



**Indian Council of Forestry Research and Education**  
(An Autonomous body of the Ministry of Environment, Forest and Climate Change, Government of India)  
**P.O. New Forest, Dehradun – 248 006 (Uttarakhand), INDIA**

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## **REQUEST FOR EXPRESSIONS OF INTEREST (REOI)**

**for Evaluation of the Working/ Effectiveness of Forestry Extension System through the Van Vigyan Kendras and Recommendations for its Strengthening**

**COUNTRY:** INDIA

**NAME OF PROJECT:** ECOSYSTEM SERVICES IMPROVEMENT PROJECT

**Grant No.:** TF0A3990

**Reference No.:** IN-ICFRE-117954-CS-CQS

The Government of India has received financing from the World Bank towards the cost of Ecosystem Services Improvement Project (ESIP), and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include evaluation of the working/ effectiveness of forestry extension system through the Van Vigyan Kendras (VVKs) and recommendations for its strengthening. The consultant/ consultancy firm would evaluate working/ effectiveness of Van Vigyan Kendras established in different states in fulfilling the objectives of forestry extension services to enable technologies from Lab to Land and make practicable suggestions to improve upon the working and effectiveness of VVKs in future.

**The detailed TOR along with necessary documents for submitting REOI is available at ICFRE website ([www.icfre.gov.in](http://www.icfre.gov.in)).**

The Indian Council of Forestry Research and Education (ICFRE), now invites eligible consultants/ consultancy firms to indicate their interest for **Evaluation of the Working/ Effectiveness of Forestry Extension System through the Van Vigyan Kendras and Recommendations for its Strengthening**. Interested consultants/ consultancy firms should provide information demonstrating that they have the required qualifications and relevant experiences to perform the task.

The attention of interested Consultants/ Consultancy firms is drawn to paragraph 1.9 of the World Bank’s *Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers [Government of India, 16 August 2017]* (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.

The Consultants/ Consultancy firms will be selected in accordance with the selection based on the Consultant Qualification Selection (CQS) method set out in the Consultant Guidelines. Consultants/ Consultancy firms shall submit their Expression of Interest Proposal as per the prescribed format (Annexure-I). The consultants/ consultancy firms are to be selected based on their relevant experience, qualifications, and capability to carry out the assignment.

Expression of interest proposals must be delivered in written through postal mail in prescribed format available at ICFRE website ([www.icfre.gov.in](http://www.icfre.gov.in)) on or before 17 December 2019 (17:30 hours).

Further information can be obtained at the address below during office hours [Monday to Friday 0900 to 1730 hours]:

Project Director,  
Ecosystem Services Improvement Project,  
Indian Council for Forestry Research and Education  
P.O. New Forest, Dehradun, Uttarakhand-248006 (INDIA)  
Tel: +91-135-2224831, 2224803, Tele Fax: +91-135-2750296  
Email: projectdirectoresip@gmail.com  
Website: www.icfre.gov.in

***Note: Those consultants/ Consultancy firms who have already submitted their proposals to this REOI online need not submit their proposal again.***

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**TERMS OF REFERENCE (TOR)**

**Evaluation of the Working/ Effectiveness of Forestry Extension System through the Van Vigyan Kendras and Recommendations for its Strengthening**

**1. BACKGROUND**

Indian Council of Forestry Research and Education (ICFRE) along with its nine research institutes (located at Dehradun, Shimla, Ranchi, Jorhat, Jabalpur, Jodhpur, Bengaluru, Coimbatore and Hyderabad) and five research centres (located at Allahabad, Chhindwara, Aizawl, Agartala and Visakhapatnam) are striving for the holistic development of forestry research through need based planning, promoting, conducting and coordinating research, education and extension covering all aspects of forestry. As a result of years of research work in forestry, ICFRE has a rich records of innovative developed technologies/processes to its credit and endeavours to transfer and disseminate the developed technologies through its Directorate of Extension. This Directorate has developed a variety of extension programmes to disseminate the outcomes of research to various stakeholders/ end-users with active participation of State Forest Departments and other institutions like Joint Forest Management Committees, Village Panchayats including farmers, women, industries and unemployed youth etc. ICFRE had initiated establishment of Van Vigyan Kendras (VVKs) in every state and Union Territory with active collaboration of State Forest Departments since the financial year 2007-08 for dissemination of various technologies developed by the ICFRE's institutes and State Forest Departments to the various stakeholders. ICFRE institutes have taken leading role in establishment of 29 VVKs in different parts of the country. The role and responsibilities of ICFRE for smooth working of VVKs are as follow:

- Literature in the form of brochures, pamphlets, newsletters etc. on various aspects of forestry covering nursery techniques, management practices for insect pests and diseases, medicinal plant species, technologies and products developed by ICFRE institutes.
- Training/ capacity building covering nursery techniques, plantation techniques of forestry tree species, bamboo species, cultivation of medicinal plants, skill development on bamboo artifacts, vermi compost, management of insect pests and diseases etc.
- Establishment and maintenance of model nursery for demonstration of nursery practices and supply of quality seedlings for plantation to the farmers etc.
- Equipments for training, demonstration (purchase and maintenance), engaging personnel for VVK related tasks, other overhead expenses etc.

The role and responsibilities of SFDs for smooth working of VVKs are as follow:

- Appointment of Nodal Officers and close coordination with concerned ICFRE institute.
- Providing and sharing of relevant literature.

- Infrastructure including building and fixtures
- Land for model nursery and trials
- Electricity and water supply

## **2. OBJECTIVE OF THE ASSIGNMENT:**

To evaluate working/ effectiveness of Van Vigyan Kendras established in different states in fulfilling the objectives of forestry extension services to enable technologies from Lab to Land and make practicable suggestions to improve upon the working and effectiveness of VVKs in future.

