



**JHARKHAND URBAN INFRASTRUCTURE DEVELOPMENT COMPANY LIMITED**

(A Government of Jharkhand Undertaking)

3<sup>rd</sup> Floor, Pragati Sadan, Kutchery Chowk, Ranchi-834001

Ph no. -0651-2225878, E-Mail Id- [juidcolimited@gmail.com](mailto:juidcolimited@gmail.com)

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NIT No. : JUIDCO/NIT/REOI/PMC/116

Ranchi/Date: 17.08.2017

**Jharkhand Urban Infrastructure Development Company Limited**

**Ranchi, Jharkhand, India**

**REQUEST FOR EXPRESSION OF INTEREST (REOI)**

**Consultant for Project Management, Contract Management and Monitoring & Evaluation support for the Jharkhand Municipal Development project (JMDP) in Jharkhand**

***NAME OF PROJECT:* Jharkhand Municipal Development Project (JMDP)**

Loan No.: Applied for

**Reference No.** (as per Procurement Plan): **IN-JUIDCO LTD-16950-CS-QCBS**

The Government of Jharkhand, has applied for financing from the World Bank toward the cost of the Jharkhand Municipal Development Project (JMDP) and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include providing support to the Jharkhand Urban Infrastructure Development Company Ltd. (JUIDCO) to manage, execute and implement the JMDP Program components in the State of Jharkhand achieving quality results as per standards and timely completion of the project. The scope of the assignment shall include *Project Management, Contract Management and Monitoring & Evaluation support*, for a period of 36 months.

JUIDCO now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The shortlisting criteria are:

- Bidder should have successfully completed consultancy assignments of Project Management Consultancy (PMC), including at least one sub project which included water supply/drainage project and one subproject which includes roads (atleast 5 km) since 1-4- 2008. Bidder should have also undertaken project management consultancy of atleast one project of value Rs.300 crore. Supporting certificates are required to be submitted. [60 marks]

- Average Annual Turnover in consulting assignments during last 3 financial years (FY 14-15, 15-16, 16-17) should be more than 10 crores. Audited financial statements shall be considered. [20 marks]
- Successful completion of consultancy assignments with multilateral funding agency with total contract value of each contract not less than Rs. 5 Crores. Supporting certificates are required to be submitted. [20 marks]

Draft ToR for this assignment is available at [juidco.jharkhand.gov.in/juidco.com](http://juidco.jharkhand.gov.in/juidco.com)

The attention of interested Consultants is drawn to paragraph 3.14 of the World Bank's Procurement Regulations for IPF Borrowers, *Procurement in Investment Project Financing Goods, Works, Non-Consulting and Consulting Services, July 2016*, setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications.

A Consultant will be selected in accordance with the QCBS method set out in the Consultant Guidelines.

Further information can be obtained at the address below during office hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by post) by 02-09-2017 up to 4.00 PM.

Jharkhand Urban Infrastructure Development Company Limited

Attn: Deputy Project Director

3<sup>rd</sup> Floor, Pragati Sadan,

Kutchery Chowk, Ranchi,

PIN – 834001, Jharkhand, India

E-mail: [cms.wb.juidco@gmail.com](mailto:cms.wb.juidco@gmail.com)

Phone No. 8976198625

Sd-

Deputy Project Director  
JUIDCO, (Externally Aided PMU)

## **JHARKHAND MUNICIPAL DEVELOPMENT PROJECT (JM DP)**

### **Project Management Consultancy Services for Jharkhand Municipal Development Project**

#### **Terms of Reference**

##### **A. BACKGROUND**

The Government of Jharkhand (GoJ) has applied for a loan from the World Bank for implementation of the proposed US\$300 million Jharkhand Municipal Development Project (JM DP) or the Project. GoJ will implement the proposed project as an AMRUT plus program open to all urban local bodies (ULBs) across the state. Investments identified based on city level demand providing comprehensive service delivery by complementing other programs and/or being strategic to the cities' economy and future growth will receive investment support under the proposed JM DP. All investments will be linked with relevant associated reforms. Investment selection will aim at building a system of providing city-level basic urban services versus providing support to select areas that come up as islands of excellence. Focus will be on working with ULBs to help them manage and maintain these services efficiently. GoJ is also focused on reforms and institution building by deepening select AMRUT reforms and widening them to new areas which have the potential to become the catalysts of change in the way urban institutions are set-up, govern and manage their mandates. The focus will be to work with the basic building blocks of the institutional set-up and build an urban local governance system starting with fundamentals of policy reforms, setting up systems and strengthening institutions covering resources, capacities and accountabilities.

