

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

CONFIDENTIAL

Terms of reference (ToR) for procurement of services for Support to District Ganga Committees for Preparation of District Ganga Plans in Uttar Pradesh & Jharkhand	Project number/ cost centre: G-012099-001
	Tender number

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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
Gol	Government of India
IRBM	Integrated River Basin Management
MoJS	Ministry of Jal Shakti
NGO	Non-Governmental Organisation
NIUA	National Institute of Urban Affairs
NMCG	National Mission for Clean Ganga
PoM	Programme of Measures
RBM	River Basin Management
RBO	River Basin Organisation
SGR	Support to Ganga Rejuvenation
SHG	Self Help Group
SMCG	State Mission for Clean Ganga
SOP	Standard Operating Procedure
SWM	Solid Waste Management
ToC	Table of Contents
ToR	Terms of reference
UP	Uttar Pradesh
URMP	Urban River Management Plan
WP	Work Package

1. Context

1.1 Brief information on the project

Support to Ganga Rejuvenation (SGR) Project

In India, holistic and integrated strategic approaches that address entire river basins and consider not only the problem of the sewage generated by human settlements but also other pressure factors such as industrialisation, irrigation water withdrawal, hydropower utilisation, solid waste discharge and bank degradation have begun to be implemented and needs a wider upscaling. The country's national institutions have recognised the problem and have started to develop integrated solutions, but these have not yet fully translated into practical planning, coordination and steering mechanisms with the states being fully involved in the effort. International experience, gathered in Germany and the EU member states for example, is more and more considered. A coordinated implementation by the national actors together with the concerned states could benefit e.g. from the experiences gained with the EU Water Framework Directive (EU WFD) and its Common Implementation Strategy as well as other water-related directives. Adaptation to the Indian context will however be important.

Against this background, Indo-German Technical Cooperation (TC) on rejuvenation of the river Ganga started taking shape in the year 2015/2016. 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 prerequisite a holistic approach.

As part of the India-EU Strategic Partnership, the European Union (EU) and India established in 2015 the India-EU Water Partnership (IEWP). 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. Due to the numerous synergies resulting from the respective cooperation, the BMZ and the EU in 2017 commissioned GIZ with the implementation in the form of co-financing.

Thus, the Project "Support to Ganga Rejuvenation (SGR)" in conjunction with the "Development and Implementation Support to the India-EU Water Partnership, (IEWP Action)" is implemented by GIZ on behalf of German Federal Ministry of Economic Cooperation and Development (BMZ) and the EU Delegation to India (EUD). Activities under the SGR component are financed by BMZ. Activities under the IEWP Action are co-financed by the EU and BMZ. The first phase of the SGR project was from 2015-2020 while EU Co-financing component was from 2017-2020. Phase II of SGR and IEWP Action are implemented from Nov 2020 to February 2024 and November 2023 respectively. The project cooperated with the Indian partners with the overall objective to support responsible stakeholders at national level as well as in selected states and districts in the application of integrated approaches to river basin management taking EU methods and experience into account, to facilitate cooperation between India and EU Member States on water-related issues and to help flagging business opportunities for EU companies.

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 "Development and implementation support to the India-EU Water Initiative, Phase II (IEWI Phase 3 of India EU Water Partnership)" that is jointly co-financed by the EU and BMZ. Main

implementation partners from the Indian side are the National Mission for Clean Ganga (NMCG) and the Central Water Commission (CWC). Measures at regional level target the states of Uttarakhand and Uttar Pradesh as well as the Tapi Basin (Madhya Pradesh, Maharashtra and Gujarat). The project shall bring 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.

Project activities in context to RBM during Phase I and II of SGR

Aligning with one of the major objectives of the NMCG i.e. 'To ensure effective abatement of pollution and rejuvenation of the river Ganga by adopting a river basin approach to promote inter-sectoral co-ordination for comprehensive planning and management.' the SGR project has been supporting NMCG to strengthen its capabilities to develop, implement and review the River Basin Management Plans. Below text provides a summary of the project activities implemented in context to River Basin Planning and Management:

Institutional Development

The project worked towards improving cooperation and effective working processes within NMCG and the SMCGs. An Institutional Development Working Group was established by NMCG including GIZ and World Bank working very closely on the topic with senior leadership of NMCG. SGR worked together with NMCG towards developing a strategic framework for institutional development of NMCG including a proposed organigram and Guidance Documents for River Basin Planning and Management. As a result, NMCG has already constituted River Basin Management Unit within NMCG to coordinate the RBM Planning activities in Ganga River Basin.

