

Project Management Unit
(World Bank assisted Development Project for NW-1)
Inland Waterways Authority of India
(Ministry of Shipping, Government of India)
Head Office: A-13, Sector-1, Noida-201301.

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The Jal Marg Vikas Project for capacity augmentation of navigation on National Waterway-1 is underway. The Project period is six years and IWAI is the Implementing Agency. The project is being implemented with World Bank technical assistance and investment support.

A Project management Unit has been set-up under the charge of a Project Director for the preparation and pre-appraisal activities pertaining to the Project. The PMU is desirous of engaging Senior Consultants/Specialists as per details given below on short-term basis for the project period. The initial engagement will be for a period of two years, extendable for further period of the Project.

S.No.	Name of Position	No. of positions
1.	Senior Consultant/Specialist for Procurement Activities	1
2	Senior Consultant/Specialist for Civil Engineering Works	1
3	Senior Consultant/Specialist for Communication Strategy	1
4	Senior Consultant/Specialist for Environmental Studies including EIA and EMP	1

Terms of Reference (ToR) for each position are attached.

The Project has been included in PRAGATI as a priority infrastructure project for regular monitoring at the highest level. Hence adherence to the timelines fixed for the activities will be very stringent and demanding. The Specialists should have the professional knowledge, expertise and initiative to meet the above requirements.

This is not an employment, but only a consultancy for the Jal Marg Vikas Project for the duration of the project and will be governed by the Indian Contract Act, 1872 and the Terms of Contract. Persons will be engaged on contract basis purely on short-term basis for the delivery of services.

Selections will be based on academic qualifications, merit and experience in the related field and working knowledge, preferably on World Bank Projects.

The Curriculum Vitae containing information with reference to each item of ToR, along with copies of credentials in relation to the prescribed qualifications and experience, should be addressed to the Project Director, Project Management Unit and must reach in a sealed envelope at the above mentioned address by registered post or by hand on or before 31.03.2016.

The Project Director, PMU reserves the right to accept or reject any or all applications and to cancel applications under process at his discretion and his decision shall be binding and final.

Project Director

Terms of Reference for the position of Senior Consultant for Procurement Activities on the World Bank assisted Jal Marg Vikas Project for capacity augmentation of navigation on National Waterway-1.

A. Qualifications:

1. Engineering Graduate preferably with MBA/Degree in Economics
2. Experience: At least five years' experience in engineering works of infrastructure projects (preferably waterway, irrigation, barrage ports or at least similar linear projects).
3. Knowledge/understanding of national/international markets for Procurement.
4. Experience in procurement for large projects in transportation, waterways with World Bank Funding.
5. Familiarity with the working of State Governments, Central Government and the World Bank.
6. Ability to understand technical drawings and sketches.
7. Proficiency in use of Computers.
8. Good communication skills (in English and local language).

B. Role of Senior Consultant (Procurement)

This assignment will involve frequent travel to project corridors and other places for the purpose of procurement. The Senior Consultant (Procurement Activities) would be responsible for, but not limited to, the following activities and would report to the Project Director on daily basis.

- i) Preparation of ToR and Bidding documents for Hiring of consultants for EIA, SIA and EMP Study.
- ii) Preparation of ToR and Bidding documents for Hiring of consultants for preparation of Detailed Project Report (DPR), including Market Study and Business Development Strategy.
- iii) Assist in hiring of Consultants and implementation agencies.
- iv) Co-ordination during site assessment etc.
- v) Provide evaluation, oversight and co-ordination during preparation of DPRs by the Consultant.
- vi) Compilation of data, report preparation and coordination with monitoring agencies
- vii) General training of IWAI Officials and the contractors on Procurement Processes and practices – class-room and on-site (including preparation of training material).
- viii) Preparation of checklists/guidelines for sustainability of practices/long term usage by IWAI.
- ix) Supervision and monitoring for ensuring compliance of prescribed procurement processes.
- x) Monitoring and documentation
- xi) Coordination with other Departments and Agencies.

