

Hiring of Individual Consultant (Project Management Consultant) for Society of Integrated Coastal Management (SICOM), New Delhi on Contractual Basis

Society of Integrated Coastal Management (SICOM) has been established under the aegis of Ministry of Environment, Forests and Climate change, Government of India.

SICOM invites CVs/ Resume from experienced Professionals for the following post:

Sl. No.	Name of Post	Numbers
1	Project Management Consultant	01

Interested professionals may submit their Resume in a sealed envelope on or before 27 Sep 2017 till 1500 hrs. at the address given below:

Additional Project Director, SICOM,

Ministry of Environment, Forest & Climate Change,

111, First Floor, Pandit Deen Dayal Antyodaya Bhavan, CGO Complex, Lodhi Road, New Delhi-110003

TERMS OF REFERENCE

FOR

CONSULTANT-PROJECT MANAGEMENT (Individual Consultant)

1. BACKGROUND

The Ministry of Environment and Forests is implementing the World Bank assisted Integrated Coastal Zone Management Project with a budget outlay of Rs.1580.10 crores (US\$262 million). Society of Integrated Coastal Management (SICOM) is the National Project Management Unit for implementing the ICZM project. Under the project, SICOM will be carrying out the Beach Beautification activity under pollution abatement and in line with Swachh Bharat Abhiyaan.

2. OBJECTIVE OF THE ASSIGNMENT

2.1 Consultancy services are required to support and provide professional expertise to SICOM in piloting and implementation of Beach Beautification and pollution management activities in line with Swachh Bharat Abhiyan in one beach each of the thirteen Coastal States/UTs on a pilot project mode. The objective of this consultancy is to strengthen the ongoing efforts of SICOM to efficiently manage the activity and achieve quality output to complete the activity within the agreed timeline and budgeted cost, in full compliance with the World Bank guidelines, and the applicable Acts, Rules and Regulations.

3. SPECIFIC TASK OF PROJECT MANAGEMENT CONSULTANT (PMC)

3.1 In order to achieve the above objective, the Project Management Consultant, will provide project management support to the SICOM, covering the aspects from project planning and scoping, as required, and scheduling the project execution and tracking, including implementation and physical and financial performance reporting. The PMC shall thus assist SICOM to manage, execute, and implement the activity to achieve quality results within the agreed time and cost frame, and operate and manage the assets created. The scope of the PMC services shall be as detailed below but not limited thereto :-

- a) Preparation of project and resources specification for the Works in respect to the services required for Beach Beautification Programme including preparation the Bid documents for individual beaches.
- b) Overall supervision and monitoring of activities.
- c) Preparation of a detailed implementation schedule which will include timelines for approvals, assist in preparing detailed implementation schedule etc.

- d) To Co-ordinate with SPMUs and other Central/State level Authorities
- e) PMC shall be responsible for coordination of procurement of goods, and services (consulting services) under the project.
- f) Assist SICOM in organizing information sessions with bidders, as required.
- g) Assist SICOM at various stages of hiring, during pre-bid meetings, evaluation of bids, preparation of bid evaluation reports, award of contracts, contract negotiations and finalization of contracts by following the Procurement guidelines of the World Bank Government of India as may be applicable.
- h) Supervise and monitor the implementation schedule of services and supply contract.
- i) The PMC shall review the schedules and execution of the services and inform any shortcoming/hurdles to SICOM for necessary action.
- j) The PMC shall prepare a contract completion report providing a complete and systematic account of the performance and results of each activity from planning to implementation.
- k) PMC consultant will be required to travel extensively and visit SICOM office as and when required. During field visits, the consultant will be entitled to reimbursement of travel expenses, daily allowance as per rates approved by SICOM.

4. QUALIFICATIONS:-

Should hold a Post Graduate Degree in Management or equivalent.

5. EXPERIENCE:-

Essential:-

10 Years experience in Project Management with at least 5 years of work experience in Mechanized Housekeeping services and Solutions.

Desirable:-

- (i) Candidate should have 5 years of experience in the field of Solid waste management.
- (ii) Experience in Beach Cleaning Activities.

6. PROFESSIONAL FEES:-

Rupees Fifty thousand per month on submission of monthly reports.

- 7. CONTRACT PERIOD:** - Initially for One year and further extension based on the performance and need in the project.
