

National Centre for Sustainable Coastal Management
Ministry of Environment, Forest & Climate Change, Govt. of India
Anna University Campus, Chennai 600025

EXPRESSION OF INTEREST (EOI)
FOR
ENGAGING A SCIENTIFIC CONSULTANT
IN THE PROJECT “DEVELOPING A POLICY
FRAMEWORK TOWARDS REDUCING LAND
BASED NUTRIENT POLLUTION FOR
IMPROVED ECOSYSTEM SERVICES IN
PULICAT LAGOON”

EOI No. 3/6/2021-PROC/NCSCM/SCI-CON Date: 25.11.2021

1. INTRODUCTION

- a) National Centre for Sustainable Coastal Management (NCSCM) is an institution under the Ministry of Environment, Forest and Climate Change, Government of India, being located at Anna University Campus, Chennai-600025. NCSCM is involved in research activities along the coastal areas of India.
- b) The purpose of this Expression of Interest is to seek the services of an experienced individual in the Small Scale Funding Agreement (SSFA) Project “Developing a Policy Framework towards Reducing Land Based Nutrient Pollution for Improved Ecosystem Services in Pulicat Lagoon”, funded by United Nations Environment Programme (UNEP).
- c) The objective of this document is to provide indicative information about the scope and objective of this activity.

2. NOTICE INVITING EOI

- a) The NCSCM invites expression of interest from Consultants desirous of and having proven track record in conducting similar work.
- b) Interested Consultants who meet the criteria may furnish their Expression of Interest with all the necessary documents in a sealed cover along with the covering letter duly signed by an authorized signatory.
- c) The Expressions of Interest must be submitted on or before **10 December 2021 by 4 P.M.** at the following address:

The Director

**National Centre for Sustainable Coastal Management,
Anna University Campus, Chennai-600025, Tamil Nadu**

- d) Any EOI submitted by telegram / fax / e-mail, etc. shall not be considered.
- e) NCSCM shall not be responsible for any postal delay or non-receipt / non-delivery of the documents. No further correspondence in the matter shall be entertained.
- f) Any amendment / modification will be issued through corrigendum only and the same will be hosted in the office website www.ncscm.res.in. The Consultants are requested to check the same in the website only.
- g) The offers shall remain valid at least for a period of 90 (ninety) days from the last date of submission of EoIs.


DIRECTOR, NCSCM



3. CRITICAL INFORMATION

Submission of the proposals in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications.

Sl. No.	Information	Details
1.	EOI No. and Date	3/6/2021-PROC/NCSCM/SCI-CON dt.25.11.2021
2.	Last Date and Time for submission of EOI	10 December 2021, 4 P.M.
3.	Address at which proposal in response to EOI is to be submitted	The Director National Centre for Sustainable Coastal Management, Anna University Campus, Chennai-600025, Tamil Nadu
4.	Date and Time of opening of EOIs	10 December 2021, 4.30 P.M.

4. ELIGIBILITY CRITERIA

The interested Consultants shall have to comply to the following criteria to participate in the tendering process-

- Must have First Class M.Sc. in Ocean Science & Technology/ Marine Science/ Natural Sciences. Candidates having Ph. D. in the relevant subject shall be given preference subject to having the required minimum experience.
- Must have at least 5 years of research experience on coastal ecosystem/ nutrient biogeochemistry/ management.

5. SCOPE OF WORK

The overall objective of the proposed service is to provide inputs to fulfil the UNEP SSFA project objectives including collection, analysis and processing of field data, report preparation and regular project progress updates to the concerned scientist and Division Chair.

6. SCOPE OF SERVICES

The services of the Scientific Consultant include –

- Assessment of the microphytobenthos distribution in the Pulicat lagoon sediment as a bio-indicator of Nutrient pollution.
- Provide support in the selection of suitable nutrient management interventions



- for Pulicat lagoon.
- c) Contribution in the cost-benefit analysis of suitable intervention for Pulicat lagoon.
 - d) Contribution in the Nutrient management policy brief for the lagoon.
 - e) Periodical update of project tasks/ progress with specific reference to the tasks and deliverables of the project.
 - f) Preparation of periodic report and other progress reports in time-bound manner.
 - g) Any other task as and when required by the Director.

The scope of services may be modified based on mutual agreement between the NCSCM and the Scientific Consultant with a view to achieve the overall objective.

7. PERIOD OF ASSIGNMENT

The assignment would be for a period up to 31st May, 2022. This may subsequently be extended for a further period based on satisfactory performance, need, availability of funds and mutual agreement between NCSCM and the Scientific Consultant.

