

Project Management Unit
Jal Marg Vikas Project -II (Arth Ganga) for NW-1
INLAND WATERWAYS AUTHORITY OF INDIA
(Ministry of Ports, Shipping and Waterways, Government of India)
Head Office: A-13, Sector – 1, Noida - 201301

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Expression of Interest

1. Inland Waterways Authority of India (IWAI), Ministry of Ports, Shipping and Waterways, Government of India has applied for financing from the World Bank towards the cost of the Project “**Jal Marg Vikas Project -II (Arth Ganga) for NW-1**” (hereinafter called as JMVP-II (Arth Ganga)), and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include Engagement of an Organization for providing Consultancy Services for Stakeholder Engagement, Livelihood Support and Communication for IWT Promotion on NW-1 under the JMVP-II (Arth Ganga).

2. The detailed ToR is enclosed as Annex-I. The broad scope of the study includes:
 - a) Development of Jetty-wise operational plan and Community based Stakeholder Engagement Strategy & Action Plan
 - b) Implementation of Community Stakeholder Engagement Action Plan on the ground
 - c) Promoting Economic activities among local communities,
 - d) Mapping and community linkages for job and entrepreneurship opportunities to the Project Affected Persons (PAPs)

The Vice Chairman & Project Director, Project Management Unit (PMU), JMVP-II (Arth Ganga), IWAI, invites eligible consulting firms (“Consultants”) to submit their interest to provide Consultancy services for “**Engagement of an Organization for providing Consultancy Services for Stakeholder Engagement, Livelihood Support and Communication for IWT Promotion on NW-1 under the JMVP-II (Arth Ganga).**” Consultants interested in providing the Service should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications. It should be noted that CVs shall not be evaluated at REoI stage and therefore need not to be submitted with REoI. The short-listing criteria are:

- A) Consultant should be engaged in conducting similar activities for the past 5 years – copy of Certificate of Incorporation to be submitted along with the EoI.
- B) Consultant should have a minimum average annual financial turnover of INR 1.60 Crores during the last 5 years – CA certified declaration for last 5 years to be submitted along with the EOI.
- C) Consultant should have completed 3 consultancy works of similar nature i.e. Communication outreach and Stakeholders consultations / Livelihood promotions / Community mobilization etc. during last 5 years – List of Scope of work, date of commencement, date of completion, client’s details, alongwith copies of work order, completion certificate issued by client to be submitted.
- D) Consultant should be having a minimum of 13 employees on their payroll – declaration to be submitted.

- E) Notarized copy of Power of Attorney of the signatory/ies signing the EoI and/or associating to submit the EoI - to be submitted.
- F) In case of EoI submission as an association of consultants, then nature of association whether Joint Venture or as Sub-Consultant and name of the lead consultant needs to be mentioned.
5. The EoI can be submitted by the interested consultants in hard copy / email / through e-procurement portal by **06.08.2021 by 15:00 hours (IST)** and it shall be opened on the same day at 15:30 Hours (IST) and it shall be clearly marked “Expression of interest for Consultancy services for **“Engagement of an Organization for providing Consultancy Services for Stakeholder Engagement, Livelihood Support and Communication for IWT Promotion on NW-1 under the JMVP-II (Arth Ganga)”**”.
6. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s *Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers* dated January, 2011 (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.
7. A firm or an individual debarred by the World Bank in accordance with the anticorruption guidelines shall be ineligible for this assignment in any form or way. A list of debarred firms and individuals is available at the Banks external website: www.worldbank.org/debarr.
8. A Consultant will be selected in accordance with the Quality and Cost Based Selection method set out in the Consultant Guidelines.
9. Further information can be obtained at the address mentioned above during office hours.

Instructions for submission of Expression of Interest:

1. Accomplished Expression of Interest (Application) must be submitted together with a Letter of Intent not later than **15:00 hours (IST) on 06.08.2021** and it shall be opened on the same day at 15:30 Hours (IST). Documents in support of all qualification information shall be submitted with application. Proposal of EOI with qualification information shall be furnished on / before the due date of submission at the address mentioned above.
2. The Application shall be basis of drawing up a shortlist of eligible Consultants who will be invited to submit proposal for services required.
3. All Applications shall be submitted in English.
5. A Consultant shall submit only one proposal. If a Consultant submits or participates in more than one proposal, all such proposals shall be disqualified. This does not, however, preclude a consulting firm to participate as a sub-consultant, or an individual to participate as a team member, in more than one proposal when circumstances justify and if permitted by the Request for Proposals.

6. The Application and all related correspondence and documents should be written in the English language. Supporting documents and printed literature furnished by Applicant with the Application may be in any other language provided that they are accompanied with translations in the English language. Supporting materials, which are not translated into English, may not be considered. For the purpose of interpretation and evaluation of the Application, the English language translation shall prevail.
7. IWAI reserves the right to reject any Applications, without assigning any reasons thereof.
8. The Applicant shall provide all the information sought under this Qualification Document. PMU, IWAI would evaluate only those Applications that are received within the specified time and complete in all respects. Incomplete and/or conditional Applications shall be liable to rejection.

