

**GOVERNMENT OF GUJARAT
ROADS & BUILDINGS DEPARTMENT [R&BD]**

**CONSULTANCY SERVICES FOR INDEPENDENT AUDIT OF
RAP IMPLEMENTATION**

I. BACKGROUND OF THE PROJECT

The Government of Gujarat (GoG), through the Roads and Buildings Department (R&BD), has taken up the second Gujarat State Highway Project (GSHP-II), covering up-gradation, maintenance and improvement of identified core road network in the state. The GoG has proposed to take up this project with financial assistance from the World Bank. The improvements of 630 km in the project includes: (i) up-gradation corridors for a length of 350 km, involving the strengthening and upgrading of single/intermediate lane roads to standard 2-lane / 2-lane-with-paved-shoulders / 4-lanes, and (ii) major maintenance, of the remaining 280 km. In line with the prioritization exercise, R&BD has selected seventeen sections / corridors, aggregating to about 630 km in length.

Keeping in view the adverse impact the project will have on the people due to the implementation of the project, the Project Implementing Unit (PIU) of R&BD will appropriately resettle and rehabilitate the project affected persons (PAPs) and project affected families (PAFs) in accordance with the Resettlement Action Plan (RAP), Indigenous People's (Tribal) Development Plan (IPDP) and HIV / AIDS Prevention Plan (HPP), prepared confirming the world bank (the IBRD)'s operation policies and operational directives and proposed for the purpose. **For the implementation of the RAP, the task and activities shall be carried out by the project implementation unit and respective state road project division offices (Refer Annexure I); with necessary assistance from the supervision consultant (CSC); the Independent Engineer (Yet to Deploy) and the Project -Management Consultant (PMC).**

To monitor the above mentioned tasks, implementation of the RAP in particular, the PIU seeks to appoint an Independent Auditor (*herein after called as " IA "*) having experience in carrying out such activities. The independent auditor (IA) shall associate with the PIU to monitor and audit the implementation of RAP, IPDP and HPP as part of GSHP II.

Objectives:

The objective of the assignment is to provide the timely information and monitor the RAP implementation activities of the project to enable the management to take corrective measures, wherever necessary; in order to meet the world bank's requirements.

II. KEY TASKS

Monitor the RAP implementation Activities:

Key task is to monitor the various implementation procedures of RAP/IPDP/HPP including the compensation and assistance meant for PAPs/ PAFs as per the R&R policy, provisions, and approach to land acquisition and R&R, time frame for implementation, roles and responsibilities of implementing team.

Grievance Redressal:

IA shall make sure that all the affected PAPs (and PAFs) gets aware of the grievance mechanism set out in the RAP, and whether they are given required assistance, shall put efforts to resolve the grievances. IA may also help the PAPs to file a grievance application, if any.

The IA shall monitor the all records with respect to the grievances reported to the RAP implementing agency (s) and check whether the implementing agency (s) have brought the same to the notice of the Grievance Redress Committees (GRC) within 7 (seven) days of receipt of the grievance from the PAPs. IA shall also check whether the implementing agency (s) submitted a draft resolution with respect to the particular grievance of the PAPs, suggesting solutions to concern officer of R&BD who in turn shall present them in the GRC meeting.

The IA shall assist R&BD and PAP in the overall GRC process.

Consultation

The IA shall monitor whether the PAPs and PAFs are being educated on their rights, entitlements and obligations under the RAP, information to the PAPs and PAFs on the possible consequences of the project on the communities' livelihood systems and the options available being disseminated in a way that they do not remain ignorant.

The PAPs and PAHs being explained the need for land acquisition, the provisions of the policy and the entitlements under the RAP including communication to the roadside squatters and encroachers about the need for their eviction, the timeframe for their removal and their entitlements as per the RAP and IPDP.

Land Acquisition

The IA shall monitor the estimations with respect to compensation for affected land and check whether the same is in line with the agreed RAP or Resettlement Policy Framework agreed for the project. Apart from documenting the land valuation measures followed in the project, the IA shall also verify the dates of disbursement. The dates of disbursement of compensation and R&R assistance are being carried out prior to the initiation of civil construction works. The IA shall carry out interactive discussions with the PAPs to understand the views and opinion of PAPs with respect to various processes of land valuation, disbursement, issue of cheques, opening up of bank accounts, issuance of ID cards, etc., and other follow-ups by the implementing agency (s).

