

Terms of Reference (ToR) / Eligibility Criteria, Job Descriptions and Other Details of Consultants

Name of the post:-Agriculture- Horticulture Specialist (UR-01); Level-3(A)
Eligibility Criteria
<p>Qualification: Full time 2 year Post Graduate Degree or higher (M. Phil./ Ph.D.) in Agriculture/ Horticulture from a Government recognized university/academic institution.</p> <p>Experience: Minimum 10 (ten) years of work experience in subject related to the position in relevant field.</p> <p>Desirable Experience:</p> <ol style="list-style-type: none">I. Proven experience in working in World Bank funded or externally aided projects is desirable but not necessary.II. Proven experience of working with Government System and thorough knowledge of its functioning.III. Demonstrated experience in project design and management developing feasibility report, proposal development in Relevant sector.IV. Demonstrated experience in organizing and facilitating stakeholder/private sector consultationsV. Knowledge of project management software applications will be given preference. <p>Roles and Responsibilities:</p> <ol style="list-style-type: none">1. Design, management, and implementation of Agri. and Horti. Projects.2. Preparation of DPR and project implementation plan.3. Provide leadership & technical support to the agriculture and horticulture projects.4. Develop a community-based agriculture and horticulture support services with special focus on improved crop varieties, scientific cultivation practices, and improved productivity, and crop (nutrient and disease) management.5. Coordinate with Post-harvest Management / Supply Chain Specialist, Market Linkage Specialist, and Institution Building (FPO) Specialist on forming farmer producer institutions, undertaking post-harvest processing & value addition initiatives, and providing backward and forward marketing support/linkages to the farmers.6. Assist/support other team members in the formation, business planning, and capacity building of FPOs.7. Coordinate with above team members and buyers/processors to identify and promote specific varieties, cultivation practices, scheduling, and product characteristics to meet the market needs and strengthen farmer livelihoods.8. Data analysis, updating and reporting.9. In coordination with project team, government departments, and other stakeholders plan and implement field demonstrations.10. Over-all coordination, liasoning and facilitation with concerned Govt. Departments, and other stakeholders.11. Capacity building of staff of agriculture, horticulture and livelihood cadres regarding forward and backward linkages of agriculture and horticulture produce, in general and farmers in particular.12. On field technical support to farmers and livelihood cadres/project staff on agriculture-based enterprises.

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13. Lead the process of documenting and developing appropriate policies and procedures that will support private sector engagement in Agri/Horti/farm sector
14. Assess the demand for services and identify service delivery gaps across the state based on demographic and epidemiological profile of the state's population;
15. Identify and map sector resources (both public and private sectors) across various parts of the state; identify possible alternatives and innovations in service delivery mechanisms to overcome problems of access to quality services.
16. Identify and develop proposals for appropriate models of engaging the private sector that are contextually appropriate to address service delivery gaps, including scope of services, scale of partnership, budgetary and financial outlays for such partnership.
17. Support the state in mapping and assessing private sector resources, develop a data base on private sector providers within and outside the state according to service categories for which they could be engaged;
18. Create awareness and disseminate programs and schemes to the population and help in designing and implementing plans for private sector/NGO/ or other stake holders' engagement in accordance with the state policy.
19. Prepare estimates on the service volume, cost budgetary value), mutual obligations, geographical location, and identify appropriate stake holders from within the state or across the country
20. Prepare appropriate documents such as Expression of Interest (EoI), Request for Proposal (RFP), Request for Quotation (RFQ), Memorandum of understanding (MoU) and Contract agreements and liaise with procurement cell, legal cell and any transaction advisor engaged by the state to finalize such documents.
21. Present a report to the Project Director whenever required or his designated officer regarding the overall functioning of the planning system related to the project.
22. Participate in the assessment of financial sustainability and credibility of potential project partners; facilitate in identifying relevant parameters for financial modeling and evaluation of value-for-money in projects.
23. Support the procurement officer in preparation of the bidding documents by defining criteria for the pre-selection procedure and any other relevant materials required for procurement;
24. Support the committee set up to examine and evaluate bids, in close consultation with the procurement department;
25. Support the state team in undertaking negotiations with the bidders on the terms of the contract as well as on the potential issues to arise while the bidding and transaction implementing process
26. Any other task assigned by the PD/COO, Society for TRESP and/or Director, Department of Agriculture/Horticulture Deptt., Government of Tripura.