River Basin Planning and Management Cycle (RBM Cycle) and its implementation

SGR, taking into the account good experience from EU and principles of EU-WFD has developed the RBM Cycle (River Basin Planning and Management Cycle) which is an important and effective steering and management instrument that identifies the key steps in river basin planning processes, supports the development & implementation of measures. The River Basin Planning and Management Cycle (RBM Cycle) was introduced through a modular training series that was developed targeting relevant stakeholders such as NMCG, SMCGs, CWC, CGWB, CPCB, Urban Development Department (their implementing local bodies such as Jal Nigam, Jal Sansthan), District Ganga Committees, State PCBs and selected training institutes. In addition, an E-learning platform on RBM Cycle training was developed and accordingly handed over to the NMCG.

Further a dedicated RBM Cycle Training for Master Trainers from 6 partnering institutes was held and strategy to roll out these trainings were also discussed. Further in SGR Phase II, a Refresher RBM Cycle training titled "Navigating through the RBM Cycle - Optimise implementation of the integrated River-Basin Planning and Management" for the already trained participants and those involved presently in the on-going work on the development of the Ramganga RBM Plan (NMCG, SMPG UP, SPMG Uttarakhand, CGWB, CPCB, CWC-UGBO and relevant state departments) was implemented also implemented.

Development of Ramganga RBM Plan

Taking from the modular training of RBM Cycle, SGR project worked towards the development of River Basin Management Plan for one of the sub-basins of Ganga i.e. Ramganga. The approach followed the different elements and steps of RBM Cycle. The process involved all Basin Stakeholders at different steps not only to utilize their expertise but also train them on the RBM processes as the work progresses. The Ramganga RBM Plan comprises of basin characterization, pressure-impact analysis & risk assessment of 5 Key Water Management Issues (KWMI) and set of targeted Programme of Measures to achieve the set vision and management objectives. the Plan is available for now to initiate the implementation of PoM following deliberation with key implementing agencies.

Environmental Flows (E-Flows)

During the first phase of IEWP, the project developed “Development of the Guidance Document for Pilot E-Flows Assessment in India” including the framework for data compilation. Taking this work further, SGR, Phase II also worked on a) assessment of E-Flows in Ramganga Basin (under IEWP Action Phase 2) and b) a comprehensive stakeholder consultation process to identify climate sensitive measures for adequate E-Flows in Ramganga River Basin (under SGR Phase II).

Safe Reuse of Treated Water (SRTW)

Under Phase I of IEWP, a National Framework on the Safe Reuse of Treated Water was developed under the steering of MOJS and NMCG as part of a comprehensive stakeholder consultation process.

Development of District Ganga Plans

Authority Orders (2016) mandates that each of the Ganga Districts develops its own District Ganga Plans for protection and rejuvenation of River. In coherence with this mandate, GIZ, together with WWF-India supported the selected District Ganga Committees (DGCs) through NMCG on development of District Ganga Plans for 4 districts in Ramganga Basin (Udham Singh Nagar and Shahjahanpur supported by GIZ SGR, and Moradabad and Bareilly by WWF India) using a common methodology and framework developed and agreed with NMCG. The DGP of Udham Singh Nagar has been formally approved by NMCG and the other three DGPs have been submitted to NMCG/SMCG for approval.

Handbook on District Ganga Planning

Additionally, a handbook has also been developed based upon a common framework agreed with NMCG. The handbook serves as a guiding tool for other DGCs to develop their plans. The approach also integrates gender component by involving Women SHGs into planning process through several FGDs

Phase III of the SGR Project

Taking the interventions ahead, (in phase I & II), SGR, Phase III (March 2024 to Feb 2028) is being implemented towards further upscaling and implementing the different actions on River Basin Planning and Management. Broad project interventions include:

- (i) Institutional strengthening of NMCG and Tapi RBM Committee: The activity under this component includes handholding support to River Basin Management Unit at NMCG to roll out their activities towards implementation of Planning, implementation, and monitoring of RBM Activities in Ganga Basin. The activities on formation of Thematic Expert Groups and considering their recommendations will also be implemented.
- (ii) Support to implement the PoM of Ramganga & Tapi River Basin Management Plans and District Ganga Plans: The project is working with different stakeholders on implementation of PoM with focus on Climate change, Gender and Nature Based Solutions.
- (iii) Capacity Building of responsible actors: This component includes upscaling and institutionalising the training/capacity building programmes on RBM, and District Ganga Planning. This component also aims to support NMCG in developing an effective E-dashboard/platform for Dissemination, Knowledge/Experience exchange for District Ganga Planning.
- (iv) Development of a policy on Safe Reuse of Treated Water in Ganga Basin states. State Policies on SRTW is being developed for Uttar Pradesh and Uttarakhand states.