C. Reporting & Documentation:

- i) Preparation of status/monthly/quarterly reports for the IWAI and the World Bank on procurement aspects; Preparation of compliance/completion reports of each phase;
- ii) Review of reports submitted by the contractors and/or supervision consultants
- iii) Any other duties as may be assigned.

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Terms of Reference for the position of Specialist for Procurement Activities on the World Bank assisted Jal Marg Vikas Project for capacity augmentation of navigation on National Waterway-1.

A. Qualifications:

1. Engineering Graduate preferably with MBA/Degree in Economics
2. Experience: At least two years' experience in engineering works of infrastructure projects (preferably waterway, irrigation, barrage ports or at least similar linear projects).
3. Knowledge/understanding of national/international markets for Procurement.
4. Experience in procurement for large projects in transportation, waterways with World Bank Funding.
5. Familiarity with the working of State Governments, Central Government and the World Bank.
6. Ability to understand technical drawings and sketches.
7. Proficiency in use of Computers.
8. Good communication skills (in English and local language).

B. Role of Specialist (Procurement Activities): This assignment will involve frequent travel to project corridors and other places for the purposes of procurement. The Specialist (Procurement Activities) would be responsible for, but not limited to, the following activities and would report to the Senior Consultant (Procurement Activities) and the Project Director on daily basis.

1. Preparation of ToR, bidding documents for hiring of Consultants for preparation of Detailed Project Report including Market Study, EIA, SA, EMP Study etc.
2. Assist in hiring of Consultants and Hiring Agencies.
3. Co-ordination during site assessment etc.
4. Provide oversight and coordination during preparation of DPRs by the Consultants.
5. Compilation of data, report preparation and coordination with monitoring agencies.
6. General training of IWAI officials and contractors – classroom and on- site – (including preparation of training material)
7. Preparation of checklists/guidelines for sustainability of practices/ long-term usage by IWAI.
8. Supervision and monitoring for ensuring compliance of procurement process.
9. Monitoring and documentation.
10. Coordination with other Departments and Agencies.

C. Reporting & Documentation:

- i) Preparation of status/monthly/quarterly reports for the IWAI and the World Bank on procurement aspects; Preparation of compliance/completion reports of each phase;
- ii) Review of reports submitted by the contractors and/or supervision consultants
- (iii) Any other duties as may be assigned.

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Terms of Reference for the position of Senior Consultant for Civil Engineering on the World Bank assisted Jal Marg Vikas Project for capacity augmentation of navigation on National Waterway-1.

1. Qualifications:

1. Graduate in Civil Engineering preferably post graduate with specialization in structures/hydraulics from a recognised university or institute or AMIE from Institution of Engineers.
2. At least ten years' experience in construction/designing and planning of civil engineering works of infrastructure projects (preferably waterway, irrigation, barrage, ports or similar linear projects).
3. Experience in designing, planning for large projects of waterways development, flood protection, cross river structures (dams, barrages etc.)
4. Conversant with the latest engineering practices for designing of civil structures and ability to understand technical drawings, sketches, specifications etc.
5. Familiarity with the working of Central/State Governments and the World Bank.
6. Ability to understand technical drawings and sketches.
7. Proficiency in use of Computers.
8. Good communication skills (in English and local language).

2. Role of Senior Consultant (Civil Engineering)

The assignment will involve frequent travel to project corridors. The Senior Consultant (Civil Engineering Works) would be responsible for, but not limited to, the following activities and would report to the Project Director on daily basis.

- i) Preparation of ToR and Bidding documents for Hiring of consultants for preparation of Detailed Project Report, including Marketing Study and Business Development Strategy.
- ii) Preparation of ToR and Bidding documents for Hiring of consultants for EIA, SIA, EMP study.
- iii) Supervision and monitoring for ensuring compliance of prescribed civil engineering practices during execution of the project.
- iv) Assist in hiring of Consultants and implementation agencies.
- v) Co-ordination during site assessment etc.
- vi) Check the feasibility and adequacy of Civil Engineering Designs suggest by the consultant and propose latest engineering practices.
- vii) Provide evaluation, oversight and co-ordination during preparation of DPRs by the consultants.
- viii) General training of IWAI Officials and the contractors on Civil work process and practices – class-room and on-site (including preparation of training material).
- ix) Monitoring and documentation.
- x) Coordination with other Departments and Agencies.

