

North East Livelihood Promotion Society

Ministry of DoNER, Govt. of India,
House No.102, Dilip Huzuri Path
Super Market, Dispur Guwahati – 781 006

No. PD/NERLP/2013-14/288

Dated: 27/06/2017

REQUEST FOR EXPRESSIONS OF INTEREST

Country : **India.**

Name of the Project : **North East Rural Livelihood Project.**

Credit No. / Grant No. : **5035 N**

Assignment Title : **Hiring of individual Consultant for Skill development and Placement.**

Reference No. : **RPMU/C/50**

The North East Livelihood Promotion Society under Ministry of DoNER, Government of India intends to hire individual consultant for rendering the services in skill development and placement of the project location at RPMU 1(one) and in 3 (three) project states.

The hired individual consultant will work in close coordination with the team at the regional and district Project Management Units to facilitate and support the skill development and placement of the project. The Consultant will be responsible for the following activities to develop an overall strategy to understand the local employment scenario and existing employment opportunities (for wage and self-employment) in the North-East to better align the skills development programme under NERLP, develop mechanisms for tracking the trained candidates and monitoring the implementation, post training outcomes, and impact of skills projects within NERLP, coordinate with skill teams at DPMU to devise action plans for implementing skills programme. To conduct field visits and undertake regular meetings with the project staff to understand issues and lags in the project and devise strategies to address the same.

The individual consultant at the state level will be driving the implementation of the skills programme in the respective state, coordinate with skill teams at RPMU and other DPMUs to devise action plans for implementing skills programme. The consultant shall be responsible for reporting the training and placement numbers regularly to RPMU. He shall conduct field visits and undertake regular meetings with the project staff to understand issues and lags in the project and devise strategies to address the same.

Interested individuals are requested to submit the Expression of Interest for providing the services. They should also provide details information strictly as per the prescribed Format at Appendix-I along with self attested certificates of the documents.

The candidates having the required experience and competence relevant to the assignment shall be assessed, compared and the highest evaluated candidate shall be selected for the contract. Expressions of Interest must reach this office on or before 14/07/2017.

SA

Project Director,
North East Rural Livelihood Project
House No:102, Dilip Huzuri Path
Dispur Guwahati – 781006
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E-mail: nerlpdoner@gmail.com
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Appendix 1

Format for Expression of Interest (EoI)

Sl. No	Particulars				
1	Name of the Applicant				
2	Father's Name				
3	Present Address				
4	Permanent Address				
5	Email ID				
6	Mobile No.				
7	Date of Birth & age (As on 01.01.2017)				
8	Sex				
9	Marital Status				
10	Language Known				
Sl. No	Language	Read	Write	Speak	
1					
2					
3					
4					
11	Educational Qualification				
Sl. No	Exams passed	Year of passing	Board/ University	Grade/Div	Subjects
I	HSLC/SSC (10 th)				
II	HSSLC/HS(10+2)				
III	Graduate				
IV	Post Graduate				

V	Professional Qualification					
12	Working Experience enclosed TORs, work experience certificate(s)					
13	Name of the Organization(s)	Duration & Location	Designation	Nature of Duty	Reason of leaving	CTC
A						
B						
C						
D						
14	General experience in years (Marketing/Quality Control/ Admin./Finance etc.) give in details.					
15	Relevant experience in years (Livelihood and skill and placement etc.) give in details (150 words)					
16	Why do you consider your background qualifies for the position? (100 words)					
17	Training attended					
Sl. No	Name of the training(s)	Organization(s)	Duration	Certificate attached		
A						
B						
C						
18	Name & detail addresses of two referees (not related to candidate)					
	1.					
	2.					
19	Please indicate your willingness to undertake the Services in the following states					

	as per the preference : 1) RPMU 2) Mizoram 3) Nagaland 4) Sikkim				
	1)	2)	3)	4)	& 5)
20	Other if any				

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REQUEST FOR EXPRESSIONS OF INTEREST

The North East Livelihood Promotion Society (NELPS) funded by World Bank intends to hire the Individual consultant to render the services in support of skill development and placement of the project at RPMU and in project states.

