



Andhra Pradesh Capital Region Development Authority  
Lenin Centre, Vijayawada

**Terms of Reference and Request for Quotation (RfQ)**

**Consultancy Services for Concurrent Monitoring of  
Resettlement and Livelihood Action Plans**

Contact for this RFQ  
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## Background

1. The Amaravati Capital City has an area of 217.23 sq. km and is spread across 24 villages and part of Tadepalli Municipality in 3 mandals (Thulluru, Mangalagiri and Tadepalli) of Guntur district. Currently about 1.5 lakh population is residing in the city. Amaravati is envisioned to be not only a government administrative city but also an economic hub. The vision is to develop Amaravati as the global economic hub and emerge as global destination of people, investments, jobs endowed with world's best infrastructure. The land required for the development of Amaravati is procured under land pooling scheme under the APCRDA Act 2014, and acquired under LA &RR Act, 2013.

2. The development objectives of the proposed India Amaravati Sustainable Capital City Development Project (the "Project") are to "provide select urban infrastructure in designated locations of Amaravati Capital City and to develop capacity of its urban governance institutions".

3. The ASCCDP will have three main components: (i) Basic Urban and Pro-poor Infrastructure Component - this would include critical road infrastructure and utility corridors, as well as upgradation of village infrastructure (water, sewerage, village roads, connectivity to trunk infrastructure, etc.); (ii) 'Green / Climate Resilient' Urban Investments Component comprising flood mitigation, sewerage system and solid waste management system for the city of Amaravati; and (iii) Technical Assistance Component.

## Purpose and Objectives of the Concurrent Monitoring & Evaluation

4. Concurrent monitoring is an integral part of Resettlement and Livelihood Action Plans implementation to provide feedback on ongoing basis to improve the implementation outcomes and elicit the views of PAPs and other concerned on the compensation and support received by them to make alterations if needed. The RAP will be implemented by regional unit of LARR units of APCRDA headed by Land Acquisition Officers / Competent Authorities and supported by NGOs. The Livelihood plans are implemented by the Social Development Department of APCRDA.

5. The objectives of this assignment are to: (a) assess and report the implementation progress of RAPs and Livelihood restoration plans; (b) monitor the implementation schedules and targets of various activities; and, (c) undertake periodical satisfaction and evaluation studies to seek feedback and views from the PAPs and other stakeholders.

## Scope of the Concurrent Monitoring & Evaluation

6. The scope of this assignment includes but not limited to the following tasks.

### Concurrent Monitoring

- a) Undertake supervision of RAP implementation to ascertain delivery of compensation and entitlements to PAFs and PDFs in accordance with the provisions and procedures of RPF and RAP;
- b) Advise and guide the NGOs who are supporting APCRDA in implementation of RAP;

- c) Verify that livelihood restoration measures listed in Vulnerable Families Livelihood Action plan are implemented and assess their effectiveness and implementation outcomes
- d) Verify whether the land acquisition, compensation and other related land acquisition tasks are proceeding as per applicable of RPF/RAPs and assist the implementing agency to address any gaps/shortcoming in implementation;
- e) Undertake reviews on behalf of APCRDA of all documents and reports related to land acquisition and resettlement received from NGOs/ consultants and advise the APCRDA for taking appropriate decisions on such reports;
- f) Verify that MIS is working appropriately to track the progress and provide recommendation for its improvement;
- g) Verify the compliance with the certification issued by concerned officer prior to handing over of the milestone stretches to the contracts confirming the completion of land acquisition, payment of compensation, mitigation of resettlement impacts and reconstruction of community properties in the respective stretches;
- h) Ensure synchronization of R&R implementation with civil works timetable to avoid time and cost over runs. This should be done in close co-ordination with the construction supervision consultants; and ADC;
- i) ascertain how the displaced families have made the alternative arrangements for their relocation and provide support as needed and the post resettlement support received by them;
- j) Review of internal monitoring activities, records and reports to verify compliance with commitments in the RAP/livelihood documents and, identify problematic areas in RAP implementation and suggest ways of resolving those. .
- k) Review the progress in unskilled jobs provided by the contractors to the local people;
- l) Tracking and reporting progress in skill upgrading and employment placement among those received skill training among both land less and other families;
- m) Reporting on grievance handling outcomes. The consultants should meet sample of people who appealed to GRMs to assess their views on the outcome of GRM decisions.;
- n) Undertake field visits to interact with the PAFs and PDFs and beneficiaries of livelihood program to report their feedback on receipt of compensation and assistance received by them and propose any measures required to improve the implementation process.
- o) document the good practices and lessons learned during implementation of RAP and livelihood restoration plans.
- p) report on the progress in key result indicators related to social impacts outlined in the World Bank's PAD and RAPs/RPF;
- q) Review and report on the implementation of LPS related actions;
- r) Verify the quality and suitability of replaced community assets affected by the project.
- s) The consultants will also review the progress in implementation of Citizen committee recommendations and report in their report. As needed they will as interact with citizen committee to understand and reflect their views in addressing the issues of project.
- t) Any other tasks that is necessary in realizing the objectives of the assignments.

