

**REQUEST FOR EXPRESSIONS OF INTEREST
(CONSULTING SERVICES – INDIVIDUAL CONSULTANT SELECTION)**

India

Tamil Nadu Housing and Habitat Development Project

Loan No. :

Project ID:

Assignment Title: Procurement of 1 No of Environmental Specialist for implementation of Environment Management Framework at TNUHDB circle level for Project Monitoring Unit, TNUHDB (World Bank financed Tamil Nadu Housing and Habitat Development Project and ADB financed Inclusive Resilient Sustainable Housing for Urban Poor Project in Tamil Nadu)

Reference No.:

The Tamil Nadu Urban Habitat Development Board (TNUHDB) is implementing the Tamil Nadu Housing and Habitat Development Project financed by the World Bank and intends to apply part of the proceeds for consulting services. The TNUHDB is also currently preparing the Inclusive Resilient Sustainable Housing for Urban Poor Project in Tamil Nadu to be financed by the Asian Development Bank.

The consulting services (“the Services”) include the following general provisions:

- 1) To support the PMU in preparing and/or updating, reviewing, and finalizing safeguard documents (including but not limited to) EMF, environmental impact assessment (EIA), environmental management plans (EMP) safeguards compliance report, time bound environmental safeguards corrective action plans and environmental audits of the proposed project in line with World Bank requirements.
- 2) To Identify, select and screen project site in compliance with the site selection criteria as stipulated in the Resilient Urban Design Framework [RUDF] and List of land parcel to be avoided as stipulated in EMF.
- 3) To conduct regular site visits for overseeing compliance with environmental safeguards.
- 4) To work closely with design teams to include environmental considerations in subproject location, design and technical specifications.
- 5) To Identify and obtain statutory environmental clearance/ permissions/ approvals required for subprojects.
- 6) To include standards/conditions, if any, stipulated in regulatory clearances, consents in the subproject detailed design.

- 7) To conduct environmental baseline surveys including assessment of hazards and risks the projects may pose to the environment and people.
- 8) To Prepare site specific EMPs or environmental due diligence report (DDR), as required by country's environmental legal frameworks and World Bank's Environment & Social Framework [ESF], and submit to PMU for approval.
- 9) To Update site specific EMPs to reflect any changes in project during detail design / implementation;
- 10) To calculate and provide to relevant team members the indicative costs to implement package-wise EMPs, environmental monitoring programs, awareness programs, etc
- 11) To ensure that relevant provisions of the EMP are fully included in tender and contract documents (for all contracts, include and the site specific EMP in bids and relevant costs and clauses are included in the contract and bill of quantities).
- 12) To review and approval of the Bi-Monthly Monitoring report submitted by the Contractor to the Executive Engineer of the division concerned.
- 13) To consolidation Bi-Monthly Monitoring report, compliance for site specific EMPs by the Contractors into quarterly progress reports and submission to PMU.
- 14) To ensure implementation and compliance of EMP by contractors.
- 15) To establish GRM at divisional level; coordinate grievance redress process, ensure registration, relevant records, support information dissemination, etc., and appropriate records are kept and ensure timely actions by all parties; report to PMU
- 16) To conduct training and capacity building activities (workshops, hands-on trainings, visits etc.) to contractors and field level staff in EMF and EMP implementation.
- 17) To undertake internal monitoring and supervision and record observations throughout the project preparation and implementation period; identify issues that require intervention of senior TNUHDB management in consultation with the PMU.
- 18) To ensure contractors follow their obligations as prescribed in the EMF and EMP.
- 19) To submit periodic monitoring reports to the PMU, who will then submit these to the World Bank.
- 20) To ensure adherence to with the national regulatory requirements and other safeguard requirements as per World Bank policies.

- 21) To prepare monthly implementation performance monitoring reports for TNUHDB internal management and quarterly progress / monitoring reports for the World Bank; reports should clearly identify deviations in environmental performance, if any, and corrective and preventive actions taken or being taken.

Appointment to the post will be on contract basis. The duration of the assignment is initially for 24 calendar months from the date of award of contract and likely to be extended based on the performance.

The detailed Terms of Reference (TOR) for the assignment can be found at the following website – www.tnuhdb.tn.gov.in and www.tnuhdb.tn.gov.in/Procurement

The Tamil Nadu Urban Habitat Development Board, Government of Tamil Nadu now invites eligible Individual 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.

Selection Criteria

The selection shall be based on qualification, experience and skills of the candidate and followed by an interview. The qualifications, experience and competencies include:

Required Qualifications and Experience at Minimum

- A minimum of 5 years work experience in environmental management, environmental safeguards, Environment Health and Safety [ESH] in project implementation.
- M.Sc./M.Plan/M.E/M.Tech in a relevant technical field such as Environmental Management, Environmental Science, Environment Planning, Civil Engineering, Environmental Engineering from a reputed university.
- Prior experience working in the housing/urban development sector will be an advantage.
- Prior experience in World Bank and/or ADB funded projects will be an advantage.

