



RAJMATA VIJAYARAJE SCINDIA KRISHI VISHWAVIDYALAYA  
RAJA PANCHAM SINGH MARG, GWALIOR-474002 (M.P.)

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No. PI/IDP-NAHEP/RVSKW/GWL/2023-24/1579

Date: 13/12/2023

**Invitation for Expression of Interest (EOI) for Consultancy Services**

The Expression of Interest (EOI) are invited from qualified and experienced consultancy services for generating brand awareness and prioritize research initiatives for Rajmata Vijayaraje Scindia Krishi Vishwavidyalaya, (RVSKVV), Gwalior, with regards to (but not limited to) documenting and showcasing the university's mission, vision, science skills and USPs, organizing and displaying research and extension services in the university website, defining research propositions to national and international donors and collaborators, and sharpening resource mobilization efforts under Institutional Developmental Plan (IDP) for "Reinforcement of the brand value of University for designing market ready graduates to entrepreneurship & Employment generation." Sub project of National Agricultural Higher Educational Project (NAHEP), a World Bank funded project of ICAR, New Delhi, operated at Rajmata Vijayaraje Scindia Krishi Vishwa Vidyalaya RVSKVV, Gwalior, invites EOI from qualified and experienced consultant(s) to provide support to the project.

Last date of application submission will be 20/12/2023 up to 5 PM through speed post /registered post/courier at following address:

Principal Investigator, IDP, NAHEP, RVSKVV, Gwalior-474002, Email:  
[idp.nahep.rvskvv@gmail.com](mailto:idp.nahep.rvskvv@gmail.com).

PI  
IDP-NAHEP

**SMALL ASSIGNMENT**

**Individual Consultant  
(Selection through Short List)**

**Time Based**

Fixed Budget



**Institutional Development Plan  
RVSKVV, Gwalior**

## LETTER OF INVITATION

Dear Sir/ Madam,

(A) **Consultancy service(s)** for generating brand awareness and prioritize research initiatives for RVSKVV, Gwalior, with regards to (but not limited to) documenting and showcasing the university's mission, vision, science skills and USPs, organizing and displaying research and extension services in the university website, defining research propositions to national and international donors and collaborators, and sharpening resource mobilization efforts. Experts/team of experts are requested to submit their Expression of Interest (EoI) for the same where the profile of the experts involved in doing these tasks and their understanding of the assignment would be considered during evaluation instead of the profile of their organization.

**(B) Monitoring Organization:**

Institutional Development Plan, NAHEP, RVSKVV, Gwalior M.P. -474002, Gwalior

1. Expression of Interest must be submitted in two parts viz. Technical and Financial in two sealed covers by speed post/courier to the given address (**The Principal Investigator, IDP- NAHEP, RVSKVV Gwalior**) However, technical proposal can be submitted through E-mail ([idp.nahep.rvskvv@gmail.com](mailto:idp.nahep.rvskvv@gmail.com),) to avoid delay.
2. Further queries regarding above consultancy services may be obtained from Project Office, RVSKVV on e-mail to [idp.nahep.rvskvv@gmail.com](mailto:idp.nahep.rvskvv@gmail.com).

**Annexure: Details of Terms and conditions for the consultancy**

1	Selection of consultant will be based on cost and quality of technical proposal, qualification, experience and personal interview
2	The consultant must have at least 03 years of experience and should have academic and professional background related to work being offered.
3	The period of contract will be from the date of award up to end of this project period or availability of funding.
4	The consultant will be paid remuneration after completion of the training or work
5	The consultant will be based at RVSKVV, Gwalior
6	Those interested may submit expression of interest by providing necessary relevant information to the given address.

(C) **Subject:** Consultancy services for "generating brand awareness and prioritize research initiatives for RVSKVV, Gwalior" as per World Bank requirements under the project.