Guidelines for preparation of Expression of Interest

Following information shall be submitted:

1. Complete name of firm(s), date of establishment and type of organization whether individual, proprietorship, partnership, private limited company, public limited company etc.
2. Exact and complete corporate/registered/home office address, business address, telephone numbers, fax numbers, E-mail and cable address. For Consultant of foreign registry, indicate if there is any branch office(s) established in India with details in aforesaid manner.
3. If present firm(s) is the successor to or outgrowth of one or more predecessor firms, fresh name(s) of former entity (ties) and year(s) of their original establishment with details in aforesaid manner.
4. Present a brief narrative description of the firm(s). Kindly avoid submission of company brochures for the purpose description of the firm.
5. List of not more than two (2) principals who may be contacted by this Office.
6. Listed principals must be empowered to speak for him or for the firm on policy and contractual matters.
7. Indicate financial figures from consultancy business for past 5 (five) financial years.
8. Organizational strength of Consultant shall be given.
9. Application Form: Annexure-II

(Vice Chairman & Project Director)

1. Background & Introduction

- 1.1 Inland Waterways Authority of India (IWAI) (hereinafter referred to as “the **Client**”) is a statutory body of the Ministry of Ports, Shipping & Waterways (MoPSW), Government of India (GoI). The Client was set up in 1986 and is primarily responsible for the regulations and development of inland waterways for purposes of shipping and navigation for Inland Water Transport (IWT). With five (5) National Waterways (NWs) up to 2016 and today, with the enactment of National Waterways (NWs) Act, 2016, there are a total of one-hundred eleven (111) waterways that have been declared as NWs.
- 1.2 The Allahabad-Haldia/Sagar stretch (1620km) of Ganga-Bhagirathi-Hooghly river system was declared as NW-1 in the year 1986 and is a waterway of national significance passing through four (4) states of West Bengal, Jharkhand, Bihar and Uttar Pradesh. It links the gateway ports of Haldia and Kolkata to Bhagalpur, Patna, Ghazipur, Varanasi and Allahabad, their industrial hinterland, and several other industrial hubs located along the Ganga basin.

