



Sudurpashchim Province Government
Ministry of Physical Infrastructure Development
Provincial and Local Road Improvement Program (PLRIP)
Provincial Project Management Unit (PPMU)
Dhangadhi, Kailali

Terms of Reference (ToR)

For

Social Mobilizer (SM)

Reference No: PLRIP/SUPA/CS/INDV/SM/082-83

Contract ID: PLRIP/SUPA/CS/INDV/SM/33/082-83

PLRIP/SUPA/CS/INDV/SM/34/082-83

PLRIP/SUPA/CS/INDV/SM/35/082-83

PLRIP/SUPA/CS/INDV/SM/36/082-83

PLRIP/SUPA/CS/INDV/SM/37/082-83

1.0 INTRODUCTION

- 1.1 Government of Nepal (GoN) has received the development credit to implement the Provincial and Local Roads Improvement Program (PLRIP), from the International Development Association (IDA). A part of this financial assistance is to be used for hiring consultancy services through individual Social Mobilizer (SM) in the capacity of Social Mobilizer (SM).
- 1.2 Main objective of the program is to enhance all-weather connectivity, efficiency, and resilience of provincial and local road networks, provide critical connectivity to remote municipalities that are not yet connected to the national or provincial road network and strengthen the capacity of the participating governments. Followings will be the components of PLRIP:

Component 1: Enhancing efficiency and resilience of Provincial Roads and Bridges:

- Up-gradation, rehabilitation, improvement of selected Provincial Roads and bridges
- Periodic maintenance of existing Provincial Roads and Bridges
- Routine and recurrent maintenance of existing Provincial Roads and Bridges
- Development of community-led complementary/associated climate-smart infrastructure facilities along the roadside.

Component 2: Enhancing all-weather connectivity and access to Municipalities:

- Construction, up-gradation of Local Roads and Bridges to prioritized unconnected very remote Local Level centers and villages.
- Undertaking of pilots to improve access in very remote/remote locations through non-motorized transport and alternative means of access,

Component 3: Strengthening Governance System and Capacity:

Component 4: Road safety management:



Component 5: Contingent Emergency Response Component (“CERC”).

- 1.3 PLRIP is implementing through province governments and local levels in close coordination with federal government. Central Program Coordination Unit (CPCU), established under Department of Local Infrastructure Development (DoLID) is in coordination role from the federal government and Infrastructure Development Offices (IDOs) and Technical Unit participating local levels will be the main implementing bodies of this program. Provincial Project Management Unit (PPMU) has been established under MoPID in Sudurpashchim province to manage the program in province level. Social Mobilizer (SM) to be based at IDO will be hired to support PPMU/IDO in project implementation and construction supervision. For first phase, PLRIP is under implementation in three participating provinces (Madhesh, Sudurpaschim and Karnali) including some selected Rural/Municipalities.
- 1.4 The PLRIP, PPMU Sudurpashchim Province now intends to hire an individual consultant as Social Mobiliser (SM) to be based at construction site for assisting the PPMU and IDO in social and environmental risk management for the project. The Social Mobilizer (SM) shall work under the management of IDO and in close guidance by the Environmental Risk Management Officer (ERMO), Social Management Risk Officer (SRMO) based at IDOs and Social Specialist (SS) and Environmental Specialist based on PPMU.

2.0 OBJECTIVES OF THE CONSULTANCY SERVICES

The main objective of the consultancy services is to provide support for social and environmental risk management to the IDO and PPMU.

3.0 SCOPE OF THE CONSULTANCY SERVICES

The Social Mobilizer shall assist for community mobilization for Resettlement Action Plan (RAP) preparation and its implementation, data collection and verification for ESSR and ESMP preparation and overall implementation of the ESMP. S/he will facilitate community consultation, stakeholder engagement and GBV/SEA/SH activities in close coordination with SRMO/ERMO, Social and Environmental Specialist of the PPMU. Besides s/he will also involve in walkover survey, feasibility survey, baseline survey and loss inventory survey for selected and other roads to be selected and will work closely with the other team members in overall implementation of the program.

The Social Mobilizer will undertake the following tasks, among others:

- Conduct loss inventory of affected land, structures and other assets of affected household as per instruction/guidance of the Social Risk Management Officer and Social Specialist;
- Assist to SRMO, ERMO and Social and Environmental Specialists for preparation and implementation of ESSR, ESMP and RAP;