Component 1: Urban Infrastructure Improvement. The component will finance: (i) improvement of municipal infrastructure (including expansion of coverage, and construction and rehabilitation of basic infrastructure systems in participating ULBs; and (ii) operation and maintenance (O&M) support on a declining basis, where relevant. Investments under this component will address deficiencies in basic urban services including water supply, sewerage/wastewater, drainage, roads, solid waste management, parks, among others.

Component 2: Policy and Institutional Support. This component will aim at strengthening the overarching local governance architecture in the state setting up systems and strengthening institutions covering resources, capacities and accountabilities. This will be done through two subcomponents: (i) policy and institutional support to state agencies that will look at identifying and overcoming functional gaps and multiplicities at state-level urban institutions,

and building institutional capacities of key state institutions aiming to create stronger urban governance architecture in the state; and (ii) strengthening ULB revenue base and public financial management systems that will look at strengthening the revenue base of ULBs to create greater autonomy for local government institutions, and institutionalizing sound public financial management systems in ULBs towards achieving improved creditworthiness and long-term sustainability of proposed Project investments.

Component 3: Project Management and Technical Support. The component will finance: (i) project management, construction supervision, and implementation support to Jharkhand Urban Infrastructure Development Corporation (JUIDCO) and ULBs; (ii) preparation of priority detailed project reports (DPR); and (iii) incremental operating costs of JUIDCO, including equipment.

JUIDCO will have the primary responsibility for overall Project implementation and ensuring that Project objectives are achieved. It will be directly responsible for implementation of Component 1 and Component 3, including all procurement, financial management and safeguard activities. A Project Management Unit (PMU) will be set-up within JUIDCO. The Urban Development and Housing Department (UDHD) will be directly responsible for implementation of Component 2. In addition to the PMU, JUIDCO will set-up Project Implementation Units (PIUs), who jointly with the PMU will be responsible for implementation supervision at the ULB/investment level, as well as for providing O&M quality assurance support to ULBs. JUIDCO will procure a Project Management Consultant (PMC) to support the PMU for meeting all project management requirements of the proposed Project.

ULBs will identify priority subprojects based on in-city exercises and pose the same for investment support under Component 1 to JUIDCO for consideration. JUIDCO will undertake an initial screening of all such proposals, and qualifying ULBs will be asked to initiate preparation of feasibility reports, detailed project reports (DPRs), safeguard documents, bid documents, etc. Given capacity and/or resource constraints at ULB level, ULBs can request JUIDCO to hire consultants to prepare the subproject investments on their behalf. So far, ULBs whose proposals have qualified the initial screening have requested JUIDCO to prepare subproject investments on their behalf.

JUIDCO has procured a set of consultants to prepare these subprojects; the same consultants will also provide project management and construction supervision support during works implementation at the ULB level. However, given the extended requirements of construction supervision for multilateral agency supported projects, including safeguards, grievance redress, etc. it is proposed that a Construction Supervision and Quality Control (CS&QC) consultant will also be procured by JUIDCO to provide support at the PIU/investment level. A list of indicative subprojects

identified as on date which are likely to be considered for investment support under Component 1 is included in Annex 1.

## **B. OBJECTIVE OF THE ASSIGNMENT**

JUIDCO intends to procure services of a Project Management Consultant (hereinafter called the 'Consultant'). The Consultant will support JUIDCO in overall project management of the proposed JM DP, and implementation of Components 1 and 3.

## **C. SCOPE OF SERVICES**

The overall scope of services of the Consultant will include the following:

Project management: JUIDCO is the nodal Implementation Agency for the Project. The Consultant will support JUIDCO in management of all Project components and sub-components irrespective of institution assigned with the core task of implementation of these components or sub-components. This will include supporting JUIDCO (i) prepare and implement annual work plans, procurement plans and budgets for the Project, (ii) monitor project targets and take necessary remedial actions, (iii) undertake project reporting both for purpose of GoJ and World Bank reporting, (iv) verify and evaluate project performance against the results framework agreed with the World Bank, (v) manage project accounts and audit, (vi) manage consultancy contracts, among others.

Subproject investments: The Consultant will support JUIDCO PMU and its PIUs in implementation of Components 1 and 3. This will include, inter-alia, preparing a pipeline of subprojects; appraisal of applications received; identifying and preparing subprojects for implementation under JM DP including preparation of detailed designs, bidding documents, undertaking safeguard compliances, supporting bid evaluation and contract management, among others; implementation supervision, contractor/operator management; monitoring and evaluation, and reporting, among others.