#### **Intermittent impact Evaluation and annual satisfaction surveys**

- u) Undertake annual satisfaction surveys based on a reasonable sample size to report on the satisfaction level of PAPs and other stakeholders on the receipt of compensation,

resettlement assistance, support under livelihood restoration plan, and various benefits including pension and annuities

- v) The yearly intermittent impact evaluation should assess the changes in living standards against baseline values, level of satisfaction with various services and support provided and suggest remedial measures if needed for improve the living standards.
- w) The consultants will assist APCRDA to hold semi-annul consultations with stakeholder and report the outcome of such consultations;

### **Methodology:**

7. The consultant should use rapid assessments, sample checks, consultations, discussions, meetings, interviews, etc. The report should reflect t the view and concerns of the PAPs and other stakeholders in the implementation the project. The visits to the project sites should be undertaken in each quarter to interact and hold consultations/meetings to understand their concerns and feedback on the implementation of RAP/Livelihood plan and summaries the outcome in the periodical reporting. The annual Satisfaction and impact evaluation studies should be carried out among sample households and focus group consultations should be held. The Quarterly Progress Reports should be submitted within 30 days of end of each calendar quarter. The annual survey and evaluation reports studied should be held and completed during last quarter of each calendar year. The reporting should include, gender disaggregated data on various aspects of implementation outcome.

### **8. Reporting: The Consultants shall submit the following reports:**

- a) Inception Report detailing the methodology, approach and deployment of resources, etc.
- b) Eight Quarterly reports
- c) Two Annual Satisfaction and intermittent impact Evaluation Reports Reports; and
- d) Final closure report outlining the experience, lesson learned, etc.

9. The consultant shall submit the following reports. All reports should be submitted in hard copy and soft copy in MS Word for easy transmission. All the draft reports will be reviewed by the Report Evaluation committee of APCRDA within a week of submission of the reports and the comments need to be incorporated in the final version. The reports will also be reviewed by the World Bank and interact with the World Bank Team during their supervisionmiisosns. .

### **Time and Composition of consultant Team:**

10. This assignment is for Two years. The monitoring Consultant team should have 3 key professionals and other support staff as needed with a mix of men and women. The team should have experience in resettlement issues, consultations and community development, land acquisition., livelihood program, etc. The support team shall have experience and familiarity with the prosed assignment.

- 1. **Team Leader cum Social Development Expert:** S/he should be Post-graduate or Doctorate in social science with at least 12 years of experience in the field of social development and land acquisition issues. S/he should have monitoring and evaluation experience of more than 5 projects and should have held responsible positions in the previous assignments including as Team leader. S/he should

have adequate managerial skill and should be conversant with the region and the local language.

2. **R&R cum Land Acquisition Expert:** This person should be preferably a retired revenue official who has handled the land acquisition and familiar with the issues associated with land acquisition, R & R and community development. S/he should have adequate knowledge of computers and should be conversant with the region and the local language.
3. **Livelihood Expert.** This person should have experience in designing, implementation and monitoring of livelihood programs;

#### **Data, Services and Facilities to be provided by the Client**

11. The APCRDA will provide to the Consultants the copies of the RAP/PAPs Census, the strip plan of final design and any other relevant reports/ data prepared by the TA consultants & NGO's. All facilities required in the performance of the assignment, including office space, office stationery, transportation and accommodation for staff of the Consultants shall be arranged by the Consultants itself. The Consultants should have local office in Vijayawada / Amaravati to have better co-ordination.

#### **Payment Schedule**

12. The payment will be made on successful completion of key tasks as given below. Based on the recommendations of the Report Evaluation Committee, APCRDA, Vijayawada will make payment to the Consultant/ NGO.

<b>Sl. No</b>	<b>Task</b>	<b>% payment</b>
1	Inception Report	10%
2	QPR for 1 <sup>st</sup> , 3 <sup>th</sup> and 5 <sup>th</sup> quarters and 7 <sup>th</sup>	15% each
3	2 Annual Survey report	20%
4	Final Report	10%

13. The last date for receipt of RFPs is 30<sup>th</sup> November 2018 through email to [naresh.p@apcrda.org](mailto:naresh.p@apcrda.org) or by post / courier addressed to:

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