



Government of Nepal
Ministry of Physical Infrastructure and Transport
Department of Roads
Foreign Cooperation Branch
Jwagal, Lalitpur

REQUEST FOR EXPRESSION OF INTEREST (REOI) (CONSULTING SERVICES-INDIVIDUAL)

Date of first publication: May 28, 2018

Name of Project: Nepal India Regional Trade and Transport Project

The Government of Nepal (GON) has received financing from the World Bank towards the cost of the Nepal India Regional Trade and Transport Project (NIRTTP) and intends to apply part of proceeds for consulting services of an individual Consultants to the Foreign Cooperation Branch, Department of Road. The consulting services ("the Services") include providing consultancy services: **for Environmental & Social Safeguard Implementation Works.**

The Ministry of Physical Infrastructure and Transport, Department of Roads (DoR), now invites eligible individual Consultants for the posts mentioned below to indicate their interest in providing the Services indicating the contract number. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.

The details of contract and duration for each post are indicated below:

S. N.	Contract no.	Post	Duration of service (months)
1	NIRTTP-DOR-S-IND-3	Environmental Safeguard Expert	18
2	NIRTTP-DOR-S-IND-4	Social Safeguard Expert	18

The attention of interested individual Consultants is drawn to paragraph 1.9 of the World Bank's Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers dated January 2011 ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest. A Consultant will be selected in accordance with the Individual Consultant (IC) method set out in the Consultant Guidelines.

Interested Consultant may obtain Terms of Reference (ToR) for the mentioned assignment title from <http://www.dor.gov.np>. Further information can be obtained at the address below during office hours 10:00 to 17:00 hours.

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by fax) by 5:00 PM 12 June 2018.

Department of Roads, Foreign Cooperation Branch
Jwagal, Lalitpur, Nepal
Phone: 977-1-5542686

Government of Nepal
Ministry of Physical Infrastructure & Transport
Department of Roads,

Foreign Cooperation Branch

Nepal India Regional Trade and Transport Project
Jwagal, Lalitpur

Terms of Reference (ToR)
For
Social Safeguard Expert (SSE)

1.0 INTRODUCTION

Department of Roads established a unit called Environmental Management Unit under Planning Branch in the year 1988 to support the Arun Access Road for the proposed Arun-III Hydropower Project and reformed as a permanent cell under Planning and Design Branch with a new name as Geo-Environmental Unit (GEU) in the year 1994. In the beginning from 1994 to 1999 the unit remained supported with Overseas Development Agency (British) and World Bank financial support for Road Maintenance and Rehabilitation Projects. The British support was mainly focused in DoR's capability building and strengthening in Bio-engineering area whereas World Bank's support was focused in the field of Environmental sector.

Road construction often produces adverse effects on the Bio-physical as well as the Social, Economic and Cultural Environments. Realizing the importance of Social analysis and participation of project stakeholders in the planning and implementation of projects, aspect of Social assessment was incorporated for the improved project efficiency, effectiveness and sustainability as an integral part of the planning process.

Latter in the year 2005, DoR in its Master Plan for Strategic Road Network stressed on the Development of Road to supplement Poverty Reduction Program. After the initiation of implementation of enhancing poverty reduction impacts in some road projects in 2006, assisted by the foreign donors like ADB, the role of GEU was further realized to be expanded to incorporate the Social aspects of road construction and maintenance. Thus DoR has reformed GEU as Geo- Environment and Social Unit (GESU) to cover the Environment and Social aspect and render prompt and efficient services with the development and strengthening of the roads.

In order to implement safeguard measures envisaged under the RSDP, DoR intends to engage dedicated technical supports, externally hired experts, to assist Geo Environment and Social Unit(GESU), Foreign co-operation Branch (FCB), Project office and Division Roads Offices (DROs) throughout the contract period. Experts basically comprises with Environmental & Social experts directly responsible to the GESU and equally supporting to field based resources in resolving the Environmental & Social issues.