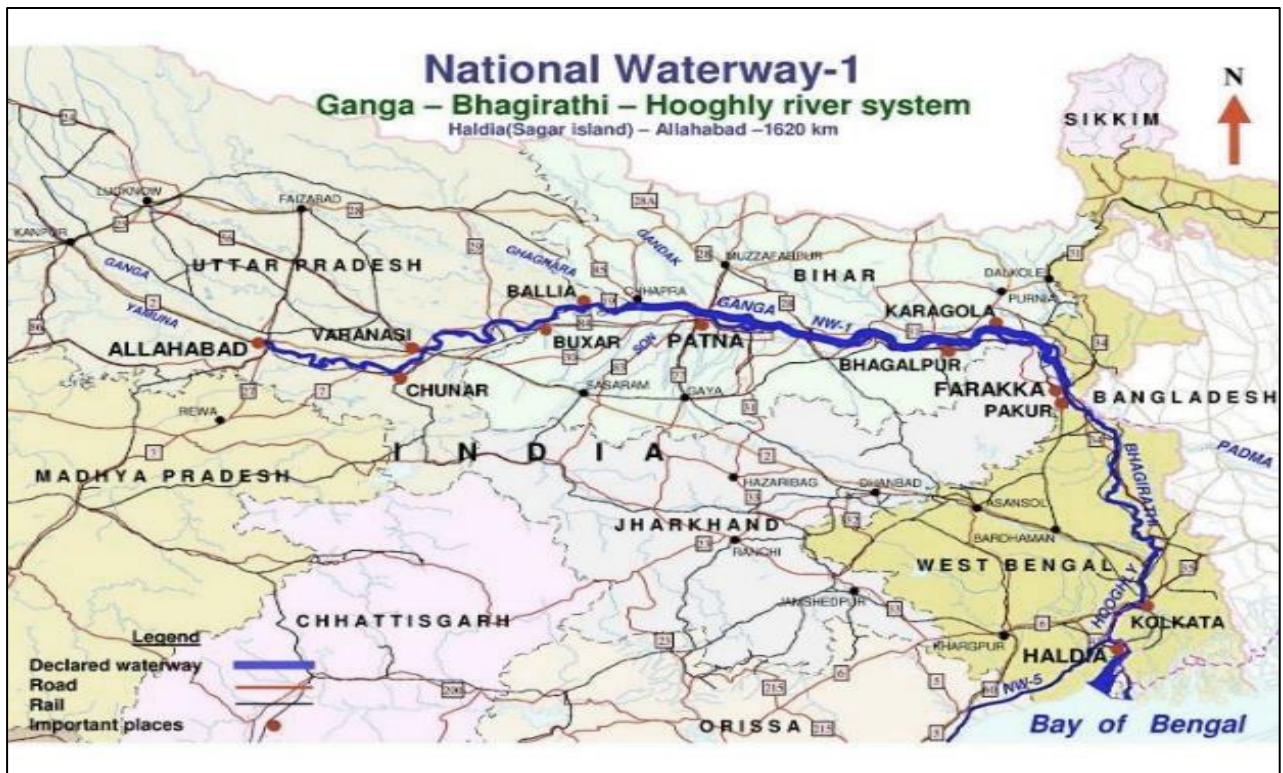


Figure 1: Index Map of NW-1

- 1.3 IWT on NW-1 has the potential to provide a cost efficient, economic, reliable, safe and environment friendly mode of transport. When developed for use by modern inland vessels operating on dependable fairway, it can reduce congestion and investment needs in rail and road infrastructure, promote greater complementarities in the riparian states, enhance intra-regional trade and through increased economies of scale, significantly reduce overall logistics costs for the benefit of the entire economy and India’s global trade competitiveness.
- 1.4 Considering the strong potential for transportation of multiple cargos such as coal, fly ash, cement and clinker, stone chips, edible oils, petroleum products, foods grains and over dimensional cargo, the Client is implementing “*Jal Marg Vikas Project (JMVP)*” for capacity augmentation of NW-1 with the technical and financial assistance of the “*World Bank*”(hereinafter referred to as “**Bank**”) to improve the navigability of NW-1 through: (i) fairway development by providing an assured depth of 2.2m to 3.0m throughout the corridor for at least three hundred thirty (330) days in a year to make it navigable for comparatively larger

vessels of 1,500-2,000 DWT; and (ii) civil structures, logistics and communications interventions required that includes multimodal terminals, jetties, navigational locks, barrages, channel marking systems etc.

1.5 With regard to the terminals, the Client has developed floating terminals at twenty (20) locations and four (4) Reinforced Cement Concrete (R.C.C) jetties / permanent terminals at GR Jetty-2 (Kolkata), Gaihat (Patna), Multi-modal terminals (MMTs) at Varanasi (Uttar Pradesh) and Sahibganj (Jharkhand) for handling / berthing of cargo vessels, cruise vessels and others inland vessels. Also, one (1) MMT at Haldia, one (1) Inter-modal terminal (IMT) at Kalughat (West Bengal) and a new navigational lock at Farakka (West Bengal) have also been taken up under JMVP. At present, MMT at Haldia is in substantial completion stage and the construction of new Navigational Lock is in advance stage.

1.6 Assured depth dredging contracts have also been taken up under JMVP to achieve targeted Least Available Depth (LAD) of 3.0m between Haldia & Barh, 2.5m depth between Barh & Ghazipur and 2.2m between Ghazipur & Varanasi with minimum channel width of 45m. In order to provide safe navigation for various cargo vessels, tourist vessels and other IWT vessels by IWT operators and mechanized country boats moving in NW-1, day navigation marks with bamboos i.e. (left hand/right hand/snag/channel closing marks) are being provided in entire stretch of NW-1 all-round the year. In order to provide twenty-four (24) hours safe navigation, night navigational aids comprising of solar powered lights fixed on country boats/ bamboo structures/ MS Poles/Trestle beacon towers have also been provided from Tribeni to Varanasi stretch.

In addition to the above, a state-of-the-art River Information System (RIS) that includes vessel tracking and the dissemination of important navigation information to mariners is also being implemented.

2. **JMVP-II (Arth Ganga) and its alignment with JMVP’s objective**

2.1 India, with a huge network of rivers and interconnecting canals is ideal for an efficient inland waterways system which has multifarious advantages and is the cheapest mode of transportation. However, this potential could not be tapped to its full extent as development of inland waterways as a means for passenger & cargo transportation, had not been a focus area till recently.

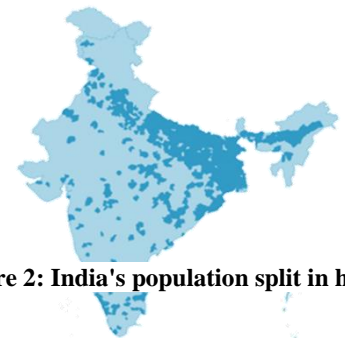


Figure 2: India’s population split in half

2.2 In India, almost half the population lives around the Ganges river belt. In terms of trade, 1/5th of all India’s freight originates, and 1/3rd terminates in the states around the Ganges belt. Due to the congestion faced by the cities and space constraints, there is hardly any scope for land-based development in the region. Hence, river Ganga can play a pivotal role in generating growth prospects for sustainable economic development of the regions.

2.3 The conceptualization of JMVP-II (Arth Ganga) was finalized to energize economic activities which will impact the overall ecosystem along the riverbank. Inland waterways are one of the most important pillars of JMVP-II (Arth Ganga), that can lead to inclusive growth and play a key role in improving the livelihoods of the populations.

