

**NOTICE INVITING EXPRESSION OF INTETREST**

**ICZM PROJECT DIRECTOR, SOUTHERN ZONE, SURVEY OF INDIA  
Kormangala, Block II, Sarjapur Road, Bangalore-560 034 (Karnataka)  
Phone No. 080-255 30328 (Telefax), E-mail : [soi.iczm@gmail.com](mailto:soi.iczm@gmail.com)**

Expression of Interest (EOI) is invited from experienced and eligible Indian Nationals for appointment as Project Management Specialists in the ICZM Project office on contract basis. The candidates may submit their "Expression of Interest" (EOI) along with their Bio-Data to the Additional Surveyor General & ICZM Project Director, Southern Zone, Survey of India, Kormangala, Block II, Sarjapur Road, Bangalore-560 034 (Karnataka) Phone No. 080-255 30328 (Telefax) by Speed post as well as by email to [soi.iczm@gmail.com](mailto:soi.iczm@gmail.com) and [proc.sicom@gmail.com](mailto:proc.sicom@gmail.com) on or before **12/03/2013**. Only signed copies of the EOI and Bio-Data should be submitted both by post as well as by email.

The EOI shall include adequate information including the candidate's Qualification and Relevant Experience, to meet the Eligibility and Shortlisting criteria. The Terms of Reference and detailed guidelines for submission of Applications can be downloaded from the Survey of India website [www.surveyofindia.gov.in](http://www.surveyofindia.gov.in) and/or MoEF website [www.moef.nic.in](http://www.moef.nic.in) . Call Letters for Presentations and Interviews would be sent only to the shortlisted Candidates.

The Surveyor General of India reserves the right to shortlist or reject any or all of the candidates without assigning any reasons whatsoever.

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**INTEGRATED COASTAL ZONE MAPPING (ICZM) PROJECT, SICOM, MINISTRY OF ENVIRONMENT & FORESTS GOVT. OF INDIA- COASTAL HAZARD LINE MAPPING BY SURVEY OF INDIA- SELECTION OF PROJECT MANAGEMENT SPECIALISTS.**

**EXPRESSION OF INTEREST FOR HIRING OF PROJECT MANAGEMENT SPECIALISTS - TERMS OF REFERENCE.**

**1. Background:** Survey of India (Project Executing Agency-PEA) is executing the Coastal Hazard Line Mapping Component of the Integrated Coastal Zone Mapping Project (ICZM) of the Ministry of Environment and Forest, Govt of India aided by the World Bank. The project is being executed by the designated Project Director on behalf of the PEA. The Project Director intends to hire Project Management Specialists (PMC) on contract basis to assist the Project Director in the implementation of the ICZM Project. The selection of the PMCs will be as per the World Bank Guidelines and procedures outlined in the ICZM Procurement Manual. Place of posting of the Specialists will be Bangalore/Hyderabad/New Delhi. However, the Specialists may be required to visit the Project area and other administrative Headquarters of the PEA.

**2. Broad Scope of Services:** The services to be provided by the Specialist would broadly include providing Technical and Administrative assistance to the Project Director in executing the project efficiently by providing specialised services without any obligation of permanent employment with the PEA.

The Project Management Specialist will advise the Project Director on:

- Efficient allocation and utilisation of resources needed and provided for the Project.
- The Latest technology available and the latest equipments and software required for the project.
- Speedy, efficient and economic execution of the Project.
- The most suitable approaches, methodologies and solutions for executing the project.