2.0 OBJECTIVE

Environmental and Social impact assessments on road development project are imperative to safeguard the Environment and peoples and to reduce and mitigate the negative impacts as well as to identify and enhance the beneficial ones. The sector wide Environmental and Social Management Framework (ESMF) has been prepared and approved by the government. It is the major guiding document for all the project proponents, developers and implementers to refer and pursue during planning and implementation of strategic road projects in Nepal. The ESMF which is consistent with GON and applicable IDA policies is to be used to all projects/subprojects through all cycle i.e. screening, selection, planning, implementation, monitoring and evaluation. The ESMF provides outlines how the government and IDA policy requirements are applied in the road projects along with various steps and procedures that need to be followed at different stages. The ESMF requires that each funding request/proposal be subject to environmental and social screening for potential environmental and social impacts to decide the level of environmental and social investigation that may be required. The ESMF provides criteria for such screening. The ESMF also recognize the need for stronger and independent monitoring of environmental compliance in the field. RSDP's institutional strengthening support also covers environmental capacity building of the GESU.

Social and environmental safeguard implementations are integral part of project execution. This should be carried out with the objective of sustainable development. The basic tenet of this consultancy service is to ensure that the environmental & social safeguard measures specified in ESMF in general and road specific measures in particular are complied with; and standard of living of affected people are restored or improved, all the resettlement and compensation measures are applied in practice, and all environmental mitigations measures are implemented.

The main objective of the consultancy service is to provide support GESU for the implementation of the social safeguard measures in RSDP and NIRTTP as well as other donor funded projects and GON funded Projects as and when required.

3.0 SCOPE OF WORKS

With the above set objectives, the **Social safeguard Expert**, whose work station shall be in DoR provided office space, now at chakupat; is required to assist GESU carrying following responsibilities to:

- Develop and refine procedures for the preparation, execution, monitoring, and evaluation of Social Assessment (SA), Resettlement Action Plans(RAP), Social Action Plan (SAP) and Indigenous Peoples and Vulnerable Community Development Plan (IPVCDP) as per Sector wide ESMF of DOR and DOR's previous Projects viz RMDP
- Draft review and refine TOR to carry out Social Screening, Social Assessment (SA) and to prepare RAP/SAP, IPVCDP consistent to the ESMF
- Review ongoing ToR, IEE and EIA reports, RAPs/SAPs, SSEMAPs, IPVCDPs and provide comments and suggestions to GESU for improvement

- Check BOQs, Bids/Contract clauses and other document for incorporation of relevant mitigation measures specified in IEEs, EIAs and RAPs/SAPs, SSEMAPs, IPVCDPs
- Develop and carry out Social monitoring and reporting system
- Undertake preparedness check and periodic compliance check Visit the project sites and work closely with the consultant, NGOs, contractors, communities and project staff; get relevant information on social issues covering issues of the labors and safeguard practices; maintain and update the information viz compensation, resettlement, rehabilitation assistances
- Monitor and evaluate the findings and recommendations, and also report, for the implementation of SA, IEE, EIA, RAP/SAP, SSEMAP, IPVCDP as relevant
- Assist GESU to Coordinate with other agencies towards raising awareness on social safeguard measures in road projects, disseminate information on Social Aspects of road development among various stakeholders viz donors, projects, government bodies, affected communities etc
- Assist GESU to perform the social roles and responsibilities as mentioned in Project appraisal Document for RSDP
- Assist GESU for overall implementation of Environmental and Social Management Framework (ESMF)
- Co-ordinate activities of Safeguard Mobilizer (SM) in 5 regions, Monitor the implementation of social related works in all regions, suggest corrections if needed and reporting regularly to FCB and GESU.

4.0 NECESSARY EXPERTISE & EDUCATION

The Consultant for the post of ESE should have following necessary expertise and education

Area	Qualifications
Education	<p>Minimum:</p> <ul style="list-style-type: none"> ▪ Bachelor Degree in Social Science/ Anthropology/Sociology/Rural Development/Economics <p>Preferable:</p> <ul style="list-style-type: none"> ▪ Masters degree in Social Science/Anthropology/Sociology/Rural Development/Economics ▪ Training in Social Safeguard such as designing RAP, SAP and conducting Social Assessment of project
Experience	<ul style="list-style-type: none"> ▪ At least 5 years in Social Safeguard sector ▪ Experience with Social Safeguard works in Design and Implementation Phase of Infrastructure Development Project ▪ Experience with Social Safeguard works in Design Phase of Road/Bridge/Tunnel/Railway Infrastructure Development Project ▪ Experience with Social Safeguard works in Implementation Phase