Build institutional capacity of JUIDCO to serve as a nodal implementing agency: the Consultant will build institutional capacity of JUIDCO to serve as a nodal implementing agency which would primarily include operationalization of the JM DP Operations Manual, and implementation of recommendations of the Organization Development study of JUIDCO carried out under Component 2 of the Project. This may include, inter-alia, supporting installation of systems that facilitate setting up of improved financial management, business processes, safeguard frameworks, procurement frameworks, reporting, and monitoring and evaluation systems, among others.

The Consultant's team will be based out of Ranchi and concerned PIUs. PIUs will provide on-ground execution supervision, safeguard supervision, and project



coordination support to JUIDCO, as well as contribute towards capacity building of ULBs for effective O&M.

The assignment will require around 650 person-months for 36 months (2017 to 2020) with a possibility of another 36 months of extension (2020 to 2023) for around 450 person-months based on Consultant performance and Project requirements.

## **D. DETAILED SCOPE OF WORK**

### **D1. Project Management**

The Consultant will support JUIDCO in:

- (1) Management of all three Project components, including Component 2 which will be implemented by UDHD. Management of Component 2 will include collecting, collating and analyzing information (physical and financial progress) received from UDHD and submitting the same to the World Bank.
- (2) Preparing and implementing annual work programs, procurement plans and budgets for the Project, and help receive World Bank approval.
- (3) Monitoring project targets and take necessary remedial actions.
- (4) Verifying and evaluating project performance against the results framework agreed with the World Bank.
- (5) Managing project accounts and audit, and providing support for all internal and external audits undertaken as per agreement with the World Bank.
- (6) Preparing of interim unaudited financial reports for submission to the World Bank.
- (7) Updating and implementing the JMDF Financial Manual as agreed with the World Bank.
- (8) Preparing quarterly procurement performance reports for submission to the World Bank.
- (9) Obtaining necessary approvals and NOCs, if required.
- (10) Undertaking necessary satisfaction studies in line with Project requirements, and as agreed with the World Bank.
- (11) Adherence to the grievance redress mechanisms to cater to Project requirements.

## **D2. Subproject Investment Support**

Support JUIDCO in undertaking:

- (1) Review the effectiveness of the construction management procedures, quality assurance and construction supervision arrangements, and recommend effecting appropriate improvements/ actions.
- (2) Preparation of legal and commercial sections of standard bidding documents, conforming to World Bank procurement procedures.
- (4) Review, verification and approval of design-build specifications, analysis, design and drawings submitted by the contractor for all engineering procurement and construction [EPC] contracts (all subprojects, barring water supply and sewerage subprojects, will be on EPC basis) for its correctness, completeness and ease in implementation. The approval of technical documents by the PMC has to happen prior to performance of services by the contractor. One set of approved technical document of schemes shall be available with the PMC.
- (5) Review, verification and approval of design-build specifications, analysis, design and drawings submitted by the Operator for all design, build, operate and transfer (DBOT) contracts (for water supply and sewerage subproject investments only) for its correctness, completeness and ease in implementation. The approval of technical documents by the PMC has to happen prior to performance of services by the Operator. One set of approved technical document of schemes shall be available with the PMC.
- (6) Review, verification and recommendation for approval of adoption of correct applicable design criteria for the design of project by contractors and/or operators as per contract document and as per current Indian or international standards and best engineering practices or as agreed with JUIDCO.
- (7). Identification of documents necessary to assess progress of contractor's and/or operator's compliance with contract and obtain the same from contractor and/or operator.
- (8). Establishment of procedures for quality control of work at work-site, and Review and recommend for approval the contractors' and/or operators' quality assurance procedures and documents relating to contractors'/operators' compliance with quality assurance system.
- (9). On-site review on specific problems/issues related to quality of construction/erection, as and when such problems are detected and brought to the notice of JUIDCO, and advising JUIDCO on setting up processes that lead to early detection of such problems.