1.2 Background and rationale

River Basin Management Planning in India

Rivers and their basins with the related groundwater resources are vital for the basin population to thrive with life. They provide sources for drinking water and support many economic and agricultural activities in India. Healthy river landscapes provide habitats for many plants and animals and often have high cultural and religious significance. Many of the Indian rivers are heavily polluted, overexploited, and disturbed in their environmental flows, and can as such no longer provide important ecosystem services. Efforts to rejuvenate rivers should include interventions like integrated River Basin Management (RBM) approaches, good governance, collaborations, investments, donor support as well as assessments and evaluations, and need to be made operational by public, private and community action.

Rejuvenating the River Ganga and its tributaries

The River Ganga and its tributaries are a source of livelihood for over 450 million people (census 2001). The Indian part of Ganga Basin is spread over 861,404 km² and covers a total of 11 states. While the main stem of Ganga passes through five states (Uttarakhand, Uttar Pradesh, Bihar, Jharkhand and West Bengal), its major 17 tributaries (such as Yamuna, Ramganga, Kosi, Son, Ghagra and others) cover additional six states of the country. With 525 billion cubic meters (BCM) of surface water, the river Ganga including its tributaries contribute to almost one third of India's surface water resources.

Efforts to clean the Ganga go back almost 30 years and have included different strategic approaches and cooperation arrangements, as well as studies and analyses. In 2014, the Indian Government launched the "Namami Gange Programme", as an integrated conservation

mission, to accomplish the objective of effective abatement of pollution, conservation, and rejuvenation of the Ganga.

In 2015 the Ganga River Basin Management Plan 2015 (Ganga RBM Plan) was developed by a consortium of seven Indian Institutes of Technology (IITs) in collaboration with a dozen other institutions of higher learning and NGOs. The goal of the Ganga RBM Plan is to restore the wholesomeness of the National River Ganga and the entire river basin. The development of the Ganga RBM Plan followed an integrated best-practice approach that is based on four agreed visions and corresponding objectives to be achieved through the implementation of the Plan. As part of the Ganga RBM Plan, eight key missions, which are key thematic areas are tackled and assessed. The Plan itself as well as eight technical annexes reflect on these concluding with recommendations how to mitigate possible impacts on the Ganga Basin. A process to develop a framework for Ganga RBM Plan 2.0 has just been initiated by NMCG.

District Ganga Committee and District Ganga Plans

As per the Authority Notification 2016, District Ganga Committees along the main stem of river Ganga have been constituted under the chairmanship of District Magistrate for taking measures for prevention, control and abatement of environmental pollution in the River Ganga and to ensure continuous adequate flow of water so as to rejuvenation the River Ganga to its natural and pristine condition. Further, constitution of District Ganga Committees along the tributaries of river Ganga (including the remaining districts of Ramganga Basin (in Uttarakhand) is under process by NMCG/SMCG.

In line with the Authority Notification, the District Ganga Committees are mandated to prepare District Plans for protection of river Ganga and its tributaries (see Authority Notification, Para No. 53-59. which elaborates on the constitution, functions and powers of DGC and preparation of District Plan for protection of Ganga and allied activities). The plans shall include the activities to be undertaken by the DGC for protection, control and abatement of environmental pollution in Ganga and its tributaries and their riverbed area and the expenditure involved for such a plan as well as the time frame within which such activities are to be completed. The district plans, therefore, are expected to be not only more detailed but also cover the real on the ground pressures and issues to deal with.

GIZ-SGR support for DGP preparation:

GIZ-SGR has been supporting DGCs in preparing DGPs in selected Districts across the 5 Ganga Main stem states. Model DGPs prepared (2023): 4 DGPs-1 UK (Udham Singh Nagar), and 3 UP (Moradabad, Bareilly and Shahjahanpur). Presently, support through training and handholding program for preparation of DGPs in 47 Districts is ongoing in a phase/batch wise manner (UK-12, UP-30, Bihar-2, West Bengal-2 and Jharkhand-2). Of these 47 districts, DGPs shall be finalized for 36 districts by Dec 2026. The remaining 11 districts (10 of UP, 1 of Jharkhand- list of tentative districts is placed in Annexure 1) along with 1 model DGP in Jharkhand (Sahib Ganj) are proposed to be taken up during 2027.

Objectives of the service

With this assignment, GIZ aims to contract to support in the development of District Ganga Plans by 10 DGCs in the UP and 2 DGCs of Jharkhand. The plans should be based on the principles of Integrated River Basin Management in accordance with the DGP Handbook approved by NMCG. These plans will be in line with the model District Ganga Plans earlier prepared (in accordance with the DGP Framework/DGP Handbook) and approved by

NMCG/SMCGs but specific to the respective district. Details on the tasks are described in Chapter 2.

