

Terms of reference (ToR) for the procurement of services

CONFIDENTIAL

Terms of reference (ToR) for procurement of services for ‘Gender inclusion in the integrated water resource management sector within the Ganga Basin’	Project number/ cost centre: G-012099-001
	Tender number 7000023041

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0. List of abbreviations

AVB	General Terms and Conditions of Contract for supplying services and work
CB	Capacity Building
DGC	District Ganga Committee
DGP	District Ganga Plan
DPWG	District Planning Working Group
E-Flow	Environmental Flows
EU WFD	European Water Framework Directive
GoI	Government of India
IRBM	Integrated River Basin Management
MoJS	Ministry of Jal Shakti
NIUA	National Institute of Urban Affairs
NMCG	National Mission for Clean Ganga
PoM	Programme of Measures
RBM	River Basin Management
RBO	River Basin Organisation
RMC	Rishikesh Municipal Corporation
SGR	Support to Ganga Rejuvenation
SHG	Self Help Group
SMCG	State Mission for Clean Ganga
SOP	Standard operating Procedure
SMCG	State Mission for Clean Ganga
SWM	Solid Waste Management
ToC	Table of Contents
ToR	Terms of reference
UK	Uttarakhand
UP	Uttar Pradesh
URMP	Urban River Management Plan
WP	Work Package

1. Context

1.1 Brief information on the project

As the longest river in India, the Ganga drains a massive basin, supports over a tenth of the global population, sustaining over 500 million people and contributing to one-third of the country's surface water resources. Despite its significance, the river faced severe pressures from untreated sewage, agricultural runoff, excessive water extraction, climate change impacts, rapid urbanisation, and multi-layered governance structures. To address these and other similar challenges, the Government of India launched the 'Namami Gange programme', implemented by the National Mission for Clean Ganga (NMCG). Initially established as a society in 2011, NMCG was granted regulatory authority in 2016, enabling it towards more effective steering of river rejuvenation efforts and to progress towards becoming a fully functional River Basin Organisation (RBO).

The holistic and integrated strategic approaches that address water in general and river basins in particular, consider not only the problem of the wastes generated by human settlements, but also from industrialisation, disproportionate water withdrawal, solid waste disposal and bank degradation. The implementation of measures for these have now begun and need to be upscaled widely. The country's national institutions have also recognised the problem and have started developing integrated solutions, however, these have not yet fully translated into practical planning, coordination and steering mechanisms with the states being fully involved in the effort. In this context, international experience, gathered in Germany and the EU member states for example, is being considered more and more. A well-coordinated implementation by the national actors together with the concerned states could benefit e.g. from the experiences gained with the European Water Framework Directive (EU WFD) and its Common Implementation Strategy as well as other water-related directives.

The Indo-German Technical Cooperation (TC) on rejuvenation of the river Ganga started taking shape in the year 2014/2015. In the light of the Namami Gange Mission, the Government of India requested German support for this challenging task, building on ongoing cooperation on various aspects of water resource management. In 2015, GIZ was commissioned by the German Federal Ministry of Economic Cooperation and Development (BMZ) to implement Phase 1 of the "Support to Ganga Rejuvenation" project. The cooperation is based on the common understanding that Ganga Rejuvenation is a complex challenge and that a successful intervention prerequisites a holistic approach. As part of the India-EU Strategic Partnership, the European Union (EU) and India established the India-EU Water Partnership (IEWP) in 2015. It was set-up to consolidate the political and strategic framework for a more coherent and effective cooperation between the EU and India on water management issues. Building on the collaborative efforts since 2015, GIZ, has been commissioned to implement the Phase III of the Support to Ganga Rejuvenation project in conjunction with the "India-EU Water Initiative, Phase 3 (IEWI Phase 3 of Action under India EU Water Partnership)" that is co-financed by the EU and BMZ.

The main implementation partners from the Indian side are the National Mission for Clean Ganga (NMCG) (including the state arms i.e. State Missions for Clean Ganga), Central Water Commission (CWC) and Central Ground Water Board (CGWB), Brahmaputra Board. Measures at regional level target the states of Uttarakhand, Uttar Pradesh, Bihar, West Bengal

and Barak River Basin states (Meghalaya, Manipur, Mizoram, Assam, Tripura, and Nagaland). The project brings together governments, institutions, businesses, and other key stakeholders for the promotion of innovative approaches and the systematic implementation of existing policies as well as the elaboration of new policies and/ or legislation on water protection, benefitting from the EU's longstanding experiences and vast know-how in water and river basin management. Gender and Climate remain two important overarching issues across the project.

