

**PROJECT MANAGEMENT UNIT**  
(World Bank Assisted Development Project for NW-1)  
**INLAND WATERWAYS AUTHORITY OF INDIA**  
(Ministry of Ports, Shipping and Waterways, Govt. of India)  
Head Office: A-13, Sector-1, Noida-201 301  
Phone: 0120-2424536, 0120 – 2424540

Dated the 16<sup>th</sup> December 2021

Jal Marg Vikas Project (JMVP) for capacity augmentation of navigation on National Waterways-1 is being implemented with the technical assistance and investment support from the World Bank. The Project period is up to December 2023 and the Inland Waterways Authority of India (IWAI) is the Implementing Agency.

2. Project Management Unit (PMU) has been set up under the charge of a Project Director to assist IWAI in execution of the Jal Marg Vikas Project. The PMU is desirous of engaging professionals for the Project Management Unit at Noida, as per the details given below, on short-term contract basis, initially for a period of one year, extendable for further period of the Project as per requirement:

Sl. No	Name of Position	No. of Position
1.	Sr. Consultant (Communications)	01
2.	Specialist (Communications)	02
3.	Specialist (Environmental Studies, EIA & EMP)	02
4.	Specialist (Social Impact Assessment)	02
5.	Specialist (Civil Engineering)	01
6.	Specialist (Procurement)	01

3. Terms of Reference (ToR) for the above positions is attached. The selected professionals will be engaged on purely short-term contract basis for the delivery of services. The professionals will be required to work on full-time basis and will not be permitted to take up any other assignment during the consultancy with the PMU.

4. The selected professionals will be paid a consolidated monthly remuneration of Rs. 60,000/- for the position of Specialist and Rs. 1,20,000/- for the position of Sr. Consultant. The consolidated remuneration includes all applicable taxes. Selection will be made based on academic qualifications, merit and experience in the related field and working knowledge, preferably on World Bank Projects.

5. The curriculum vitae containing information with reference to each item of ToR, along with credentials in relation to the prescribed qualifications and experience, should be addressed to the Project Director (JMVP) and must reach in a sealed envelope at the above mentioned address by post or by hand on or before 10.01.2022. The applications received without the documents related to experience or educational qualifications will not be entertained.

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

Project Director  
Jal Marg Vikas Project

Vacant Position	Sr. Consultant (Communications)
No of Position	01
Qualification	<p>1. Graduate in Mass Communication/ Journalism/ Arts/ Commerce/Science.</p> <p>2. A Post Graduate Degree/Diploma in Mass Communication or Journalism/Advertisement Management and Public relations from a recognized University or Institute.</p> <p>(Copies of the certificates need to be enclosed)</p>
Experience:	<ul style="list-style-type: none"> <li>• Four years' experience in Public Relations/Journalism in a reputed PR Agency/Newspaper.</li> <li>• Proficiency in use of computers.</li> <li>• Good communication skills (English, Hindi and local language).</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• Experience in the field of Infrastructure, Transport, Land Acquisition Process.</li> <li>• Experience related to local socio-economic and political environment.</li> <li>• Experience related to social media including Twitter, Facebook etc.</li> </ul> <p>(Copies of experience certificates need to be enclosed).</p>
Role and functions	<p>This assignment may involve frequent travel to project corridors, affected villages, block/ district headquarters etc. To liaise with local media for regular coverage on Jal Marg Vikas Project, conduct consultations, organise workshop/sessions with stakeholders and assist the Project Director (JMVP) on daily basis. The Specialist would be responsible for, but not limited to, the following activities:</p> <ul style="list-style-type: none"> <li>• Formulation of Communication Policy Manual for the PMU.</li> <li>• Advise PMU on electronic and print media issues pertaining to the Jal Marg Vikas Project.</li> <li>• Prepare strategies for inland water transport promotional campaigns on National Waterway-1.</li> <li>• Arrange press meeting and media briefing in relation to the Inland Waterways and prepare press notes/ briefs/ communiques and related activities</li> <li>• Dissemination of information regarding Jal Marg Vikas Project on website of IWAI and with print and electronic media.</li> <li>• Preparation of strategies for prevention and countering adverse publicity on waterways, if any.</li> <li>• Organizing workshops, seminars and conferences pertaining to Inland Waterways.</li> <li>• Liaise with Press Information Bureau, Directorate of Audio and Visual Publicity, Ministry of Information and Broadcasting and reputed magazines and newspapers etc.</li> <li>• Any other duties as may be assigned to him for efficient and smooth execution of the project.</li> </ul>