3. Reporting & Documentation:

- i) Preparation of status/monthly/quarterly reports for the IWAI and the World Bank on civil works.
- ii) Preparation of compliance/completion reports of each phase
- iii) Review of reports submitted by the contractors and/or supervision consultants
- iv) Any other duties as may be assigned.

Terms of Reference for the position of Specialist for Civil Engineering on the World Bank assisted Jal Marg Vikas Project for capacity augmentation of navigation on National Waterway-1.

1. Qualifications:

1. Graduate in Civil Engineering from a recognised university or institute or AMIE from Institution of Engineers.
2. At least two years' experience in construction/designing and planning of civil engineering works of infrastructure projects (preferably waterway, irrigation, barrage, ports or similar linear projects).
3. Conversant with the latest engineering practices and ability to understand technical drawings, sketches, specifications etc.
4. Familiarity with the working of Central/State Governments and the World Bank.
5. Ability to understand technical drawings and sketches.
6. Proficiency in use of Computers.
7. Good communication skills (in English and local language).

2. Role of Specialist (Civil Engineering):

This assignment will involve frequent travel to project corridors and other places for the purposes of civil engineering works. The Specialist (Civil Engineering Works) would be responsible for, but not limited to, the following activities and would report to the Senior Consultant (Civil Engineering)/Project Director (JMVP) on daily basis.

- i) Preparation of ToR and Bidding documents for Hiring of consultants for preparation of Detailed Project Report, including Marketing Study and Business Development Strategy.
- ii) Preparation of ToR and Bidding documents for Hiring of consultants for EIA, SIA, EMP study.
- iii) Assist in hiring of Consultants and implementation agencies.
- iv) Co-ordination during site assessment etc.
- v) Check the feasibility and adequacy of Civil Engineering Designs suggest by the consultant and propose latest engineering practices.
- vi) Provide evaluation, oversight and co-ordination during preparation of DPRs by the consultants.
- vii) General training of IWAI Officials and the contractors on Civil work process and practices – class-room and on-site (including preparation of training material).
- viii) Supervision and monitoring for ensuring compliance of prescribed civil engineering practices during execution of the project.
- ix) Preparation of estimates/specifications/manuals/status/monthly/quarterly reports for the IWAI and the World Bank on civil works; preparation of compliance/completion reports of each phase; and review of reports submitted by the contractors and/or supervision consultants.
- x) Co-ordination with other departments and agencies.
- xi) Monitoring and documentation of the project related activities.
- xii) Any other duties as may be assigned.

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Terms of Reference for the Position of Senior Consultant (Communication Strategy) on the World Bank assisted Jal Marg Vikas Project for capacity augmentation of navigation on National Waterway -1.

A. Qualifications:

1. A degree in Mass Communication or Journalism from a recognized University or Institute.
2. Experience: Not less than five years' experience in Public Relations in a reputed PR Agency.
3. Knowledge/understanding of land acquisition process; involuntary resettlement; consultation and participation; socio-economic surveys; monitoring and evaluation; typical environmental and sociological impacts of large infrastructure projects; associated mitigation measures; and community consultation.
4. Familiarity with management of social media channels.
5. Proficiency in use of Computers to manage data base and generation of reports.
6. Good Communication Skills (in English and local language).

B. Role of Sr. Consultant (Communication Strategy):

The assignment will involve frequent travel to project corridors, affected villages, blocks and district headquarters. Senior Consultant (Communication Strategy) would be responsible for, but not limited to, the following activities and would report to the Project Director on daily basis.

