

**SOCIETY FOR TRAINING & RESEARCH ON PANCHAYATS
& RURAL DEVELOPMENT (STARPARD)**

Panchayats & Rural Development Department, Government of West Bengal

Mrityika Bhaban, DD 18/9, Sector-I, Bidhannagar, Kolkata-700064

Email : starpardtraining@gmail.com / starpardstate@gmail.com

Memo No: 851/STARPARD/II-2(Trg)/23

Date : 27/04/2022

EXPRESSION OF INTEREST

Empanelment of Resource Persons / Hands-on Training Providers

Applications are invited in prescribed format from Resource Persons for hands-on training of different categories for FARMERS' PRODUCERS COMPANY (FPC) under STARPARD.

Scope

The empaneled Resource Persons / hands-on training providers would be given assignment as and when required for providing Hands-on Training organized by STARPARD for FPC / SHG Members in various districts of West Bengal as per following terms & conditions.

1. The Resource Persons / Hands-on Training Providers will be working with STARPARD and the same will be communicated to the Resource Person / Hands-on Training Provider.
2. The empanelment does not mean any right to claim assignment order for training purpose.
3. The empanelment will remain valid for 2 years from issuance of order considering the satisfactory performance of the trainers.
4. The authority reserves the right to cancel the empanelment at any time without assigning any reason.
5. Selection of Resource Persons / Hands-on Training Providers in respect of conducting training will be made by STARPARD on the basis of the Training Need, location of the Centers and availability of prudent Trainers and equipment for specific Fields of Training for various Farmers Producers Company (FPC) / target groups.
6. The Resource Persons / Hands-on Training Providers would be informed about the terms & conditions of payment of honorarium according to the Training Programmes organized by STARPARD time to time as and when required.
7. The empaneled Resource Person / Hands-on Training Provider will be bound to follow the STARPARD Standardised Courses, payment terms, duration of the programme, quality of materials and equipments used and any other terms and conditions as would be specified in the order.
8. The Certification of the programmes will be done by STARPARD on successful completion of the programmes.
9. The Empanelment of Individual Resource Person / Hands-on Training Provider will not be treated as "employment" or "engagement" in any manner.
10. The engagement of Resource Persons / Hands-on Training Provider is purely temporary in nature.

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Requirement of Proposed Services of Empanel Resource Person

District	Fields of RP/ Training	Remuneration
North 24-Parganas, South 24-Parganas, Howrah, Hooghly, PurbaBardhaman, PaschimBardhaman, Nadia, Birbhum, Murshidabad, Malda, PurbaMedinipur, PaschimMedinipur, Jhargram, Bankura, Purulia, Uttar Dinajpur, DakhinDinajpur, Jalpaiguri, Alipurduar, Cooch Behar, Darjeeling including Siliguri Mahakuma Parishad	i) Agriculture, ii) Horticulture, iii) Floriculture, iv) Seed Production v) Agri product processing & packaging	Rate of honorarium to be fixed by STARPARD and payment of honorarium to be made on pro-rata basis
	ARD – Poultry farming, Dairy Development, Duck/Bonoraja/Kdaknath Farming, Goat rearing, Pig farming, Heifer rearing, Backyard poultry farming , Feed & fodder development, Livestock product processing, packaging & preservation	
	Fisheries - Fresh water, Brackish water, Ornamental fish breeding, Air breathing fish culture, Integrated farming, Innovative species culture, Quality Feed production, Crab farming, Cold chain, Dry fish production, Different small scale machineries for maintaining the quality till marketing.	
	Bee Keeping & Honey Processing	
	Food Processing	
	Packaging	
	Handicrafts	
	Readymade Garments cutting & tailoring	
	Online/Retail/wholesale marketing of Agri & allied Sector with cold chain operation	
	Entrepreneurship Development Programme	

General Eligibility Criteria

- a) In-depth knowledge in the relevant Fields.
- b) Awareness on the latest technologies related to field level training.
- c) Recognition from Affiliated Organizations/ Govt. Agencies/ Institutes for High expertise Trades/ Services
- d) Ability to judge priorities and maintaining timelines.
- e) Institutional support including machineries / equipment's and related training materials for training programmes in urban and rural areas of target districts of West Bengal.
- f) Capacity to provide support to the target groups for marketing, network building for certain time period.

