assessment and management of environmental and social risks and impacts of projects, aquatic/wetland ecology, habitat restoration, bird/ecosystem assessment and biodiversity impact mitigation). **9. Economist / Financial Analyst - 1 expert** (A bachelor's degree in finance, economics, accounting, mathematics, statistics or a related field; at least 10 years of overall experience; at least 5 years of experience in IFI economic appraisal, CBA/EIRR/NPV, life-cycle					

Eligibility and qualification criteria			Qualification requirements				Required document
No.	Subject	Requirements	Single entity	Joint Venture			
				All members combined[1]	*Each member*	*One member*	
		costing, sensitivity analysis and public-sector affordability). **10. GIS / Remote Sensing and Survey Lead - 1 expert** (A bachelor's degree in geomatics, geospatial sciences, geodetic engineering, geography or a related field; at least 10 years of overall experience; at least 5 years of experience in GIS databases, satellite change detection, topographic/bathymetric integration and spatial data QA/QC).					

SECTION IV. QUALIFICATION FORMS

FORM 1. Application Submission Letter

Application submission date: (insert date)

Subject of the Prequalification Document: Preparation of a Comprehensive Feasibility Study for the Assessment, Remediation, Clean-up, Ecological Rehabilitation and Sustainable Management of 12 Priority Lakes on the Absheron Peninsula of the Republic of Azerbaijan

Prequalification Document number: (insert number)

To: Ministry of Ecology and Natural Resources

We, the undersigned, apply to participate in the supplier prequalification procedure under the requirements of the above-referenced Prequalification Document and declare that:

(a) No reservations: We have examined the Prequalification Document and all its constituent documents, including any addenda and amendments issued under Section 7 of the Instructions, and have no reservations regarding them;

(b) Eligibility: We meet the requirements of Section 3 of the Instructions and confirm that no conflict of interest exists;

(c) No obligation to accept: We understand that, under Section 24 of the Instructions, you may cancel the supplier prequalification procedure at any time without incurring liability, and that you are under no obligation to accept any application or to invite qualified suppliers to submit proposals;

(d) Truth and accuracy: To the best of our knowledge, all information, statements and descriptions in our application are true, correct and complete in every respect.

Supplier's name: (insert Supplier's name)

Supplier's TIN: (insert Supplier's TIN)

Full name of the person authorised to sign the application on behalf of the Supplier: (insert full name)

Position of the application signatory: (insert full position title)

Date of signature: (insert date)

FORM 2. Technical Resources

NOT APPLICABLE

No.	Equipment name, manufacturer and model	Year of manufacture	Current location and availability	Owner	Owner's name, address, contact details and rental terms *(if not owned)*
1.			(specify location and whether in use or available)	(owned, rented, leased or custom-made)	(provide details of rental, leasing or manufacture of equipment for this procurement)
2.					
3.					
4.					
5.					

FORM 3. Curriculum Vitae and Declaration of Proposed Key Personnel

The Supplier shall provide the relevant information separately for each individual to demonstrate clearly its ability to meet the key personnel requirements listed in Section III, Qualification Criteria and Procedures. A detailed Gantt chart or equivalent schedule showing the proposed period of engagement of each person in every position shall also be provided.

<table>
<tr><td colspan="3">Supplier's name: (insert Supplier's name)</td></tr>
<tr><td colspan="3">Position for which the candidate is proposed: (insert the position specified in Section III, Evaluation and Qualification Criteria and Procedures)</td></tr>
<tr><td rowspan="4">Personal information</td><td>Full name:
(insert the full name of the candidate proposed for the position specified in Section III, Evaluation and Qualification Criteria and Procedures)</td><td>Date of birth:</td></tr>
<tr><td rowspan="2">Address:</td><td>Email:</td></tr>
<tr><td>Mobile number:</td></tr>
<tr><td colspan="2">Professional certifications:</td></tr>
<tr><td></td><td colspan="2">Education:</td></tr>
<tr><td>(language and levels of speaking, reading and writing proficiency)</td><td colspan="2">Language skills:
(language and levels of speaking, reading and writing proficiency)</td></tr>
<tr><td rowspan="5">Employment information</td><td colspan="2">Employer's name:</td></tr>
<tr><td colspan="2">Employer's address:</td></tr>
<tr><td colspan="2">Contact person (manager / HR officer):</td></tr>
<tr><td>Telephone:</td><td>Email</td></tr>
<tr><td>Position</td><td>Length of service with current employer</td></tr>
<tr><td colspan="3">Summarise professional experience in reverse chronological order. Indicate specific technical and managerial experience relevant to the services to be procured.</td></tr>
</table>

Employer/Project	Position	Work period	Relevant experience
(key details of the employer or project)	*(position and responsibilities in this employment)*	*(period served in this position)*	*(describe the relevance of this experience to the responsibilities of the proposed position)*

Declaration

By signing, I certify that the information provided in FORM 3 accurately describes my qualifications and experience.

I understand that any misrepresentation, concealment or omission of information in this Form may be taken into account in the evaluation of the proposal and may lead to my exclusion from the supplier prequalification procedure, the procurement or, if a contract is awarded, performance of the Contract.

Candidate's full name: (insert full name)

Signature: _____

Date: (insert date)

Full name of the Supplier's authorised representative: (insert full name)

Signature: _____

Date: (insert date)

FORM 4. Supplier Information

Supplier's name: (insert Supplier's name)
For a Joint Venture, name of each member: (insert each member's legal name)
Supplier's country of registration: (insert country)
Supplier's year of establishment: (insert year)
Supplier's registered and business addresses: (insert addresses)
Supplier's authorised representative: • **Full name: (insert full name)** • **Address: (insert address)** • **Contact telephone number: (insert number)** • **Email address: (insert email)**

FORM 5. Joint Venture Information

(if applicable, complete separately for each Joint Venture member)

Joint Venture name: (insert Supplier's name)
Name of the Joint Venture member: (insert member's legal name)
Joint Venture member's country of registration: (insert country)
Joint Venture member's year of establishment: (insert year)
Joint Venture member's business and registered addresses: (insert addresses)
Joint Venture's authorised representative: • **Full name: (insert full name)** • **Address: (insert address)** • **Contact telephone number: (insert number)** • **Email address: (insert email)**

FORM 6. Experience in Similar Assignments

No.	Start and completion dates	Procuring entity and contact details (address, email and telephone)	Subject matter of the contract	Description of the similarity of the completed assignment to the present procurement (location, main components, quantities/volumes, etc.)	Contract value *(in AZN)*	Implementation status *(if ongoing, specify percentage completed)*	Supplier's role
1.							(Supplier, subcontractor or Joint Venture member)
2.							
3.							
4.							
5.							

FORM 7. Subcontractor Information

No.	Subcontractor's legal name and TIN	Contact details	Description of the works to be performed	Share of contract value (%)
1.				
2.				
3.				
4.				
5.				