SGR project's key components include

1. *Institutional strengthening* of NMCG and the State Mission for Clean Ganga (SMCG) towards applying integrated river basin planning and management approach.
2. Strengthening of river basin and district level institutions for *implementation of river rejuvenation measures* as defined in River Basin Management (RBM) and District Ganga Plans (DGPs)
3. *Capacity Building* of stakeholders and Improvement of coordination for planning and upscaling RBM approaches at basin and district/local levels
4. *Specific technical approaches* for river basin management in terms of developing *State specific Policies* on Safe Reuse of Treated Water in Uttarakhand and Uttar Pradesh.
5. Cross-cutting aspects of *Communication and Public Outreach*
6. Overarching issue of *Climate change and Gender inclusion* in Ganga Rejuvenation and Water conservation efforts.

1.2 Background and rationale

GIZ-SGR, in cooperation with NMCG (including SMCGs) and stakeholders at the state as well as district-level, has been working on different interventions as mentioned above. Water and sanitation underpin sustainable development and are recognized as human rights. As a 'super-connector', water links health, food security, ecosystems and climate resilience. Fewer than 50 countries have laws or policies that specifically mention women's participation water resources management. ([UN-Water, 2021](#)). In 2023, about 15% of countries still had no mechanisms to ensure effective participation of women and parity in decision-making and technical roles in water resources management. ([UNEP-DHI, GWP, UN Women, 2025](#)).

Women (including other vulnerable communities) are the primary victims of the impacts of water scarcity and climate change must have an important role in shaping the future of water. There is a need for a transformative, rights-based approach to solving the water crisis, where voices of women and other vulnerable groups are just not heard but noted and recognized. Investment in leadership roles for women (and other vulnerable groups) to make water a force for a healthier, more prosperous, gender-equal future that will benefit everybody is also required. Existing gender inequalities make women and girls particularly vulnerable to the effects of climate change, biodiversity loss and pollution. This poses unique threats to their well-being and limits their decision-making power and opportunities for contributing to climate mitigation and adaptation and economic transition. The persistent gap is largely driven by informal networking, selection norms, and nomination practices that favour men.

Gender Inclusion in the water sector with reference to Ganga rejuvenation

Achieving gender equality within the water domain is critical for the accomplishment of standing international gender and water-related commitments, including those enshrined in the 2030 Agenda on Sustainable Development - in particular, SDG 5 (gender equality) and 6 (water and sanitation for all). UNESCO highlights that the global water crisis is aggravated by gender inequalities and the persistent lack of gender-disaggregated water data. Without data, it is more difficult for policymakers to fully understand how water issues affect different groups, slowing progress toward gender equality in the water sector. Development and Implementation of plans at the National, Basin, District and Urban scale *i.e* River Basin Management Plans cannot be fully productive until and unless all sections of the society participate and contribute and unless the plans take in account the needs of the entire society including women and other vulnerable groups.

Three major obstacles hindering the progress on gender inclusion are:

- First, lack of specific implementation plans, capacity, funding, and intent to operationalize gender mainstreaming frameworks resulting in "gender-blind" policies that fail to account for women's specific needs
- Second, the absence of gender-disaggregated and intersectional data that limits effective monitoring and accountability. This data
 - *Reveals hidden disparities:* Combined statistics can mask inequalities. For example, national employment rates might look high, but separating the data by gender often reveals gaps
 - *Drives evidence-based policy:* It allows governments and organizations to design targeted interventions such as financial inclusion programs or healthcare access initiatives that actually address the specific barriers women or marginalized groups face.
 - *Important for monitoring:* It is a vital tool for tracking global targets like the UN Sustainable Development Goals, particularly SDG 5 on gender equality.
- Third, women remain underrepresented in decision-making and technical roles within water resources management making up only about 28% to 30% of the workforce and hold as low as 15% to 20% of executive positions. This pervasive gap hinders organizational efficiency and economic growth.

Potential needs: Understanding of the situation in the basin, challenges gaps in gender inclusion

- a. A continued dialogue with Partners and key stakeholders on the way forward for gender
- b. An overview of gender disparities, capacity gaps/training needs, in the target districts for the 4 states.
- c. Conduction of identified training events, awareness sessions and structured dialogue series with women groups '*women and water dialogues*'.
- d. Development of a strategy for national and state-level on gender inclusion taking into consideration the government policies and schemes.

