

NOTICE

**Request for Empanelment of Resource Partners and
Practitioners
For**

**Social Impact Assessment in
Himachal Pradesh**

**Chairperson (SIAU) -cum-
Director H.P. Institute of Public Administration,
Fairlawn Shimla-12**

web : <https://himachal.nic.in/>

Ph. 0177 2622286, PBX – 2880-856

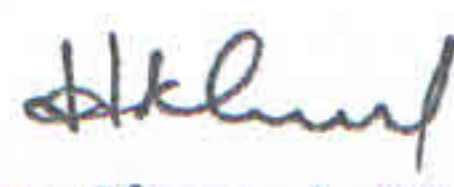
21

H.P. SOCIAL IMPACT ASSESSMENT UNIT
HIAP-FAIRLAWNS, SHIMLA-12
web : <https://himachal.nic.in/>
Ph. 0177 2628497, PBX – 2880-856

NOTICE

Empanelment of Social Impact Assessment Resource Partners & Practitioners

Applications are invited to empanel qualified Social Impact Assessment Resource Partners and Practitioners (both institutions and individuals) for the purpose of carrying out Social Impact Assessment under Himachal Pradesh Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement (Social Impact Assessment and Consent) Rules, 2015 for each of the project where the State Govt. intends to acquire land; with a view to build and continuously expand a database of qualified Social Impact Assessment Resource Partners and Practitioners, which will serve as a network of individuals and institutions with the required skills and capacities to conduct Social Assessments for land acquisition, rehabilitation and resettlement. The desirous institutions and individuals may apply on the prescribed format to **The Chairperson (SIAU) -cum- Director H.P. Institute of Public Administration, Fairlawn Shimla-12 w.e.f. 12.04.2023 to 12.05.2023 upto 05:00** . The institutions/ organizations which are already empanelled need not to apply. Details of this "Notice" is available on website <https://himachal.nic.in/>.


(Balwan Chand, HAS)
Member Secretary (SIAU) -cum-
Joint Secretary (Revenue), to the GoHP,
H.P. Secretariat, Shimla-171002

1. REQUEST FOR EMPANELMENT:

The Social Impact Assessment Unit (SIAU) invites requests for the empanelment of the qualified Social Impact Assessment Resource Partners and Practitioners (both institutions and individuals) for the purpose of selecting the Social Impact Assessment team for carrying out Social Impact Assessment for each of the project where the State Govt. intends to acquire land on the basis of Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement Act-2013. In pursuance of the provisions of the Himachal Pradesh Right to Fair Compensation and Transparency in Land Acquisition, Rehabilitation and Resettlement (Social Impact Assessment and Consent) Rules, 2015, the SIAU intends to build and to further continuously expand a Database of qualified Social Impact Assessment Resource Partners and Practitioners, which will serve as a network of individuals and institutions with the required skills and capacities to conduct Social Assessments for land acquisition, rehabilitation and resettlement.

1.1 Schedule of the Empanelment Process

The requests on the enclosed application format must be submitted to the Chairperson (SIAU) -cum- Director H.P. Institute of Public Administration, Fairlawn Shimla-12 w.e.f. **12.04.2023 to 12.05.2023** (up to 5.00PM).

1.2 Schedule of the Events

1	Publication of Notice for empanelment in News Pap	On or before 12.04.2023
2.	Last date for Receipt of requests for empanelment	12.05.2023 (up to 5.00 PM)
3.	Scrutiny of requests for empanelment	
4.	Finalization of Empanelment	

Not with standing anything else contained to the contrary in this notice, **Social Impact Assessment Unit (SIAU)** reserves the right to cancel / withdraw / modify fully or partially the "Request for Empanelment" or to reject one or more of the requests without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.

1.3 Amendment of Requests for Empanelment

At any time prior to the deadline for submission of requests for empanelment, **SIAU-H.P** reserves the right to add / modify / delete any portion of this document by issuance of an addendum, which would uploaded on the web site of SIAU, HP. The addendum shall be binding on all individuals and institutions.