Micro Plans:

IA shall review the Micro Plans for each PAP and community assets (which are prepared by Implementation agency), and shall provide the opinion especially on that category of PAF, asset lost, compensation and all types of assistance, alternate livelihood options; details of resettlement, specific training requirement for skill up gradation and institutions responsible for training.

IA shall monitor the joint verification undertaken by the implementation agency and ensure that each of them are contacted and consulted including the women headed households.

Distribution of Identity Cards

The IA shall monitor the distribution of ID Cards to PAPs by the Implementation Agency; and shall include verification of photograph of the head of the PAF, the extent of loss, and entitlement i.e. Compensation and assistance, as applicable. The Identity Cards are to be signed by the responsible person at respective Field Offices of R&BD and counter signed by the R&R Specialist of Social management Unit.

Training and Support for income restoration

The IA shall monitor the training imparted to identified PAPs by the implementing agency (s) and shall verify whether the training programs were designed to suit the skills and interest of the PAPs. IA shall also monitor in detail whether the training programmes were dovetailed with any state/central government sponsored development schemes. (pension schemes for senior citizens, widow pensions, schemes for women or women headed households, schemes for handicapped persons etc).

Disbursement of Assistance and delivery of entitlements

The IA shall ensure benefits due to the PAFs under the Resettlement Policy Framework (RPF) are provided to the PAFs and shall provide advice on the relative benefits of each option.

Relocation

The IA shall advice on utilization of R & R benefits to create productive assets. Also shall verify the utilization certificates for the assistance disbursed to PAFs.

Coordination between PAPs and the PIU

The IA shall monitor the organized consultations between the PAPs and the PIU or concerned R&BD staff.

Public information campaign

The IA shall audit the public information campaign at the commencement of the project to inform the affected communities regarding the project RAP and the RPF.

Gram Sabhas

IA shall monitor whether the implementing agency (s) has taken adequate steps to ensure the participation in Gram Sabhas of respective villages by way of contacting PAPs on an individual basis to regularly update the baseline information, also taken steps to encourage participation of PAPs in such meetings by discussing their problems regarding LA, R & R and other aspects relating to livelihood restoration.

Awareness Creation on Road Safety

The IA shall monitor the Road Safety Awareness programs conducted by implementation agency at schools and community at large in the villages located along the Project Roads through IEC materials, signboards and interactive discussions.

Awareness Creation on HIV/AIDS Prevention

IA shall monitor the awareness programs along the corridors at identified locations such as toll-plazas, construction camp sites and truck-parking lay-by in respective corridors are

carried out or not and the IEC materials as well as technical advice from GSACS are being utilized in a timely manner or not etc.,.

The IA also shall monitor and ensure that medical facilities and health check-ups which may include diagnosing of STD/HIV for the workers are being used or not at the construction camps. Make sure that the following activities at selected locations are being carried out or not :

- Interaction with industrial units and sensitization
- Awareness programmes for migrants
- Facilitating medical health care services including STI treatment
- Interaction with CHCs, ICTCs
- Coordination with Target Intervention Implementation Body (PIU, PMC and CSC), Link Worker Schemes and other
- agencies working in the field of HIV/AIDS awareness and prevention
- Conduct sensitization programmes for R&BD personnel, contractors and other stakeholders
- Interaction with transporters and brokers
- To educate all PAPs / PAFs and all concern stakeholders regarding importance of periodic health check up
- Ensure availability of condoms (both socially marketed & govt.) through established condom depots

Consultation in Scheduled Areas

IA shall monitor the consultations carried out by implementation agency in Scheduled Areas during project implementation such as (i) consultation with affected households for livelihood restoration, and (ii) consultation with communities and key stakeholders (Tribal Development Department, Taluka Development Offices and other Development Agencies working for the welfare of Scheduled Tribes) to ensure broader community support for the project ,and to aware all the above offices about Tribal Development Plan proposed to implement under the project.

Awareness Creation on Gender and other Social issues

IA shall monitor and ensure that whether the Contractors comply with applicable labor laws (including prohibition of child labor) are implemented or not and shall ensure that whether the facilities for women are provided or not such as (i) temporary housing - during the construction the families of laborers/workers are provided with suitable accommodation and facilities for other civic requirements, particularly health and sanitation; (ii) health centre - health problems of the female workers are taken care of through health centers temporarily set up for the construction camp where medicines and minimum medical facilities to tackle first-aid requirements or minor accidental cases are provided.

V. CONDITION OF SERVICES

Duration of Services

The time line for IA services will be two years from the date of commencement. IA shall help the PIU in all other matters deemed necessary to implement the RAP in its spirit and entirety.