1.3 Gender Inclusion

In above context, GIZ, under its bilateral cooperation project Support to Ganga Rejuvenation (SGR) intends to avail the services from a suitable firm to develop and implement a framework and action plan for gender inclusion in Uttarakhand, Uttar Pradesh, Bihar and West Bengal. This will essentially focus on current situational assessment, identification of challenges, barriers and gaps and development of a framework and implementation of the same. The experiences will be documented as knowledge products/toolkits/guidance documents for scale-up or replication. The initiative also aims to establish a process and strategy for gender inclusion that can be seamlessly embedded into the project thematic areas as much as possible in alignment with the government schemes and policies for women empowerment and inclusion and the broader Namami Gange mission for the rejuvenation of the Ganga and its tributaries.

The SGR project in cooperation with the NMCG and SMCGs (Uttarakhand, Uttar Pradesh, Bihar and West Bengal) intends to put together an effective strategy for gender inclusion in the water sector with a focus on women and other vulnerable groups applicable at the National as well as State level. In the process of doing that, it aims at development and implementation of a prioritised set of interventions relevant to Ganga rejuvenation. This would include capacity building measures on gender, awareness measures and women and water dialogues which will provide strength to the policy. The aim is also to embed and integrate gender into the technical areas bringing in the need for collection of gender disaggregated data and proper monitoring mechanisms.

It is in light of the above, GIZ intends to engage a consulting firm to plan and implement interventions to support gender inclusion, gender integration and gender mainstreaming within the water sector, particularly within the scope of the project implementation in the states of Uttarakhand, Uttar Pradesh, Bihar and West Bengal in alignment with the schemes and policies with respect to women empowerment in India.

Objectives

- Mainstreaming of gender within the SGR project and its components including documentation, outreach, training workshops and implementation of technical measures towards inclusion of women and other vulnerable groups.
- Mainstreaming of gender in partner organisations at the National, state and district level *i.e.* NMCG / SMCGs (Uttarakhand, Uttar Pradesh, Bihar and West Bengal) and 2 specific districts for embedding gender inclusion within the organisational processes and their interventions through strategic outreach and awareness.
- Training of NMCG / SMCGs (Uttarakhand, Uttar Pradesh, Bihar and West Bengal) and 2 identified districts on the process and approach for inclusion *e.g.* collection of gender disaggregated data, elimination of hiring biases, setting up enabling mechanisms, inclusive communication and collection and monitoring of gender data.

The assignment will support the gender inclusive participation in the domain of water by collaborating with stakeholders, strengthening institutions, and promoting community engagement. This will help in empowering women (including other vulnerable groups) and

encourage equal participation of women in decision making leadership roles towards sustainable water resource management.

The consultant team in consultation with GIZ nodal person will take up the following tasks under the 4 work packages as given in chapter 2 together with GIZ.

2. Tasks to be performed by the contractor

The broad scope of work covers:

- **Mainstreaming of gender within the project:** Assessment of the SGR components and documents to embed gender integration within the project and conduct a one-day awareness-cum-training module on gender integration
- **Gender inclusion in national and state level partners towards mainstreaming:** Develop training modules and awareness sessions based on a contextual framework for the national and district-level partners.
- **Gender inclusion within district-level stakeholders:** Implement the framework developed for training modules and capacity-building ensuring gender inclusion and collection of gender-disaggregated data.

The contractor is responsible for providing the following specific services:

The Contractor may be a single firm or a consortium of two consulting firms with a Team of Experts to cover all tasks.

Work Package 1. Mainstreaming of gender within the SGR project components

A study of the SGR project components for gender inclusivity. Analysis of project intervention and review of 4-5 documents (upto 600 pages) ensuring gender inclusivity. Development and conduction of one full day awareness-cum-training session on gender inclusion for the project team.

Key Activities:

Analyse the key interventions / documents of the SGR project components including documentation and implementation of technical measures towards inclusion of women and other vulnerable groups. Review about 4-5 important documents from a gender lens (upto 600 pages) to ensure gender inclusion. A one-day awareness-cum training session on gender-inclusion including tools and approaches to ensure gender inclusion. Synthesise the learnings from different project components into compilation of good practices for gender inclusion.

Deliverables/Results:

D1.1: A review of the SGR project components for assessing the status of gender inclusion and aligning with the gender mainstreaming approaches including monitoring.