	of Road/Bridge/Tunnel/Railway Infrastructure Development Project
Capabilities evidenced by previous experience	<ul style="list-style-type: none"> ▪ Clear understanding of DoR publications on (a) Environmental Management Guideline,(b) Guide to Road Slope Protection and (c) Environmental and Social Management Framework etc ▪ Knowledge and skill in reviewing and analysis of SA, RAP and IPVCDP, monitoring report and other safeguard related documents ▪ Understanding of Construction Work schedule ▪ Preparation of Action Plan for monitoring and reporting ▪ Preparation to monitoring reports ▪ Monitoring and reporting ▪ Critical review of field problems during construction and maintenance ▪ Computer skills that needed for the job
Language	<ul style="list-style-type: none"> ▪ Capable in reading, writing and speaking English and Nepali Language
Other	<ul style="list-style-type: none"> ▪ Able to deal, and coordinate with local at construction site ▪ Able to travel the any project sites located different parts of Nepal frequently ▪ Able to work in the various DRO's/Projects/Satkeholders teams working for the projects ▪ Able to coordinate with the field level team and central support team for specific issues

6.0 REMMUNERATION & REIUMBERSIBLE EXPENSES

The remuneration to the individual Consultant shall be on the monthly basis, as a time based contract.

Reimbursable expenses are paid as per contract in fixed lump sum basis.

7.0 DURATION OF CONSULTANT'S SERVICE

Consultant shall commence the work from the date of signing agreement. It is estimated that approximately **18 person-month** of Social Safeguard Expert will be required for carrying out the services. However, in the event of dispute or other proceedings during and or after completion of the construction works, the consultant shall be available to assist DOR, under the same conditions of engagement as applicable to this Agreement

8.0 WORKING DAYS, LEAVE AND OVERTIME

As per Government rules and practice .

There shall be no extra payment for any overtime work. The Consultant shall be entitled to have one day paid leave per month.

Well in advance the Consultant should plan his/her work plan showing the site visits and let the GESU, FCB, and DRO know his program. Every month the consultant is required to prepare his work plan showing the visits to the project sites, DRO offices, and or details of office works. A good coordination with the responsible team will be required while visiting the respective sites.

9.0 TAXATION

The Consultant shall be fully responsible for all taxes imposed by Government of Nepal. The Consultant must be registered in the VAT after signing the contract agreement. The consultant will be responsible for the costs of the premium of any insurance plan including accidental insurance he/she takes up.

10.0 LOGISTIC AND OTHER ASSISTANCE PROVIDED BY THE CLIENT

The following shall be provided to the Consultant by DOR:

- Related reports available in DoR
- Access to all other necessary documents and data available in DOR required for the performance of the consultant's services.

The Consultant will be provided an office space in premises of the Foreign Cooperation Branch. Transportation shall have to be arranged by consultant himself/herself for site visit.

11.0 CONSULTANT'S RESPONSIBILITY

The consultant shall keep complete records relating to all aspects of the work covered by his staff or service contract if any. Such records shall be available for inspection by GESU. In addition to the above, the Consultant shall submit the reports not limited to following during the course of services:

- Monthly progress report on overall Social Safeguard implementation in Infrastructure Development Provide feedback on draft SA, RAP, IPOVCDP to strengthen them and ensure their consistency with requirements of applicable laws, regulations, DOR guidelines including ESMF, etc.
- Verification of integration of mitigation measures in BoQ and Contractual documents as per SIA/SAP/SA/RAP/VCDP or other relevant documents; for each sub-project in the specified format of Preparedness check
- Preparedness check
- Periodic compliance check
- Monitoring and Evaluation with findings and recommendations for the implementation of SIA/SAP/SA/RAP/VCDP activities

Social Safeguard Expert shall be responsible to present monthly reports to Foreign Cooperation Branch; after their preparation. The individual Consultant shall present on overall status of the Social safeguard implementation as and when required to FCB/GESU, at least once in six months.

12.0 AGREEMENT

The Consultant shall be required to enter into an agreement with the Foreign Cooperation Branch on time based. An agreement shall signed by both parties before the commencement of the work.