All documents prepared, generated or collected during the period of contract, in carrying out the services under this assignment will be the property of R&BD. No information gathered or generated during and in carrying out this assignment shall be disclosed by the consultant without explicit permission of the PIU, R & BD, GoG.

Location

In order to carry out the above tasks, IA to be stationed at a location mutually agreed with PIU if found necessary, besides central office at Ahmedabad / Gandhinagar.

Data, Services and Facilities to be provided by the Client:

The PIU will provide to the IA copies of the Resettlement Action Plan / Indigenous Peoples (Tribal) Development Plan / HIV-AIDS Prevention Plan, PAP database, land acquisition details, and any other relevant and available reports / data related to the respective project corridors

Participation in Periodic Review Meeting of PIU:

IA shall participate in the periodic review meetings of the PIU to discuss about the progress of the assigned tasks, issues and constraints in carrying out any specific task, etc

Time Schedule

It is estimated that the IA's services shall be required for a period of two years (24 months) on intermittent basis. The consultant shall carry out all assigned tasks based on the milestones as set out by the PIU. The period of service shall be extended, if found necessary and on the basis of the performance of the IA, for a period mutually agreed upon by both the parties (PIU and the IA).

Payment

All payments will be linked to the completion of tasks as per milestones assigned by the PIU. The payment to the IA will be made against outputs as given below.

Reporting / Deliverables

Reports are to be submitted to the PIU. All supporting documents such as photographs, video graphs, primary and secondary information collected, etc., taken during the assignment shall be submitted in support of the reports, along with an electronic copy of the documents. The following deliverables has to be submitted.

Inception Report

The IA shall submit to the PIU an inception report detailing plan of action, manpower deployment, time schedule, and detailed methodology, within 21 days of the commencement of the assignment.

Monthly Monitoring Plan:

The monthly monitoring plan for the each coming month shall have to be submitted in the monthly meeting along with that of the current month clearly showing site visits, targets v/s achievements, and various other elements.

IA shall document in full details, the consultation / counselling processes, and a full description of the training imparted (or facilitated) as part of the assignment. The progress achieved in land acquisition as per entitlements shall be documented and shall be submitted to the PIU as a part of the monthly work plan submission.

Quarterly Monitoring Reports (QMR)

The IA shall prepare and submit the monitoring reports for each quarter. IA shall also prepare Power Point presentation on status report during WB mission visit in consultation with PIU as and when required during the entire contract period.

IA shall submit quarterly monitoring reports on the activities monitored during that particular quarter and proposed activities (to be monitored)for the next quarter. The quarterly monitoring reports shall include data on input and output indicators as required by the PIU, with work charts as against the scheduled timeframe of RAP implementation. All progress reports shall include data on input and output indicators as required by the PIU.

IA shall also submit six monthly monitoring reports depicting all the aforesaid details confirming the world banks requirements.

The quarterly monitoring report shall have to be submitted on or before 7th of the first month in the following quarter. For the better functioning at PIU and meet various other submittals, each year is divided into four quarters as: **Jan. 1st to March 31st, April 1st to June 30th, July 31st to Sept. 30th and Oct.1st to Dec. 31st**. Accordingly, IA will require start preparing report for any one of the above mentioned quarters after the mobilization and subsequently for rest of the quarters. .

Similarly, six monthly compliance report will be for 1) January 1st – June 30th and 2) June 1st to Dec. 31st. Refer Deliverables Table below.

Status Reports:

IA shall prepare and submit the status report in consultation with PIU ; besides at every WB mission visit. IA shall also prepare PowerPoint presentation on status report during WB mission visit in consultation with the PIU during the entire contract period.

Consolidated Monitoring Report

IA shall submit a Consolidated Monitoring Report towards the end of the contract period summarizing the actions taken during the project, the methods used to carry out the assignment, and a summary of support, compensation and assistance given to the PAPs.

Final Monitoring Report

IA shall submit final monitoring report complying all the remarks / comments of PIU R&BD on Consolidated Monitoring Report at the end of the contract period summarizing

but not limited to - the actions taken during the project, the methods used to carry out the assignment, and summary of support, compensation and assistance given to the PAPs.