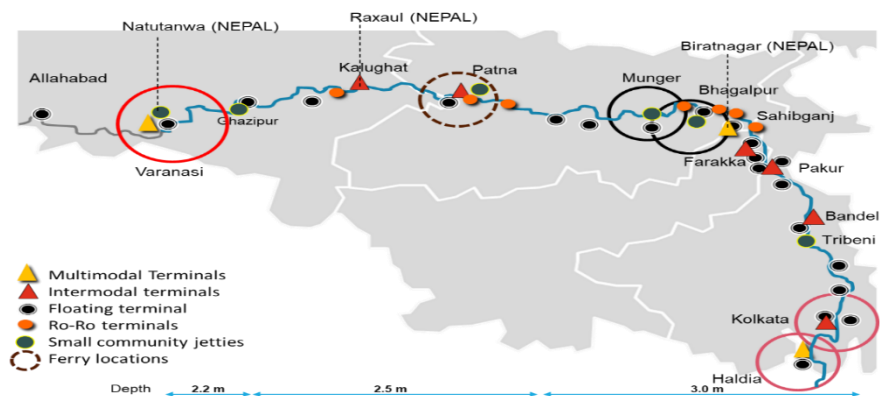


Figure 3: Master Plan of JMVP-II (Arth Ganga)

- 2.4 JMVP-II (Arth Ganga) is being developed on an approach based on principles of sustainable development model that focus on economic activities in & around the hinterland of river Ganga by providing opportunity to local communities to transport their goods / produce and passenger & tourist movements through waterways as well as skill development and public / private sector capability developments to support the following:
- (a) Economic benefits to the farmers, traders and public living around the Ganga belt;
 - (b) Growth of small-scale industries;
 - (c) Employment opportunities;
 - (d) Easy, cost-effective and environment friendly transportation of cargo;
 - (e) Improved logistics through small jetties; and
 - (f) Wider choice of logistics mode for cargo movement

Since, efficient logistics and transport systems are a critical enabler for sustaining as well as accelerating the economic growth along the River Ganga. In this regard, JMVP has the potential to greatly channelize economic activities along the River Ganga, thus also aligning to the objective of JMVP-II (Arth Ganga).

3. **Objective of the Services**

- 3.1 The JMVP-II (Arth Ganga) through its component provides an excellent opportunity to improve the socio-economic condition including navigation infrastructure to the population living in and around the Ganga River with intermodal connectivity and to increase its utilization, as well as deepen the positive social impact of JMVP. However, communities (farmers, fisherfolk, traders, boatmen and ferry operators) along the length of NW-1 will need to be reached in order for them to better understand how JMVP-II (Arth Ganga) could benefit them, and to persuade them to shift to utilizing this mode. This will require community-level interactions and engagements. The client has limited capacity to manage these community interactions or to mobilize the farmers/traders/fisherfolk etc. into organizing themselves to take advantage of the facilities and potential livelihood opportunities available from this initiative. Hence the client wishes to hire a **professional Society/NGO registered under Society Registration Act 1860 or equivalent state acts or a consortium led by Society/NGO to handle** these grassroots community interactions, as well as conducting interactions with other key stakeholders (such as gram panchayat members, local elected members, and community leaders etc.) around these locations identified for community jetties, support in livelihood opportunities and monitoring the community initiatives.
- 3.2 As can be understood, a significant number of initiatives have been planned for development and implementation under JMVP-II (Arth Ganga). The increase in diversity of scope being taken up under JMVP-II (Arth Ganga) requires multi-disciplinary skills and expertise for which it has become necessary to appoint a professional Society/ NGO Registered under Society Registration Act 1860 (hereinafter referred to as the **"Agency"**) for providing consultancy Services for Stakeholder Engagement Livelihood and Communication Support For IWT Promotion with the participation of local communities along Ganga on NW-1 under JMVP-II (Arth Ganga) (hereinafter referred to as **"Services"**).
- 3.3 The Client desires to engage an Agency for a period of two (2) years and such period shall be extendable for subsequent period of one (1) year on mutual consent of both the Parties and subject to project(s) requirement & satisfactory performance of the Agency. The Agency will work with the Client officials in discharging its functions / responsibilities effectively & efficiently for overall management of the project(s) and ensure that project(s) development is in accordance with the Client's development strategy and various other compliances.
- 3.4 The Agency is expected to bring multi-disciplinary skills and experts in the field of communication, community outreach, capacity building, social safeguards, livelihood, and business planning monitoring, if

one entity does not fill the above-mentioned requirements, they can form consortium or Joint Venture (JV) with other consulting firms, society, and NGOs to enhance their credentials.

4. **Scope of Work:**

4.1 **Task I: Development of Jetty-wise operational plan and Community based Stakeholder Engagement Strategy & Action Plan**

4.1.1 Based on a quick diagnostic of Stakeholder Needs Assessment, perceptions/understanding on the ground, the Agency is expected to develop a Strategy for Jetty Operationalization, as well as a time-line for the operationalization of all community-managed jetties (about 10 nos. Ro-Ro as well as about 60 nos. community jetties) included in the JMVP-II (Arth Ganga). The Strategy is expected to reflect the awareness generation and community mobilization and capacity building of the community needed, as well as plans for forging linkages with other govt. programs for economic development that are relevant to the uptake of NW1 by local communities around these jetty locations. The strategy is expected to reflect the phased needs of implementing the JMVP-II (Arth Ganga) and other associated project elements, including but not limited to consultations to support the identification of jetty locations, awareness generation among communities living around the selected locations, exploring options for jetty and land connectivity management, mobilizing producer groups etc., helping in capacity building for jetty management etc. The strategy is expected to include an Action Plan that is synchronized with the implementation schedule of the project. The Action Plan is expected to detail the methodology, timeline, budget, responsible parties, evaluation, and coordination mechanisms for specific activities of engagement.