Age limit: Maximum 65 years as on last date of submission of application form for the position and should be in good physical condition and willing to travel extensively in different parts of the State.

Salary:-Rs.1,50,000/-(One Lakh Fifty Thousand only) per month.

Domicile: Indian National.

- **N.B:-Only Online application will be considered.**

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Name of the post:- Specialist - Fisheries (UR-01); Level-3(A)
Eligibility Criteria
<p>Qualification: Post Graduate Degree / Master’s degree in Fisheries Sciences or higher (M. Phil. / Ph.D.) from a government recognized University/academic institution.</p> <p>OR</p> <p>M.Sc. (Zoology) with specialization in Fisheries from a Government recognized university/academic institution.</p> <p>Experience: Minimum 10 (ten) years of work experience in subject related to the position in relevant field.</p> <p>Desirable:</p> <ul style="list-style-type: none">• Proven experience in working in World Bank funded or externally aided projects.• Proven experience of working with Government System and thorough knowledge of its functioning.• Experience in working with fisheries projects or any other sectorial activities as well as experience on market linkages or supply chain management.• Demonstrated experience in project design and management developing feasibility report, proposal development in relevant sector.• Demonstrated experience in organizing and facilitating stakeholder/ private sector consultations• Knowledge of project management software applications will be given preference.
<p>Roles and Responsibilities:</p> <ol style="list-style-type: none">1. Preparation of DPR and PIP including Design, management & implementation of fisheries projects.2. Leading/managing the assignment with professional team of concerned Directorates/ organizations/PIUs for promoting, nurturing and working with farmer/primary institutions; policy advocacy; managing partnership; and dealing with government system.3. Coordinate with concerned Specialist like- Post Harvest & Marketing and Institution Building & Social Inclusion (IB&SI) on forming farmer producer institutions, undertaking post-harvest/ value addition (wherever applicable), and providing backward and forward marketing support to the farmers in fisheries sector.4. Assist/support other team members in the formation, business planning, and capacity building of FPOs.5. Capacity building and collective marketing (input-output) through Fish Farmer’s Producers’ Company and village/Block level Women Forum i.e. Producer’s Group.6. Coordinate with above team members and buyers/processors to identify and promote specific breeds for better production and product characteristics to meet the market needs and strengthen farmer livelihoods.7. Develop a community-based fishery support services with special focus on improved Fish varieties, fish processing and value addition, technical support on breeding and rearing, different fish culture practices viz. cage culture etc., to widen the horizon of livelihood activates with capacity building and motivation in the field of fisheries.8. Capacity building of field staffs and farmers on forward and backward linkage of produce.9. Over-all coordination and facilitation with the Concerned Govt. Depts and other stakeholders.10. Collaboration with multiple stakeholders, managing partnership and developing effective working protocol with them.11. Undertake field demonstration and provide technical support to the farmers, and livelihood cadres on

