

Terms of reference (ToR) for the procurement of services below the EU threshold

CONFIDENTIAL

	Project number/
Consultancy services for conducting Pre-Feasibility Assessment for cost centre:	
Climate-Resilient and Gender-Responsive Urban Design and Infrastructure development – Kochi, Kerala	G-011597-003

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0. List of abbreviations

AMRUT	Atal Mission for Rejuvenation and Urban Transformation
AVB	General Terms and Conditions of Contract for supplying services and work
BGI	Blue Green Infrastructure
BMZ	German Federal Ministry for Economic Cooperation and Development
c-hed	Centre for Heritage, Environment and Development
CITIIS	City Investments to Innovate, Integrate and Sustain
CSML	Cochin Smart Mission Limited
DPR	Detailed Project Report
EU	European Union
GCC	Greater Chennai Corporation
GCDA	Greater Cochin Development Authority
GIZ	Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH
GoI	Government of India
KMC	Kochi Municipal Corporation
KSDMA	Kerala State Disaster Management Authority
LNOb	Leave-no-one-behind
MoHUA	Ministry of Housing and Urban Affairs
NAPCC	National Action Plan on Climate Change
NBS	Nature Based Solutions
O & M	Operations and Maintenance
PMAY	Pradhan Mantri Awas Yojana
RTPO	Regional Town Planning Office, Ernakulam District
SAPCC	State Action Plan on Climate Change
SBM	Swachh Bharat Mission
SCM	Smart Cities Mission
SDG	Sustainable Development Goals
SUDSC II	Sustainable Urban Development – Smart Cities II
TP	Thevara-Perandoor Canal
ToR	Terms of reference
ULB	Urban Local Body

1. Context

The rapid urbanisation of India is likely to continue and further intensify in the future. The current trends indicate that over half of the country's population will live in cities by 2050, which will further increase the current challenges of basic service provision of water supply for the citizens, the risk of disasters and the effects of climate change. The Government of India (GoI) has responded to the problem by initiating and implementing various reforms, programmes, and missions such as Atal Mission for Rejuvenation and Urban Transformation (AMRUT), Smart Cities Mission (SCM), Pradhan Mantri Awas Yojana - Urban (PMAY-U) and Swachh Bharat Mission - Urban (SBM-U). However, capacities for sustainable urban development and the application of risk-informed, integrated, resilient and sustainable urban development approaches are generally very limited.

The Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH is implementing the project "Sustainable Urban Development - Smart Cities II" (SUDSC II) on behalf of the German Federal Ministry for Economic Cooperation and Development (BMZ). The project supports the Ministry of Housing and Urban Affairs (MoHUA), Government of India, and the partner state governments of Assam, Karnataka, Kerala, Odisha, Tamil Nadu, and Telangana in developing resilient, sustainable approaches and solutions for sustainable urban development by considering disaster risk management, leave-no-one-behind (LNOB) and including aspects of gender. The project supports the smart cities of Bhubaneswar, Coimbatore, Guwahati, Kochi, Mangaluru and Manikonda in implementing the concepts of risk-informed, integrated, resilient, inclusive, and sustainable urban development.

In addition, to strengthen and revitalise the global partnership for sustainable development and the Paris Agreement on climate change, the European Union (EU) supports SUDSC II in the implementation of the action "Support to Sustainable Urbanisation in India" through improved urban planning, governance, and access to sustainable basic services, with an emphasis on sharing EU best practices and identification & promotion of bankable projects.

The Action will help to deliver the EU's Global Gateway strategy and its objectives by further strengthening the existing India-EU Partnership for Smart & Sustainable Urbanisation. The EU-India Global Gateway Action is closely aligned with the 2030 Agenda, the Sustainable Development Goals (SDGs), and the Paris Agreement on Climate Change. The Action is committed to a strong competency-driven and focused Team Europe approach to draw in the complementary know-how and strengths of European Union Member States (EU MS) that are committed to sustainability and supporting India's ongoing modernisation. The Overall Objective of the Action is to strengthen the means of implementation and revitalize the global partnership for sustainable development and the Paris Agreement on Climate Change. The Specific Objective (Outcome) of the Action is to support sustainable urbanisation through improved urban planning, governance and access to sustainable basic services, with an emphasis on the identification and promotion of bankable projects.