(B) REQUIREMENTS FOR THE SERVICES

TERMS OF REFERENCE FOR THE ABSHERON LAKES FEASIBILITY STUDY

1. Purpose and Status of the Terms of Reference

These Terms of Reference define the scope of work, methodology, deliverables and schedule for an international consulting firm (hereinafter referred to as the Consultant) to prepare a comprehensive Feasibility Study (FS) for the rehabilitation of twelve priority lakes on the Absheron Peninsula. The FS shall provide the Government of Azerbaijan with a technically sound, environmentally and socially responsible, economically justified, climate-resilient and implementable investment programme that can proceed to detailed design, financing appraisal and procurement.

The FS shall be a decision-oriented document rather than a merely descriptive report. It shall establish a verified baseline; identify and quantify pollution sources and pathways; define rehabilitation objectives for each lake; assess technically feasible alternatives; recommend preferred solutions; estimate investment and operating costs; assess environmental and social risks; clarify land and legal requirements; define institutional arrangements; prioritise interventions; and prepare a phased financing and implementation roadmap.

1.1 Applicable Standards and Reference Framework

The Consultant shall comply with the legislation and technical regulations of the Republic of Azerbaijan. Where national requirements differ from those normally applied by International Financial Institutions (IFIs), the Consultant shall identify the differences and propose an approach that meets both national requirements and the applicable lender standard, subject to approval by the Client and the prospective financier.

- The World Bank Environmental and Social Framework (ESF), including its ten Environmental and Social Standards, particularly ESS1, ESS2, ESS3, ESS4, ESS5, ESS6, ESS8 and ESS10.
- The EBRD Environmental and Social Policy 2024 and Environmental and Social Requirements (ESRs), particularly ESR1, ESR2, ESR3, ESR4, ESR5, ESR6, ESR8 and ESR10.
- The ADB Environmental and Social Framework applicable to projects with concept notes approved from 2026 onwards, including its risk-based approach and ten Environmental and Social Standards. Where an ADB operation remains subject to the earlier Safeguard Policy Statement, the Consultant shall identify the applicable requirements.
- The relevant World Bank Group Environmental, Health and Safety Guidelines and other recognised Good International Industry Practice (GIIP) for contaminated land, wastewater, waste management, dredging, sediment management, occupational health and safety, community health and safety, and biodiversity.
- Recognised international standards relevant to the assignment for laboratory analysis, sampling, hydrographic and geotechnical surveys, contaminated site investigation, hydrology and economic appraisal.

1.2 Core Study Principles

- Control of pollution sources before or in parallel with remediation.

- Development of solutions tailored to each lake within a coherent peninsula-wide hydrological and institutional framework.
- Risk-based remediation targets linked to existing and future beneficial uses.
- Application of the mitigation hierarchy and prevention of pollution transfer between environmental media or communities.
- Climate-resilient design, life-cycle costing, and sustainable operation and maintenance (O&M).
- Transparent analysis of alternatives and investment decisions supported by traceable evidence.
- Protection of human health and the environment.
- Risk-based assessment and appraisal of site-specific remediation alternatives, including a Health Risk Assessment (HRA) for each alternative and the selected alternative.
- Application of the mitigation hierarchy.
- Preference for in-situ and minimally invasive methods.
- Nature-based remediation.
- Minimisation of excavation and dredging; prevention of secondary pollution.
- Sustainable management of excavated materials.
- Climate-resilient design.
- Protection of sensitive receptors.
- Phased and adaptive implementation.
- Life-cycle sustainability assessment.
- Stakeholder engagement and community safety.
- Measurable remediation outcomes.
- Long-term monitoring and responsible stewardship.
- Safe and beneficial future use.

2. Background and Strategic Context

The Absheron Peninsula is Azerbaijan's principal metropolitan, industrial and historic oil-producing region. Over several decades, rapid urbanisation, past oil production, industrial activity, incomplete sewerage and drainage coverage, unregulated construction and historically inadequate waste management have placed substantial pressure on lakes, wetlands, soils and shallow groundwater. Several lakes have become receiving basins for untreated or partially treated domestic wastewater, oil-contaminated drainage water, industrial effluents, stormwater and solid waste. At the same time, shoreline filling, road construction, land reclamation and urban development pressures have altered natural catchments and water balances.

The problem spans several sectors. Deteriorating water quality is closely linked to sewerage infrastructure gaps, while sediment contamination is associated with historic oil and industrial activities. Flooding may be linked both to lake levels and deficiencies in urban drainage. Shoreline degradation is related to land-use control and waste management, while the sustainability of rehabilitation depends on long-term institutional ownership and maintenance.

2.1 Existing Programme and Project Context

Azerbaijan has implemented significant environmental improvement initiatives over the past fifteen years. The State Programme for the Socio-Economic Development of Baku and Its Settlements for 2014-2016 included measures to improve the environmental condition of priority Absheron lakes. The most prominent intervention was the first phase of Boyukshor Lake rehabilitation, implemented ahead of the 2015 European Games. It covered a priority

section of the lake and combined pollution source control, hydraulic separation, contaminated material management, shoreline improvements and public space development.

In the mid-2010s, World Bank project preparation also considered an Absheron Lakes Cleanup and Rehabilitation Project intended to reduce Greater Baku residents' exposure to pollution risks around selected lakes. That project did not proceed to implementation at the envisaged scale. More recently, the Government and the World Bank have resumed work under the Livable Baku preparation phase. In 2025-2026, consultancy services were initiated to update feasibility studies and technical designs for Zigh, Khojasan and Boyukshor lakes and to prepare environmental and social risk management instruments for sustainable lake clean-up and area rehabilitation.

2.2 Rationale for the Current Twelve-Lake FS

Recent monitoring shows that environmental improvement remains incomplete and uneven. The current FS shall therefore enable a transition from isolated interventions to a prioritised twelve-lake programme based on a common methodological framework and comparable evidence. The study shall distinguish urgent pollution source control from sediment remediation, flood management, ecological restoration and wider urban regeneration, and identify where shared infrastructure or catchment-level measures would be more effective than individual lake projects.

3. Current Conditions and Drivers of Degradation

The latest monitoring materials for 2025-2026 supplied by the Client indicate a combination of untreated wastewater, microbiological contamination, high organic loading, localised contamination by oil and petroleum products, dumping of solid and construction waste, shoreline filling, altered hydrology and inadequate drainage. Lake areas have changed significantly at several locations, partly because of filling and construction and partly because of natural or managed changes in the water balance.

Lake	Area in 2026, ha	Indicative issues identified by current monitoring
Pirshaghi	19.01	Untreated domestic wastewater; illegal filling; drainage/flooding; inter-lake regulation and discharge to the Caspian Sea.
Masazir	966.25	Unstable water balance; wastewater; shoreline filling; surfactants; drainage deficiencies.
Dashagil	106.17	High organic and microbiological contamination; reported acute ecotoxicity; filling; risk of high water levels.
Puta	28.23	Industrial/urban pressures; water balance and contamination require further verification.
Western Girmizi	468.30	Oil waste, solid waste, filling and burning; high hydrological variability.
Eastern Girmizi	98.83	Significant loss of lake area; wastewater; petroleum products/phenols; contaminated sediment.
Binagadi	79.23	Urban/industrial pressures and hydrological connections requiring system-level assessment.