Professional Competencies Required at Minimum

- Ability to read and write Tamil and English and produce project reports in Tamil and English.
- Ability to guide and deliver the range of safeguards management activities required by the project throughout design, construction and operations of a project.
- Ability to interact with staff in the relevant implementing agencies and in-line departments.

- Effectiveness in analyzing and resolving project implementation issues.
- Familiarity with the relevant Government procedures and regulations.
- High level of computer literacy, including Word, Excel, email and the internet.
- Strong communication skills and good interpersonal relations.

Place of Posting:

- Place of posting will be at Project Implementation Division, Madurai in Tamil Nadu.

The lists of documents to be submitted along with the Expressions of Interest are:

1. Duly filled Application Form given in the Annexure.
2. Copies of Educational Qualification Certificates (Self Attested).
3. Copy of the Work Order / Work Completion Certificate / Experience Certificate from the Employer (Self Attested) as a proof of experience.
4. A short write-up on the professional competencies of the Consultant.

In addition to the above, the applicant may submit other documents which he/she considers as important, that are not listed above, to justify general qualifications and qualifications relevant to the assignment.

The attention of interested Consultants is drawn to Section III, paragraphs, 3.14, 3.16, and 3.17 of the World Bank's prevailing Procurement Regulations for IPF Borrowers, setting forth the World Bank's policy on conflict of interest.

Further information can be obtained at the address below during office hours i.e .10:00 AM to 5:45 PM. (Except holidays).

Expression of interest along with the necessary documents must be delivered in a written form to the address given below (in person, or by registered post or by e-mail) by **11-11-2022** up to 5:45 PM.

Attention:

Superintending Engineer,
South Circle,
Tamil Nadu Urban Habitat Development Board,
No.169, K.K.,Nagar Main Road,
Madurai – 625 020,
Tamil Nadu, India.

Annexure

Tamil Nadu Urban Habitat Development Board

Project Monitoring Unit - World Bank and Asian Development Bank financed Projects

Application for the Post of Environmental Specialist

1.	Name of the Applicant		Photo (Passport Size)			
2.	Father / Husband Name					
3.	Date of Birth					
4.	Nationality					
5.	Residential Address					
6.	Contact Phone / Mobile No					
7.	Email ID					
8.	Languages Known					
9.	Educational Qualification					
S.No	Name of the Degree with Subject	Name of the University	Year of Passing	Grade / Class obtained		
10.	Experience in Environmental Management, Environmental Safeguards, Environmental Health and Safety [EHS] in project implementation					
S.No	Name of the Project/ Work	Name of the Employer	Applicant's Designation / Role in the Project/ Work	Experience Period		
				From	To	Period (Year / Months)

11.	Experience of working in Housing / Urban development sector					
S.No	Name of the Project / Work	Name of the Employer and the Sector	Applicant's Designation / Role in the Project/ Work	Experience Period		
				From	To	Period (Year / Months)
12.	Experience in World Bank / Asian Development Bank funded projects					
S.No	Name of the World Bank / ADB funded Project / Work	Name of the Employer	Applicant's Designation / Role in the Project	Experience Period		
				From	To	Period (Year / Months)
13.	Computer Skills of the Applicant					
14.	Other Skills / Experiences relevant to the post applied, if any					
<p>I hereby declare that all the information furnished in this application are true, complete and correct to the best of my knowledge and belief. I understand that if any information being found untrue or incorrect, I accept to the cancellation of my candidature.</p> <p>Date: _____ Place: _____</p> <p style="text-align: right;">Signature of the Applicant</p>						

Tamil Nadu Urban Habitat Development Board
Terms of Reference for Environmental Specialist

A. Background

Tamil Nadu Urban Habitat Development Board [TNUHDB] has adopted the Environmental Management Framework (EMF) to ensure that the TNUHDB's housing project interventions lead to environmentally sustainable outcomes and to provide a systematic approach for TNUHDB towards environmental management. From perspective of implementation of the EMF, support under this project may include, inter-alia, (i) development of an environment guidelines for all TNUHDB projects including definition and implementation of environmental criteria to be adopted; (ii) capacity building and training of TNUHDB's Environmental Team and relevant TNUHDB Engineers to administer the environment guidelines, for all affordable housing projects under its purview; (iii) setting up a training cycle – including training needs assessment, structuring and implementing of training programs, and structuring and implementing other capacity building programs including certificate courses – on improved environmental management; and (iv) extending the prevailing Tamil Nadu Pollution Control Board's Green Award for Residential Associations to affordable housing projects, promoting the scheme and encouraging participation.

The Environmental Management Framework [EMF] is expected to lead to effective project development and implementation, including upfront climate resilience and disaster risk considerations in design and addresses construction-related environmental impacts and ensures proper O&M.

B. OBJECTIVE

To ensure effective implementation and monitoring of EMF and to support and work closely with the Environmental Team at the Project Management Unit [PMU] including the one (1) Environmental Consultant that is already assigned to the PMU Environmental Team.

Presently, Tamil Nadu Urban Habitat Development Board has seven Circles, wherein six Circles are implementing PMAY-HFA-AHP. One (1) Environmental Specialist, will look upon PMAY-HFA-AHP projects.

