

**TERMS OF REFERENCE (TOR) FOR  
PROCUREMENT EXPERT (Divisional Level)  
IN UTTARAKHAND CLIMATE RESPONSIVE RAIN FED FARMING PROJECT  
PROJECT NUMBER- P179357  
Ref No. 01/11-12(5) /UCRRFP/2024-25**

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## **1. Project Overview**

Uttarakhand Climate Responsive Rain-fed Farming Project (UCRRFP) will be implemented by the Watershed Management Directorate, Uttarakhand. The project development objectives are to improve resilience of production system to make mountain farming GHG Emission competitive and profitable in selected micro-watersheds of Uttarakhand. UCRRFP is a six year project to be operational from 2024 to 2030. The project cost is USD 138.05M (IBRD: USD 96.2M, State Govt. USD 34.19M & Beneficiary: USD 7.66M).

### **1.1 Project Description**

Uttarakhand being a hilly state agriculture is pre- dominantly rain-fed and remains vulnerable to moderate to extreme weather conditions. Sustaining increase agriculture outputs in a rapidly changing climate will require adaptation at a faster pace. Enhancing food security while reducing GHG Emissions from farming practices will require transition to production systems that are more productive, use input more efficiently, have greater stability in outputs and are resilient to short and long term climate variability.

Uttarakhand Climate Responsive Rainfed Farming Project (UCRRFP) will be implemented in 06 hilly districts and 02 plain districts of Uttarakhand covering about 1000 villages and comprising of 56 Micro watershed clusters.

### **1.2 Result Indicators**

The following Key Performance Indicators (KPI) are proposed for measuring the core outcomes of the project:-

- ◆ KPI #1:- Reduction in GHG emissions from representative cropped land parcels (CRI).
- ◆ KPI #2:- Increase in productivity of selected crops

- ◆ KPI #3:- Increased water discharge in sample spring sheds
- ◆ KPI #4:- Farmers adopting climate smart agriculture technologies and practices promoted by the project.
- ◆ KPI #5:- Farm Income at HH Level with/without UCRRFP.

### 1.3 Project Components

#### **Component A- : Developing Resilient and GHG-efficient Production Systems (USD 46.84 million)**

The objective of the component is to improve productivity through land treatment and development, while simultaneously enhancing fertilizer efficiency, water productivity, and mitigating greenhouse gas emissions. The component establishes the groundwork for the project to transition cultivation towards an optimal input usage pattern, resulting in lower input costs and increased average income for farmers. Within this component, priority will be placed on expanding controlled irrigation coverage, encouraging protected cultivation, recultivation of fallow lands, fostering agricultural diversification, and bolstering farmer's income through varied livelihood options. Utilizing a landscape approach grounded in land-use capability, the project will furnish high-quality inputs and implement early warning advisory systems to facilitate the adoption of ecologically sensitive and diversified production systems. A decision support system for Climate-Smart Agriculture (CSA), grounded in evidence, will be established through strong partnerships with leading scientific entities, both within the state and at the national level. These collaborative partnerships will generate knowledge products through co-creation processes, frequently involving pilot communities.

#### **Component B – Science-based Development of Resilient Springsheds (USD 62.71 million)**

To build climate resilient watersheds with the support of participating communities, watershed and spring-shed management interventions shall be carried out. These initiatives would help in resolving the issues of availability of water for irrigation purposes which is critical for building the resilience of the

marginal mountain farmers whose farming is totally rain-fed. To increase productivity, the project will provide both technical and farming inputs to the farmers in agriculture, horticulture, and allied sectors (fishery & livestock with small ruminants). Hence, under this component, depending upon the activities, the project will promote climate resilient agricultural practices, intensive / semi-intensive farming models, exploring agriculturehorticulture options, mixed / inter-cropping etc., based on its feasibility. Reducing cost of cultivation through natural farming / organic farming, promotion of carbon farming models, achieving nutrient use efficiency etc. will also be the points of intervention under the component..

**Component C- Enhancing Income Resilience through Agribusiness (USD 14.78 million)**

The foremost goal of the project is to bolster the economic resilience of farmers, with special focus on mountain communities. To achieve this, the project will invest in fortifying the agricultural marketing systems. This involves uniting farmers into federations, offering value-added services, establishing comprehensive supply chains, and ensuring less carbon intensive / carbon-neutral logistics for agricultural products. The initiative also aims to foster the growth of agricultural enterprises by establishing Agri Business Growth Centres in remote regions. To promote inclusivity and fairness, the project will extend nonagricultural livelihood opportunities to marginalised households within the project villages.

**Component D – Project Management, Monitoring & Evaluation, and Learning (USD 13.72 million)**

Supported by a consortium, the project aims to establish a knowledge hub within the ProjectManagement Unit (PMU). This hub will analyse, synthesize, and document diverse methods, practices, and strategies essential for optimizing natural resource usage, reducing greenhouse gas emissions, fostering resilient integrated farming systems, and improving marketing inputs. Additionally, this

component encompasses overseeing the institutional framework, coordination, monitoring, evaluation, and overall project management under the purview of the PMU.