Lake	Area in 2026, ha	Indicative issues identified by current monitoring
Zabrat-1	18.95	Reported large wastewater inflows; filling; inadequate stormwater drainage and flooding.
Zabrat-2	49.43	Domestic wastewater; oil/petroleum contamination; waste dumping; landscape deformation.
Bulbula	94.50	Multiple wastewater inflows; high BOD/ammonium and microbiological contamination; pumped transfer.
Boyuk Gizilnohur	54.20	Domestic wastewater; artificial water supply; inter-lake regulation; filling/drainage issues.
Gala	88.56	The baseline shall be established under the FS. Pollution sources, hydrology/hydrogeology, water and sediment quality, shoreline condition, land use and rehabilitation needs shall be characterised.

Note: The above figures are preliminary information only and shall be independently verified by the Consultant.

3.1 Principal Drivers to Be Investigated and Quantified

- Legacy hydrocarbon and industrial contamination in soils, groundwater and sediments.
- Direct and indirect discharge of untreated or inadequately treated domestic wastewater.
- Industrial and commercial effluents, including historic and current oil-sector sources.
- Solid waste, construction and demolition waste, and uncontrolled shoreline filling.
- Alteration of catchments, lake boundaries, inlet/outlet channels and natural drainage.
- Inadequate stormwater infrastructure and local flooding.
- Fragmented responsibilities for lakes, land, wastewater, drainage, waste and urban planning.
- Climate variability, high evaporation, drought and intense rainfall.
- Urban development pressures and loss of shoreline buffer zones.
- Health statistics for the Absheron region or Greater Baku to assess carcinogenic and non-carcinogenic risks arising from contamination.

4. Measures Implemented During the Last 10 Years

The Consultant shall prepare a verified inventory and performance review of significant interventions implemented from approximately 2016 to the present. The review shall cover national programmes, municipal and utility works, environmental remediation measures, donor/IFI project preparation, private initiatives, and emergency lake-level or drainage management measures.

4.1 Known Interventions and Initiatives to Be Reviewed

- State Programme measures to improve the environmental condition of priority Absheron lakes, including the nine-lake agenda associated with the Baku development programme for 2014-2016.
- Phase I rehabilitation of Boyukshor Lake in 2014-2015, including hydraulic separation of a priority lake section, reduction of wastewater and pollution sources, management

of contaminated sediments or oil-impacted materials, shoreline restoration, landscaping and public space development.

- Any designs, environmental assessments or partial implementation of subsequent Boyukshor Lake phases, and the reasons why earlier concepts were not implemented or were modified.
- Previous feasibility studies/design work and rehabilitation concepts for Zigh and Khojasan lakes, and their current status.
- World Bank-supported solid waste sector reforms and closure/rehabilitation of illegal dumps affecting lake catchments.
- Current Livable Baku preparation assignments, including updated feasibility studies/technical designs and environmental and social instruments for Zigh, Khojasan and Boyukshor.
- Lake-level regulation and water transfer systems, including pumping from Bulbula Lake to the Hovsan Aeration Station and connections between Gizilnohur/Pirshaghi and other lakes.
- Artificial water supply measures, including supply from irrigation canals to lakes where used to maintain water levels.
- Recent landscaping, drainage, shoreline filling, road widening, protection works, construction or redevelopment around the lakes.
- Environmental monitoring, laboratory campaigns, satellite mapping, enforcement and permitting activities by relevant authorities.

4.2 Performance Assessment Requirement

For each significant intervention, the Consultant shall record: objective; implementing agency; location and scale; design basis; implementation date; cost and funding source where available; works completed; current operational condition; observed environmental, hydraulic and social outcomes; O&M arrangements; residual or recurring problems; and lessons for the proposed programme. The Consultant shall specifically establish whether pollution sources were permanently eliminated, intercepted, treated, relocated, or merely diluted/displaced, and whether removed or contaminated materials were safely managed.

5. Feasibility Study Objectives and Expected Outcomes

5.1 Overall Objective

To prepare a comprehensive, finance-ready and prioritised investment programme for the sustainable assessment, remediation, clean-up and ecological rehabilitation of twelve Absheron lakes, suitable for Government decision-making, subsequent detailed design, and potential financing from the state budget, IFIs and other sources.

5.2 Mandatory Expected Outcomes

- A comprehensive technical and environmental assessment of the current condition of all twelve lakes, including verified boundaries and shorelines, topographic/GIS mapping, bathymetry, depth, bed morphology and sediment profile.
- Identification of the extent, nature and principal sources of contamination through laboratory analysis of water, soil, sludge and bed sediments, including heavy metals and other relevant contaminants, together with assessment of wastewater, industrial/municipal waste, stormwater and surface runoff.
- Assessment of hydrological and hydrogeological regimes, including inflows and outflows, water balance, groundwater interaction and drivers of water-level change, and identification of measures for long-term sustainability.

- Assessment of human health risks within the direct, secondary and tertiary impact zones around the lakes, based on a description of those zones.
- Assessment of environmental and social risks to communities around the lakes and of potential impacts arising from phased clean-up and remediation works.
- Development of alternative rehabilitation and clean-up options for each lake, including dredging/removal of sediment, aeration, physical/chemical treatment, biological treatment and other applicable methods, and comparison through multi-criteria analysis.
- Development of a technically, environmentally and legally acceptable in-situ management and remediation strategy for contaminated sludge and lake-bed sediments. The strategy shall include volume estimates, characterisation and contamination classification, identification of contamination hotspots, assessment and selection of appropriate in-situ treatment, stabilisation, isolation or monitored natural recovery measures, and long-term performance monitoring.
- The strategy shall not envisage excavation, dewatering or off-site transport of contaminated materials unless a site-specific risk assessment demonstrates that localised removal is technically unavoidable and the relevant authorities approve it.
- Following a comprehensive risk-based assessment of alternative scenarios, the Most Feasible Alternative (MFA) shall be selected in consultation with the Client, and an MFA Action Plan shall be prepared.
- All contaminated sludge and sediments shall be managed within the project site through in-situ or on-site remediation measures. Excavation for transport, dewatering and off-site disposal shall not form part of the proposed remediation strategy.
- A technically and legally acceptable solution for managing sludge and sediments removed from the lake bed, including volumes, contamination classification, dewatering, transport, potential reuse and safe final disposal.
- Measures to prevent recontamination, including elimination/control of existing sources, management of future wastewater and surface runoff, and long-term monitoring and O&M arrangements.
- Clarification of the legal status and functional use of the lakes and adjacent shoreline areas, access rights, land-use and zoning requirements, consents and permits.
- Financial and economic appraisal for each lake, including CAPEX, OPEX, equipment, energy, monitoring and maintenance costs, cost-benefit analysis and economic viability.
- An environmental and social risk management framework covering ESIA/ESMP requirements where necessary, mitigation, monitoring/reporting, stakeholder engagement and resettlement-related measures.
- A portfolio of finance-ready projects enabling the recommended projects to proceed to detailed design and physical rehabilitation works.

