

**COLLEGE OF AGRICULTURE
JUNAGADH AGRICULTURAL UNIVERSITY
JUNAGADH - 362 001 (GUJARAT)**



Principal and CO-PI (IDP)

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No. JAU/PACJ/Tech/IDP/110-117/2020

Dt. 02/01/2020

LETTER OF INVITATION

**Subject: Nano-particle synthesis for development of Immuno-strip for rapid
Detection of aflatoxin in groundnut**

1. You are hereby invited to submit technical and financial proposals for consultancy services required for “Nano-particle synthesis for development of Immuno-strip for rapid detection of aflatoxin in groundnut.” which could form the basis for future negotiations and ultimately a contract between you and COA, JAU, Junagadh.
2. The purpose of this assignment is to:
 - (a): The main objective is to make the aspiring agriculture students acquainted with the conceptual as well as practical knowledge of the Nanotechnology and Nano particle synthesis.
 - (b): The idea of organizing this assignment is to inculcate the basic fundamentals of Nanotechnology in the students and provide them with a platform to learn their application in agriculture.
3. The following documents are enclosed to enable you to submit your proposal:

- (a) Terms of reference (TOR) (Annexure 1);
 - (b) Supplementary information for consultants, including a suggested format of curriculum vitae (Annexure 2); and
4. The client has received (or, has applied for) a loan from the International Bank for Reconstruction and Development (IBRD)/ credit from the International Development Association (IDA) in various currencies toward the cost of **“Nano-particle synthesis for development of Immuno-strip for rapid detection of aflatoxin in groundnut.”** And intends to apply a portion of this loan to eligible payments under this Contract. Payments by IBRD will be made only at the request of client and upon approval by IBRD/IDA, and will be subject, in all respects, to the terms and conditions of the Loan/ Credit Agreement. The Loan/ Credit Agreement prohibits a withdrawal from the Loan/ Credit Account for the purpose of any payment to persons or entities, or for any import of goods, if such payment or import, to the knowledge of the Bank, is prohibited by a decision of the United Nations Security Council taken under Chapter VII of the Charter of the United Nations. No party other than the client shall derive any rights from the Loan/ Credit Agreement or have any claim to proceeds.
5. In order to obtain firsthand information on the assignment and the local conditions, it is considered desirable that you visit College of Agriculture, JAU, Junagadh before the proposal is submitted. You may meet the following officials:

Co-PI (IDP) and Principal,
College of Agriculture, JAU, Junagadh
Telephone Number: 0285 2670289, Fax: 0285 2670289

Please ensure that advance intimation regarding your visit is sent to enable them to make appropriate arrangements.

6. The Submission of Proposals: The proposals shall be submitted in two parts, viz., Technical and financial and should follow the form given in the "Supplementary Information for Consultants."
- 6.1 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.

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

- Remuneration;
- Reimbursable such as per diem, transportation etc.;

Both the sealed envelopes should again be placed in a sealed cover which will be received in the office of the Co-PI (IDP), Principal, College of Agriculture, JAU, Junagadh up to 17.00 hours on 10/01/2020.

- 6.2 The estimated budget for the assignment is 2,00,000/- and your financial proposal should not exceed this budget.

7. **Opening of proposal**

The proposals (first envelope containing technical proposal only) will be opened by the procurement & evaluation committee or his authorized representative in his office at 15.00 hours on 13-01-2020. It may please be noted that the second envelope containing the detailed price offer will not be opened until technical evaluation has been completed and the result approved and notified to all consultants.

8. **Evaluation**

A two-stage procedure will be adopted in evaluating the proposals with the technical evaluation being completed prior to any financial proposals being opened. The technical proposals will be evaluated using the following criteria:

- (i) The consultant's relevant experience for the assignment (5 points);
- (ii) The quality of the methodology proposed (25 points); and
- (iii) The qualifications and experience of the Consultant (70 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 - (30 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) Involvement in skills transfer program and training ability - (10 points)