D1.2: A review of 4-5 important documents from a gender lens for inputs to be incorporated in 4-5 important documents (upto 600 pages) and recommendations compiled as a pocket handbook on gender consideration.

D1.3 A one-day awareness-cum training session on gender-inclusion including tools and approaches to ensure gender inclusion

D1.4 Crystallise the pointers to be considered while carrying out project activities and project related documentation/communication from a gender lens into a brief guidance booklet

Work Package 2. Awareness and training of national and state-level partners (NMCG / SMCGs in Uttarakhand, Uttar Pradesh, Bihar and West Bengal) on gender inclusion

A gender-based rapid survey in each of the 4 states to assess the level of inclusion of women and the barriers affecting women's participation in the water sector with specific reference to Ganga Rejuvenation. This will mostly be desktop study. Develop a framework for awareness sessions and training modules ensuring gender inclusion and collection of gender-disaggregated data and implement the same.

Key Activities:

Conduct a gender-based rapid survey to identify the extent of inclusion of women, challenges affecting women's participation and identify key thematic areas in the water sector with specific reference to Ganga Rejuvenation. Develop a comprehensive, locally contextualized series of target-specific capacity building sessions, using a gender inclusive approach taking into consideration the overall scope of Ganga Rejuvenation. This will include design and development an PR material for capacity building sessions customized for the target groups. Conduct 4 awareness sessions and 4 training programmes.

Deliverables/Results:

D2.1: A rapid gender-based analysis report for the 4 states including current situation, challenges and barriers.

D2.2: Development of a contextualised and well-curated awareness and training framework for National and state level partners.

D2.3: Development and implementation of specific awareness sessions on gender inclusion (upto 4) for the SMCGs and NMCG.

D2.4: Development and implementation of well curated and target group appropriate training modules (upto 4) on gender inclusion for the SMCGs and NMCG.

Work Package 3. Strategic outreach and awareness to sensitise District-level stakeholders on gender inclusion for embedding gender inclusion within the organisational processes and their interventions through strategic outreach and awareness

Planning and implementation of training modules (2), awareness sessions (2) and women and water dialogues (6) on gender inclusion.

Key Activities:

Development and implementation of the target-group specific awareness sessions in the form of simple, inclusive and engaging sessions and target-group based and contextualised specific training modules based on the challenges and gaps identified during gender analysis. Conduction of upto 6 women and water dialogues – Uttarakhand, Uttar Pradesh, Bihar and West Bengal.

Deliverables/Results:

D3.1: Develop simple, inclusive and engaging target-group implementable framework for 2 district-level awareness sessions, 2 training modules and 6 women and water dialogues.

D3.2: Conduct the 2 target-group specific awareness sessions and 2 training modules for women (including other vulnerable groups) on gender inclusion.

D3.3: Develop and implement a series of 6 women and water dialogues

D3.4: Develop an illustrated booklet on gender inclusion tools and approaches for the water sector, leading to a holistic and integrated river basin management approach.

Support/Facilities to be provided by GIZ

All the services described above will be implemented in close coordination with GIZ nodal person.

- GIZ will facilitate the meetings and coordination with NMCG, SMCGs, other stakeholders and other experts/consultants as required.
- GIZ will provide access to a MS Teams workspace for sharing documents and virtual exchanges.
- GIZ will organise the inception/kick-off meeting and the dissemination workshop with the government partners.
- GIZ will facilitate for identification of appropriate venues and facilities for the trainings, awareness events and dialogues with women groups.

Certain milestones, as laid out in the table below, are to be achieved during the contract term:

Milestones

Milestones/process steps/partial services	Deadline/place/person responsible
Inception Meeting with GIZ, Report & Work Plan (Covering scope, timelines and milestones)	Within 1 week of signing of Contract 2026 / online / , Consultant team/GIZ
A review of the SGR project components for assessing the status of gender inclusion and aligning with the gender mainstreaming approaches including monitoring.	November 2026 / Home-based / Consultant
A review of 4-5 important documents from a gender lens for inputs to be incorporated in 4-5 important documents (upto 600 pages) and recommendations compiled as a pocket handbook on gender consideration	November 2025 / Home-based / Consultant
Gender-based rapid survey (UK and UP)	December 2026 / Home-based / GIZ, Consultant
Gender-based rapid survey (Bihar and West Bengal)	January 2026/ Home-based / GIZ, Consultant

