

TERMS OF REFERENCE FOR CONSULTANTS

A. Introduction

1. The technical assistance (TA) will support the preparation, dissemination, and timely application of analytical studies relating to the development of the logistics sector in India. The TA will allow Asian Development Bank (ADB) to swiftly and adaptably respond to India's demand for knowledge support on the challenges and strategies faced by its logistics sector. The TA will also provide capacity building assistance to effectively implement the outputs of analytical findings.
2. International and national individual consultants will be engaged to support implementation of activities.

B. International Consultants

i. Sector Specialists (48 person-months)

3. The Sector Specialists will be responsible in leading the strategic review of the logistics sector in India, and the formulation of a comprehensive logistics development plan and strategy with the goal of reducing logistics cost and increasing its efficiency. Among the consultants' key responsibilities include the following:
 - Conduct a strategic review of economic development objectives and strategies, and assess the role of logistics in meeting these goals;
 - Assess the logistics market structure and identify critical gaps arising in the course of production and distribution of goods and services in the Indian context. The Consultants will examine bottlenecks in market structure and systems that cause operational inefficiencies; suggest changes in regulatory and institutional framework; and design policy incentives that lead to improving efficiencies;
 - Lead value chain analysis in agriculture, manufacturing and service industries; and examine the status of Indian industries in the participation of global value chains (GVCs). The Consultants is required to understand business, regional and market differences; identify India's competitive edge; and suggest process and systems improvements in the logistics context that will help Indian industries integrate further and faster in GVCs;
 - Assess the state of logistics infrastructure, transportation assets, and handling facilities, and identify gaps and priority projects;
 - Draft strategies in increasing the utilization of ICT tools to enable a traceable and predictable national logistics system;
 - Design data-driven logistics performance monitoring and evaluation system;
 - Analyze existing regulations relevant to the logistics sector; propose legal and policy reforms; and put forward recommendations that will streamline regulations to enhance logistics facilitation and expansion of the logistics industry. The Consultants will lead the design of an institutional structure that will ensure the oversight and coordination of nationwide planning and programs on logistics;
 - Analyze Indian logistics' compliance with local and international laws and regulatory regimes for the international movement of products; and prepare proposals that will promote standardization in the logistics industry including in design, facilities, safety, and valuation;
 - Study measures to incentivize the logistics industry in adopting the improved standards for both the hard infrastructure including transportation and the software infrastructure;

- Based on improved standards, conduct bench-marking of the logistics service providers;
- Identify skills gaps in the logistics industry, and suggest possible areas for government support and public-private partnership in enhancing skills required in a modern and sophisticated logistics sector;
- Conduct consultation with public and private sector stakeholders on as-is logistics ecosystem and their expectations on what the national logistics framework should entail;
- Organize seminars and workshops to develop better understanding of the issues in logistics sector, experiences from the ground, and international best practices;
- Undertake capacity assessments of governmental and regulatory stakeholders. Based on global best practices, the Consultant will design short-term and long-term capacity building programs and training plans that will enhance the ability of government agencies to formulate plans; and implement, monitor, and evaluate programs consistent with an advanced and sophisticated logistics sector; and
- Prepare reports and dissemination to stakeholders.

ii. **Logistics Economist (36 person-months)**

4. The Logistics Economist will assist in the preparation of analytical studies related to the development of India's logistics sector, and the preparation of national logistics development plan for India. The consultant will:

- Undertake rigorous technical analyses on the logistics industry, global value chains, trade facilitation, regional integration, and other thematic sectors to be studied;
- Review the inputs from the sector specialists;
- Review literature on logistics infrastructure, transport network, and logistics facilities;
- Explore global best practices in various aspects of logistics and determine suitability in the Indian setting;
- Recommend policy interventions to address the critical gaps in the logistics sector and propose how they can be implemented;
- Prepare reports discussing the results of the study; and finalize the reports incorporating comments from government and other stakeholders;
- Participate in consultation meetings with government and other stakeholders as requested by the project manager; and
- Provide technical inputs in the design and implementation of capacity building activities.

C. National consultants

iii. **Research Analysts (48 person-months)**

5. The consultants will provide a full range of technical and administrative support to the project manager and international consultants in implementing the TA including the undertaking analytical studies and other activities related to the development of the logistics sector in India. The Consultants will:

- Provide support in undertaking economic analyses of logistics-related issues including logistics infrastructure and facilities; global value chains; trade facilitation. ICT utilization, logistics standardization, etc;
- Render assistance in acquisition of the necessary inputs in the studies including data, literature, survey, development plans, policy materials, and up-to-date information relevant to the studies;

- Assist in the preparation of reports including their necessary elements such as tables, statistics, graphs, reference lists, etc;
- Assist in assessing skills gaps and program intervention in the logistics industry;
- Provide support in examining the institutional setting and regulatory environment in the logistics sector;
- Review reports and provide comments and recommendations;
- Coordinate with relevant government agencies and various stakeholders (local / international) with regards to implementation of activities; and
- Assist the international consultants in implementing capacity building programs; Provide support in the conduct of various events such as meetings, consultations, workshops, and conferences.

iv. Project Monitoring Officer (36 person-months)

6. The Project Monitoring Officer will serve as the main focal point for the overall monitoring of the activities and workplan progress envisaged under the TA. The Project Monitoring Officer will closely work with International and National Consultants, and ADB project manager. Detailed tasks include

- Develop and update project monitoring system and tools; and monitor progress against DMF targets;
- Assist the project manager and the relevant government agency in monitoring the implementation of activities particularly to ensure the consistency and timeliness of output delivery from international and national consultants to the government;
- Undertake field visits to monitor project progress;
- Review reports and offer timely feedback;
- Assist in obtaining government feedback on reports and proposals, and relaying them to consultants; and
- Carry out tasks related to consolidation and firming up of TA outputs in collaboration with the relevant government agencies.