1.4 Preparation of Applications

The applicant individual or institution will submit the application as eligibility for empanelment. In support of eligibility, an applicant individual or institution must submit the relevant documents in accordance with details specified in the Para 2: Eligibility criteria.

1.5 Processing Fees :

A non refundable processing fee for Rs.1,000 (Rupees One Thousand Only) in the form of Demand Draft in favour of The Chairman of Social Impact Assessment Unit HIPA-Fairlawns Shimla-12 has to be submitted along with the application form. Application received without or with inadequate Processing Fees shall be liable to get rejected.

2. ELIGIBILITY CRITERIA

The eligibility criteria for empanelment for undertaking the Social Impact Assessment are as under:

1. The applicant must be an individual or NGO or other institution/agency in the field of social Impact assessment and have comprehensive experience in undertaking social impact assessment studies for at least three years or more.
2. The institution/ individual should have proven experience in undertaking social impact assessment studies for any government department/PSU, preferably for hill states.
3. The institution/ individual must have executed such project/ projects with any State Government or national or international or other agency. Institution/ individual shall have to provide the documentary proof of successful accomplishment all such projects and reference details.
4. The institution/ individual fulfilling the eligibility criteria mentioned at Sr. no.1, 2, and 3 and empanelled with any State Government or its agency for undertaking social impact assessment studies will be given preference.
5. The applying institution should have a minimum turnover of Rs. 10.00 lakh per annum or individual should have a minimum income of Rs. 5.00 lakh per year in last two years with State/Central Governments/PSUs/other agencies.
6. The institution/ individual will have to provide details and documentary evidence of filing income tax returns for last two years except for those institutions which are exempt from filing income tax returns as per the provision of the relevant income tax rules applicable.
7. The institution/organization who are NGOs/VOs should be registered with the revamped NGO-PS portal (NGO-Darpan) of NITI Ayog.

11

8. The institution/ individual should be having experienced and sufficient work force to be deployed for data collection and social impact assessment who should be at least graduates from a reputed institution/University with experience in relevant field.
9. In the technically qualified workforce comprising researchers, investigators, experts; at least one of them should be woman in the SIA team.
10. The institution/individual should have technically qualified workforce comprising researchers, investigators, experts in the field of revenue, agriculture/ horticulture, civil engineering, environment, forest, information technology, social development, and any other relevant field arising out besides translators for English & Hindi with proven work experience of such projects with any State Government or national or international or other agency. Details of workforce to be given.
11. The institution/individual should have support centers in Himachal Pradesh or in case the institution/individual does not have support centre in Himachal Pradesh, they will set up the support centres within 3 weeks (in case the work is awarded to them) and the same will have to be functional up to three months after the completion of the project.
12. The institution/ individual must submit an undertaking that SIAU, HP will have the Intellectual Property Rights on the reports or other material, so developed, within the framework of this request.
13. Institution/ individual should not be under a declaration of ineligibility for corrupt and fraudulent practices issued by Govt. of India/State Government. A self-declaration certificate should be submitted as part of eligibility criteria.
14. Acceptability of all the conditions contained in the notice by the applicant. A declaration in this context by an authorized signatory to be given.
15. SIAU, Himachal Pradesh reserves the right to accept or reject any or all responses without assigning any reason.

3. SCOPE OF SOCIAL IMPACT ASSESSMENTS

The scope of social impact assessment will arise after empanelment. The social impact assessment will be undertaken in accordance with the provisions of the HIMACHAL PRADESH RIGHT TO FAIR COMPENSATION AND TRANSPARENCY IN LAND ACQUISITION, REHABILITATION AND RESETTLEMENT (SOCIAL IMPACT ASSESSMENT AND CONSENT) RULES, 2015. The **Social Impact Assessment Report** and **Social Impact Management Plan** will have to be prepared as per the **FORM-II** and **FORM-III** of the above referred rules.

