

**OFFICE OF THE SUPERINTENDING ENGINEER (HQ)
NHP, GROUND WATER DEPARTMENT, JAIPUR**

S. No. F1(45)/NHP/SE(HQ)/GWD/JPR/2022/49

Date:11.05.2022

Expression of Interest (EOI)

EOI No.: NHP/GWD/RAJ/EOI/01/2022

**Hiring of GIS Expert under National Hydrology Project for Ground Water Department
(GWD) Rajasthan for the period of 18 months from the date of signing of contract**

National Hydrology project (NHP) is being implemented all over India by Ministry of Jal Shakti GoI with active assistance of the World Bank. Ground Water Department Govt. of Rajasthan is the implementing agency for the NHP Ground Water component in Rajasthan. The Superintending Engineer (HQ), GWD, Jaipur, GOR intends to engage 'Individual Consultant' to provide operational as well as professional support for execution of NHP Rajasthan Ground Water Component. To complete NHP mandate, one post of the individual consultant named as GIS Expert on contract is approved in NHP,GWD.

1. The Terms of Reference consisting of eligibility criteria, functions and responsibilities etc. for the post of GIS Expert and Annexure attached herewith shall be part of this EOI.
2. The SE (HQ), GWD, Jaipur invites interested eligible individuals/candidates to submit proposals to indicate their interest for the above mentioned specialist position.

3. The Submission of Proposals

The proposals shall be submitted in only one part and should follow the forms given in Annexure 1 to 3.

3.1 The proposal must be submitted in sealed envelope duly following the formats/schedules given in the Annexure. The envelope should include the duly filled and signed Letter of Offer (Annexure 1), CV (Annexure 2) mentioning educational qualifications, description of the general experience in the field of assignment and the qualification and competency for the assignment (Annexure 3), and supporting documents for verifying claims made by consultant in submitted CV etc.

3.2 The sealed envelope super scribed "Proposal against Expression of Interest for Hiring of GIS Expert under NHP" and be delivered to the address below by not later than **01:00 PM on 23.05.2022** In case this last date being declared as holiday by the State Government. Due date for submission of above "Expression of Interest for GIS Expert under NHP" will be the next working day up till the same appointed time.

4. Opening of proposal

The Proposals will be opened in the office of SE (HQ), GWD, Jaipur at **03:00 PM on 23.05.2022**.

5. Evaluation

The Proposals will be evaluated using the criteria mentioned in ToR. Curriculum vitae of consultant for assessing the qualifications and experience should be included with the proposal (in the format of the sample curriculum vitae). Proposal will not be entertained without supporting documents .

6. **Deciding Award of Contract**

Quality and competence of the consulting service shall be considered as the paramount requirement. The decision of the award of the contract would be based on following criteria:

- A. Total Score obtained by the Individual Consultant in the Evaluation of Proposal would be calculated in accordance with the Evaluation Criteria given in ToR
 - B. Those Individual Consultants who's Total Score is more than 50 out of 100, would be considered "Qualified Candidates". A merit list of qualified candidates would be prepared based on Total Score obtained after the Evaluation of Proposals.
 - C. The Qualified Candidate scoring highest Score out of all qualified candidates would be selected for this consultancy work and would be invited for negotiation of a contract after reaching agreement on satisfactory terms and conditions of the contract, including reasonable fees and other expenses.
 - D. If the negotiations with the selected Individual Consultant fail, as per World Bank Guidelines, the purchaser would seek Bank's no-objection before proceeding to negotiate with the next best individual. If bank provides no-objection then next best individual would be invited for negotiating a contract.
7. Please note that the SE (HQ), GWD, Jaipur is not bound to select any of the consultant submitting proposals.
8. You are requested to hold your proposal valid for 40 days from the deadline fixed for the offer submission without change the personnel proposed for the assignment and your proposed price. The SE (HQ), GWD, Jaipur will make its best efforts to select a consultant within this period.
9. Please note that the cost of preparing a proposal and of negotiating a contract if any is not reimbursable as a direct cost of the assignment.
10. An individual consultant being selected in accordance with the procedures set out in the World Bank's "Guidelines: Selection and Employment of Consultants Under IBRD Loans and IDA Credits & Grants by World Bank Borrowers- January 2011 (Revised July 2014)"/ The Guidelines are available at www.worldbank.org/procure.
11. Interested individuals may obtain further information at the address given below from 10.00-17.00 hours (IST) on all working days. This notice for engagement of individual consultants has also been posted on: <https://phedwater.rajasthan.gov.in/content/raj/water/ground-water/en/departmental-tender.html#>

