

EXPRESSION OF INTREST

Orissa Forestry Sector Development Project

Expression of interest is invited from experienced consulting firms/organizations for providing general consultancy for the Orissa Forestry Sector Development Project (OFSDP) being implemented in 14 Forest/Wild life Divisions of the state with assistance from JBIC (P-173). The project is of seven year s duration starting from 2006 -07 with a total estimated cost of Rs. 600 Crores. The three and a half year consultancy is to (i) assist the Executing Body (EB) in improvement of processes and procedures for project implementation at state, division and field levels, and (ii) provide overall consulting services to EB on technical and managerial aspects as well as policy initiatives related to the project implementation.

Consulting firms/organizations who meet the following criteria may apply in the prescribed application format so as to reach the Project Director, OFSDP, SFTRI Campus, At/PO Ghatikia Bhubaneswar 751003, on or before 5.00 P.M. on

1. The firm must have a consolidated turnover of Rs. Five Crore in each of the three previous financial years.
2. The firm must have a national presence with more than ten years of experience in India including experience of working with Government organizations.
3. The firm must have experience in the field of Forestry and/or Watershed Management in general of at least two projects during the last ten years, with at least one experience of Project Management during the last ten years. The firm may supplement its personnel to meet the experience required for some of the specified tasks and services.

The application format and TOR of consultancy can be obtained from the aforesaid address on payment of Rs. 1000/ in shape of bank draft in favour of Project Director OFSDP payable at Bhubaneswar or down loaded from website { HYPERLINK "http://www.orissaforest.org/" } or { HYPERLINK "http://orissagov.nic.in/forest.htm" \t "_parent" }. In case application form downloaded from the website is used for applying the application should accompany a bank draft of Rs. 1000/- drawn in favour of Project Director OFSDP payable at Bhubaneswar.

For clarification if any, Dy. Project Director may be contacted during working hours at the above address or through phone (0674 2384085).

Project Director

Joint Project Director

Broad Terms of Reference of General Consultancy for OFSDP

1. Project Summary: The Orissa Forest Sector Development Project (OFSDP) aims to promote sustainable forest management in the state with a larger goal of supporting rural livelihoods. Recognizing the crucial linkage between rural livelihood, particularly in forest fringe villages, and the forest resources in the context of the state, the project will specifically focus on the one hand on conservation and development of forests and their optimal and sustainable use, and on the other hand on creation of alternative livelihood opportunities based on local skill and other resources. The project will be implemented throughout the state based in selected project villages through active participation of the village community organized in to Vana Samrakshana Samiti (VSS). Biodiversity conservation amidst rising biotic pressure on forest is an important and integral component of the interventions planned under the project.

2. Scope and objectives of the project:

2.1 Scope: The Project will cover forests and forest areas including Protected Areas in identified 14 Forest and Wildlife Divisions of the state, namely Angul, Balliguda, Bonai, Deogarh, Jeypore, Keonjhar, Koraput, Paralakhemundi, Phulbani, Rayagada, Rourkela, Satkosia WL, Balasore WL, and Bhadrak WL. The project would provide implementation of activities like restoration of degraded forests both under Joint Forest Management (JFM) mode and non-JFM mode as well as farm forestry, coastal plantation of shelter belt and mangrove, biodiversity management for eco tourism development and establishment of community reserves. For doing so, it would also undertake programmes of community/ tribal development including capacity building of VSS and eco-development committees as well as self-help groups for supporting activities of infrastructure development, publicity communication, monitoring and evaluation, withdrawal etc.

2.2 Overall Goal of the Project: The Project aims to promote sustainable forest management, and poverty alleviation through creation of livelihood options, infrastructure for income generating activities duly linked with forest conservation in the project area.

2.3 Target set out in the project: The targets set out in the project are as follows;

Sl.	Main Items	Details
1.	Restoration of Degraded Forests (Forest Management under JFM & Non-JFM Mode & Farm Forestry)	196,650 ha in 11 divisions 1) ANR 138,000 ha 2) Block Plantation 39,650 ha 3) Artificial Regeneration 19,000 ha
2.	Coastal Plantation	2,810 ha in 2 divisions
3	Biodiversity Management	Ecotourism Development : 5 sites, Establishment of Community Reserves/ Heritage Sites: 5 sites
4	Community/Tribal Development including Capacity Building of VSSs	Entry Point Activities Income Generation Activities Livelihood Improvement Formation of 2,275 VSSs and 4,550 SHGs
5	Supporting Activities	Preparatory works, Strengthening of Executing Body, Infrastructure Development, Forest Research, Publicity and Communication, Monitoring and Evaluation, Phase-out/Phase-in Activities

3. General Term of reference of the consultancy

The Project Consultant (Consulting firm) will be providing the Executing Body (EB) with overall consulting services on technical and managerial aspects and policy initiatives relating to programme implementation. International consultant will guide the national consultants and EB.