A one-day awareness-cum training session on gender-inclusion including tools and approaches to ensure gender inclusion	February 2027/ Uttarakhand and Uttar Pradesh / GIZ, Consultant
Development of a brief guidance booklet to help develop documentation/communication that has passed through a gender lens	March 2027 / Consultant in consultation with the project nodal
A rapid gender-based analysis report for the 4 states including current situation, challenges and barriers.	March 2027 / Consultant
National/State-level: A contextualised and well-curated awareness and training framework for National and state level partners.	March 2027 Delhi / GIZ, Consultant
Develop and implement specific awareness sessions on gender inclusion (unto 4) for the SMCGs and NMCG.	April 2027 – December 2027/ UK, UP, Bihar, West Bengal/ GIZ, Consultant
Develop and implement well curated and target group appropriate training modules (upto 4) on gender inclusion for the SMCGs and NMCG.	June 2027 – December 2027 / Delhi / GIZ, Consultant
District-level: A simple, inclusive and engaging target-group implementable framework for 2 district-level awareness sessions, 2 training modules and 6 women and water dialogues.	June 2027 – December 2027/ Delhi / GIZ, Consultant
2 target-group specific awareness sessions and 2 training modules for women (including other vulnerable groups) on gender inclusion	June 2027 – December 2027/ UK, UP, Bihar, West Bengal / GIZ, Consultant
A series of 6 women and water dialogues	June 2027 – December 2027/ UK, UP, Bihar, West Bengal / GIZ, Consultant
An illustrated booklet on gender inclusion tools and approaches for the water sector, leading to a holistic and integrated river basin management approach.	June 2027 – December 2027/ Delhi / GIZ, Consultant
Dissemination event	January 2028 GIZ

Period of assignment: from **October 2026** until **20th Feb 2028**.

3. Eligibility Requirements

Bidder must meet the below criteria:

- I. Commercial Eligibility Assessment
 - Bidder must be legally registered entity of India
 - Declaration must be submitted as per document 4.1
 - If participation in consortium, please follow guidelines described in document 4-bidding condition.
 - The average turnover must be 36.000 Euros in the last three financial years. Refer [InforEuro, the exchange rate of the Euro currency](#) for current rates.
 - The average no. of employees and managers must be 5 in the last 03 calendar years.

II. Technical Eligibility Assessment

At least 02 reference project in the technical field of solid waste management in project in implementation at ground level in India in last 36 months

III. Weighted Criteria

1. Technical Experience
 - Collecting baseline information through desktop and physical surveys on gender inclusion.
 - Development of Outreach and awareness framework as well as Capacity Building framework for the water sector on gender inclusion.
 - Implementation of a structured Awareness and Capacity Building plan towards gender inclusion.
 - Documentation of the experiences, knowledge management and development of a toolkit/guidance for scale-up/replication.
2. Regional Experience- India
3. Experience of development projects.

4. Concept

In the tender, the tenderer is required to show *how* the objectives defined in Chapter 2 (Tasks to be performed) are to be achieved, if applicable under consideration of further method-related requirements (technical-methodological concept). In addition, the tenderer must describe the project management system for service provision.

Note: The numbers in parentheses correspond to the lines of the technical assessment grid.

Technical-methodological concept

Strategy (1.1): The tenderer is required to consider the tasks to be performed with reference to the objectives of the services put out to tender (see Chapter 1 Context) (1.1.1). Following this, the tenderer presents and justifies the explicit strategy with which it intends to provide the services for which it is responsible (see Chapter 2 Tasks to be performed) (1.1.2).

The tenderer is required to present the actors relevant for the services for which it is responsible and describe the **cooperation (1.2)** with them. The tenderer describes the presentation and interaction between the relevant actors/stakeholders in in the contractor's area of responsibility (1.2.1); Strategy for establishing cooperation and then cooperating with the relevant actors/stakeholders (1.2.2).

The tenderer is required to present and explain its approach to **steering** the measures with the project partners (1.3.1) and its contribution to the **results-based monitoring system** (1.3.2).

The tenderer is required to describe the key **processes** for the services for which it is responsible and create an **operational plan** or schedule (1.4.1) that describes how the services according to Chapter 2 (Tasks to be performed by the contractor) are to be provided. In particular, the tenderer is required to describe the necessary work steps and, if applicable, take account of the milestones and **contributions** of other actors (partner contributions) in accordance with Chapter 2 (Tasks to be performed) (1.4.2).

The tenderer is required to describe its contribution to knowledge management for the partner (1.5.1) and GIZ and to promote scaling-up effects (1.5.2) under **learning and innovation**.

