



ICFRE-Institute of Forest Genetics and Tree Breeding (ICFRE-IFGTB)
Forest Campus, RS Puram PO, Coimbatore-641 002 (Tamil Nadu), INDIA

No. 02/CBD/ITTO/RRW/2024/

Dated: 11.12.2024

**REQUEST FOR EXPRESSIONS OF INTEREST
(Individual Consultant-Selection)**

Subject: Advertisement for the engagement of an all-inclusive consultancy contract under the 'ITTO-BMEL Teak Project Phase II' on a contractual basis at ICFRE- Institute of Forest Genetics and Tree Breeding (ICFRE-IFGTB), Coimbatore.

COUNTRY: INDIA

NAME OF PROJECT: Promoting Quality Timber Production in Smallholders and Community-based Teak and Other Valuable Species Plantations in the Tropics (ITTO-BMEL Teak Project Phase II)

Grant No. : PP-A/54-331A

Assignment Title: Consultant #4: Efficient Teak Wood Transportation and Processing.

The ITTO project aims to significantly improve the production of high-quality timber from teak and other valuable species' (OVS) plantations established by smallholders and communities in the Asia-Pacific and West Africa. This will be achieved by promoting policies to secure high-quality planting stock, adopting best silviculture practices, providing access to financing to promote longer rotations, adding value, and improving timber legality. The project is looking for a consultant in India to support the data collection efforts for the wood transportation and processing studies.

To implement the ITTO Teak Project in India effectively, **Consultant #4: Efficient teak wood transportation and processing**, will be recruited to take responsibility for enhancing the capacity of local communities and relevant agencies on efficient teak round-wood harvesting through a series of training sessions and field works.

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11/12/2024

Qualifications and principal tasks of **Consultant # 4: Efficient teak wood transportation and processing** are as follows.

1. Qualifications

- Post-graduate degree (MSc) in Agriculture/Forestry with Extension and communication
- Knowledge of the scope for crop diversification, and basic understanding on wood processing or forest technology
- A minimum of 5 years of working experience in the evaluation of programmes that are tailored to the needs of rural communities;
- Good analytical skills in evaluating determinants, deciding market adoptions and their role in promoting policy are preferred.
- Proven ability to work in teams with other experts and to communicate with local communities.
- Fluency in spoken and written English and Tamil/Malayalam.
- Proven ability to work in teams with other experts
- Experience in developing test measures to assess market intelligence is an advantage

2. Principal Tasks

The principal tasks of **Consultant #4: Efficient teak wood transportation and processing** is to take overall responsibility to enhance the capacity of local communities and relevant agencies on efficient teak round-wood harvesting through a series of training sessions and field works. In addition, the consultant will produce and disseminate outreach and training materials on the conservation and sustainable management of teak and other valuable species plantations in line with the outcomes of the project.

The specific functions and responsibilities will include:

- Prepare a program for a five-day group training, including classroom presentations/discussions and field demonstrations on 1) minimizing harvesting loss, efficient transport and processing of teak round-wood, 2) equipment maintenance, waste disposal and storage of forest products that are tailored to the needs of rural communities and has the objective to improve efficiency, product quality and product design.
- Assist in the capacity building program for researchers, scientists and local communities, as and when required.
- Assist in other activities assigned by the National Coordinator.
- Work with Consultant#4 for other country Component to compile all results and findings of each training event, incl. recommendations for follow-up actions, in a technical project report in the English language to be submitted to the National Coordinator.

R. Nimmay
11/12/2024

- Available to provide recommendations and advises to National Coordinator, PTC members.

3. Duration

The duration of the assignment is three person-months (effort), from 1 January 2025 to 31 December 2026.

4. Honorarium

There will be a package payment of USD 6,000.00 (INR equivalent as per the prevailing rates). Using this honorarium, the consultant may hire additional staff to support the above tasks. Payment will be made in four instalments based on the milestones prescribed.

5. Deliverables

The consultant should submit the following outputs to the National Coordinator and the Principal Investigator:

- Outreach materials and a series of project newsletters
- Conception notes, training programs and announcement of the training workshops
- Policy brief published in the Project Newsletter
- Oral presentation at the Regional Workshops in Thailand and India
- Reports of assigned Training/workshop events
- Joint Final Technical report

6. Application process

The application deadline is 26 December 2024 (17.30 hrs). To apply, please send your application to dir_ifgtb@icfre.org

Please insert the following: EOI for Consultant #4: Efficient teak wood transportation and processing (in the subject of your email).

