

Terms of Reference (ToR) for Hiring Consultant for Tasar Cocoon Bank

1. Background

Bihar Rural livelihoods Promotion Society, popularly known as JEEVIKA, is an autonomous society working under Government of Bihar with an objective of social & economic empowerment of rural poor. BRLPS has collectivized economically poor into institutional structure of SHG-VO-CLF through social mobilization and further strengthened with financial inclusion, livelihood promotion, social safeguard & entitlements. Livelihood promotion under BRLPS strategizes to develop conducive ecosystem for entrepreneurship and enterprise development as a tool for income and local employment generation.

2. Context

A Tasar Cocoon Bank Unit has been established by Directorate of handloom & sericulture, Bihar in Baunsi and Katori block of Banka district. The processing unit facilitates processing of raw cocoon and is being operationalized by JEEViKA-promoted Producer Company. For the successful operation and management of this cocoon bank unit, the Producer Company requires the support of a technical resource person. The consultant will be responsible for providing day-to-day technical supervision as well as strategic support to the Producer Company and JEEVIKA team.

3. Objectives- The primary objectives of the consultancy are:

- a) To facilitate operationalization of the Tasar Common Facility Centre for extending processing infrastructure to farmers engaged in Sericulture activity.
- b) To develop Standard Operating Procedures (SOPs) for Cocoon Bank unit operationalization.
- c) To capacitate FPC and JEEVIKA staff in operationalizing the CFC and scale up profitably.
- d) To facilitate compliance to necessary regulatory framework/certifications and strengthen the value chain through efficient procurement and market linkage.

4. Scope of Work- The consultant will be responsible for the following tasks:

a) Unit Assessment & Technical Evaluation

- i. Conduct a detailed assessment of the existing Cocoon bank unit to identify gaps in machinery, infrastructure, and production workflow.

b) Machinery & Infrastructure Upgradation Plan

- Recommend necessary machinery and equipment for efficient Cocoon processing.
- Provide specifications and sourcing assistance for unit renovation.

c) Operational Strategy & SOPs

- Develop SOPs for Cocoon processing, including Cocoon, Stifling, Drying, Boiling, Reeling etc.

- Establish quality control mechanisms and best practices.
- d) Regulatory Compliance & Certification**
 - Guide in obtaining necessary licenses and other permits.
 - Ensure adherence to Quality Cocoon, safety and environmental standards.
- e) Training & Capacity Building**
 - Conduct training sessions for Unit workers, staffs, Small cocoon Growers and SHG members on Cocoon processing techniques.
 - Enhance skills related to quality management, hygiene, and machinery handling & maintenance.
- f) Marketing**
 - Assist in developing marketing strategies and establishing sales channels (retail, auction, online platforms).
 - Facilitate participation in cocoon auctions in Market and other trade fairs.

5. Consultant Qualifications & Experience

- a) Educational Qualification- At least BSC Agriculture or higher professional degree from recognized university/Institute. Preference may be given to candidates with degree/diploma in Sericulture.
- b) Experience- At least 5 years of work experience in cocoon processing & market linkage with expertise in unit operations, training & capacity building, machinery procurement and maintenance, quality control, regulatory requirements, and marketing of Cocoon.

6. Selection Criteria- The selection process of the consultant will be as per JEEVIKA policy. Preferably through- Walk-in Interview.

7. Requirement- Currently there is requirement of one consultant in Banka.

8. Tenure- Currently the tenure will be for 11 months which can be further extended for another 11 months based on performance of the consultant and need of project. Place of posting will be in Banka district.

9. Payment- The consultant will be hired in A-4 Category and paid as per the Consultant policy of BRLPS. Monthly payment will be made after the submission of monthly attendance along with work done report. The consultant will be eligible to claim benefits provisioned under JEEVIKA consultant policy.

10. Review and Reporting- Director Enterprises / SPM-Farm will review the Consultant on periodic basis to ensure delivery of output as per plan. The consultant will report to SPM-Farm in addition to leadership team at BRLPS.