4.2 **Task II: Implementation of Community Stakeholder Engagement Action Plan on the ground**

4.2.1 The Agency is expected to implement the Action Plan as agreed with and cleared by client. The Agency will be responsible for conceptualizing and developing communication and information materials and provide services as needed to implement the Action Plan; it will also be expected to support the development and dissemination of these products. The costs of producing the communications materials will be borne by the client. The Agency will also be expected to prepare and organize face-to-face events such as community meetings, etc. It will also be expected to concurrently document all major engagement activities.

4.2.2 The agency is expected to carry out market outreach which will be a critical component on success of JMVP-II (Arth Ganga). The agency should work with the client, State Govt. Deptts and consultants engaged for consultancy mandates for creation and management at various social platforms. The contents would be developed should be in multiple language more specifically in Hindi, English and Bengali. The stakeholder engagement action plan should clearly specify the strategy and roadmap for campaigns.

4.3 **Task III: Promoting Economic activities among local communities**

The objectives of this task are to increase the local productivity and employability, strengthen institutional and marketing capacities by mapping job and entrepreneurship opportunities, supporting water-based economy connected to inland waterways, and strengthening value chain development, and supporting institutionally micro-enterprises and producer's group around these community-managed jetties as well as the state-managed Ro-Ro jetties, thereby contributing towards improvement of livelihoods of communities living in the project area. The basic premise is to encourage communities living on the river side to use National Waterways No. 1 for their economic activities, the more the community starts using the Jetties and Platform, the more there would be ownership of the community thereby leading to sustainability of the efforts. Linkage with existing NABARD, SIDBI, KVIC, other bank and Financial institutions and govt. lending programs etc. would be the main focus of Task III.

4.3.1 **Mapping and community linkages for job and entrepreneurship opportunities to the Project Affected Persons (PAPs)**

The Agency is expected to identify the PAPs with impact on their livelihood opportunities and map the job, skill, and entrepreneurship opportunities both within government, private sector, and CSR. Overall, the Agency will,

- Highlight potential livelihood loss due to construction of inland waterways facilities.
- Develop a practical strategy framework for rehabilitation of project affected people and further unlocking their potential and opportunities. The Agency will particularly map all the government state and central schemes (NRLM, SRLM, Skill India, Start-up India, and others) and explore linking with impacted PAPs especially around Jetty Stations.
- A report will be prepared on mapped job, skill, and entrepreneurship opportunities with action plan to support the authorities in rehabilitation of impacted PAPs
- The agency will support in the implementation of action plan in the impacted area.

4.4 **Task IV: Monitoring and Evaluation including Real Time Monitoring of the Program**

The monitoring and impact evaluation will include the activities carried out under the JMVP-II (Arth Ganga). The M&E will focus on: (i) effectiveness of the JMVP-II (Arth Ganga) in terms of enhancing inland transport facilities for both passenger and cargo transport and proving livelihoods to local communities; and (ii) suggest improvements and draw lessons learnt to date to inform thinking about the JMVP-II (Arth Ganga). The M&E will ensure the accountability towards the program stakeholders and provide lessons learnt that will generate actionable recommendations to improve the program. Various activities under this task will be:

- Conduct a Social Return On Investment (SROI) study at the beginning of the project to ascertain potential Social Return On Investment (SROI) of the project expenditure.
- In consultations with the client, prepare baseline to track the status of stakeholder engagement, livelihood, and communication activities.
- Prepare a Monitoring and Evaluation (M&E) Framework by clearly specifying the key parameters to be monitored, source of data to evaluate each parameter and the range of satisfactory outcome (in terms of percentage) for each parameter including SROI.
- Undertaking comparative Monitoring & Evaluation on the benefits to the stakeholders in terms of knowledge enhancement, social acceptance of the JMVP-II (Arth Ganga), community participation in socio-economic activities, economic benefits to impacted households especially women and vulnerable groups (BPL, SC, ST, OBC, Women-headed Households) and in poor settlements/slums of the project locations. This activity shall be conducted through collection both primary and secondary data collection.
- A minimum of 10 project sites across the NW -1 to be visited in a half year and providing feedback and suggest improvements to the client by highlighting key lesson learnt from the JMVP-II (Arth Ganga).
- Submitting monthly progress report on project activities to client.
- At the end of project year of the assignment submit a detail impact assessment report to the client.
- At the end of the assignment, conduct a Social Return On Investment (SROI) study again to compare the envisaged SROI with the post project implementation.