1. You are hereby invited to submit technical and financial proposals for consultancy services required for generating brand awareness and prioritize research initiatives for RVSKVV, Gwalior
2. The purpose of this assignment is to:  
Provide the consultancy for generating brand awareness and prioritize research initiatives for Rajmata Vijayaraje Scindia Krishi Vishwavidyalaya, (RVSKVV), Gwalior under the project, "**Reinforcement of the brand value of University for designing market ready graduates to entrepreneurship & Employment generation**" (Refer Terms of Reference for outline of task and responsibilities, qualification and experience).
3. The following documents are enclosed to enable you to submit your proposal:
  - (a) Terms of reference (TOR) (Annexure-1);
  - (b) Supplementary information for consultant and suggested format of Curriculum Vitae (Annexure-2);
  - (c) A sample form of Contract for Consultants' Services under which the services will be performed (Annexure-3).

4. The submission of proposals:  
The proposals shall be submitted in two parts, viz., Technical and Financial and should follow the format given in the Supplementary Information or Consultants.

The "Technical" and "Financial" proposals must be submitted in two separate sealed envelopes (with respective marking in bold letters) following the formats/schedules given in the supplementary information for consultants. The first envelope marked "TECHNICAL PROPOSAL" should include your general experience in the field of assignment, the qualification and competency for the assignment and the proposed work plan methodology and approach in response to suggested Terms of Reference. The first envelope **should not contain any cost information whatsoever**. The second envelope marked 'FINANCIAL PROPOSAL' must also be sealed with sealing wax and initialed twice across the seal and should contain the detailed price offer for the consultancy services.

Consultancies will provide detailed breakdown of costs and fees as follows:

- University Profile documents defining university mission, vision, science skills and USPs
- Make the university presentable and attractive to potential donors, funding agencies and collaborators (in assistance with the University web developer)
- Prepare a 5-year R&D Strategy Plan document for the university in consultation with institutional representatives to ensure a proper roadmap towards achieving desired outcome and understand the strategic hotspots/skillsets of the university (e.g., crop research, seed system, land and water management, NRM, capacity building, etc.)
- Suggest design and content improvements to enhance the university website
- Assist in fine-tuning and submission of relevant project proposals to donors based on priorities
- Any other (please mention the details)

Note: Reimbursable such as per diem/DA, transportation etc. will be applicable as per prevailing rules and regulations of the University.

The estimated budget for the assignment is Rs.8,00,000.00 (Rupees Eight lakh only). The financial proposal should not exceed this budget.

Both the sealed envelopes should again be placed in a sealed cover super scribed as Bid for "Consultancy for generating brand awareness and prioritize research initiatives for RVSKVV, Gwalior" which will be received in the office of the Principal Investigator, IDP, NAHEP, RVSKVV, Gwalior- 474002 up to 5.00 PM on or before 20.12.2023 either by Indian Post/Courier or hand or e-mail.

#### 5. OPENING OF PROPOSAL

The technical proposals (first envelope) will be opened by the committee formed under the Chairmanship of the Dean, Faculty of Agriculture, RVSKVV and Principal Investigator, IDP or his authorized representative or the University personnel nominated by the competent authority in IDP, NAHEP office.

It may please be noted that the second envelope containing the detailed price offer will not be opened until technical evaluation and personal interview of the short-listed candidates have been completed.

#### 6. EVALUATION

A two-stage procedure will be adopted in evaluating the proposals with the technical evaluation and presentation being completed prior to any financial proposal being opened. The committee

will evaluate the technical proposals using the following criteria:

- a. The consultant's relevant experience for the assignment (in terms of no. of years' assignment/project handled in the scope of work as outlined in the TOR (5 points);
- b. The quality of the methodology proposed (you are requested to provide information on methodology that you propose, access to different industries or organization and their infrastructure and networking) (25 points); and
- c. The qualification and experience of the Consultant (Curriculum Vitae) (60 points).
- d. Presentation (10 points)

Curriculum vitae of the Consultant for assessing the qualifications and experience should be included with the proposal (in the format of the sample curriculum vitae). You will be rated in accordance with:

- (i) General qualifications - (35 points)
- (ii) Adequacy for the project (suitability to perform the duties for this assignment. These include education and training, length of experience on fields similar to those required as per terms of reference, type of positions held, time spent with the firm etc.) - (60 points)
- (iii) Language and experience in the eastern region - (05 points)