Name and Address of Employer:
Superintending Engineer (HQ)
Ground Water Department, Jaipur
72-B Jhalana Institutional Area,
Jhalana Doongri-302004
Contact No. 9413303430
Email: mkgsehqgwd@gmail.com

Superintending Engineer (HQ)
GWD, Jaipur

TOR for Hiring of GIS Expert under National Hydrology Project

For

Ground Water Department (GWD) Rajasthan

1. Background

National Hydrology Project is being implemented all over India by Ministry of Jal Shakti, Government of India with the active assistance of World Bank. The funding for the NHP project is in the form of 100% Grant-in-Aid from GoI. The project is closely aligned with the GoI's water sector priorities set out in the 12th Five-year Plan (FYP)(2012–17), which calls for a paradigm shift toward integrated management of water resources based on improved systems for water data collection and information management and open access to water information.

This project envisages to support the establishment and up-gradation of hydro-meteorological monitoring network, water resources data management, water resources information systems, development of decision support tools for flood forecasting, water resources operation and planning etc. thereby institutional strengthening of related water resources departments of the country including Ground Water Departments. The duration of the project is eight years starting from 2016-17 and ending in 2023-24. Ground Water Department, Government of Rajasthan is the Implementing Agency for the ground water components in Rajasthan. The expenditure of the project would be met from funds allocated by GoI for the State of Rajasthan.

The NHP has following four components:

Component A : Water Resources Data Acquisition System

Component B : Water Resources Information System

Component C : Water Resources Operation and Planning System

Component D : Institutions Capacity Enhancement

Some of the key activities envisaged under NHP for Rajasthan Ground Water Department are:

- 1) Installation of TDWLRs on Piezometers located across State of Rajasthan.
- 2) Construction of Piezometers in all 33 districts of Rajasthan.
- 3) Extension of Water Quality (WQ) Lab Building at GWD Jaipur and Renovation of Water Quality Lab Building at GWD Jodhpur.
- 4) Furnishing WQ Lab Buildings at Ground Water Department.
- 5) Maintenance of WQ Labs at Ground Water Department.
- 6) Procurement of Water Quality Testing Equipment for WQ Labs at Ground Water Department.

2. Objectives of Consultancy:

The objective is to hire a qualified GIS Expert as per 'Eligibility Criteria' mentioned in the TOR, through "INDIVIDUAL CONSULTANT" selection procedure of World Bank guidelines. This hired GIS Expert would provide professional support for effective and

efficient implementation of National Hydrology Project at Ground Water Department, Rajasthan.

3. Scope of Consultancy Service

- Provide technical assistance to Nodal Officer NHP-GWD in activities relating to GIS.
- Assist Nodal officer in coordination and communication with concerned Superintending Hydrogeologists, Senior Hydrogeologists, In-charge Hydrogeologists and water quality labs of the department regarding desired GIS work
- GIS data compilation and generation of different thematic layers/maps.
- Assist Nodal officer in Regularly monitoring of project implementation
- Assist Nodal officer in coordination and communication with NPMU-NHP, Ministry of Jal Shakti, New Delhi and SPMU-NHP, WRD, Rajasthan for necessary approvals, data & information exchange related to GIS.
- Communication with DSPC, GWD Jodhpur regarding processed Hydro geological, water level and water quality data from field and analyze it and presentation of analyzed data in the form of Tables, Charts and reports to the Nodal Officer NHP-GWD as required.
- Coordinate with Audit Team of World Bank/Govt. and Hydrogeologists of Ground Water Department for Audit Task. Prepare & Present relevant reports as desired by audit team.

4. Data services and facilities to be provided by the client

The following amenities will be provided by the Client:

The data collection shall be facilitated by the client.

- i. Work place with appropriate Hardware and Software.
- ii. All required stationary.

5. Major tasks / deliverables and output from the Consultant

- Updation of all Historical and new key well data of GWD on GIS Portal in coordination with all concerned offices of GWD in the Rajasthan.
- Creation of various GIS Reports of Key Ground Water Monitoring Stations of GWD as desired by the Department/SPMU/NPMU.
- Monthly progress report of NHP Work.

6. Criteria: Academic Qualifications & Experience

S.N o.	Designation	Qualifications & Experience
1	GIS Expert	<ul style="list-style-type: none">• Post Graduate in Geology/applied Geology/ Hydrogeology/ applied Hydrogeology with diploma/degree on GIS along with 1 years of work experience on GIS. <p style="text-align: center;">OR</p> <ul style="list-style-type: none">• Post Graduate in Remote sensing and GIS/ along with 1 years of work experience on GIS. <p style="text-align: center;">OR</p> <ul style="list-style-type: none">• Ph.D in water resources, having topic on GIS and groundwater modeling along with 1 year of work experience on GIS.

