



**Jharkhand State Water and Sanitation Mission Society**  
**(Under the aegis of Drinking Water and Sanitation Department, Govt. of Jharkhand)**  
**3<sup>rd</sup> Floor, Water Tank Building, Near Doranda Police Station, Doranda**  
**Ranchi 834002 Tel: 06512482876**

**Advertisement No.:08/19**

**Date: 07.08.2019**

**Recruitment Notice**

**Advertisement for Recruitment on contractual basis under Neer Nirmal Pariyojna (Rural Water Supply and Sanitation Project for Low Income State)**

Drinking Water and Sanitation Department, Govt. of Jharkhand, is implementing The World Bank and MoDWS supported Neer Nirmal Pariyojna (Rural Water Supply and Sanitation Project for Low Income States) in the six selected districts of Jharkhand. One dedicated State Project Management Unit (SPMU) is established at the state level and one dedicated District Project Management Unit (DPMU) is established at District level in project districts to provide the requisite technical and managerial support to the project. Application of eligible candidates are being invited for the position mentioned in the table below:

S.No.	Position	No. of Vacant positions	Place of posting	Expected Professional Fee (Per month)
1.	Procurement Specialist	01	DPMU	Rs. 40000/-

The details of ToR, essential qualification, experience and prescribed format of Application with procedure of applying for the position are available under **Notice Section** in the project website: **[dwsd.jharkhand.gov.in](http://dwsd.jharkhand.gov.in)** or you may refer **vacancy section of [rwsspjhr.smartrepublic.org](http://rwsspjhr.smartrepublic.org)**  
**Last date of application submission is 22.08.2019 before 5:00 PM.** The professional will be selected in accordance with method set out in the Guidelines: Selection and Employment of Consultants [Under IBRD Loans and IDA Credits and Grants] by World Bank Borrowers, January 2011.

Sd/-  
(Ameet Kumar)  
Project Director  
Rural Water Supply and Sanitation Project  
Drinking Water and Sanitation Department  
Jharkhand, Ranchi.

**JHARKHAND STATE WATER AND SANITATION MISSION SOCIETY**  
(Under the aegis of Drinking Water and Sanitation Department, Govt. of Jharkhand)

**TERMS OF REFERENCE**  
**OF**  
**SPECIALIST TO BE RECRUITED UNDER DISTRICT PROJECT MANAGEMENT UNIT**  
**FOR “NEER NIRMAL PARIYOJNA”**  
**(RURAL WATER SUPPLY AND SANITATION PROJECT FOR LOW INCOME STATES)**

**A. Background:**

The Ministry of Drinking Water and Sanitation (MoDWS) and the World Bank have jointly developed Neer Nirmal Pariyojna (Rural Water Supply and Sanitation Project for Low Income States) with an objective to ‘improve piped water supply and sanitation services for selected rural communities in the target states through decentralized delivery systems’. The Project is being implemented in identified districts of the four project states namely Assam, Bihar, Jharkhand, and Uttar Pradesh through a district wide approach.

The Drinking Water and Sanitation Department, Government of Jharkhand is implementing this Project in six districts of Jharkhand namely East Singhbhum, Saraikela-Kharsawan, Dumka, Garhwa, Khunti and Palamu. Similarly, **District Project Management Unit (DPMU)** under Executive Engineer (DWSD) is established in each district to implement the project. **The DPMU is located within District Water Sanitation Mission (DWSM) and District Water Sanitation Committee (DWSC) and functions within overall guidance of DWSM/DWSC.** DPMU works closely under the supervision and direction of the JSWSMS/SPMU and provides necessary support to the DWSM/DWSC for project planning, implementation and supervision.

**B. Objectives of the SPMU & DPMU:**

To provide necessary support in the project planning, implementation, and supervision, the State Project Management Units (SPMU) has been setup at the state level within ‘Jharkhand State Water and Sanitation Mission Society (JSWSMS)’. SPMU is headed by Project Director. The SPMU is providing requisite technical and managerial support to ensure effective design and implementation of the project in the State. The DPMU is responsible for planning, implementation and monitoring of the project in the district. The main objective of DPMU is to provide requisite technical and managerial support to Gram Panchayats (GPs), and Village Water and Sanitation Committee (VWSC), District, Block and Village Officials related to project, and co-ordinate with them to ensure effective implementation of the project across district.