6. Scope of Services and Methodology

Task 1 - Inception, Data Review, Gap Analysis and Stakeholder Mapping

- Confirm the final list of twelve lakes, their official names, study boundaries, catchments and interfaces with adjacent development projects.
- Collect and review all previous feasibility studies/designs, environmental assessments, monitoring data, laboratory results, satellite imagery, utility and drainage plans, land/cadastral data, permits, oil/industrial records and master plans.

- Prepare a data quality and gap assessment identifying which information can be relied upon, which requires verification, and which new investigations are needed.
- Establish a GIS geodatabase, document register and common coordinate/reference system for the assignment.
- Prepare a stakeholder map and consultation programme covering national and local authorities, utilities, communities, businesses, land users, vulnerable groups and major polluters/operators.
- Prepare a detailed field investigation, sampling and laboratory QA/QC plan, HSE plan, risk register and decision criteria for selecting alternatives.

Task 2 - Topographic, Bathymetric, Geospatial and Land-Use Surveys

- Survey lake boundaries, shorelines, filled/reclaimed areas, inflows and outflows, drainage assets, roads, structures, settlements and sensitive receptors.
- Conduct bathymetric surveys sufficient to estimate lake volume, depth contours, bed morphology and sediment thickness at FS level.
- Prepare digital terrain/elevation models and GIS layers suitable for hydrological/flood modelling and conceptual design.
- Analyse historical changes in shoreline and surface area using satellite/aerial imagery for at least 2015, 2020/2021, 2025 and the current condition.
- Map legal land parcels, actual occupancy, land use, informal encroachments, access constraints, public/private ownership, and potential needs for land acquisition or temporary occupation.

Minimum Survey Quality

All survey methods, accuracy classes, coordinate systems and metadata shall be documented. Geodetic control and outputs shall be compatible with subsequent detailed design and delivered in editable GIS/CAD formats and PDF. The Consultant remains responsible for ensuring that survey density is sufficient to support FS-level quantities and decisions.

Task 3 - Water, Sediment, Soil and Groundwater Characterisation

The Consultant shall design and implement a representative, risk-based sampling programme taking account of lake size, suspected source zones, inflows and outflows, land uses, sediment accumulation areas and ecological receptors. Accredited laboratories and recognised analytical methods shall be used, with documented chain of custody, blanks, duplicates, calibration and QA/QC.

Water Quality

Sampling, in-situ measurement of physical parameters, and laboratory analysis in accordance with international standards:

pH
Temperature, °C
Turbidity, NTU1)
Dissolved oxygen, mg/l O2
Total dissolved solids (TDS), mg/l 1)
Nitrates, mg/l NO3-N
Nitrites, mg/l NO2-N
Ammonium, mg/l NH4-N
Kjeldahl nitrogen, mg/l N
Total phosphorus, mg/l P

Phosphates, mg/l PO4-P
Sulphur, mg/l SO4-S
Chloride, mg/l
Biochemical oxygen demand (BOD), mg/l
Chemical oxygen demand (COD), mg/l
Magnesium, mg/l
Calcium, mg/l
Arsenic, mg/l
Barium, mg/l
Mercury, mg/l
Cadmium, mg/l
Chromium, mg/l
Copper, mg/l
Lead, mg/l
Nickel, mg/l
Zinc, mg/l
Total petroleum hydrocarbons (TPH), mg/l
Polycyclic aromatic hydrocarbons (PAH), mg/l
Total coliforms, cfu/100 ml#
E. coli, cfu/100 ml#
Phytoplankton analysis (lake water)
Zooplankton analysis (lake water)

Sediments, Sludge and Contaminated Soil

Characterisation shall determine contaminant concentrations, vertical distribution, physical properties, particle-size distribution and chemical parameters required to appraise dredging, dewatering, treatment, beneficial reuse or disposal options. The Consultant shall estimate contaminated volumes by risk/management category, rather than only total sediment volume. Sampling and laboratory analysis shall comply with international standards:

TPH (>C10-C12), mg/kg
TPH (>C12-C16), mg/kg
TPH (>C16-C21), mg/kg
TPH (>C21-C30), mg/kg
TPH (>C30-C35), mg/kg
TPH (>C35-C40), mg/kg
∑ TPH (C10-C40), mg/kg
16 PAH, mg/kg
BTEX, mg/kg
pH H2O (1:2.5)
Chlorides (water-extractable), %
Sulphates, as SO3-S, %
Loss on ignition (organic matter), 450°C, %
Total nitrogen, ppm (sum of NO2+NO3+NH4), as N
Olsen phosphorus, as P, ppm
Total calcium (Ca), ppm
Total magnesium (Mg), ppm
Total arsenic (As), ppm
Total cadmium (Cd), ppm

Total chromium (Cr), ppm
Total copper (Cu), ppm
Total cobalt (Co), ppm
Total lead (Pb), ppm
Total nickel (Ni), ppm
Total zinc (Zn), ppm
Total mercury, ppm

Groundwater

Where hydrocarbon or industrial contamination is suspected, undertake a phased investigation using boreholes/test pits, soil and groundwater samples, and suitable field screening methods. Develop a conceptual site model identifying sources, pathways and receptors. Investigations shall be sufficient to delineate contamination and estimate costs at FS level, with clear identification of residual uncertainties to be resolved during detailed design. Relevant parameters shall include:

pH
Temperature, °C
Turbidity, NTU
Dissolved oxygen, mg/l O2
Total dissolved solids (TDS), mg/l
Electrical conductivity, mS
Nitrates, mg/l NO3-N
Nitrites, mg/l NO2-N
Ammonium, mg/l NH4-N
Kjeldahl nitrogen, mg/l N
Total phosphorus, mg/l P
Phosphates, mg/l PO4-P
Sulphur, mg/l SO4-S
Chloride, mg/l
BOD, mg/l
COD, mg/l
Magnesium, mg/l
Calcium, mg/l
Arsenic, mg/l
Barium, mg/l
Mercury, mg/l
Cadmium, mg/l
Chromium, mg/l
Copper, mg/l
Lead, mg/l
Nickel, mg/l
Zinc, mg/l
TPH, mg/l
Volatile organic compounds (VOC), mg/l
PAH, mg/l

Task 4 - Ecology, Biodiversity and Ecosystem Services

- Survey aquatic and shoreline habitats, reedbeds/wetlands, birds and other relevant flora and fauna.
- Identify protected/sensitive habitats, importance for migratory birds, invasive species, ecosystem services and restoration opportunities.
- Assess ecological risks arising from existing contamination and remediation methods, including dredging, dewatering, water-level changes and construction access.
- Define ecological objectives and practical habitat restoration measures for each lake.
- Where all seasonal surveys cannot be completed within the FS period, define the subsequent seasonal survey programme required before works commence.