## 7. DECIDING AWARD OF CONTRACT

Quality and competence of the consulting service shall be considered as the paramount requirement. The decision of the award of the contract would be as under:

- (a) Technical proposals scoring not less than 50% of the total points will only be considered for presentation. The committee shall notify the consultants by electronic mail those have secured the minimum qualifying mark, indicating the date and time for personal interview and opening of Financial Proposals.
  - (b) The Financial Proposals shall be opened by the committee formed for the purpose publicly in the presence of all the consultants called for presentation. The name of the consultant with total scores, and the proposed prices shall be read aloud and recorded. The committee shall prepare the minutes/comparative statement of the public opening.
  - (c) The evaluation committee will determine whether the Financial Proposals are complete or not. **The committee will select the consultant securing highest score (technical and presentation) within the sanctioned budget.**
  - (d) During negotiations the consultants must be prepared to furnish the detailed cost break-up and other clarifications to the proposals submitted by him, as may be required. If the negotiations with this consultant is successful, the award will be made to him and all other consultants will be notified. If negotiations fail, and if it is concluded that a contract with reasonable terms cannot be concluded with this consultant, the consultant obtaining second highest score will be invited for negotiations. This process will be repeated till an agreed contract is concluded.
8. Please note that the Dean, Faculty of Agriculture and Principal Investigator, IDP, NAHEP, RVSKVV is not bound to select any of the Consultant submitting proposals.
9. You are requested to hold your proposal valid for 120 days from the date of submission and

the proposed price.

**Please note that the cost of preparing the proposal and cost of negotiating the contract including personal visits, if any, are not reimbursable.**

10. Assuming that the contract can be satisfactorily concluded i.e. **31 Dec, 2023**, you will be expected to take-up/commence with the assignment within 7 days from the date of award of the contract.
11. We wish to remind you that you and any manufacturing or construction firm with which you might be associated with, will not be eligible to participate in bidding for any goods or works resulting from or associated with the project of which this consulting assignment forms a part.


**12. TAX LIABILITY**

Please note that the remuneration which you receive from this contract will be subject to the normal tax liability in India and concerned consultant will be responsible for the payment of income tax as specified by GOI/State Govt. Kindly contact the concerned tax authorities for further information in this regard, if required.

Yours faithfully,



(Dr. Y.P. Singh)

 Principal Investigator  
IDP, NAHEP, RVSKVV

**Enclosures:**

- a. Terms of reference (TOR) (Annexure-1);
- b. Supplementary information for consultant and suggested format of Curriculum Vitae (Annexure-2);
- c. A sample form of Contract for Consultants' Services under which the services will be performed (Annexure-3).
- d. Specification (Annexure-4)

**Institutional Development Plan, NAHEP  
RVSKVV, Gwalior**

Terms of reference (TOR) for **generating brand awareness and prioritize research initiatives for Rajmata Vijayaraje Scindia Krishi Vishwavidyalaya, (RVSKVV), Gwalior**

### **1. BACKGROUND**

Indian Council of Agricultural Research (ICAR), New Delhi has sanctioned a World Bank funded project of Rs.25.00 crore titled “**Reinforcement of the brand value of University for designing market ready graduates to entrepreneurship & Employment generation**” under National Agricultural Higher Education Project (NAHEP) Component- 1A to Rajmata Vijayaraje Scindia Krishi Vishwa Vidyalaya, University of Agriculture and Technology (RVSKVV) for a period of three years from 2019-20 to 2022-23 to strengthen the agricultural education to produce skilled agricultural manpower. The objective of the project is to enhance the quality of education through student development programs, improvement of faculty competence, effective curricula delivery systems, attracting talented students, upgradation of existing facilities and infrastructure to produce academically excellent graduates for entrepreneurship, industry and public services.

The project also proposes to (i) establish partnership with institutes/agencies of repute for curricular alignment and training, professional skill development, soft skill development and environmental and social safe guards, (ii) improve competency of teachers on updated knowledge domain, pedagogy and relevant evaluation through international partnership and signing MoUs with foreign universities, (iii) establish industrial partnership for need based training/internship, modification of the existing syllabus to suit the market demand, campus placement, adjunct professorship and establishment of industry house in the university campus.

