



GOVERNMENT OF SINDH
PLANNING & DEVELOPMENT DEPARTMENT
DIRECTORATE SINDH WATER SECTOR AND BARRAGES IMPROVEMENT

REQUEST FOR EXPRESSION OF INTEREST
SELECTION OF INDIVIDUAL CONSULTANTS

The Directorate Sindh Water Sector and Barrages Improvement is functional under the administrative control of Planning & Development Department, Government of Sindh for Coordination and monitoring of foreign funded selected projects in water/ irrigation sectors.

In addition to other tasks, the unit is playing central role in formulation of Sindh Water Policy (SWP) and preparation of forth coming Sindh Water & Agriculture Transformation (SWAT) Project with involvement of both Irrigation and Agriculture Departments.

In this regard, the Directorate is implementing approved ADP Scheme No. 2617 to carry out important activities / tasks / strategic studies, technical support, data/ background information, documents etc. required for preparation as well as implementation of Sindh Water Policy (SWP) and Sindh Water & Agriculture Transformation (SWAT) Project.

In the purview of above, the services of eligible, motivated and dynamic professionals (i) **M&E Specialist**, (ii) **Team assistant** are required to work as an **Individual Consultant** to **Establish Process Monitoring, Evaluation and Coordination System that contributes to performance of PCMU and Water Section of P&D Department.**

The assignment duration is Six months (extendible, subject to completion of assignment) to implement the following activities/ tasks pertaining to activity A5 of said ADP scheme:

1. Review SWAT Concept Note - and WB Mission Aide Memoires for understanding of Result Framework - M&E Concepts and Indicators
2. Participate in World Bank meetings on SWAT
3. Review Reports of other World Bank Projects - completed and ongoing to understand their M&E Implementation strategy.
4. Conduct Stakeholders Consultations / Networking with line department for Finalization of SWAT M&E Framework
5. Prepare Work Plan to start M&E program for SWAT
6. Conduct studies on baseline indicators for SWAT
7. In consultation with project partners prepare ToRs for M&E Consultant Firm to refine workplan and implementation Result Framework.

Accordingly, the Directorate invites eligible individuals to indicate their interest for providing the services. Interested candidates should provide information demonstrating that He/ She has required qualification and relevant experience specified in the detailed TORs with roles & responsibilities of the assignment is available on official website i.e., <https://sbip.org.pk/jobs/>. Further detailed information can be obtained at address given below during office hours. i.e., 09:00 to 17:00 Hours PST.

Terms and Conditions:

- Consultants will be selected in accordance with the methods/ procedures set out in the SPPRA rules 2010 and revised till date for selection of Individual Consultants.
- Civil servants may be hired under provided that such hiring does not conflict with any employment or other laws or regulations, or policies of the country and if they (i) are on leave of absence without pay, or have resigned or retired; (ii) are not being hired by the agency they were working for before going on leave of absence without pay, resigning, or retiring, and (iii) their hiring would not create a conflict of interest.
- Applicants must possess domicile of **Sindh Province**.
- Maximum age of candidate shall be **45 years**.
- Expression of Interest in the form of CV providing details of qualification/ experience etc. for shortlisting and selection of above-mentioned position may please be delivered to the office address given below via email or by surface post **not later than October 24, 2022.**

Project Coordinator,

Directorate Sindh Water Sector and Barrages Improvement

Planning and Development Department,

Government of Sindh,

Phone No. 021-99205862-3 Fax: 021-99251255 Email: info@pcmu.gos.pk



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Ref. Published REOI Dated: 7th October 2022

**TERMS OF REFERENCE
SELECTION OF INDIVIDUAL CONSULTANTS**

Activity Reference: Activity A5 of ADP Scheme 2617
Duty station: Mainly Karachi (with field visits at Hyderabad and vicinity)
Duration: 6 Months (extendible, subject to completion of assignment)

Background:

The Directorate is implementing an ADP Scheme # 2617 of FY 2022-23 to carry out an important activities/ tasks/ strategic studies, technical support, data/ background information, documents etc. required during preparation as well as implementation of Sindh Water Policy (SWP) and Sindh Water & Agriculture Transformation (SWAT) Project.

