Invitation of Expression of Interest for hiring of Consultant & Associate Consultant for SPMRM

Rajasthan Gramin Ajeevika Vikas Parishad (RGAVP) proposes to hire the services of consultant & Associate Consultant for SPMRM for facilitating integrated livelihood support project under SPMRM Mission for a period of one year.

Eligibility criteria and other details for these posts is given on our website www.rgavp.org and SPPP portal http://sppp.rajasthan.gov.in. Expression of interest, i.e. latest CV with required qualifications and relevant experience to perform these activities should be submitted by the interested candidates in a sealed envelope clearly superscribed as “EOI for Consultant/Associate Consultant for SPMRM” at office address mentioned above during office hours or by email rajeevika@rajasthan.gov.in latest by December 26th, 2016, 6.00 pm.

State Project Manager (HR)
RGAVP
Invitation for Expression of Interest for hiring of Consultant & Associate Consultant for SPMRM

1. Context -

The National Rurban Mission (NRuM) follows the vision of “Development of a cluster of villages that preserves and nurture the essence of rural community life with focus on equity and inclusiveness without compromising with the facilities perceived to be essentially urban in nature, thus creating a cluster of “Rurban Villages”.

The expected outcomes envisaged under this Mission are:

a) Bridging the rural – urban divide – viz: economic, technological and those related to facilities and services.

b) Stimulating local economic development with emphasis on reduction of poverty and unemployment in rural areas.

c) Spreading development in the region.

d) Attracting investment in rural areas.

Rajasthan Gramin Ajeevika Vikas Parishad (RAJEEVIKA) is a society under the Ministry of Rural Development and Panchayti Raj and implements all rural livelihood programmes in the state under its aegis. In this regard, RAJEEVIKA is solely looking after livelihood component under SPMRM.

Rajeevika proposes to hire consultants (Livelihood) and associate consultant (Livelihood) for facilitating integrated livelihood support project under SPMRM Mission. Will be solely responsible to prepare the DPR on integrated livelihood support project as per RUrban Mission document taking into consideration the ICAP of the 5 clusters. Incorporation of all the Government schemes (livelihood) which can result in supplementing the SPMRM mission objectives. Will be directly responsible to coordinate and utilize the resources at cluster level as provided by RAJEEVIKA.

2. Eligibility criteria for Consultant & Associate Consultant –

(a) Project Consultant (Livelihood)

Master’s Degree in Management/ Rural Development with atleast 10+ years of experience in Rural Development/ Livelihood segments such as Farm based, Non Farm & Skill Development etc. Exceptional communication and presentation skills with demonstrated abilities in livelihood opportunities identifying & developing though with an added exposure to feasibility/ case study, Project Life Cycle, Operational Structure, Risk Elements, Implementation & Feedback.

Desirable – Phd. in Rural Development related studies. Should have good knowledge on concept/ preparation of an Integrated Livelihood Support Project and its execution.
(b) Associate Consultant (Livelihood)
Graduate with minimum 50% aggregate marks.
18 months+ of relevant experience in field under rural / social projects

The consultants would be empanelled based on an interview/ other methods conducted by RGAVP as per its procurement guidelines.

3. Further information can be obtained at the address below during office hours.
4. Terms of Reference given at website (www.rgavp.org). Expression of Interest (i.e. latest CV with required qualifications and relevant experience to perform the services) should be submitted by the interested candidates in a sealed envelope clearly superscripted as “Expression of Interest for Project Consultant (Livelihood)/ Associate Consultant for SPMRM” as the case may be or by email rajeevika@rajasthan.gov.in till December 26, 2016 6:00 PM.
5. The submission can be made on office hours on all working days to the undersigned.

(Mailing Address:
Chief Operating Manager
Rajasthan Grameen Ajeevika Vikas Parishad,
3rd Floor, RFC Block, Udyog Bhawan, Tilak Marg, C – Scheme, Jaipur
Phone: 2227011, 2227416, Fax: 2227723, email: rajeevika@rajasthan.gov.in)
## ToR for Consultant (SPMRM)