The specific **objectives** of the service under this assignment are:

1. Capacity Building of officials from 10 DGCs of UP & 2 DGCs of Jharkhand and resource pool from NMCG/ SMCGs for preparation of District Ganga Plans by the DGCs based upon River Basin Management approach in accordance with the DGP Handbook.
2. Handholding support to DGCs for preparation of District Ganga Plans.
3. Collection & compilation of information/data from DGCs and Preparation of contents under different sections of District Ganga Plans for the selected one district (Sahib Ganj, Jharkhand) in accordance with DGP handbook
4. Preparation of draft DGPs in close consultation with DGCs
5. Finalization of District Ganga Plans in coordination with DGCs so that these are ready for submission to SMCG/NMCG

The trainings and handholding support under this contract will be planned together with the NMCG, SMCG and other relevant district-level stakeholders in the respective districts. GIZ will facilitate interactions with partners/stakeholders and nominations/participation of officials for trainings and handholding support.

It is to be ensured that the trainings and handholding sessions incorporate a gender inclusive approach which will also be an integral component for all the District Ganga Plans to be prepared. It is envisioned that the District Ganga Plans will address the key water management issues identified in the district, be in line with the Ramganga RBM Plan (where relevant) and contribute to taking remedial actions towards rejuvenation of river Ganga and its tributaries together with contributing towards the climate change aspects.

The development of District Ganga Plans will be done in close cooperation with DGCs together with SMCG, GIZ and other relevant district-level stakeholders in the respective districts following a tri-modular approach.

Any exchanges with other contractors as and when required will be facilitated by GIZ project team coordinators.

2. Tasks to be performed by the contractor

The contractor is responsible for providing the following services:

Work Package 1: Preparatory Activities – DGPs of UP and Jharkhand

- Prepare a concise work plan/handholding Program on the agreed steps for the assignment. The work plan should also include the cooperation with GIZ project team and consultants.
- Stakeholders mapping (including the roles, responsibilities in district planning) together with GIZ
- Template preparation for DGPs in line with the earlier prepared model DGPs/ handbook
- Desk review of characteristics of districts to be done.
- Prepare Section A & B for each district together with mapping based upon available information. Finalisation of the handholding program framework in agreement with NMCG/GIZ project team.

WP 1 Deliverables:

D 1.1: Concise work plan is available, stakeholders mapping done and DGP template available for the execution of the assignment for all the work packages

D 1.2: Information sheets/completed Section A & B (having characteristics & overview) for each district and detailed templates for situational analysis, gap assessment and action plan development are available

Work Package 2: Handholding support to DGCs (10 UP and 1 Jharkhand) for preparation of District Ganga Plans

- Regular engagement with the selected DGCs and District Planning working Group (DPWG) responsible for DGP preparation (*Coordination with DGC members/DPWG will be facilitated by GIZ*).
- Identification and Prioritization of Key issues together with DGCs/DPWG Conduct virtual/online handholding sessions for all the 11 DGCs involved in District Ganga Plan preparation. Two (2) virtual sessions of half day each (one for Section C and other for section D), on periodic basis, will be done for each DGC/DPWG towards guiding and handholding on different components of the DGP development namely (i) analysing the prioritized issues/gaps, (ii) action plan development and (iii) drafting of DGP. The two virtual sessions for each DGC/DPWG (11 half day sessions) should be conducted by Expert/ Pool in coordination with GIZ team. (Note: A virtual half day session may also be split into two quarter day/2 hr sessions as per requirement).
- Compilation, review and drafting of contents in the DGP template for situational analysis, gap assessment and action plan development specific for the district
- Review and provide feedback/inputs at different stages of DGP preparation (situational analysis, key issues identification and gaps assessment, action plan development, draft DGP) by DGCs.
- During the handholding process of the district plans, adoption of gender inclusive approach is to be emphasized for different DGP components.
- Contractor to continue exchange with the Ramganga RBM Plan/ URMP/district environmental Plan or any other such Plan as applicable for aligning the district plans with the basin plan.
- Site visits/in person meetings with line departments to specific districts on need basis (up to 5 visits by pool of experts for 3 days each)
- Reviewing of Sections A, B, C & D so that draft DGPs for 11 Districts are ready. Presentation of Draft DGPs to DGCs together with DPWG
- Incorporation of inputs and Finalisation of draft DGPs for 11 districts

WP 2 Deliverables:

D 2.1: 2 half days virtual/online handholding sessions are done each for 11 DGCs and inputs given for each DGC involved at different stages of DGP preparation (key issues identification, gaps assessment and action plan development, draft DGP).