Project management of the contractor (1.6)

The tenderer is required to explain its approach for coordination with GIZ project. In particular, the project management requirements specified in Chapter 2 (Tasks to be performed by the contractor) must be explained in detail. (1.6.1)

The tenderer is required to draw up a **personnel assignment plan** with explanatory notes that lists all the experts proposed in the tender; the plan includes information on assignment dates (duration and expert days) and locations of the individual members of the team complete with the allocation of work steps as set out in the schedule. (1.6.2)

The tenderer is required to describe its backstopping concept. The following services are part of the standard backstopping package, which must be factored into the fee schedules of the staff listed in the tender 1.6.3

- Service-delivery control
- Managing adaptations to changing conditions
- Ensuring the flow of information between the tenderer and GIZ
- Assuming personnel responsibility for the contractor's experts
- Process-oriented steering for implementation of the commission
- Securing the administrative conclusion of the project

Further requirements (1.7)

Ensure safe and scientific waste management adopting a gender inclusive approach for the assignment.

5. Personnel concept

The tenderer is required to provide personnel who are suited to filling the positions described, on the basis of their CVs (see Chapter 7), the range of tasks involved and the required qualifications.

The below specified qualifications represent the requirements to reach the maximum number of points in the technical assessment.

Team Leader -cum – Key expert 1 (Gender Expert)

Tasks of the team leader-cum- Expert 1

- Overall responsibility for the advisory packages of the contractor (quality and deadlines)
- Coordinating and ensuring communication with GIZ, and others involved in the project
- Personnel management, planning and steering of the work and supporting the short-term pool of experts
- Regular reporting in accordance with deadlines
- Work closely with other Experts and pool of Experts
- Conducting training workshops with support from short-term expert
- Monitoring of the training, awareness events and women and water dialogues
- Contribute to the review of key documents from a gender lens

- Participate in review and other meetings with GIZ
- Contribute towards the development of knowledge products/toolkits
- Review of report(s), knowledge products/toolkits, documentation
- Reviewing and finalization of all training and awareness material
- Any other task required for successful implementation of the assignment

Qualifications of the team leader-cum-key expert 1

- Education/training (2.1.1): Master's degree in Gender studies, Sociology or related discipline
- Language (2.1.2): Proficiency in Hindi and English both written and spoken
- General professional experience (2.1.3): 07 years of professional experience in gender inclusion / gender mainstreaming with preferably with reference to water conservation/river rejuvenation and project management (incl. capacity building and M&E). sector
- Specific professional experience (2.1.4): 04 years in implementing gender inclusion/gender mainstreaming projects in India (preferably Uttar Pradesh and Uttarakhand/ Ganga basin) with good knowledge of Namami Gange Mission.
- Leadership/management experience (2.1.5): 02 years of management/leadership experience as project team leader or manager in a company
- Regional experience (2.1.6): 04 years of experience in water related gender projects in India
- Development cooperation (DC) experience (2.1.7): 01 years of experience in DC projects

Key expert 2 – Outreach and Awareness Expert

Tasks of Expert 2

- Lead Awareness generation events (planning and implementation) within the contract
- Participate in planning and review meetings
- Contribute towards developing standard outreach content and relevant knowledge product(s)
- Planning of outreach events, scheduling and implementation of the same
- Reviewing and finalization of all outreach material, inputs in knowledge products and other documents
- Work closely with pool of Experts/target groups for outreach
- Any other task required for successful implementation of the assignment

Qualifications of key expert 1 (Outreach and Awareness Expert)

- Education/training (2.2.1): Master's degree in communications, social sciences, Community Development, Gender Studies, or any other related field
- Language (2.2.2): B2 -level language proficiency in Hindi and English
- General professional experience (2.2.3): 5 years' experience in community mobilization, IEC/ behaviour change, river rejuvenation and gender-inclusion/mainstreaming.
- Specific professional experience (2.2.4): 3 years of hands-on experience in community engagement in India with knowledge of Water Conservation/River Rejuvenation and regional socio-cultural dynamics.

- Regional experience (2.2.6): 2 years of experience in projects in Ganga Basin (region)
- Development cooperation (DC) experience (2.2.7): 01 years of experience in DC projects

Soft skills of team members

In addition to their specialist qualifications, the following qualifications are required of team members:

- Team skills
- Initiative
- Communication skills
- Socio-cultural skills
- Efficient, partner- and client-focused working methods
- Interdisciplinary thinking

Short-term pool with 02 experts (1 for capacity building and 1 communications expert)

For the technical assessment, an average of the qualifications of all specified members of the expert pool is calculated. Please send a CV for each pool member (see below Chapter 7 Requirements on the format of the bid) for the assessment.