- (10) Preparation of necessary sketches in case of inadequacy in drawings/specification detected or where it is necessary to modify designs submitted by the contractor and/or operator due to variation of site/soil condition.
- (11) Interpretation/clarification on drawings and specification, as well as on applicable standard codes, as required by JUIDCO.
- (12). Acceptance/rejection of works in case test/survey reports indicate substantial deviations from specified limits, and supporting JUIDCO in defining such 'substantial deviations'.
- (13) Review and updating design standards and norms, review and improve technical specifications for materials, equipment, workmanship specification of civil works, and supply and installation of mechanical and electrical works.
- (14) Monitoring, evaluation and reporting on project implementation aspects of procurement scheduling; physical and financial progress, loan withdrawals and disbursement performance; achievement of project development objective through the Results Framework agreed with the World Bank; updating/revising project schedule, physical and financial achievements; preparation of progress reports for onward submission to the World Bank; and preparation of the Implementation Completion and Results (ICR) report at the end of the project.
- (15) Preparation of any document relating to adoption of best engineering practices currently in vogue in other state/central government departments, if specifically required by JUIDCO.
- (16) Reviewing procedures being adopted and key performance parameters of the Construction Supervision and Quality Control consultant, in case any improvements are required, provide complete guidelines for the same.
- (17) Review of DPRs (prepared by consultants procured by JUIDCO for subproject preparation under Component 1) for adequacy of selection of the most techno-economically feasible option; adequacy and appropriateness of surveys, studies and investigations carried out; viability and technical soundness of proposed investments; adherence to quality and technical specifications as per BIS/other national and international standards and sound Engineering practices; bill of quantities, drawings, etc.; contract data, conditions of contract, etc.
- (18) Financial analysis of proposed subprojects following a methodology acceptable to the World Bank, and structuring of escrow mechanism at the ULB level for ensuring timely payments to the Operator for O&M.
- (19) Reviewing design and methodologies, and recommending approval for the proposed procedures/works to be adopted by specialized organizations/works like



pressure grouting, slip form casting, well-point dewatering, Conducting Non Destructive Testing of Concrete, Load tests on Piles, Pre-stressing tests, etc.

(20) Recommending sequencing of works to be followed by the operators/contractors based on CPM/PERT, and based on site conditions.

### **D3. Procurement Management**

The PMC is required to support JUIDCO in project management tasks of procurement of works and associated equipment, as well as procurement of services in line with the World Bank procurement procedures. The PMC will assist JUIDCO in:

(1) Procurement of consultants for subproject preparation, processing of consultants shortlist, preparation of request for proposals (RFPs), undertaking proposal evaluations, negotiations and contract awards; and supervise timely completion of the services to achieve high quality outputs.

(2) Review unit costs and cost estimates for both capital and operating costs of sub-projects, and adequacy and appropriateness of technical specifications to ensure cost efficiency of proposed solutions.

(3) Assist in the preparation of detailed implementation schedules which include timelines for approvals, procurement plan, mapping of overall project activities and construction, etc. for the sub-projects.

(4) Developing Procurement Plan(s) required by the World Bank, including procurement methods appropriate for subprojects, including Design-Build-Operate contracts, operations management contracts, considering specific procurement methods that are more appropriate for sewage treatment plants, sewer networks, sewage pumping stations and water treatment plants, including performance requirements after construction.

(5) Coordinating procurement of civil works, goods, and services (consulting services) under the project, in compliance with the World Bank Procurement guidelines.

(6) Preparing Expressions of Interest, consultant Terms of Reference, Request for Proposals, and assist in the evaluation of the proposals, preparation of evaluation reports, contract negotiations and contract signing for various consultancy services; selection of contractors, including pre-bid conferences, evaluation of bids, preparation of bid evaluation reports, for consideration and decision on award of contracts, contract negotiations and finalization of contracts, following the World Bank procurement guidelines or Government of India procurement guidelines, as applicable, and incorporate accountability requirements for investments in accordance with State-level procedures as necessary.

### **D4. Contract Management**

The PMC will support JUIDCO in:

- (1) Discharging all duties and responsibilities of implementation including contract management consistent with sound global practice.
- (2) Reviewing, providing advice and recommendations on: review of DBOT contractor's designs, as required; the overall supervision performance of the field supervisory staff deployed by the DPR consultant; compliance with quality assurance standards (review of quality assurance reports); contract variations, disputes, and extension of contract period; compliance with social and environmental safeguard requirements; acceptance of completed works; and interim and final payment claims from contractors.
- (3) Providing overall supervision oversight of construction supervision services through site visits, attendance at site meetings, review of measurement of works, and review of certification of payments to contractors; and
- (4) Ensuring that the provisions of the social and environmental safeguards are duly complied during implementation. In order to ensure the due compliance the PMC shall take the actions, described in Section D5 below, with respect safeguards;

#### **D5. Social and Environmental Safeguards**

Assist JUIDCO in the following:

- (1) Reviewing current procedures for management of social issues and suggest suitable measures for strengthening, including training of staff, strengthening of in-house monitoring systems, dedicated staff at site, and involvement of local communities.
- (2) Monitoring, evaluating and facilitating implementation of community involvement and public disclosure processes, and in the implementation of grievance processes as per ESMF.
- (3) Providing guidance and facilitating training on the implementation of the social safeguards frameworks
- (4) Reviewing and assisting in extension of entitlements as per Social and Vulnerability Frameworks.
- (5) Reviewing and assisting in the transfer of acquired and donated lands into the land records.
- (6) Assisting in the preparation and submission of appropriate reports and documents periodically on planning and implementation of ESMF.
- (7) Supporting the Environment Specialist, PMU in effective integration of environmental due diligence as defined by World Bank Group Environmental

safeguards policies as well as international good practice documents into the design, and implementation of the sub projects.