- (i) Preparation of ToR and bidding documents for hiring of Consultants/Agencies for communication related studies and assignments.
- (ii) Formulation of strategy for communication needs assessment for IWAI.
- (iii) Supervising, monitoring and reporting upon the performance and output of communication agencies engaged by IWAI.
- (iv) Formulation of Communication Policy Manual for the PMU.
- (v) Advise PMU on electronic and print media issues pertaining to the Jal Marg Vikas Project.
- (vi) Prepare strategies for inland water transport promotional campaigns on National Waterway-1.
- (vii) Arrange press meetings and media briefings in relation to the Inland Waterways and prepare press notes/ briefs/ communiques and related activities.
- (viii) Dissemination of information regarding Jal Marg Vikas Project on website of IWAI and with print and electronic media.
- (ix) Preparation of strategies for prevention and countering adverse publicity on waterways, if any.
- (x) Organizing workshops, seminars and conferences pertaining to Inland Waterways activities.
- (xi) Liaise with Press Information Bureau, Directorate of Advertising and Visual Publicity, Ministry of Information and Broadcasting and reputed magazines and newspapers etc.

- (xii) Manage IWAI's social media channels.
- (xiii) Assist in management of applications received under the RTI Act, 2005.
- (xiv) Any other duties as may be assigned to him for the efficient and smooth execution of the project by IWAI.

C. Supervision and Monitoring of compliance

Inspections and monitoring of the work of the Media Consultant(s) engaged for the Project and preparation of Inspection Reports thereof.

D. Reporting and Documentation:

1. Preparation of media reports on Jal Marg Vikas on a daily basis.
2. Presentation of Review Reports on the activities undertaken by the Media Consultants.

Terms of Reference for the Position of Specialist (Communication Strategy) on the World Bank assisted Jal Marg Vikas Project for capacity augmentation of navigation on National Waterway -1.

1. Qualifications:

1. A degree in Mass Communication or Journalism from a recognized University or Institute.
2. Experience: Not less than three years' experience in Public Relations in a reputed PR Agency.
3. Knowledge/understanding of land acquisition process; involuntary resettlement; consultation and participation; socio-economic surveys; monitoring and evolution; typical environmental and sociological impacts of large infrastructure projects; associated mitigation measures; and community consultation.
4. Familiarity with management of social media channels.
5. Proficiency in use of Computers to manage data base and generation of reports.
6. Good Communication Skills (in English and local language).

2. Role of Specialist (Communication Strategy):

1. Formulation of Communication Policy Manual for the PMU.
2. Advise PMU on electronic and print media issues pertaining to the Jal Marg Vikas Project.
3. Prepare strategies for inland water transport promotional campaigns on National Waterway – 1.
4. Arrange press meetings and media briefings in relation to the inland waterways and prepare press notes/briefs/communiqués and related activities.
5. Dissemination of information regarding Jal Marg Vikas Project on website of IWAI and with print and electronic media.
6. Preparation of strategies for prevention and countering of adverse publicity on waterways, if any.
7. Organizing workshops, seminars, and conferences pertaining to inland waterways activities.
8. Liaise with press Information Bureau, Directorate of Advertising and Visual Publicity, Ministry of Information and Broadcasting and reputed magazines and newspaper etc.
9. Any other duties as may be assigned to him for the efficient and smooth execution of the project by IWAI.

3. Capacity Building Activities

1. General training of IWAI officials and contractors – class-room and on-site (including preparation of training material)
2. Intensive training to selected/designated field officials of the State Govt. and environmental officers of the contractors
3. Preparation of checklists/guidelines for sustainability of practices/long term usage by IWAI

4. Supervision and Monitoring for compliance

1. Environmental inspections and preparation of Environmental Inspection Reports
2. Monitoring and Documentation of EMP, SIA Compliance

5. Reporting and Documentation

1. Preparation of status/monthly/quarterly reports for the IWAI and World Bank on Environmental Aspects (such as Regulatory Clearances, Tree Cutting, EMP implementation, Afforestation Programme etc.)
2. Preparation of Compliance Reports for Department of Environment and Forests, State Govt./MoEF, GoI (as required)
3. Preparation of Compliance Completion Reports of each phase
4. Review of Reports submitted by the Contractors and/or Supervision Consultants

6. Co-ordination with Other Departments and Agencies

1. Preparation (as needed with regard to project scope) of applications and follow-up on Environmental Clearances; SPCB NOC; Forestry Clearances; Tree Cutting Permissions; NOC for construction activities on river, near ASI monuments etc.

