

**GOVERNMENT OF ANDHRA PRADESH
ANDHRA PRADESH URBAN FINANCE AND INFRASTRUCTURE DEVELOPMENT
CORPORATION LIMITED.**

EXPRESSION OF INTEREST (Eoi)

Notice Inviting Expression of Interest (Eoi) from Individuals in Project Management Unit (PMU) at State Level for Andhra Pradesh Urban Water Supply & Septage Management Improvement Project (APUWS&SMIP) in APUFIDC Ltd

Andhra Pradesh Urban Finance & Infrastructure Development Corporation Limited (APUFIDC), the Project Director for Andhra Pradesh Urban Water Supply & Septage Management Improvement Project (APUWS&SMIP) invites applications from individuals on contract basis in Project Management Unit at State Level. The individuals provide technical support, handholding support and co-ordination with the AIIB.

APUFIDC invites Expression of Interest (Eoi) from individuals who are having requisite experience and expertise in this field as detailed in the Eoi uploaded on the following websites (www.cdma.ap.gov.in). Hard copy of the same can be obtained from the address given below.

The EOI may be submitted in a sealed envelope through Speed Post/Registered Post/ or delivered by hand super scribing "APUWS&SMIP – Project Management Unit (PMU) - Eoi proposal" on top of the envelope to the following address. The last date for submission of the Eois is 22.03.2020 5:00 PM. The Proposals received after due date & time will not be accepted.

Address:

Project Director,
Andhra Pradesh Urban Water Supply & Septage Management Improvement Project
(APUWS&SMIP)

Andhra Pradesh urban finance infrastructure Development Corporation Ltd
5th Floor, Dhoom Towers, Near NTR Health University, Vijayawada.

E-mail: apuwsstmip@gmail.com:

**ANDHRA PRADESH URBAN FINANCE AND INFRASTRUCTURE DEVELOPMENT
CORPORATION LIMITED.**

EXPRESSION OF INTEREST (EoI)

**Expression of Interest (EoI) from Individuals in Project Management Unit (PMU) at
State Level for Andhra Pradesh Urban Water Supply & Septage Management
Improvement Project (APUWS&SMIP) in APUFIDC Ltd**

Introduction:

The Andhra Pradesh Urban Water Supply Project (APUWSP) has been launched by the Government of Andhra Pradesh (GoAP) to improve access and service standards in water supply to Urban Local Bodies (ULBs) with the assistance of Asian Infrastructure and Investment Bank (AIIB). Andhra Pradesh Urban Finance and Infrastructure Development Corporation (APUFIDC Ltd) is the nodal agency for the Project.

The objective of the “Project Management Unit” of the project is to implement the AIIB supported APUWSSMIP effectively and manage, coordinate, monitor and assist the ULBs in the implementation of APUWS&SMIP, and to strengthen the capacities of Urban Local Bodies in the state to sustain the APUWSSMIP project benefits with a long-term objective by proper institutional mechanisms and systems. Institutional strengthening in the ULBs is one of the very critical aspects towards development of long term and sustainable urban systems.

The requirement of individuals are as follows:

Sr. No.	Position	No. Required	Monthly Remuneration	Period of Contract
1	Training Specialist	1	70,000/month	The Period of contract will be one year, shall be extended to one more year based on performance
2	Management Information System Specialist (MIS)	1	45,000/month	
3	Communication Specialist	1	45,000/month	
4	Social Expert	1	80,000/month	
5	Environmental Expert	1	1,00,000/month	
6	Coordinator	1	70,000/month	
7	Financial Management Specialist	1	60000/month	
8	System Analyst	1	75000/month	

ELIGIBILITY CRITERIA

As specified in the Annexure – I for the respective positions.

EVALUATION CRITERIA

The Selection Committee reserves the right to restrict the no. of candidates for interview to a reasonable limit on the basis of qualification, level and relevance of experience of higher than the minimum prescribed and other academic achievements for further selection process (Interview). Selection will be made based on the performance and qualifications/experience etc., in the interview conducted by the Committee. The selected candidates shall work in Project Management Unit.

The Selection Committee also reserves the right of rejecting any or all the applications without assigning any reasons therefore at any stage of selection.

DOCUMENTS TO BE SUBMITTED AS PART OF EOI

1. Covering letter
2. Curriculum Vitae (CV)
3. Supporting documents demonstrating qualification, experience and expertise of the individual.

TERMS AND CONDITIONS

Amendments to the Eoi: APUFIDC may amend the Eoi documents at any time prior to the deadline for submission of Eoi, by issuing suitable corrigendum. Any corrigendum issued in this regard shall be uploaded on the following websites: cdma.ap.gov.in.

Language of Eoi

The Eoi, and all correspondence and documents related to Eoi exchanged by the individual should be in English.

APUFIDC reserves the right to the following

- i. Accept or reject any or all the proposals received in response to the Eoi without assigning any reason whatsoever
- ii. Extend the time for submission of Eoi
- iii. Modify the Eoi document, by an amendment that would be published on the website

Submission of EOI

The EOI may be submitted in a sealed envelope through Speed Post/Registered Post/ or delivered by hand super scribing "APUWS&SMIP – Project Management Unit (PMU) - Eoi proposal" on top of the envelope to the following address. The last date for submission of the Eois is 22.03.2020 5:00 PM. The Proposals received after due date & time will not be accepted.