The willing and interested individuals are invited to submit Expressions of Interest (EOIs) as per the prescribed format only. The last date of receipt of EoI is 14/07/2017.

For details please visit the project website at www.nerlp.gov.in or www.nerlp-development.in.



Project Director.
Regional Project Management Unit
North East Rural Livelihoods Project

Copy to:
1. Notice Board, NERLP.

North East Rural Livelihood Promotion Society (NERLPS)
(An Autonomous Organisation under the Ministry of DONER, GoI)

Position	:	Skill Consultants, DPMU
Number of Positions	:	3
Duty Station	:	NERLP Headquarters in Districts with frequent travel
Reporting Officer	:	District Project Manager
Duration of Assignment	:	Initially for six months, extendable, based on satisfactory performance

1. Background of the Organisation

The North East region has a population more than 44 million of which 85 percent lives in rural areas and 35 percent are below poverty line. Despite its rich natural resources and relatively good human development indicators, the NE region lags in important growth parameters due to geo-political isolation, protracted insurgency in some areas, and recurring natural disasters. Despite the relatively high literacy rate, the region also suffers from alarmingly high youth unemployment rate at 14 percent.

North East Rural Livelihood Project (NERLP) is a World Bank funded rural poverty reduction project, Ministry of Development of North Eastern Region (DONER). The project seeks to empower rural poor and improve livelihoods of about three lakh households in 1,624 villages under 58 blocks across eight districts four states - Mizoram, Nagaland, Sikkim, and Tripura. The districts are Aizawl and Lunglei in Mizoram, Peren and Tuensang in Nagaland, South, and West Districts in Sikkim, West Tripura, Khowai, Sipahijala, Unokoti and North Tripura.

The objective of the project is *"to improve rural livelihoods especially that of women, unemployed youth and the most disadvantaged, in four North Eastern States"*. It aims at improving communities' access to credit and other financial services by forming 26,000 SHGs and 1,645 VOs, sustainably increasing incomes of the poor by forming 275 producer organizations, improving natural resource management by local communities and converging with government programs by forming 1,645 Community Development Groups (CDGs), addressing unemployment by skilling 20,000 youth, and engaging in fruitful partnerships with expert organizations to focus on cluster development through value chains and natural resource management.

2. Project Components

The project has five components, namely, social empowerment, economic empowerment, partnership development and project management. The project components focus on improving livelihoods of the most disadvantaged people in the targeted areas by building community based organizations and developing partnership with Government and other institutions for knowledge, skill, credit, insurance, extension and market.

- **Social Empowerment:** This initiative seeks to empower rural communities by creating sustainable community institutions; improving inclusiveness and ensuring equity in social, gender and environment.

- Economic Empowerment: Increase livelihoods through diversification of income and employment opportunities by supporting SHG and SHG Federation with investment support; supporting Community Development Group for Community Development Plan; supporting Producer Organization for business activities based on value chain and supporting youth for skill development training and placement.
- Partnership Development: Development of partnership with various service providers including technical support institutions, public and private sector organizations, financial institutions, etc., with the aim of dovetailing further resources required for the success of the project.
- Project Management: This component includes governance, implementation, coordination, learning and quality enhancement efforts.
- Livelihood Model & Value Chain Developments: Replication & demonstration of successful livelihood model & complete value chain development in the areas of agricultural, livestock sector and non-farm activities

3. Purpose of the Assignment

Skill development and placement of youth is an important component in the project. The component offers opportunities to structure training programmes around skills and provide services to the youth of the region for job placements across the country through various mechanisms. This TOR is focused on initiating activities under this component of the NERLP.

The project had identified few sectors of skill development for the youth with the help of industry for trends and possibilities of employment and will provide the support to youth by funding up to eighty percent of the course fees. The project will facilitate youth to take bank loans for meeting remaining fee cost on requirement. The loan would be repaid later after getting employed. Broadly, the project will (a) support collaboration with the industry who want to train and absorb the youth b) focus on market linked skills, both short term and long term which give organized sector jobs c) counsel the youth to migrate for jobs, wherever local opportunities do not exist.

