

Terms of Reference

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Part –I

Objective and Scope of Work

1. Background

1.1 The Ministry of Water Resources (MoWR), Government of India is responsible for laying down policy guidelines and programmes for the development and regulation of country's water resources. The Ministry provides technical guidance, scrutiny, clearance and monitoring of irrigation, flood control and multi-purpose projects. It administers centrally sponsored schemes, provides financial assistance for specific projects and assistance in obtaining external funding. The Ministry is also responsible for formulation of national water development perspective, tackle issues in inter-basin transfers, resolution of disputes related to inter-state rivers, oversee implementation of inter-state river projects, operation of the central network for flood forecasting and warning on inter-state rivers, preparation of flood control master plans for Ganga and Brahmaputra. The Ministry is also entrusted with holding talks and negotiations with neighbouring countries, in regard to river waters, water resources development projects and the operation of the Indus Water Treaty.

1.2 Central Government launched the Accelerated Irrigation Benefits Programme (AIBP) in the year 1996-97 to provide Central Assistance to major/medium irrigation projects in the country, with the objective to accelerate implementation of such projects which were beyond resource capability of the States or were in advanced stage of completion. Priority was given to those projects which were started in Pre-Fifth and Fifth Plan period and also to those which were benefiting Tribal and Drought Prone Areas. From the year 1999-2000 onwards, Central Loan Assistance under AIBP was also extended to minor surface irrigation projects (SMI) of special category States (N.E. States & Hilly States of H. P., Sikkim, J&K, Uttaranchal and projects benefiting KBK districts of Orissa).

Since its inception, 297 Irrigation / Multi Purpose Projects have been included for funding under AIBP. Out of this 143 projects have been completed and 5 projects were foreclosed. Balance 149 projects are ongoing out which 99 projects have been prioritised for completion.

1.3 During 2015-16, by amalgamating ongoing schemes of Gol under different Ministries, Pradhan Mantri Krishi Sinchayee Yojana (PMKSY) was launched with an aim of convergence of investment and water source to enhance physical access of water on farm and expand cultivable area under assured irrigation, improve on farm water use efficiency, introduce sustainable water conservation practices etc. Following are the components of the Yojna :

- a) AIBP including National Projects of MoWR, RD & GR
- b) Har Khet Ko Pani (HKKP) of MoWR, RD & GR with following sub-components :
 - i. Surface Minor Irrigation
 - ii. Ground Water Development
 - iii. Repair, Renovation and Restoration of Water Bodies
 - iv. Command Area Development
- c) Per drop more crop of Ministry of Agriculture and Farmer's Welfare
- d) Watershed Development of Department of Rural Development

1.4 Ministry of Water Resources, RD & GR is the nodal Ministry for implementation of PMKSY. However, other concerned Ministries would continue to operate their component of the PMKSY i.e. MoA & FW would implement Per drop More crop component and Department of Rural Development would continue to implement Watershed Development

component. The activities covered under different components of the scheme are enclosed with the operational guidelines of PMKSY and can be accessed at the web site of the Yojna - <http://pmksy.gov.in>. MoWR, RD & GR, therefore has the responsibility of implementing its own components i.e. AIBP and HKKP and also co-ordinating the activities of other participating Ministries to avoid duplicacy of works.

1.5 Under AIBP component of this Ministry, 99 Major and Medium irrigation projects (spread across 18 States) as mentioned under para 1.2 above, along with their CADWM works are to be implemented in a Mission mode for which a Mission under Special Secretary / Additional Secretary of MoWR, RD & GR is proposed to be established. Of the 99 identified AIBP projects, 23 projects (Priority-I) have been identified to be completed by 2016-17 and another 31 projects (Priority-II) have been identified to be completed by 2017-18. The balance 45 projects (Priority-III) have been identified to be completed by 2019-20.

Total funds required for completion of all the 99 identified projects have been estimated at Rs.77,595 Cr (Rs.48,546 Cr for project works and Rs.29,049 Cr for CAD works) with estimated CA of Rs.31,342 Cr. Likely irrigation potential utilisation through these projects is estimated to be 76.03 Lha. The Central Assistance required for AIBP projects and State share of the projects for which concerned State is willing to take loan, is proposed to be arranged through the loan from NABARD.

1.6 Apart from ensuring completion of 99 (which would keep on reducing every year on completion of projects as mentioned at para 1.5 above) prioritised AIBP projects along with their CADWM works, the Mission proposed to be established would also broadly discharge following functions :

- a) Overall coordination and outcome focused monitoring of all components of PMKSY i.e. AIBP & HKKP, MGNREGS, Watershed Development and Per Drop More Crop to:
 - Realize full irrigation potential and ensure completion of projects as per target
 - Improve water use efficiency (Both Ground and Surface Water)
 - Promote Participatory Irrigation Management and formation of Water User Associations and NGOs
 - Promote convergence under various schemes
- b) Get an Integrated monitoring framework (Management Information System) and dashboard developed in the Mission for real time monitoring of the outcomes of all 4 components of the Mission mentioned at para 1.3 above.