9. **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 75 % of the total points will only be considered for financial evaluation.
The client shall notify those consultants whose proposals did not meet the minimum qualifying mark or were considered non-responsive to the Letter of Invitation and Terms of Reference, indicating that their Financial Proposals will be returned unopened after completing the selection process. The Client shall simultaneously notify the consultants that have secured the minimum qualifying mark, indicating the date and time set for opening of Financial Proposals. The notification may be sent by registered letter, cable, telex, facsimile, or electronic mail.
- (b) The Financial Proposals shall be opened publicly in the presence of the consultants' representatives who choose to attend. The name of the consultant, the technical scores, and the proposed prices shall be read aloud and recorded when the Financial Proposals are opened. The Client shall prepare minutes of the public opening.
- (c) The evaluation committee will determine whether the Financial Proposals are complete [i.e., whether they have costed all items of the corresponding Technical Proposals; if not, the Client will cost them and add their cost to the initial price],

correct any computational errors. The evaluation shall exclude local taxes. The Client will select the firm that submitted the highest ranked technical proposal within the budget (evaluated price).

- (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 are successful, the award will be made to him and all other consultants 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.
10. Please note that the College of Agriculture, JAU, Junagadh is not bound to select any of the Consultant submitting proposals.
 11. You are requested to hold your proposal valid for 90 days from the date of submission without change the personnel proposed for the assignment and your proposed price. The College of Agriculture, JAU, Junagadh will make its best efforts to select a consultant firm within this period.
 12. Please note that the cost of preparing a proposal and of negotiating a contract including visits to College of Agriculture, JAU, Junagadh, if any is not reimbursable as a direct cost of the assignment.
 13. Assuming that the contract can be satisfactorily concluded in March, 2020 you will be expected to take- up/commence with the assignment in 20, January, 2020 to 31, March, 2020 (month/year).
 14. 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.
 15. An invitation to submit the proposals have also been sent to the following Consultants:
 1. Dr.Naveen Kango, Professor and Head of Microbiology, Dr. Harisingh Gour Vishwavidyalaya, (central university) sagar-470003, Madhya Pradesh (MP)
 2. Dr. A. M. Nawale, Associate Professor, Department of Plant Pathology and agricultural Microbiology, Post Graduate Institute Mahatma Phule Krishi Vidyapeeth, Rahuri-413722, Dist- Ahemednagar, Maharashtra.
 3. Dr. Surender Singh, Associate Professor, Department of Microbiology, Central University of Haryana, Jantpali-123031, Mahendergarh, Haryana.
 4. Dr. Kisan Kodam, Professor, Biochemistry Division, Department of Chemistry, Savitribai phule University, Ganeshkhind, Pune-411007.
 5. Dr. Devendra Jain, assistant professor (MBBT) at RCA, Maharana Pratap University of agriculture and technology, Udaipur, rajasthan-313001
 6. Dr. Kartik Sonasundaram, 12-05, BLK 10, Holland Avenuse, Singapore-271010

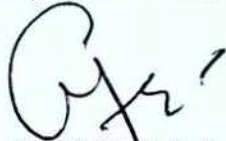

16. Tax Liability

Please note that the remuneration which you receive from this contract will be subject to the normal tax liability in India. Kindly contact the concerned tax authorities for further information in this regard, if required.

17. We would appreciate if you inform us by Telex/Facsimile:

- (a) Your acknowledgment of the receipt of this letter of invitation; and
- (b) Whether or not you will be submitting a proposal.

Considering the above details, it is recommended for approval


Co-PI (IDP) & Principal
College of Agriculture
Junagadh Agricultural University
Junagadh


Enclosures:

1. Terms of Reference (Annexure-I).
2. Supplementary Information to Consultants (Annexure-II)

Copy F.W. Rs. to:

1. Principal Investigator (IDP) & Director of Research, Junagadh Agricultural University, Junagadh

Copy to:

- ✓ 1. Procurement Officer (IDP) and Director (IT), Junagadh Agricultural University, Junagadh

ANNEXURE-I
DRAFT TERMS OF REFERENCE FOR HIRING
CONSULTANT

“NANO-PARTICLE SYNTHESIS”

DEPARTMENT OF BIOTECHNOLOGY

JUNAGADH AGRICULTURAL UNIVERSITY, JUNAGADH, GUJARAT, INDIA

Title of the Position: Short term subject consultant (Department of Biotechnology)

The Client: Junagadh Agricultural University, Junagadh, Gujarat, India

Reporting Lines: Principal Investigator, IDP, O/o Director of Research & Dean PGS,
 University Bhavan, JAU, Junagadh-362001, Gujarat, India.