Criteria, sub-criteria, and point system for the evaluation are:

Maximum Points 100		
(i)	Qualification	
	a) Graduation	10
	b) Post Graduate in Geology/applied Geology/ Hydrogeology/ applied Hydrogeology with diploma/degree on GIS OR Post Graduate in Remote sensing and GIS	20
	c) Ph.D in water resources, having topic on GIS and Groundwater modeling	20
(ii)	Work Experience	
	a) Experience of one years in the field of GIS and Remote sensing	20
	b) Special experience in the field of Ground Water Modeling	20
	c) Recognition/Award/Certificate received by any institute regarding training/project/workshop in the field GIS and Ground Water Modeling (Two mark for each certificate)	10

7. Method of selection

Depending upon the criteria, sub-criteria and point system as mentioned in above table, the Individual Consultant with highest score shall be selected. The final decision shall be of the procurement committee to hire the Individual Consultant based on the proposal submitted by them. For selection of Consultant, CV alongwith copy of necessary supporting documents are need to be submitted such as degree, experience certificate etc.

The highest scored shortlisted candidate will be called for negotiation on the terms and condition as mentioned in the ToR.

8. Period of Contract

The total duration of the service would be for 18 months from the date of signing of contract. The services will be purely on temporary /contractual basis that may be reduced or increased as per requirement.

9. Compliance with World Bank Guidelines.

- a) The Consultant shall not have conflict of interest as defined in the Bank's Procurement Regulations;
- b) The Consultant should not have been either temporarily suspended or debarred by the World Bank Group in compliance with the Bank's Anti-Corruption Guidelines and its Sanctions Framework; or blacklisted or suspended by Central or any State Government Departments in India.

10. The Purchaser has the right to terminate the contract at any time if the services provided by the consultant are found to be unsatisfactory or by any other reasons.

11. Evaluation and Review Methodology of consultant's work

- a) The services provided by the consultant would be evaluated/ reviewed by the evaluation committee formed for this purpose. The Technical committee of NHP-GWD will act as the evaluation committee for this purpose.

- b) Criteria of Evaluation shall be based on any or all of following output expectations as decided by Evaluation committee:
- Updation of all Historical and new key well data of GWD on GIS Portal in co ordination with all concerned offices of GWD in the Rajasthan.
 - Creation of various GIS Reports of Key Ground Water Monitoring Stations of GWD as desired by the Department/SPMU/NPMU.
 - Monthly progress report of NHP Work.
 - GIS data compilation and generation of different thematic layers/maps.
 - In case of unsatisfactory performance of the Individual Consultant, contract may be terminated by the employer

12. Reporting

Summary of Reports to be submitted by Experts

Category	Type of Report	Timing
Project Evaluation	Monthly progress Report	Every month
	Half yearly Report	Every 6 months
	Final Report	At the completion of the contract period

**The Individual Consultant shall provide both hard copy and electronic copy of each of these reports.*

- **Monthly Progress Report**- Briefly summarise the activities during the month and upcoming activities for the next month.
- **Half yearly Report**- Briefly summarise the activities during last six months and upcoming activities for the next six months.
- **Final Report**- Detailed work carried out during the entire contract period.

13. Engaged Consultant: Hiring of GIS Expert through this EOI is purely on contract basis and the engaged consultant will not claim any type of job in the department during or after the completion of contractual tenure.

14. Consultancy Charges

- I. Fixed monthly remuneration: 69,000.00 Rs.
- II. Reimbursable Items: As follows:-
 - i. Rail/Bus Fair = 1.20 Rs. Per Km Traveled
 - ii. Local Travel during Tour = 200 Rs. Per Tour
 - iii. Daily Allowance during Tour = 500 Rs. Per day
 - iv. Boarding & Lodging while on Tour = 1800 Rs. Per Day
 - v. Out of Pocket Expenditure incurred by the consultant for the official work with prior permission of SE(HQ) & Nodal Office, NHP-GWD, Jaipur will be reimbursed as per actual.

Note: No Fair would be provided while using Office Vehicle for (i) travel between Headquarter and destination place and (ii) local travel during tour.

- III. Consultancy charges will be paid to the Individual Consultant on the satisfactory service certificate issued by Nodal Officer NHP.