- Assist to conduct social appraisal survey, social feasibility study, baseline survey, HH survey, undertake social mobilization activities, assist in livelihood enhancement skills trainings (LEST) and other related training/orientation programs etc;
- Assist to SRMO, ERMO and Social Specialist in planning and conducting information dissemination, orientations and awareness campaign as outlined in the Environmental and Social Management Plan (ESMP) and RAP;
- Assist ERMO, SRMO, Environmental Specialist and Social Specialist in implementation of ESMP on relocation of public utilities like electric poles, chautara, drinking water taps, irrigation canals, foot trails etc.
- Assist ERMO and Environmental Specialist in implementation of bio-engineering works like turfing, palisades, grass plantation, brush layering, compensatory plantation and roadside plantation.
- Conduct regular meetings to motivate local beneficiaries specially women in the construction works;
- Play a key role as a facilitator for grievance recording, processing, meetings and overall management of the grievances and prepare status of grievance redress management as per given template;
- Assist SRMO and Social Specialist to monitor or get status of Gender Based Violence (GBV), Sexual Exploitation Abused (SEA) and Sexual Harassment (SH) in the work site and community;
- Assist to ensure fair working condition to the laborers and accommodation facility of laborers;
- Assist to SRMO and SS to implement Resettlement Policy Framework and Protocol for Voluntary Land Donation (VLD);
- Regular monitoring on use of PPE by the laborers and report to Social and Environmental Specialist.
- Assist to SRMO and Social Specialist for payment of compensation for affected assets as per approved Resettlement Action Plan (RAP);
- Assist to SRMO and SS to complete land ownership transfer of affected land parcels.
- Assist to carry out activities to develop feeling of ownership of development works among the beneficiaries;
- Work closely in coordination with the Project Support Team at site.
- SM is the field based job so s/he shall engage in the field for conducting social activities related to the project.
- Liaise with Wards, R/Municipality and other CBOs/Stakeholders for the effective implication of the project, and
- Undertake any other tasks assigned by IDO, PPMU and Social and Environmental Specialist as per requirement.

4.0 MINIMUM QUALIFICATION REQUIRED FOR ELIGIBILITY

The applicants must satisfy the following eligibility criteria:

- At least +2 or equivalent level of academic qualification and shall have at least 2 (Two) years of general experience in social mobilization in infrastructure related projects
- Relevant trainings will be an advantage,



- Candidates from the same district or road site and marginalized people having experience as Social Mobilizer shall be preferred.

Candidates should have basic computer knowledge on Microsoft Office (MS word, Excel, PowerPoint etc.)

5.0 SELECTION METHOD

The Social Mobilizer (SM) selection shall be based on the *Procurement Regulations for IPF Borrowers Fifth Edition September 2023* ("Procurement Regulations"), Open Competitive Selection of Individual Social Mobilizer (SM).

6.0 REMUNERATION AND LOGISTIC SUPPORT TO THE SOCIAL MOBILIZER (SM)

The Social Mobilizer (SM) shall be provided with the remuneration and other logistic supports as below:

- The Social Mobilizer (SM) remuneration per month shall be finalized through negotiation within the ceiling of the budget; exclusive of VAT. The date of negotiation will be informed immediately after the submission of the financial proposal. The remuneration includes travel cost and DSA.
- In case of failure of negotiation, the Social Mobilizer (SM) in waiting list in order of merit will be called on for negotiation.
- The price escalation is not applicable to this consulting service.
- The Social Mobilizer (SM) shall be paid by PPMU/IDO every month on the submission of his/her invoice and time-sheet with the obligatory reports as mentioned in subsequent **Para"7"**. The invoice must be associated by the Social Mobilizer (SM) VAT bill having readable PAN.
- The office space and working furniture (Table & chair) will be provided to the Social Mobilizer (SM) within premises of IDO office.

7.0 SOCIAL MOBILIZER (SM) REPORTING OBLIGATIONS

The Social Mobilizer (SM) shall deliver the following reports to PPMU in the standard format:

- Monthly Progress Report,
- Quarterly Progress Report,
- Annual Progress Report,
- Other Reports as and when asked by PPMU in connection with the project works.

The Social Mobilizer will report to the SRMO, ERMO, Social Specialist and Environmental Specialist in monthly basis and as and when required

8.0 DURATION OF SOCIAL MOBILIZER (SM) SERVICES

- The duration of the Social Mobilizer (SM) services shall be not more than Three (3) years in fulltime basis. The services shall start tentatively from June 2026. The contract shall be terminated if the program does not need the Social Mobilizer (SM) service due to the program's internal management or unsatisfactory performance of the Social Mobilizer (SM) s as evaluated by the IDO/PPMU. Performance evaluation of the Social Mobilizer (SM) will be made in every six (6) months.



- In case of termination of the contract on part of the program (client); the client will inform the Social Mobilizer (SM) in writing one (1) month before.
- If the Social Mobilizer (SM) wishes to leave the project; he/she shall mandatorily inform the IDO/PPMU in writing Two (2) months before leaving the program.

9.0 TAXATION

- The Social Mobilizer (SM) shall be fully responsible for all taxes imposed by the Government of Nepal. The Social Mobilizer (SM) must be registered in the Value Added Tax (VAT) after the contract agreement signed. The Social Mobilizer (SM) will be responsible for the costs of the premium of any insurance plan he/she takes up.

10.0 AGREEMENT

- The Social Mobilizer (SM) shall be required to enter into an agreement with the PLRIP-PPMU on time-based contract.

11.0 Miscellaneous

- PPMU Sudurpashchim shall prepare the ranking of standing list from this REOI for financial negotiation to mobilize the Social Mobilizer (SM) as and when required. If the position of selected Social Mobilizer (SM) becomes vacant, replacement will be done from the standing list within 1 (One) year from the date of shortlisting.