



GOVERNMENT OF TRIPURA
DIRECTORATE OF TRIBAL WELFARE
Email ID: twdtripura@gmail.com, Phone No: 0381-232-3565

File No.16-207/TW/PME/EAP/2021-22(Part-I)/ 150,179

Dated, 23rd September, 2022.

Engagement of Consultants for the Externally Aided project in Tribal Welfare Department, Govt. of Tripura

Applications are invited from candidates for engagement of a Short Term Livestock Technical Consultant in Tribal Welfare Department, Govt. of Tripura in connection with Externally aided Project to be funded by World Bank namely “**Tripura Rural Economic Growth and Service Delivery Project (TRESP)**” Total duration of the service required is for 45 days spread over 3(three) months..

- The engagement will be made in the Tribal Welfare Department, Govt. of Tripura for the project under Tribal Welfare Department, Govt. of Tripura.
- The selected candidate would be appointed on purely contract basis for a term mentioned above and may be extended on performance and requirement
- The selected candidate should come under an agreement as per the norms with The Tribal Welfare Department, Govt. of Tripura
- It is the responsibility of the candidates to confirm his/her eligibility criteria against the Job description. The Department has the irrefutable right to revoke lien to employment at any stage of the recruitment process, including, post joining.
- Selection process for any of above position may get delayed, prepone, postpone or cancelled at any stage without assigning any reason.
- Application in prescribed format should be submitted addressing to: **The Director, Tribal Welfare Department, Government of Tripura, P. N. Complex, Gurkhabasti, Agartala, Tripura West, P.O. Kunjaban, PIN-799006 (Hardcopy) or through E-mail: director.twd-tr@gov.in (in a single PDF file)**
- Last date of submission of application is **27th September, 2022.** Application received after due date will not be entertained.

2. Eligibility criteria, Job responsibilities & Remuneration:

- Detail criteria of experience/Skill, Job Description of the aforesaid posts are given at **Annexure-A.**
- The last date of submitting application will be the cut off date for calculating minimum length of relevant experience for respective positions.

3. Period of Contract:

- The consultant will be engaged on purely temporary and on contractual basis for 45 days spread over three months (at least 50% to be on field) and may be extended on performance and requirement.
- All applicants must take this into consideration that the contract may be of shorter period. Those applying must agree to that condition.

4. Remuneration of the consultant:

- In the application total remuneration expected for the contract for 45 days (spread over three months) to be mentioned . The remuneration is subject to negotiation.
- Negotiated remuneration to be fixed will remain unchanged during the term of contract.
- The income tax or any other tax liable to be deducted as per the prevailing rules will be deducted at source and for this, Department will issue TDS certificate.
- No TA and DA (Dearness Allowance) shall be allowed during the period of contact.

5. Age Criteria:

- A candidate should be less than 60 years of age on the last day date of application (Candidate should be in good physical condition and willing to travel extensively in different parts of the State).

6. Code of Conduct:

- The consultants shall follow the rules and regulations of the Department
- The Consultants shall not reveal to any person or organization, confidential information pertaining to the

organization, its work and its policies.

7. Confidentiality of data and documents:

- The data collected/produced as well as deliverable produced for the Tribal Welfare Department, Govt. of Tripura or for the society to be constituted for the project under Tribal Welfare Department, Govt. of Tripura shall remain with this office/society. No one shall utilize or publish or disclose or part with, to third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment or during the course of assignment from the Tribal Welfare Department or society to be constituted for the project under Tribal Welfare Department, Govt. of Tripura, without the expressed written consent of this office. The consultants are bound to hand over the entire set of records of assignment to this Department or society to be constituted for the project under the Department, Govt. of Tripura before the expiry of the contract and before the final payment are released by this Department or by the society to be constituted for the project under Tribal Welfare Department, Govt. of Tripura.

8. Conflict of interest:

- The consultants engaged shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Department

9. Evaluation & Selection of Candidates for the post mentioned above

- The candidates will be evaluated on the following parameters
 - a. Academic Qualification
 - b. Experience in relevant Field and position
 - c. Experience in World Bank Aided project/EAP
 - d. Skill

10. Special Conditions:

- The consultant may have to perform outdoor duties. Those who are not able to perform outdoor duties need not to apply.

11. Scheme Review:

- Tribal Welfare Department, Govt. of Tripura reserves the right to review the guidelines/progress of project work at any time. The guidelines so reviewed will be placed in the public domain preferably through the website of the Department. However, the decision of the Department shall be final in this regard.

12. Termination of Contract:

- The contract may be terminated by either of the party with prior intimation of 15 days.
- The aforesaid engagement is purely on temporary and contractual basis. The selected candidates will be governed by the provisions or the guidelines for engagement of consultants in Tribal Welfare Department as amended from time to time.