3.1 Required Man-Month Input:

National/ Local Consultant	
Position	Man-month
Team leader & Community Development Specialist	40
Capacity Development Specialist	36
Livelihood Improvement Specialist	36
Biodiversity Specialist	6
GIS Specialist	28
M&E, MIS Specialist	28
Total Man Months	174
International Consultant	
Community Development Specialist	18
Biodiversity specialist	6
Mangrove/ Coastal management expert	6
Monitoring and evaluation expert	12
Total Man Months	42

3.2 Scope of the Consultancy:

1. To provide technical assistance to assist EB in process improvement, specifying procedures for project implementation at Project Management Unit (PMU), Divisional Management Units (DMU), Field Management Units (FMU) and VSS levels.
2. The firm will procure required individual experts in different fields specified above under approval of PMU.
3. To provide assistance to EB in organizing State/ National level and international training, exposure visit of EB members.
4. To procure and provide requisite accessories such as equipments, vehicle required for project implementation

The detailed scope of the services of the project consultant is as follows;

A. Project Management

The consultant is expected to provide services for overall project management, in particular including:

- A.1 Provide support in preparation of the Project Procurement Procedures Manual based on the Project's established procurement parameters and the JBIC's procurement rules and guidelines. Assisting EB in monitoring and management of VSS and SHG.
- A.2 Develop a database of service providers in the areas of bio-diversity, institutional development, M&E, livelihood, etc procurement process for the bids, and provide support in the selection of the short lists and pre-qualification of suppliers (staff, consultant, hardware, etc.) where necessary.
- A.3 Assisting EB in procurement of contractors, individual experts. Provide support in preparation of JBIC's customized Bidding Documents and Request for Proposals (RFP) including standardized Forms to be used for local contracts in Orissa

- A.4 Assisting EB in designing Annual planning schedule, Reliable system of Reporting formats for monitoring financial and physical accomplishment from the field and disbursements of fund to the field.
- A.5. Designing a computerised project management system providing for a breakdown of project tasks according to various participating agencies, scheduling of tasks on annual basis, determining milestones for project tasks, identifying bottlenecks in implementation and assisting EB to overcome it.
- A.6 Installing the CPM and MIS in all programme districts and training programme staff to implement the system
- A.7 Designing a participatory evaluation (M&E) methods which enable participants to assess their progress, track the impact of their actions and revise their strategies accordingly.
- A.8. Designing a list of indicators for performance monitoring consistent with programme objectives. The methodology and tools to measure each indicator are to be developed.
- A.9. Assisting EB in undertaking periodical and mid term evaluation and reviews.
- A.10. Viewing analyzing, and recommending improvements in existing related policies and guidelines.
- A.11. Assist EB in designing training schedule for stakeholders

B. Project implementation at the field level.

- B.1 Assist DMU and FMU in establishing baseline data and GIS base data
- B.2 Provide technical assistance to DMU and FMU in survey and mapping, community organizing, community development, MIS and other related activity of EB.
- B.3. Provide assistance and guidance to DMU/FMU/NGO in community development and microenterprise development.
- B.4 Assisting EB in Monitoring the performance of NGO, contractors, survey and mapping contractors, contractors for training and other services
- B.5 Provide technical assistance for supervision and management of work.
- B.6 Assist in designing capacity building modules, procedure and process with necessary software for capacity building for different stakeholders.

C. Procurement of Vehicles, GIS, other equipments

The consultant will procure requisite accessories such as vehicles, equipment with approval of PMU.

D. National and International Training

The consultant will plan and organize State/National and International training for MU/DMU/FMU staffs in consultation and with approval of PMU.

7. Duration of the consultancy:

The total Consultancy period will be of three and a half years with head quarters at Bhubaneswar

8. Proposals from Consultant:

The applicant consultant firm/organisation(s) shall submit an expression of interest in sealed cover to reach the Project Director, OFSDP, SFTRI Campus, at/PO Ghatikia, Bhubaneswar 751003, on or before 5.00 P.M. on .

The proposal should include self appreciation of their capability, competency to deliver desired services, content in relation to the Scope of the Consultancy as mentioned above. The proposal shall be evaluated and the short listed firms will be required to give detailed technical and financial proposals. Project Director, OFSDP, Government of Orissa reserves the right to reject any or all proposals without assigning any reasons thereof.

The decision of project Director, OFSDP in short listing the firms/organizations shall be final. Selection of consultant will be done in accordance with the procedure as per the “Guidelines for Employment of Consultants under JBIC ODA Loan”.

Application form for Expression of Interest for General Consultancy for the OFSDP.

1. Name of the Consultant
(Firm/ Organization):
2. Name & Designation of the office bearer(s):
3. Full Postal Address:

Telephone-
Fax-
E Mail -
4. Year of Registration:
5. Address of Branch Office in India/Orissa:
6. List of professionals employed by the firm
(permanent/contractual) who would be engaged
for the consultancy, along with their brief CVs:
7. Past experience in providing similar Consultancy Services
(under externally funded projects) in India:
8. Other consultancies on hand:
9. Documents to be attached
(a) Annual report (Most recent)
(b) Last three year's audited statement
(c) Copy of registration certificate
(d) Other relevant documents (pl list)
10. Draft No for Rs. 1000/- being the application fee:

Date
Place

Signature of the Office Bearer