D 2.2: Compilation of information towards completion of Section C of each district together with DGP working Group for each District

D 2.3 Compilation of information towards completion of Section D of each district together with DGP working Group for each District

D 2.4: Draft DGPs are discussed and finalized together with DGCs/DPWG

Work Package 3: Developing Model District Ganga Plan of Sahib Ganj, Jharkhand

- Preparatory- DGP Working Group Formation in the district comprising of major departments/DGC members, Information collection.
- Conduct Inception meeting of officials from the selected DGC and resource pool from SMCG/ training institutions for preparation of District Ganga Plan and data/information needs.
- Preparation of Section A&B under module I: completion of Introduction, Overview & Characterisation of district and presentation to DGCs
- Preparation of Section C under module II: Key issues identification, situational analysis & Gaps assessment, presentation to DGCs
- Preparation of Section D under Module III: Action & Monitoring Plan development
- Field visits, Consultations, meeting with DGP Working Group, Participation in DGC meetings, Focussed Group Discussions with community/women group. 3 field visits in the district for total 9 days (3 days 1st field visit by Expert-2 and Expert pool; 3 days for 2nd field visit by Expert-2 and Pool; 3 days for 3rd field visit by Expert2 and pool of experts) have to be done during each of the three modules preparation/finalization.
- Compiling Sections A, B, C & D into Draft District Ganga Plan and presentation to DGC
- Finalization of District Ganga Plan and sharing with DGCs/SMCG
- Sharing/Presentation of Final DGP with NMCG/SMCG. Team Leader may be required to travel to Delhi/Ranchi.

The steps involved in DGP preparation process comprises of information/data collection, consultations with working group & DGC members/stakeholders, focused group discussions (FGDs) with women and other self-help groups/NGOs, participation & presentation in DGC meetings, site-visits and collection of field related data/information, compilation of contents of all sections/modules of DGP and presentation of the Plans in DGC/SMCG/NMCG meetings. All the activities/tasks for DGP preparation will be done by the consultant in close cooperation with DGCs and GIZ project team. The consultant will be coordinating with all respective stakeholders for ensuring their participation in inception meeting, DGP Working Group meetings, FGDs and other such meetings as required. GIZ will facilitate communications with NMCG/SMCG/DGCs as needed. *Expenses towards organizing the inception meeting/ dissemination event will be covered by GIZ .*

It is also to be ensured that the process of consultations, orientation and other associated activities incorporates a gender inclusive approach which will also be an integral component for District Ganga Plans to be prepared. It is envisioned that the District Ganga Plans will address the key water management issues identified in the district including Water Resources Management Planning. These Plans will be in line with the Ganga RBM Plan/ Urban River Management Plan and other such Plans (as available) and contribute to taking remedial actions towards rejuvenation of river Ganga and its tributaries together with contributing towards the climate change aspects.

Any exchanges with other contractors as and when required will be facilitated by GIZ project team coordinators.

WP 3 Deliverables:

D 3.1: Brief inception report is prepared outlining the inception meeting's discussion points, listing of ongoing actions, institutional mechanism, issues and agreed points for DGP preparation.

D 3.2: Section A & B under Module I, information compilation with respect to Overview & Characterisation of the district completed. Key issues finalized in coordination with DGP Working Groups

D 3.3: Section C under Module II, key issue wise situational analysis & Gaps assessment completed for the district in consultation with DGC/Working Group

D 3.4: Section D under Module III/draft DGP, Action & Monitoring Plan completed in consultation with DGC/Working Group and shared draft DGP with GIZ

D 3.5: District Ganga Plan finalized incorporating feedback from DGC and presented to SMCG. Final DGP presented to NMCG Delhi/SMCG

The contractor shall be responsible for the successful implementation of the above work packages and satisfactory delivery of the expected deliverables under each work package. All above-described tasks and activities shall be carried out in close consultation and coordination with the GIZ project team. GIZ will ensure constant exchange and consultation loops with the NMCG/SMCG for implementing the overall training and handholding program. GIZ will also ensure necessary coordination with DGCs and other stakeholders who are involved in the District Planning process. GIZ project team will make available the important documents developed by the project that are relevant for conducting training and handholding program for the District Ganga Plan preparation.

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 meeting with GIZ project team and concise work plan for the execution of the assignment for all the work packages	Within 2 weeks of signing the contract/virtual/contractor, GIZ
Framework/detailed agenda for handholding program is finalized in agreement with GIZ team.	Within 3 weeks of signing of contract/virtual/contractor, GIZ
Sahib Ganj, Jharkhand: <i>Preparation of template for DGP preparation, basic information sheet preparation from available data for Shaib Ganj District</i>	Within 1 month from the day of contract
10 districts of UP+ Bokaro, Jharkhand: Information sheets (section A, B) specific for 11 districts are available	January -February 2027/virtual/contractor
10 districts of UP+ Bokaro, Jharkhand:	February 2027 virtual/contractor (GIZ to coordinate with NMCG, SMCG, DGCs)

