

# ARIAS SOCIETY

Assam Rural Infrastructure and Agricultural Services Society

(An Autonomous Body under Govt. of Assam)

Project Coordination Unit (PCU) of the World Bank funded

Assam Agribusiness & Rural Transformation Project (APART)

Agriculture complex, Khanapara, G.S. Road, Guwahati-781022 (Assam, India)

Tel: +91 361-2332125; Fax: +91 361-2332564; website: www.arias.in; email spd@arias.in

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## **Draft Indicative Terms of Reference (ToR)** **Value Chain Development Specialist (VCDS)**

### **(A) BACKGROUND AND OBJECTIVES OF THE PROJECT**

1. The Government of Assam (GoA) through Government of India (GoI) has applied for a loan from the World Bank for the Assam Agribusiness and Rural Transformation Project (APART). The Assam Rural Infrastructure and Agricultural Services (ARIAS) Society is the apex coordinating and monitoring agency at state level for the Project. ARIAS Society now intends to apply a portion of this loan for engagement of a **Value Chain Development Specialist (VCDS)** on contractual basis to be positioned at Project Coordination Unit (PCU) of ARIAS Society.
2. The development objective of APART is “add value and improve resilience in selected agricultural value chains, focusing on smallholder farmers and agro-entrepreneurs in targeted districts of Assam”.
3. There are four components to the APART. **The first component is Enabling Agri Enterprise Development**, with sub components being (i) enhancing state capacity to attract private investments, (ii) Setting up an Agribusiness Enterprise Development and Promotion Facility (EDPF) (iii) Agribusiness Investment Fund (AIF) support (iv) establishing sector stewardship councils. **The second component is Facilitating Agro Cluster Development** with subcomponents being- (i) support establishment of cluster level Industry Associations (IAs), (ii) supply chain support. **The third component is Fostering Market Led Production and Resilience Enhancement** with sub components being (i) promoting climate resilient technologies and their adoption (ii) facilitating market linkages through market intelligence and product aggregation (iii) facilitating access to and responsible use of financial services. **The fourth component is project Management, Monitoring and Learning.**
4. The project will achieve the PDO by: (i) promoting investments in agri-enterprises, reducing the business and transaction costs, facilitating access to finance for agribusiness entrepreneurs, and, where appropriate, push for process, regulatory and/or policy change; (ii) supporting the development of a modern agri supply chain; improved information communication technologies (ICT) based farm information and intelligence services, and alternative marketing channels; and (iii) improving producers’ access to knowledge, technologies and infrastructure so that they are better able to respond to market opportunities and climate variability.

### **(B) OBJECTIVES OF THE ASSIGNMENT AND SCOPE**

5. The **VCDS** will *inter alia* be responsible for overall smooth implementation of value chain interventions under AAPRT and would have to deal with a wide array of stakeholders including Government line Departments/ Agencies, project Service Providers (SPs), international agencies involved in the project, farmers, FPOs and other value chain actors. **VCDS** would ensure that the project interventions at District and State level in the prioritized value chains are as per the Value Chain Development Plans. Further, **VCDS** would be responsible for training and capacity building of the project staff on value chain development and management.
6. **Key job responsibilities include:**
  - a) Guide the project team in refining the Value Chain Development Plans (VCDPs) in consultation with international agencies participating in the project.
  - b) Ensuring smooth Implementation of VCDPs
  - c) Visiting the project FPOs/ Common Service Centres and sorting out the issues, to ensure efficient and effective system of their working
  - d) Develop mechanism to link micro-entrepreneurs with input suppliers, and establishing market linkages
  - e) Develop collaboration with private sector to provide embedded technical services, especially to improve product quality, packaging, and branding

- f) Develop value chain strategies and work to link existing value chains to new markets
- g) Support other project functionaries for private sector engagement and investment
- h) Liaise with international partners to bring best practices in project interventions w.r.t. agri value chains.
- i) Documenting success stories, best practices, innovative models emerging out of project value chain interventions and disseminating them at various forums as relevant.
- j) Training and capacity building of project staff in value chain development and management
- k) Any other task assigned by the SPD, ARIAS Society
- l) **Travel Requirements:** The VCDS will be required to undertake field-visits and tours to the project sites with the approval of SPD. Occasional out of state visits may also be required as directed by the SPD.