The SUDSC II project addresses sustainable urban development through four components: a) Policy Support, b) Capacity Development, c) Innovative, Data-Based Projects, d) Knowledge Exchange, on relevant subjects to promote sustainable urbanisation. As part of the project activities, nine guidelines, policy recommendations, and studies have been developed to

support partner cities and states in addressing key challenges across thematic areas of Urban Governance / Municipal Finance, Resilient Cities and Infrastructure including Disaster Risk Reduction, and Digital Transformation for Sustainable Urban Development.

SUDSC II is also supporting its six partner states on developing bankable projects through trainings and handholding support to the Urban Local Bodies (ULBs) for enhancing the required knowledge to identify, design, and implement bankable urban infrastructure projects, potentially unlocking sources of finance for their development.

As cities increasingly transition towards low-carbon and climate-resilient development, the adoption of Blue–Green Infrastructure (BGI) and Nature-based Solutions (NbS) has become critical. Canals and water bodies in Kochi are vital natural assets for flood regulation, groundwater recharge, biodiversity, and preserving the city’s cultural and historical identity. Historically, inner-city canals in Kochi were used for navigation, transportation of goods, irrigation and fishing. Currently, they have been hit hard by urbanisation issues.

The study area encompasses approximately 1.4 sq km of the residential neighbourhood Panampilly Nagar, situated along the western side of Thevara-Perandoor (TP) Canal, one of Kochi’s inner-city canals. The Panampilly Nagar, one of the prominent residential neighbourhoods in the city, is characterised by its diverse income groups. The low-income groups are the most vulnerable to urbanisation issues such as water logging, pollution and inadequate infrastructure, adversely impacting their quality of life and highlighting the need for inclusive and equitable urban development solutions. Currently, TP Canal faces several challenges of pollution, sewage and solid waste dumping, poor maintenance, encroachment and water logging with a significant impact. Revitalising or redeveloping the canals using NbS solutions can offer multiple benefits in mitigating urban flooding, reducing heat stress, and improving ecological and social value. NbS interventions can also play a crucial role in restoring the cultural and historical identity of canals and rehabilitating urban ecosystems, while contributing to climate resilience and reducing pollution.

However, to address these issues effectively and strengthen the vulnerable groups including women, children, the elderly and persons with disabilities, there is a need for also ensuring that the implementation of solutions is inclusive and equitable. This requires careful consideration of community needs in addition to site-specific geo-technical and environment assessments. NbS interventions must not only be informed by thorough climate risk assessments, environmental screening, multi-criteria analysis, but also, stakeholder engagements to integrate local knowledge to develop and implement context specific, sustainable and resilient solutions.

In this regard, SUDSC II seeks expertise for conceptualising and developing climate-resilient and gender-responsive urban design and infrastructure projects that enhance urban flood mitigation, ecological restoration, public open spaces, and ensuring financial viability of the project by undertaking a **Pre-Feasibility Assessment for Climate-Resilient and Gender-Responsive Urban Design and Infrastructure development of the Thevara-Perandoor (TP) Canal including Panampilly Nagar, through NbS.**

2. Tasks to be performed by the contractor

The contractor is responsible for conducting a pre-feasibility assessment for climate-resilient and gender-responsive urban design and infrastructure development in Panampilly Nagar, Kochi and the adjacent Thevara-Perandoor Canal precinct, providing the following services. The aim is to address issues such as pollution, urbanisation and water logging and to explore NbS for revitalising the canal and improving urban resilience:

- Conduct a comprehensive study on the current status of Thevara-Perandoor Canal identifying key issues related to pollution, maintenance, and encroachment.
- Screen site suitability for urban flood mitigation and gender-responsive, climate resilient urban design and infrastructure interventions for Panampilly Nagar residential neighbourhood and the adjacent Thevara-Perandoor Canal stretch and its surrounding areas.
- Examine constraints and potentials for NbS for urban flood mitigation and climate adaptation.
- Develop financially viable, technically feasible and implementable urban design and infrastructure project concepts including nature-based solutions and public amenities, that integrate climate-resilience and gender-responsive approaches into the planning framework
- Provide detailed recommendations and implementation plans for the proposed interventions including Go / No-Go / Prioritisation for further investment.
- Develop order-of-magnitude cost estimates and timelines (phasing) for the proposed interventions.
- Align proposed solutions with urban resilience policies and identify relevant funding opportunities.