### **PROJECT AREA-**

The project will be operational within the state of Uttarakhand. Total project area will cover about 2.38 lakh hectare of land spread in 58 Micro watersheds in 8 districts. About 1000 villages with an approximate 76000 HH and approx 3.81 lakh population will be benefited by the Project outcome.

### **THE PROJECT PERIOD-**

The project duration is 6 years and the project cycle in each GP will be 5 years in following three phases:

- Preparatory phase: - First year
- Implementation Phase: - Four years.
- Withdrawal Phase: - Sixth year

### **PROJECT IMPLEMENTATION ARRANGEMENTS**

The UCRRFP is based on joint relationship among three entities: (i) village communities and GPs; (ii) WMD; and (iii) Consortia of Science Based Research Institutes. All these three stakeholders will fulfil their respective roles and responsibilities for the project to be successful. Specifically, the roles of each entity are:

Village Community and GP: Will plan and implement the project

WMD: Provide overall coordination and assist the village communities and GPs

### **NEED FOR CONSULTANCY SUPPORT**

It is a community-owned and demand driven project. The project is managed, planned and implemented by the community and the GPs. Its success depends on the levels of interest and participation and commitment of all stakeholders. Project expenditure will incur at different levels viz State, District and at GPs. Each office will have to follow financial and

accounting procedure agreed between State and the World Bank. The consultancy of procurement expert is required to ensure that all the Procurements done at the DPMU level follow the World Bank Procurement Regulations September 2023, and other instructions received from PMU are implemented properly.

## **SCOPE OF WORK**

- Provide Coordination in external Audit (AG Audit), Internal Audit, GP level Audit and review by the World Bank team.
- Study compliance report and recommended disciplinary actions to be taken. Also prepare consolidated compliance reports against Certificate Audits of CAG, Uttarakhand, and PPR conducted by the World Bank.
- Procurement Planning and Management: Prepare/Update the procurement plan (through the latest procurement tool of the World Bank viz ‘STEP’: Systematic Tracking of exchanges in Procurement) and schedule for the project, by taking care to ensure optimum competition, economy, and efficiency and priority of items.
- **Procurement of Goods & Works, non-consulting and Consulting Services:** Supervise and Guide project staff members regarding finalization of the technical specifications for goods & works and the Terms of Reference (TOR) for services; preparation of bidding documents based on the standard bidding /proposal documents of the World Bank/Uttarakhand Procurement rules (UPR) and complete the tender process including evaluating the bids as per the WB procedure and publish the contract award notice.
- To keep progress of procurement activities against procurement timetables, highlight variations in progress, record reasons and identify remedial actions, if any.
- Assist Deputy Director in all types of audits of procurement activities,

post review of the World Bank, contracts exception reporting, etc.

- Lead the procurement team and provide guidance to the team members in terms of all procurement related activities. Incumbent will be the “single point” responsible person related to Procurement & Contract Management in the division.
- Ensure the smooth execution of design, planning and implementation of all divisional procurement and manage all contracts.
- Provide guidance to implementing entities and staff at division and GP level in procurement process which will include preparation of bid and other documents, etc.
- Negotiate and resolves difficult procurement issues with agencies and handle all post procurement conflicts.
- Coordinate with PMU expert/team for any related issue.
- Any other tasks as assigned by the DD-DPMU.

## **JOB DESCRIPTION**

**Location of Job:** At Divisional level, DPMU, UCRRFP, Uttarakhand.

**Reporting Line:** Deputy Director, DPMU, UCRRFP.

## **ESSENTIAL QUALIFICATION**

- Post graduate degree in Finance/Economics/Commerce.

## **WORK EXPERIENCE**

Minimum of 2 years of work experience of Procurement in any organization.

## **DESIRABLE QUALIFICATIONS**

- Experience in Externally Aided Projects in Audit-Accounting and Procurement.
- Relevant training in procurement works will be preferred.

- Proactive, working with minimum supervision, Proficient in MS Office particularly computer-based spreadsheets (i.e. MS Excel).
- Knowledge of implementation of FMIS System/Project dashboard.
- Thorough knowledge of procurement procedures in International institution-financed projects.
- Hands on experience in e-procurement portal /GeM portal and e-tendering will be preferred.

Note: Relevant documents regarding essential and desirable qualifications should be attached.

**AGE LIMIT:** 21-50 Years.

**TERMS AND CONDITIONS:**

- The Candidate must not have been terminated by any organization previously due to non-performance.
- Service-related terms and conditions will be disclosed at the time of the contract.

**REMUNERATION:**

- Rs. 50,000/- (Negotiable), depending on the qualification, experience, and competency of candidate.

**PERIOD OF SERVICE:**

- The contract shall be initially for a period of minimum 1 (one) year with a provision of further extension on an annual basis up to the end of the project, subject to satisfactory performance as assessed by the Deputy Director, DPMU, UCRRFP.

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