

SELECTION OF CONSULTANT

(QCBS Lumpsum)

Terms of Reference for External Monitoring and Evaluation of OIIPCRA Project

EOI / RFP No:

Date: Dt. /M...../2019

Consulting Services for: External Monitoring and Evaluation of OIIPCRA
Project for the Project Period (2019-20 to 2024-25)

Client: Department of Water Resources, Government of Odisha

Country: India

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Odisha Integrated Irrigation Project for Climate Resilient Agriculture (OIIPCRA)
Terms of Reference for External Monitoring and Evaluation (QCBS Lumpsum)
during the Project Period(2019-20 to 2024-25)

1.0 Background:

The Department of Water Resources (DoWR), Government of Odisha has applied financing from the International Bank for Reconstruction and Development (IBRD) and International Development Association (IDA), the World Bank in the form of a loan or credit (Agreement to be signed) towards the cost of Odisha Integrated Irrigation Project for Climate Resilient Agriculture (OIIPCRA). The Project Director, OIIPCRA-OCTDMS-DoWR, Government of Odisha implementing agency of the Client, intends to apply a portion of the proceeds of this loan to eligible payments under the contract for which this Expression of Interest / Request for Proposals is issued. The Client now invites EOI / proposals to provide the consulting services for External Monitoring and Evaluation during the OIIPCRA Project Period (2019-20 to 2024-25).

The Odisha Integrated Irrigation Project for Climate Resilient Agriculture (OIIPCRA), funded by World Bank, would be implemented over a period of 6 years in 15 districts of Odisha. The total project cost is 230.62 million US \$.

The project development objective is “to intensify and diversify agriculture production, enhance climate resilience and improve water productivity in selected cascades of Odisha”. The project beneficiaries will include small and marginal farmers, Pani Panchayats, farmer producer organizations and other agro-entrepreneurs.

2.0 Project Description:

The OIIPCRA project is having four main components, i.e., (1) **Component 1:** Climate Resilient Intensification and Diversification in Agriculture, (2) **Component 2:** Improving Access to Irrigation and Water Productivity, (3) **Component 3:** Institutional Development and Capacity Building, and (4) **Component 4:** Project Management. The Component 1 of the project is having two sub-components, i.e., (a) **Sub-component 1.1:** Market Led Agriculture Production, Value Chain Development and Access To Market, and (b) **Sub-component 1.2:** Enhancement of Fishery productivity. Similarly, Component 2 is having two sub-components, i.e., (a) **Sub-component 2.1:** Irrigation modernization, and (b) **Sub-component 2.2:** Irrigation Management.

The project beneficiaries will include small and marginal farmers, Pani Panchayat, farmer producer organizations, and other agro-entrepreneurs. During project preparation, specific target areas will be identified and specific interventions will be designed to benefit women and other vulnerable groups. The total project cost is expected to be around US \$230.62 million, of which the World Bank will finance US \$ 161.44 million (70% of the total project cost) and the GoO will finance US \$ 69.18 million (30% of the total project cost). The project activities will cover 15 districts of Odisha. These include Bolangir, Balasore, Bargarh, Bhadrak, Boudh, Gajapati, Ganjam, Jajpur, Kalahandi, Kandhamal, Keonjhar, Mayurbhanj, Nabarangpur, Nuapada, and Subarnapur.

Component 1: Climate Resilient Intensification and Diversification in Agriculture

The objectives of the **Component 1** are (i) to increase agriculture productivity, (ii) strengthen the capacity of organized farmer groups to adapt to climate change stresses affecting crop production, and (iii) diversify production in Rabi season in response to market demand.

Sub-component 1.1:

Market Led Agriculture Production, Value Chain Development and Access to Market.

The objectives of the sub-component in the agriculture sector (agriculture and horticulture) are; (i) Reduce the cost of production; (ii) Enhance productivity and climate resilience through technology adoption; (iii) Crop diversification towards market oriented high value crops and (iv) Promote agribusiness through supply chain management and value chain improvement. In this context, the project plans to take up agriculture and horticulture interventions along with Agri-business interventions. The sub-component objectively looks at promoting agricultural technologies that are sustainable and climate resilient vis-à-vis supports improving income of the farmers.

