

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

**India**

**Tamil Nadu Housing and Habitat Development Project**

Loan No./Credit No./ Grant No.: Under Process

Project ID: P168590

**Assignment Title:** Social Development Specialist for the proposed Tamil Nadu Housing and Habitat Development Project in Chennai Metropolitan Area, Tamil Nadu.

**Reference No.:** IN-TNSCB-104787-CS-INDV

The Tamil Nadu Slum Clearance Board, Government of Tamil Nadu has applied for financing from the World Bank toward the cost of the Tamil Nadu Housing and Habitat Development Project and intends to apply part of the proceeds for consulting services.

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

To ensure that the project intervention better social development and gender outcomes i.e. social inclusion (gender and other vulnerable groups), participation, transparency, accountability, effective and accessible grievance management, enhance safety and security of women, compliance with labour laws and labour influx.

The scope work will cover three stages: preparation, implementation, and monitoring through the project cycle. The details are as follows:

**Preparation**

1. Coordinate the preparation of safeguard documents – Social Assessment, Resettlement Action Plan, Resettlement Management Framework, to enhance access to benefits and minimize and mitigate adverse impacts.
2. Coordinate gender analysis for gender informed project design including identify gaps and actions with monitoring indicators.
3. Based on gender analysis, develop a detailed plan that identifies opportunities and entry points for mainstreaming gender into the project.
4. Coordinate preparation of stakeholder engagement plan to develop citizen feedback mechanism including grievance management for the project.
5. Coordinate preparation of household level skill development plans and livelihood plans.
6. Identify agencies, NGOs, community-based organizations, and women’s associations or groups to support project implementation.
7. Coordinate the detailed preparation of labour influx management action plans.

8. Coordinate disclosure of safeguard documents both in Tamil and English prior to project appraisal.
9. Coordinate preparation of communication strategy and implementation of Right to Information Act.
10. Lead execution of communication strategy in partnership with all stakeholders identified.
11. Provide inputs from the safeguard instruments and gender strategy for the Operational Manual.
12. Ensure that the grievance redress mechanism system is set-up.
13. Mainstream training modules on gender, participation, systems on transparency, grievance management, social mobilisation and others social issues in the training plans and calendar.
14. Ensure indicators to monitor social development outcomes are included in the M&E system.

### **Implementation**

1. Develop monthly plans to detail the activities to implement the actions plans on social safeguard management, skill, livelihood and gender.
2. Organise orientation and sensitization workshop for the implementing partners on the “process” of planning and implementing safeguard management plans, livelihood improvement, gender action plan, labour influx management plans and labour welfare laws.
3. Support implementing partners to ensure equal and equitable benefits to men and women and suggest modifications or new activities within the project (as needed) that could increase gender equity.
4. Provide support to implementing teams on social and gender inclusive planning, implementing and monitoring of activities.
5. Provide support to implement the communication strategy.
6. Organise bi-monthly workshops with implementing partners to facilitate cross learning.
7. Mainstream social development and gender issues in training materials, manuals, documentation of case studies
8. Co-ordinate programmes that promote gender equality address violence against women and advance rights of girls and women.
9. Coordinate with the government departments, NGO and other stakeholders to promote interventions to address gender based violence.
10. Coordinate implementation of labour influx management plans and compliance with labour laws.
11. Coordinate dissemination of information of the GRM system in the project area.

### **Monitoring and Reporting**

1. Ensure data collection to track performance of each social development outcome.

2. Ensure disaggregated (gender, social and economic profile) baseline data is collected and analysed at the planning stage.
3. Coordinate studies for thematic analysis.
4. Monthly progress report containing the list of activities planned for the reporting period, progress towards the target and result of targeted activities to achieve social development outcomes.
5. Any other tasks assigned by the Deputy Project Director / Project Director from time to time.

Appointment to the post will be on contract basis. The duration of the assignment is initially for 24 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 websites: [www.tnscb.org/procurement/](http://www.tnscb.org/procurement/) and <http://www.tenders.tn.gov.in>

The Tamil Nadu Slum Clearance Board, Government of Tamil Nadu now invites eligible Individual Consultants / Specialists to indicate their interest in providing the Services. Interested Consultants / Specialists 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:

### **Qualification**

Master's degree in Social Sciences preferably social work, sociology, economics, planning or any another related field.

### **Experience and Competencies**

1. At least eight years of experience in carrying out social development analysis, preparing safeguards/gender action frameworks and plans in the urban and/or housing sector.
2. At least five years of experience of implementing social safeguard action plans of projects supported by international financing institutions, preferably the World Bank/Asian Development Bank.
3. Work experience of working with community groups especially in urban sector.
4. Ability to build and maintain effective working relationships with internal and external stakeholders.
5. 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.

6. Excellent IT / computer skills including MS Office (Word, Excel, Power point etc)
7. Excellent written and oral communication skills in English and Tamil.
8. Ability to work efficiently and effectively in a multidisciplinary team.

The list 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/Specialist.

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 "Procurement Regulations for IPF Borrowers" July 2016 ("Procurement Regulations") Revised November 2017 and August 2018, 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 25.03.2019 up to 5:45 PM.

**Attention:**

Superintending Engineer,  
Project Monitoring Unit - World Bank Project,  
Tamil Nadu Slum Clearance Board,  
No.5, Kamarajar Salai,  
Chennai – 600 005,  
Tamil Nadu, India,  
E-mail: [tnscbprocurement@gmail.com](mailto:tnscbprocurement@gmail.com)

**Annexure**

**Tamil Nadu Slum Clearance Board**

**Tamil Nadu Housing and Habitat Development Project**

**Application for the Post of Social Development Specialist**

1.	Name of the Applicant		Photo (Passport Size)			
2.	Father / Husband Name					
3.	Date of Birth					
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 with Subject	Name of the University	Year of Passing	Grade / Class obtained		
10.	Experience in carrying out social development analysis, preparing safeguards / gender action frameworks and plans in the urban and/or housing sector.					
S.No	Name of the Project / Work	Name of the Employer	Applicant's Designation / Role in the Project	Experience Period		
				From	To	Period (Year / Months)

11.	Experience in implementing social safeguard action plans of projects supported by international financing institutions, like the World Bank / Asian Development Bank.					
S.No	Name of the Project / Work and the International Financial Institution	Name of the Employer	Applicant's Designation / Role in the Project	Experience Period		
				From	To	Period (Year / Months)
12.	Experience in working with community groups especially in urban sector					
13.	Information Technology / Computer Skills of the Applicant					
14.	Other Skills / Experiences relevant to the post applied, if any					
<p>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.</p> <p>Date: _____ Place: _____</p> <p style="text-align: right;">Signature of the Applicant</p>						

