

Terms of Reference for the Procurement of “Project Management Consultancy (PMC) Services for Chennai Peripheral Ring Road Section 2 & Section 3”

1. BACKGROUND

The Government of Tamil Nadu (GoTN) through the Government of India has applied a loan from the Asian Infrastructure Investment Bank (AIIB) and the OPEC Fund for International Development (OFID) hereinafter referred to as “Lenders”, towards the construction cost of Chennai Peripheral Ring Road Sections II and III (the “Project”). AIIB is also providing financing for certain consultancies.

The Project is proposed to be implemented under Engineering Procurement Construction (EPC) contract mode with 7 years of maintenance. Tamil Nadu Road Infrastructure Development Corporation (TNRIDC) is the implementing entity for the Project through its Project Monitoring Unit (PMU), and the Project Implementation Unit (PIU).

The proposed Project is a 6-lane access-controlled divided main carriageway with a 2-lane service road on both sides of the 6-lane carriageway, with a number of interchanges and various grade-separated crossings. This Project is expected to meet increasing traffic demands in Chennai Metropolitan Area and is part of the wider Chennai Peripheral Ring Road that has five sections under various stages of development, construction, and operation. The Project (Sections II and III of the Chennai Peripheral Ring Road) starts at Thatchur at NH-5 and ends at Sriperumbudur at NH-4. The Project traverses Thiruvallur and Kancheepuram districts.

This terms of reference is for retaining a Project Management Consultant (PMC) for Chennai Peripheral Ring Road Sections II and III to assist the TNRIDC in successfully planning, procuring and implementing the Project.

2. ASSIGNMENT OBJECTIVES

The selected PMC will support Tamil Nadu Road Infrastructure Development Corporation’s PMU/PIU to effectively and efficiently implement the Project by providing expertise in project management, procurement, engineering, road safety, cost and budget management, monitoring (including environmental and social aspects), tasks related to Land Acquisition and Rehabilitation and Resettlement

activities (LARR), and reporting in accordance with TNHD's and AIIB's requirements – including AIIB's Environmental and Social Framework. The PMC will also have the responsibility for ensuring compliance with Lenders' (AIIB and OFID) agreement covenants, monitoring the progress with respect to the indicators established for the Project, and for providing bankable progress reports to the Lenders. The services and roles and responsibilities outlined in this terms of reference to be provided by the PMC are hereafter called the "Services".

The PMC will be reporting primarily to the PMU, with support to the PIU. The PMU is headed by a Project Director. The PIU is headed by a Chairman and Managing Director, TNRIDC. The Project will be implemented under the responsibility of the PIU's Executive Director.

3. SCOPE OF SERVICES

The PMC shall be responsible for Project's planning, management, procurement, monitoring and successful implementation in coordination with TNRIDC, and for meeting Lenders' requirements. The scope of the PMC services shall be as outlined below, but not limited thereto.

3.1.1 Project Management

- i. Review all Project background documentation, become familiar with and categorize, including but not limited to planning, technical, baseline surveys, permits, various approvals and requirements, procurement, environmental and social, land acquisition and resettlement, economic, financial, financing, Lenders' requirements and interactions, and the various comments received.
- ii. Become familiar with Lenders' policies, requirements, and applicable documentation.
- iii. Develop and establish lines of communication with TNRIDC (PMU/PIU), consultants, Lenders and various internal and external agencies and stakeholders.
- iv. Establish project management systems and procedures to document and track information and documentation, share files, keep track of issues, follow-up and respond. An electronic system will be required in coordination with the PIU/PMU. The procedures and systems set up must meet Project expectations from the planning and procurement stage through construction and operations phase.

- v. Develop an overall Project quality management system and conduct audits and report accordingly.
- vi. Set up and regularly update a Project delivery program and schedule (resource and cost loaded) from planning, through permitting, procurement of services, goods, works, construction and operations.
- vii. Assist TNRIDC with financial planning, management, and reporting.
- viii. Interact with, monitor and manage consultants as directed.
- ix. Provide monthly project progress reports meeting TNRIDC and Lenders' requirements with respect to Project progress and activities.
- x. Review and update Resettlement Plans (RP)¹ as necessary in accordance with the agreed-upon Resettlement Planning Framework (RPF)², including entitlement matrix and compensation plan; coordinate with various agencies in preparing the procedures for timely land acquisition and disbursement of compensation to Project Affected Persons (PAPs).
- xi. Ensure Project consultations are carried out according to the Project consultation plan/strategy.
- xii. Conduct a social audit to confirm whether the land acquisition and resettlement activities have been in accordance with Lenders' policies, and subsequently prepare a social monitoring report.
- xiii. Assist TNRIDC to conduct detailed measurement survey and to implement the measures identified in the RP.
- xiv. Assist and monitor land acquisition, involuntary resettlement, compensation and other relevant activities being undertaken by TNRIDC and/or competent authorities in terms of compliance with conditions stated in the RPF, RP and AIIB's Social Policy.
- xv. Assist TNRIDC to implement the Gender Action Plan (GAP)³, developed by others. Identify any further adverse gender-specific impacts of the Project and update the GAP to mitigate the impacts. Develop methodology for monitoring, and monitor, Project benefits for the female population.
- xvi. Assist TNRIDC to implement the Vulnerable Peoples Action Plan (VPAP)⁴,