## **3. SCOPE OF SERVICES, TASKS (COMPONENTS) AND EXPECTED DELIVERABLES:**

The main objective of the assignment is to develop a means for improving the working of VVKs with detailed strategies/action plans/guidelines. The consultants would look into the current status of VVKs and how these can be strengthened. The detailed guiding document would provide specific strategies/ guidelines/ plans/ recommendations for strengthening the existing VVKs, covering the funding, staffing, mode of functioning and developing effective networking of VVKs with KVKs (Krishi Vigyan Kendras) etc.

### **Tasks to be Undertaken:**

1. Evaluate the current status of existing VVKs in at least 6 states (to be finalized in consultation with ICFRE); the evaluation should cover objectives, role, significance challenge and impact of VVK.
2. Assess the suitability of the current institutional structure and set up of the VVKs including their budgeting, political and institutional ownership, such as, the level of integration of VVKs with FDAs and State Forest Department.
3. Consult a wide range of experts and other stakeholders on the purpose, objectives and functionality of the VVKs. Stakeholders should include officials of the MoEFCC, State Forest Departments, Forest Secretaries, Private Sector, Forest based MSMEs, NGOs etc.
4. Based on the findings of the evaluation propose recommendations for reforming the objectives, roles, institutional, financial and technical requirements, institutional set up and tie-ups for strengthening the VVKs

## **4. TEAM COMPOSITION AND QUALIFICATION OF THE KEY EXPERTS:**

<b>S. No.</b>	<b>Key Experts</b>	<b>Qualifications and Experience</b>
1	Team Leader	<ul style="list-style-type: none"> <li>• Post graduation in the relevant field with specialization on institutional level evaluations</li> <li>• Minimum 10 years experience in policy, planning and institutional workings</li> <li>• Experience in forestry/ forest management related sector</li> </ul>
2	Forestry Expert	<ul style="list-style-type: none"> <li>• Post graduation in the relevant field</li> <li>• Minimum 8 years of experience in the field of forestry, farm forestry, NTFPs etc.</li> </ul>

3.	Extension Expert	<ul style="list-style-type: none"> <li>• Post graduation in the relevant field</li> <li>• Minimum 8 years of experience in the field extension services</li> <li>• Experience with agriculture extension system would be an advantage</li> </ul>
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*The successful Consultants (consulting firm) may engage more experts if required to fulfill the assignment in a time bound manner on his own without any additional financial burden implicated on Client (ICFRE). Sub-contracting shall not be permitted.*

## **5. REPORTING REQUIREMENTS AND TIME SCHEDULE FOR DELIVERABLES**

### ***Deliverables:***

1. Inception report on or before 30<sup>th</sup> days of contract signing
2. Interim progress report on or before 60<sup>th</sup> days from contract signing
3. Draft final report and multi-stakeholder’s consultation workshop on the draft report with presentation on or before 90<sup>th</sup> days
4. Final report incorporating the suggestions/ comments raised by experts of the workshop and ICFRE within two weeks from above
5. A powerpoint presentation along with the final report

### ***Time Schedule:***

The implementation period of the assignment shall be 3 months from the date of award of the contract.

### ***Payment Schedule:***

<b>Deliverables</b>	<b>Payment Schedule</b>
Signing of contract	20%
Inception report on or before 30 <sup>th</sup> days of contract signing	20%
Interim progress report on or before 60 <sup>th</sup> days from contract signing	20%
Draft final report and multi-stakeholder’s consultation workshop on the draft report with presentation held on or before 90 <sup>th</sup> days	30%
Final report incorporating the suggestions/ comments raised by experts of the workshop and ICFRE	10%

## **6. CLIENT’S INPUT AND COUNTERPART PERSONNEL**

- a) **Services, facilities and property to be made available to the Consultant by the Client (ICFRE):** Relevant documents /information required for conducting a study for strengthening the existing VVKs
- b) **Professional and support counterpart personnel to be assigned by the Client to the Consultant’s team:** NIL

**Format for Submission of Expression of Interest Proposal for  
(Evaluation of the Working/ Effectiveness of Forestry Extension System through the Van Vigyan  
Kendras and Recommendations for its Strengthening)  
Ecosystem Services Improvement Project**

1. Name of Consultant/ Consultancy Firm:  
(in block letters)
2. Details about office of the Consultant/ Consultancy Firm Address:  
Phone No.:  
Fax.:  
Email ID:  
Website:  
Contact Person:  
Mobile No.:
3. Profile and track record of the Consultant/ Consultancy Firm:
4. Details of registered office of the Consultant/ Consultancy Firm:
5. Status of the applicant (partnership firm/ Pvt. Ltd. Co./ Public Ltd. Co.):
6. Details about directors/ partners:
7. Copy of Memorandum/ Articles of Association (to be enclosed):
8. Total Experience of the Consultant/ Consultancy Firm and list of important consultancies delivered in past 3 years:
9. Membership of professional bodies/ accreditations/ awards etc.:
10. Balance sheet for the last 3 years (to be enclosed):
11. PAN No. (copy to be attached):
12. GST Registration, if any (Copy to be attached):

**Declaration**

I/We affirm that all information supplied by me/us as stated above is true and correct, I/We also fully understand that if at any stage, it is discovered that any attempt has been made by me/ us/ the firm to willfully conceal or misrepresent the facts, my/our EOI proposal is liable be summarily rejected. *Curriculum vitae* (in case of individual consultants) and self-attested copies of all the necessary documents and certificates are enclosed for proof.

Place:

Date:

Stamp & Signature of the Authorised Signatory