The scope of work will include:

A. Inception and Work Plan:

- Collect and analyse primary and secondary data on the current status of the Thevara-Perandoor Canal, including pollution levels, urbanisation impacts and existing drainage infrastructure.
- Review existing AMRUT, SBM, and SAPCC / Climate Action Plan documents for relevant urban flood and stormwater initiatives.
- Compile existing reports, maps, satellite imagery, rainfall data, and urban drainage information. Review existing studies, master plans, hydrological data, flood records, and climate risk assessments relevant to Kochi city, Panampilly Nagar and Thevara-Perandoor Canal.
- Conduct stakeholder consultations with agencies, but not limited to, Kochi Municipal Corporation (KMC), Centre for Heritage, Environment and Development (c-hed) Kochi, Greater Cochin Development Authority (GCDA), Regional Town Planning Office (RTPO), Ernakulam, Cochin Smart Mission Ltd. (CSML), Ernakulam District Collectorate, Kerala State Disaster Management Authority (KSDMA), Irrigation Department, Govt. of Kerala, and other line departments. Engage with local community representatives, women's groups, civil society and other stakeholders and gather feedback.
- Prepare inception report with methodology, deliverables, and schedule.

B. Climate Risk & Urban Flood Assessment

- Conduct preliminary site surveys:

- Assess current canal conditions, water flow, water retention, groundwater recharge capabilities, including land use, encroachments, and governance arrangements.
- Conduct ecological assessment covering geological, hydrological aspects (review of historical flooding and rainfall data and events, flood mapping, vulnerability assessment, among others), topographical, drainage pattern, biodiversity, ground water level, existing green cover, waterbodies, native flora fauna, current drainage systems.
- Conduct physical infrastructure assessment to review built form, land use, impervious surface, open spaces and amenities.
- Conduct socio-economic assessment and gender analysis of the neighbourhood and canal precinct through Focus group discussions (FGD) and community consultations with relevant stakeholders to assess challenges, needs, priorities etc.
- Identify key climate risks (urban flooding, extreme rainfall, droughts, heat stress) affecting the canal and surrounding neighbourhoods. Conduct high-level climate risk screening using NAPCC/SAPCC indicators.
- Assess the canal's current and potential role in urban flood attenuation and water management. Analyse flood pathways, storage capacity, and runoff dynamics within the canal precinct.
- Identify flood-prone zones and assess potential NbS and sponge park interventions.
- Examine constraints and potentials for NbS and sponge park approaches for urban flood mitigation and climate adaptation.
- Identify climate change impacts under plausible future scenarios.
- Develop basic GIS overlays and high-level suitability mapping.
- Conduct literature review and access the published data / city records to understand and assess soil type and infiltration assessment.
- Conduct Field soil testing (boreholes, infiltration tests, lab analysis) for adequate samples for verification of desktop assessment.
- Evaluate groundwater recharge potential and contamination risks for adequate samples for verification of desktop assessment.