<p>1) Background information on the project and the assignment</p>	<p>The Organization : Junagadh Agricultural University (JAU), a state agricultural university was established in the year 2004 with the enactment of Act No. 5 of 2004 (Gujarat Agricultural Universities Act, 2004) and mandated to work in the field of higher education in different Agriculture and allied sciences like Agriculture, Horticulture, Veterinary Sciences and Animal Husbandry, Agribusiness Management, Agricultural Engineering, Food Processing Technology, Biotechnology, Fisheries etc.; as well as contribute in the location specific research in agricultural field and also act as a nodal agency for the extension of developed technologies to the end users such as farmers, livestock owners, consumers and entrepreneurs etc.</p> <p>The Project : Indian Council of Agricultural Research is the premier body working under Ministry of Agriculture, Cooperation and Farmer Welfare, Government of India (GoI) which is handling core issue of regulation and development of basic and higher education, research and extension activities in agriculture and allied field. The Indian Council of Agricultural Research (ICAR) in collaboration with the World Bank has enunciated a series of projects to revamp the national research, extension and innovation systems in the form of The National Agricultural Higher Education Project (NAHEP). Among the three components of the NAHEP, Institutional Development Plan (IDP) is the major component of Investments toward 21st Century Education Plan for Agricultural Universities. The IDP for Junagadh Agricultural University (JAU) having total budget outlay of Rs. 30 crores (US\$ 4.5 million, including 20 % state share) has been considered by the ICAR for improving</p>
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	<p>competency of faculty and education quality at graduation level students of the JAU. The theme of the project formulated by JAU is "Artificial Intelligence, Automation, Robotics and Drone Technology in Agriculture". This project will attempt to strengthen human resource capabilities by exposing students to international environment of agricultural education. The project will be pillared on fast-learning of emerging technologies like robotics & artificial intelligence so as to meet the demand for highly skilled workers in present advanced technology arena to better explore the needs of biological variability, human interference and inspection, decision making and action in the field of agriculture and allied disciplines. The Followings are the major objectives of the IDP for JAU, Junagadh project.</p> <ol style="list-style-type: none"> 1. To develop skill and inculcate entrepreneurship among the students. 2. To strengthen linkages between institute, industries, corporate and foreign agencies. 3. To strengthen student services and integrated management information system. <p>This project shall focus on to acquaint UG students, faculty members and technical project staff with latest technologies in different spheres of Artificial Intelligence, robotics and drone technology in agriculture, soft skill and entrepreneurship development, capacity building, competency development, development of course curriculum and advancement in laboratory facilities.</p>
	<p>Background for Consultancy:</p> <p>The JAU-IDP project sub unit will seek advisory services from skilled person who match the criteria and provide assistance to IDP project in the area of "Nano-particle synthesis: for development of immuno-strip for rapid detection of aflatoxin in groundnut. The respective area consultant will engage with national and international experts and provide support to the laboratory works and to have linkage with them. The consultant will render his expertise in various training and skill development program to be organized under the task of consultancy. .</p>
<p>2) A concise statement of the objectives</p>	<p>The Project envisages educating the students with basic and applied concept of "Development of immuno-strip for rapid detection of aflatoxin in groundnut.". It aims to develop immuno strips provided a potential alternative for on-sight, ultra-sensitive and quantitative sensing of total aflatoxin that could be benefited to farmers for export of groundnut. The consultants will provide</p>