(8) Providing technical guidance to the EIA consultant teams with regard to the preparation of environmental impact assessments, environmental management plans, including monitoring, reporting; public consultation.

(9) Reviewing and commenting on project environmental impacts and the recommended environmental management plans and monitoring programs, to ensure that the environmental impacts will be mitigated to acceptable levels, analysis of alternatives has been conducted, and the adequacy of management measures is ensured. Provide necessary guidance to consultants in improving the reports prior to forwarding to The World Bank for necessary approval / clearance.

(10) Conducting site visits with the Environment Specialist, PMU to the ULB, for locations and sites for which DPRs in water supply schemes, and drainage networks and Roads have been reviewed.

(11) Ensuring the integration of EIA and EMP measures into the sub-project design and implementation plans such as contract documents, operations and maintenance contracts, etc.

(12) Reviewing BoQ in the bidding documents and operational arrangements of the EMP and their costs.

(13) Identifying regulatory requirements of sub-projects from Gol and GoJ and monitor their compliance at all stages of the project.

(14) Maintaining a data base/excel sheet in a standard form, on the status of various environmental activities of the sub-project (clearances, compliances, EIA reports, progress reports, etc.)

(15) Suggesting and conducting suitable trainings for environment capacity strengthening, including training of staff, strengthening of in-house monitoring systems, dedicating staffing at site, and involvement of local communities.

(16) Assisting in organizing consultations with the communities to identify the concerns and potential negative environmental impacts of works resulting from selection of the alignment and propose mitigating measures.

(17) Coordinating with the PIUs, Environmental Engineers of Contractor and provide necessary supervision in implementing EMPs, guidance in securing regulatory clearances on Environment and other agencies.

(18) Providing support to PMU on quarterly reporting on environmental safeguards activities and share information with Project Director.

(19) Inspecting work sites, camps and quarries for checking compliance with EMP EHS specifications, national and local laws and regulations.

(20) Monitoring and evaluating target improvements in the participating sub-projects among women and girls.

#### **D6. Acceptance of Final Works and Support in Test Operations**

The PMC is required to assist JUIDCO to:

(1) Carry out necessary inspections, specify and supervise any remedial works to be carried out upon completion of Design-Build contracts, and assist JUIDCO to carry out final tests and inspection, and recommend for acceptance of the work if the tests and inspections are satisfactory.

(2) Review maintenance schedules for solid wastes, STPs, sewer network and SPS, and identify any defects or shortcomings that need to be addressed by JUIDCO.

(3) Conduct technical audit of the above facilities if required, and perform any analysis or inspection JUIDCO deemed necessary.

(4) Prepare a Contract Completion Report, providing complete and systematic account of the performance and results of each activity from design, implementation and operation to: (i) improve future interventions in the selection of interventions; design and implementation from interventions from lessons learned; (ii) assure greater development impact and sustainability of operations; (iii) prepare a report on the commissioning, operational acceptance and the arrangements made for sustainable operation by the Operator; (iv) prepare and submit 'As-Built' drawings along with the completion report.

#### **D7. Monitoring, Evaluation, and Reporting**

The PMC is required to assist JUIDCO to:

(1) Monitor physical and financial progress of works and prepare periodic reports.

(2) Monitor and evaluate achievement of project development objectives, through the maintenance and updating of the Results Framework agreed with the World Bank.

(3) Prepare semi-annual progress reports to be submitted to the World Bank.

(4) Prepare borrower's Implementation Completion and Results report, at the end of the completion of implementation.

### **E. REPORTS AND DELIVERABLES**

**List of Report and Schedule of Deliveries.** The PMC shall prepare the reports listed below, in English and complete digital files in a format and manner acceptable to

JUIDCO. Reports would be prepared initially in draft and submitted in 5 copies, and finalized within two weeks following receipt of comments from JUIDCO; these would generally be provided within one week of receipt of the draft report and submitted in 5 copies. All documentation and outputs will also be provided in soft copy digital format together with a PowerPoint presentation, suitably protected and accessible on a restricted hierarchy basis.

