

Applications are invited from eligible candidates for Hiring the services of IT Experts and Accountants for managing Financial management System in NAIP as per the details shown below :-

Sl No.	Position	Qualifications	Remuneration
1.	Functional Support One No.	CA/ICWA/CA Inter/M.Com /B.Com(Hons.) from reputed institute/university with at least three years experience in double entry accrual system of accounting. Experience on ERP Implementation support will be an added advantage and preference would be given.	Rs. 50,000 per month (consolidated)
2.	Report Developer Two Nos.	MCA/BE/Diploma/degree holders from DOEACC or other reputed institute with 2 + of work experience in Oracle Forms and Report	Rs. 40,000 per month per person (consolidated)

Hiring of persons will be job specific and purely on contract basis for the period specified in the TOR. NAIP/ICAR will have no liability whatsoever. Interested candidates may submit their Resume/Biodata along with attested copies of certificates and testimonials to the Under Secretary, National Agricultural Innovation Project (NAIP), Krishi Anusandhan Bhawan – II, Pusa campus, New Delhi – 110 012 latest by 29.05.2009 upto 4.00 PM. For details on Terms of Reference please visit www.naip.icar.org.in.

How to Apply :-

Applications can be made on a plain paper giving details of :-

1. Name
2. Date of Birth
3. Address for correspondence
4. Telephone number & email Id
5. Educational qualifications with attested copies
6. Experience details with attested copies

TERMS OF REFERENCE

FOR OUTSOURCING CONSULTANCY FOR IT - TEAM FOR FMS ERP IN NATIONAL AGRICULTURAL INNOVATION PROJECT

The Govt. of India (GOI) has received a Credit from the International Development Association (IDA) for funding the National Agricultural Innovation Project (NAIP) of the Indian Council of Agricultural Research (ICAR) and intends to apply part of the proceeds of this Project towards outsourcing of IT handholding support service for rollout of FMS.

1. Background

The NAIP became effective on September 18, 2006. The cost of the Project is US\$ 250 million, of which US\$ 200 million is being financed by the IDA and balance is the contribution of the GOI. The main implementing agency of the project is the Indian Council of Agricultural Research which is an autonomous body under the Department of Agricultural Research and Education, Ministry of Agriculture, GOI.

The Project Implementation Unit (PIU) in the NAIP is coordinating implementation of the project. The project has four components viz. Component 1: ICAR as the catalyzing agent for management of change in the Indian National Agricultural Research System; Component 2: Research on production to consumption systems; Component 3: Research on sustainable rural livelihood security; Component 4: Basic and strategic research in the frontier areas of agricultural sciences. The Project is scheduled to close on December 31, 2012.

About 176 sub-projects in different parts of the country are being implemented under the project through multi-institutional collaborative research alliances or consortia. The consortia partners include public research organizations like ICAR institutes, State Agricultural Universities, other related research organizations, private sector, NGOs and farmer organizations. The project has a highly decentralized implementation structure.

2. Objectives and outline of tasks to be carried out

NAIP has implemented Oracle applications for PIU and its consortia partners. All the consortia partners will use Oracle Applications for maintaining accounts through a centralized system. Now NAIP is setting up an IT help desk for supporting the PIU and consortia partners. Therefore NAIP is hiring people of different skill sets for this function.

3. LIST OF KEY PROFESSIONAL POSITIONS for IT support and Help Desk :

Position	Profile	Key Responsibilities	Qualifications
Functional Support One No.	Oracle Applications Functional consultant with 2-5 years experience in implementation/ support	<ol style="list-style-type: none"> 1. Define new chart of account code combinations. 2. Define new tax codes 3. Open and close financials periods. 4. Set up corporate exchange rates at start of each period. 5. Resolving support tickets from end-users 6. Setup and maintaining project in Oracle Applications 7. understanding reporting requirements and get them developed 	CA/ICWA/CA Inter/M.Com /B.Com(H) from reputed institute/university. Work experience of at least three years in a double entry accrual system of accounting. Experience on ERP Implementation support will be an added advantage and could be given preference.
Report Developer Two Nos.	Oracle Applications consultant with 2-4 years experience in Forms/ Reports development.	<ol style="list-style-type: none"> 1. Develop customized forms and reports. 2. Maintain code revisions in a centralized repository 3. Create discoverer reports. 	MCA/BE/Diploma/degree holders from DOEACC or other reputed institute. Work experience of at least three years in a double entry accrual system of accounting. Experience on ERP Implementation & Oracle Forms and Report support will be an added advantage and could be given preference.

4. DURATION OF THE ASSIGNMENT

The duration of this contract will be six months from the date of award of the contract.

5. REPORTING REQUIREMENT

- a) The consultant will help in preparing a work plan for next three months within one week of the start of its contract.
- (b) Submit monthly progress report in an agreed format highlighting the activities undertaken during each month.
- (c) Completion report on the expiry of the period of consultancy assignment.

6. PROCEDURE FOR REVIEW OF PROGRESS AND FINAL REPORT

- (a) The reports received from the Consultant will be reviewed by a committee consisting of the ND, NAIP, National Co-ordinator(s) to be nominated by the ND, NAIP, Director (Finance), PIU-NAIP and Under Secretary (Procurement), PIU-NAIP.
- (b) The Consultant will attend the meetings called by NAIP from time to time to monitor the progress.

7. DATA SERVICES AND FACILITIES TO BE PROVIDED BY THE CLIENT

The client will provide the following services and facilities:

- (a) Appropriate sitting arrangement to the Consultant at the PIU, NAIP Hqrs. i.e., KAB-II, Pusa, New Delhi-110012.

8. EVALUATION CRITERIA AND EXPERIENCE

- (a) The Consultant should have a good knowledge of accounting practices with an ERP experience. The person should have earlier work experience of at least three years in a double entry accrual system of accounting. Experience on ERP Implementation support will be an added advantage and could be given preference.

Knowledge of Oracle will be an added advantage. The consultant shall, in carrying out the services, comply fully with the World Bank procedures.



Annexure 1: Details of terms for consultants:

1.	Contract with individual manpower hired shall be valid for 06 month and can be extended further by NAIP.
2.	Payment will be monthly.
3.	The manpower shall have to be based In Delhi but NAIP can send them anywhere in India wherever NAIP project is going on with consortia partners.
4.	<p>List of applicable reimbursable expenses in local currency</p> <p>In respect of travel outside Delhi,</p> <p>(1) Daily allowance will be paid to the Consultant as mentioned in note 1, 2 & 3. Number of days for DA will include the days spent on the assignment at the consortia institute including traveling days.</p> <p>Note: 1. NAIP will try to arrange for the accommodation of the consultant at subsidized rates at ICAR/SAU guest houses located in different parts of the country. Payment towards the subsidized rates of accommodation has to be made by the Consultants. Consultant can claim reimbursement for the same from NAIP subject to the ceiling for daily allowance i.e. Rs. 500 per day per person for A-1/A class cities and for other class of cities is Rs. 250 per day per person.</p> <p>Note: 2. In case NAIP is unable to arrange for the accommodation at subsidized rates the ceiling for daily allowance is Rs. 1500 per day per person for A-1/A class cities and Rs. 1000 per day per person for other class of cities.</p> <p>Note: 3 Cost of necessary travel, including transportation of the consultant by the most appropriate means of transport and the most direct practicable route. All the arrangement will be made by NAIP. Mode of traveling allowed will be AC – II Tier fare. Depending on the distance of Institute, Economy Airfare will be allowed with prior approval of the NAIP.</p>