Specific interventions under the project area, (1) promotion of climate resilient seed varieties, (2) Demonstration of climate resilient technologies, (3) Strengthening the extension system, (4) Price forecasting of different commodities, (5) establishment of market infrastructures / processing units, (6) organizing and strengthening farmer's groups, and (7) capacity building of different stakeholders. This sub-component will be executed by the Department of Agriculture and Farmers Empowerment (DoA & FE) (the Directorate of Agriculture & Food Production and the Directorate of Horticulture are the implementing agencies for agriculture and horticulture interventions, respectively).

Sub-component A.2: Enhancement of fishery production:

The project intends to have a holistic approach, in terms of fishery promotion in the project tanks. The project approach to intervene in providing end to end solution, i.e., from seed production to market linkage where capacity building will be a cross cutting in all the project activities. Based on the feasibility of the tanks, the project will focus on seed promotion augmentation of inland species, improvement of existing hatcheries, establishment of captive nurseries, fish production and management support and facilitating marketing of the produce by providing facilities to the fishermen folk.

The fishery sector intervention objectively looks at (1) increasing the income of fishers by utilizing project tanks / water bodies, (2) propagation of scientific fish farming technologies among the fishers for improved production, (3) strengthening pure line fish seed production and supply chain management, (4) demonstrating intensive and semi-intensive fish farming in the ponds in the project area for higher return to the fishers, (5) strengthening post-harvest management through infrastructure and support to fishers; and (6) support to selected Fishermen Cooperatives and Government Institutions for fishery-based enterprise.

Component 2: Improving Access to Irrigation and Water Productivity:

Access to reliable irrigation is generally critical to enhancing crop productivity, building resilience to climate change, promoting diversification and access to markets. It is important in the targeted project areas that are characterized by frequent droughts and rainfall variability. The objective of this

component is “to use water more efficiently, reduce water losses and save water during Kharif season, and transfer these savings to Rabi season.” To realize this objective, the project will support modernization of hydraulic assets, institutional reforms, and capacity strengthening.

Sub-Component 2.1: Irrigation Modernization:

Under this sub-component, the project will invest in the modernization of hydraulic assets. To that end, a comprehensive water assessment will be conducted in the Project cascades to identify opportunities for reducing water losses and for transferring the savings water for Rabi season. For each of these opportunities, the implications on downstream water use will be identified through preparation of a pre and post-project tank / cascade-wide water balance. Investments include strengthening of canal bunds, modernizing hydraulic canal structures, installation of field channels and sub-surface pressurized pipes, and developing groundwater extraction in safe zones.

Subcomponent 2.2: Irrigation Management:

Crop diversification and intensification require a higher quality of irrigation service delivery to meet the requirements of grown crops. Traditional arrangements for irrigation management often lack the capacities and incentives to deliver these improved services. The project will pursue institutional reforms and strengthen decentralized irrigation system management along with incentivizing local Pani Panchayats to deliver high performing irrigation and O&M services.

Component C: Institution Development and Capacity Building:

This component will primarily strengthen the existing Pani Panchayats (PPs) formed under Odisha Pani Panchayat Act, 2002. Measures will be taken under the component to strengthen the functional and management capacity of the PPs by which they can take up management and maintenance of community-based irrigation infrastructures; apart from water distribution, regulation and efficient use of available water resources. Along with this, capacity building of other local institutions will be taken up such as Farmer Producer Organizations (FPOs), SHGs etc. Apart from this, the project will take measures for capacity building of Engineers and other stakeholders associated in the project.

Component D: Project Management:

This component will strengthen capacities for project management, monitoring and evaluation (M&E) (including, inter alia, the areas of procurement and financial management) through the provision of goods, consultant services, training, and financing of incremental operating costs. This component will also develop a comprehensive management information and data collection and reporting system on key performance, outputs and impact indicators through baseline surveys, participatory assessments, mid-term reviews and final evaluations. Staffing of the SPU will include a number of technical, financial management, M&E and safeguards (social and environmental) experts.

3.0 Project Implementation Arrangement

The project will be implemented by three line- departments, i.e., (1) Department of Water Resources, Government of Odisha, (2) Department of Agriculture and Farmers Empowerment, Government of Odisha, and (3) Department of Fishery and Animal Resource Development, Government of Odisha,

with clearly defined role and responsibilities. The State Project Unit (SPU), located within the Minor Irrigation Department office, will lead the implementation. A Technical Steering Committee, headed by the Chief Secretary, Government of Odisha will be the overall review and policy support system. At the district level, the office of the Collector and District Magistrate will be the nodal to steer the project and there will be a district level committee, in the name of District Level Project Monitoring Team (DLPMT) to monitor and supervise the project activities.