2. Objective

Keeping above in view and stiff targets that need to be achieved in a time bound manner, a Project Management Unit (PMU) is proposed to be created in MoWR, RD & GR under Mission Director (Special Secretary / Additional Secretary of the Ministry) through consultancy. The broad works to be handled by the consultant (PMU) would be as follows :

- a. Pre- sanction appraisal of the 99 AIBP projects which would broadly include examination of Central Assistance release proposal for the project by State Govt. with quantification of works already done and balance works left for the project, realistic quantification of works likely to be completed by the State during ensuing period and expenditure likely to be incurred thereon, implementation schedule, arrangement of State Government for gap funding, if any etc.

- b. An inter face / all co-ordination work with NWDA and NABARD for funding of project by borrowing from NABARD.
- c. Concurrent physical monitoring of the 99 AIBP projects (which would keep on reducing every year on completion of projects as mentioned at para 1.5 of TOR) by site visits. At least two monitoring visits to be conducted each year, each project.
- d. Help in procurement, development and management of Management Information System (MIS) for informed decision making.
- e. Co-ordination with two other participating Ministries and concerned nodal officers of State Govts for convergence of schemes
- f. Co-ordination with State Govts. and two other participating Ministries for ensuring timely updation of physical and financial progress of all schemes and project related data of all components of PMKSY in the MIS to be procured / developed.
- g. Organising Workshops / Seminars / awareness campaign on behalf of Ministry

3. Selection method :

A single stage two envelope selection process would be followed to select the Consultant for the Consultancy Services / Assignment. The selection process is described below :

- A)** Based on the response to call of Expression of Interest received, firms / agencies which fulfil the following criteria would be short listed :
 - i. Should have at least 20 Key persons (including 5 persons conversant with programming and management of MIS software) with relevant experience in monitoring and management of WR / Irrigation projects. The prospective consultant should have relevant experience of similar nature of at least 10 projects.
 - ii. Should have been in existence, in the field of consultancy work to central, state and local government for at least 4 years.
 - iii. Should have handled at least two (2) consultancy assignments of similar nature for government (state / Centre) sponsored schemes and programmes in irrigation / water resources projects in last 4 years in India or abroad.
 - iv. Should have a minimum turnover of Rs. 20 crore during each of the last 3 years
 - v. Should have minimum turnover of Rs. 10 crore from consultancy work in water resources / irrigation sector during each of the last 3 years.
 - vi. Should be a profit making entity during each of the last 3 years
 - vii. Should have sufficient qualified personnel, and resources to accomplish all the elements of the Scope of Work. The essential competencies for the proposed position of experts are as below :
 - Team Leader – The team leader will be a management expert with a strong background in management of Irrigation / Infrastructure projects. He should have a post graduate degree in management or economics with not less than 10 years of relevant professional experience and extensive experience of working with Central and State government.

Finance expert - The Expert should have a post-graduate degree in business, or finance, and extensive experience in government budgeting and expenditure management.

Geographical Information System (GIS) expert- The expert should have qualification in Geographical Information Systems and have 10 or more years of experience in analysis and interpretation of spatial data using GIS mapping. Experience of analysis of agricultural and irrigation data is preferable.

Water Resources expert – The expert should have graduate degree in water resources or related discipline and have significant experience in execution, monitoring and management of irrigation / multipurpose Water resources projects.

Agriculture Expert - The expert should have post graduate degree in agriculture or related discipline and have significant project experience in command area development / planning and implementation of on-farm-development works.

Water resources / Irrigation expert- The expert should have graduate /post graduate degree in Civil Engineering and having not less than 10 year experience in Planning, Designing and Construction of Major and Medium Irrigation Projects.

Ground Water expert - The expert should have post graduate degree in Hydro-geology engineering

Support Staff – The firm should propose support staff with graduate degree in business, engineering, finance and economic with minimum 5 years of experience in data collection, analysis and evaluation of government schemes.

viii. The Consultant would guide the Mission in arriving at suitable up to date technological tools and be able to carry out such monitoring and management

B) The short listed firms / agencies would be requested to submit proposal. The firm / agency scoring highest based on “Quality Cost Based System (QCBS)” system would be awarded the assignment.

4. Scope of Work and Key Deliverables

The scope of work of PMU will be to provide the overall management services to Mission (all components of PMKSY) and provide advisory services based on MIS management and physical monitoring of 99 AIBP Projects(Nos. will keep reducing as projects are completed during the implementation period 2016-17 to 2019-20). Following are the proposed activities that will be taken up by the PMU :

4.1 Pre release appraisal of AIBP Projects

Before release (CA / State share by borrowing from NABARD or from the budgetary support), project would be appraised for the following :

To ascertain the present status of project.

Review the work plan of the project and ascertain the feasibility of their execution by the State Govt. within the scheduled time.

- a) Ability of the State Govt. to absorb the financial resources proposed to be made available
- b) Fund arrangement for the project by State Government for any gap funding.
- c) Make recommendations for release of fund based on the above.