C. Prepare Conceptual Design and Layouts for the proposed climate resilient and gender responsive urban design and infrastructure development

- Carry out site analysis and furnish a site appraisal report regarding the potential of the site vis-à-vis activities.
- Prepare design drawings and documents with preliminary survey including soil investigation, hydrology investigation for the site, environmental screening, assessment of social inclusion, equity assessment, and environmental safeguards consistent with national and state guidelines.
- In consultation with the partners, prepare Project concept:
 - Nature-based Solutions and Sponge Park Conceptualisation - Identify and evaluate NbS interventions such as wetlands, bioswales, riparian buffers, restored canal edges, permeable surfaces, green corridors, detention basins, bioswales, permeable areas, rain gardens considering the guidelines proposed in the Sponge Park Framework guidelines prepared for Greater Chennai Corporation (GCC) under the SUDSC II project of GIZ India. Conceptualise the sponge park elements integrating with urban design interventions along the canal precinct and in the residential neighbourhood for flood absorption, water retention, groundwater recharge, and heat reduction. Integrate gender-responsive approaches into the urban design to ensure inclusivity and address the needs for all community

members. Integrate ecological restoration with public space, recreation, and cultural heritage considerations.

- A conceptual master plan of the region showing proposed urban design interventions including circulation pattern, zoning of various uses and relevant details, water retention, treatment and harvesting strategies, landscape design, among other details.
- Conceptual layouts considering different stakeholder priorities and community needs- (parks, recreation, streetscape, amenities), including social, environmental and cost-benefit analysis of options.
- Develop preliminary design for peak runoff reduction, groundwater recharge, and urban heat mitigation.

D. Costing and Economic Assessment

- Develop order-of-magnitude estimates (capital costs and O&M costs) for the proposed interventions, aligned with GoI funding norms, Urban Challenge Fund (UCF) Framework and state government priorities.
- Conduct preliminary cost-benefit analysis and social cost-benefit analysis including mitigated flood damages, water security, and climate resilience co-benefits.
- Identify potential co-funding opportunities under GoI missions and schemes, state government schemes, multilateral and bilateral financing, private sector financing, bonds and capital market financing options, etc.
- Identify key risks and elaborate challenges with respect to technical, financial, environmental and social aspects.

E. Reporting and Recommendations

- Integrate findings into the conceptual design, next steps, including phasing, budget estimates, and potential funding sources.
- Prepare detailed reports documenting the findings of the assessment, including data analysis, stakeholder feedback and proposed solutions.
- Identify key stakeholders and develop an implementation plan with clear timelines, milestones and responsibilities (ownership, O&M capability etc), including institutional feasibility and framework at city, state, and community levels.
- Organise dissemination workshop to present the findings to key stakeholders and tailor the deliverables as per the requirements of ULBs, state departments, multilaterals / bilaterals and climate funders.

The contractor is responsible for providing the following services:

- The contractor is responsible for selecting, preparing, training and steering the experts assigned to perform the advisory tasks.
- The contractor provides equipment and supplies (consumables) and assumes the associated operating and administrative costs.
- The contractor manages costs and expenditures, accounting processes and invoicing in line with the requirements of GIZ.
- The contractor reports regularly to GIZ in accordance with the current AVB of the Deutsche Gesellschaft für Internationale Zusammenarbeit (GIZ) GmbH.

In addition to the reports required by GIZ in accordance with the AVB, the contractor submits the following reports:

- Inception Report
- Contributions to reports to GIZ's commissioning party
- Brief quarterly or half-yearly reports on the implementation status of the project

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

Milestones/process steps/partial services	Deadline/place/person responsible
Inception report and Work Plan Project work plan and timeline (project Gantt Chart), approach and methodology	1 week
Interim report Summary of key findings and recommendations based on consultations with relevant urban development agencies including: • Baseline and Climate Risk Assessment Report including socio-economic assessment and gender analysis findings. • NbS and Sponge Park Concept with conceptual designs and intervention options.	3 weeks
Draft pre-feasibility study including conceptual designs, technical, financial, and institutional analysis ▪ Analysis for geological, hydrological, topographical, existing land use pattern, drainage pattern, ecological (biodiversity, ground water level) and social surveys assessment. ▪ Draft concept designs and recommendations considering integration of BGI, gender-responsive principles, placemaking, and climate resilience, including go/no-go recommendations and preliminary social and environmental safeguards.	8 weeks
Final report Based on the feedback received from partners and stakeholders, finalisation of the analysis, concept designs and recommendations, preliminary cost-benefit analysis, next steps - including phasing, budget, institutional roles and responsibilities, and potential funding sources.	10 weeks

Period of assignment: from **25 March 2026** until **30 April 2026**.

