

**भारतीय सौर ऊर्जा निगम लिमिटेड**  
**नई दिल्ली-110017**

सन्दर्भ: SECI/SD/Hybrid/Social/2017-18/01/R1

दिनांक: 24.07.2018

**Engagement of Social Development Consultant for SECI**

Solar Energy Corporation of India Limited (SECI) is planning to set up a solar –wind hybrid project with World Bank financing. To prepare and ensure the social safeguards requirement for the project, SECI intends to engage a Social Development Consultant on Retainer basis. Individuals having vast experience in various areas of preparation and implementation of social safeguard measures may apply for engagement in SECI. The consultant engaged by SECI shall be responsible for facilitating successful completion of various activities related to the relevant areas of social safeguards for the project undertaken by SECI.

The brief terms of reference (TOR) for engagement of the consultant by SECI through this advertisement shall be as follows:

**1) Scope of assignment:**

(a) Preparation, Review and finalization of following documents:

- (i) Resettlement Policy Framework (RPF)
- (ii) Indigenous Peoples Policy Framework (IPPF)
- (iii) Gender Development Framework
- (iv) Community Consultation framework

(b) Translation of RPF and IPPF in local language and ensure dissemination of all social safeguard documents at both National and State level.

(c) Providing policy guidance to the sub project level counterparts.

(d) Monitoring of resettlement and rehabilitation as well as Land acquisition activities at the sub project level.

(e) Ensuring budgetary provisions for land acquisition and R&R activities.

(f) Liaison with state administration for land acquisition and implementation of Resettlement Action Plan / Indigenous Peoples Development Plan/ Gender Action Plan / Consultation Plan.

(g) Participation in State Level meetings. Conduct/Coordinate for the Stakeholders meeting at Project level.

(h) Finalization of TOR of contracting NGO for implementation and external agency for monitoring and evaluation.

- (i) Preparation of training schedule for project level social development officials for capacity building to implement the RAP; IPDP; GAP.
- (j) Preparation of TOR for any studies required and qualitative dimensions to the implementation of RAP and other safeguard instruments.
- (k) Help sub project to design and carry out information campaign and consultations with the local community during the implementation of the RAP.
- (l) Handholding with consultants to carry out the studies and co-ordinate them.
- (m) Monitor physical and financial progress on implementation of RAP and other safeguard instruments.
- (n) Reviewing of micro plans prepared for the affected families on sample basis.
- (o) Assisting project team to set up local level grievance redress mechanism and be part of central level grievance redress mechanism.
- (p) Preparation of monthly and quarterly progress reports and participation in review meetings as and when held at project level.
- (q) Participation in the training program for capacity building.
- (r) Carry out other responsibilities as required from time to time.
- (s) Review the Reports (Base line studies, EMSF, ESIA etc) prepared by different associated Consultants/WB/ADB/IFC & provide evaluation reports accordingly.
- (t) Review of Implementation progress report of EPC contractor as per ESMP and Contract documents.
- (u) Preparation and implementation of reports as per RAP and approved ESMP

## **2) Eligibility:**

Educational Qualifications: The incumbent should have a Master's Degree in Social Sciences (namely Sociology; Social Anthropology; Economics; Geography) from a recognized University.

Experience: Overall work experience of minimum 10 years.

Incumbent should have worked as Social Development specialist/consultant in large infrastructure/energy Projects funded by the World Bank/ IFC/ ADB, preferably in the power sector.

The consultant should have experience of both national regulations as well as multi-lateral agency's policies related to land acquisition, resettlement and indigenous community

### **3) Appointment period:**

An initial appointment period shall be 12 months from the date of appointment with a provision to extend further on the same terms.

### **4) Job Requirements:**

The allocated assignment can be executed by the selected expert in both online & offline modes. Online mode will include working at SECI's office, New Delhi for a minimum of 3 days a week. In offline mode the assignment can be done at expert designated office or its home location/office as per the mutual agreement with SECI. The selected person shall have to take up outstation assignments, meetings called by multilateral agencies & SECI as and when required in line with the demand of the assignment.

The selected person should be capable and willing to take up the jobs on independent basis without additional manpower assistance.

The selected person should provide handholding assistance to SECI as and when required.

### **5) Compensation:**

The method of employment will be on retainer basis. The compensation shall be calculated on Man-day basis @ Rs. 5000/ Man Day (Plus Taxes as applicable), paid on monthly basis. In case of performance of assignment in offline mode (home office) the time spent by the selected person shall be evaluated by concerned reporting officer based on the time spent by the selected person for review/ preparation of documents from his parent/home location.

Monthly payment shall be made after deduction of applicable taxes. The maximum Man-days/ Month shall be limited to 20 days in a month, unless otherwise agreed by SECI.

The selected person shall submit the invoice every month supported with details of the assignments carried out.

The selected person will be entitled to travel by flight wherever required in economy class and the Tickets for such assignments shall be arranged by SECI or reimbursed based on production of documentary evidence. The man-days spent by the selected person during outstation assignments shall be included in overall monthly man-days calculated and no separate payment will be made for this. However for outstation assignments, SECI shall pay Accommodation charges/ Travelling allowance/ Daily allowance as per the entitlement at Manager level, in line with the policy of SECI.

In case of performance of the assignment by the candidate in offline mode the Base location for calculation of TA/DA for outstation assignment shall be New Delhi/NCR only. No TA/DA shall be admissible for candidates working in offline mode to attend meetings in New Delhi/NCR. In case of exigencies the candidates working in offline mode may be allowed to proceed on tour from their home location based on the approval from SECI and accordingly accommodation charges/TA/DA shall be reimbursed as per entitlement.

## **6) Reporting:**

The selected person shall have to report to SECI Office in New Delhi or carry out the assignment through offline mode (home office) as per mutual agreement

## **7) How to apply:**

Interested persons may submit their applications in sealed envelope with the complete resume indicating the Qualifications and experience relevant to the assignment. All the relevant documents should be attached with the applications to prove their Qualification and Experience. The envelope may be super scribed as "Appointment of Social Development consultant for SECI".

The applications can be submitted through E-mail in following address: [corporate@seci.co.in](mailto:corporate@seci.co.in) with a copy to [sanjaysharma@seci.co.in](mailto:sanjaysharma@seci.co.in), The hard copy of the application along with supporting documents may also be submitted by hand/speed post/Courier in the address given below:

### **General Manager (Solar,C&P)**

Solar Energy Corporation of India Limited,

D-3, 1<sup>st</sup> Floor, Wing-A,

Prius Platinum, District Centre, Saket

New Delhi – 110017

**The last date for acceptance of application by SECI shall be: 08.08.2018**

## **8) Selection process and Engagement:**

The applications received by SECI shall be scrutinized base on the qualification and relevant experience and SECI may also call for personal interview if felt necessary. The persons found suitable shall be shortlisted and engaged by SECI. The selected person shall be intimated through registered post/e-mail as and when required. SECI reserves the right to cancel this process at any point of time without assigning any reasons whatsoever or engage one or more persons for the purpose and/or short close the assignments and the decision of SECI Management shall be final and binding.