Task 5 - Hydrology, Hydrogeology, Water Balance and Flood Risk

- Delineate catchments/sub-catchments and quantify rainfall, evaporation, surface inflows, wastewater inflows, groundwater exchange, artificial water supply, pumping, outflows and inter-lake transfers.
- Measure or estimate dry-weather and wet-weather flows at key inflow/outflow points, distinguishing wastewater from stormwater where possible.
- Assess groundwater levels, flow directions and contaminant pathways where relevant.
- Define existing and target operating water levels, seasonal ranges and maximum safe levels.
- Model relevant design rainfall events and flood pathways, including interaction with inadequate local drainage.
- Assess climate change effects on rainfall intensity, drought, evaporation and water availability using recognised scenarios.
- Develop preliminary lake-level operating rules, pumping/outlet capacities, redundancy requirements and emergency measures.
- Model hydraulically connected lakes as an integrated system where this materially affects the recommended investments.

Task 6 - Pollution Source Inventory and Contaminant Load Assessment

The Consultant shall prepare a georeferenced inventory of current and historic pollution sources and quantify contaminant loads to the extent practicable. Categories shall include domestic wastewater; industrial and commercial effluents; oil-contaminated groundwater/drainage water; stormwater runoff; solid and construction waste; contaminated soils and sediments; and polluted inter-lake transfers.

Source Control Plan

For each significant source, identify its location, estimated flow/load, contaminant profile, responsible or associated entity where identifiable, legal/permit status, existing controls and technically feasible source control alternatives. The plan shall include conceptual wastewater interception/treatment or sewer connection measures, drainage improvements, oil pollution control, waste removal/prevention of recurrence, and enforcement and institutional measures. The Consultant shall distinguish prerequisites that must be implemented before lake remediation from measures that can proceed in parallel.

Task 7 - Human Health and Ecological Risk Assessment

Undertake risk assessment, ranging from screening to detailed assessment, proportionate to each lake's contamination and intended future use. Identify sources, pathways and receptors; assess direct contact, inhalation, ingestion, food-chain/ecological pathways and community exposure where relevant; and use the results to define risk-based remediation objectives.

- Current risks to nearby residents, workers, informal users, children and other sensitive receptors.
- Ecological risks to aquatic and terrestrial receptors.
- Risks from floodwater or contaminated drainage reaching residential areas.
- Construction/remediation risks, including odour, dust, contaminated aerosols, transport, dredging and temporary storage.
- Residual risk under each remediation alternative and the need for land-use/access restrictions.

Task 8 - Development and Appraisal of Rehabilitation Alternatives

Develop a justified range of technically feasible options for each lake. Alternatives shall combine pollution source control, contaminated material management, water quality improvement, hydraulic management, ecological restoration and shoreline measures as appropriate. No single technology shall be assumed in advance to suit all lakes.

- Do-nothing / minimum-intervention baseline scenario.
- Wastewater interception, sewer connections, decentralised/centralised treatment or other source control solutions.
- Contaminated sediment removal, capping, in-situ stabilisation/treatment, monitored natural recovery or dredging.
- Mechanical, physical, chemical or biological water treatment, aeration/oxygenation and nutrient management measures where justified.
- Remediation of oil-contaminated soils/groundwater and management of former industrial sites.
- Solid waste removal and prevention of renewed dumping.
- Hydraulic structures, pumps, outlets, channels, drainage improvements and flood risk reduction.
- Nature-based solutions, wetland/reedbed restoration and shoreline habitats.
- Shoreline stabilisation, buffer zones, safe access and appropriate public space measures where part of the agreed future use.

Task 9 - Multi-Criteria Analysis and Selection of Preferred Solutions

The Consultant shall apply transparent multi-criteria analysis (MCA) agreed with the Client. Criteria and weights shall be documented and subject to sensitivity analysis. At a minimum, the MCA shall consider: pollution reduction; human health risk reduction; ecological improvement; technical effectiveness; constructability; sediment/waste generation; land requirements; climate/flood resilience; CAPEX; OPEX/life-cycle costs; energy use/carbon; implementation time; permits; social impacts; stakeholder acceptability; O&M complexity; institutional capacity; and recontamination risk.

The preferred alternative shall be selected on overall life-cycle performance rather than the lowest initial cost. Where uncertainty is significant, the Consultant shall recommend pilot trials, treatability studies or phased implementation before a full-scale remediation commitment.

Task 10 - Sediment, Sludge and Contaminated Material Management Plan

The FS shall address sediment management as a complete chain from excavation/dredging to final destination. The Consultant shall avoid assuming that contaminated sediment can be disposed of as ordinary soil without characterisation and regulatory approval.

- Estimate volumes by contamination class and physical characteristics.
- Compare dredging/excavation/capping methods and measures to control resuspension and emissions.
- Identify feasible dewatering technologies and locations, including temporary facilities and return-water treatment.
- Identify transport routes, traffic/community impacts and requirements for leak-proof vehicles.
- Assess treatment, stabilisation, thermal/biological processing and other methods where justified.
- Assess beneficial reuse opportunities only where chemical, geotechnical and regulatory criteria are met.
- Identify licensed disposal or hazardous waste management routes and the need for new or expanded facilities.
- Prepare a mass balance, preliminary logistics plan, cost estimate and contingency for uncertain sediment volumes.

Task 11 - FS-Level Conceptual Engineering

For each preferred lake solution, develop preliminary engineering sufficient to establish technical feasibility, land requirements, quantities, costs and implementation risks. The FS is not a detailed design, but shall provide a clear technical basis for the next design stage.

- Design basis, criteria and assumptions.
- Site layouts, process flow diagrams, hydraulic schematics and typical sections.
- Preliminary sizing/capacity of wastewater interceptor sewers, treatment facilities, pumps, outlets, channels, dewatering areas and other major infrastructure.
- Estimated dredging/excavation/capping quantities and contaminated material flows.
- Temporary facilities, access roads, stockpile areas, utility diversions and construction logistics.
- Electricity, water and other utility requirements.
- O&M concept, staffing, monitoring equipment, consumables, spare parts and estimated energy demand.
- Construction sequencing and measures to maintain safe water levels and pollution control during works.
- Design life and climate resilience provisions.
- Preliminary technical specifications and scope for subsequent detailed design.

Task 12 - Prevention of Recontamination and Long-Term Monitoring

- Define measurable performance indicators and target values for water, sediment, ecology and hydraulics.
- Define requirements for continuous surveillance of pollution sources and discharge control.
- Specify monitoring locations, frequency, parameters, responsibilities, data management and public reporting where appropriate.
- Define inspection and maintenance requirements for pumps, outlets, channels, wetlands, shoreline structures and treatment systems.

- Define trigger thresholds and corrective actions for increasing contamination, lake-level problems, illegal dumping or system failure.
- Recommend institutional and enforcement arrangements needed to protect completed investments.
- Within the FS, prepare conceptual designs for Local SCADA systems for each lake, an integrated Central SCADA system, and an initial Central Environmental Risk Assessment Information System (ERAIS), to support continuous long-term environmental monitoring, centralised data management, risk assessment and early warning across all Absheron lakes.

7. Individual Lake Feasibility Dossiers and Programme Prioritisation

The Consultant shall prepare a standardised feasibility dossier for each lake so that the twelve projects can be compared on a consistent basis. Each dossier shall be a complete standalone document, with cross-references to common system studies and shared infrastructure.