Vacant position	Specialist (Environmental Studies, EIA & EMP)
No of Position	02
Qualification	Post Graduate in Environmental Science/Engineering (Copies of Certificates need to be enclosed)
Experience:	<ul style="list-style-type: none"> <li>• One years' experience in Environmental Impact Assessment of infrastructure projects preferably waterway, highway, barrage or at least similar linear projects.</li> <li>• Knowledge/understanding of typical environmental impacts, associated mitigation measures and community consultations.</li> <li>• Ability to understand technical drawings and sketches.</li> <li>• Proficiency in use of Computers and Good communication skills (in English and local language).</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>• Experience of working as social/resettlement expert for major civil engineering projects.</li> <li>• Experience of working of the State Govt./Central Govt./World Bank.</li> </ul> <p>(Copies of experience certificates need to be enclosed).</p>
Role and functions	<ul style="list-style-type: none"> <li>• This assignment may involve frequent travel to project corridors, affected villages, block and district headquarters.</li> <li>• The Specialist would report to the Project Manager/Project Director (JMVP) on daily basis for his assigned duties.</li> <li>• Preparation of ToR and Bidding documents for Hiring of Consultant firms for EIA, SIA, EMP and studies.</li> <li>• Provide assistance in co-ordination during site assessment etc.</li> <li>• Provide evaluation, oversight and co-ordination during preparation of Environmental Screening, EIA, EMP and SIA reports including various other reports, formats, checklists and guidelines.</li> <li>• Ensure integration of EIA/EMP/SIA findings in engineering design and bidding documents.</li> <li>• 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.</li> <li>• Compilation of pollution monitoring data, reports preparation and co-ordination with the monitoring agencies.</li> <li>• Assist and guide IWAI for information dissemination and proper disclosure of documents.</li> <li>• 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); intensive training to selected/designated field Officials of the State</li> </ul>

	<p>Government and Environmental Officers of the Contractors; and preparation of checklists/guidelines for sustainability of practices/ long term usage by IWAI.</p> <ul style="list-style-type: none"><li>• Supervision and monitoring for ensuring compliance of environmental aspects with particular reference to 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.); preparation of compliance reports on the observations/ reports of the Environment and Forest Depts. of State Governments/ Ministry of Environment, Forests and Climate Change, Govt. of India (as required); preparation of compliance/completion reports of each phase; and review of reports submitted by the Contractors and/or Supervision Consultants.</li><li>• 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.</li><li>• Any other duties as may be assigned for the efficient and smooth execution of the project.</li></ul>
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Vacant Position	Specialist (Social Impact Assessment)
No of Position	02
Qualification	Master's Degree in Social Work/Sociology/Anthropology/Urban and Regional Planning. (Copies of Certificates need to be enclosed)
Experience:	<ul style="list-style-type: none"> <li>• One years' experience in the area of land acquisition process, involuntary resettlement, consultation and participation, socio-economic surveys, monitoring and evaluation etc.</li> <li>• Knowledge/understanding of sociological impacts of large infrastructure projects; associated mitigation measures; and community consultations.</li> <li>• Proficiency in use of Computers to manage data base and generation of reports.</li> <li>• Good communication skills (in English and Hindi/local language)</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>• Experience of working as social/resettlement /expert for major civil engineering projects.</li> <li>• Experience of working in State Governments/Central Government/World Bank.</li> </ul> <p>(Copies of experience certificates need to be enclosed).</p>
Role and functions	<ul style="list-style-type: none"> <li>• Overall responsibility for overseeing the preparation, implementation and monitoring of Social Impact Assessment (SIA) and Resettlement Action Plans (RAPs) and Communication Strategy and implementation of communication action plan.</li> <li>• Assist Project Director to respond to queries from stakeholders.</li> <li>• Organize and facilitate consultations and workshops with stakeholders.</li> <li>• Prepare minutes and proceedings of consultations.</li> <li>• Maintain and update the computerized data base related to the delivery of Resettlement Entitlements and generation of periodical progress reports.</li> <li>• Manage Consultants responsible for the preparation of RAP.</li> <li>• Review the output of Consultants.</li> <li>• Coordinate with State Revenue Departments to implement land acquisition.</li> <li>• Undertake field visits and organize focus group discussions with settlements around fixed terminals and others that may be affected by project and ancillary activities.</li> <li>• Coordinate the meetings of various committees established for the implementation of Resettlement plans.</li> <li>• Undertake field visits as appropriate to review the progress at ground level.</li> <li>• Manage the resettlement impact assessment studies and other studies related to Resettlement.</li> </ul>