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<p>entrepreneurship.</p> <ol style="list-style-type: none">12. To assist in the effective implementation, facilitating in credit linkage camps, monitoring and feedback analysis of different activities of the Department converging together for whole Fish Value Chain Development.13. Data analysis, updating and reporting.14. Lead the process of documenting and developing appropriate policies and procedures that will support private sector engagement in fisheries/farm sector.15. Assess the demand for services and identify service delivery gaps across the state based on demographic and epidemiological profile of the state's population.16. Identify and map sector resources (both public and private sectors) across various parts of the state; identify possible alternatives and innovations in service delivery mechanisms to overcome problems of access to quality services.17. Identify and develop proposals for appropriate models of engaging the private sector that are contextually appropriate to address service delivery gaps, including scope of services, scale of partnership, budgetary and financial outlays for such partnership.18. Support the state in mapping and assessing private sector resources, develop a data base on private sector providers within and outside the state according to service categories for which they could be engaged.19. Create awareness and disseminate programs and schemes to the population and help in designing and implementing plans for private sector/NGO/ or other stake holders' engagement in accordance with the state policy.20. Prepare estimates on the service volume, cost budgetary value), mutual obligations, geographical location, and identify appropriate stake holders from within the state or across the country.21. Prepare appropriate documents such as Expression of Interest (EoI), Request for Proposal (RFP), Request for Quotation (RFQ), Memorandum of understanding (MoU) and Contract agreements and liaise with procurement cell, legal cell and any transaction advisor engaged by the state to finalize such documents.22. Present a report to the Project Director whenever required or his designated officer regarding the overall functioning of the planning system related to the project.23. Participate in the assessment of financial sustainability and credibility of potential project partners; facilitate in identifying relevant parameters for financial modeling and evaluation of value-for-money in projects.24. Support the procurement officer in preparation of the bidding documents by defining criteria for the pre-selection procedure and any other relevant materials required for procurement;25. Support the committee set up to examine and evaluate bids, in close consultation with the procurement department;26. Support the state team in undertaking negotiations with the bidders on the terms of the contract as well as on the potential issues to arise while the bidding and transaction implementing process.27. Any other task assigned by the PD/COO, Society for TRESP and/or Director, Department of Fisheries, Government of Tripura.
<p>Age limit: Maximum 65 years as on last date of submission of application form for the position and should be in good physical condition and willing to travel extensively in different parts of the State.</p>
<p>Salary: - Rs.1,50,000/- (One Lakh Fifty Thousand only) per month.</p>
<p>Domicile: Indian National.</p>

- **N.B:-Only Online application will be considered.**

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Name of the post:- Specialist Financial Management (UR-01); Level-3(A)
Eligibility Criteria
<p>Qualification: Full Time CMA/ICWA/CA (Inter), Full time MBA in Finance/ Master in CFA/ Financial Management from a recognized academic institution of national or international repute.</p> <p>Experience: Minimum 10 (ten) years of work experience in subject related to the position in relevant field.</p> <p>Desirable:</p> <ul style="list-style-type: none">• Experience of working in externally-aided Projects, its processes and financial management system.• Proven experience of working with Government System and thorough knowledge of its functioning. <p>Skills Required</p> <ul style="list-style-type: none">• Computer Skills - Excellent working knowledge in MS Office environment.• Language Skills - Very Good writing and oral skills in both English and Hindi.• Excellent documentation, communication and interpersonal skills with excellent computer knowledge and computer operations.• Excellent analytical, documentation and presentation skills• Strong business management and negotiating skills• Excellent report writing skills• Other Skills and Knowledge - Knowing Government system & its functioning,• development policies and good understanding of Tripura's development priorities would strengthen the candidature. Ready to be located anywhere in the state as per programme requirement and decision of the Government.
<p>Roles and Responsibilities :The Specialist - Financial Management will work under the guidance and supervision of the Project Director (PD) / COO-TRESP and will work towards attainment of the results envisaged under World Bank supported project TRESP with required standards and quality and within the constraints of time and cost. For this, S/he will have to;</p> <ol style="list-style-type: none">1. Mentoring and guidance in effective Financial Management2. Carry out FM assessments and FM supervision assessments of the projects covering project budgeting, internal controls, accounting, treasury/funds flow, financial reporting, and auditing arrangements including adequacy and suitability of project FM staff.3. Monitor on-going compliance by projects with the Bank's FM policies and procedures.4. Managing and monitoring of flow of Project funds.5. Coordination between PMU and PIU's for proper fund flow and its timely utilization.6. Financial reporting to the State unit and coordinating with auditors.7. Maintaining all financial due diligence and complying with statutory requirements.8. Monitor borrower's compliance with financial covenants including audit.9. Conduct internal control reviews and Statement of Expenditures (SOE) reviews10. Review periodic Interim Financial Reports (IFR).11. Provide training, guidance, and advice on FM related aspects to the staff of project