4.0 Project M&E System and its Organization

Project monitoring and evaluation (M&E) framework has been designed to facilitate (a) results-based management (through timely monitoring, analysis and feedback of relevant indicators); (b) learning for process enhancement (through a mix of participatory assessments, self-ratings and reviews, and special thematic studies); and (c) impact evaluation (through measurement of specific performance indicators, including use of appropriate baseline and controls).

The SPU, through its dedicated M&E unit, comprising of one M&E expert with support resource will be responsible for planning and coordinating M&E activities. In this role, the SPU will coordinate M&E activities of the three sets of entities that undertake the bulk of the data collection and analysis work:

- (i) The implementing departments/agencies at the state and district level;
- (ii) An independent, external M&E agency (to be engaged as consultant for the duration of the project);
- (iii) Beneficiaries; primarily Pani Panchayats, Fisheries Co-operative Societies, Farmer Producer Organization, Women self-help groups etc.

The SPU will have the full responsibility for developing systems and procedures for appropriate analysis and presentation of the collected M&E data to ensure appropriate use of the indicators for project management and learning.

Implementing agencies like line departments (Agriculture/Fisheries/Horticulture/Water Resources Department), independent Government institutions like (CIFA/CIFRI/OPDC/FishFed/CoF), field level project staff and service providers sub-contracted by the project will be responsible for collecting and reporting information on physical and financial input and output indicators as part of their regular implementation work. The collected data will be assimilated at the state level and fed into the project MIS system. The MIS is designed to help consolidate, analyze and use these data for assessing the progress and detect the blockers if any at different implementation level (tank level to district level to state SPU level).

A strong M&E system will support in proper utilization of the investments made under the project. Apart from regular monitoring during the implementation phase, a comprehensive report card on “PP /WUA maintenance: OK card for Tank System Improvement and Self reporting for institutional aspects” is prepared by each PP before every season once the PP takes over the O&M responsibilities of the rehabilitated tank system. This will provide the necessary feedback and help establish the required institutional support for long term sustainability of community based tank management system.

4.0 External M&E System and its Objectives

The external M&E agency will assist in project-wide monitoring and evaluation by undertaking the different tasks, such as (i) data collection and reporting, (ii) process monitoring, (iii) conducting evaluation and impact/ outcome analysis, and (iv) technical and capacity building support to other project-related entities as appropriate.

5.0 Outline of Tasks to be Undertaken by External M&E Agency

The External M&E Agency is expected to undertake the following tasks: (i) Concurrent monitoring of implementation and outputs resulting quarterly reports of processes, issues, good practices and suggestions, (ii) Six Monthly Performance Assessment reports with measurement of key performance indicators; (iii) a Mid-term Outcome/Impact assessment, (iv) a Final Outcome/Impact assessment of the project, (v) systematic monitoring of project impact through repeated monitoring of the same set of households from the beginning to end of the project, and (vi) conducting Environmental and Social Management Audits during Mid-term and Final Assessment.

5.1 Concurrent Monitoring of Implementation and Outputs:

The external M&E Agency shall undertake concurrent monitoring of 6 tanks, through field visits in every quarter. Processes and issues related to implementation will be studied using appropriate PRA methods (such as focus group discussions and transect walk). Adoption of good practices due to capacity building, safeguards implementation and institution development activities by the project will be studied and reported.

5.2 Six Monthly Performance Assessment:

Six monthly performance assessment shall be conducted by the external M&E agency for measurement of key performance indicators. Data will be collected from the same set of 12 tanks visited during the half yearly period. At least 10 households will be surveyed for collecting data on project impact using pre-designed instruments at each tank level / project village. Production data for the previous annual agricultural season (Kharif, Rabi and summer) will be collected for measurement of key performance indicators.

5.3 Impact/Outcome Assessments (Mid-Term and Final Assessment):

Two full-scale impact evaluation studies will be undertaken during at the mid-year (Mid-Term Assessment) of the project period and at the completion (Final Assessment) of project implementation. The studies would include comparative analysis of performance in project areas with those of selected “control sites” in non-project areas. In this context, the M&E Agency shall develop relevant tools to measure component-wise performance indicators in consultation with all implementing departments. The agency shall clarify the methodology to be used for data collection, analysis and presentation (including use of appropriate controls).