15. Payment conditions

- After the submission of monthly report by the Individual Consultant, the designate officer(s) will review the progress and work done by the service provider. A No Objection Certificate shall be issued by the designate officer(s) after which the monthly payment of each Individual Consultant shall be done.
- In case the Individual Consultant remains absent from the office for a certain period (without prior approval from the designate officer(s)), the payment shall be proportionately deducted for that period.
- No extra payment shall be done for overtime.
- Individual Consultant is subjected to travel anywhere in the state or country. TA/DA will be given by SPMU-NHP, WR, Jaipur office as per the state rules according to the remuneration.
- With prior approval from Nodal officer, NHP, air travel may be permitted to the Individual Consultant on a case to case basis.
- If Individual consultant want to leave the contract before the contract period, one month advance notice is required else one month remuneration will not be paid.

16. Working schedule

- Office working hours would be from 09:30 AM to 06:00 PM including lunch period i.e. 01:30-2:00 PM
- The Individual Consultant will be eligible for 15 days of casual leave other than official holidays (Subject to condition) during a calendar year.
- If required, the Individual Consultant may be called on gazetted holidays also. No extra remuneration shall be paid for the same.

- 17. Jurisdiction:** All questions, disputes, differences, arising either out of or in connection with this contract shall be subject to the exclusive jurisdiction at Jaipur.

Letter of Offer

The Individual Consultant must prepare the Letter of Offer on stationery clearly showing the Individual Consultant's complete name and address. The italicized text is for Individual Consultant's guidance in preparing these forms and shall be deleted from the final products.

EOI No.: **NHP/GWD/RAJ/EOI/01/2022**

Our Reference: No..... dated.....

To:

Superintending Engineer (HQ)
Ground Water Department, Jaipur

Subject: Hiring of GIS Expert under National Hydrology Project for Ground Water Department (GWD) Rajasthan for the period of 18 Months from the date of signing of contract.

Sir,

I offer to execute the consulting services as described in your Expression of Interest. This EOI and your written acceptance of it shall constitute a binding contract between us. We understand that you are not bound to accept the one or any offer you receive.

I hereby confirm that

- (a) **No reservations:** I have examined and have no reservations to the EOI Document;
- (b) **Conformity:** I offer to provide Consulting Services as GIS Expert under National Hydrology Project for Ground Water Department (GWD) Rajasthan for the period of 18 Months from the date of signing of contract in conformity with the EOI Document and in accordance with the Terms and condition specified in the Terms of Reference (TOR).
- (c) **Consultancy Charges:** I accept the consultancy charges mentioned in clause14 of this TOR.
- (d) **Offer Validity Period:** My offer shall be valid for the period of 40 days, from the deadline fixed for the offer submission;
- (e) **Eligibility:** I meet the eligibility requirements and have no conflict of interest, we are not participating in more than one offer in this procurement process, and we have not been temporarily suspended or debarred by the World Bank or blacklisted or suspended the Central or any State Government;
- (f) **Fraud and Corruption:** I hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any type of corrupt, fraudulent, collusive, coercive, or obstructive practices; and we will strictly observe the laws against fraud and corruption in force in India namely, "Prevention of Corruption Act 1988."
- (h) I hereby certify that we have taken steps to ensure that no person acting for us or on our behalf has engaged in corrupt, fraudulent, collusive, coercive, or obstructive practices (as defined in the prevailing World Bank's sanctions procedures) in competing for or in performing the Contract.

Yours faithfully,

Authorized Signature

Name & Title of Signatory _____

In the capacity of *[insert legal capacity of person signing the Letter of Offer]*

Name of Individual Consultant _____

Address _____

Dated on _____ day of _____, _____ *[insert date of signing]*

**FORMAT OF CURRICULUM VITAE (CV) FOR
CONSULTANT**

Name of Consultant: _____

Profession: _____

Date of Birth: _____

Nationality: _____

Membership in Professional Societies: _____

Key Qualifications:

[Give an outline of experience and training most pertinent to tasks on assignment. Describe degree of responsibility held on relevant previous assignments and give dates and locations, use about half a page]

Education:

[Summarize college/university and other specialized education of staff member, giving names of schools, dates attended and degrees obtained. Use about one Quarter of a page.]

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions held by staff member since graduation, giving dates, names of employing organization, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and client reference, where appropriate. Use about two pages]

Language:

[For each language indicate proficiency; excellent, good, fair or poor; in speaking, reading, and writing]

Documents:

[PAN card, Aadhar card] _____

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualification, and my experience.

Date: _____

[Signature of Consultant]

Day/Month/Year

Full name of Consultant: _____

ASSIGNMENTS OF SIMILAR NATURE SUCCESSFULLY COMPLETED DURING LAST 3 YEARS

Outline of recent experience on assignments of similar nature	Name of assignment	Name of Project	Owner or sponsoring authority	Cost of assignment	Date of commencement	Date of completion	Was assignment satisfactorily completed

Note: Please attach certificates from the employer by way of documentary proof.