



Tripura Industrial Development Corporation Ltd.

No. TIDC/INFRA/5(435)/2021/

(Government of Tripura Undertaking)

Dated 22nd November, 2021

8374 "ISO 9001:2015 certified"

Short Procurement Notice-Consulting Package No's: PRF-TRI/TIDCL/IC-05

INVITATION FOR SUBMISSION OF EXPRESSION OF INTEREST (EOI) FOR INDIVIDUAL CONSULTANTS IN PMU-TIDCL UNDER TRIPURA INDUSTRY PRF

The Managing Director, Tripura Industrial Development Corporation Limited (TIDCL) under Department of Industries & Commerce (DoI&C), Government of Tripura (GoT) invites "Expression of Interest (EOI)" from Individual Consultants for providing consulting services to support the project management unit (PMU) established under implementing agency (IA)-TIDCL through technical/ analytical/ advisory inputs to arrive at integrated/ holistic planning, preparation of industrial strategy, infrastructure planning, investment planning and promotion, developing project packaging with prioritized subprojects, identification of anchor investors, and institutional review and preparation for outlining institutional and/or sector reform actions, etc., outputs as an initial stage of PRF project preparatory works under the proposed ADB PRF Project for integrated industrial infrastructure development projects in and around 15 industrial estates in six (6) districts of Tripura, for the following National Source position namely **Skills & Capacity Development Expert**.

The EOI shall be submitted on ADB CMS website (<http://cms.adb.org/>). The details of invitation shall be available on ADB CMS website and also on Tripura State Portal (<https://tripura.gov.in/>) and TIDC portal (<https://tidc.tripura.gov.in/>) with effect from **24-11-2021** onwards. Deadline for submission of EOI is **13-12-2021**.

(T.K.Chakma, IAS)
Managing Director

Copy to :-

- i. Hon'ble Chairman, TIDC Ltd for kind information please.
- ii. The Secretary, Industries & Commerce, Govt. of Tripura for kind information please.
- iii. The Director, Information & Cultural Affairs, Govt. of Tripura for kind information and with a request to kindly make necessary arrangement to publish the advertisement in the local "A" category newspaper and also at-least one national newspaper preferably "The Hindu (Kolkata edition)" on 24-11-2021 in a size of 3 COL X 15 CMs. (*Permission has been received from State Election Commission for publishing of the aforementioned EOI*)
- iv) The Director, Information Technology, Govt. of Tripura with a request to kindly upload the Short Procurement Notice on the state portal of Tripura (<https://tripura.gov.in/>)

Shilpa Nigam Bhawan, Khejur Bagan, P.O. Kunjaban, AGARTALA, TRIPURA (WEST), PIN-799006

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**Outline Terms of References for Individual Consultants
engaged in PMU-TIDCL under Tripura Industry PRF**

S. No.	Name of the Positioning PMU (Individual Consultants)	Source	Time- inputs	Input Requirements
1.	Skills & Capacity Development Expert	National	70 PD [^]	Intermittent

PD = Person days (i.e., working days).

* Assignment duration spread over 12 months period.

[^] Assignment duration spread over 9 months period.

Note: For cost budgeting/monitoring of working days/ person-months of time efforts of individual consultants for payments, the following would be considered:

1. Months are counted from the start of the assignment/mobilization of the consultant. There are 22-working (billable) days in 1-month on an average, and no less than 8-working (billable) hours in 1-working (billable) day.
2. Main cost-item heads under the individual consultant contract would cover:
 - (i) remuneration (working day basis for intermittent inputs);
 - (ii) reimbursable/out-of-pocket expenses [national air travel and airport transfers, per diem for hotel expenses (accommodation/food) in Cities within State of Tripura, land transport cost for travel in Cities within State of Tripura, etc., payable as per actual, as applicable];
 - (iii) contingency; and
 - (iv) applicable taxes (w.r.t. consulting services).

Skills & Capacity Development Expert

Classification: National

Position: Skills & Capacity Development Expert

Specialization: Skill Development, Capacity Development (Industry/ Trade, Urban, etc.)