Please attach your application in the Prescribed Format (Annexure I) and p11 Form Annexure II) along with a cover.

A Consultant will be selected in accordance with the Selection Guidelines of ICFRE-IFGTB/ITTO requirements. All applications will be acknowledged, but only short-listed candidates will be contacted.

To learn more about ICFRE-IFGTB, please visit our website at <https://ifgtb.icfre.gov.in>.

For further information/questions, please contact:

Dr. R. Yasodha: yasodha@icfre.org

Dr. Rekha R Warriar: rekha@icfre.org

Approved
R. Warriar
11/12/2024

Annexure-I

**Format for Submission of Proposal of Expression of Interest for
Consultant #4: Efficient Teak Wood Transportation and
Processing under ITTO-BMEL Project Phase II**

1. Name of Candidate (in block letters):

2. Father's Name :

3. Permanent Address :

Self Attested
Passport Size
Photograph

4. Full Postal Address for :
Correspondence

5. Mobile No. Telephone No.

6. E-mail ID :

7. (a) Date of Birth :

8. Nationality :

9. Educational Qualifications (Graduation onwards):

Examination passed	Subjects of Examination	Name of Board/University	Year of Passing	Division

10. Relevant Experience in the field:

Name of Employment/ Designation	Name of the Organisation where worked	Duration of Experience		Year of Experience	Nature of Duty Performed
		From	To		

11. List of Published Peer-Reviewed Documents/Reports/Papers:

12. List of Projects handled/executed (in chronological order):

13. Training Programmes conducted:

14. Computer Skills:

15. Communication Skills:

16. Other Professional Skills:

17. Two References:

18. Justification as to why he/she should be considered a suitable candidate for engaging as a consultant:


Declaration

I affirm that all information supplied by me as stated above is true and correct. I also fully understand that if any stage, it is discovered that any attempt has been made by me to willfully conceal or misrepresent the facts, my candidature is liable be summarily rejected. Curriculum vitae and self-attested copies of all the necessary documents are enclosed for proof of age, essential qualifications and relevant essential experiences.

Place:

Signature of the candidate

Date:

INSTRUCTIONS					Do not Write in This Space			
Please answer each question clearly and completely. TYPE OR PRINT LEGIBLY. Read carefully and follow all directions.		UNITED NATIONS						
		PERSONAL HISTORY						
1. Family name		First name		Middle name		Maiden name, if any		
2. Date of (day/month/yr) Birth		3. Place of birth		4. Nationality(ies) at birth		5. Present Nationality(ies)		
6. Sex		7. Height		8. Weight		9. Marital Status: Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Widow(er) <input type="checkbox"/> Divorced <input type="checkbox"/>		
10. Entry into United Nations service might require assignment to any area of the world in which the United Nations might have responsibilities. (a) Are there any limitations on your ability to perform in your prospective field of work? YES <input type="checkbox"/> NO <input type="checkbox"/> (b) Are there any limitations on your ability to engage in all travel? YES <input type="checkbox"/> NO <input type="checkbox"/>								
11. Permanent address Telephone No. ()		12. Present address Telephone/Fax No. ()			13. Office Telephone No. () 14. Office Fax No. () E-mail:			
15. Do you have any dependent children? YES <input type="checkbox"/> NO <input type="checkbox"/> If the answer is "yes", give the following information:								
Name of Children		Date of Birth (day/mo/year)		Place of Birth		Nationality		
15. (a) Name of Spouse								
16. Have you taken up legal permanent residence status in any country other than that of your nationality? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", which country?								
17. Have you taken any legal steps towards changing your present nationality? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", explain fully:								
18. Are any of your relatives employed by a public international organization? YES <input type="checkbox"/> NO <input type="checkbox"/> If answer is "yes", give the following information:								
NAME		Relationship		Name of International Organization				
19. What is your preferred field of work?								
20. Would you accept employment for less than six months? YES <input type="checkbox"/> NO <input type="checkbox"/>		21. Have you previously submitted an application for employment and/or undergone any tests with U.N.? YES <input type="checkbox"/> NO <input type="checkbox"/> If so, when?						
22. KNOWLEDGE OF LANGUAGES. What is your mother tongue?								
OTHER LANGUAGES	READ		WRITE		SPEAK		UNDERSTAND	
	Easily	Not Easily	Easily	Not Easily	Fluently	Not Fluently	Easily	Not Easily
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. For clerical grades only Indicate speed in words per minute				List any office machines or equipment and computer programmes you use.				
	English	French	Other languages					
Typing								
Shorthand								

24. EDUCATION, Give full details – N.B. Please give exact titles of degrees in original language. Please do not translate or equate to other degrees.