5.3.1 Mid-Term Impact Assessment:

The study would include an impact assessment of the project to date, but also focus on implementation processes and recommend adjustments in the project design and/or implementation arrangements to overcome identified bottlenecks. The Assessment Report would be a comprehensive overall impact assessment including quantitative and qualitative assessment of progress against project development objectives. The assessment will include socio-economic and environmental impacts of the project. The

Mid-term Assessment will cover a representative sample of at least 25 tanks and 250 households from intervention and 10 control tanks and 100 households. Selected tanks shall include those which have specific interventions such as agriculture, horticulture, fisheries, agri-business etc.

5.3.2 Final Impact Assessment:

The study would focus on understanding the outcomes of project interventions and effect of the same on the target population and compare these with the “no-project” situation to assess the effectiveness of the project in terms of physical infrastructure development, socio-economic changes, environmental impacts as well as institutional strengthening and decentralized management of assets by community members. The report will cover both qualitative and quantitative aspects based on the results framework. It is expected that the Final Impact Assessment will cover a representative sample of at least 40 tanks and 400 households from interventions and 15 tanks and 150 households from control area. Selected tanks shall include those which have specific interventions such as agriculture, horticulture, fisheries, agri-business etc.

5.4 Financial and Economic Analysis:

In the context of the Mid-term and Final Impact Evaluation exercises, the M&E agency shall update the financial and economic analysis of project returns undertaken at the start of the project. The M&E agency shall also undertake, as feasible, analysis of issues relating to sustainability of project outcomes and impacts.

5.5 Longitudinal Study (Systematic Benefit Monitoring):

The external M&E Agency will undertake detailed monitoring of a selected set of households from beginning to end of the project (“panel” data analysis) to understand the impact of project interventions in specific areas under different project components. The methodology as well as sample selection for this analysis will be agreed in advance with the SPU. At least 10 tanks and 100 households will be included in this monitoring exercise. The same set of households shall be surveyed every six months along with the concurrent monitoring exercise.

5.6 Environmental and Social Management Audits:

5.6.1 Environment Management Audits:

The environmental assessment at baseline shall enable identifying significant issues and the related impacts associated with the interventions such as strengthening and up gradation of tanks, dam safety, improving irrigation efficiency, crop diversification, pest management, productivity enhancement through climate resilient/adaptive sustainable agriculture production, technology promotion in fisheries etc.

The consultant will review how effectively environmental safeguards management has been integrated into project implementation, capacity to implement on the ground, in relation to the Environment Management Framework specifications. Table below gives a brief outline of the environmental management tools provided in the EMF. The consultant will also review and assess the efficacy of (i) environmental monitoring reports prepared by the contractors/supervision consultants and verify how these reflect the ground realities of the project implementation (i) review implementation status of recommendations/mitigation measures against safety, adequate location, quantities etc. (iii) assess any major environmental non-compliances/ deviations from the agreed EMF.

Based on the findings, the consultant will prepare an audit report that captures the above findings and

provides suggestions for further improvement of environmental management practices. The consultant will also review action taken by PMU after the submission of the audit report, and to submit an audit compliance report.

The Mid-term Environmental Management Audit shall assess to what extent the expected results have been achieved and any mitigation measures are needed further. The Final Environmental Management Audit shall assess whether the expected outcomes at baseline and mid-term have been achieved and mitigation measures proposed have been implemented.

Table 1. Mitigation measures for Environmental Impacts to be provided in the EMF

Focus Areas	Management/ Monitoring Tools in the EMF
Integrated Pest and Nutrient Management	IPM, INM
Value Chain Development	EMP and Value Chain Management
Aquaculture management	Aquaculture Management Plan
Irrigation rehabilitation	EMP for rehabilitation works

5.6.2 The Social Management Audit:

The Social Assessment Audit shall include beneficiary assessment, stakeholder analysis, social impacts, institutional assessments and risks analysis. The Mid-term Social Management Audit shall assess to what extent the expected results have been achieved and adequacy of mitigation measures. The Final Social Management Audit shall assess whether results expected at baseline and mid-term have been achieved and whether mitigation measures have been complied with.

6.0 Sample Framework

The sample framework proposed for external M&E, covering outlined tasks are presented in the Table 2.