Tasks of the short-term expert pool

- The short-term pool of experts will support the Team Leader-cum expert 1 and Expert 2 and in planning and implementation of the trainings, awareness sessions and women and water dialogues as appropriate.
- This includes supporting the trainings on gender, support to awareness sessions and 'women and water dialogues.

Qualifications of the short-term expert pool (upto 2 experts)

- Education/training (2.6.1): University qualifications (Graduate) in Mass Communications, Gender studies /Social Sciences/Community Development /Capacity Development or related field
- Language (2.6.2): Proficiency in Hindi – both written and spoken
- General professional experience (2.6.3): 03 years of professional experience in Gender work, public outreach, women empowerment and capacity building at the grassroot level preferably related to gender inclusion and mainstreaming
- Specific professional experience (2.6.4): 02 year of professional experience in community engagement/ capacity building/ awareness with reference to gender in environmental aspects.
- Regional experience (2.6.5): 01 years of experience in India (preferably Ganga Basin) with socio-cultural knowledge of the region.

The tenderer must provide a clear overview of all proposed short-term experts and their individual qualifications.

6. Costing requirements

Assignment of personnel and travel expenses

Fee days	Number of experts	Number of days per expert	Total	Comments
Team Leader-cum Expert 1	1	65	65	Overall coordination of the contract Systematic gender-related interventions planning including training and capacity building workshops, awareness events and women and water dialogues in Uttarakhand, Uttar Pradesh, Bihar and West Bengal. Leading the training workshops. Review of documents from a gender lens and development of knowledge products.
Expert 2 (Awareness and Outreach Expert)	1	60	60	Systematic planning and delivery of target-group based awareness events on gender with the support of a short-term expert from the pool.
Short-term Expert Pool Short term pool of experts (upto 2 experts / awareness and capacity building experts)	2	100	100	The short-term expert should be gender expert. Some experience in developing and implementing gender trainings will be an added advantage.
Travel expenses	Quantity	Number per expert	Total	Comments
Per-diem allowance in country of assignment	40	2	80	Maximum of 80 per diem allowance for experts This will be paid on lump sum basis as per GIZ rules
Overnight allowance in country of assignment	40	2	80	Maximum of 80 overnight allowance This will be paid on the submission of evidence as per GIZ rules
Transport	Quantity	Number per expert	Total	Comments

Travel expenses (flights) Flights to Dehradun/Lucknow/Patna/Kolkata	2	20	40	Up to 40 return flights for all experts 12 Return flights for trainings (2 persons), 16 return flights for awareness sessions (2 persons) and 12 return flights for women and water dialogues (2 persons). This will be paid on actual basis as per GIZ rules, on submission of evidence
Travel Expenses (Road/Rail) Return	2	10	20	Up to 20 road/rail travel expense for all experts Connection to distant venues from the Airport
Local travels (airport/railway station pickups and drop)	2	160	320	Up to 320 airport/railway station pickups and drops for all experts Airport/railway station pickups and drop
Other travel expenses				
Transportation of women to the venue for the dialogues/events	10			For enabling transportation of women from their homes and back where required
Other costs	Number	Price	Total	Comments
Printing of training & PR materials	01			Upto 500 copies pamphlets A 4 size, banners 4 numbers This will be on lump sum basis. Paid on submission of evidence (IEC printed material, photographs.)
Compensation to CO ₂ emissions from air travel. Refer document 4.2 for Co2 emission offset guide	40			To be budgeted as 50 Euros per return flight Total 40 flights X 50 Euro= 2000 Euros
Flexible remuneration flexible remuneration towards organising additional workshop/trainings/other activities (in case				A budget of up to a maximum of 5% of the total budget may be included for flexible remuneration (against evidence)

needed) which are not mentioned above				towards any additional travels / accommodation for meetings. <u>Use of the flexible remuneration item requires prior written approval from GIZ.</u>
Training events at district level	02			These will be one day sessions (This includes cost towards sitting arrangement, audio-visuals, light snacks for up to 30 people) This will be on lump sum basis, paid on submission of evidence (session agenda, attendance sheet, photographs etc.) <u>Expenses for trainings at the state level will be organised by GIZ.</u>
Outreach activities and awareness sessions at district level	04			02 number of outreach activities This will be on lump sum basis. Paid on submission of evidence (pictures of outreach sessions/women and water dialogues, participants attendance sheet etc.) Upto 50 participants for each event <u>Expenses for outreach events at the state level will be organised by GIZ.</u>
d. Women and Water dialogues	06			06 number of women and water dialogues (duration of 3-4 hrs). This includes cost towards microphones/sound system, light snacks for upto 30 people) This will be on lump sum basis. Paid on submission of evidence (pictures of outreach sessions/women and water dialogues, participants attendance sheet etc.)