¹ Refers to AIIB's requirements.

² Refers to AIIB's requirements.

³ Refers to AIIB's requirements.

⁴ Refers to AIIB's requirements.

developed by others. Identify any further risks and adverse impacts of construction activities on the identified vulnerable population and update the VPAP. This will include meeting with selected vulnerable populations regarding their views and interests concerning the types of activities to be supported by the Project.

- xvii. Monitoring the implementation of the Environmental Management Plan and semi-annually prepare environmental monitoring reports in accordance with AIIB's requirements.
- xviii. Assist TNRIDC in maintaining an effective Grievance Redress Mechanism⁵ for PAP's and workers and in tracking and addressing complaints and grievances related to environmental, social and safety matters.
- xix. Prepare a monthly Social Monitoring Report upon commencement of Services until land acquisition and resettlement activities (including livelihood restoration programs) are completed. Social monitoring and reporting will be per Lenders' environmental and social requirements and templates. The monthly Social Monitoring Report shall be reviewed by TNRIDC first and then subsequently submitted to Lenders every three months as part of the overall Project progress reports upon commencement of Services. The reports shall continue throughout land acquisition and resettlement activities, including livelihood restoration programs, and until completion of the Project. Any adverse impact on the Project must be reported immediately.
- xx. Advise the TNRIDC in claims avoidance, and in evaluation and settlement of claims.
- xxi. Organize, attend and document meetings – internal, stakeholder, consultants, and with Lenders.
- xxii. Organise and review LA&RR related PAP data in the database software used by PIU/PMU.
- xxiii. Set up the PMC team and the necessary resources and appurtenances and become fully operational within 30 days of receiving the PMC notice to proceed.

3.1.2 Technical, Environmental, Social and Resettlement

- i. Review, comment, and address gaps in various reports.

^{5 5} Refers to AIIB's requirements.

- ii. Perform technical reviews, surveys and studies as directed such as, but not limited to, engineering, traffic and transportation, environmental, social, project affected persons, land acquisition, health and safety, economic, financial, permitting.
- iii. Produce various technical, environmental and social, and other reports and studies associated with the project.
- iv. Develop consultant and works terms of reference and specifications.
- v. Develop Project results monitoring framework and criteria and monitor and report on the framework.
- vi. Develop cost estimates and schedules.
- vii. Address technical queries during project development, procurement and construction.
- viii. Report as required by the TNRIDC and the Lenders.

3.1.3 Procurement

- i. Develop procurement documents (general and technical) through various stages of procurement for consulting, works and operations and maintenance compatible with TNRIDC's and Lenders' requirements.
- ii. Review and update the Project Delivery Strategy and Procurement Plan developed by the PIU/PMU.
- iii. Manages consultant and contractor appointments and contracts, including negotiations, service commencement, performance monitoring and reporting.
- iv. Manage and document the procurement process, which will include tracking and responding to queries from potential bidders.
- v. Ensure compliance with TNHD and Lenders' procurement requirements, and report accordingly.

3.1.4 Implementation

- i. Manage overall Project implementation, that includes consultancies, construction and operations.
- ii. Develop a quality management and reporting system for the Project.
- iii. Manage various consultants and contractors.
- iv. Provide technical, environmental, social and other expertise relevant to the Services.