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<p>implementing agencies and Bank Task Teams.</p> <ol style="list-style-type: none">12. Responsible for thematic implementation and coordination of various activities in the area of work assigned to him/her.13. Create a role as a point of contact & conduit for information & networking among the stakeholders on value chain financing options, particularly for value chain players.14. Create a role as an interlocutor between the financial sector, the project and the government with respect to financing of agriculture and food enterprises in the state.15. Provide a commentary on policy and financial regulations16. Ensure that an understating of financial products and institutions in entrepreneurship is gained by project staff so that they can advise the relevant project beneficiaries accordingly, ensuring sustainability of the best practices established during project;17. Coordinate with banks and funding agencies on how to make easy flow of fund.18. Responsible in financial sector/ management and Accounting/ Accounts.19. Helping the project in procurement of different component.20. Perform any other duties as assigned by the PD, TRESP or reporting Officer/Authority under TRESP.
<p>Age limit: Maximum 65 years as on last date of submission of application form for the position and should be in good physical condition and willing to travel extensively in different parts of the State.</p>
<p>Salary:-Rs.1,50,000/-(One Lakh Fifty Thousand only) per month.</p>
<p>Domicile: Indian National.</p>

- **N.B:-Only Online application will be considered.**

Terms of Reference (ToR) / Eligibility Criteria, Job Descriptions and Other Details of Consultants

Name of the post:- Specialist–Livestock (UR-01); Level-3(A)
Eligibility Criteria
<p>Qualification: Degree/ Post Graduate Degree/Ph.D. in Veterinary Medicine/Animal Husbandry/ Veterinary Science/M.Sc.(Zoology)from any Government recognized University/ Academic institution.</p> <p>Experience Required: Minimum 10(Ten) years of work experience in subject related to the position in relevant field.</p> <p>Desirable Experience:</p> <ul style="list-style-type: none">• Experience of working with Government System and thorough knowledge of its functioning.• Experience of working in WB/ADB, other EAP funded projects.• Extensive experience of promoting & working for PG/ SHGs/ FPOs/ CLF etc. for social or rural development in Livestock sector.
<p>Roles and Responsibilities:</p> <ol style="list-style-type: none">1. Design, management and implementation of different Animal Resource Development based livelihood project-based activities including preparation of DPR and PIP.2. Develop a community - based Animal Husbandry support services with special focus on improved livestock varieties, small ruminant support to widen the horizon of livelihood activities.3. Management of different stakeholders to streamline Supply Chain System with Market Linkage and Institution Building for PG/ SHGs/ FPOs/ CLF etc. undertaking value addition initiatives (wherever applicable in livestock sector).4. Data analysis, updating and reporting.5. Capacity building of ARDD staff, other associated field staff and farmers on value addition and livelihood cadres on forward and backward linkages of produce in general.6. Regular monitoring and supervision of program –based activities.7. Documenting program-based activities and develop appropriate policies & procedures.8. Assess the demand for services and identify service delivery gaps across the state based on TRESP Project activities.9. Identify and map sector resources (both public and private sectors) across various parts of the state; identify possible alternatives and innovations in service delivery mechanisms to overcome problems of access to quality services.10. Prepare estimates on the service volume, cost budgetary value, mutual obligations, geographical location, and identify appropriate stake holders from within the project area.11. Prepare appropriate documents such as Expression of Interest (EoI), Request for Proposal (RFP), Request for Quotation (RFQ), Memorandum of understanding (MoU) and Contract agreements and liaise with procurement cell, legal cell and any transaction advisor engaged by the state to finalize such documents.12. Present a report to the Project Director when ever required or his designated officer regarding the overall functioning of the respective Department related to the project.13. Support the procurement officer in preparation of the bidding documents by defining criteria

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for the pre-selection procedure and any other relevant materials required for procurement. 14. Support the committee set up to examine, evaluate and negotiation of the bids, in close consultation with the procurement department on the terms of the contract. 15. Perform other duties as and when assigned by the Reporting authority.
Age limit: Maximum 65 years as on last date of submission of application form for the position and should be in good physical condition and willing to travel extensively in different parts of the State.
Remuneration: Rs.1,50,000/- (One Lakh Fifty Thousand only) per month.
Domicile :Indian National.

- **N.B:-Only Online application will be considered.**