4.5 **Task V: Programme Management Support:**

In addition to above, the Agency will also provide programme management support to the client in the following activities:

- Review the reports prepared by other consultants and provide comments for subsequently finalizing the same.
- Preparing proposals/ agendas/ notes/ write-ups/ presentations for the consideration of the Ministries and Departments of Central and State Governments including their subsequent follow ups in connection with the subject task.
- Coordinating various meetings with the other consultants and / or stakeholders and / or entities and/or NGOs involved in the project(s).
- Prepare agendas/write-ups/presentations/notes/brochure/handouts/fliers/banners, etc., required before each meeting and should discuss the same with the officials of the Client.
- Prepare and submit minutes after every meeting for necessary actions and follow ups;

- Various audits/ inspections/ investigations and prepare the replies on the comments/ observations raised by the agencies from time to time under the task.
- Preparing comments/ opinions/ recommendations sought by the Ministries/departments/ implementing agencies under the State/ Central Government with respect to the Client's project(s) being developed/implemented.
- Maintaining all relevant records & correspondences and keep them updated from time to time.
- Conducting various seminars/workshops/cluster meetings etc. with various stakeholders.
- Documentation of key insights and learnings including the innovations or use of latest technology being adopted that are undertaken during the project(s) to ensure that all stakeholders are aware of the same
- Undertake site visits/ inspections to the various project(s) sites of the Client on need basis, if requested by the Client.

4.6 Handover to the community-based organization:

At the end of project period, it is envisaged to hand over Operation and maintenance of Jetties and other created structures to Community based organizations It is envisaged that ownership of these structures by community-based organizations/ institutions would lead to long term sustainability and ownership of the structures.

Following activities needs to be undertaken by the agency for this purpose:

- Develop user fee/advertising or relevant economic models for revenue generation from usage of Jetties and other structures created under this project.
- Create a structure of Fund management and ownership structure of funds
- Devise mechanism for handover of operations and management of Jetties and other structures to the community-based institutions for long term sustainability.

5. Reporting Requirements & their Timelines

The Agency will prepare and submit the following reports in hard and soft copy to the Client in the format as approved by the Client:

S. No	Particulars of the Report	No. of Copies	Content of the Report	Time of submission
1.	Inception Report	3	The Agency shall prepare and submit an Inception Report at the end of first month containing a description on approach and methodology along with detailed work plan and resource deployment plan	Within 14 days from signing of contract
2.	Strategy for Jetty Operationalization		Agency shall develop a strategy for jetty operationalization with the involvement of local community, panchayat, local district administration, etc. in full satisfaction of their needs and requirement of safe and smooth operation of jetties supported with justification on livelihood support.	Within 8 weeks of signing contract

S. No	Particulars of the Report	No. of Copies	Content of the Report	Time of submission
3.	Monthly Progress Reports	3	<p>The Agency has to ensure that various components of the project(s) are progressing in accordance with the approved work program. The Consultant shall prepare & submit a brief Monthly Progress Report summarizing the works accomplished and planned for the next month as per the scope of Work elaborated in Clause 4.0 of the TOR of the contract. The report shall showcase the progress and outline any problems encountered (administrative, technical, or financial) and give details on the same. and of action required from the Client to permit unconstrained works implementation.</p>	For every month by 7 th date in the following month
4.	Quarterly Progress Reports	3	<p>The Agency shall prepare and submit a comprehensive Quarterly Progress Report summarizing all activities under the contract of consultants at the end of each quarter, and at other times when considered warranted by the concerned stakeholders because of delay of the works or because of the occurrence of technical or contractual difficulties.</p> <p>Such reports shall include but not be limited to: (i) details of major milestones achieved by the consultants; (ii) progress of the consultants; (iii) all contract variations and change orders; (iv) status of consultants and will include brief descriptions of the technical and contractual problems being encountered, physical and financial progress, financial status of the contract as a whole consisting of the cost incurred, cost forecast and other relevant information on the ongoing contract.</p>	For every quarter by 7 th date in the following quarter
5.	Communication Strategy Reports	3	<p>The Consultant shall prepare and submit a monthly Communication Strategy Report which shall include but not be limited to (i) status of implementation of the impact resulting from communication plan/strategy adopted</p>	For every month by 7 th date in the following month

S. No	Particulars of the Report	No. of Copies	Content of the Report	Time of submission
6.	Social Reports	3	The Consultant shall prepare and submit a monthly Social Report that captures monitoring of basic social indicators including information of POs, grievance redressed, citizen engagement, land acquisition, participation of female workforce etc.	For every month by 7 th date in the following month

6. **Manpower Requirement** – The overall man – month requirement is 240.

The minimum & desired qualification and experience of the Experts are briefly described herein however, the Consultant shall only provide the CVs of the Key Experts in their Technical Proposal which would be considered for the purpose of evaluation. Further, the Consultant is can engage sub consultants/NGOs/Professional agencies for Environment Social and Governance matters/SROI and other studies and also community mobilization and other related activities.

For Non-Key Experts, the Consultant shall submit the CVs for approval of the Client prior to signing of the Contract.

The CVs of the proposed Key Experts must be submitted along with a signed declaration by the proposed professional confirming their availability for the Services. The CVs submitted without such declaration shall not be considered for Technical Evaluation. Some Key Experts shall be employed intermittently, at intervals which would be proposed by the Client.