### **2. A CONCISE STATEMENT OF OBJECTIVES**

In today’s fast-moving world prioritizing digital communication and increased use of the webtools in dissemination of research and extension knowledge, it is critical for the institution to stay relevant and up-to-date for various reasons, like:

- (a) Documenting and showcasing the university’s mission, vision, science skills and USPs
- (b) Organize and display research and extension services in the university website
- (c) Defining research propositions to national and international donors and collaborators, to emphasize resource mobilization efforts

For realizing the above, following objective should achieve from consultant:

- University Profile documents defining university mission, vision, science skills and USPs
- Make the university presentable and attractive to potential donors, funding agencies and collaborators (in assistance with the University web developer)
- Prepare a 5-year R&D Strategy Plan document for the university in consultation with institutional representatives to ensure a proper roadmap towards achieving desired outcome and understand the strategic hotspots/skillsets of the university (e.g., crop research, seed system, land and water management, NRM, capacity building, etc.)
- Suggest design and content improvements to enhance the university website
- Assist in fine-tuning and submission of relevant project proposals to donors based on priorities

### **3. AN OUTLINE OF THE TASKS TO BE CARRIED OUT**

The Consultant will be positioned at IDP, RVSKVV, Gwalior and expected to handle the overall development and implementation. This would include active intervention on his/her part to enter into a

market ready student global repute and industries on behalf of the project to materialize the overseas training programs for student and faculty development to enhance the HRD capacity in terms of soft skills and excellence in thematic area. The consultant shall also develop and manage pre and post evaluation material in formative and summative format, reference material along with the training and successful outreach to meet the project's objectives.

#### **4. KEY TASKS AND RESPONSIBILITIES**

The coordinating consultant will work closely with and will undertake the following tasks;

- Work closely with the Principal Investigator and other team members of the IDP on effective implementation of training.
- Preparation of various documents of the project as per requirement of ICAR and World Bank.
- Development and coordination of implementing and outreach strategies to meet the project's objectives.
- Creating formative and summative assessment for pre and post evaluation.
- Feedback on pedagogy and improving academics of the University.
- Assessment of impact of the IDP, NAHEP project on the student, faculty, college and university and report compliance.
- Any other issue related to project that emerges during the implementation of the project.

#### **5. SCHEDULE FOR COMPLETION OF TASKS**

This assignment covers the entire project duration i.e. till 31 Dec 2023, however, the PI, reserves the right to terminate the contract if the services are not satisfactory. The tasks to be carried out by the consultant need to be completed on given period of time schedule which will indicate periods in months and reporting schedule defined in the project. The work will be reviewed by the higher authorities of the project.

#### **6. DATA, SERVICES AND FACILITIES TO BE PROVIDED BY THE PROJECT**

The domain knowledge on various sub domains of agriculture will be provided by IDP-NAHEP, RVSKVV, Gwalior, if required. Working space, internet and other facilities will be provided by the project. TA/DA for the tours undertaken to perform the desired job will be included in the cost of consultancy.

#### **7. OUTCOMES**

to ensure the consultant will have the overall responsibility that the implementation of the technology has been satisfactorily done in the project through its various activities and development.

#### **8. REPORTING REQUIREMENT**

The consultant will report periodically to the Principal Investigator, IDP, NAHEP, RVSKVV. Based on the annual action plan, he/she will submit reports for the works undertaken, reports and drawings summarizing the activities undertaken in the training program and a final report at the end of the assignment.

#### **9. COMPOSITION OF REVIEW COMMITTEE AND REVIEW PROCEDURE TO MONITOR CONSULTANT'S WORK**

The consultant on joining his/her duty, will submit an outline of how he/she will plan the assigned activities along with the time schedule of activities. It will be mandatory for the consultant to submit report at the end of program and the committee formed under the chairmanship of Principal Investigator will review the progress as per the time schedules and suggest any modifications /changes considered necessary



within the stipulated period of time.