7.1 Lake Dossier

- Baseline and current conditions, including maps and verified area/volume.
- Historical changes and previous interventions.
- Pollution source inventory and summary of contaminant loads.
- Water/sediment/soil/groundwater quality and conceptual site model.
- Hydrology, water balance and flood/drainage assessment.
- Human Health Risk Assessment (HRA) and ecological risk characterisation assessment.
- Future functional use and rehabilitation objectives.
- Alternatives and multi-criteria analysis (MCA).
- Preferred solution and FS-level conceptual design for the Most Feasible Alternative (MFA).
- Sediment/waste management route.
- Land/access/permit requirements.
- Environmental and social risks and required instruments.
- CAPEX/OPEX/life-cycle costs and economic analysis.
- Implementation schedule, procurement packaging, O&M model and residual risks.

7.2 Programme Prioritisation

Rank lakes and interventions by urgency and readiness using an agreed scoring framework. The Consultant shall develop at least four implementation categories: (i) immediate, no-regret source control and safety measures; (ii) first-priority investment packages suitable for accelerated design/financing; (iii) second-phase investments requiring further investigation or enabling infrastructure; and (iv) long-term ecological/urban rehabilitation measures.

7.3 Shared and Inter-Lake Infrastructure

The Consultant shall identify opportunities for shared wastewater interception, sludge/sediment treatment, disposal, laboratories, monitoring systems, pumping/control centres or procurement packages. Where shared solutions are recommended, costs and benefits shall be allocated transparently among the participating lakes.

8. Environmental and Social, Climate and Stakeholder Requirements

8.1 Environmental and Social Assessment

The Consultant shall prepare an environmental and social assessment appropriate to the FS stage to classify risks, identify significant issues, compare alternatives and define the scope of instruments required by financing institutions.

- Environmental and social screening and risk classification for each lake/package.
- Gap analysis between Azerbaijani requirements and the selected IFI framework.
- Mitigation hierarchy and preliminary ESMP measures for construction/operation.
- Labour and working conditions, occupational health and safety (OHS), contractor management and emergency preparedness.
- Community health, traffic, contaminated material transport, odour/dust/noise, water safety and security.
- Screening for land acquisition, temporary occupation, livelihood impacts, informal users/occupants and resettlement.
- Biodiversity and habitat impacts, including nature-positive restoration opportunities.
- Cultural heritage / chance finds requirements.
- Cumulative impacts across lakes, catchments and adjacent redevelopment areas.
- Stakeholder engagement, grievance mechanisms and disclosure requirements.

Under the Client's coordination, the Consultant shall cooperate with the ESIA/ESMP consultant to be engaged through a separate procurement and provide the baseline data, survey and laboratory results, GIS data, alternatives, conceptual engineering solutions and other relevant materials developed under the FS. Data exchange and mutual technical reviews across the separate contracts shall ensure consistency between the FS and the ESIA/ESMP documents.

8.2 Climate Risk and Greenhouse Gas Considerations

Undertake a climate risk and vulnerability assessment proportionate to the programme. Assess extreme rainfall, drought, heat/evaporation, water scarcity, reliability of energy supply and other relevant hazards. Compare adaptation measures and incorporate resilience into preferred design solutions. Assess significant operating energy demand and, where material to decision-making, the greenhouse gas implications of treatment, dredging, transport and disposal alternatives.

8.3 Stakeholder Engagement

Undertake meaningful consultation during baseline assessment, alternatives development and preparation of preliminary recommendations. Document consultations and seek input particularly from lake-adjacent communities, affected businesses/land users, women and vulnerable groups, relevant utilities, and entities responsible for future O&M.

9. Economic, Financial, Institutional and Legal Analysis

9.1 Cost Estimates and Life-Cycle Costs

Prepare FS-level CAPEX and OPEX estimates for each lake and shared package, using agreed base-year prices and currencies. Clearly identify quantities, unit rates, taxes/duties, physical and price contingencies, design/supervision, land, environmental/social measures, monitoring, treatment/disposal and O&M costs. State the expected accuracy range and principal uncertainties.

9.2 Economic Analysis

Prepare economic analysis consistent with IFI appraisal practice. Benefits may include avoided health risks, reduced flooding, avoided property/infrastructure damage, attributable amenity and land-value gains, ecosystem services, reduced odour/nuisance, avoided future remediation costs, and productivity/time benefits. Avoid double counting and clearly distinguish monetised from non-monetised benefits. Undertake sensitivity and switching-value analysis for key uncertainties and, where appropriate, calculate the economic internal rate of return (EIRR) and economic net present value (NPV) using an agreed discount rate.

9.3 Financial and Fiscal Analysis

Assess annual public-sector funding requirements for construction and O&M; identify revenue opportunities only where realistic; assess affordability and fiscal implications; and recommend financing packages suited to the state budget, sovereign/municipal borrowing, IFI financing, grants, climate/environmental funds and other sources.

9.4 Institutional and Governance Assessment

- Map statutory responsibilities for lake waters, wastewater, drainage, land, waste, environmental regulation, roads, public space and O&M.
- Identify the proposed implementing agency, asset owner and long-term operator for each infrastructure component.
- Assess capacity gaps and propose a programme management/coordination structure.
- Define responsibilities for monitoring, enforcement and responses to illegal discharge/dumping.
- Recommend capacity building, staffing, laboratory/data systems and budget requirements.

9.5 Legal Status, Land, Permitting and Functional Use

Clarify the legal status of each lake and shoreline area, ownership, cadastral boundaries, access rights, easements, zoning, planned land use, protected areas and required permits/consents. Identify any implications for land acquisition, temporary occupation or resettlement. Define the agreed future functional use of each lake, such as an ecological water body, flood control/storage, a lake compatible with recreation or another function, since remediation standards and water-level management depend on the intended use.

10. Deliverables and Reporting

The Consultant shall submit the principal reports and decision packages according to the schedule below. The reporting sequence is intended to allow sufficient time for field investigations, local laboratory testing and QA/QC, data verification, seasonal observations, stakeholder and agency coordination, alternatives development and appraisal, and Client review. All deliverables shall be in English. Executive summaries and key presentation materials shall also be provided in Azerbaijani if requested by the Client. Drafts shall be submitted electronically as searchable PDFs and in editable native formats. Final GIS and CAD files, models, laboratory databases, cost models and calculation files shall be fully editable and shall become the Client's property.