Address:

Project Director, Andhra Pradesh Urban Water Supply & Septage Management Improvement Project (APUWS&SMIP), APUFIDC Ltd
5th Floor, Dhoom Towers, Near NTR Health University, Vijayawada.
E-mail: apuwssmip@gmail.com:

Annexure-I

DETAILED TERMS OF REFERENCE OF THE PERSONNEL

Sl. No	Expert Title	Qualification & Skills	Experience	Roles & Responsibilities
1.	Training Specialist	<ul style="list-style-type: none"> • Post Graduate/Graduate in Civil Engineering/Urban Planning, Social sciences, Training and development, HR or Education or MBA- HR/MHRM/IR&PM Comprehensive knowledge of evaluating needs and designing relevant training methodologies, tools and approaches. • Knowledge of implementation and facilitation of technical, operational, and/or specialty training events and program • Ability to assess training needs and objectives • Ability to design, develop, implement, and evaluate responsive programs and initiatives including training plans, curricula, and methodology • Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community 	<p>At least 5 years of experience directly related to the Roles and responsibilities specified</p>	<ul style="list-style-type: none"> • Organize training programs, tools, platforms and study tours. • Assess training needs and objectives • Support in preparation of Capacity Building/Training modules, identification of stakeholders/institutes/organizations, training schedules etc., • Coordinating and monitoring of all capacity building activities <ul style="list-style-type: none"> ○ Tariff, administration, billing & collection, client relations and addressing client complaints ○ Strengthening the capacity of ULB to monitor private operators ○ Training on eGovernance aspects ○ Coordinate/Organize the exposure visits • Any other duties assigned by higher authorities.

Sl. No	Expert Title	Qualification & Skills	Experience	Roles & Responsibilities
2.	Management Information System Specialist (MIS)	<ul style="list-style-type: none"> • M.Tech in Computer Science • Thorough knowledge of MS Office, project management software and/or statistical software. • Strong written and spoken English language communication skills will be a must • Excellent interpersonal, problem-solving, diplomatic and team skills and proven ability to work across boundaries and interest groups • Demonstrated experience in user-centred software application. • Experience in Governmental, NGO or External agencies such as World Bank, AIIB, JICA, KFW, ADB etc. projects of similar nature considered. 	At least 5 years of experience directly related to the Roles and responsibilities specified	<ul style="list-style-type: none"> • Design of monitoring system for construction progress of APUWSSMIP Project components. • Design of reporting features. • Onboarding of focal points for use of software. • Support management functions of PMU • Set up of features enabling updates of project status • Any other duties assigned by higher authorities.

Sl. No	Expert Title	Qualification & Skills	Experience	Roles & Responsibilities
3.	Communication Specialist	<ul style="list-style-type: none"> • Bachelors degree & Masters in social sciences relating to communication or media • Experience in Governmental, NGO or External agencies such as World Bank, AIIB, JICA, KFW, ADB etc. projects of similar nature considered. • Computer knowledge and Strong written and spoken English language communication skills will be a must • Excellent interpersonal, problem-solving, diplomatic and team skills and proven ability to work across boundaries and interest groups; • Experience in graphic design is desirable • Command of Telugu spoken language • Demonstrated experience in managing social media messaging 	At least 5 years of experience directly related to the roles and responsibilities specified	<ul style="list-style-type: none"> • Develop effective communication messages, strategies and tools for public outreach • Organise awareness generation campaigns • Manage internal and external communications (memos, newsletters, articles, social media etc.) • Draft content (e.g. press releases) for mass and social media or company website • Organize and facilitate initiatives and plan events or press conferences • Assist in communication of strategies or messages from senior leadership • Any other duties assigned by higher authorities.

Sl. No	Expert Title	Qualification & Skills	Experience	Roles & Responsibilities
4.	Social Expert	<ul style="list-style-type: none"> • Post Graduate in Sociology/ Social Work/ Economics/ Public Administration; • Conversant with Resettlement and Rehabilitation Acts, Rules, Regulations and Environmental and Social Policy (ESP) of WB, ADB or AIIB; • Experience working in the Social Projects sponsored/funded by External agencies such as World Bank, AIIB, JICA, KFW, ADB etc. • Experience in developing and carrying out Social Surveys and preparation of Social development plan etc. • Preference will be given to demonstrated experience in executing Social projects; • Work Experience in water supply projects during development or operational phases. • Work experience in the NGO/CBO sector preferable. 	At least 12 years of experience directly related to the roles and responsibilities specified	<ul style="list-style-type: none"> • Coordinate the social aspects between AIIB, implementation agencies & NGOs • Planning and development of ESMPF & RPF and TPPF which is a project specific policy and guiding manual for the project • Ensure that the Social Impact Assessments are conducted appropriately by the ULBs for project implementation and carefully identify issues of land acquisition, displacements, and encroachments if any and ensure application of the Resettlement Policy Framework (RPF) • Providing guidance and training to the concerned stakeholders on environmental aspects of the project • Monitor the implementation of Gender Action Plan, IEC with the concerned experts at PMU • Planning, coordination and implementation of social development components of the project Plans with assistance of PMC and CMMU • Advise and review the implementation of SMP & social safe guards for every ULB • Any other duties assigned by higher authorities.

