

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

HIRING OF SCIENTIFIC CONSULTANTS
FOR
MAPPING AND SURVEY WORK

EOI No. NCSCM/CRZ/2020

Date: 05/11/2020

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 undertaking various CRZ projects and CZMP/ ICRZ/ IIMP mapping projects for Gujarat, Maharashtra, Goa, Karnataka, Andhra Pradesh, Diu & Daman and Andaman & Nicobar Islands.
- b) The purpose of this Expression of Interest is to seek the services of experienced individuals for mapping of land use/ land cover and survey work under different projects for NCSCM, Chennai.
- 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 individuals having experience in demarcation of HTL, LTL and preparation of CZMP/ CRZ maps with field knowledge.
- b) Interested individuals who meet the criteria as mentioned above, may furnish their Expressions of Interest with all the necessary documents to the below address along with the covering letters duly signed by the authorized signatories.
- c) The Expressions of Interest must reach on or before **4 P.M. of 20 November, 2020** at the following address:

The Director

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

- d) The EOIs 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 on the subject will be entertained.
- f) Any amendment / modification shall be issued through corrigendum only and the same will be hosted in the office website **www.ncscm.res.in** only. The interested applicants 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.

**Sd/-
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	NCSCM/CRZ/2020 dt.05.11.2020
2.	Last Date and Time for submission of EOI	20 November, 2020, 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	20 November, 2020, 4.30 P.M.

4. ELIGIBILITY CRITERIA

The interested individuals shall have to comply to the following criteria to participate in the tendering process –

- a) Should have First Class Post Graduate Degree in Remote Sensing/ GIS/ Geography with at least 3 years of experience in demarcation of HTL, LTL and preparation of CZMP/ CRZ maps with field knowledge

or

Should have First Class Graduate Degree in Engineering/ Technology with at least 4 years of experience in demarcation of HTL, LTL and preparation of CZMP/ CRZ maps with field knowledge

- b) Candidates having Ph.D. in the relevant subject shall be given preference subject to having the required minimum experience.
- c) Candidates having working experience in the relevant field in any Govt. Organization/ Project shall be given preference.
- d) Candidates having working experience in the relevant field in World Bank/ ADB funded Projects shall be given preference.

5. SCOPE OF WORK

The overall objective of the proposed service is mapping of land use/ land cover and survey work under different projects.

6. SCOPE OF SERVICES

The services of the Scientific Consultant include –

- a) Mapping of land use/ land cover from multi dated satellite images;
- b) Ground truth surveys using GPS;
- c) Preparation of maps; and
- d) Assist the Scientists for data processing and report preparation.

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 objectives.

7. PERIOD OF ASSIGNMENT:

The assignment would be for a period of 5 (five) months. 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. FACILITIES TO BE PROVIDED BY THE NCSCM:

8.1 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.

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

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

9. FEES

A monthly consolidated consultancy fee of **Rs.43,400/- (Rupees Forty Three Thousand and Four Hundred)** only shall be given to the Scientific Consultant.

10.INSURANCE

The Consultant has to take 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. They will also mark their attendance. They may be required to work on Saturday, Sunday and Gazetted holidays also, if need be, for which, no additional remuneration will 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.	Item	Marks	Total Marks
1.	First Class Post Graduate Degree in Remote Sensing/ GIS/ Geography with at least 3 years of experience in demarcation of HTL, LTL and preparation of CZMP/ CRZ maps with field knowledge. OR First Class Graduate Degree in Engineering/ Technology with at least 4 years of experience in demarcation of HTL, LTL and preparation of CZMP/ CRZ maps with field knowledge.	40	100
2.	Ph.D. in the relevant subject having the required minimum experience	10	
3.	Experience of working with Central / State Govt. organisations in the relevant field	30	
4.	Working experience in the relevant field in World Bank/ ADB funded projects	20	

16.AWARD OF CONTRACT

- a) Contract shall be awarded to the applicant whose proposal will be determined to be substantially responsive and who is having the highest marks.
- b) 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.
- c) 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.
- d) 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 Hiring of Scientific Consultants for Mapping and Survey Work” and EOI No. NCSCM/CRZ/2020 dt.05/11/2020. This envelope should contain signed hard copy of the EoI along with a self-attested copy of C.V.

18. EOI PREPARATION COST AND RELATED ISSUES

- a) The applicant is responsible for all costs incurred in connection with participation in this process, including, but 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 should be incurred in anticipation of award or for preparing this EoI.
- c) All materials submitted by the applicant shall become the property of NCSCM.