No.	Deliverable	Due date	Minimum content
D1	Inception Report	End of Month 3	Confirmed methodology and work programme; review of existing data and previous studies; data

No.	Deliverable	Due date	Minimum content
			gap assessment; stakeholder map; GIS/data management framework; detailed field investigation and sampling programme; laboratory QA/QC arrangements; HSE plan; initial risk register; mobilisation and initial fieldwork status.
D2	First Interim Report	End of Month 6	Progress and preliminary findings from topographic/bathymetric surveys; water/sediment/soil/groundwater investigations; laboratory testing; ecology; hydrology/hydrogeology; pollution source inventory; and review of previous interventions. Identify emerging critical issues, additional investigations and required corrective actions.
D3	Second Interim Report	End of Month 10	Substantially completed baseline and diagnostic assessment of the twelve lakes; validated laboratory and survey results available at that stage; conceptual site models; water balance and flood/drainage findings; human health/ecological risk findings; source control requirements; preliminary rehabilitation alternatives; and initial programme prioritisation.
D4	Draft Final Feasibility Study	End of Month 14	Consolidated draft FS and twelve lake dossiers; completed alternatives analysis and MCA; preferred solutions; FS-level conceptual engineering; sediment/sludge management plan; prevention of recontamination; E&S/climate assessment; land/legal/institutional analysis; CAPEX/OPEX and economic/financial analysis; implementation and procurement roadmap.
D5	Stakeholder Consultation and Decision Workshop	During Month 15	Presentation and discussion of the Draft Final FS; documented comments, decisions and agreed actions; updated comment-response and risk/action matrices; confirmation of key assumptions and preferred investment packages.
D6	Final Feasibility Study and Investment Programme	End of Month 17	Final consolidated FS incorporating Client and stakeholder comments; final dossiers for all twelve lakes; prioritised finance-ready project portfolio; implementation schedule; procurement packages; O&M arrangements; monitoring framework; and all editable datasets, models and calculations.

No.	Deliverable	Due date	Minimum content
D7	Executive Decision Package	End of Month 18	A 20-30-page executive report summarising the final recommended programme, programme map, investment schedule, 3-5-year priority action plan, financing strategy and presentation package.

10.1 Review Procedure

The Client shall normally provide consolidated comments within 10 working days of each principal submission. The Consultant shall maintain a comment-response matrix showing the action taken on each comment. Acceptance of a deliverable shall not relieve the Consultant of responsibility for consistency between reports or for correcting errors identified subsequently.

10.2 Workshops

At a minimum, hold an inception workshop, baseline findings workshop, alternatives/MCA workshop and Draft Final FS decision workshop. Arrange additional technical sessions with utilities, environmental authorities, land agencies and major operators as necessary.

11. Assignment Duration and Indicative Schedule

The recommended overall duration is eighteen (18) months from the effective date of the Contract. This is considered appropriate for a twelve-lake programme of this complexity and shall allow sufficient time for mobilisation and access arrangements, extensive field investigations, local laboratory testing and QA/QC, possible retesting and supplementary sampling, hydrological and hydrogeological analysis, seasonal observations, stakeholder and agency coordination, alternatives development, conceptual engineering, economic appraisal and Client review. Applicants may propose optimised sequencing, but shall not reduce the scope, quality or evidence base of the FS.

Period after Notice to Proceed	Phase / activity
Months 1-3	Mobilisation; collection/review of existing data; stakeholder and agency mapping; access and permit arrangements; detailed investigation/sampling design; initial topographic/bathymetric and ecological fieldwork; laboratory mobilisation and QA/QC arrangements; Inception Report (D1) at the end of Month 3.
Months 3-8	Main field investigation campaign; topographic/bathymetric surveys; water, sediment, soil and groundwater sampling; geotechnical/contamination investigations; ecology; source inventory; laboratory testing and preliminary interpretation; First Interim Report (D2) at the end of Month 5.
Months 6-12	Completion and validation of baseline investigations; supplementary/repeat sampling where required; hydrology/hydrogeology, water balance and flood/drainage modelling;

Period after Notice to Proceed	Phase / activity
	conceptual site models; risk assessment; source control appraisal; preliminary alternatives; Second Interim Report (D3) at the end of Month 8.
Months 12-14	Detailed development and appraisal of rehabilitation alternatives; sediment/sludge management options; MCA; conceptual engineering; preliminary quantities and cost estimates; E&S/climate, land/legal and institutional analysis; programme prioritisation.
Month 15	Completion of economic/financial analysis and implementation/procurement planning; consolidation of twelve lake dossiers; and submission of the Draft Final Feasibility Study (D4) at the end of Month 14.
Month 16	Client technical review, stakeholder consultation and decision workshop; D5; consolidation of comments and confirmation of preferred investment packages.
Month 17	Targeted refinements, additional analysis and revisions arising from Client/stakeholder review; finalisation of the finance-ready project portfolio and O&M and monitoring arrangements.
Month 18	Submission of the Final Feasibility Study and Investment Programme (D6) and Executive Decision Package (D7) at the end of Month 18.

11.1 Level of Effort

The Consultant shall propose a staffing schedule demonstrating sufficient capacity for parallel field and analytical work across twelve lakes during the fifteen-month assignment period. As an indicative scale, the assignment is expected to require at least 87 professional person-months, excluding routine survey crews and laboratory personnel. The longer calendar duration primarily accommodates fieldwork sequencing, local laboratory turnaround times and QA/QC, possible additional testing, seasonal factors, coordination and review periods; it does not in itself imply a proportionate increase in professional person-months. The Consultant shall provide the minimum key expert person-months specified in Section 13 of the Terms of Reference, Key Personnel Requirements.

11.2 Seasonal Constraints

Where the programme cannot capture all relevant seasonal conditions, the Consultant shall use historical data and targeted measurements to prepare the FS, state uncertainty clearly and define a mandatory supplementary sampling programme before detailed design. The work programme shall also allow realistic time for local laboratory turnaround, QA/QC review, reanalysis of anomalous results and supplementary sampling where required. Absence of seasonal or validated laboratory data shall not be concealed through unsupported extrapolation.

12. Key Personnel Requirements

The Consultant shall propose an integrated core team supported by specialist experts and field crews. One person may perform closely related functions only where sufficient qualifications and availability are demonstrated. The Team Leader and key technical leads shall be available to work in Azerbaijan during field investigations, consultations and decision-making stages.

For resource allocation purposes, the total input of international experts is expected to be at least 87 person-months.

The personnel required for the assignment shall include, but shall not be limited to, the following:

Key positions	Minimum experience requirements	Minimum required person-months
1. Team Leader / Lead Environmental Remediation Specialist	A bachelor's degree in environmental, civil or chemical engineering, or a related field; at least 15 years of overall experience; at least 7 years of experience in complex remediation/water body projects.	14 person-months
2. Deputy Team Leader / Water and Environmental Engineer	A bachelor's degree in environmental, civil or chemical engineering, or a related field; at least 12 years of overall experience; at least 5 years of experience in integrated water/wastewater/environmental infrastructure; experience in source control, conceptual design and coordination of multidisciplinary projects.	14 person-months
3. Technical Design Specialist	A bachelor's degree in architecture, civil engineering or a related field; at least 7 years of overall experience; experience in the planning/design of water/wastewater/solid waste or environmental infrastructure, source control, conceptual design and coordination of multidisciplinary projects.	9 person-months
4. Contaminated Sediment / Dredging, Capping and Treatment Specialist	A bachelor's degree in engineering, environmental sciences, geology or a related field; at least 10 years of overall experience; at least 5 years of experience in sediment characterisation, dredging/removal/capping/treatment, dewatering, beneficial reuse/disposal, contaminant mass balances and constructability.	6 person-months