Sl. No	Expert Title	Qualification & Skills	Experience	Roles & Responsibilities
5.	Environmental Expert	<ul style="list-style-type: none"> • Post Graduate in Environmental Sciences/ Chemistry/ Botany/Meteorology (or) Environmental Engineering; • Conversant with Environmental Laws, Rules, Regulations of MoEF&CC and Environmental and Social Policy (ESP) of AIIB; • Preferable Experience in working in the Environmental Projects sponsored/ funded by External agencies such as World Bank, USAID, USEPA, AIIB, SEI, KFW, ADB etc. • Experience in carrying out EIA/IEE, EMP etc for various sectors as per EIA Notification; • Experience in involvement of life cycle of EIA process at national level; • Experience in involvement as an Environmental Expert during development or implementation phase of externally aided water supply project; • Experience in involvement of development of project specific policy documents such as ESMPF, RPF, TPPF etc.; • Experience in organizing and making presentations and Public/Stakeholders consultations on the project specific policy documents • Preference will be given to personnel with higher qualifications, exposure to environmental assessment process, usage of environmental models for making suitable decisions and practical field level knowledge in environment; 	At least 12 years of experience directly related to the roles and responsibilities specified	<ul style="list-style-type: none"> • Coordinate the environmental aspects between AIIB and implementation agencies • Planning and development of ESMPF which is a policy and guiding manual for the project • Providing guidance in Environmental Assessment, Preparation of Environmental Management Plans and suggesting appropriate mitigate measures • Plans and monitor the implementation of environmental components of the project • Guides and advises contracting agencies and ULBs by taking assistance from the PMC • Instrumental in quantifying the environmental impacts relevant to the project • Instrumental in obtaining environmental clearances required for the project • Coordinates with stakeholders and PHMED and other Govt. departments pertaining to environmental aspects • Providing guidance and training to the concerned stakeholders on environmental aspects of the project • Executes all his duties as part of the environmental system (including environmental guidelines, ESP of AIIB) with the assistance of environmental staff at different levels/agencies • Monitoring & managing the implementation of EHS, EMP & Environmental safe guards by the respective agencies. • Any other duties assigned by higher authorities.

Sl. No	Expert Title	Qualification & Skills	Experience	Roles & Responsibilities
6.	Coordinator	<ul style="list-style-type: none"> • Masters in Social Science/Urban Planning or MBA – HR/PM • Experience in relevant field of urban management, water supply and septage management is preferable. • Computer knowledge and Strong written and spoken English language communication skills will be a must • Excellent interpersonal, problem-solving, diplomatic and team skills and proven ability to work across boundaries and interest groups; and • Command of Telugu spoken language 	At least 5 years of experience directly related to the roles and responsibilities specified	<ul style="list-style-type: none"> • Assist in preparation of regular project status report & incorporate site specific suggestions at state level • Support to coordination and establishment of effective links between the implementation of the project and the institutional aspects • Assist in monitoring of cost, quality and time schedule and analyse requirements for the eGovernance system including support in procurement process • To monitor/ supervise/guide CMUs. • Any other duties assigned by higher authorities.
7.	Financial Management Specialist	<ul style="list-style-type: none"> • Bachelors degree or B.Com and MBA with specialisation in Finance • Must conversant with accounts and finance related matters • Computer knowledge and Strong written and spoken English language communication skills will be a must • Experience in working with Government sector is preferable. 	At least 5 years of experience directly related to the roles and responsibilities specified	<ul style="list-style-type: none"> • Preparation of periodic reports in respect of finance • Filing of returns in respect of GST/TDS returns pertains to Project management unit • Preparation of project financial statements • Preparation of interim financial reports • Coordination with Auditors and other departments etc. • Any other duties assigned by higher authorities.

Sl. No	Expert Title	Qualification & Skills	Experience	Roles & Responsibilities
8.	System Analyst	<ul style="list-style-type: none"> • B.Tech/MCA/M.Tech in Computer Science is required • Knowledge in Software systems development, development of software specifications, user-interfaces, hardware configurations, test & implementation of systems. • Strong written and spoken English language communication skills will be a must • Excellent interpersonal, problem-solving, diplomatic and team skills and proven ability to work across boundaries and interest groups. 	At least 5 years of experience directly related to the roles and responsibilities specified	<ul style="list-style-type: none"> • Support in Handling of grievances from clients • Develop modules for Monitoring of condition and cleanliness of the drains and monitoring and remedying of any blockages • Develop modules for GIS-based MIS with asset maps for water supply (water supply layers) • Develop modules for Assessment of water supply schemes in the State and comparing against service level benchmarks. • Any other duties assigned by higher authorities.