(a) **Inception Report (IR):** The draft IR shall be submitted within 2 months after commencement of assignment. The IR shall inter alia include approach to the assignment, objectives, detailed methodologies and work plans in respect of each activity, schedule of activities, detailed time-task –schedule listing all tasks, mobilization plan, anticipated difficulties including staffing problems that have become apparent, deficiencies in Client assistance, and bring to Client’s attention major problems that could affect the direction and progress of the work;

(b) **Quarterly Reports (QR):** The draft QR shall be submitted within two weeks from the end of the quarter for which the report is submitted. The QR shall include, inter alia, progress of work, team mobilization, tasks undertaken, partial results, meetings held, planning of activities for next quarter, updated works schedule and staff mobilization plan, status of M&E indicators, difficulties encountered, assistance required. Copies of all interim reports produced during the quarter being reported will be included as annexures. The report shall cover spending during the month (ie about the bills raised by the Contractors & payments made). For work progress, suitable charts/curves/tabular representation etc shall be adopted as per the best existing practices. Progress in physical & financial terms shall also be covered. The report shall also cover the manpower deployment against the planned deployment with a report on required augmentation in manpower, equipments, and resources. Constraints faced, if any, shall be highlighted.

(c) **Completion Report for ‘Design and Build’ Contracts:** Within 2 months from completion of a works contract, a report shall be submitted providing: (i) comments on variation in concept of design and implementation with respect to conceptualized in DPR; (ii) complete and systematic account of the contract performance, and (iii) recommendations for improvement in design, procurement and implementation of similar future works, including a report on successful commissioning, lesson learnt from the experience (iv) status of preparation of as-built drawings, its availability & soft copies of As-built drawings in UD&HD e-Archives, (v) Final Report: The completion report of the PMC providing the details of overall work progress and final documentations.



(d) **Mid-Term Review Report.** The PMC will assist JUIDCO prepare a mid-term review report at the end of 33 months of the consultancy in the format agreed with JUIDCO and the World Bank.

(e) **Implementation Completion and Results Report (ICR).** The PMC is required to assist JUIDCO to prepare the Borrower's ICR at the end of the project implementation period, in the format specified by the World Bank on behalf of JUIDCO with its approval on its salient features

The PMC shall prepare reports presenting the data, information, the assumptions and their justification, the analysis, and the conclusions and recommendations. All reports required shall provide a clear presentation and include a table of contents followed by an executive summary. The main body of the text shall be organized in sections and concentrating on the finding and recommendations and their justification. Supporting data and analysis is required to be provided in Annexes, which will be referenced, as appropriate, in the body of the text. All paragraphs in the executive summary, the text, and the Annex, shall be numbered to facilitate communication across the contents of reports. The report shall be illustrated as appropriate with drawings, sketches, tables, graphs, charts/histograms and maps to aid comprehension and assimilation of their contents.

#### **F. FACILITIES TO BE PROVIDED BY CLIENT**

JUIDCO will make the following available to the PMC:

(1) Documents necessary for discharging PMC's duties such as permits and licenses, and more particularly, visa requirements, and assistance in any special arrangements/ permissions etc to enable PMC to enter restricted areas under Government control related to the Project;

(2) Access to all available relevant previous studies, reports, documents and contracts related to the Project on request by PMC. The PMC shall in turn, verify the relevance & correctness of the data/information provided by the Client and satisfy themselves about the accuracy of data/information/material before these are used by them. Data/information /material /documents provided to the PMC shall remain the property of the originating agency and shall be provided solely for the purpose of the work to be done under this contract. All such borrowed material shall be returned to JUIDCO upon completion of the assignment. Apart from data/information /documents provided by the JUIDCO and that which the PMC could procure from other agencies, the PMC is responsible to collect any other data/information required for the assignment, through field survey and investigations;

(3) Assistance with arranging meetings with local Government officials and other Governmental authorities as necessary during the course of the consultant's work.

#### **G. FACILITIES TO BE PROVIDED BY THE PMC**

The PMC shall establish its own office facilities in Ranchi and project specific site offices at project site and provide its own equipment (vehicles, survey equipment, office and computer equipment, telecommunication and document printing and reproduction systems, etc.) and staffing suitable for performance of the services under the assignment. Any equipment or any other item purchased under the PMC's contract shall have to be turned over to JUIDCO at completion of the assignment in an acceptable working condition. The PMC shall make own arrangement for travel/stay for performing the assignment.