## 10. QUALIFICATION AND EXPERIENCE

### Essential Educational Qualification and Experience:

- i) Must possess a University degree/PG degree in respective field
- ii) Must have minimum 5 years of experience in the field of project planning and evaluation, implementation, liaising/collaborating with various agencies, coordination, maintenance & documentation
- iii) Must have minimum 5 years of experience in the field of website and software development

### Desirable Educational Qualification and Experience:

- i) Should be a Ph.D. degree holder
- ii) Experience of working in World Bank funded projects

**Age Limit:** Candidate should not be more than 65 years of age.

## 11. DETAILS OF TERMS AND CONDITIONS FOR THE CONSULTANCY

1. The period of this contract will be initially up to **31 Dec 2023** and may be extended with the continuation of the project and satisfactory performance of the consultant with the same terms and conditions.
2. The payment will be done after successful completion of program and development work.
3. Please note that the Principal Investigator, IDP, NAHEP, RVSKVV is not bound to select any of the Consultant submitting proposals or may call for shortlisted candidates for negotiation/discussion/presentation.
4. **IPR and Publication:** Any technology, techniques, process, data, software system, program or product or anything of similar type will be the property of IDP, NAHEP and should be handed over to the person designated by the project. Consultant will not have any IPR, patent and copyright on the output generated out of the technology.
5. **Confidentiality:** Except with the prior written consent of the client, the consultant shall not at any time communicate to any person or entity any confidential information acquired in the course of the services, nor shall the consultant make public the recommendations formulated in the course of or as a result of the services.
6. **Arbitration:** It is hereby agreed between the two parties that ToR shall be executed in manner and form outlined in this agreement. Any dispute, controversy, difference of any kind whatsoever or claim arising out of or in relation to this agreement, or the breach, termination, or invalidity thereof, shall be settled amicably by negotiation between the parties. If no amicable resolution or settlement is reached within the period of 30 days from the date on which above mentioned dispute or difference arose, such dispute or difference shall be referred to an arbitrator, appointed by mutual consent of both the parties herein. If the parties cannot agree on the appointment of an arbitrator within a period of two months from the notification by the party to the other of existence of such dispute, then the arbitrator shall be appointed by the IDP, NAHEP, RVSKVV, Gwalior. The seat of arbitration shall be IDP, NAHEP, RVSKVV, Gwalior and arbitration shall be conducted in English language. The arbitration will be carried out in accordance with the provisions of Indian Arbitration and Conciliation Act of 1996 or of any modifications or re-enactments thereof. The arbitral award will be final and binding, subject to legal remedies available under law. Existence of any dispute or difference or initiation or continuance of arbitral proceedings shall not postpone or delay performance by the parties of their respective obligations under or pursuant to this agreement. This agreement shall be governed by, construed and enforced in accordance with the prevailing laws of India.
7. **Termination:**  
**Termination by Client:** The client may terminate this contract in case of occurrence of any of the

events specified in the following paragraphs (a) If the consultant does not remedy a failure in the performance of their obligations under the work order, within 15 days after being notified or within any further period as the client may have subsequently approved in writing. (b) If the consultant, in the judgement of the client has engaged in corrupt or fraudulent practices in competing for or in executing the assignment. (c) If the client, in its sole discretion and for any reason whatsoever, decided to terminate the work order.

**Termination by the Consultant.** The consultant may terminate this work order, by not less than fifteen (15) days written notice to the client, such notice to be given after the occurrence of any

**Payment upon Termination.** Upon termination of this work order, the client shall make the payments for services satisfactorily performed by the consultant only prior to the effective date of termination.

**SUPPLEMENTARY INFORMATION FOR CONSULTANT**

**Proposals**

1. Proposals should include the following information:

**(a) Technical Proposals**

- i. Curriculum Vitae of Consultant (**F-2**) (For evaluation of 40 points as per 7(iii) of letter of invitation)
- ii. An outline of recent experience on assignments/ projects of similar nature executed during the **last three years** in the format given in Form **F-3**.
- iii. Any comments or suggestions of the Consultant on the Terms of Reference (TOR).
- iv. A description of the manner in which Consultant would plan to execute the work. Work plan time schedule in Form **F-4** and approach or methodology proposed for carrying out the required work. (For evaluation of 25 points as per 7(ii) of letter of invitation)

**(b) Financial Proposals**

The financial proposal should be given in the form of summary of Contract estimate in Form **F-5**.