NERLP is looking for an accomplished and motivated experts in skill development and placement for the youth in the district project office, who can contribute towards driving the skills component under project. The consultants are expected to work in close coordination with the team at Regional and other District Project Management Units (DPMUs).

4. Responsibilities / Job Description of Skills Consultant

The Consultants will work in close coordination with the District Project Manager and RPMU staff and will be responsible for the following activities:

Overall responsibilities

- Driving the implementation of the skills programme in the State
- Coordinate with skill teams at RPMU and other DPMUs to devise action plans for implementing skills programme
- Report training and placement numbers regularly to RPMU

- Conduct field visits and undertake regular meetings with the project staff to understand issues and lags in the project and devise strategies to address the same

Responsibilities for facilitating skill development for wage-employment

- Scout for convergence opportunities for skills development within the government network
- Coordinate with RPMU and other DPMUs to identify training organisations working in the project locations and collaborate with them for providing skills training to identified candidates
- Collaborate with training partners and develop training calendars at the district level
- Coordinate with the field staff to undertake awareness generation, mobilisation, and identification of training candidates as per proposed timelines in the action plans
- Ensure smooth conduct of trainings and placement of candidates
- Identify the nature of post-training and post-placement support required by the candidates and ensure delivery of the same

Responsibilities for facilitating skill development for self-employment

- Identify clusters that are / can be engaged in particular activities or individuals interested in engaging in self-employment activities
- Assist the teams at RPMU and DPMU in vetting the training proposals
- Identify the nature of post-training handholding support required by the self-employed candidates and ensure delivery of the same

The following outputs are expected from the Skills Consultant

- Prepare action-plan for rolling out skills programme – for both wage and self-employment in the districts
- Develop training calendar in collaboration with the training partners
- Ensure timely implementation of skills programme in the district, as per the devised action plan and regular submission of progress report including data and case studies / best practices to RPMU
- List of clusters within the districts that can be engaged in activities under self-employment and identify potential training partners for carrying out skills training and handholding in the clusters
- Conduct regular meetings with the field staff and training partners to take stock of implementation of skills programme and discussing future trajectory. The same must be minuted and shared with relevant stakeholders

5. Requisite Qualification

Graduate from recognised University Preferably Social Work, Rural Development or related fields from a reputed institute. Professionals with a Management Degree with experience of Programme Management on similar lines will be given priority

Experience

- A minimum of 5-8 years relevant experience for the graduate and 3-5 years relevant experience for Post graduate at least two years in livelihoods, particularly skills
- Knowledge about skills landscape in India

Language

- Excellent communication skills and well conversant in English and Hindi. Knowledge of regional languages spoken in the North East is an advantage

6. Competencies

- Ability to work in multicultural environment and teams
- Self-driven and innovative
- Encourages open communication
- Conflict management skills
- Encourages learning and sharing of knowledge
- Works towards informed and transparent decision making
- Project management skills
- Excellent networking skills with private and public sector institutions
- Extensive computer skills including excel, word and power point presentation
- Excellent understanding of rural and tribal development, livelihoods, gender and equity
- Experience in program planning and implementation
- Experience in working at grass root level
- Excellent documentation and report writing skills

7. Terms of Payment: INR 30,000 – 40,000 per month

8. Age: Preferably below 35 years of age

9. Duration of the Assignment

The selected consultants are expected to render their services up-to six months. The period of agreement will be for six months initially and will be renewable half-yearly subject to satisfactory performances as per the TOR and the same will be granted at sole discretion of NERLP

10. Application Procedure

Candidates having the requisite qualification, age and experience may apply in English language as per the CV format given in the website in an envelope clearly marking as “Application for (Name of the position applied for)” and submit to:

The Project Director
North East Rural Livelihood Project
House No. 102, Dilip Huzuri Path
Dispur, Guwahati- 781006

- Responsiveness to TOR: Expression of Interest (EOI) with Personal CVs highlighting qualifications and experience in similar assignment.
- Individuals having the required experience and competence relevant to the assignment shall be assessed and evaluated and called for interview.