Workshops, events and trainings

The contractor implements the following orientation/trainings/events:

- *On-site capacity building sessions for state and district-level stakeholders in Uttarakhand, Uttar Pradesh, Bihar and West Bengal including representation from NMCG*

These will be structured target-group specific sessions (full day) on-site in the state of Uttarakhand. Uttar Pradesh, Bihar and West Bengal.

- (a) 4 sessions for SMCGs (one each in Uttarakhand. Uttar Pradesh, Bihar and West Bengal) respectively,
- (b) 2 sessions for district-level officials within specific districts in Uttarakhand and Uttar Pradesh.

These sessions will begin with a brief session gender awareness and will then cover the specific training for the topic relevant to the specific group covering specific tools like process of gender-disaggregated data collection.

Each batch will be upto 30 participants.

- *Awareness regarding gender inclusion*

Number of awareness activities (duration of 3-4 hrs). This will be for

- (a) 4 sessions for SMCG (one each in Uttarakhand. Uttar Pradesh, Bihar and West Bengal including representatives from NMCG,
- (b) 4 sessions for target groups like farmers, SHGs/entrepreneurs, NGOs, Ganga Box Teachers including representative district-level officials (one each in Uttarakhand, Uttar Pradesh, Bihar and Jharkhand)

This will target 50 participants per event

- *Women and Water dialogues*

Number of women and water dialogues - 6 (duration of 2-4 hrs).

Each batch will include upto 30 participants

All these activities/events will adopt a gender inclusive approach (including boys, men and other vulnerable groups) and sustainability criteria. Usage of environmentally sustainable materials is recommended.

Please describe in your concept how you implement the minimum standards specified above.

Sustainability aspects for travel

GIZ has undertaken an obligation to reduce greenhouse gas emissions (CO₂ emissions) caused by travel. When preparing your tender, please incorporate options for reducing emissions, such as selecting the lowest-emission booking class (economy) and using means of transport, airlines and flight routes with higher CO₂ efficiency. For short distances, travel by train (second class) or e-mobility should be the preferred option.

CO₂ emissions caused by air travel must be offset. GIZ specifies a budget for this, through which the carbon offsets can be settled against evidence.

All business travel must be agreed in advance by the nodal officer responsible for the project

7. Inputs of GIZ or other actors

GIZ and/or other actors are expected to make the following available:

All the services described above will be implemented in close coordination with GIZ state project coordinator in Uttar Pradesh and the relevant project team.

- GIZ will facilitate the meetings and coordination with SMCGs, other state and district level agencies and other experts/consultants as and when required.
- GIZ will provide access to a MS Teams workspace for sharing documents and virtual exchange.
- GIZ will organise the opening or kick-off and dissemination events/workshops with the partners towards the start and end of contract together with the consultants.

8. Requirements on the format of the tender

The structure of the tender must correspond to the structure of the ToR. In particular, the detailed structure of the concept (Chapter 4) should be organised in accordance with the positively weighted criteria in the assessment grid (not with zero). The tender must be legible (font size 11 or larger) and clearly formulated. It must be drawn up in English (language).

The complete tender must not exceed 12 pages (excluding CVs). If one of the maximum page lengths is exceeded, the content appearing after the cut-off point will not be included in the assessment. External content (e.g. links to websites) will also not be considered.

The CVs of the personnel proposed in accordance with Chapter 5 of the ToRs must be submitted using the format specified in the terms and conditions for application. The CVs shall not exceed 4 pages each. They must clearly show the position and job the proposed person held in the reference project and for what duration. The CVs are to be submitted in English (language).

Please calculate your financial tender based exactly on the parameters specified in Chapter 6 Quantitative requirements. The contractor/consultant is not contractually entitled to use up the days, trips, workshops or budgets in full. The number of days, trips and workshops and the budgets will be contractually agreed as maximum limits. The specifications for pricing are defined in the price schedule.