2. Two copies of the proposals should be submitted to **Principal Investigator, IDP-NAHEP, RVSKVV, Gwalior-474002**.

3. The aim of the negotiation is to reach an agreement on all points with the consultant and initiate a draft contract by the conclusion of negotiations. Negotiations commence with a discussion of Consultant's proposal, the proposed work plan, and any suggestions you may have made to improve the Terms of Reference. Agreement will then be reached on the final Terms of Reference which will indicate periods in months and reporting schedule. Once these matters have been agreed, financial negotiations will take place. Payments to the Consultants will be made after completion of training program. The consultant should note that the contract for this assignment will be with IDP, NAHEP, RVSKVV, Gwalior.

**4. Review of reports**

A review committee will be formed under the Chairmanship of Principal Investigator, IDP, NAHEP or his representative and this committee will review all reports of consultants and suggest any modifications/changes considered necessary within stipulated period of time.

**FORM F-1**

From,

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To,

The Principal Investigator  
IDP-NAHEP,  
RVSKVV, Gwalior -474002

Sir:

Hiring of Short-Term Individual Consultancy Services for generating brand awareness and prioritize research initiatives for Rajmata Vijayaraje Scindia Krishi Vishwavidyalaya, (RVSKVV), Gwalior

I \_\_\_\_\_ Consultant herewith enclose Technical and Financial Proposal for selection as consultant for \_\_\_\_\_.

I undertake that, in competing for (and, if the award is made to us, in executing) the above contract, I will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".

I hereby certify that steps have been taken to ensure that no person acting for us or on our behalf will engage in bribery.

Yours faithfully,

Signature: \_\_\_\_\_

Full name \_\_\_\_\_

and address: \_\_\_\_\_

**Encl:**

- i)
- ii)
- iii)
- iv)

**FORM F-2**

**SUGGESTED FORMAT OF CURRICULUM VITAE FOR CONSULTANT**

1. Name:

2. Profession/ Present Designation:

3. Years with Firm/Organization:

Nationality:

4. Area of Specialization:

5. Key Qualifications:

(Under this heading, give outline of Consultant's experience and training most pertinent to assigned work on proposed theme in this consultancy assignment. Describe degree of responsibility held on relevant previous assignments and give dates and locations.)

6. Education:

(Under this heading, summarize college/university and other specialized education, giving names of schools/colleges, etc., dates attended and degrees obtained.)

7. Experience:

(Under this heading, list all positions held since graduation, giving dates, names of employing organization, title of positions held and location of assignments. For experience in last ten years, also give types of activities performed and client references, where appropriate.)

8. Languages:

(Indicate proficiency in speaking, reading and writing of each language by 'excellent', 'good' or 'poor'.)

Date:

Signature of Consultant

**FORM F-3**

**ASSIGNMENTS OF SIMILAR NATURE SUCCESSFULLY COMPLETED DURING LAST 03 YEARS**

1. Outline of recent experience on assignments of similar nature:

Sl. No.	Name of assignment	Name of project	Owner or sponsoring authority	Cost of assignment	Date of commencement	Date of completion	Was assignment satisfactorily completed
1	2	3	4	5	6	7	8

Note: Please attach certificates from the client by way of documentary proof

**FORM F-4**

**WORK PLAN TIME SCHEDULE**

A. Execution of work

Sl. No.	Item	Month wise Program											
		1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	5 <sup>th</sup>	6 <sup>th</sup>	7 <sup>th</sup>	8 <sup>th</sup>	9 <sup>th</sup>	10 <sup>th</sup>	11 <sup>th</sup>	12 <sup>th</sup>

B. Compilation and submission of reports

1. Draft Final Report
2. Final Report

C. A short note on the line of approach and methodology outlining various steps for performing the assignment.

D. Comments or suggestions on "Terms of Reference."

FORM F-5

Cost Estimate of Services

Remuneration

Consultant Name	Monthly Rate (INR)	Working days (Months)	Total Cost (INR.)
		Sub-Total (Remuneration)	

Consultancy Services Tax @ ..... %

**Total Remuneration:**



## Consulting Services

### Draft letter of Agreement for Short Term Assignments of Individual Consultants

**Subject:** Consultancy services for generating brand awareness and prioritize research initiatives for Rajmata Vijayaraje Scindia Krishi Vishwavidyalaya, (RVSKVV), Gwalior

(Name of Consultant)

We herewith confirm your consulting appointment to carry out the above-mentioned assignment specified in the attached Terms of Reference.

