

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

India

Tamil Nadu Housing and Habitat Development Project

Loan No. : 9094-IN

Project ID: P168590

Assignment Title: Procurement of Social Development Specialist (Social Audit and R & R Policy) for PMU

Reference No.: IN-TNSCB-311453-CS-INDV

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 implementing the Inclusive Resilient Sustainable Housing for Urban Poor Sector Project in Tamil Nadu financed by the Asian Development Bank.

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

The Social Development Specialist (Social Audit and R & R Policy) for PMU are expected to:

- Conduct site visit to all scheme areas for obtaining basic information regarding the scheme
- Coordinate with the Board for the finalisation of the Resettlement and Rehabilitation Policy (R & R Policy). The draft is under discussion.
- Implementation of the R & R Policy in all the areas wherever the policy is applicable
- Coordination with the respective stakeholders for the provision of social infrastructural facilities at the R & R Schemes
- Information dissemination regarding the GRM facilities available
- Review the existing social audit tools and suggest modifications if needed subject to the approval of the TNUHDB.
- Coordination with the Independent Facilitating Agencies (IFA) conducting social audit at the TNUHDB tenemental schemes.
- Conduct social audit at the tenemental schemes as per the orders of the Project Director
- Conduct document review of the relevant project documents, key informant interviews with service providers and In-depth Interviews with beneficiaries
- Arrange for community meetings and group discussions

- Collect data on the current status from existing resources in all the TNUHDB scheme areas
- Prepare plan for each scheme area or as clusters depending upon need
- Coordination with line departments for implementation of the policies at all relevant areas
- Conduct orientation workshops
- Awareness creation on the GRM

Appointment to the post will be on contract basis. The duration of the assignment is initially for 12 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.tenders.tn.gov.in

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:

- M.S.W./ M.A.(sociology)
- 6 years of post qualification experience in carrying out social development activities
- A minimum of 3 years practical experience (inclusive of total experience) in the field of resettlement and rehabilitation, social audit, policy preparation etc.
- Work experience of working with community groups in resettlement and rehabilitation, especially in urban sector is preferable
- Experience of working with state / central government organizations will be preferred
- Experience of working with World Bank and/or International Financial Institutions funded projects will be preferred
- Ability to build and maintain effective working relationships with internal and external stakeholders
- Ability to engage with community, target groups and Government
- Expertise to provide advice and engage with the community and implementing partners in project related and social development initiatives
- Experience in developing and implementing policies, strategies and programs

- Ability to conduct workshops and presentations to community groups and forums to raise awareness about the Project and ensure community participation and support as and when needed
- Excellent IT / computer skills including MS Office (Word, Excel, PowerPoint, etc)
- Excellent written and oral communication skills in Tamil & English
- Ability to work efficiently and effectively in a multidisciplinary team

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.
5. Last Six months Salary statements / Pay Slips.

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 **09.12.2022** up to 5:45 PM.

Attention:

Chief Community Development Officer,
Project Monitoring Unit,
Tamil Nadu Urban Habitat Development Board,
No.5, Kamarajar Salai,
Chennai – 600 005,
Tamil Nadu, India,
E-mail: tuhdbprocurement@gmail.com

Annexure
Tamil Nadu Urban Habitat Development Board
Project Monitoring Unit
Application for the Post of Social Development Specialist
(Social Audit and R & R Policy)

1	Name of the Applicant		Photo (Passport Size)			
2	Father / Husband Name					
3	Date of Birth and Age					
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 /Diploma Certificate Program with Subject	Name of the University / Institution	Year of Passing	Grade / Class obtained		
10	Post-qualification experience in government / semi-government / autonomous organizations or urban local body/ Public Sector Undertaking / NGOs / CBOs / Private Company.					
S.No	Name of the / Project / Work	Name of the Employer / Organization and the Sector	Applicant's Designation / Role in the Project	Experience Period		
				From	To	Period (Year / Months)

11	Work experience in the field of resettlement and rehabilitation, social audit, policy preparation etc					
S.No	Name of the / Project / Work	Name of the Employer / Organization and the Sector	Applicant's Designation / Role in the Project	Experience Period		
				From	To	Period (Year / Months)
12	Experience of working with World Bank or similar international financial institution financed projects.					
S. No	Name of the Project /	Name of the International Financial Institution	Applicant's Designation / Role in the Project	Experience Period		
				From	To	Period (Year / Months)
13	Experience in developing and implementing policies, strategies and programs					
14	IT / computer skills including MS Office (Word, Excel, PowerPoint, etc)					

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Other Skills / Experiences relevant to the post applied, if any

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.

Date:

Place:

Signature of the Applicant