Deliverables:

Sr. No.	Deliverable	Time Frame / Time Period
1	Inception Report	Within 21 days of the commencement of the assignment
2	Monthly Monitoring Plan	During Monthly Management Review Meeting
3	Quarterly Monitoring Reports (QMR)	On or before 7 th of the first month in the following quarter.
4	Six Monthly Compliance Report	Monitoring carried out during : Jan to June, and July to Dec.
5	Status Reports	During each World Bank Mission
6	Consolidated Monitoring Report	Towards end of the contract period
7	Final Monitoring Report	Before the end of the contract / assignment

**RAP Implementation Monitoring Report
Contents of final report**

1. Introduction
 - a. Background of the Project
 - b. Action Plan for Monitoring of RAP implementation
2. Status on Joint Verification
3. Status of Distribution of ID Cards
4. Details of Consultations carried out with PAPs
5. Details/suggestions of Micro Plans for respective PAFs
6. Details on Training and Support given to PAPs for income restoration
7. Status on Disbursement of assistance
8. Grievance Redress
 - a. Number of Grievances recorded
 - b. Number of Grievances resolved
 - c. Status on Grievances
9. Details on Road safety awareness programmes
10. Details about Awareness on HIV/AIDS Prevention
11. Details of Consultation in Scheduled Area
12. Details of Awareness creation on Gender and Social Issues
13. Achievement of Targets: Physical and Financial [stage-wise]
14. Summary and Conclusion

Contents of above mentioned reports will be based on the monitoring carried out by the IA on implementation of the aforesaid safeguards i.e. RAP, IDPD, HIV by the

implementing / facilitation body and shall contain remarks / comments / observation / suggestion the IA have recorded during the course of the scrutiny / monitoring

Qualifications for Key Professional

RAP Implementation Auditor-cum-Coordinator

The candidate shall have Master's Degree or equivalent qualification in Social Sciences (sociology / social work / economics / geography / planning / public administration and management) with at least 20 years of total professional experience, out of which, 10 years' experience shall be in working as social/ resettlement expert for major Civil Engineering Projects including Highway Projects. The candidate must also have 3 years' experience of working as Independent Auditor in similar highway projects. The experience of working as Social Expert for Major Highway Projects is desirable. The knowledge of World Bank's prevailing guidelines and/or policies related to R&R is essential. Experience in legal analysis of land records is desirable. Experience in qualitative & quantitative analysis of data, participatory consultation is essential. He should have thorough knowledge of prevailing land acquisition Act, states jantri values as well as current draft land Acquisition and Resettlement Act as well as state's R&R policy etc. He should have thorough knowledge of complete procedure of private and Government land acquisition up to the award stage. The candidate shall have experience in preparation /implementation of HIV/AIDS prevention plan.

Estimate of Key Professional's Man-month Inputs

RAP Implementation Auditor-cum-Coordinator – 8 months

Estimate of Non-Key Professional's Man-month Inputs

Adequate man-months to support the key professional.

Annexure I
List of Corridors to be implemented under GSHP II

Sr. No.	Package No.	Corridor Name	Improvement Option	Length (km)	Districts	SRP Divison
1	NCB/01	Dabhoi-Bodeli	W&S, laning	2 38.80	Vadodara, Chotaudepur	Vadodara
		Amod-Dabhoi (part section Amod to NH-8)	Rehabilitation	28.00		
2	NCB/02	Bayad-Lunawada	W&S, laning	2 44.23	Aravali, Mahisagar	Vadodara
3	NCB/03	Gondal-Atkot	W&S, laning	2 35.62	Rajkot	Rajkot
		Part of Atkot-Paliyad	Rehabilitation	15.80	Rajkot, Botad	
4	NCB/04	Karjan-Borsad	Rehabilitation	55.15	Anand, Vadodara	Vadodara
5	NCB/05	Umreth-Vasad (incl.Kapadvanj-Ladvel)	W&S, laning	2 41.26	Anand, Kheda	Vadodara
6	NCB/06	Savarkundla-Dhasa	Rehabilitation	46.58	Amreli, Botad	Rajkot
7	NCB/07	Dhansura-Meghraj	W&S, laning	2 43.26	Aravali	Vadodara
8	NCB/08	Lunawada-Khedapa	W&S, laning	2 56.48	Mahisagar	Vadodara
9	NCB/09	Tharad-Deesa	Rehabilitation	29.89	Banaskantha	Mehsana
10	OPRCNCB/10	Dhanduka-Dholera	Combination of upgradation and rehabilitation	110.00	Ahmedabad	
		Dhanduka-Paliyad			Ahmedabad, Botad	
		Limbdi-Dhandhuka			Surendranagar, Ahmedabad	
11	Modified Annuity/4L/ICB/01	Mehsana-Himatnagar	4 laning	61.00	Mehsana, Gandhinagar, Sabarkanta	Mehsana