1 st Handholding sessions of DGC/DPWG are organized	
Sahib Ganj, Jharkhand: Inception/Kick-off Meeting of officials from the selected DGC and resource pool from SMCG/ training institutions for preparation of District Ganga Plan; Situation overview and listing of key issues in the districts	January – February 2027
Sahib Ganj, Jharkhand: <i>Completion of Section A & B under Module I:</i> Information compilation with respect to Overview & Characterisation of the district and sharing with GIZ, Key issues finalization in coordination with DGP Working Groups	February 2027
10 districts of UP+ Bokaro, Jharkhand: Section C is completed	May 2027/online/contractor
Sahib Ganj, Jharkhand: <i>1st Field visit and Participation in DGC meetings,</i> Presentation of section A & B to DGC, Site visits, bilateral meetings with relevant departments in each district for key issue wise situational analysis, FGDs	March 2027
10 districts of UP+ Bokaro, Jharkhand: Field visits/individual meetings (for selected DGCs)	April-May 2027)/UP and Jharkhand/contractor
Sahib Ganj, Jharkhand: <i>Completion of Section C under Module II:</i> Key issue wise completion of situational analysis & Gaps assessment the district in consultation with DGC/Working Group and sharing with GIZ	June 2027
10 districts of UP+ Bokaro, Jharkhand: 2 nd Handholding sessions of DGC/DPWG are organized	July 2027 virtual/contractor (GIZ to coordinate with NMCG, SMCG, DGCs)
Sahib Ganj, Jharkhand: <i>2nd Field visit and Participation in DGC meetings (Sahib Ganj)</i> Presentation of section C to DGC, Site visits, bilateral meetings with relevant departments in each district for Action Plan development	June 2027
Sahib Ganj, Jharkhand: <i>Completion of Section D under Module III/draft DGP:</i> Action & Monitoring Plan in	August 2027

consultation with DGC/Working Group and sharing draft DGP with GIZ	
10 districts of UP+ Bokaro, Jharkhand: Completion of Section D so that Draft DGPs are ready	August 2027/ online/contractor
10 districts of UP+ Bokaro, Jharkhand: Review of draft DGPs and inputs for finalizing together with DPWG	September 2027/ online/contractor
Sahib Ganj, Jharkhand: <i>3rd Field visit and Participation in DGC meetings</i> , Sharing/Presentation of draft DGP in DGC Meeting	September 2027
Sahib Ganj, Jharkhand: <i>Finalisation of District Ganga Plan</i> incorporating feedback from DGC and sharing with GIZ Sharing of finalised DGP with DGC, SMCG	October- November 2027
10 districts of UP+ Bokaro, Jharkhand: Draft DGPs are finalized and ready for submission	October-November 2027/online/contractor
Sahib Ganj, Jharkhand: District Ganga Plan of Sahib Ganj is finalized incorporating inputs from SMCG and ready for submission to SMCG by DGC	November -December 2027
Presentation of finalized DGP (Sahib Ganj) at SMCG, Jharkhand	December 2027- January 2028

Period of assignment: From November 2026 until February 2028.

Support/Facilities to be provided by GIZ

All the services described above will be implemented in close coordination with GIZ project team.

- GIZ will facilitate the meetings and coordination with DGC and NMCG/SMCG as required.
- GIZ will provide access to a MS Teams workspace for sharing documents and virtual exchange.
- GIZ will organise the dissemination workshop with DGC, SMCG/ NMCG towards the end of contract. *Expenses towards organizing the inception meeting/ dissemination event will be covered by GIZ.*

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 describes the presentation and interaction between the relevant actors/stakeholders in the contractors 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)

Further requirements (1.7)

Gender sensitive approach is to be adopted at different stages of DGP and handholding programs and should be emphasized for adoption in the District Ganga Plans. The potential impacts of climate change should also be emphasized for incorporation in the plans.

4. Criteria for eligibility of firms

The bidder should have the following criteria for qualification:

Commercial eligibility

- Average annual turnover for the last three financial years should be at least INR 30,00,000.
- Minimum number of employees for past 3 years should be 5.

Technical Eligibility

- The bidder should have at least 2 reference projects (minimum commission value of each project should be EUR 10,000) in field of District Ganga Planning/ River Management Plans.
- The bidder should have at least 2 reference projects in India in the last 3 years.
- The bidder should have experience of:
 - (i) Developing training modules/framework of DGPs/RBM Plan/ URMPs/River Rejuvenation Plans
 - (ii) Conducting training and handholding of district officials and ULB officials on District Ganga Plan/ River Management Plans
 - (iii) Preparation of District Ganga Plan together with District Ganga Committees

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 Water Resource Expert

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, as well as planning and steering assignments and supporting short-term experts
- Regular reporting in accordance with deadlines
- Contributing to and quality control of all documents, analysis, illustrations, presentations to be developed under this assignment.
- Steer and Participate as Expert in conducting sessions in the training programs organized for District Ganga Plan preparation.
- Steer and organize handholding sessions (virtual participation) for DGCs to support development of DGPs.
- Review and inputs in drafting of contents for Section A, B, C & D of the DGP
- Review and finalization of draft DGP