Resource Persons / Hands-on Training Providers having experience in working in relevant Fields with Central Govt., State Govt., Multi-National Organisation /Private Renowned Organisations will be given priority during empanelment.

Procedures of Empanelment

1. The Soft Copy (scanned documents) of the Application (Annexure-I and Declaration) in A4 size paper along with all relevant documents is to be submitted to the Member-Secretary, STARPARD and Joint Secretary to the Govt. of West Bengal, P&RD Deptt. Located at Mrityika Bhaban, DD 18/9, Sector-I, Bidhannagar, Kolkata-700064, through E-mail at **E-Mail ID : starpardstate@gmail.com**
2. The Application Form is to be submitted in Prescribed Format as per **Annexure-I along with** relevant documents.
3. Information in the Application Form to be written in English
4. **The LAST DATE OF SUBMISSION OF THE APPLICATION IS 10/05/2022 till 5:00 p.m.**
5. Applicants fulfilling the required conditions would be called for Offline or Online interview and verification of the documents before finalization of the panel
6. For selection and categorisation of empaneled individuals, the decision of STARPARD is final.
7. The Empaneled Resource Persons / Hands-on Training Providers would be informed through e-mail.

For further queries contact - Shri Rabi Lochan Mondal (8420315512-From 11 am to 4 pm in working days)

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ANNEXURE - I

APPLICATION FORM FOR EMPANELMENT OF
RESOURCE PERSON/ HANDS-ON TRAINING PROVIDERS

PHOTO

1	Name of the Applicant (BLOCK LETTERS)	
2	Fathers' Name	
3	Residential Address	
4	Phone No.	
5	Mobile No.	
6	Email ID	
7	PAN No. (self attested Xerox copies to be attached)	
8	Aadhaar No. (self attested Xerox copies to be attached)	
9	Educational Qualifications (self attested Xerox copies to be attached)	
10	Present Occupation	
11	Professional Qualification showing knowledge for the field as applied for (self attested Xerox copies to be attached)	
12	Fields for which Applicant is Applying for Empanelment	
13	Districts of choice	
14	Experience of Providing Training as Faculty / Trainer Applying for (Please provide Brief Description of Activities and Hands-on Training Experience in the similar field including year of commencement. Use separate sheet if necessary (self attested Xerox copies to be attached)	
15	Awards Received (If Any)	
16	Whether any Special/ Innovative Project or Capacity Building Programme was taken up by the applicant (Give Details) (self attested Xerox copies to be attached)	
17	Any other relevant Information (if any)	

I hereby declare that the information furnished above is true and correct to the best of my knowledge and belief.

Date:

Place:

Signature of the Applicant

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Declaration

1. I hereby declare that I have the capacity to provide Hands-on Training as Standardised by STARPARD for the Fields I applied for.
2. I am able to serve as Resource Person / Hands-on Training Provider for the Field which I applied for both short term and long term Programmes in the Urban and Rural Areas in nearby Districts of West Bengal as selected by STARPARD and as and when required.
3. I am capable of providing training with Marketing and Network building Support for the FPC/Target groups of Trainees under supervision of STARPARD.

Date:

Place:

Signature of the Applicant

Check List (Annexure- I)

1	Application Form
2	Copy of PAN Card
3	Copy of Aadhaar Card
4	Educational Qualification
5	Professional Qualification
6	Training Experience in the field applied for
7	Whether any Special/ Innovative Project or Capacity Building Programme was taken up by the applicant (Give Details) (self attested Xerox copies to be attached)
8	Any other relevant Information if any