Table 2: Overall Sample Frame for External M&E

SN	M&E Task	Sample Tanks		Household Sample		Systematic Benefit Monitoring	
		Project	Control	Project	Control	Tanks	Household
1	Biannual Monitoring 1	12	3	120	30	6	60
2	Biannual Monitoring 2	12	3	120	30	6	60
3	Biannual Monitoring 3	12	3	120	30	6	60
4	Biannual Monitoring 4	12	3	120	30	6	60
5	Biannual Monitoring 5	12	3	120	30	6	60
6	Mid-term Assessment	25	10	250	100	6	60
7	Mid-term ESMF Audit	5	0	0	0	0	0
8	Biannual Monitoring 6	12	3	120	30	6	60
9	Biannual Monitoring 7	12	3	120	30	6	60
10	Biannual Monitoring 8	12	3	120	30	6	60
11	Biannual Monitoring 9	12	3	120	30	6	60
12	Biannual Monitoring 10	12	3	120	30	6	60
13	Final Assessment	40	10	400	100	6	60
14	Final ESMF Audit	10	0	0	0	0	0
	Total	200	50	1850	500	72	720

Note: Tanks under longitudinal study (systematic benefit monitoring) will be a part of overall sample frame of 12 tanks per six months.

7.0 Work Schedule

Table 3: Work Schedule and Reporting

Frequency	Task	To be completed by	No. of Reports
Inception Report		Within 1 month of signing of contract	5 Copies
Concurrent Monitoring	Quarterly M&E Report	End of every quarter; Consolidated Report Every Six Months to be part of the Six-monthly M&E Report	12 Reports in the 6-Year Project period
	Six-Monthly M&E Report	End of every six-month period; Consolidated information from previous six-monthly reports and an update on the Key Performance Indicators (using Without Project comparisons where appropriate, using control tank data)	10 Reports in the 6-year project period.
Mid-term Assessment	Mid-Term Assessment Report	End of the first three year of the project implementation phase and at least 15 days prior to the Mid-Term Evaluation Mission.	1 Report at Mid-term
Final Assessment	Final Assessment Report	End of the project implementation phase and at least 15 days prior to the Implementation Completion Review Mission.	1 Report
ESM Audits	Environmental and Social Management Audits	At mid-term and at completion of project, with report submitted at least 15 days prior to the review missions	2 Reports: at Mid-term and Final Assessment
Longitudinal Study	Systematic Beneficiary Monitoring Report	At the end of every six-month period, to be included in the consolidated Six-Monthly M&E Report.	10 Reports in the 6 Year Project period;

All the Reports will be presented and discussed with the SPU. Presentations will also be made to Project Review and Support Missions of the World Bank. Every Report shall be accompanied by a power point presentation for discussion

8.0 Data, Services and Facilities to be Provided by The Project

OIIPCRA through the Project Director and/or the designated representatives:

1. Would assist the External M&E Agency in co-ordinating with the SPU and other implementing agencies and other agencies. The M&E Specialist in SPU is designated for co-ordinating all M&E aspects of the Project.
2. Would help identify contacts in the project areas and facilitate consultation with agencies, project beneficiaries and others. The consultant would be responsible for contacting the individuals identified, collecting the required data and analysing the information available;
3. Would provide logistical support as appropriate within the following general conditions: the agency would be responsible for all expenses relating to transport and accommodation at project sites. Subject to availability, accommodation in PWD and Irrigation Department Inspection/

Bungalows and Rest Houses would be made available to the agency's staff/consultants. Charges, if any, levied at the applicable rates would have to be borne by the consultant staff.

9.0 Outputs from The Consultant

The main outputs required are draft reports on the tasks listed in, and the corresponding schedule specified. The agency shall submit printed copies and in MSWord format of the reports to the SPU along with a power point presentation of findings and recommended actions for discussion with the Project Director and other officials before finalisation. The main findings of the report will be presented in a workshop which will be organized by the client.

The External M&E agency will not use the information generated during these studies for wider dissemination without the express and written permission of Water Resources Department.

10.0 Review Committee to Monitor Consultant's Work

A committee comprising of the following members shall monitor the Consultant's work and would be responsible for making available the data and information, conveying approvals and also deal with the problems, if any, faced by the Consultant in executing the Contractual obligations:

- (a) Project Director -OIIPCRA
- (b) APD (Engg.) – OIIPCRA.
- (c) M&E Specialist, SPU,OIIPCRA
- (d) Agriculture Specialist, SPU, OIIPCRA
- (e) Environment Specialist, SPU, OIIPCRA
- (f) Fisheries Expert, SPU, OIIPCRA
- (g) Capacity Building Expert, SPU, OIIPCRA
- (h) Executive Engineer (Procurement)

Note: The Committee shall co-opt any additional members if needed.