- Presenting work results at consultation meetings and discuss with decision makers to achieve common objectives
- Technical communication and coordination with the partner institutions and stakeholders through GIZ related to development of district plans
- Steering regular meetings and coordination with GIZ project team
- Steering and inputs in template development, situation assessment, Draft District Plan development, reviewing and getting the Plan finalized
- Take up the required tasks, field visits, meetings etc. of Model DGP of Sahib Ganj, Jharkhand

Qualifications of the team leader

- Education/training (2.1.1): University qualification PhD with Master's in Water Resource Management / Environmental Sciences / Engineering/ Civil Engineering or any related subject
- Language (2.1.2): Very good language skills in written and oral English & Hindi
- General professional experience (2.1.3): 7 years of professional experience in the field of water resource management planning and/or projects with national/state/district government institutions in river basin management related planning processes with 2 years of experience in development & conducting training/Capacity Building programs on District Ganga Plans in river Ganga/major Indian rivers.
- Specific professional experience (2.1.4): 7 years of practical working experience in all processes related to the development, implementation and monitoring of RBM Plans, good understanding of the EU WDF and its Common Implementation Strategy; 2 years' experience in development/ organizing trainings on RBM plans at district/basin levels.in river Ganga/major Indian rivers.
- 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): 2 years of experience in DC projects
- Other (2.1.8): Experience in inclusion of gender and climate change aspects in projects/plans.

Key Expert 1- DGP/River Centric Planning Expert

Tasks of Key Expert 1

- Support the Team Leader in the over-all implementation of this contract
- Supporting the Team Leader in over-all implementation of the tasks specified in Chapter 2.
- Contribution to the development of template, templates of training and handholding sessions for District Plans in accordance with the DGP handbook
- Liaison with local authorities at District levels regarding District Ganga Plan preparatory meetings/consultations /field visits
- Organize virtual handholding sessions with DGCs/DPWG towards development of DGPs
- Organize and participate meetings and field visits along with Expert Pool and individually for providing handholding support to DGCs
- Compilation of Information for contents of Section A, B, C & D in the DGP

- Networking and communicating with the Indian stakeholders virtually and also on the ground
- Following up and inputs in draft DGP prepared by DGCs
- Coordinate with short-term pool of experts on relevant topics
- Tasks as specified by Team Leader related to handholding sessions, compilation of Sections of District Ganga Plans by the DGCs
- Take up the required tasks, field visits, meetings etc. of Model DGP of Sahib Ganj, Jharkhand

Qualifications of the Key Expert-1

- Education/training (2.2.1): University qualification (Masters) in Water Resource Management/Environmental Sciences/Engineering or any related subject
- Language (2.2.2): Good business language skills in English and Hindi
- General professional experience (2.2.3): 5 years of professional experience in the field of water resource management planning and/or projects
- Specific professional experience (2.2.4): 5 years of practical experience with national/state/district government institutions in river basin management related planning processes (e.g. river flood plain management/wetland management/urban water & wastewater management plans and other related topics). 5 years of experience in working with national/state government institutions or district/local authorities in the water sector with 2 years of experience in development & conducting training programs on RBM plans at district/basin levels in river Ganga/major Indian rivers
- Regional experience (2.2.6): 5 years in projects in India
- Development Cooperation (DC) experience (2.2.7): 2 years of experience in DC projects

Expert pool of 02 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 short-term expert pool

- Support the Team Leader/ Expert by providing inputs in the requisite topics (e.g. hydrology/hydrogeology/water pollution/GIS maps) for handholding sessions for the preparation of District Plans
- Support in conducting handholding sessions for District Ganga Plan preparation.
- Meetings and field visits along with Expert and individually for handholding support to DGCs
- Regular coordination with DGC WG for information collections related to different sections of DGPs
- Compilation of all available information's in the different sections of DGPs
- Incorporation of inputs/ feedback towards the finalization of DGPs
- Support in reviewing and analysing data/information on key issues identified by the districts.
- Structuring and analysing of data, GIS maps and information provided by the partners for developing district plans and identifying possible gaps
- Liaison with DPWG and departments at district levels
- The pool of experts proposed in the bid shall have essential understanding in Indian water governance, and field assessments related to river rejuvenation projects/wastewater management/urban sanitation sector.