OBJECTIVE AND PURPOSE OF ASSIGNMENT

Government of Tripura (GoT) has applied for financing under Project Readiness Financing (PRF) facility from Asian Development Bank (ADB). The PRF loan is sought for project readiness activities for preparing a sector development program, and project preparatory and design activities for investment ready ensuing project(s) for "Infrastructure Development of Industrial Estates in Tripura" in/ around 15 industrial estates of 6 districts in the State of Tripura. Tripura Urban and Tourism Development Project in the state of Tripura. The Department of Industries & Commerce (DoI&C), GoT is the executing agency (EA) with Secretary, DoI&C as the Project Director (PD). The PD will be assisted by a project management unit (PMU) established under implementing agency (IA)–Tripura Industrial Development Corporation Limited (TIDCL) with suitable resources.

The expected outputs of the PRF loan are (a) Output 1: sector strategy and investment plans prepared; (b) Output 2: feasibility studies, due diligence and detailed engineering designs for priority subprojects completed; and (c) Output 3: institutional capacity development strengthened.

As a part of PRF loan five individual consultants are proposed to be recruited to support the EA/ IA and PMU-TIDCL in project readiness activities for preparing a sector development program and for initial stage of PRF project preparatory works of Outputs 1 and 3. The individual consultants would broadly support PMU-TIDCL in: (i) mapping/ planning/ strategy to develop regional value chains synergistic to the North East (NE) region, in conjunction with North East Economic Corridor (NEEC) Study Report separately undertaken by ADB; (ii) strategy to promote Tripura as an aggregation hub for evacuation through Chattogram Port (Bangladesh) as well as regional distribution; (iii) industrial strategy, action plan, and investment plan (*updated iteratively during PRF Implementation*) to develop industrial infrastructure (industrial strategy document needs to comprise gender inclusivity guidelines to promote participation of women in workforce); (iv) project packaging, i.e., prioritization of subprojects through a prioritization framework/ subproject selection criteria (theme-based, infrastructure support requirement-based, etc.) and pre-feasibility studies, including identification of public–private partnership (PPP) projects/ subprojects and anchor investor(s); (v) institutional development plan with initiation of capacity development; and (vi) determine skill adequacy with respect to emerging industries and technology, and prepare an action plan to meet the skills gap.

SCOPE OF WORK

The **Skills & Capacity Development Expert** will support the PMU-TIDCL by conducting desk reviews and carrying out close consultations with stakeholders such as training providers, domain experts, and industry practitioners. The expert would support through technical/ analytical/ advisory inputs to arrive at deliverables of skill mapping, study of job roles across the value chain, skill gaps/ training needs assessment, training modules, training program sessions, training materials/ knowledge dissemination, and initiating training impartation and feedbacks analysed/ improvements made, under skills and capacity development component as initial stage of PRF project preparatory works of Outputs 1 and 3—(i) indicating project readiness activities for preparing a sector development program; and (ii) setting direction for subsequent work to achieve Outputs 2 and 3 through project design

and management consultant (PDMC) firm. The expert will work closely with other national individual consultants recruited under the PRF loan. The consultant will handover upstream work/ outputs to the PMU-TIDCL, and will facilitate further smooth handover through any meetings/ clarifications/ other inputs required once the PDMC firm is recruited and mobilized for subsequent work of preparing the ensuing project.

DETAILED TASKS AND EXPECTED OUTPUTS

Under the supervision of the Project Director and in consultation with the Technical Team under PMU-TIDCL, other national individual consultants under Tripura Industry PRF, and ADB, the expert will provide technical/ analytical/ advisory inputs and will facilitate the PMU-TIDCL in following:

- work with PMU-TIDCL and ADB to undertake any study/ research/ review of skill and capacity development requirements based on draft institutional and capacity development plan prepared by other national individual consultants with regards to study of skill classification and job roles across the institutions and value chain for various industrial products in/ around industrial estates in Tripura, interventions for entrepreneurship development, etc. to arrive at a comprehensive skill development plan;
- map and analyse the skills gaps based on demand assessment with respect to business induced scenario, assess current availability of skilled staff/ labour engaged across the institutions/ product value chain (baseline data), and prepare an action plan to meet skills gap/ training needs assessment, and quantify the requirements for skilled persons for—institutional staff, workers, entrepreneurs, especially women (quantify gaps for different job roles to the extent possible, based on data availability);
- review skill development ecosystem, which shall include the availability of training institutes, trainers, courses aligned with NSQF/ NCVT/ SCVT etc. standards; and infrastructure gap analysis should cover the status of current skill training programs at the district level, national or international best practices, recommendations and roadmap for implementation;
- undertake stakeholder consultations (with DoI&C- GoT, TIDCL, DPIIT/ MoMSME/ NEC/ MDoNER, Industrial Units, training providers, domain experts, and industry practitioners; and ADB; and collate feedback on key issues affecting skilling ecosystem;
- prepare training modules, training program sessions, training materials/ knowledge dissemination, and organize training sessions;
- initiate training impartation on best practices in industrial policy design and management of industrial development, and on modern methodologies to collect industrial data and statistics, monitor, evaluate, appraise and manage large industrial parks or complexes/ areas/ estates; and enhance participants knowledge on industrial psychology, policy generation and review as well, reforms applicability for improved capacity benefits in the context of fuelling industrial growth and managing transformation;
- document and disseminate training feedback received, analyse, and improvements suggested/ made;
- map existing wages earned and suggestions of enhancement due to implementation of proposed interventions of skills and capacity development;
- facilitate DoI&C and PMU-TIDCL in processing of sector development program for skills and capacity development of institutions/ other stakeholders in industrial sector;
- coordinate with PDMC in document preparation on project readiness for ensuing project;
- facilitate DoI&C and PMU-TIDCL in ensuing loan processing; and

- any other task as assigned by the PMU-TIDCL from time to time under PRF.

Health and Safety Measures: For their own health and safety, the consultant should follow the regulations and guidance on corona virus disease (COVID-19) health and safety prevention and controls issued by the Client's government, or international good practices in the absence of national provisions. The Client must, where possible, replace field inputs requiring travel and attendance of meetings with video and teleconferencing. The consultant is responsible for their own health and safety in relation to the consulting services assignment and shall comply with the country specific requirements and regulations in relation to COVID-19.

Due to the outbreak of COVID-19, the commencement and completion dates and other implementation arrangements for this assignment are to be considered as indicative only. The final dates and implementation arrangements will be agreed with the first-ranked candidate at contract negotiations taking into consideration the prevailing situation with COVID-19 at that time.

QUALIFICATIONS

Minimal Educational Qualification: Preferably a Master's degree in the area of social science, development studies, industrial and public policy, industrial economics, business management, urban economics, urban planning or related disciplines; over a Bachelor's degree in social science/ economics/ engineering/ physical planning or equivalent.

Professional Experience: Shall have 12 years of general experience and 8 years of specific experience as skills/ capacity development expert in integrated industrial/ urban/tourism/transport or similar major infrastructure sectors, with demonstrated experience in preparation and implementation of comprehensive skills/ capacity development plans is required. Strong analytical and strategic thinking skills is required. Excellent oral and written communication skills in English are required.

Work experience of five years with any of the following project or project authority is desirable: UN umbrella organisation; externally aided project by multilateral development banks (ADB, The World Bank, NDB, etc.)/ bilateral agencies (JICA, DFID, GIZ, etc.); in integrated industrial/ urban/ tourism/ transport sectors is desirable.

Minimum General Experience	12 Years
Minimum Specific Experience (relevant to assignment)	8 Years
Regional/Country Experience	Required

Deliverables:

- Bi-monthly report of activities, consultations, and analysis/ findings/ recommendations, if any.
- Report on Comprehensive Skill Development Plan [Detailed list of stakeholders consulted, and minutes of the meeting held during primary interactions should also be included in the submission.]
- Report on Training Plan, Training Program Implementation, and Participants' Feedback
- Sector development program processing support

Schedule and Place of Assignment:

- Schedule Type: Intermittent
- Place of Assignment and Duration: 70 person-days (spread over 9 months period)

Home Office	: 40 days
Field Office (Agartala/ Other Cities in Tripura)	: 30 days