3. 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 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 the GIZ project. In particular, the project management requirements specified in Chapter 2 (Tasks to be performed by the contractor) must be explained in detail.

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.

The tenderer is required to describe its backstopping concept. The following services are part of the standard backstopping package, which (like ancillary personnel costs) must be factored into the fee schedules of the staff listed in the tender in accordance with Section 3.1 of the GIZ AVB:

- 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

4. Criteria for eligibility of firms

The bidder should have the following criteria for qualification.

- The agency must be registered as national organization / entity.
- The agency must submit a signed / stamped declaration on GWB clauses (if adhere). Refer Annexure – Legal Inferences.
- In case of bidding consortia; Declaration by consortium.
- Average annual turnover for the last three financial years should be at least EUR 100,000.
- Minimum number of employees for past 3 years should be 7.
- The bidder should have at least 3 reference projects (minimum commission value of each project should be EUR 20,000) related to preparation of DPRs and implementation of sponge park, climate resilient infrastructure, waterfront development DPRs or open spaces with blue-green infrastructure (BGI).
- The bidder should have at least 2 reference projects in India in the last 3 years.
- The bidder should have experience of:

- Conducting 3 Prefeasibility Studies / Feasibility / Business Cases / DPRs for sponge parks or open / public spaces with BGI and nature-based solutions.
- Implementation of 3 canal rejuvenation, sponge parks or open spaces with BGI as nature-based solutions.
- The bidder should have experience of working in India.
- Experience of development projects: Previous experience of working with development sector projects and GIZ is desirable.

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 / Urban Resilience Expert (35 days)

Tasks of the team leader

- Overall responsibility for the advisory packages of the contractor (quality and deadlines)
- Coordinating and ensuring communication with GIZ, partners and others involved in the project
- Personnel management, planning and steering assignments
- Regular reporting in accordance with deadlines
- Develop framework and conduct situation and gap analysis.
- Oversee the preparation of the pre-feasibility study, surveys, reports, and FGDs for the assignment, ensuring that they are integrated with the sponge park framework.
- Review and finalise reports/deliverables, including quality check of contents.
- Regular reporting in accordance with deadlines.

Qualifications of the team leader

- Education/training (2.1.1): University degree (master's or equivalent) in urban planning, management, architecture, urban design, landscape architecture, governance, environment science, climate change, natural resource management or any related relevant area.
- Language (2.1.2): C2-level language proficiency in English
- General professional experience (2.1.3): 9 years of professional experience in urban reforms, design and implementation of urban design / sponge park projects, urban planning, urban resilience, climate resilience, among others.
- Specific professional experience (2.1.4): 7 years in development of frameworks / guidelines, conducting pre-feasibility/feasibility studies and preparation of DPRs related to Urban climate resilience, climate adaptation projects, NbS/sponge city concepts, urban infrastructure planning.
- Leadership/management experience (2.1.5): 5 years of management / leadership experience as project team leader or manager in a company
- Regional experience (2.1.6): 5 years of experience in projects in India.
- Development cooperation (DC) experience (2.1.7): 3 years of experience in DC projects

Key expert 1: Urban Designer (40 days)

Tasks of Key expert 1

- Conduct detailed site analysis and evaluate existing infrastructure, land use, hydrology, and environmental conditions to inform design decisions.
- Develop urban design concepts that integrate functional, aesthetic, gender-responsive, inclusive and sustainable approaches and elements, focusing on water management and blue-green infrastructure, and create master plans, zoning plans, and design proposals.
- Conduct studies to evaluate the technical, economic, and environmental feasibility of the sponge park project, including cost estimates and benefit analysis, and assess potential environmental impacts with mitigation strategies.
- Engage with relevant stakeholders through meetings / FGDs to gather inputs and ensure project alignment with local needs and regulations, prepare comprehensive reports summarising findings, analyses, and recommendations, and present proposals and study results to key stakeholders.