	<p>assistance to this IDP project sub unit members to fulfill the following objectives:</p> <ol style="list-style-type: none"> 1. To study antibody-antigen reactions for the rapid detection of aflatoxins from groundnut seed. 2. To develop nanobeads based immuno strips using a rapid and time/labor-saving sensing methods. 3. To validate detections of total aflatoxins on nanobeads immuno strips against nanoLC / HPLC for screening export quality of groundnut.
<p>3) An outline of the tasks to be carried out (Scope of services) including transfer of knowledge, if any</p>	<p>The consultant (s) have to support and provide the guidance to IDP project members in :</p> <ul style="list-style-type: none"> • Plan out method for develop immuno strip for the rapid detection of aflatoxins from groundnut seed. • Plant out the cost of product (immuno strip). It should be affordable. • Development of primary antibody (monoclonal or polyclonal) in various animal model. • To arrange the strip reader for primary screening • To characterize the primary antibody with mass spectrometry (Nano LC tandam TOF and LCMSQTOF). • To study antibody-antigen reactions for the rapid detection of aflatoxins from groundnut seed. • To develop nanobeads based immuno strips using a rapid and time/labor-saving sensing methods. • To validate detections of total aflatoxins on nanobeads immuno strips against nanoLC / HPLC for screening export quality of groundnut. • To carry out on campus training for students as well as staff on to develop immuno strip for the rapid detection of aflatoxins from groundnut seed. • Consultant supposed to submit the report
<p>4) Schedule for completion of tasks:</p>	<p>Most of the work related this project will be done at JAU, Campus however for certain specific works the consultant may have to go the other part of the Gujarat or other parts of India.</p> <ul style="list-style-type: none"> • Duration and Length of the Assignment: The Initial contract period of the assignment will start from January 01, 2020 to March 31, 2020. The length of this assignment will be about three months. However, the length of contract period will be subjected to extension up to 1 year and also based on discretion of committee of

	<p>JAU.</p> <ul style="list-style-type: none"> • Financing and Payment Schedule: The assignment will be financed under IDP project under National Agricultural Higher Education Project. The payment will be made in three installments based upon submission and approval of the report related with all deliverables. This Contract shall come into effect on the date the contract is signed by both parties and such other later date as may be stated in the terms of reference (TOR). • The Consultant shall begin to carrying out the services not later than the due dates after the Effective Date stated in TOR. • Unless terminated earlier, Contract shall expire at the Effective Date as specified in the TOR.
5) Data, services and facilities to be provided by the client	The IDP project sub unit will provide office space, communication support and other pertaining resources required for smooth implementation of the assignment.
6) Final outputs (reports, drawings etc.) that will be required of the Consultant	<p>The consultant shall support IDP project sub unit and contribute substantively in writing report in English language containing the following information on:</p> <ul style="list-style-type: none"> • The report of Development of primary antibody (monoclonal or polyclonal) in various animal model. • The report of characterization the primary antibody with mass spectrometry (Nano LC tandem TOF and LCMSQTOF). • Report of antibody-antigen reactions for the rapid detection of aflatoxins from groundnut seed. • Report of to develop nanobeads based immuno strips using a rapid and time/labor-saving sensing methods. • Report of on campus and off campus training for students and staff • Consultant is supposed to submit report
7) Composition of review committee and review procedure to monitor Consultant's work	<p>A review committee will be formed to monitor the progress and performance of the service provider i.e. consultant. The composition of the review committee will be as follow:</p> <ol style="list-style-type: none"> 1. Hon. Vice Chancellor Chairman (Ex officio) 2. PI of IDP and Director of Research & Dean PGS, Executive Chairman 3. Nodal Officer, NAHEP-IDP and ADR, Member Secretary 4. Co-PI(s) of IDP Member 5. Procurement Officer, IDP Member
8) Description of key professionals whose	<p>Educational Qualifications:</p> <ul style="list-style-type: none"> • Ph.D.(Biochemistry/Biotechnology/Chemistry/With