The Review Committee shall meet within 7 days of receipt of the reports and make a detailed review of the reports, forward to World Bank (if required), obtain their comments if any and communicate the combined comments of SPU and World Bank to the Consultant within 15 days from the date of submission of the report. The Consultant shall expeditiously address the comments and modify the report.

11.0 Office of the Consultant

In order to be effectively involved in project monitoring and evaluation, the External M&E agency shall establish a fulltime office in Bhubaneswar with adequate office space, equipment, facilities and support staff. All professionals/subject matter experts approved for the assignment shall be based at Bhubaneswar as per their engagement schedule / during the committed input period.

12.0 Human Resources / Experts for External M&E

Specialists in Monitoring and Evaluation, Agriculture, Engineering, Economics, Social Science, Fisheries, and Environment would constitute the core team of the agency. It is important that the staff should have considerable experience in implementing M&E and this should be indicated in the CVs of key personnel to be deployed for the assignment. Details of requirement of the key experts are indicated in Table 3.

Table 4: Expert's Experience of Input Duration

SN	Experts	Qualification	Experience & Skills Required	Duration of inputs (in months)
a.	<i>Key Experts Whose CV & Experience Would Be Evaluated</i>			
1	Monitoring & Evaluation Expert (Team Leader)	PG in Social Sciences, Agriculture, Engineering	15 years of experience of monitoring and evaluation in natural resources management/ climate change adaptation areas, Experience of result-based management approach, Sampling frame works, Data analysis, project cycle management, Experience of developing community-based monitoring systems and tools development. Also, ability to use automated software for statistical analysis.	48
2	Agriculture Expert	Graduate; in Agriculture	10 years of experience in agriculture and farming systems, and having knowledge of both traditional practices and modern techniques for improving water use efficiency and agricultural productivity. Experience on business model development for agriculture and marketing, post-harvest technology, value chain studies is desirable.	36
3	Engineering Expert	Post Graduate in Civil Engineering	10 years of experience in water sector in irrigation planning, tank restoration & management, Participatory ground water management, crop water budgeting	36
4	Social Scientist	Post Graduate in Social Sciences	10 years of experience in water and agriculture sector, community-based organizations, gender & tribal issues, and rehabilitation and resettlement issues.	36
5	Economist	Post Graduate in Economics	10 years of experience in economic analysis of small and medium level projects in different sectors. Capacity to undertake reviews based social and economic cost benefit analysis.	15

6	Fisheries Expert	Post Graduate in Fisheries Sciences	10 years of experience in Fisheries, post-harvest technology, value chain studies etc.	15
7	Statistical Expert	Post Graduate in statistics	10 Years of experience in developing statistical design of studies, sampling frameworks, data analysis, interpretation of findings and presentations in graphical modes, ability to use automated soft wares for statistical analysis.	15
8	Environment Expert <i>(for Environmental Audit at Mid-term & Final Assessment)</i>	Post Graduate in Environmental Science	10 years of experience in environment management / natural resource management issues.	20
Total Professional Months of Key Experts				221

Decisions regarding engagement/disengagement of key resource persons to be used by the External M&E Agency, including additional specialists, if any, required for particular themes will have to be undertaken in consultation with the SPU. The External M&E agency shall make no change in Key Subject Matter Experts without the prior written concurrence of the State Project Director, OIIPCRA.

13.0 Preparation of Action Plan and Execution of the Assignment

During the contract period, the Key Subject Matter Experts shall prepare Quarterly Action Plans in consultation with the SPU so that SPU Experts may also join for concurrent field visits.

14.0 Eligibility Criteria for Selection of Consultant:

1. The agency should have an office in Odisha (Bhubaneswar) or willing to establish an office in Odisha for the assignment;
2. The agency should be a registered legal entity in India with at least 7 years of institutional experience of working with Government of Odisha (should attach the incorporation/ registration certificate and list of Board of Directors, office address details etc.);
3. Should not have been blacklisted by any Department of Government of India or Government of Odisha;
4. Should have a turnover of at least Rs 3.0 crores (three crores) in three preceding years (should furnish three years audited statement of accounts);
5. Should have worked in at least three World Bank financed projects in India;
6. Agency should have more than 5 years of consulting experience in the area of climate change related advisory services; (experience in three climate change planning and climate finance projects (more than one state preferable);
7. The agency should have at least three years of experience in Project Monitoring and Evaluation.