### Summary of the Post:

<table>
<thead>
<tr>
<th>Name of the Consultancy</th>
<th>Project Consultant – Livelihood</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level of posting</td>
<td>State level</td>
</tr>
<tr>
<td>Qualifications &amp; Experience</td>
<td>Master's Degree in Management/ Rural Development with at least 10+ years of experience in Rural Development/Livelihood segments such as Farm based, Non Farm &amp; Skill Development etc. Exceptional communication and presentation skills with demonstrated abilities in livelihood opportunities identifying &amp; developing though with an added exposure to feasibility/case study, Project Life Cycle, Operational Structure, Risk Elements, Implementation &amp; Feedback.</td>
</tr>
<tr>
<td>Age</td>
<td>The incumbent must not be above 50 years of age as on 01.12.2016</td>
</tr>
<tr>
<td>Type of Appointment</td>
<td>Consultancy</td>
</tr>
<tr>
<td>Cost Estimates (Rs.)</td>
<td>10 – 15 Yrs Exp. – Upto Rs. 80,000 P.M.</td>
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<td></td>
<td>16 – 20 Yrs Exp. – Upto Rs. 1.00 Lakh P.M.</td>
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<td></td>
<td>20+ Yrs Exp – Upto Rs. 1.25 Lakh P.M.</td>
</tr>
<tr>
<td>Duration</td>
<td>12 Months</td>
</tr>
<tr>
<td>Job Description</td>
<td>Would plan, design and implement Livelihood strengthening interventions in identified Rurban Cluster. Would support and handhold Cluster teams in execution of the interventions, would monitor the programme and report to State Mission Director/Chief Operating Manager. Would also liaise with other agencies, government departments, CSR etc. for leveraging technical and financial support for developing Rurban Cluster.</td>
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</tbody>
</table>

### Position-1 (State Level) Duty Station- Office of the RGAVP, Udyog Bhawan, Jaipur

### Role Summary:

The National Rurban Mission (NRuM) follows the vision of “Development of a cluster of villages that preserves and nurture the essence of rural community life with focus on equity and inclusiveness without compromising with the facilities perceived to be essentially urban in nature, thus creating a cluster of “Rurban Villages”.

The expected outcomes envisaged under this Mission are:

- a) Bridging the rural – urban divide – viz: economic, technological and those related to facilities and services.
- b) Stimulating local economic development with emphasis on reduction of poverty and unemployment in rural areas.
- c) Spreading development in the region.
- d) Attracting investment in rural areas.
Rajasthan Grammeen Aajeevika Vikas Parishad (RAJEEVIKA) is a society under the Ministry of Rural Development and Panchayti Raj and implements all rural livelihood programmes in the state under its aegis. In this regard, RAJEEVIKA is solely looking after livelihood component under SPMRM.

Consultant will be solely responsible to prepare a DPR on integrated livelihood support project as per RUrban Mission document taking into consideration the ICAP of the 5 clusters within initial 60 days along with parellaly strategizing for implementation of identified integrated livelihood opportunities in the clusters. Assuring for incorporation of all the Government schemes (livelihood) with can result in supplementing the SPMRM mission objectives. Will be directly responsible to coordinate and utilize the resources at cluster level as provided by RAJEEVIKA.

**Job Profile**

- Analyse the key issues related to identification of sustainable livelihood generation opportunities and how to implement the same.
- Map out all rural development activities/ projects already being carried out in the cluster including those being carried out by corporate CSR/ NGOs and identify opportunities to synergies.
- Identify ways for establishing and facilitating linkages such as supply chains between the cluster’s rural economy and urban areas.
- Design of a comprehensive livelihood strategy that focuses on improving the quality of life in SPMRM clusters and prospects of rural livelihood. The strategy may identify opportunities for rural economic development and integration with regional economy; agriculture diversification; innovations such as use of green technologies of farming, fisheries and livestock; and improving local capacity for business planning.
- Develop a time bound action plan for implementation of the activities.
- Represent RGAVP when asked to do so by the SMD/COM.
- Any other activities as assigned by the State Mission Director/COM as required.

**Reporting**

- As part of State Project Management Unit team, the incumbent will report to State Mission Director/Chief Operating Manager/Project Director (Livelihood), RGAVP.

**Qualification and Experience**

- Master’s Degree in Management/ Rural Development with atleast 10+ years of experience in Rural Development/ Livelihood segments such as Farm based, Non Farm & Skill Development etc. Exceptional communication and presentation skills with demonstrated abilities in livelihood opportunities identifying & developing though with an added exposure to feasibility/ case study, Project Life Cycle, Operational Structure, Risk Elements, Implementation & Feedback. Must be computer literate – able to use MS office applications and internet.
- Experience of working with government/externally aided agencies would be an added advantage.
- Must have excellent communication skills, both written and oral in English and Hindi.
- Must be proficient in knowledge of Computers including MS Word and use of ICT like emails, internet etc.
Core Competencies

- **Technical Knowledge and Skills**
  - Can give help and advice to others based on their specialist area of knowledge and skills in relation to livelihood generation.
  - Uses technical knowledge and skills to complete complex work in the rural economy development.
  - Uses technical knowledge and skills to improve work systems