A. University or equivalent

NAME, PLACE AND COUNTRY Please give complete address.	ATTENDED FROM/TO		DEGREES and ACADEMIC DISTINCTIONS OBTAINED	MAIN COURSE OF STUDY
	Month/Year	Month/Year		

B. SCHOOLS OR OTHER FORMAL TRAINING OR EDUCATION FROM AGE 14 (e.g., high school, technical school or apprenticeship)

NAME, PLACE AND COUNTRY Please give complete address.	TYPE	YEARS ATTENDED		CERTIFICATES OR DIPLOMAS OBTAINED
		FROM	TO	

25. LIST PROFESSIONAL SOCIETIES AND ACTIVITIES IN CIVIC, PUBLIC OR INTERNATIONAL AFFAIRS

26. LIST ANY SIGNIFICANT PUBLICATIONS YOU HAVE WRITTEN (DO NOT ATTACH)

27. EMPLOYMENT RECORD: Starting with your present post, list in REVERSE ORDER every employment you have had. Use a separate block for each post. Include also service in the armed forces and note any period during which you were not gainfully employed. If you need more space, attach additional pages of the same size. Give both gross and net salaries per annum for your last or present post.

A. PRESENT POST (LAST POST, IF NOT PRESENTLY IN EMPLOYMENT)

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL	
NAME OF EMPLOYER:			TYPE OF BUSINESS	
ADDRESS OF EMPLOYER:			NAME OF SUPERVISOR	
			NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	REASON FOR LEAVING
DESCRIPTION OF YOUR DUTIES:				

B. PREVIOUS POSTS (IN REVERSE ORDER)

FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL		
NAME OF EMPLOYER:				TYPE OF BUSINESS:	
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:	
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	
DESCRIPTION OF YOUR DUTIES					
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL		
NAME OF EMPLOYER:				TYPE OF BUSINESS:	
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:	
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	
DESCRIPTION OF YOUR DUTIES					
FROM	TO	SALARIES PER ANNUM		EXACT TITLE OF YOUR POST:	
MONTH/YEAR	MONTH/YEAR	STARTING	FINAL		
NAME OF EMPLOYER:				TYPE OF BUSINESS:	
ADDRESS OF EMPLOYER:				NAME OF SUPERVISOR:	
				NO. AND KIND OF EMPLOYEES SUPERVISED BY YOU:	
DESCRIPTION OF YOUR DUTIES					

28. HAVE YOU ANY OBJECTIONS TO OUR MAKING INQUIRIES OF YOUR PRESENT EMPLOYER? YES NO

29. ARE YOU NOW OR HAVE YOU EVER BEEN A CIVIL SERVANT IN YOUR GOVERNMENT'S EMPLOY? YES NO
If answer is "yes", WHEN?

30. REFERENCES: List three persons, not related to you, and are not current United Nations staff members, who are familiar with your character and qualifications.
Do not repeat names of supervisors listed under Item 27.

FULL NAME	FULL ADDRESS	BUSINESS OR OCCUPATION

31. STATE ANY OTHER RELEVANT FACTS. INCLUDE INFORMATION REGARDING ANY RESIDENCE OUTSIDE THE COUNTRY OF YOUR NATIONALITY.

32. HAVE YOU EVER BEEN ARRESTED, INDICTED, OR SUMMONED INTO COURT AS A DEFENDANT IN A CRIMINAL PROCEEDING, OR CONVICTED, FINED OR IMPRISONED FOR THE VIOLATION OF ANY LAW (excluding minor traffic violations)? YES NO

If "yes", give full particulars of each case in an attached statement.

33. OTHER AGENCIES OF THE UNITED NATIONS SYSTEM MAY BE INTERESTED IN OUR APPLICANTS. DO YOU HAVE ANY OBJECTION TO YOUR PERSONAL HISTORY FORM BEING MADE AVAILABLE TO THEM? YES NO

34. I certify that the statements made by me in answer to the foregoing questions are true, complete and correct to the best of my knowledge and belief. I understand that any misrepresentation or material omission made on a Personal History form or other document requested by the Organization renders a staff member of the United Nations liable to termination or dismissal.

DATE
(day, month, year)

SIGNATURE:

N.B. You will be requested to supply documentary evidence which supports the statements you have made above. Do not, however, send any documentary evidence until you have been asked to do so by the Organization and, in any event, do not submit the original texts of references or testimonials unless they have been obtained for the sole use of the Organization.