

CURRICULUM VITAE

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Family name: **Gvenetadze**

First names: **Nino**

Date of birth: **14.01.1981**

Nationality: **Georgian**

Civil status: **Single**

Education:

Institution (Date from - Date to)	Degree(s) or Diploma(s) obtained:
1998 – 2003 Ivane Javakhishvili Tbilisi State University, Georgia	Master's equivalent in Law.

Language skills: Indicate competence on a scale of 1 to 5 (1 - excellent; 5 - basic)

Language	Reading	Speaking	Writing
Georgian	1	1	1
English	1	1	1
Russian	1	1	2

Membership of professional bodies: **None**

Other skills: (e.g. Computer literacy, etc.) Microsoft Office (Outlook, Word, Excel, PowerPoint, Access);

Training Courses:

- July, 2019 Asian Development Bank - Training Workshop on ADB New Procurement Framework and Strategic Procurement Planning;
- November 2016 – World Bank (WB) – International Training Program on the World Bank's New Procurement Framework - Indian Institute of Management-Lucknow NOIDA Campus – Certificate;
- December 2015 - STEP (systematic tracing of exchanges in procurement) - World Bank (WB);
- November 2015 – DRBF Regional Conference & Workshop (Dispute avoidance and resolution through Dispute Boards; case studies, Legislative developments, overcoming legal challenges, the new ICC Rules and DBs on FIDIC and various contract models) Istanbul, Turkey – Certificate

Present position: Procurement and contract management specialist at the United Water Supply Company of Georgia LLC (UWSCG);

Years within the firm: 2017 – Present;

Key qualifications: (Relevant to the project):

Over 12 years of professional and lead experience as Contract Manager and Legal Advisor, more than 8 years of experience in public and donor funded procurement projects, experienced in procurement of works, goods and services mostly for infrastructural projects (including FIDIC contract conditions).

Working experience with different International Financial Institutions such as WB, ADB, Kuwait Fund, EIB, JICA and EBRD.

Specific experience in the region:

Country	Date from - Date to
Georgia	2006 - current
Armenia	2016

Professional experience

Date from - Date to	Location	Company& reference person (name & contact details)	Position	Description
August 2017 – presents	Georgia Full time	United Water Supply Company of Georgia (http://water.gov.ge/) 76b Vazha-Pshavela Ave, Tbilisi, Georgia + 995 32 293 00 00 Giorgi Matiashvili – Head of the International Procurement Department +995 577 71 78 76	Procurement and contract management specialist	Project Title: KUTAIISI WASTE WATER PROJECT, fancied by EIB Loan. Activities performed: Preparation of procurement plan and Bidding Documents, Distribute the bid documents and lead the bid opening procedures, Evaluate the bids; preparation of Evaluation Reports for procurement of Goods, Works and Selection of Consultants. Conduction pre-bid meeting and report writing. Organize the procurement committee meetings. Follow up the contract implementation and control the timing; Assist Financial Manager in preparing supporting documents for WA and co-financing, Checking correctness of submitted hard copies (invoices, time-sheets, IPC), Close cooperation with UWSCG Accounting team for checking electronically invoices correctness submitted by contractors on Revenue Service and checking correctness of entries in accounting software, Assist Financial Manager during projects audited process. Assist Financial Manager in binding of submitted hard copies. Checking of draft documents submitted by contractors and arrange its correction (if needed) and final submission to UWSCG. Currently, the project is at the stage of selection Consulting Services for Redesign and Supervision of rehabilitation works for Kutaisi waste water project.
December 2015 – August 2017	Georgia Full time	The Roads Department of Georgia (http://www.georoad.ge/) Georgia 0160, Tbilisi, Kazbegi ave N12, info@georoad.ge + 995 32 2 31 30 76 Luka Mosashvili - Deputy Head of the International Procurement and Donor Reporting Division +995 5 9956 00 00	Head of the International Procurement Unit	Activities performed: In charge of all procurement under the Project, including major Highway Construction Contracts under FIDIC Pink Book (MDB Harmonized); Management of all procurement activities under the project (CW Contracts + respective soft component i.e. FS, DD, Supervision etc.) Support in Contract Management Activities for all contracts under the Project (both FIDIC and CS); Preparation of Bidding Documents, RFPs, Evaluation Reports for procurement of Goods, Works and Selection of Consultants. Management of procurement activities of different international Donors (The WB, ADB, Kuwait Fund, EIB, JICA and EBRD). Contract Negotiations with different Contractors and Consultants. Preparation of Procurement Plans and Reports. Publishing necessary Announcements in international and local Newspapers and magazines. Providing contract management. Relationship with TTRC (being responsible for donor funded projects payments) and submitting documents for payment. World Bank Financed Projects: Name of assignment or project: Secondary Road Asset Management Project (SRAMP); Fourth East-West Highway Improvement Project; East-West Highway Corridor Improvement Project; East-West Highway Corridor Improvement Project Additional Financing Second Secondary Local Roads Project; Co-Financing by The World Bank and European Investment Bank - East-West Highway Corridor Improvement Project (EWHCIP) JICA Financed Projects: East-West Highway Improvement Project (II) Kuwait Fund Financed projects: Batumi-Akhalsike Road Project EBRD financed Projects: Sadakhlo-Bagratasheni Border Bridge Construction Project – 10 mio EUR (5 mio Georgia's share) Client: Georgia & Armenia Main project features: Main Challenge for the Project is that it aims at Construction of a Bridge under FIDIC Yellow Book (Design and Build methodology) on a border between Georgia and Republic of Armenia. Technical Media for implementation is EBRD's electronic platform ECEPP system. Activities performed: Responsible person from Georgia's side for all procurement activities.