Vacant Position	Specialist (Civil Engineering)
No of Position	01
Qualification	Graduate in Civil Engineering preferably postgraduate with specialization in Structures/Hydraulics. (Copies of Certificates need to be enclosed)
Experience:	<ul style="list-style-type: none"> <li>• Two years' experience in construction/designing and planning of civil engineering works of infrastructure projects (preferably waterway, irrigation, barrage, ports or similar linear projects).</li> <li>• Conversant with the latest engineering practices.</li> <li>• Ability to understand technical drawings, sketches, specifications etc.</li> <li>• Proficiency in use of computers.</li> <li>• Good communication skills (in English and local language).</li> </ul> <p>Desirable:</p> <ul style="list-style-type: none"> <li>• Experience of working in State Government/Central Government/World Bank.</li> </ul> <p>(Copies of experience certificates need to be enclosed).</p>
Role and functions	<p>This assignment may involve frequent travel to project corridors, affected villages and block and district headquarters. Specialist (CE) will assist the Project Director (JMVP) and Senior Consultant (CE) on daily basis.</p> <p>The Specialist (CE) would be responsible for, but not limited to, the following activities :</p> <ul style="list-style-type: none"> <li>• Preparation of ToR and Bidding documents for hiring of consultants for various engineering studies and Contractors for engineering works.</li> <li>• Assist in hiring of Consultants and implementation agencies.</li> <li>• Co-ordination during site assessment etc.</li> <li>• Check the feasibility and adequacy of Civil Engineering Designs suggested by the consultant and propose latest engineering practices.</li> <li>• Provide evaluation, oversight and co-ordination during preparation of DPRs by the consultants.</li> <li>• Supervision and monitoring for ensuring compliance of prescribed civil engineering practices during execution of the project.</li> <li>• Preparation of 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.</li> <li>• Co-ordination with other departments and agencies.</li> <li>• Monitoring and documentation of the project related activities</li> </ul>

Vacant Position	Specialist ( Communications)
No of Position	02
Qualification	<p>1. Graduate in Mass Communication/ Journalism/ Arts/ Commerce/Science.</p> <p>2. Post Graduate Degree/Diploma in Mass Communication or Journalism from a recognized University or Institute. (Copies of Certificates need to be enclosed).</p>
Experience:	<ul style="list-style-type: none"> <li>• At least two years' experience in Public Relations/Journalism in a reputed PR Agency/Newspaper.</li> <li>• Good communication skills (in English and local language).</li> <li>• Proficiency in use of computers</li> </ul> <p><b>Desirable:</b></p> <ul style="list-style-type: none"> <li>• <b>Experience in the field of Infrastructure, Transport, Land Acquisition Process.</b></li> <li>• <b>Experience of local socio-economic and political environment.</b></li> <li>• <b>Experience of handling social media including Twitter, Facebook etc.</b></li> </ul> <p>(Copies of experience certificates need to be enclosed).</p>
Role and functions	<p>This assignment may involve frequent travel to project corridors, affected villages, block/ district headquarters etc. Specialist (Communication Strategy) will liaise with local media for regular coverage on Jal Marg Vikas Project, conduct consultations, organize workshop/sessions with stakeholders and assist the Project Director on daily basis. The Specialist would be responsible for, but not limited to, the following activities:</p> <ul style="list-style-type: none"> <li>• Help conceptualize and implement communication strategy.</li> <li>• Conduct consultations and organize workshop sessions with stakeholders.</li> <li>• Liaise with PIB, DAVP, local and national media on a regular basis.</li> <li>• Monitor local and national media on a daily basis.</li> <li>• Provide content on an on-going basis for IWAI/JMVP website and social media channels.</li> <li>• Documentation of on-going progress of the Project and its benefits.</li> <li>• Maintain detailed data base of media, NGOs, Central/State Government Ministries and officials.</li> <li>• Action under Right to Information Act. Any other duties as may be assigned by the senior officers.</li> </ul>

Vacant Position	Specialist (Procurement)
No of Position	01
Qualification	Engineering Graduate preferably with MBA (Copies of Certificates need to be enclosed).
Experience:	<ul style="list-style-type: none"> <li>• 2 years' experience in managing procurement of consulting and non-consulting services, goods and works for large infrastructure projects, preferably in the transportation sector, multimodal logistics management and waterways. Procurement of Contracts for projects under the PPP mode as per the procurement guidelines of Govt. of India.</li> <li>• Preparation and maintenance of procurement plans, bid process management, documentations, review of procurement records, handling procurement related queries/complaints and any other requirements from concept to award stage.</li> <li>• Knowledge/ understanding of national/ international markets for procurement.</li> <li>• Ability to understand technical drawings and sketches.</li> <li>• Proficiency in use of computers.</li> <li>• Good communication skills in English and Hindi language.</li> </ul> <p><b>Desirable:</b> <b>Experience of working in State Governments and Central Government.</b> (Copies of experience certificates need to be enclosed).</p>
Role and functions	<ul style="list-style-type: none"> <li>• Develop procurement and contracting plans.</li> <li>• Overall management of the tendering process, including preparation of ToR and tender documents.</li> <li>• Issue of procurement notices / Expressions of Interest/request for bids</li> <li>• Contract management, including review of invoices from consultants and contractors engaged by IWAI and match against relevant Terms of Reference (ToR)/ Contracts.</li> <li>• Provide evaluation, oversight and co-ordination during preparation of DPRs by the Consultant.</li> <li>• Supervision and monitoring for ensuring compliance of prescribed procurement processes.</li> <li>• Preparation of reports for the IWAI on procurement aspects; Preparation of compliance/completion reports of each phase;</li> <li>• Review of reports submitted by the contractors.</li> <li>• Co-ordination with other departments and agencies.</li> <li>• Any other duties as may be assigned by the competent authority from time to time.</li> </ul>