Key positions	Minimum experience requirements	Minimum required person-months
5. Contaminated Soil/Sediment and Hydrogeology Specialist	A bachelor's degree in hydrogeology, contaminant hydrogeology, geochemistry, environmental engineering or a related field; at least 10 years of overall experience; at least 5 years of experience in hydrocarbon/industrial contamination, borehole investigations, groundwater, conceptual site models and remediation option appraisal.	6 person-months
6. Hydrologist / Hydraulic and Flood Modelling Specialist	A bachelor's degree in civil engineering, environmental engineering, hydrology, geology or a related field; at least 10 years of overall experience; at least 5 years of experience in lake/catchment water balances, stormwater/flood modelling, pumping/outfall systems and climate-resilient hydraulic design.	6 person-months
7. Wastewater / Pollution Source Control Specialist	A bachelor's degree in environmental sciences, environmental engineering, chemistry, biology or a related field; at least 10 years of overall experience; at least 5 years of experience in sewerage, wastewater interception, decentralised/centralised treatment, industrial effluents and source control in urban drainage.	6 person-months
8. Environmental and Social Impacts Specialist	A bachelor's degree in environmental sciences, environmental engineering, natural resources management, social sciences, sociology, sustainability studies, ecology, biology, hydrology or a related field; at least 10 years of overall experience; at least 5 years of experience in the assessment and management of environmental and social risks and impacts of projects, aquatic/wetland ecology, habitat restoration, bird/ecosystem assessment and biodiversity impact mitigation.	7 person-months
9. Economist / Financial Analyst	A bachelor's degree in finance, economics, accounting, mathematics, statistics or a related field; at least 10 years of overall experience; at least 5 years of experience in IFI economic appraisal, CBA/EIRR/NPV, life-cycle costing, sensitivity analysis and public-sector affordability.	6 person-months

Key positions	Minimum experience requirements	Minimum required person-months
10. GIS / Remote Sensing and Survey Lead	A bachelor's degree in geomatics, geospatial sciences, geodetic engineering, geography or a related field; at least 10 years of overall experience; at least 5 years of experience in GIS databases, satellite change detection, topographic/bathymetric integration and spatial data QA/QC.	6 person-months

12.1 Additional Specialists

The Consultant shall mobilise, as needed, a geotechnical engineer, process/treatment engineer, solid and hazardous waste specialist, laboratory/QA manager, occupational and community health and safety specialist, social/resettlement specialist, climate risk specialist, legal/land/permitting specialist, urban/landscape planner, cost estimator/quantity surveyor, procurement/implementation specialist, geodetic survey specialists, sampling technicians and a data manager.

12.2 National Expertise

The international team shall include or partner with qualified Azerbaijani specialists familiar with local legislation, institutions, utilities, land/cadastre, environmental permitting, geology/hydrogeology, language and stakeholder context. National experts shall be integrated into technical delivery, not assigned solely to logistics.

12.3 Language

The Team Leader and key international experts shall have strong written and spoken English. The Consultant shall provide sufficient Azerbaijani-language capability for fieldwork, stakeholder engagement and review of local documents. Russian may be an advantage for working with historical technical records, but is not mandatory unless separately required by the Client.

12.4 Continuity of Personnel

After contract award, key personnel may be replaced only for justified reasons and with the Client's approval. Replacement experts shall have qualifications and experience equal to or greater than those originally proposed. The Consultant shall provide adequate handover/overlap to preserve institutional knowledge.

13. Client Inputs, Coordination and Quality Assurance

13.1 Expected Client Inputs and Support

- Available previous studies, monitoring reports, laboratory data, maps, land/cadastral records, project information and relevant contracts.
- Letters of introduction and coordination support for access to public authorities and existing public infrastructure information.
- Facilitation of access to state-controlled lake areas, subject to applicable security and safety procedures.
- Appointment by the Client of a Project Manager and technical review team.
- Consolidated comments on deliverables within the agreed review periods.

13.2 Consultant Responsibilities

The Consultant remains responsible for verifying data, identifying gaps, obtaining all information necessary for professional conclusions, organising surveys/laboratories/subconsultants, obtaining permits for its investigations where required, and ensuring safe fieldwork. Provision of existing information by the Client shall not relieve the Consultant of responsibility for its interpretation and quality.

13.3 Quality Assurance and Independent Review

The Consultant shall apply a documented QA/QC process. All principal technical outputs shall be checked internally by senior specialists who did not perform the original calculations or drafting. The Team Leader shall confirm consistency between contamination assessment, hydrology, engineering quantities, costs, E&S findings and implementation recommendations. Models and calculations shall be reproducible from the submitted files.

13.4 Data Management

Maintain a structured data room and GIS geodatabase throughout the assignment. Each analytical result shall be traceable by sample ID, coordinates, depth, date, laboratory method and QA/QC status. GIS layers shall include metadata, source, date, accuracy and ownership restrictions. Photographs and drone imagery used shall be georeferenced and catalogued.

14. Data Ownership, Confidentiality and Professional Standards

All reports, survey data, laboratory data, GIS/CAD files, models, photographs, calculations and other outputs prepared under the assignment shall become the Client's property upon payment, except for clearly identified pre-existing proprietary software rights. The Consultant shall not disclose the Client's confidential information or publish project findings without written permission.

The Consultant shall disclose actual or potential conflicts of interest, including material commercial relationships with polluters, developers, operators or disposal facilities that could affect its independence. Recommendations on technologies, equipment or disposal routes shall be performance-based and shall not favour a particular supplier unless technically unavoidable and fully justified.

14.1 Procurement Packaging and Implementation Readiness

The FS shall recommend packaging consistent with market capacity, technical interfaces and risk. Potential packages may cover enabling/source control works, individual or grouped lake remediation, sediment treatment/disposal, shared wastewater/drainage infrastructure, ecological/shoreline restoration and monitoring/O&M systems. The Consultant shall identify where design-build, conventional design-bid-build, performance-based operation or other delivery models may offer advantages, without predetermining the Client's final procurement strategy.

14.2 Ethical and Professional Conduct

The Consultant and its personnel shall comply with applicable anti-corruption, sanctions, labour, safety and professional conduct requirements. All sampling and analytical results shall be reported accurately, including data that do not support the expected conclusion. Uncertainties and limitations shall be stated openly.

Annex A Minimum Contents of Each Lake Feasibility Dossier

1. Executive summary and recommended decision.
2. Location, legal boundary, catchment and existing/future functional use.

3. Historical changes and previous measures.
4. Investigation and baseline findings.
5. Conceptual site model and source-pathway-receptor analysis.
6. Hydrology/hydrogeology and water balance.
7. Pollution source inventory and source control plan.
8. Human health and ecological risk assessment.
9. Rehabilitation objectives and target condition.
10. Longlist and shortlist of alternatives; MCA and preferred option.
11. FS-level conceptual design and quantities.
12. Sediment/sludge/soil management and disposal/reuse plan.
13. E&S, climate, land and permit requirements.
14. CAPEX/OPEX/life-cycle costs and economic/financial analysis.
15. Implementation schedule and procurement package.
16. O&M, monitoring, performance indicators and prevention of recontamination.
17. Residual uncertainties, further investigations and detailed design requirements.