#### **H. INSTITUTIONAL AND ORGANIZATIONAL ARRANGEMENTS**

The PMC Team Leader shall report to the JMDP Project Director or JMDP Deputy Project Director as instructed.

#### **I. DURATION OF THE ASSIGNMENT, AND INDICATIVE INPUTS**

The assignment will be for a period of 36 months, extendable by another 36 months depending on performance of the Consultant and Project requirements. The performance of the Consultant will be formally evaluated after 30 months to assess if the Consultant's contract period should be extended or not.

#### **J. KEY PROFESSIONAL WHOSE CV's WILL BE EVALUATED**

Team Leader and Program Manager: Master's degree in Environment/Structural/Civil Engineering and a minimum of 15 years of proven track record in sector planning, designing and project management of infrastructure projects, and experienced as Team Leader for a minimum of 2 number projects of complexity of the proposed assignment. Experience in management of multilaterally funded project is essential. He/she will coordinate with the client, review the relevant data, reports, and deliver presentation on the outputs/deliverables/reports and execute work plan to deliver the project on time and to the satisfaction of client, among other things.

Deputy Team Leader/Contracts Manager: Bachelor's in Civil Engineering and preferably with an additional master's degree /diploma in construction management. He/she should have at least 10 year's professional experience in major civil engineering construction activities and handled at least one large value ICB project constructed using the FIDIC Conditions of Contract, in a similar capacity. Knowledge and experience of modern construction technology including the use of and productivity levels of plant and equipment and construction management

methodologies, practices, tools and techniques appropriate for major civil engineering construction are essential. He/she should be familiar with the safety practices and implementation aspects of environmental management plans.

Electro-Mechanical Engineer: A mechanical/ electrical engineer with a minimum of 7 years of proven track record in the design and rehabilitation of water and wastewater systems comprising pumping machinery, electrical panels, sewage pumping stations and sewage treatment plants. He/she will review the reports on condition assessment of the existing sewerage infrastructure, the program for rehabilitation and any other technical reports prepared by design consultants, as necessary. He shall also be responsible for quality management of mechanical and electrical equipment in wastewater treatment installations within the scope of the PMC, among other things as assigned by the Team Leader.

Social Development Specialist: Master's degree or more in social sciences with a minimum of 7 years working experience in social sector projects and with experience working in at least one project financed by the World Bank or by another international finance institution, and familiar with the World Bank's social safeguards requirements. He/she shall be conversant with assessment of the social safeguards including the issues to be addressed and well informed about the present legislative and institutional challenges that may be faced while implementing the safeguards action plan.

Environmental Management Specialist: Master's degree in Environmental Sciences/Engineering/ Management with a minimum of **10 years** with a strong preference for good technical training and experience in environmental management related to large scale civil engineering or urban infrastructure projects in Water Supply, drainage, Sewerage and Roads. The candidate should have worked at least in one World Bank financed project and familiar with the environmental safeguards requirements of projects financed by the World Bank. Experience in the design, implementation, and monitoring of environmental projects, conducting environmental studies, analysis and the preparation of EIA reports. particularly in the fields relevant to this position. He/she should be conversant with the present environment legislative and institutional issues, existing laws, and be responsible to review environmental assessment and environmental management plan, and supervision of implementation of environmental management plan, among others.

Design Engineer: The Design Engineer should have a Post-graduation in Structural Engineering, with at least 10 years of experience in designing of infrastructure projects. The person should be able a.) to provide recommendations on minor changes in the drawings because of site conditions and local issues b.) review designs and drawings submitted by DPR consultants/contractors and provide

recommendations to the client c.) assist client in decision making to ensure structural stability of project components

Procurement Expert. The Procurement Expert should have an engineering degree (graduate) with post-graduation in Management or Public Procurement demonstrating at least 10 years of experience in procurement of large sized works, good and/or services contracts. Experience of working on procurement in at least two multilateral funded investment projects or one multilateral funded investment project with three years of continuous experience is required. His/her responsibility will be to assist JUIDCO and provide guidance and assistance in procurement of works, goods, and consulting services in compliance with the World Bank (WB) procurement Guidelines and as appropriate JMDP Operations Manual. The expert will participate in developing invitations for bids and requests for expressions of interest for all procurement packages within the scope of the Project; assist in preparation of bidding documents (for Goods and Works) and Request for Proposals (for Consultancy Services) in conformance with World Bank Procurement Guidelines; assist in the preparation of evaluation reports using World Bank's standard evaluation report forms for all contracts; regularly updating the procurement plan as implementation progresses; contract management and administration of all signed Contracts; preparation of periodic procurement progress reports and work closely with the Finance to ensure disbursement is smooth; assist auditors / Bank staff during auditing / post procurement reviews. S/he will have a major responsibility of operationalizing the procurement systems under the Project Operation Manual