Qualifications of Key expert 1

- Education/training (2.2.1): University qualification (master's or equivalent) in Urban Design, Architecture, Urban Planning, or related fields.
- Language (2.2.2): C2 -level language proficiency in English.
- General professional experience (2.2.3): 8 years' experience in conducting urban design assessments and developing urban design projects, particularly involving blue-green infrastructure and water management especially related to sponge parks, eco-parks, including review of environmental policies, design guidelines, climate resilience and gender-responsive framework, etc.
- Specific professional experience (2.2.4): 5 years' experience in conducting pre-feasibility and feasibility studies for urban and environmental projects especially sponge parks, canal rejuvenation, eco-parks, etc.
- Regional experience (2.2.6): 3 years' experience in India

Key expert 2: Landscape Specialist (40 days)

Tasks of Key expert 2

- Conduct site analysis and evaluate soil, vegetation, hydrology, and topography to inform design decisions.
- Develop conceptual landscape designs that integrate ecological, aesthetic, and functional aspects, and create zoning master plans with recommendations for planting native / indigenous species.
- Conduct pre-feasibility studies and assess technical, economic, and environmental feasibility, including cost estimates and benefit analysis.
- Prepare comprehensive reports summarizing findings, analyses, and recommendations, and present landscape analysis and design proposals to stakeholders and project teams.
- Engage with relevant stakeholders through meetings / FGDs to gather inputs.

Qualifications of Key expert 2

- Education/training (2.3.1): University qualification (master's or equivalent) in Landscape Architecture, Environmental Science, Urban Planning, or a related field
- Language (2.3.2): C2 -level language proficiency in English

- General professional experience (2.3.3): 8 years in developing landscape designs that integrate ecological, aesthetic, and functional aspects, especially related to sponge parks, eco-parks, etc including detailed designs, and planting plans that align with project goals and sustainability principles.
- Specific professional experience (2.3.4): 5 years' experience in undertaking pre-feasibility and feasibility studies for landscape and environmental projects, conceptualisation of NbS and sponge park interventions, ecological restoration, canal front design principles
- Regional experience (2.3.6): 3 years' experience in India in conducting landscape assessments and designing landscape projects,

Key expert 3: Infrastructure Specialist (40 days)

Tasks of Key expert 3

- Gather and analyse hydrological and climate data, including rainfall, streamflow, groundwater levels, and historical weather patterns to predict future stormwater scenarios and develop calibrated hydrological models.
- Conduct detailed site investigations and field tests (SPT, CPT, borehole drilling) to collect and analyse soil samples, assess soil stability, bearing capacity, and potential for settlement or liquefaction, and develop geotechnical models.
- Conduct pre-feasibility studies to assess the viability and environmental impact of stormwater management projects, identify potential risks such as flooding and erosion, and provide recommendations for mitigation.
- Prepare detailed geotechnical reports summarising findings, analyses, and recommendations, develop mitigation strategies, and present findings and recommendations to key stakeholders.
- Engage with relevant stakeholders through meetings / FGDs to gather inputs.

Qualifications of Key expert 3

- Education/training (2.4.1): University qualification (master's or equivalent) in Hydrology, Geotechnical Engineering, Environmental Engineering, Civil Engineering, or any allied field.
- Language (2.4.2): C2 - level language proficiency in English
- General professional experience (2.4.3): 8 years of professional experience in hydrological modelling / geotechnical software. and strong analytical skills for data interpretation, geotechnical analysis and model calibration, Experience in pre-feasibility and feasibility studies for environmental projects, familiarity with environmental regulations and standards related to water resources, geotechnical engineering, Experience in pre-feasibility and feasibility studies for environmental projects, familiarity with environmental regulations and related standards
- Regional experience (2.4.6): 3 years' experience in India

Key Expert 4: Gender, Social and Environmental Safeguards Specialist (30 days)

Tasks of Key expert 4

- Conduct gender analysis and environmental and social risk assessments to identify and evaluate potential impacts of proposed projects, categorise risk levels, and determine necessary safeguards.
- Develop environmental and social management measures for mitigating identified risks and managing impacts, ensuring compliance with relevant policies and standards.