4. FINALIZATION OF EMPANELMENT

1. The Institutions/ individuals who are found capable of undertaking Social Impact Assessments based on the terms of references mentioned in this notice may apply on the prescribed format attached to this notice.
2. The institutions/individual while applying for the said empanelment, shall be responsible to give true & fair information on the enclosed application format about their capability to undertake the Social Impact Assessments.
3. The requests for empanelment so received will be evaluated by a committee constituted for the purpose by the SIAU. The institution/ individual may be called to make presentation, if need be, before the SIAU or Committee. The details Institutions/individuals so empanelled will be uploaded on the hosted Website of SIAU.
4. The empanelment of any of the Institution or individuals does not give any guarantee to these institutions or individuals of award of social impact assessment.
5. The Social Impact Assessment will be undertaken by the empanelled institutions/ individuals on case to case basis for a particular project in accordance with the H.P. Right to Fair Compensation and Transparency in Land Acquisition, Resettlement and Rehabilitation (Social Impact Assessment and Consent) Rules-2015.
6. The Institutions/ Individuals who have been blacklisted anywhere in India need not to apply for the above empanelment and will not be considered for empanelment.
7. Any incorrect, unfair or false information supplied by the institution or individual will result into deletion from empanelment for future. The original documents or self-attested proof of the institutions/individuals may be produced as and when called.

5. ARBITRATION

- a. Any other terms and conditions mutually agreed prior to finalization of the empanelment shall be binding on all parties.
- b. The Chairperson, Social Impact Assessment Unit (SIAU), Himachal Pradesh, HP and the selected Individual/Institution shall make every effort to resolve amicably through direct negotiation, any disagreement or dispute arising between them under or in connection with the work order.
- c. All disputes, differences, claims and demands arising under the empanelment shall be referred to the Additional Chief Secretary (Revenue) to the Govt. of Himachal Pradesh, and final decision and the same shall be binding on the empanelled institutions/ individuals and SIAU.



**Application format for Empanelment of Social Impact Assessment Resource
Partners & Practitioners**

1. Name of Individual/Institution :
2. Organization Type :
3. Address of Individual/Institution :
4. Registration details of Institution(if applicable)(please attach proof)
 - a) Registration No. :
 - b) Registration Date :
 - c) Registration Act :
5. TIN/TAN No..... (please attach proof)
6. Income details for Institutions/Individuals (as applicable)
 - a) ITR FY 2021-22 Rs.....(please attach proof)
 - b) ITR FY 2022-23 Rs.....(please attach proof)
7. Contact Details:
 - a) Mobile :

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 - b) E-mail :@.....
8. Turnover :
 - a) FY 2021-22 :
 - b) FY 2022-23 : (attach document)
9. Whether having experience in Social Impact Assessment : yes ☐ No ☐
10. Social Impact Assessments undertaken during previous years:
 - a) Title of the project/study:In field :
 - b) Title of the project/study :In field :
 - c) Title of the project/study :In field :
11. Whether Empaneled with any State Government? (Yes/No)
(please attach proof)

12. Manpower strength of Individual/Institution, please give details :

Sr. No.	Name	Sex	Qualification/Subject	Expertise in

13. Details of Support Centres:

- Number of Support Centre :
- At locations
- Attach undertaking to establish centers within three weeks in HP, if not having

14. Declaration of Intellectual Property Rights

(attach undertaking that SIAU will have the on the SIA reports/material so developed)

15. Self-declaration

(attach undertaking as given below)

It is hereby solemnly affirmed that the applicant is not under a declaration of ineligibility for corrupt and fraudulent practices issued by any state Govt. or Government of India or any other agency/Institution. Certified that I/we accept all terms of reference of the empanelment/instructions/eligibility. The information so given in the format is true and fair to my/our knowledge. If any information at the later stage found incorrect/unfair, the chairperson, SIAU is authorized to take any action against me/us as per law.

SignatureSeal (in case of Institutions)