4.2 Interface with NABARD and NWDA

- a) Processing of MoU between Central Govt. / NABARD / party States / Other concerned parties for funding through NABARD
- b) Borrowing from NABARD for AIBP projects is to be processed through NWDA which would require regular communication / processing of cases with NWDA for release of Central Assistance / State share as required. PMU would assist Mission in all aspects in this regard.
- c) Projecting in advance, annual requirement of funds to all prioritised AIBP projects individually for assessing budget requirement and borrowing needs (each year during the period of implementation i.e. 2016-17 to 2019-20)
- d) Keeping a record of release of funds to Projects from NABARD and budgetary support
- e) Shall manage and maintain payment schedule for loans taken by States / Central Govt.

4.3 Physical Monitoring of projects

Rigorous monitoring of progress of projects is necessary for their timely completion. Apart from monitoring by Ministry in consultation with CWC / NITI Aayog, third party physical monitoring (by the Consultant) of each of 99 projects every year till their completion, would be done twice, one in the first quarter of year before release of first instalment of CA and 2nd during the month November to January before release of 2nd instalment. The monitoring report would be submitted to Mission within 15 days in the template approved by the Mission. The purpose of monitoring of projects would be as under :

- a) Ensure that the project is being executed as per the original scope of work
- b) Status of project - physical and financial progress
- c) Constraints, if any, faced in implementation
- d) Recommendations for timely completion of the project.
- e) To provide feedback to the Mission to assess progress of implementation and initiate timely action to ensure that progress is maintained as per implementation schedule / Work plan

4.4 Development and management of MIS

- a) Basic MIS software would be provided to the Consultant. However, consultant shall help Mission in development of Management Information System (MIS), with capability to geo tag the projects, for desk monitoring of progress (physical / financial) vis-à-vis the targets for all components of PMKSY as may be directed by the Mission.
- b) Regular desktop monitoring, through MIS, of sub-components / activities under all the four components of PMKSY
- c) Generation of reports of monthly progress and presenting the same to Mission Director with analysis and required interventions
- d) Regular up-dation of MIS in co-ordination with participating Ministries and State Govts./ Project Authorities

4.5 Co-ordination with Other Ministries and State Govt. for management of MIS

The PMU would assist Mission Director in Inter-Ministerial Co-ordination (with other two Ministries) concerned with PMKSY.

4.6 Organising workshops / Seminars / awareness campaigns for IEC activities

In order to achieve the objectives of the project and to ensure consistency in project implementation across States, Central and regional workshops may be required to be conducted by the Centre for sharing of Standard Procedures, Guidelines and Project Learning from other States / Projects. PMU would assist Mission in conducting workshops by:

- a) Identifying areas and topics where workshops are required
- b) Suggesting the profile of participants and duration of workshops
- c) Assisting Mission in preparation of agenda items and presentations
- d) Conducting the Workshop including Presentation, Discussion and FAQs
- e) Conduct mass awareness campaigns regarding conservation and efficient use of water.

Mission would provide separate funds to Consultant for conducting such workshops / mass awareness campaigns as per requirement.

5. Methodology

Methodology to be adopted for executing the assignment is to be explained in Form TECH 4 of Section 3. A presentation of the successful consultant / bidder on the methodology to be adopted is envisaged in that form.

6. Institutional arrangements for the assignment

Institutional arrangements required for the assignment has been dealt in Form TECH 2 of Section 3. Any additional arrangements deemed required will also be revealed through the presentation on methodology referred to above.

7. Time frame for the assignment

As mentioned at para 1.5 of this section, of the 99 identified AIBP projects, 23 projects (Priority-I) have been identified to be completed by 2016-17 and another 31 projects (Priority-II) have been identified to be completed by 2017-18. The balance 45 projects (Priority-III) have been identified to be completed by 2019-20. Also, as mentioned at para 4.3 of this section, physical monitoring of each of the 99 projects every year till their completion target years, would be done twice, one during the first quarter before release of first instalment of CA and 2nd during the month of November to January before release of 2nd instalment.

Other activities of the Scope of Work would be continuous activity from 2016-17 (from date of commencement) till 2019-20.

8. Payment Schedule

The payment to Consulting firm would be provided on monthly basis based on actual man power deployed for physical monitoring of projects, management of MIS and interface with NABARD.

9. Penalties

If the consulting agency fails to submit monitoring reports as per the stipulated time frame and manage MIS / other co-ordinating activities to the satisfaction of the Mission, a penalty as indicated in Appendix-D will be applicable. However Mission can waive off the penalties on submission of valid/ acceptable reasons for delay in adhering the time frame.

In relation to penalties and liquidated damages (not mentioned) this would be governed by provisions under GFR and as mandated in standard RFP.

Part –II

TOR related information

1. Works related to the monitoring and management of PMKSY by the PMU would be required to be done in NWDA / Mission / Ministry of Water Resources, RD & GR.
2. Mission / Ministry shall review the work of the Consultant from time to time as per requirement.
3. All necessary information to the bidders will be provided by NWDA / Mo WR, RD & GR (SPR wing)
4. The Employer would provide the support considered necessary for progress of the Project to consultants. The employer will interact with the Consultant for exchange of documents/ information and discussion.
5. NWDA / Mo WR, RD & GR (SPR wing) would to provide background materials / information / reports / data / guidelines etc. required by the Consultant.