

Engagement of Individual Consultant as

“HEAD – ENVIRONMENT AND SOCIAL MANAGEMENT UNIT”

REQUEST FOR EXPRESSIONS OF INTEREST(EOI)

Country : INDIA

Project : **Building Capacity and Strengthening Monitoring and Implementation Capability of India Infrastructure Finance Company Limited**

Sector : Finance and Private Sector Development

Grant No : **TF 096466**

1. This request for Expression of Interest follows the general procurement notice for this project that appeared in dgMarket/UNBD online on 24 Feb 2010.
2. The India Infrastructure Finance Company Limited (IIFCL) has received a Grant from the World Bank, acting as administrator of grant funds provided by the United Kingdom of Great Britain and Northern Ireland under the United Kingdom’s Department for International Development (DFID) towards the cost of Building Capacity and Strengthening Monitoring and Implementation Capability of India Infrastructure Company Finance Limited, and intends to apply part of the proceeds to payment for goods and consulting services to be procured under this Grant.
3. The India Infrastructure Finance Company Limited would like to appoint an INDIVIDUAL CONSULTANT for the position of “HEAD – ENVIRONMENT AND SOCIAL MANAGEMENT UNIT” at IIFCL. The objective of this assignment is to establish the eligibility of sub-projects financed by IIFCL for financing using the World Bank loan agreement with IIFCL.

4. SCOPE OF WORK:

This activity would entail:

- a. To review project documentation received from Lead Bank/ project developer to check applicability of all applicable national, state, and local environmental and social policies and regulatory requirements, development partners requirement- especially on the process to be followed and identify gaps if any for action at the end of Lead Bank/ project developer.

- b. ESMU Head will review the relevant project documents including the EMPs/RAPs/IPDPs and check their adequacy and effectiveness in mitigating adverse environmental and social issues, appropriateness of the budget and robustness of the institutional mechanism for implementation and monitoring of safeguard measures. Make suggestions if there are deficiencies to the Lead Bank/project developer.
- c. Managing and Ensuing quality in preparation and implementation of Environmental and social impacts (DDR) related to sub-projects in the pipeline and portfolio; ,review sector specific checklist, guidelines, monitoring and reporting formats to strengthen environment and social due diligence. These guidelines will make use of materials developed by GOI.
- d. Managing and Ensuing quality in preparation and implementation of audit recording sheet for sub projects and conduct annual environmental and social audit that would meet IIFCL's as well as development partners requirement.
- e. Undertake site visits for assessments, monitoring and reviewing of subprojects and procure documentation and discuss compliance requirements with project sponsors;
- f. Managing the staff of ESMU and contributing to the overall management of safeguards compliance and monitoring the implementation of safeguard aspects in the sub-projects financed by IIFCL;
- g. Providing leadership and vision on Environmental and Social Development aspects within the organization;
- h. Conduct information dissemination and annual learning workshop for IIFCL and stakeholders.
- i. Representing IIFCL on Environmental and Social Development issues with Lead Banks, /consortium partners, Government, Development Partners, etc;
- j. Any other tasks those are appropriate to manage the Environmental and social risks in IIFCL Portfolio.
- k. To devote 25% of the time to build capacity within IIFCL in understanding all aspects of the environment and social safeguard framework.
- l. Assist IIFCL in meeting safeguards policy requirements of the development (funding) partners as agreed with the latter.

5. QUALIFICATIONS AND SKILL REQUIREMENTS

- a. Minimum Master's degree in a relevant discipline and 10 years of experience directly related to Environment and/or Social aspects of infrastructure development.
 - b. Experience of working in multilateral financed projects, is an added advantage.
 - c. Familiar with domestic laws and policies related to Environment and Social safeguards aspects of infrastructure development.
 - d. The consultant should possess capacity building and coaching skills.
6. The India Infrastructure Finance Company Limited now invites applications from eligible individual consultants to indicate their interest in providing the services. Interested consultants must provide information in their CV indicating that they are qualified to perform the services and have prior experience. The individual consultants shall enclose proof of their credentials, supporting documents etc.
7. The selection process will be in accordance with the procedures set out in the World Bank's *[Guidelines: Selection and Employment of Consultants by World Bank Borrowers](#)* (May 2004, revised in October 2006).
8. Interested consultants may obtain further information at the address below during office hours (1030 hours to 1700 hours).

CVs (in the attached format) must be submitted by the consultants at the office address given below.

The submission deadline date is 1700 hrs on 1 April 2013.

India Infrastructure Finance Company Limited
Attn: Manager (Procurements)

8th Floor, Hindustan Times House,
18-20, Kasturba Gandhi Marg, New Delhi – 110 001
Phone: 91-11- 23708263, 23708264
Fax : 91-11-23766256,23730251
E-mail: procurements@iifcl.org
Web site: www.iifcl.org

Curriculum Vitae (CV)

1. **Proposed Assignment:** _____

2. **Name of Candidate** *[Insert full name]:* _____

3. **Date of Birth:** _____ **Nationality:** _____

4. **Education***[Indicate college/university and other specialized education of staff member, giving names of institutions, degrees obtained, and dates of obtainment]:* _____

5. **Membership of Professional Associations:** _____

6. **Other Training***[Indicate significant training since degrees under 4- Education were obtained]:* _____

7. **Employment Record***[Starting with present position, list in reverse order every employment held by staff member since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.]:*

From [Year] : _____ To [Year]: _____

Employer : _____

Positions held : _____

8. **Work Undertaken that Best Illustrates Capability to Handle the Assignment**

[Indicate the following information for those assignments that best illustrate capability to handle the assignment]

Name of assignment or project: _____

Year: _____

Location: _____

Client: _____

Main project features: _____

Positions held: _____

Activities performed: _____

9. Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, if engaged.

_____ Date: _____

[Signature of C]

Day/Month/Year