**3. Role Of The Project Management Specialists:**

1. The Project Management Specialist will assist the Project Director in preparation of

Tender/Bid documents  
Expression of Interest (EOI)  
Terms of Reference (TOR)  
Request for Proposal (RFP)  
Evaluation of Bid Documents

2. He will render assistance in all procurements.

3. He will monitor the technical production as well as supervise the quality of production by employing modern management tools.
4. He will prepare all Administrative and technical reports and returns as per the MoU signed between MoEF and Survey of India.
5. He will assist in examining and improving the SOPs (Standard Operating Procedures) for various kinds of technical works.
6. He will advise the Project Director on policy and strategy.
7. He will advise on reorganisation of the production process and institutional building from the knowledge acquired from executing the ICZM Project.
8. He will render advice on training/knowledge transfer and technical management.
9. He shall give technical and operating advice not foreseen by the PEA.
10. He shall carry out sector-wise studies of the entire Project and advise the Project Director accordingly.
11. He will assist in setting up the Data/Storage Centres, Data security, Back-up plans, Data archival and retrieval.
12. He will ensure proper documentation of the entire project viz., Technical, Financial and Administration.
13. He will prepare the closing report of the Project.
14. He will also attend to other duties as allotted by the Project Director from time to time.
15. The Specialists should meet the highest standards of quality, efficiency and integrity. The Specialists should desist from acting independently which may cause conflict between the interest of the PEA and that of the Specialist.

**4. Compensation/Salary Details:**

**Consolidated Pay Rs. 80,000/-p.m.**

**5. No. of Specialists:** Total Number of Specialists Proposed to be employed: **1(One)**.

**6. Duration of Employment:** One year, likely to be extended for one more year, based on performance.

**7. Eligibility Criteria:**

The Project Management Specialist should meet the following criteria:

- 1) Academic – B.E./B.Tech./M.Sc.(Mathematics/Physics) or equivalent with minimum experience of 25 years in control survey, field survey, photogrammetric survey and GIS.
- 2) Should have experience in carrying out large Surveying/Mapping/GIS/RS Projects.
- 3) Experience in carrying out jobs enlisted above for Central and State Governments as Govt. Officer/Specialist.
- 4) Proven experience in preparing detailed project reports on field control survey, digital photogrammetry, digital mapping and GIS.
- 5) Proven experience in project management, monitoring and evaluation of similar large scale survey projects.
- 6) Proven experience in procurement activities as per the guidelines of GOI /UNDP/ and World Bank.

The Project Director invites Applications from eligible Indian Nationals to submit their Applications along with supporting documents to meet the Eligibility and Shortlisting criteria, expressing their interest to provide the required consultancy services.

**9. Period of Consultancy assignment:** shall initially be for one year, extendable to one more year based on performance.

**10. Parameters for Short Listing the Candidates:**

Candidates will be shortlisted on the basis of their past experience of handling similar types of projects/assignments.

The following weightage will be applied while evaluating the candidates:

- |                                                                                                                              |       |
|------------------------------------------------------------------------------------------------------------------------------|-------|
| a) Academic/Professional/Technical qualification                                                                             | - 20% |
| b) Experience in setting up Digital Mapping Centres/GDCs of Survey of India/Equivalent Centres.                              | - 20% |
| c) Experience in handling large survey projects                                                                              | - 20% |
| d) Experience in Teaching/Human Resources Training & Capacity Building                                                       | - 20% |
| e) Experience in tendering/contract managements/handling World Bank Projects /Projects financed by other Govt. Agencies etc. | - 20% |

Candidates who secure a minimum of 75% marks will only be shortlisted. Call Letters for further Presentations and Interviews for final selection of the Specialists would be sent only to the shortlisted Candidates.

**11. Application Submission Requirements:**

The interested candidates are requested to submit their **Curriculum Vitae in Detail** along with supporting documents in sealed envelopes superscripted with the title “EOI for Project Management Consultancy for ICZM Project” which must be delivered to the following address

not later than 1700 hrs on **12<sup>th</sup> March 2013**, by Speed post as well as by email to [soi.iczm@gmail.com](mailto:soi.iczm@gmail.com) and [proc.sicom@gmail.com](mailto:proc.sicom@gmail.com) . Only signed copies of the EOI and Bio-Data should be submitted both by post as well as by email. For further clarifications, please contact:

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**12. Last Date of Submission of EOIs:**

The last date for submission of EOI is **12<sup>th</sup> March 2013**.