- **Client Orientation**
  - Works to meet needs of clients according to Rajasthan Gramin Ajeevika Vikas Parishad’s policy
  - Communicates often with clients and seeks to understand and anticipate their needs
  - Adapts own style to suit clients preferences

- **Achieving Results**
  - Find ways to reduce time and cost of completing work
  - Monitors work and progress and makes improvements
  - Works with others to overcome problems and find alternative ways to complete work when necessary

- **Working Together**
  - Provides practical support and encouragement for team members
  - Encourages team members to work together and benefit from diversity in different views, culture, nationality, and gender
  - Sets priorities for the team and ensures they are followed through

- **Learning and Knowledge Sharing**
  - Learns new skills and knowledge and applies them
  - Continuously finds new solutions to problems
  - Leads the team in sharing knowledge and expertise

**Consultancy fees**

- Ranges as per experience and qualification in upto Rs. 80,000 to 1.25 Lakh per month
- This position will require travel of at least one week in a month.

**Terms and Conditions**

- The consultancy is for a period of 1 year only.
- The consultancy can be terminated at any time with one month notice from either party.

[Signature]
2/12/16
ToR for Associate Consultant (SPMRM)

Summary of the Post:

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<tr>
<th>Name of the Consultancy</th>
<th>Associate Consultant – Livelihood - 5 Nos.</th>
</tr>
</thead>
<tbody>
<tr>
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<td>District Level</td>
</tr>
<tr>
<td>Qualifications &amp; Experience</td>
<td>Graduate with minimum 50% aggregate marks. 18 months+ of relevant experience in field under rural / social projects</td>
</tr>
<tr>
<td>Age</td>
<td>The incumbent must not be above 40 years of age as on 01.12.2016</td>
</tr>
<tr>
<td>Type of Appointment</td>
<td>Consultancy</td>
</tr>
<tr>
<td>Cost Estimates (Rs.)</td>
<td>Upto Rs. 40,000/- P.M.</td>
</tr>
<tr>
<td>Duration</td>
<td>12 Months</td>
</tr>
<tr>
<td>Job Description</td>
<td>Would plan and implement all activities related to the Rurban cluster on livelihood strengthening. Establish coordination and convergence with various government department, Civil Service Organizations, CSR and other agencies for technical and financial support. Monitor the programme at Cluster level and report to state level as also to the District Collector/CEO on a regular basis.</td>
</tr>
</tbody>
</table>

Position-5 (District Level) Duty Station- SPMRM Cluster’s district

Role Summary-

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Associate Consultant will direct responsible for collect/ collaborate and compute all data and information as per ICAP in the designated clusters and as per Project Consultant guidance. Will prepare primary feasibility report on livelihood opportunities in designated clusters. Will coordinate
and mark out all Govt. schemes in relation to livelihood – and integrate the same in feasibility report. Post preparation of report parellaly will implement identified opportunities on ground under the guidance of Project Consultant.

**Job Profile**

- Lead the project agenda/aspects related to Integrated Livelihood support of the project in the designated cluster.
- Regularly monitor the program progress and track budget utilization
- Map out all livelihood strengthening activities/ projects already being carried out in the cluster including those being carried out by corporate CSR/ NGOs and identify opportunities to synergies with consultation of Project Consultant.
- Identify key sub – sectors in the rural economy with economic potential and recommend steps to help realize that potential. This could include improve financial, technical and institutional support for small farmers, SMEs and social entrepreneurs in these clusters.
- Interact with local communities and representatives of all stakeholders groups (including women & youth) on regular basis in identification of priority areas for livelihood opportunities development.
- Develop a time bound action plan for implementation of strategies identified under the programme.

**Reporting**

- As part of District Project Management Unit, the incumbent will report to Project Consultant (SPMRM) RGAVP.

**Qualification and Experience**

- Graduate minimum 50% aggregate marks with 18 months+ relevant experience.
- Must be computer literate – able to use MS office applications and internet.
- Experience of working with government/externally aided agencies would be an added advantage.
- Must have excellent communication skills, both written and oral in English and Hindi.
- Must be proficient in knowledge of Computers including MS Word and use of ICT like emails, internet etc.

**Core Competencies**

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Learning and Knowledge Sharing
- Learns new skills and knowledge and applies them
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Consultancy fees
- Ranges as per experience and qualification upto Rs. 40000 per month
- This position will require travel of at least one week in a month.

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- The consultancy is for a period of 1 year only.
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