In purview of above, services of following Individual Consultants as i. *M&E Specialist*, (ii) *Team assistant*, are required, who will implement the tasks/ activities as described in the section below.

Subject Specific Roles and Responsibilities of Consultants:

S#	Position	Qualification	Roles and responsibilities
1.	M&E Specialist – Team leader (One position) Max. age: 45 years	<ul style="list-style-type: none"> • Master degree in Social Sciences/ Business Administration from HEC recognized University – specialization and/or international diploma course will be preferred; • 10 years of work experience in the relevant field of M&E with 5 years’ work experience at middle management level in reputable organization; • Knowledge of use of logical framework, theory of change, M&E methods and approaches and data/ information analysis and progress reporting format etc. • Work experience in foreign funded projects preferably in agriculture/ irrigation sector will be an advantage. • Should be computer literate with knowledge of MS-Office suite, email, Internet and M&E related software(s) and data analysis tools. • Proficiency in English and good communication skills and report writing is essential. 	<ul style="list-style-type: none"> • Have Relevant Responsibility for delivery and monitoring the progress in terms of Project targets. • Analyse key performance indicators in accordance with the project result framework and provide continuous feedback/ reports so that appropriate management actions can be undertaken in a timely manner. • To finalize SWAT M&E framework with the help of stakeholders’ consultation/ relevant department. • To review the project reports prepared by the project team/ consultants; • Undertaking field visits to the project area and study various activities, prepare and submit report on quarterly basis accordingly; • Contribute Project Completion Report; • Contribution to the Project Website; • Contribution to preparation of annual and quarterly work plans; • Act as a facilitator or trainer in areas of his/her knowledge as required; • Other duties as required by the Directorate that may assist the Project implementation.
2.	Team assistant (One position) Max. age: 45 years	<ul style="list-style-type: none"> • Bachelors’ degree in the fields of Business administration or IT from HEC recognized University; • Minimum 4 years of proven professional experience in relevant discipline; • Proficiency in using advanced computer applications and MS office suite specially Ms. Excel and power point; • Proficient English skills (verbal and written), including ability to draft routine correspondence and edit materials using proper grammar, punctuation and style; 	<ul style="list-style-type: none"> • Use desktop processing skills to produce complex texts, reports, presentations, charts, figures, graphs, etc., • Collect and input data provided by Component Manager for preparation of quarterly/ yearly progress reports and/or presentations. • Provide assistance to the team leader in drafting letters and official correspondences; • To keep complete record of documents in soft/ hard formats; • To assist the office in scheduling meetings with the project stakeholders;

		<ul style="list-style-type: none">• Previous working experience with World Bank and development projects is an asset.	<ul style="list-style-type: none">• Responsible for recording meeting minutes;• Any other tasks assigned by the lead/ Project Coordinator, ancillary to the above assignments.
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Core Competencies:

- ✓ Leadership
- ✓ Results Focus
- ✓ Teamwork
- ✓ Communication
- ✓ Building Effective Relationships
- ✓ Knowledge Sharing and Continuous Improvement




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CORRIGENDUM

With reference to the Advertisement published by this Directorate Ref No. E01985-22-0001 on SPPRA/ PPMS website for Procurement of Individual Consultants for activity A5 namely *Establish process monitoring, evaluation and coordination system that contributes to performance of PCMU and Water section of P&D Department*; dated: October 07, 2022.

The closing date for submission of CV's is hereby extended up to November 28, 2022 1600 PST.

Issuance date: 11/11/2022


(Engr. Fareeha Mahar)
Deputy Director
Procurement & Contract Management
Directorate Sindh Water Sector and
Barrages Improvement