Terms of Reference for the position of Senior Consultant for Environmental Studies including EIA and EMP on the World Bank assisted Jal Marg Vikas Project for capacity augmentation of navigation on National Waterway-1.

A. Qualifications:

1. Master's Degree in Environmental Planning/Engineering/Science.
2. Experience: Not less than five years in Environmental Impact Assessment of Infrastructure Projects (preferably waterway, highway, barrage or at least similar linear projects).
3. Knowledge/understanding of typical environmental impacts; associated mitigation measures and community consultation.
4. Familiarity with the working of State Governments, Central Government and the World Bank.
5. Ability to understand technical drawings and sketches.
6. Proficiency in use of Computers.
7. Good communication skills (in English and local language).

B. Role of Senior Consultant:

This assignment will involve frequent travel to project corridors, affected villages, Block and District Headquarters. Senior Consultant (EIA) would be responsible for, but not limited to, the following activities related to the Jal Marg Vikas Project and would report to the Project Director on daily basis:

- i) Preparation of ToR and Bidding documents for Hiring of Consultant firms for EIA, SIA, EMP and studies.
- ii) Provide assistance in co-ordination during site assessment etc.
- iii) Provide evaluation, oversight and co-ordination during preparation of Environmental Screening, EIA, EMP and SIA reports including various other reports, formats, checklists and guidelines.
- iv) Ensure integration of EIA/EMP/SIA findings in engineering design and bidding documents.
- v) Assist in assessment of fauna, including fish and benthic diversity, and flora and impact of vessel movements on fisheries, aquatic life and river ecology through the Consultant firm.
- vi) Assist in ensuring social responsibilities of the projects, such as compliance with labour laws, prohibition of child labour, HIV/AIDS and gender issues.
- vii) Compilation of pollution monitoring data, reports preparation and co-ordination with the monitoring agencies.
- viii) Assist and guide IWAI for information dissemination and proper disclosure of documents.
- ix) Prepare plan for trust building exercise between the community and IWAI.

C. Capacity Building Activities:

- i) General training of IWAI Officials and Contractors on environmental aspects of waterways transportation – classroom and on-site (including preparation of training materials)

- ii) Intensive training to selected/designated Field Officials of the State Government and Environmental Officers of the Contractors
- iii) Preparation of checklists/guidelines for sustainability of practices/ long term usage by IWAI.
- iv) Prepare guidelines/reports for community consultation; plans for further action and guide during implementation of Resettlement Action Plan (RAP).

D. Supervision and Monitoring for compliance:

- i) Co-ordination with other departments and agencies with particular reference to preparation (as needed with regard to project scope) of applications and follow-up on Environmental Clearances; SPCB NOC; forestry clearances, tree cutting permissions, NOC for construction activities on river, near ASI monuments etc.
- ii) Monitoring and Documentation of EMP Compliance.

E. Reporting and Documentation:

- i) Preparation of status/monthly/quarterly reports for the IWAI and the World Bank on Environmental aspects (such as Regulatory Clearances, Tree cutting, EMP implementation, Afforestation Programme etc.)
- ii) Preparation of compliance reports on the observations/ reports of the Department of Environment and Forests of State Governments/ Ministry of Environment and Forests (Govt. of India) (as required);
- iii) Preparation of compliance/completion reports of each phase.
- iv) Review of reports submitted by the Contractors and/or Supervision Consultants.

