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ADVANCED RESEARCH CENTRE FOR BAMBOO AND RATTAN

(vaYaa- vana AnausaMQaana saMsqaana, jaaOrhaT kl ek [ka[-)

(A Unit of Rain Forest Research Institute, Jorhat: Assam)

Baartlya vaainaki AnausaMQaana evaM iSaxaa pirYad

Indian Council of Forestry Research and Education.

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796008, imajaaorma

Bethlehem Vengthlang, Post Box No. : 171, Aizawl – 796008, Mizoram

No. 2/36/2015-REDD+/ARCBR/

Dated Aizawl, the 9th October, 2017.

NOTICE INVITING EXPRESSION OF INTEREST (EoI)

The ARCBR invites Expression of Interest (EoI) for hiring the services of a junior consultant for assisting the ARCBR in implementation of REDD+ pilot project in Mizoram.

The requisite qualification and remuneration is given below –

S. No.	Name of Project	Duration	Name of Post	Qualifications required	Emoluments (Fixed)
1.	REDD+ Pilot project in Mizoram	12 Months	Junior Consultant	Essential: First class M. Sc. in Forestry, Environmental science, Botany, Agriculture or allied sciences. Desirable: Knowledge and experience in carbon stock estimation with forestry based socio-economic survey and statistics.	Rs. 20,000/- p.m +HRA at applicable rates

The detailed EoI notice is posted on the website: <http://www.icfre.org> and hard copy of the same is available from the office of the ARCBR, Bethlehem Vengthlang, Aizawl during office hours on working days. The last date for submission of EoI is 27th October, 2017.

Note :

1. Upper age limit is 35 years as on 01.10.2017 with relaxation for SC/ST/PH/OBC and Women candidates as per Government norms.
2. Original certificates will also be required for verification of the documents at the time of reporting when called for.
3. Recruitment of Jr. Consultant is temporary and co-terminus with the project or contract period whichever is earlier and does not guarantee subsequent employment in any Institutes/Centres under the ICFRE.
4. The project works involve extensive field visits.

Sd/-
M.Z.SINGSON
Director, ARCBR

NOTICE INVITING EXPRESSION OF INTEREST (EoI)

Subject : Notice Inviting Expression of Interest (EoI) for hiring the services of junior consultant for assisting the ARCBR in implementation of REDD+ pilot project in Mizoram

The Indian Council of Forestry Research and Education (ICFRE) Dehradun and its Advanced Research Centre for Bamboo and Rattan (ARCBR) Aizawl in collaboration with International Centre for Integrated Mountain Development (ICIMOD), Kathmandu (Nepal) is implementing a Trans Boundary REDD+ Capacity Building Pilot Project in Mizoram.

In this connection, the ARCBR intends *to hire a qualified junior consultant professionally competent for assisting the project team in the implementation of Project : “REDD+ Himalayas: Developing and using experience in implementing REDD in the Himalayas”. The expertise expected from the consultant will be in the field of Forestry; including carbon stock estimation, identifying the drivers of deforestation & forest degradation and working towards harmonization in the region, exchange experience and mutual learning on good REDD-plus implementation practices.*

The ARCBR invites Expression of Interest (EoI) from individuals who possess required expertise and qualification in the relevant field.

Mere submission of EoI will not confer to applicants any right for receiving or carrying out the tendered job. The ARCBR reserves the right to accept/reject one or all EoIs or stop the process of approval at any stage, at its sole discretion without assigning any reasons and shall bear no liability whatsoever consequent upon such a decision.

Details of TOR indicating the assignment, eligibility, selection criteria and mode of submission of documents are as given below:

1. BACKGROUND:

In consideration of the roles and responsibilities of the Advanced Research Centre for Bamboo & Rattan (ARCBR), Mizoram as an executing agency of the REDD+ Pilot Project, the ARCBR, Mizoram intends to employ a professionally competent junior consultant to assist in the implementation of Project.

2. OBJECTIVE OF THE CONSULTING SERVICES:

The objective of the consulting services is to provide the ARCBR with managerial and technical assistance related to overall implementation of the Project.

3. SCOPE OF WORK:

1. Assisting ARCBR to formulate a plan of operation for the implementation of the project.
2. Assisting ARCBR to pursue effective and efficient project management.

3.1 Detailed scope of work :

- (1) To assist in field works for data collection and conduct of meetings with villagers,
- (2) To assist ARCBR in conduct of training/workshop/seminar/consultative meeting;
- (3) To feed data in computer from relevant questionnaires of PRA exercise, etc.
- (4) To undertake any other work as assigned by the ARCBR

3.2 Expected outputs :

- (1) Field data collection and accomplishment of project works in stipulated time.
- (2) Assessment of carbon stock and development of biomass equations for bamboo
- (3) Assistance in planning and conduct of training programmes
- (4) Assistance in organization of workshop/seminar/consultative meetings

3.3 Project staff to be engaged :

Junior Consultant

The junior consultant of required qualification and expertise shall be recruited by the ARCBR.

3.4 Required Qualification :

Essential: First class M. Sc. in Forestry, Environmental science, Botany, Agriculture or allied sciences.

Desirable:

- Knowledge and experience in carbon stock estimation with forestry based socio-economic survey and statistics
- Good command of English
- Working knowledge of local language
- Computer skills

3.5 Expected period of duration :

Twelve months but is subject to change.

3.6 Remuneration :

Rs. 20,000/- (Rupees twenty thousand) only per month plus HRA @ 10%

4. SUBMISSION OF EoI :

4.1 Place of submission :

The EoI shall be submitted in a sealed envelope through Speed Post, Registered Post or delivered by hand at the following address super-scribing "REDD+ Pilot Project" on top of the envelope.