**C. Experience and qualification of the positions vacant**

Sl. No.	Level	Position Vacant	Qualification and Experience required in the candidate	No. of Position	Expected Professional Fee
01	DPMU	Procurement Specialist	<ul style="list-style-type: none"><li>• Master in Finance/Commerce/B.Tech (Civil).</li><li>• At least 2 years of work experience of procurement / Contract Management</li><li>• Good knowledge of all concepts and principles of and approaches to procurement, and of public procurement systems followed by the state Government, Government of India and preferably International agencies like World Bank;</li></ul>	01	Rs 40000/- per month

			<ul style="list-style-type: none"> <li>• Knowledge and understanding of technical, commercial and legal aspects of procurement at all phases;</li> <li>• Demonstrated analytical clarity, problem-solving skills and negotiating skills with ability to balance project objectives and procurement requirements;</li> <li>• Strong communication skills in English, Hindi and Local Language</li> <li>• Good computer skills – at least MS Office (Word, Excel &amp; Power point),</li> </ul>		
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**D. Scope of services for Procurement Specialist, DPMU :**

- Provide procurement support during implementation as per the project agreement.
- Provide support in the empanelment of agencies, development of standard bid documents for procurement, etc. for effective implementation of the project.
- Assist in the procurement related capacity building activities including during procurement assessment and the procurement system development process including preparation of various manuals, bid and other documents, etc.
- Work on procurement matters across sectors in the performance of the project's fiduciary and service functions, seeking guidance on complex projects/issues from SPMU and NPMU.
- Review and handle the technical, commercial and legal aspects of procurement as per the World Bank Procurement Guidelines. Provide operational advice on concepts, policies and procedures for procurement.
- Participate in supervisory functions at all levels; assess procurement implications of project design, evaluate institutional capacity of implementing entities and develop suitable procurement plans; conduct prior and post reviews of contracts.
- Negotiate and resolve difficult procurement issues with agencies and handle questions/ complaints from senior officials and contractors on bidding and award issues.
- Design and conduct workshops to educate procurement professionals in implementing agencies at district and sub district levels on approach to procurement, as well as on specialized procurement topics.
- Prepare a range of procurement-related documents and reports; and provide guidance and training to junior procurement staff.
- Monitor the procurement related activities and report
- Support in other relevant tasks as assigned

**E. Selection Process and Criteria:**

1. Candidates will be shortlisted on the basis of relevant working experience and educational qualification.
2. Shortlisted candidates will be required to appear in detailed selection process.
3. Date, time and venue of selection process will be informed through e-mail.
4. The consultants will be selected in accordance with method set out in the Guidelines: Selection and Employment of Consultants [Under IBRD Loans and IDA Credits and Grants] by World Bank Borrowers, January 2011.

**F. Terms and Condition**

1. The consolidated fee range for mentioned position under DPMU will be Rs. 40000/-per month.
2. Professional fees will be paid on monthly basis in lump sum inclusive of all allowances. Travel and related expenses will be settled on actual basis.TA/DA entitlements shall be according to the admissibility adjudged by the JSWSMS.
3. No other entitlements e.g. P.F., ESI, Medical Facilities, Pension etc. will be extended.
4. The project period is **till March 2020**.
5. There will be extensive travels to project area.

6. Any dispute arising out during the service period, the decision of JSWSMS will be binding and final to the assignee.
7. Applicant who has already applied for these posts need not apply again.

**G. How to Apply**

1. Neatly typed application in the following prescribed format and complete in all respects containing duly signed application with enclosures such as self-attested copy of educational qualification and work experience should reach to the below mentioned address through speed/registered post latest by 5:00 PM on **22<sup>nd</sup> August 2019**. Application sent through email or any other mode will not be accepted.

**Address:**

Project Director  
Rural Water Supply and Sanitation Project  
Drinking Water and Sanitation Department, Govt. of Jharkhand,  
3rd Floor, Water Tank Campus, Drinking Water & Sanitation Department , Near Doranda Police  
Station, Doranda 834002; Tel: 0651-2482876

2. **“Application for the post of (*name of the position applied for*) under DPMU** must be mentioned at the **top of the envelop and** inside the **Application format. [ Mandatory]**
3. The applications received in format other than the prescribed Application format would not be considered valid and shall be liable for rejection.

## Application Format

### Position Applied For:

1. Name:
2. Father's Name:
3. Date of Birth:
4. Permanent Address:
5. Address For Correspondence:
6. E-Mail Id:
7. Contact No.:
8. Category (Gen/ST/SC/OBC):

(Please affix PP  
Size  
Photograph)

### 9. Educational Qualification:

Name of Degree/ Diploma/ Certificate	Year of passing	College/Institute	Board/University/ Institution	Subjects	Division/Marks

\* Attach self-attested proof of Educational Qualification.

### 10. Additional Qualification

Name of Degree/Diploma/ Certificate	Year of passing	College/Institute	Board/University/ Institution	Subjects	Division/Marks

\* Attach self-attested proof of Additional Qualification

### 11. Experience (reverse chronological order – latest first):

Sl. No.	Name Of Organization	Designation	Tenure		Responsibility/Assignment	Achievement
			From	To		

\* Attach self-attested proof of experience

- a. Total Years of Experience:
- b. Total Years of relevant experience (As per the criteria specified for the position):

### 12. Language:

Language	Read	Write	Understand

### 13. Computer Proficiency:

### 14. References (At least two):

Name & Designation of Referee	Telephone No.	E-Mail ID.

### Declaration:

Hereby I declare that all the information provided by me in this application is correct and true in best of my knowledge. If any above mentioned information is found to be incorrect or false, then I shall be declared disqualified and shall be eligible for disciplinary action and punishment.

**Signature:**

**Date:**