- v. Receive, track, review and formally respond to consultant and contractor queries and submissions – including the EPC contract.
- vi. Address and track queries from various stakeholders, consultants, and contractors.
- vii. Provide monthly reports with respect to progress, schedule and budget, issues and remedies, quality, and various compliance requirements – such as for environmental, social, grievances, health and safety, financial, and other matters noted by TNRIDC and the Lenders.
- viii. Review reports and documentation required to be prepared by consultants and contractors, including, but not limited to, progress, quality, traffic, environmental management plans, health and safety, grievance redress mechanisms, testing and commissioning.
- ix. Review changes to scope, provide independent costing and impact evaluation on the schedule, finances and overall Project scope, and make recommendations to TNRIDC and assist TNRIDC in negotiations, and draft and finalize the required documentation for any changes.
- x. Represent TNRIDC in all Project testing and commissioning preparations, compliance and reporting.
- xi. Report of progress and compliance with Project results monitoring framework.
- xii. Ensure contract compliance for consultancies, construction, and operations.
Note: The TNRIDC will appoint contract supervision consultants for the civil works; however, the PMC will be responsible for overall Project management, compliance, quality, and delivery.
- xiii. Conduct all contract closeout activities to completion of construction.

3.1.5 Post Construction Phase

The PMC will provide expertise and assist TNRIDC (the PMU/PIU) to be prepared for post-construction and operations and maintenance phase of the Project, including for monitoring and audits. The PMC services include, but are not limited to, the following.

- i. Assist TNRIDC to be prepared in carrying out its post-construction obligations with respect to various construction contracts.
- ii. Assist in developing and implementing an effective and efficient post-construction, and operations and maintenance monitoring, performance audit, and reporting program, including meeting Lenders' requirements.

- iii. Assist in effective management of Project assets, including preparation and implementation of revenue generation modules, to ensure sustainability of the Project.
- iv. Advice and assist the PMU and PIU for achieving its road safety goals.
- v. Assist the PMU to prepare the Project completion and Loan closure reports meeting Lenders' requirements.
- vi. Advice and assist the PMU on managing the Project after completion / termination of the other consultancy contracts and works contracts.
- vii. Preparation of audit replies including queries raised under Right To Information Act, other Government bodies like Vigilance Commission, etc...

3.1.6 Training and Capacity building

- i. Assist in developing and implementing a training and capacity building program covering various categories of staff at TNRIDC.
- ii. Assist in the capacity building in environmental and social management through on-the-job training on environmental and social assessment techniques, mitigation measure planning and implementation, supervision and monitoring, and reporting.
- iii. Provide training in various aspect of road safety, current trends of highway engineering, different modes of contracts, dispute resolution, arbitration, conciliation, design aspects, and related topics as agreed by TNRIDC.
- iv. Provide hands on training in any external computer centre for at least 30 persons on MS Projects, Primavera, Auto CADD software.
- v. Assist TNRDC in the implementation of various training programs using local and national training institutions, and facilitate other knowledge transfer and capacity building activities, such as workshops and video conferencing.
- vi. Assist TNRDC with organizing domestic and international study tours relating to highway engineering, management and operations.
- vii. Support TNRDC in identifying the equipment and instruments required for surveys, technical investigations, quality assurance, project preparation and implementation, computing capacity; including introducing new related technologies.
- viii. Support TNRIDC in the procurement of the equipment and instruments.

3.1.7 Sustainable Procurement Requirements:

- i. The PMC will prepare a detailed report on the lessons learned on the implementation of this Project.
- ii. The PMC shall prepare a Project Procurement Strategy for future procurements based on this Project and other CPRR projects' and TNRIDC's capabilities.
- iii. The PMC shall prepare a report on sustainability of this Project and on requirements for planning and implementing procurement of highway projects.

4. TEAM COMPOSITION & REQUIREMENTS

Details of Man months of Key professional and their Sub professional staff

Table I : (The Key / Non Key experts input will be for a period of 36 months of construction and 12 months of post construction maintenance)

Sr. No	Name of Key Professionals	Nos	Total Person month
1	Team Leader cum Highway Infrastructure Expert	1	48
2	Procurement Specialist (Intermittent)	1	12
3	Highway Engineer (Intermittent)	1	3
4	Bridge Engineer (Intermittent)	1	3
5	Traffic / Transportation Engineer (Intermittent)	1	3
6	Environmental, health and safety Specialist (Intermittent)	1	24
7	Social Specialist (Intermittent)	1	24
8	Financial Expert (Intermittent)	1	12
9	Contract Management Specialist (Intermittent)	1	12
10	Legal expert – Civil Contracts (Intermittent)	1	12
11	Road Safety Expert (Intermittent)	1	12
12	Training Specialist (Intermittent)	1	6
	Total Man Months- Key Professionals		171
Sr. No	Name of Sub Key Professionals	Nos	Total
1	Records Management Specialist (Continuous)	1	48
2	Computer Data Operator (Continuous)	2	96
3	Field Assistant – Social & Resettlement (Continuous)	1	48
4	Field Assistant – Environmental (Continuous)	1	48
5	Site Civil Survey Crew (Intermittent)	1	6
	Total Man Months		246