

**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 SENIOR SCIENTIFIC CONSULTANT**  
**FOR THE PREPARATION OF THE REVISED STATE**  
**ACTION PLAN ON CLIMATE CHANGE FOR**  
**ANDHRA PRADESH AND ECOLOGICAL**  
**MONITORING MARINE ECOLOGY,**  
**BIODIVERSITY AND OIL SPILL MODELLING**  
**MANAGEMENT PLAN FOR PCPIR, ORISSA**

**EOI No. 3/7/2023-PROC/NCSCM/CON-EDC\_EPTRI    Date: 12/01/2024**

## 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 has been assigned with the work to prepare a revised “State Action Plan on Climate Change” for Andhra Pradesh as per the MoEF & CC Guidelines of “Common Framework for Revision of State Action Plan on Climate Change” and a Ecological Monitoring Marine Ecology, Biodiversity and Oil Spill Modelling Management Plan for PCPIR, Orissa.
- b) The purpose of this Expression of Interest is to seek the services of an experienced individual having expertise in environmental sciences with working experience as a senior consultant in academic/ state/ national level projects.
- 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 22<sup>nd</sup> January 2024 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](http://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 EoI.



### 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	3/7/2023-PROC/NCSCM/CON-EDC_EPTRI Date: 12/01/2024
2.	Last Date and Time for submission of EOIs	22 <sup>nd</sup> January 2024, 4 P.M.
3.	Address at which the proposals in response to the EOI are 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	22 <sup>nd</sup> January 2024, 4.30 P.M.

**If the last date of the EOI submission date will fall in Public holiday, it will be the next official working day and the time will remain same.**

### 4. ELIGIBILITY CRITERIA

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

- a) Must have a Post Graduate Degree in Natural Sciences/ Environmental Science/ Coastal Management or equivalent from any recognized university.
- b) Must have at least 15 years of work experience in Environmental Sciences/ Environmental Pollution/ natural resource Management.
- c) Work experience in the preparation of national and state level project reports, fisheries, Integrated Management Plans, ICZM report preparation, Conservation and Livelihoods Management Plans, etc. is desirable.

### 5. SCOPE OF WORK

The details are in the Terms of Reference (ToR) attached as **Annexure – I**.

## 6. SCOPE OF SERVICES

The details are in the Terms of Reference (ToR) attached as **Annexure – I**.

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

## 7. PERIOD OF ASSIGNMENT

The assignment would be for a period of **6 months**. This may subsequently be extended further based on the need, satisfactory performance, availability of funds and mutual agreement between NCSCM and the Consultant.

## 8. FEES

8.1 A monthly consolidated consultancy fee of **Rs.75,000/- (Rupees Seventy Five Thousand)** only shall be given to the Senior Scientific Consultant. GST, as applicable, shall be paid 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.

**8.5 Fee will be paid within 15 days from the date of receipt of bill along with the report and acceptance of the report.**

## 9. FACILITIES TO BE PROVIDED BY THE NCSCM

9.1 The details are in the Terms of Reference (ToR) attached as **Annexure – I**.

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.

## 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. 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.

## 12. 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.

## 13. 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.

## 14. EVALUATION OF EOIs

The EOIs will be evaluated as per the following criteria –

Sl. No.	Particulars	Maximum Marks
1.	Experience in the preparation of Integrated Management Plans	30
2.	Experience in preparation of reports on agriculture/fisheries/livelihood/ conservation planning and implementation of developmental projects for Government organizations	20
3.	Experience on developmental Impact assessment on the Coast and coastal activities such as fisheries, aquaculture, vulnerability, disaster management and other allied sectors, etc.	20
4.	Years of relevant experience in various state/ national and international assignments - >15 < 20 years = 10 marks >20 < 25 years = 20 marks > 25 years = 30 marks	30
<b>Total</b>		<b>100</b>

## **15. 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 experience in Point No.4 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 Senior Scientific Consultant for the Preparation of the Revised State Action Plan on Climate Change for Andhra Pradesh and Ecological Monitoring Marine Ecology, Biodiversity and Oil Spill Modelling Management Plan for PCPIR, Orissa” and EoI No:3/7/2023-PROC/NCSCM/CON-EDC\_EPTRI Dated 12.01.2024. 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.