For administrative purposes (Name of the responsible staff of burrower) has been assigned to administer the assignment and to provide the Consultant with all relevant information needed to carry out the assignment. The services will be required in (IDP, NAHEP project, RVSKVV Gwalior) for about -----months, during the period from -----to -----. These dates are estimates and (Name of burrower) may find it necessary to postpone or cancel the assignment and/or shorten or extend its duration. However, every effort will be made to give you, as early as possible, notice of any such changes. In the event of termination, the (Name of Consultants) shall be paid for the services rendered for carrying out the assignment to the date of termination, and will provide the (Name of burrower) with any reports or parts thereof, or any other information and documentation gathered under this Agreement prior to the date of termination.

This Agreement, its meaning and interpretation and the relations between the parties shall be governed by the law of Union of India.

Set out below are the terms and conditions under which you have agreed to carry out the assignment for the (Name of burrower). The services to be performed, the estimated time to be spent, and the reports to be submitted will be in accordance with the attached Terms of Reference.

This Agreement will become effective upon confirmation of this letter by you and will terminate on -----, or such other date as mutually agreed.

Payments for the services will not exceed the total amount indicated in the attached cost estimate for the assignment.

You will be paid after successful completion of training.

In addition, the TA/DA for the tours undertaken to perform the desired job will be admissible as per entitled class of Professor of RVSKVV Gwalior.

You will be responsible for appropriate insurance coverage. In this regard, you shall maintain medical, travel, accident and third-party liability. You shall indemnify and hold harmless, the Principal Investigator, IDP, NAHEP, RVSKVV, Gwalior against any and all claims, demands, and/or judgements of any nature brought against the PI, IDP, NAHEP, RVSKVV, Gwalior arising out of the services under this Agreement. The obligation under this paragraph shall survive the termination of this Agreement.

All materials produced or acquired under the terms of this Agreement written, graphic, film, magnetic tape or otherwise shall remain the property of the (Name of the burrower). The RVSKVV, Gwalior retains the exclusive right to publish or disseminate reports arising from such materials. The rights and duties provided for in this paragraph shall continue, notwithstanding the termination of this Agreement or the execution of its other provisions.

You will carry out the assignment in accordance with the highest standard of professional and ethical competence and integrity, having due regard to the nature and purpose of the assignment, and will conduct yourself in a manner consistent herewith.

You will not assign this Contract or sub-contract or any portion of it without PI, IDP, NAHEP, RVSKVV, Gwalior's prior written consent.

You should agree that, during the term of this Contract and after its termination, you and any entity affiliated with you, shall be disqualified from providing goods, works or services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services. You will also agree that all knowledge and information not within the public domain which may be acquired during the carrying out of this Agreement, shall be, for all time and for all purpose, regarded as strictly confidential and held in confidence, and shall not be directly or indirectly disclosed to any person whatsoever, except with the RVSKVV, Gwalior written permission. Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with Arbitration & Conciliation Act 1996.

Read and Agreed

Signature & Name of Consultant

Place:

Date:

Signature & Name of RVSKVV Representative

**Specifications**

**Technical Specifications**

- University Profile documents defining university mission, vision, science skills and USPs
- Make the university presentable and attractive to potential donors, funding agencies and collaborators (in assistance with the University web developer)
- Prepare a 5-year R&D Strategy Plan document for the university in consultation with institutional representatives to ensure a proper roadmap towards achieving desired outcome and understand the strategic hotspots/skillsets of the university (e.g., crop research, seed system, land and water management, NRM, capacity building, etc.)
- Suggest design and content improvements to enhance the university website
- Assist in fine-tuning and submission of relevant project proposals to donors based on priorities