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23/9/22

(Dr. Vishal Kumar, IAS)
Director, Tribal Welfare
Govt. of Tripura

APPLICATION FORMAT

**To
The Director,
Directorate of Tribal Welfare,
P.N.Complex, Gurkhabasti,
Agartala, Tripura West,
P.O. Kunjaban, PIN-799006.**

Affix a Passport
size latest colour
photograph hand
sign on it

(Do not staple)

Sub: Prayer for the post of _____ (Item No: _____)

1. Name of the candidate: SRI/SMT _____
(in Block Letters)

2. Father's/Husband's Name: Sri/Late _____

3. Permanent address : Vill/Town _____ P.O. _____
Sub-Div. _____ Dist. _____
Pin. _____

4. Present Address : Vill/Town _____ P.O. _____
Sub-Div. _____ Dist. _____
Pin. _____

5. Social Category : ST/SC/ UR

6. Contact no (mandatory) : _____

7. Email ID (mandatory) : _____

8. Date of birth : DD _____ /MM _____ / YYYY _____

9. Age as on 01/01/2022 : _____ Years _____ Month _____ Days

10. Educational Qualification:

Sl No	Name of the examination (HS onwards)	Board/University	Year of passing	Grade/Marks obtained		CGPA to % Conversion factor (copy of the conversion factor to be enclosed)
				CGPA	Percentage	
i						
ii						
iii						
iv						
v						

11. Previous experience relevant to the Post applied for:(Certificate/Certificates to be enclosed)

Sl No	Capacity/ Designation	Experience period (From DD-MM-YYYY to DD-MM-YYYY)	Experience Duration (YY-MM-DD)	Name of the Company/ Organization/Dept
i.				
ii.				
iii.				
iv				
v				

12. Details of Present/Last Position held:

Present/Last Position held	Name of the Present/Last Company/ Organization/ Dept.	Present/ Last Monthly Salary drawn

13. Total Remuneration expected for the contract period of 45 days (spread over 3 months)

Expected remuneration per day	Total expected Remuneration for 45 days (spread over 3 months)

NOTE: Complete Curriculum Vitae (CV) to be submitted along with the application otherwise the application will not be considered.

DECLARATION BY THE CANDIDATE

I do hereby declare that all the information furnished above is true to the best of my knowledge. If any information furnished above found incorrect/ false, my candidature may be disqualified by the Tribal Welfare Department, Govt. of Tripura.

Place:

Full Signature of the candidate

Date:___/___/2022

N.B:- Supporting documents (Self attested copies) in respect of Sl No. 3, 5, 8, 9, 10,11 12& 13 are required to be submitted along with complete Curriculum Vitae (CV) or resume.

Terms of References

For

Hiring of Short Term Livestock Technical Consultant for the Tripura Rural Economic Growth & Service Delivery Project (TRESP)

Eligibility Criteria, Job Descriptions and Other Details

Eligibility Criteria

Minimum Qualification: Graduate in Vety. Sciences from a Government recognized university/ academic institution.

Minimum Experience Required: 3 years of experience as Livestock Consultant/ Coordinator

Desirable Experience:

- Experience of promoting, nurturing and working with farmer/ primary institutions; policy advocacy; managing partnership; and dealing with government system.
- Experience of working in any large scale rural livelihoods project (especially in pigs, goats, and poultry sector) supported by the Governments or non-profit organizations.
- Experience in project design and management, developing feasibility reports, PIP and proposal development.
- 1 year of experience in working under World Bank funded Project.

Skills Required:

- Computer Skills – working knowledge in MS Office.
- Language proficiency (Read, Write and Speak) in English, and Hindi. Bengali will be an added advantage.
- Good communication and interpersonal skills, and an ability to coordinate and work in a team.
- Excellent analytical, documentation and presentation skills
- Strong business management and negotiating skills
- Excellent report writing skills

Other Requirements:

- Knowledge of government system & its functioning, development policies
- Willingness to travel within and outside state as per programme requirement and decision of the Government
- Very good understanding of domain specific policies and project management aspects

Scope of Work:

1. Assist in developing the Project Implementation Plan (PIP) on the Animal Husbandry (AH) sections of Subcomponent 1.A – Agriculture Transformation and Rural Livelihoods with a focus on production systems (goat rearing, pig rearing and poultry), extension services for the Animal Husbandry Sector, capacity building of the farmer producer collectives, and supply chain markets for the Animal Husbandry Sector. The PIP is being prepared as a design document for the multisector Tripura Project.
2. Bring the best practices in the livestock sector from other government, NGO and externally aided projects into Tripura
3. Prepare detailed work plan, and farm models with associated costs and budgets for the key interventions being supported by the multisector project under the AH sector.
4. Undertake field visits to government and non-government integrated livestock interventions in Tripura to inform the PIP chapter
5. Prepare model feasibility plans for higher order investments (feed mill, hatchery, etc.).
6. Prepare SOPs for interventions under the AH sector.
7. Identify opportunities for the AH sector in Tripura for engagement with the private sector, policy reforms, etc.
8. Coordinate closely with the PMU Experts and the World Bank Task Team for incorporating feedback on the PIP.
9. Perform other duties as assigned.

Age limit:

Age should be less than **60 years** (Should be in good physical condition and willing to travel extensively in different parts of the State).

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Deliverables and Payments

Deliverable	Timeline (T=Day of Award of Contract)	% of contract value
Submission of Work Plan, Budget and Farm Models with associated costs and budgets for the key interventions	T + 1 week	10%
Submission of draft PIP	T + 10 weeks	40%
Submission of final PIP after the feedback from PMU Experts and the World Bank Task Team	T + 12 weeks	50%

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23/9/20