Monitoring and Evaluation (M&E) Expert. The M&E Expert should have a Master's degree in Economics/Planning/Statistics/Computers and demonstrate at least seven years of experience of working on either M&E or MIS components of infrastructure/investment projects. Experience of working on municipal investment projects will be preferable, as would experience of working on both M&E and MIS as part of their experience. The Expert will assist to plan, coordinate, and facilitate all M&E related activities of JUSIP. As part of this, the expert will assist the IT&MIS Expert to establish an electronic management information system for all information related to the JUSIP logical framework indicators to facilitate generation of project reports and updates; advise and assist in monitoring of the various contracts for works, goods and consultancies; and update the project Results Framework every six months or annually, as appropriate.

Information Technology and Management Information System Expert. The IT&MIS Expert should have a post-graduate in computers/advanced software/MBA and demonstrate at least 10 years of experience in designing and setting up electronic



management information systems. The Expert should demonstrate experience of working on at least one multi-lateral supported investment projects, as well as at least one government-led investment project/scheme/initiative. Experience of working in the urban sector would be preferable. The IT&MIS Expert, in partnership with the M&E Expert and the Financial Management Expert, and consultation with other team members will be responsible for either setting-up an stand-alone electronic project management information system (PMIS) system or integrating with existing systems that will help in real time decision making through effective project management, tracking project and subproject progress monthly, six-monthly an annually and producing reports for different managers in JUIDCO and UDHD.

Financial Management Specialist: The financial management specialist should have a Master's in Commerce (M.Com) or be a Chartered Accountant (CA) with ten years of relevant experience. S/he will support JUIDCO in strategic planning and usage of JMDP funds. The Expert should demonstrate experience in financial management of large infrastructure projects supported/funded by multilateral or bilateral agencies, experience in undertaking financial analysis of investment subprojects, preparation of revenue augmentation plans to meet incremental running costs of assets created, and fiduciary management systems. S/he is expected to assist in providing effective financial management of JUIDCO funds; draft annual budgets and Project budgets; review financial reports, records, accounts, financial statements of JUIDCO; work closely with the procurement team to ensure the processes of procurement and disbursement are smooth; assist auditors and Bank staff during auditing and all financial reporting for the project, help JUIDCO set up/operationalize it's financial and fiduciary management systems including necessary management information systems; undertake financial analysis of investment subprojects; oversee and guide preparation of ULB specific plans to meet incremental O&M expenses; provide capacity building support to concerned JUIDCO and target ULB staff; undertake necessary financial reporting, among others.

Finance and Accounting Specialist: The financial management expert should have a Master's in Commerce (M.Com) or be a Chartered Accountant (CA) with five years of relevant experience. S/he will work under guidance of the Financial Management Expert to support JUIDCO in strategic planning and determining optimal usage of MPUDP funds. S/he will support JUIDCO set-up and operate the Project's financial management systems. S/he will also review financial reports, records, accounts, financial statements; work closely with the procurement team to ensure the processes of procurement and disbursement are smooth; assist auditors and Bank staff during auditing and all financial reporting for the project, among others.



## Number of Key Professionals

Sl. No.	Key Staff	Suggested Number by JUIDCO
<u>1</u>	Team Leader and Program Manager	
<u>2</u>	Deputy Team Leader/Contracts Manager	
<u>3</u>	Electro-Mechanical Engineer	
<u>4</u>	Social Development Specialist	
<u>5</u>	Environmental Management Specialist	
<u>6</u>	Design Engineer	
<u>7</u>	Procurement Expert	
<u>8</u>	Monitoring and Evaluation (M&E) Expert	
<u>9</u>	Information Technology and Management Information System Expert	
<u>10</u>	Financial Management Specialist	
<u>11</u>	Finance and Accounting Specialist	

Annex-1

Sr. No.	Name of the Project/ Consultant	Sector	Estimated Cost (INR Crores)
1	Deoghar Strom water Drainage	DRAINAGE	62.00
2	Dhanbad Drainage System	DRAINAGE	215.00
3	Husainabad water supply scheme	WATER SUPPLY	40.01
5	Khunti Water Supply Scheme	WATER SUPPLY	57.25
6	Dhanbad RoadNCB( I &II)	TRANSPORTATION	373.00