Curriculum vitae

February 2012 – December 2015	Georgia Full time	The Roads Department of Georgia (http://www.georoad.ge/) Georgia 0160, Tbilisi, Kazbegi ave N12, info@georoad.ge + 995 32 2 31 30 76 Pikria Kvernadze – Head of the Legal Division; +995 5 77 17 10 75	Head of the Contractual Unit	Activities performed: Contract Management Activities for all contracts, preparation of draft agreements, amendments and all relevant documentation. Provide legal review and expertise of Legal acts, agreements and amendments (including all Donor Funded Projects - WB, ADB, EIB, and JICA). Relation with State bodies and Parliament on donor funded contracts. Providing Legal representation with third parties. Providing assistance in Evaluation of Donor Funded Projects (WB, ADB, EIB, and JICA). Evaluation member of the Donor Funded Projects' procurement activities. Reviewing and handling, commercial and legal aspects of procurement at all stages of the project cycle (Public and donor funded procurement). Assistance in preparation of Bidding Documents/request for proposals for procurement of goods works and consultancy Services; Evaluation of bids/proposals; Assistance in preparation of evaluation reports; Assist RD in settlement of contractual issues as and when required including FIDIC (Red book) contract conditions. Claim Management. Finding of best approach options for dispute resolutions.
March 2010 - February 2012	Georgia Full time	The Roads Department of Georgia (http://www.georoad.ge/) Georgia 0160, Tbilisi, Kazbegi ave N12, info@georoad.ge + 995 32 2 31 30 76 Maka Niqabadze – Deputy Head of the legal division + 995 5 77 50 56 50	Main Specialist of the human resources Unit	Activities performed: Preparation of Labour Relations containing documentation (appointment, dismissal, vacation, business Trip, etc.) • Preparation of Staff personnel documentation • Preparation of Qualification requirements for the position of Development • organize contests and attestation of Employees.
December 2008 - March 2010	Georgia Full time	The Roads Department of Georgia (http://www.georoad.ge/) Georgia 0160, Tbilisi, Kazbegi ave N12, info@georoad.ge + 995 32 2 31 30 76 Maka Niqabadze – Deputy Head of the legal division + 995 5 77 50 56 50	Head of the Human Resources, Public procurement and Contractual Unit	Activities performed: Contract Management Activities for all contracts. Preparation of draft agreements, Provide legal expertise of Legal acts and agreements. Relation with State bodies and Parliament on donor funded contracts (WB). Provide legal review and expertise of Legal acts, agreements and amendments (including Donor Funded Projects); Providing Legal representation with third parties; Reviewing and handling, commercial and legal aspects of procurement at all stages of the project cycle (Public and donor funded procurement); Claim management. Representation in court or before other government agencies. Prepare and draft legal documents. Supervise activities of other legal staff.
June 2006 – December 2008	Georgia Full time	The Roads Department of Georgia (http://www.georoad.ge/) Georgia 0160, Tbilisi, Kazbegi ave N12, info@georoad.ge + 995 32 2 31 30 76 Maka Niqabadze – Deputy Head of the legal division + 995 5 77 50 56 50	Main Specialist of Legal Division	Activities performed: Contract Management Activities for all contracts. Preparation of draft agreements, Provide legal expertise of Legal acts and agreements. Relation with State bodies and Parliament. Representation in court or before other government agencies. Prepare and draft legal documents