- Develop gender action plan with targeted strategies to address the diverse needs and challenges of all citizen and mitigation strategies to prevent reinforcement of stereotypes, displacement and related risks and other unintended negative impacts.
- Design stakeholder engagement plan to facilitate meaningful consultation, participation, and address complaints, ensuring culturally appropriate and gender-responsive engagement.
- Conduct assessments to ensure gender- responsive project design and implementation.
- Engage with relevant stakeholders, including civil society through meetings / FGDs to gather inputs

Qualifications of Key expert 4

- Education/training (2.5.1): University qualification (master's or equivalent) in Environmental Science, Social Sciences, Environmental Engineering, Gender Studies, Urban Planning or a related field.
- Language (2.5.2): C2 - level language proficiency in English
- General professional experience (2.5.3): 8 years of professional experience in conducting environmental and social impact assessments, developing environmental and social management plans, strong analytical skills for risk assessment and data interpretation, previous experience in conducting environmental and social safeguards assessments for development projects, experience in developing pre-feasibility and feasibility studies for infrastructure and environmental projects, strong understanding of environmental and social safeguards policies and standards, strong understanding of gender equity, diversity and social inclusion principles.
- Specific professional experience (2.5.4): 5 years' experience in undertaking gender analysis and assessments, preparing gender action plans and implementing gender-responsive approaches in urban planning and development.
- Regional experience (2.5.6): 3 years' experience in India

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

Expert pool 1 with minimum 3, maximum 3 members

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 expert pool 1 (Research Associates – 3 nos.)

- Collect data, information and review the same as required by the team leader and experts for the project.
- Provide support to develop strategy for data collection, analysis, and reporting.

- Organise consultations / meetings / FGDs with experts, key stakeholders, and affected communities.
- Document meetings / FGDs, prepare minutes of the meetings, proceedings, reports, etc.

Qualifications of the expert pool 1

- Education/training (2.6.1): University qualification (bachelor's or equivalent) in architecture, planning, sociology, economics, social sciences, urban studies or any related relevant area
- Language (2.6.2): C1 - level language proficiency in Malayalam / Hindi
- General professional experience (2.6.3): 3 years of professional experience in urban development / urban governance /gender inclusive development/climate resilience / social development projects.
- Regional experience (2.6.5): 2 years' experience in India

Expert pool 2 with minimum 1, maximum 1 member

Tasks of the expert pool 2 (GIS Analyst)

- Collect, manage, and maintain spatial data from various sources, ensuring data accuracy and integrity.
- Conduct spatial analysis using GIS tools to identify patterns, trends, and relationships, and evaluate the potential and impacts of proposed projects.
- Create detailed maps, 3D visualisations, and thematic maps overlaying different layers of information to support decision-making processes.
- Prepare comprehensive technical reports and documentation summarising findings and recommendations.

Qualifications of the expert pool 2

- Education/training (2.7.1): University qualification (bachelor's or equivalent) in Remote Sensing, Planning, Geography, Geospatial Science, Environmental Science, or allied fields.
- Language (2.7.2): C2 - level language proficiency in English
- General professional experience (2.7.3): 8 years of professional experience in operating GIS software (e.g., ArcGIS, QGIS) and spatial analysis tools, strong skills in remote sensing, GPS, and data visualisation, previous experience in conducting spatial analysis and GIS mapping for environmental and planning projects, experience in developing pre-feasibility and feasibility studies for infrastructure and environmental projects, comprehensive understanding of spatial data types (vector and raster) and their applications in GIS, familiarity with environmental regulations and standards related to spatial data and GIS
- Regional experience (2.7.5): 3 years' experience in India

The tenderer must provide a clear overview of all proposed expert pool and their individual qualifications.

6. Costing requirements

Assignment of personnel and travel expenses

Per diem allowances are reimbursed as a lump sum up to the maximum amounts permissible under tax law for each country as set out in the country table in the circular from the German Federal Ministry of Finance on travel expense remuneration (downloadable from the [German Federal Ministry of Finance – tax treatment of travel expenses and allowances for international business travel as of 1 January 2026 \(GERMAN ONLY\)](#)).