8. FEES

- 8.1 A monthly consolidated consultancy fee of **Rs.55,000/- (Rupees Fifty Five Thousand)** only shall be given to the Scientific Consultant. GST, as applicable, shall be given extra.
- 8.2 The Consultant shall not claim nor shall be entitled to pay, perks and other facilities admissible to regular/ confirmed/ contractual employees of NCSCM during the currency or after expiry of the contract.
- 8.3 In case of termination of the contract on its expiry or otherwise, the Consultant shall not be entitled to and shall have no claim for any absorption in the regular/ otherwise capacity in NCSCM.
- 8.4 The Consultant shall not claim any benefit/ compensation/ absorption/ regularization of services with NCSCM under any provision/ Act/ Rules.

9. FACILITIES TO BE PROVIDED BY THE NCSCM

- 9.1 NCSCM shall provide sitting/ working space, computer/ laptop, printer, office stationeries, etc. for day to day operation & discharge of official works by the



Scientific Consultant and also contribution to the project outputs related to the nutrient management of Pulicat Lagoon.

9.2 The Consultant has to undertake field visits also as a part of his/ her assignments for which travel expenses shall be reimbursed as per NCSCM rules.

9.3 NCSCM shall reimburse the premium of COVID Insurance as per NCSCM rules.

10. INSURANCE

The Consultant has to take a personal accident insurance at his own cost for an amount of not less than Rs.10,00,000/- for which NCSCM shall not reimburse any amount.

11. WORKING HOURS

The Consultant shall adhere to the office timings. He/ She will also mark his/ her attendance. He/ She may be required to work on Saturday, Sunday and Gazetted holidays also, if need be, for which, no additional remuneration shall be paid.

12. CONFIDENTIALITY OF DATA AND DOCUMENTS

The Intellectual Property Rights (IPR) of the data collected as well as the deliverables produced for NCSCM, Chennai shall remain with NCSCM, Chennai. No one shall utilize or publish or disclose of part with details of office, operational process, technical knowhow, security arrangements and administrative/ organizational matters which is of confidential/ secret nature, to a third party. The Consultant shall be bound to hand over the entire set of records of assignments to NCSCM, Chennai before the final payment released by NCSCM, Chennai.

13. CONFLICT OF INTEREST

The Consultant shall in no case represent or give opinion or advice to other in any matter which is averse to the interest of NCSCM, Chennai.

14. TAX DEDUCTION AT SOURCE

There shall be a deduction of Tax at Source (TDS) from the consultancy fees as per the rates of TDS fixed by the Government from time to time.



15. EVALUATION OF EOIs

The EOIs will be evaluated as per the following criteria –

Sl. No.	Particulars	Maximum Marks
1.	Ph. D. in Ocean Science & Technology/ Marine Science/ Natural Sciences	30
2.	Years of research experience on coastal ecosystem/ biogeochemistry/ management: a) Between 5 to 7 Years 20 marks b) Above 7 Years 30 marks c) Above 10 Years 50 marks	50
3.	Scientific publications (peer reviewed) in the relevant subject: a) 1 no. 5 marks b) 2 to 5 nos. 12 marks c) Above 5 nos. 20 marks	20
Total		100

16. AWARD OF CONTRACT

- a) Contract shall be awarded to the applicant whose proposal will be determined to be substantially responsive and have secured the highest mark.
- b) In case two or more candidates score the same highest mark, the candidate having more years of research experience on the coastal ecosystem/ nutrient biogeochemistry/ management (Point No.2 of the above Table) shall be awarded the contract.
- c) Any effort by an applicant to influence NCSCM in its decision on evaluation or award of contract may result in rejection of the offer of the applicant.
- d) Notwithstanding the above, NCSCM reserves the right to accept any or all EOIs and to cancel the bidding process at any time prior to the award of contract.
- e) Any legal dispute arising out of this is subject to Chennai jurisdiction only.

17. SUBMISSION OF EOI



The EoI shall be submitted in a single sealed envelope and super scribed as “EoI for engaging a Scientific Consultant in the Project “Developing a Policy Framework towards Reducing Land Based Nutrient Pollution for Improved Ecosystem Services in Pulicat Lagoon” and EoI No. 3/6/2021-PROC/NCSCM/SCI-CON dt.25/11/2021. This envelope should contain a signed hard copy of EoI along with the supporting documents in proof of the eligibility criteria as mentioned at Para 4 above.

18. EOI PREPARATION COST AND RELATED ISSUES

- a) The Consultant is responsible for all costs incurred in connection with participation in this process, including but is not limited to, costs incurred in preparation of EoI, participation in meetings/ discussions. The NCSCM in no case will be responsible or liable for these costs, regardless of the conduct or outcome of the EoI Process.
- b) This EoI does not commit NCSCM to award a contract or to engage in negotiations. Further, no reimbursable cost may be incurred in anticipation of award or for preparing this EoI.
- c) All materials submitted by the Consultants will become the property of NCSCM