**(C) QUALIFICATIONS, EXPERIENCE, AGE ETC.**

- 6. **Educational Qualification:** Master degree/ Post Graduate Diploma (minimum 2 years duration) in Agriculture or allied science/ Agribusiness or a closely related field from any Govt. recognized University/Institutions.
- 8. **Working Experience:** Minimum 11 years experience in development/ management/ promotion of agri value chain activities.
- 9. **Computer Skills:** Must have proficiency in the use of Internet based applications, Graphics, MS Word, MS Excel and MS Power Point and other related applications.
- 10. **Language:** High level of fluency in English and Hindi
- 11. **Desirable Qualifications, Experience, Skills etc:**
  - a. Experience of working in complex, multi stakeholder, fast moving environment and ability to work under pressure, respecting strict deadlines and multi tasking
  - b. An understanding and experience in the use of climate resilient technologies in agri value chains
  - c. Knowledge of Assamese and/or Bengali
  - d. Good social, analytical, inter-personal and planning skills
  - e. Self-motivated and possessing ability to work independently as well as in teams.
- 12. **Age:** Age of the candidate should not be more than 50 years as on 1<sup>st</sup> October, 2017.

**(D) DURATION OF CONTRACT, NOTICE PERIOD ETC.**

- 13. The tenure of **VCDS** is intended for entire duration of the project and co-terminus with the project period of APART. However, continuity of the **VCDS** beyond one (1) year from the date of signing the agreement will depend upon his/her performance. The decision of the SPD will be final and binding in this regard. The contract management shall be as per HR Policy of ARIAS Society.
- 14. The contract with **VCDS** may be terminated by either side at any point of time during the contractual period by serving a 30 days' notice without assigning any reason and without thereby incurring any liability to the Govt. of Assam/ PCU/ ARIAS Society. The assignment is purely contractual in nature and shall not, under any circumstance, be extended beyond the APART's closing date. The ARIAS Society or the Government of Assam shall not undertake any responsibility for subsequent deployment of the consultant.
- 15. The **VCDS** shall not assign or sub-contract, *in whole or in part*, his obligations to perform under this Contract, except with the SPD's prior written consent. The **VCDS** will have to serve the ARIAS Society on full time basis under overall command of State Project Director, ARIAS Society and provide services from the PCU at Khanapara, Guwahati. The resignation/termination shall be as per HR Policy of the ARIAS Society.

**(E) REMUNERATION, PAYMENT TERMS AND LEAVE**

- 16. Depending on the qualifications, experience, competency, and also the remuneration/pay package of the last assignment, the consolidated fixed monthly remuneration of the VCDS will be determined and mutually agreed, which could be in the range of **Rs. 18.00 lakh to Rs. 25.80 lakh per year**. This annual rate shall be inclusive of all taxes, health/service related insurance, all allowances, cost of accommodation and food at Guwahati, conveyance to attend the office etc. Taxes as applicable will be dealt with as per applicable laws. The

remuneration will be enhanced on an annual basis, based on the HR Policy of the ARIAS Society.

*If suitable candidates with above mentioned experience are not available, then candidates with at least 07 years of experience in development/ management/ promotion of agri value chain activities may be considered for interviews/ tests **at a lower remuneration package** to be decided through mutual agreement between the ARIAS Society and the candidate.*

17. Travelling, Boarding & Lodging expenses for approved official tours outside Guwahati will be reimbursed as per HR Policy of ARIAS Society.
18. The remuneration will be given in equal monthly installments and the performance-linked-incentive will be given on quarterly based on the performance and achievement against the mutually agreed deliverables by the **VCDS**. Taxes as applicable shall be dealt with as per applicable laws
19. The provisions of leave would be as per HR Policy of ARIAS Society.
20. No house rent allowance or any other allowance shall be paid by the PCU. No other payment whatsoever (except reimbursement of official travelling expenses) shall be paid, except as agreed with the **VCDS** by the SPD, ARIAS Society

**(F) REPORTING AND PERFORMANCE REVIEW**

21. The VCDS will report to the SPD, ARIAS Society. In the absence of SPD, he/she shall report to the Deputy Project Director (DPD). Annual performance review will be done as per the HR Policy of the ARIAS Society.

**(G) FACILITIES TO BE PROVIDED BY THE PCU**

22. Access to all the required documents, correspondence, and any other information associated with the project and as deemed necessary. The **VCDS** will be provided with one office cubicle/workstation in the PCU along with computer, printer, computer/office consumables, and internet access. *The **VCDS** however will not be provided with any clerical assistance.*

***Note: This is a draft ToR and SPD, ARIAS Society reserves the right to change, update or modify this ToR at any stage till recruitment process is completed.***