C. SCOPE OF WORK

The environmental specialist will be responsible for EMF implementation and monitoring in line with the requirements of national regulatory framework and state regulatory framework for the housing projects those approved under PMAY-HFA-AHP on and after 51st CSMC meeting. They must support work on safeguard requirements as required by the World Bank.

The environmental specialist will ensure environmental safeguards consideration in project design, construction and operation of the PMAY-HFA-AHP project, to avoid/minimize adverse environmental impacts and meet the accepted performance indicators. They shall review the site screening reports, prepare /update site specific Environmental Management Plan [EMP] on the basis of the Environmental Clearance conditions, site requirements and the provisions of Environmental Framework and submit those EMPs for incorporating them in tender documents. They will review and track submission of Bi-Monthly monitoring reports & their compliance and submit them upon compiling the reports to Environment Team of the PMU.

The environmental specialist will assist in capacity development and institutional training relevant to World Bank requirements in Environmental & Social policies, etc. The environmental specialist will also conduct field verifications and consultations as part of project due diligence and monitoring.

The environmental specialist will work in close coordination with the PMU Environmental Consultant, and other staff of the Environmental Team, as well as the PMU social team and with CDOs, C.O.s, Animators, and under the overall direction of the Joint Managing Director, TNUHDB.

D. DETAILED TASKS

The following are the detailed tasks for the Environment Specialist:

- To support the PMU in preparing and/or updating, reviewing, and finalizing safeguard documents (including but not limited to) EMF, environmental impact assessment (EIA), environmental management plans (EMP) safeguards compliance report, time bound environmental safeguards corrective action plans and environmental audits of the proposed project in line with World Bank requirements.

- Identify, select and screen project site in compliance with the site selection criteria as stipulated in the Resilient Urban Design Framework [RUDF] and List of land parcel to be avoided as stipulated in EMF.
- Conduct regular site visits for overseeing compliance with environmental safeguards.
- Work closely with design teams to include environmental considerations in subproject location, design and technical specifications.
- Identify and obtain statutory environmental clearance/permissions/approvals required for subprojects.
- Include standards/conditions, if any, stipulated in regulatory clearances, consents in the subproject detailed design.
- Conduct environmental baseline surveys including assessment of hazards and risks the projects may pose to the environment and people.
- Prepare site specific EMPs or environmental due diligence report (DDR), as required by country's environmental legal frameworks and World Bank's Environment & Social Framework [ESF], and submit to PMU for approval.
- Update site specific EMPs to reflect any changes in project during detail design / implementation;
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- Ensure that relevant provisions of the EMP are fully included in tender and contract documents (for all contracts, include and the site specific EMP in bids and relevant costs and clauses are included in the contract and bill of quantities).
- Review and approval of the Bi-Monthly Monitoring report submitted by the Contractor to the Executive Engineer of the division concerned.

- To consolidation Bi-Monthly Monitoring report, compliance for site specific EMPs by the Contractors into quarterly progress reports and submission to PMU.
- Ensure implementation and compliance of EMP by contractors.
- Establish GRM at divisional level; coordinate grievance redress process, ensure registration, relevant records, support information dissemination, etc., and appropriate records are kept and ensure timely actions by all parties; report to PMU
- Conduct training and capacity building activities (workshops, hands-on trainings, visits etc.) to contractors and field level staff in EMF and EMP implementation.
- Undertake internal monitoring and supervision and record observations throughout the project preparation and implementation period; identify issues that require intervention of senior TNUHDB management in consultation with the PMU.
- Ensure contractors follow their obligations as prescribed in the EMF and EMP.
- Submit periodic monitoring reports to the PMU, who will then submit these to the World Bank.
- Ensure adherence to with the national regulatory requirements and other safeguard requirements as per World Bank policies.
- Prepare monthly implementation performance monitoring reports for TNUHDB internal management and quarterly progress / monitoring reports for the World Bank; reports should clearly identify deviations in environmental performance, if any, and corrective and preventive actions taken or being taken.

E. REQUIRED QUALIFICATIONS AND EXPERIENCE AT MINIMUM

- A minimum of FIVE years' work experience in environmental management, environmental safeguards, Environment Health and Safety [ESH] in project implementation.
- M.Sc./M.Plan/M.E/M.Tech in a relevant technical field such as Environmental

Management, Environmental Science, Environment Planning, Environmental Engineering from a reputed university

- Prior experience working in the housing/urban development sector will be an advantage.
- Prior experience in World Bank and/or ADB funded projects will be an advantage

F. Duration:

The appointment to the post will be on Contract basis, initially, for a period of two years and likely to be extended based on the performance.

G. Professional Competencies Required at Minimum:

- Ability to read and write Tamil and English and produce project reports in Tamil and English.
- Ability to guide and deliver the range of safeguards management activities required by the project throughout design, construction and operations of a project.
- Ability to interact with staff in the relevant implementing agencies and in-line departments.
- Effectiveness in analyzing and resolving project implementation issues.
- Familiarity with the relevant Government procedures and regulations.
- High level of computer literacy, including Word, Excel, email and the internet.
- Strong communication skills and good inter personal relations.