<p>CVs would be evaluated</p>	<p>special expertise in the area of nanobead based immuno strip development)</p> <p>Experience:</p> <ul style="list-style-type: none"> • Should have at least 10 year of experience in concerned/related area in reputed industry or institute. • Should have at least five publications related to concerned area in reputed national or international journals • Preferably the person should have work experience as a consultant with reputed national or international organization/institution.
<p>9) Procedure for review of progress reports, inception, status, final draft and final reports</p>	<p>Executive Chairman can convene the special meeting at any point of the contract period to monitor the progress and performance</p>
<p>10) Others</p>	<p>Modifications or Variations</p> <p>Any modification or variation of the terms and conditions of this Contract, including any modification or variation of the scope of the Services, may only be made by written agreement between the Parties. However, each Party shall give due consideration to any proposals for modification or variation made by the other Party.</p>
<p>11) Force Majeure</p>	<p>For the purposes of this Contract, "Force Majeure" means an event which is beyond the reasonable control of a Party and which makes a Party's performance of its obligations under the Contract impossible or so impractical as to be considered impossible under the circumstances.</p>
<p>11.1) Extension of Time</p>	<p>Any period within which a Party shall, pursuant to this Contract, complete any action or task, shall be extended for a period equal to the time during which such Party unable to perform such action as a result of Force Majeure.</p>
<p>11.2) Payments</p>	<p>During the period of their inability to perform the Services as a result of an event of Force Majeure, the Consultant shall be entitled to continue to be paid under the terms of this Contract, as well as to be reimbursed for additional costs reasonably and necessarily incurred by them during such period for the purposes of the Services and in reactivating the Service after the end of such period.</p>
<p>12) Termination 12.1) Termination by the Client</p>	<p>The Client may terminate this Contract in case of the occurrence of any of the events specified in following paragraphs:</p> <ol style="list-style-type: none"> a) If the consultant does not remedy a failure in the performance of their obligations under the contract, within twenty (20) days after being notified or within any further period as the client may have subsequently approved in writing. b) If the consultant becomes insolvent or bankrupt.

	<ul style="list-style-type: none"> c) If the consultant, in the judgment of the Client has engaged in corrupt or fraudulent practices in competing for or in executing the contract. d) If, as the result of Force Majeure, the Consultant are unable to perform a material portion of the Services for a period of not less than two (02) months. e) If the client, in its sole discretion and for any reason whatsoever, decides to terminate this contract
12.2) Termination By the Consultant	<p>The Consultants may terminate this contract, by not less than thirty (30) days' written notice to the client, such notice to be given after the occurrence of any of the events specified in following paragraphs:</p> <ul style="list-style-type: none"> a) If the client fails to pay any money due to the consultant pursuant to this Contract. b) If, as the result of Force Majeure, the consultant is unable to perform a material portion of the services for a period of not less than two (02) months. c) If the client fails to comply with any final decision reached as a result of arbitration.
12.3) Payment upon Termination	<p>Upon termination of this Contract the Client shall make the following payments to the Consultant:</p> <ul style="list-style-type: none"> a) payment for services satisfactorily performed only prior to the effective date of termination
13) Conflict of Interests	<p>The consultant shall hold the client's interests paramount, without any consideration for future work and strictly avoid conflict with other assignments or their own corporate interests. The consultant shall not accept for their own benefit any trade commission, discount or similar payment in connection with activities pursuant to this contract or to the services or in the discharge of their obligations under the contract and the consultant shall use their best efforts to ensure that the personnel, any sub-consultants and agents of either of them similarly shall not receive any such additional payment. The consultant shall not engage and shall cause their personnel as well as their sub-consultants and their personnel not to engage, either directly or indirectly, in any business or professional activities which would conflict with the activities assigned to them under this contract.</p>
14) Confidentiality	<p>Except with the prior written consent of the client, the consultant and the personnel 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 and the personnel make public the recommendations formulated in the course of, or as a result of, the Services.</p>
15) IPR and Publication	<p>All IPR and publication rights will remain with the client only. The consultant will not claim any IPR and will not publish any</p>

	report/findings etc. in any form without prior permission of the client.
16) Arbitration	<p>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 a period of thirty (30) days from 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.</p> <ul style="list-style-type: none"> • 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 JAU-Junagadh. • The seat of arbitration shall be Junagadh 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, 1996 or of any modifications or reenactments thereof. • The arbitral award will be final and binding, subject to legal remedies available under the law. • Existence of any dispute or difference or initiation or continuance of arbitral proceedings shall not postpone or delay performance by Parties of their respective obligations under or pursuant to this Agreement. Further, this Agreement shall remain subsisting and operative during the arbitral proceedings and no payment due and payable to either Party shall be withheld except payment in dispute, if any. • This Agreement shall be governed by, construed and enforced in accordance with the prevailing laws of India.
17) Recommended Presentation of Proposal	<p>Given below is the recommended format for submitting your proposal. The following headings with the required details are important.</p> <p>CVs with a proposed methodology addressing the elements mentioned under deliverables must be submitted within 21 days from date of advertisement by post to Prof. and Head Department of Biotechnology, Junagadh Agricultural University, Junagadh – 362 001 (Gujarat).</p> <p>Incomplete applications will not be considered and only candidates for whom there is further interest will be contacted.</p> <p>Proposals must include:</p>