#	Expert	Nos	Educational Qualification	Professional Experience	Indicative tasks*
A. Key Experts					
1.	Team Leader	1	Postgraduate/ Graduate (Sociology/Social Work/MBA). Specialization in Planning and Development programmes	<ul style="list-style-type: none"> • Minimum 10 years (for Postgraduates) or 15 years (for Graduates) of demonstrated experience in carrying out social mobilization and business activities in supporting Govt. programmes. • The professional should have working experience of handling consultations/engagement with multiple stakeholders including Govt. Govt. institutions/agencies and coordinating social mobilization and planning and financing efforts. • Fluency in written and spoken English and Hindi are essential. 	<ul style="list-style-type: none"> • Lead and guide the project • Liaison with national, state and district govt. agencies • Coordinate with Stakeholders • Maintain the quality of the outputs • Mange team and monitoring
2.	Social Specialist (Stakeholder mobilization)	1	uate/Graduate in Social Work/Sociology	<ul style="list-style-type: none"> • Minimum 7 years (for Postgraduates) or 5 years (for Graduates) of demonstrated experience in implementing Social/Community Development activities. • Should have extensive experience in assessment of the needs of various stakeholders, preparation of Information, Education and Communication (IEC) materials. Familiarity with Local Language skills are essential and must. 	<ul style="list-style-type: none"> • Lead the development and the implementation of a resource mobilization and partnerships strategy of the project to raise and mobilize resources and build partnerships to support the achievement of the project objectives. • Identify, recommend, and oversee innovative methodologies and approaches and highlight Stakeholder engagement opportunities. • Work closely with cluster leads, departments and regional

#	Expert	Nos	Educational Qualification	Professional Experience	Indicative tasks*
					<p>offices, teams; provide technical, policy and strategic advice to increase voluntary contributions by providing timely and strategic intelligence on issues, trends and opportunities for partnership development to enable informed decision making and actions planning; develop and coordinate a Bureau-wide resource mobilization network.</p> <ul style="list-style-type: none"> • Establish and promote quality standards and work processes for managing and deepening relationships with Sector Members, and build staff capacity, as needed to achieve increased Member satisfaction and engagement; oversee periodic reviews of current resource mobilisation and partnership building capabilities and practices, to ensure that resource mobilization, partnership building and membership management strategies and activities are in line with the IWAI objectives. • Guide and facilitate the proposal development work process within Resource Management Framework to ensure compliance with internal review and clearance procedures, and delivery of high-quality proposals to targeted funders. • Provide technical guidance on effective resource mobilization and funding approaches and build capacity of staff in Regional and Area offices to strengthen resource mobilization culture and capacity at both in the field and headquarters. • Monitor and oversee quality and timeliness of donor reporting across IWAI, and advise IWAI Director and other Senior Management, as appropriate, on required and aspirational funding levels. • Participate and provide expert opinion at high-level international events, meetings, negotiation of agreements,

#	Expert	Nos	Educational Qualification	Professional Experience	Indicative tasks*
					<p>policy discussions with partners and stakeholders, as delegated.</p> <ul style="list-style-type: none"> • Build, maintain and expand networks with key officials from donor agencies, promoting new ideas and opportunities for engagement and ensuring an on-going policy dialogue on relations with other UN organizations, and with other public and private sector stakeholders
3.	Communication Specialist	2	Post Graduate/Graduate degree in Indology/Philosophy/Journalism/Mass Communication/Social Studies with experience of working with Electronic media, Social media and Internet based new channels	<ul style="list-style-type: none"> • Minimum 7 years (for Post Graduates) or 5 years (for Graduates) of demonstrated experience with proven skills in media management. Experience with Electronic media, Social media, TV channels in media planning/editing would be preferred. • The specialist should have thorough knowledge of producing outreach materials for various stakeholders and documentation of project learnings/best practices/case studies/impact assessment/ documentaries and preparation of various reports. • Fluency in written and spoken Hindi and local languages are a must. 	<ul style="list-style-type: none"> • Facilitate drafting & distribution of all press releases, media announcements, etc. • Coordinate media attendance and management at events • Manage and act on all publicity opportunities such as community events, holidays, editorial calendars, etc. • Coordinate and monitor all media coverage and topics to the project • Potentially implement social media for specific campaigns or for specific events under the project
4.	Livelihood Specialist	4	Master's Degree in Social Science/Social Welfare.	<ul style="list-style-type: none"> • Minimum 7-10 years demonstrated experience in Livelihood/Income Generation/Restoration and Counselling Support • Proven ability in assessing skill gaps, facilitating income generation activities, mobilizing Self-Help Groups etc. • Familiarity with Government Programmes and important livelihood schemes in Bihar, Jharkhand, Uttar Pradesh and West Bengal. • Ability to use MS Excel, MS Word. • Solid experience in conducting social development consultative and participatory approaches and applying them in the course of operation. • Fluency in written and spoken Hindi and local languages are a must. 	<ul style="list-style-type: none"> • Conducting group and individual counselling sessions with the project affected families in order to generate awareness on efficient utilization of disbursements and creation / purchase of productive assets. • Provide clarifications and additional information to PAFs especially those losing land, regarding their options on utilizing the compensation. • Planning and conducting consultations with the project affected persons to understand the needs of the Project Affected families and their existing skills set. • Identifying and designing livelihood restoration plans for the PAFs in response to their needs and skills identified during consultations with the affected persons and implementation of the plan in a timely manner. • Assist women, especially women headed households