Address:

**Director, Advanced Research Centre for Bamboo & Rattan (ARCBR)
Bethlehem Vengthlang, Aizawl-796008, Mizoram. Phone : 0389-2301157**

4.2 Deadline of submission :

The submission shall be within 15 days of the publication of this notice; the last date for submission of EoI is **27th October, 2017.**

4.3 EoI processing fees :

No fees are required for EoI processing.

4.4 Processing schedule :

About 5 days after the last date for submission of EoI

4.5 Form of EoI :

As annexed.

5. SELECTION PROCEDURE AND CRITERIA :

Applicant will be selected in two stages.

Stage One is to check whether applicant is basically fit for the assignment while the **Stage Two** is to select most promising candidate among those who pass the Stage One test. The applicant should have core competent skilled manpower as well as required qualification in providing consulting services for activities related to the Project.

5.1 Stage One: Pass or Fail Test

1) Pass-or-Fail Test with respect to -

- Requisite qualification;
- Relevant expertise;
- Age limit;

2) Criteria –

- Qualification certificates and experience to provide consulting services in the Related Field Projects* – yes or no
- Previous experience if any, in relevant field – yes or no
- Age proof certificate – yes or no

5.2 Stage Two: Ranking for short-listing :

Ranking of the applicants which have passed the Stage One test is to be made for short-listing purpose by assessing percentage in requisite qualification and any area of expertise described in clause “3.4 Qualifications Required for areas of expertise” in Section 3 above.

Weights will also be given according to the level of qualifications of experts assigned to the projects. Weight 1.0 will be accorded to those experts who are in the required area of expertise and meet the qualifications, and weight 0.5 to those who are in the required area of expertise but their qualifications are not up to the described requirements. A cap of 2/3 is applicable for the sum of weighted person/month of any single area of expertise in the total weighted person/month of an applicant. An applicant with the highest count is ranked first and the other applicants are ranked in the decreasing order of the respective counts. The highest ranked applicant will be selected and invited for submission of acceptance of offer. An interview may also be conducted in-case of selection of more than one candidate in the above stages.

**Related Field Projects are defined as:*

- (a) *Either forestry based projects or projects related to the participatory management of publicly used natural resources;*

6. OTHERS :

6.1 Standard of ethics :

ARCBR requires that consultant under contracts funded with ICIMOD, ICFRE, MoEFCC and other international organizations, observes the highest standard of ethics during the procurement and execution of such contracts. In pursuance of this policy, ARCBR;

(1) will recognize a consultant as ineligible to be awarded a contract if it determines that the consultant has engaged in corrupt or fraudulent practices in competing for the contract in question;

(2) will recognize a consultant as ineligible, for a period determined by ARCBR, to be awarded a contract if it at any times determines that the consultant has engaged in corrupt or fraudulent practices in competing for, or in executing another contract.

6.2 Conflict of interest :

(1) An individual/firm hired to provide consulting services for this assignment, and each of its affiliates, shall be disqualified from subsequently providing for the Project goods, works or any other service related to this assignment other than a continuation of the “Services” under the ongoing contract.

(2) Neither consultant nor any of their affiliates shall be hired for any assignment that, by its nature, may be in conflict with another assignment of the consultant.

(3) Consultant that has a business or family relationship with such member(s) of the Project team who are directly or indirectly involved in any part of; (i) the preparation of the ToR of the contract, (ii) the selection process for such contract, or (iii) supervision of such contract; may not be awarded a contract unless it is established to the complete satisfaction of the RFRI/ARCBR, for the reason to be recorded in writing, that such relationship would not affect the aspects of fairness and transparency in the selection process and monitoring of consultant’s work.

Expression of Interest

[letterhead/plain paper of the Applicant
with full postal address,
telephone no., email and fax no.]

Date :.....

To:

Director
Advanced Research Centre for Bamboo & Rattan (ARCBR)
Bethlehem Vengthlang, Aizawl, Mizoram. PIN-796008
Phone : 0389-2301157

Sir,

1. With reference to Notice Inviting Expression of Interest (EoI) and having reviewed and fully understood all of the information provided in the Notice, the undersigned hereby expresses its interest in and applies to be prequalified and short-listed for engagement of Jr. Consultant for the REDD+ Pilot Project:
2. Attached to this Expression of Interest are copies of relevant documents in support of –
 - (a) Educational qualification;
 - (b) Knowledge and experience in relevant field
 - (c) Age proof
 - (d) Computer knowledge
 - (e) Any other (Please specify)
3. The Advanced Research Centre for Bamboo & Rattan (ARCBR) and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the statements, documents and information submitted in connection with this Expression of Interest, and to seek clarification from relevant sources. This Expression of Interest will also serve as authorization to any individual or authorized representative of any institution referred to in the supporting information, to provide such information deemed necessary and as requested by the ARCBR to verify statements and information provided in this Expression of Interest, such as the educational qualification, experience, and competence of the Applicant.
4. This Expression of Interest is made with the full understanding that:
 - (a) all information submitted in this Expression of Interest for qualification and selection for short-listing will be subject to verification at the time of submitting proposal by short-listed applicants;
 - (b) the ARCBR reserves the right to reject or accept any application, cancel the qualification and selection for short-listing process at any stage, and reject all applications;

(c) the ARCBR shall not be liable for any such actions and shall be under no obligation to inform the Applicant of the grounds for such rejection/acceptance.

5. The undersigned declares that the statements made and the information provided in this Expression of Interest are complete, true, and correct in every detail.

Full name with signature