F. Co-ordination with other Departments and Agencies:

Preparation (as needed with regard to project scope) of applications and follow-up on environmental clearances/aspects with particular reference to preparation of status/monthly/quarterly reports for the IWAI and the World Bank on regulatory/forestry clearances, SPCB NOC, tree cutting permissions, EMP implementation, afforestation programme, NOC for construction activities on river, near ASI monuments etc.);

TERMS OF REFERENCE FOR THE POSITION OF SPECIALIST FOR ENVIRONMENTAL STUDIES INCLUDING EIA AND EMP IN THE PMU OF JAL MARG VIKAS PROJECT (JMVP)

1. Qualifications:

1. Master's degree in Environmental Planning/Engineering/Sciences.
2. At least two years' experience in Environmental Impact Assessment of infrastructure projects (preferably waterway, irrigation, barrage, ports or similar linear projects).
3. Knowledge/understanding of typical environmental impacts, associated mitigation measures and community consultations.
4. Familiarity with the working of Central/State Governments and the World Bank.
5. Ability to understand technical drawings and sketches.
6. Proficiency in use of Computers.
7. Good communication skills (in English and local language).

2. Role of Specialist (Environmental Studies including EIA and EMP):

This assignment will involve frequent travel to project corridors and other places for the purposes of environmental studies. The Specialist (Environmental Studies including EIA and EMP) would be responsible for, but not limited to, the following activities and would report to the Project Director (JMVP) on daily basis.

- i) Preparation of ToR and Bidding documents for Hiring of Consultant firms for EIA, SIA, EMP and studies.
- ii) Provide assistance in co-ordination during site assessment etc.
- iii) Provide evaluation, oversight and co-ordination during preparation of Environmental Screening, EIA, EMP and SIA reports including various other reports, formats, checklists and guidelines.
- iv) Ensure integration of EIA/EMP/SIA findings in engineering design and bidding documents.
- v) Assist in assessment of fauna, including fish and benthic diversity, and flora and impact of vessel movements on fisheries, aquatic life and river ecology through the Consultant firm when appointed.
- vi) Assist in ensuring social responsibilities of the projects, such as compliance with labour laws, prohibition of child labour, HIV/AIDS and gender issues.
- vii) Compilation of pollution monitoring data, reports preparation and co-ordination with the monitoring agencies.
- viii) Prepare plan for trust building exercise between the community and IWAI.
- ix) Prepare guidelines for community consultations; reports on consultation; plans for further action and guide during implementation of Resettlement Action Plan (RAP).
- x) Assist and guide IWAI for information dissemination and proper disclosure of documents.

3. Capacity Building Activities:

- i) Capacity building activities for IWAI, including general training of IWAI Officials and Contractors on environmental aspects of waterways transportation – classroom and on-site (including preparation of training material);
- ii) intensive training to selected/designated field Officials of the State Government and Environmental Officers of the Contractors;
- iii) preparation of checklists/guidelines for sustainability of practices/ long term usage by IWAI;
- iv) Prepare guidelines/reports for community consultation; plans for further action and guide during implementation of Resettlement Action Plan (RAP).

4. Supervision and monitoring for compliance:

- (i) Co-ordination with other departments and agencies with particular reference to preparation (as needed with regard to project scope) of applications and follow-up on Environmental Clearances; SPCB NOC; forestry clearances, tree cutting permissions, NOC for construction activities on river, near ASI monuments etc.
- (ii) Monitoring and Documentation of EMP Compliance.

5. Reporting and Documentation:

- (i) Preparation of status/monthly/quarterly reports for the IWAI and the World Bank on Environmental aspects (such as Regulatory Clearances, Tree cutting, EMP implementation, Afforestation Programme etc.)
- (ii) Preparation of compliance reports on the observations/ reports of the Department of Environment and Forests of State Governments/ Ministry of Environment and Forests (Govt. of India) (as required);
- (iii) Preparation of compliance/completion reports of each phase.
- (iv) Review of reports submitted by the Contractors and/or Supervision Consultants.

6. Co-ordination with other Departments and Agencies:

Preparation (as needed with regard to project scope) of applications and follow-up on environmental clearances/aspects with particular reference to preparation of status/monthly/quarterly reports for the IWAI and the World Bank on regulatory/forestry clearances, SPCB NOC, tree cutting permissions, EMP implementation, afforestation programme, NOC for construction activities on river, near ASI monuments etc.);