#	Expert	Nos	Educational Qualification	Professional Experience	Indicative tasks*
					<p>and senior citizens in linking them to the other projects of the state government, assessing needs and linking them to SHGs if required. Identifying and facilitating suitable community activities where women can engage in creation alternate livelihood options (community nurseries / tree plantation/ anganwadi workers etc).</p> <ul style="list-style-type: none"> • Linking the PAFs to other government programmes on skill development (Kaushal Vikas Yojana), including facilitation of enrolment and follow up. • Advising PAFs losing land or employment relating to land on the various options of purchasing or developing alternate land / other productive assets. • Implementing any other special assistances to indirectly affected persons mentioned in the Resettlement Action Plan cum Social Management Plan at project locations where no private land acquisition is involved. • Documenting the impact on the restoration plan; keeping records of the counselling sessions, reviewing gaps and addressing them.
5.	Community Facilitator	2	uate/Graduates in Social Sciences/ Extension and Communication Management Studies	<ul style="list-style-type: none"> • Minimum 7 years(for Post Graduates) or 5 years (for Graduates) of demonstrated experience in facilitating communities, conducting Participatory Rapid Appraisal and other social intermediation activities such as mobilization, liaising, participation, IEC Campaigns, etc. Local language skills are essential. 	<ul style="list-style-type: none"> • Prepare and conduct awareness sessions and presentation of materials, writeups, etc., for various stakeholders, potential beneficiaries, etc. • Assist in Leading door to door outreach campaign aiming to spread the awareness about the project. • Assist in Preparing and launching mass media campaign targeting project deliverables and their impact.

* the tasks of the proposed Experts highlighted in the table above are indicative. These tasks may change in accordance with the actual need of the assignment.

7. OVERALL TIME PERIOD

The overall time period of the assignment is 02 Years and such period shall be extendable for subsequent period of one (1) year on mutual consent of both the Parties and subject to project(s) requirement & satisfactory performance of the Agency as mentioned at Clause No. 3.3

[DOCUMENT TITLE]

Reference :-

Date:-

To,
 Vice Chairman & Project Director
 Jal Marg Vikas Project
 Inland Waterways Authority of India
 (Ministry of Ports, Shipping and Waterways, Govt. of India)
 A – 13, Sector – 1, Noida -201301 (U.P.)

Subject:- Engagement of an Organization for providing Consultancy Services for Stakeholder Engagement, Livelihood Support and Communication for IWT Promotion on NW-1 under the JMVP-II (Arth Ganga)

IWA Reference: -

Dear Sir,

Refer your Expression of Interest

We are pleased to enclose our credentials for the subject cited assignment as per your requirements listed at Para 3 (a through d).

SL.NO	Description of Documents	Documents required to be furnished	Yes / No	Reference
1	Name of the Organization	<i>Copy of Certificate of Incorporation.</i>		
	Date of Establishment			
	Date of Commencement of Business			
	Type of Organization – Legal Status			
	Nature of Business			
	PAN No			
	GST No			
	Exact & Complete Address			
	Telephone / Fax numbers.			
	E-mail and cable address.			
	Present a brief profile - narrative description of the firm(s)..	<i>Kindly avoid submission of company brochures for the purpose description of the firm</i>		
Organizational strength of Consultant				
Key persons ... 2 principals with contact details to be Contacted by IWA.				
1.1	EOI Submitted as Sole Applicant or Joint Venture	<i>If yes, details of JV Partner similar to 1 above</i>		
	Details of Joint Venture Partner			
2	For Consultant of Foreign registry , indicate if there is any branch office(s) established in India with details in aforesaid manner	<i>If yes, details similar to 1 above</i>		

3	Qualification Requirements		<i>Details of relevant Engagement,</i>		
3b	Consultant should have a minimum average annual financial turnover of INR 1.60 Crores during the last 5 years – CA certified declaration for last 5 years to be submitted along with the EOI’.	2019-20 2018-19 2017-18 2016-17 2015-16	<i>CA certified declaration for last 5 years.</i>		
3c	Consultant should have completed 3 consultancy works of similar nature i.e. Communication outreach and Stakeholders consultations / Livelihood promotions / Community mobilization etc. during last 5 years – List of Scope of work, date of commencement, date of completion, client’s details, alongwith copies of work order, completion certificate issued by client to be submitted.		<i>Kindly Provide following details toward completed works.</i> <ul style="list-style-type: none"> • <i>Client’s details</i> • <i>Scope of work</i> • <i>Date of commencement,</i> • <i>Date of completion,</i> • <i>Synopsis of the Projects (relevant certificates of Commencement & completions issued by client should be enclosed)</i> 		
3d	Consultant should be having a minimum of 13 employees on their payroll – declaration to be submitted.		<i>Declaration to be made by company HR</i>		

Hope you will find the same in line with your requirements.

Signature & Name of the Consultant
Date & Seal

Certificate

This is to confirm & certify that the information furnished with this Expression of Interest (EOI) are true & Correct and are not debarred by the World Bank.

Signature & Name of the Consultant
Date & Seal

**Enclosure :-
As listed here under:-**