Qualifications of the short-term expert pool

- Education/training (2.6.1): Expert(s) with Masters/PG Diploma in Urban Planning/Environmental sciences/hydrogeology and related fields
- Language (2.6.2): Very good language skills in English and Hindi
- General professional experience (2.6.3): 4 years of professional experience in hydrogeology projects/water resource management projects/programs
- Specific professional experience (2.6.4): 3 years of practical working experience in planning and implementing projects related to River Basin Management plan preparation/water resource management/ wastewater or sanitation projects /hydrogeological assessments in close cooperation with local authorities.
- Regional experience (2.6.5): Each expert with 4 years of professional 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

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

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 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. As no Air travel is provisioned, carbon offset budget is not included.

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
Team Leader	1	60	60	A. 44 Expert Days (10 districts, Uttar Pradesh + Bokaro, Jharkhand) B. 16 Expert Days (Sahib Ganj, Jharkhand)
Expert 1	1	60	60	A. 44 Expert Days (10 districts, Uttar Pradesh + Bokaro, Jharkhand) B. 16 Expert Days (Sahib Ganj, Jharkhand)
Expert Pool Short term pool of experts (Upto 2 experts)	2	82	164	A. 132 Expert Days (10 districts, Uttar Pradesh + Bokaro, Jharkhand) B. 32 Expert Days (Sahib Ganj, Jharkhand)
Travel expenses	Quantity	Number per expert	Total	Comments
Per-diem allowance in country of assignment	2	24	48	A. 30 per-diem (10 districts, Uttar Pradesh + Bokaro, Jharkhand) B. 18 per diem (Sahib Ganj, Jharkhand) This will be paid on lump sum basis as per GIZ rules
Overnight allowance in country of assignment	2	22	44	A. 32 overnight (10 districts, Uttar Pradesh + Bokaro, Jharkhand) B. 12 overnight (Sahib Ganj, Jharkhand) This will be paid on the submission of evidence as per GIZ rules
Transport	Quantity	Number per expert	Total	Comments

Domestic flights <i>Economy class</i>	2	6	12	A. 6 Return Flights for any 2 experts/Pool travelling 3 times each (10 districts, Uttar Pradesh + Bokaro, Jharkhand) B. 6 Return Flights for any 2 experts/Pool travelling 3 times each (Sahib Ganj, Jharkhand) Against evidence
CO₂ compensation for air travel	2	6	12	A budget of upto 10% of flight cost is earmarked for settling carbon offsets against evidence.
Travel expenses (train, car) Road/train travel to districts & Local travels (cab/taxi hiring for site visits, travel to project site)	1	36	36	A. 30 Local Travels for any 2 Experts travelling 3 times for 5 Days in all 11 districts clubbed in 3-4 district per visit (10 districts, Uttar Pradesh + Bokaro, Jharkhand) B. 6 Local Travels for any 2 experts/Pool travelling 3 times each (Sahib Ganj, Jharkhand) Intercity travel- by road/train and cab/taxi hiring for site visits, local travel within city to project site This will be paid on actual basis as per GIZ rules, on submission of evidence
Other travel expenses <i>Airport transfer</i>	4	12	48	A. 24 Airport Transfer (10 districts, Uttar Pradesh + Bokaro, Jharkhand) B. 24 Airport Transfer (Sahib Ganj, Jharkhand) This will be based on lumpsum basis per travel as per GIZ rules
Other costs	Number	Price	Total	Comments
Flexible remuneration		1,00,000		<u>The expenditure under this budget head must be prior approved by the Budget responsible officer at GIZ in writing.</u>
Other cost				

Workshops, events and trainings

The contractor implements the following workshops/study trips/training courses:

- The agency is required to participate (online/virtual mode) in need based consultative workshops/meetings planned by GIZ, government partners and other stakeholders.
- The consultant will present the learning/reports to the project partners during meetings/workshops as and when needed.

(The workshops/meetings will be organized by GIZ, cost towards organizing the workshop is not to be calculated by the bidder.)

7. Inputs of GIZ or other actors

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

- Facilitate coordination among other contractors and experts as described in Chapter 2
- Provide access to a MS Teams workspace for sharing documents and virtual exchange with key project partners and experts
- Workshops/meeting logistics in India (if required)
- Provide District Ganga Plan Handbook
- Logistics for workshops

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 (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 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 it took. The CVs are also to be submitted in English (language).

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.

Annexure 1

List of Districts

S.No.	State	District
1	Uttar Pradesh	Kheri
2	Uttar Pradesh	Badaun
3	Uttar Pradesh	Kasganj
4	Uttar Pradesh	Sant Kabirnagar
5	Uttar Pradesh	Aligarh
6	Uttar Pradesh	Fatehpur
7	Uttar Pradesh	Hardoi
8	Uttar Pradesh	Bulandshahar
9	Uttar Pradesh	Kaushambi
10	Uttar Pradesh	Hapur
11	Jharkhand	Bokaro
Model DGP Jharkhand		
12	Jharkhand	Sahib Ganj