	<ul style="list-style-type: none">• CV or written form addressing the evaluation criteria and why you consider yourself the most suitable for this assignment. The selected candidate must submit a signed form prior to contract award.• Three (03) most recent professional references• A brief methodology on how you will approach and conduct the work• Financial Proposal specifying the daily rate and other expenses, if any• Letter of interest and availability specifying the available date to start and other details.• <i>Queries about the consultancy can be directed to the bag@jau.in; harsukhgajera@yahoo.com; drrajeshdave12@gmail.com</i>
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ANNEXURE-II

SUPPLEMENTARY INFORMATION FOR CONSULTANTS

Proposals

1. Proposals should include the following information:
 - (a) Technical Proposals
 - (i) Curriculum Vitae of Consultant (F-2).
 - (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.
 - (v) The Consultant's comments, if any, on the data, services and facilities to be provided by [.....] indicated in the Terms of Reference (TOR).
 - (b) Financial Proposals

The financial proposals 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 Co-PI (IDP), Principal, College of Agriculture, JAU, Junagadh.

3. Contract Negotiations

The aim of the negotiations is to reach an agreement on all points with the consultant and initial 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 and the bar chart, which will indicate periods in months and reporting schedule. Once these matters have been agreed, financial negotiations will take place.

4. The Consultants should note that the Contract for this study will be Co-PI (IDP), Principal, College of Agriculture, JAU, Junagadh . Payments to the Consultants will be made in accordance with an agreed estimated schedule, assuring the Consultants of regular deposits in local and foreign currency as long as the work proceeds as planned and invoices with relevant supporting documents are submitted for approval on a timely basis.

5. Review of reports

A review committee (to be restricted to three members) consisting of following officers of the College of Agriculture , JAU, Junagadh Department will review all reports of consultants (inception, progress, intermediate and draft final) and suggest any modifications/changes considered necessary within 15 days of receipt.

FORM NO.F-1

From

To

Sir:

Hiring of Short Term Individual Consultancy Services for Nano-particle synthesis for development of Immuno-strip for rapid detection of aflatoxin in groundnut

I _____ Consultant herewith enclose Technical and Financial Proposal for selection as consultant for Nano-particle synthesis for development of Immuno-strip for rapid detection of aflatoxin in groundnut, CoA, JAU, Junagadh.

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".

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

Yours faithfully,

Signature: _____
Full name _____
and address: _____

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 team. Describe degree of responsibility held by staff member on relevant previous assignments and give dates and locations. Use up to half-a-page.)

6. Education:

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

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. Use up to three quarters of a page.)

8. Languages:

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

Signature of Consultant

Date:

FORM F-3

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

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

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

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

FORM F-4

WORK PLAN TIME SCHEDULE

A. Field Investigation

Sl. No.	Item	Month wise Program		
		1st	2nd	3rd
1				
2				
3				
4				

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	Daily (Monthly) Rate (in currency)	Working Days (Months)	Total Cost (in currency)
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Sub-Total (Remuneration) _____

Out-of-Pocket Expenses:

a) Per Diem:2	Room Cost	Subsistence	Total	Days	_____
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b) Air fare: _____

c) Lump Sum Miscellaneous Expenses:3 _____

Sub-Total (Out-of-Pocket) _____

Contingency Charges:4 _____

TOTAL MAXIMUM PAYMENT _____

CONSULTANCY SERVICES _____

TAX @ %

1 Reimbursable at cost with supporting documents/receipts unless otherwise specified.

2 Per Diem is fixed per calendar day and need not be supported by receipts.

3 To include reporting costs, visa, inoculations, routine medical examination, minor surface transportation and communications expenses, portage fees, in-and-out expenses, airport taxes, and such other travel related expenses as may be necessary.

4 Use of Contingency requires prior approval of the (Name of Borrower).