**TERMS OF REFERENCE (TOR)  
FOR  
SENIOR SCIENTIFIC CONSULTANT**

**1. About the project**

- Preparation of revised “State Action Plan on Climate Change” for Andhra Pradesh in accordance with the MoEF & CC guidelines on “Common Framework for Revision of State Action Plan on Climate Change.
- Preparation of the report on Ecological Monitoring Marine Ecology, Biodiversity and Oil Spill Modelling Management Plan for PCPIR,

**2. Terms of Reference (ToR)**

The consultant has to –

1. Critically review and update the background information of the draft APSAPCC using the past and ongoing climate change Trends & Actions Taken and the report on the management plan for PCPIR, Orissa.
2. Review and identify additional sectoral issues associated with climate change and interventions for APSAPCC.
3. Review the Vulnerability of State to Climate Change with updated information and biodiversity management plan for PCPIR.
4. Projecting Climate Change and Future Scenarios.
5. Identification of Stakeholder and Consultation Workshop.
6. Review and update the major possible interventions addressing the climate change related issues for Andhra Pradesh.
7. Prioritize the actions and preliminary proposals to implement the priority actions for APSAPCC.

**3. Scope of Work**

Preparation of revised “State Action Plan on Climate Change” for Andhra Pradesh shall be as per the MoEF&CC guidelines of “Common Framework for Revision of State Action Plan on Climate Change” and Preparation of the report on Ecological Monitoring Marine Ecology, Biodiversity and Oil Spill Modelling Management Plan for PCPIR, Orissa. NCSCM has to

arrange all the required amenities for carrying out the said work. APPCB is providing available data and also assist NCSCM in collection of the required data from various departments / agencies in order to complete the project in time.

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

#### **4. Statement of Objectives**

The overall objective of the proposed service is to provide inputs to fulfil the preparation of revised “State Action Plan on Climate Change” for Andhra Pradesh (APSAPCC) in accordance with the MoEF&CC guidelines on “Common Framework for Revision of State Action Plan on Climate Change. As per the criteria developed by the MoEF&CC for State Action Plan on Climate Change and Preparation of the report on Ecological Monitoring Marine Ecology, Biodiversity and Oil Spill Modelling Management Plan for PCPIR, Orissa needs to be fulfilled by the Consultant are given below –

Critical review and integration of the Chapters of the draft APSAPCC as per the MoEF&CC guidelines and report of Management Plan for PCPIR, Orissa given below:

- Review of the revised draft APSAPCC and management plan for PCPIR
- Review of Financing, Implementation mechanism, and Monitoring and Evaluation of SAPCC for Andhra Pradesh.
- Final Review of the APSAPCC report and Integration of all the chapters of APSAPCC in accordance with the MoEF&CC guidelines.
- Review of Final report of management plan for PCPIR, Orissa.

#### **5. Outline of the tasks to be carried out**

The task to be carried out by the Scientific Consultant include –

- a) Review of the revised of draft APSAPCC and management plan for PCPIR
- b) Review of Financing, Implementation mechanism, and Monitoring and Evaluation of SAPCC for Andhra Pradesh
- c) Final Review of the APSAPCC report



- d) Integration of all the chapters of APSAPCC in accordance with the MoEF&CC guidelines
- e) Review of Final report of management plan for PCPIR

**6. The support or inputs to be provided by NCSCM to facilitate the consultancy**

NCSCM will provide office space (if necessary), a workstation, and all essential office supplies for the preparation of draft “State Action Plan on Climate Change” for Andhra Pradesh (APSAPCC) in accordance with the MoEF&CC guidelines and review of the report on Ecological Monitoring Marine Ecology, Biodiversity and Oil Spill Modelling Management Plan for PCPIR, Orissa. NCSCM will also provide transport and accommodation facilities as per NCSCM norms, for any field survey related to the draft revised APSAPCC preparation.

**7. Composition of review committee & review processes to monitor consultation work.**

Submission of a monthly report on progress of the project work to NCSCM, clearly stating the objectives of the project achieved. **Dr.Subba Reddy Bonthu , Scientist C**, will be the coordinator for the Consultant on behalf of NCSCM. The progress reports will state the outputs and deliverables achieved. Upon completion of the assigned tasks a final report shall be submitted and the same shall be reviewed before acceptance. The decisions taken by the Director, NCSCM with reference to the engagement of the Consultant shall be final.

**8. Final outputs**

- a) Chapter wise review and finalization of the draft APSAPCC
- b) Review and finalization of management plan of PCPIR
- c) Critical inputs to the Implementation mechanism of APSAPCC
- d) Submission of the draft integrated APSAPCC
- e) Any other task assigned by the NCSCM as needed