Accommodation allowances are reimbursed as detailed in the specification of inputs below.

With special justification, additional Accommodation costs up to a reasonable amount can be reimbursed against evidence.

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

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 a 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.

There are many different providers in the market for emissions certificates, and they have different climate impact ambitions. The [Development and Climate Alliance \(German only\)](#) has published a [list of standards \(German only\)](#). GIZ recommends using the standards specified there.

Specification of inputs

Fee days	Number of experts	Number of days per expert	Total	Comments
Debriefing	4	TL: 2 Expert 1: 2 Expert 2: 2 Expert 4: 2	8	To debrief the project team about the proposed activities
Implementation	8	TL: 33 Expert 1: 38 Expert 2: 38 Expert 3: 40 Expert 4: 28 Expert pool 1: 120 Expert pool 2: 20	317	Conduct the proposed project activities as per ToR
Travel expenses	Quantity	Number per expert	Total	Comments
<i>Per-diem allowance in country of assignment</i>	90			According to proposed travel plan TL: 1 pax X 2 trips X 3 days Expert 1, 2, 3, 4: 4 pax X 4 trips X 3 days

				Expert pool: 3 pax X 4 trips X 3 days
Overnight allowance in country of assignment	90			According to proposed travel plan TL: 1 pax X 2 trips X 3 days Expert 1, 2, 3, 4: 4 pax X 4 trips X 3 days Expert pool: 3 pax X 4 trips X 3 days To be reimbursed against evidence
Transport	Quantity	Number expert	per	Total
Domestic flights	30 round trips			TL: 1 pax X 2 trips Expert 1, 2, 3, 4: 4 pax X 4 trips Expert pool: 3 pax X 4 trips To be reimbursed against evidence Travel sector: From Consultant's base city to Kochi
CO₂ compensation for air travel Link to working aid and table for determining the budget and Guidance for GIZ service providers on avoiding, reducing and offsetting GHG emissions on setting the budget.				A fixed budget of INR 3,30,021 is earmarked for settling carbon offsets against evidence.
Travel expenses (car) • Local travel in the city of assignment	90			As per travel plan 30 trips x 3 days
Other costs	Number	Price	Total	Comments
Flexible remuneration				A budget of 5% of the contract value is foreseen for flexible remuneration. Please incorporate this budget into the price schedule. Use of the flexible remuneration item requires prior written approval from GIZ.
Workshops	1			The budget contains the following costs: Venue booking for approx. 75 participants, printing, food, audio-visual equipments, etc. Payable as lumpsum cost against proof of performance.
Other costs ▪ Survey activities				The budget contains the following costs: ▪ Soil and water studies (including detailed profiling) as specified under Section 2B. Reimbursement will be based on lumpsum.

Workshops / FGDs and meetings with relevant stakeholders

The contractor shall be responsible (technical, financial and organisational) for organising the FGDs / meetings with partner organisations and key stakeholders, including content development, coordination, and organisation of the following FGDs / meetings/ workshops:

- FGDs with key stakeholders (RWA representatives, neighbourhood NGOs, residents, elected representatives, officials, among others) to gather inputs, and assess challenges, needs, etc.
- Meetings with partner organisations.

The contractor shall bear all expenses related to logistics for the organisation of the FGDs / meeting, including venue booking, printing, food, audio-visual equipments, etc.

7. Inputs of GIZ or other actors

GIZ is expected to make the following available:

- Share relevant information and documents, if available with GIZ, based on the requirements of the proposed activities.
- Issue letters on GIZ letterhead to the partner organisations to introduce the contractor. Henceforth, the contractor shall be responsible for the next steps, including coordination, organisation of meetings / FGDs, and reporting.

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 3) 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.

The complete tender must not exceed 20 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 4 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 how long. The CVs can also be submitted in English.

Please calculate your financial tender based exactly on the parameters specified in Chapter 5 Quantitative requirements. The contractor 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.