



## **Terms of Reference (ToR) for appointing Consultant/agency for India Bamboo Forum**

### **Project: Promote Bamboo MSME Clusters for Sustainable Development**

**Tender No. FMC/EU/21-22/004**

The Tender is available at <https://fmc.org.in/tender>. Please apply by 9th February, 2022 (till 5.30 PM).  
For any query, please email at [hr@msmefoundation.org](mailto:hr@msmefoundation.org)

**Date of Publication: 25<sup>th</sup> Jan 2022**

**Last Date of Application: 9<sup>th</sup> Feb 2022**

**Award of Contract: 15<sup>th</sup> Feb 2022**

**Ms. Manmeet Narang**

Human Resources

Foundation for MSME Clusters (FMC)  
USO House, 2nd Floor, USO Road, Off Shaheed Jeet Singh Marg,  
6, Special Institutional Area, New Delhi – 110067

Tel No. 011-40563323-24

**Employment type:** Fixed term Project based agreement for 8 Months

**Duty Station:** Pune IBF office-based work.

**Remuneration T&C:** Monthly remuneration will be given on the basis of match of experience and knowledge, professional qualification etc. with the job description. Travel expenses shall be reimbursed on actual as per FMC's rules.

**Project Background:** FMC is implementing a project: '**Promoting MSME Bamboo Clusters in India' in 9 states** (Viz: Assam, Arunachal Pradesh, Meghalaya, Mizoram, Tripura, Odisha, Chhattisgarh, Jharkhand & Madhya Pradesh) in India with the overall objective of **promoting bamboo as sustainable resource and generate green jobs** for a period of 4 years. The project is designed to help local community and other stakeholders collaborate for the promotion of green economy, sustainable growth, economic prosperity and poverty reduction in the MSME sector along with mitigation of climate change.

Specific objectives of the project are as follows:

1. Support enterprise development for sustainable supply of bamboo products and generate improved livelihoods
2. Promote select new bamboo products among high potential buyers
3. Sustain and upscale local initiatives through community-led multi-stakeholder development models

4. Promote sustainable linkages between financial institutions and local enterprises.
5. Strengthen policy dialogue and dissemination of proven development models relevant for bamboo sector

### **India Bamboo Forum:**

The India Bamboo Forum (IBF) is a collective of 50 plus bamboo sector leaders headed by an imminent personality of very high repute, which aims to bring together the diverse stakeholders that are part of its value chain; like farmers, foresters, entrepreneurs, architects, designers, contractors, R & D organisations, skilling institutions, academic organisations, policy makers, bankers, marketing companies, machinery suppliers, primary and secondary producers on one platform to share, deliberate and resolve the challenges faced by the Bamboo sector and to support each other to grow this sector, as the whole can grow only if each stakeholder can benefit.

**Purpose of Appointing Expert:** For managing and interacting with all the stakeholders or experts associated with IBF it was deemed necessary that a co-ordinational support is required from FMC. The expert will be responsible to support all the experts/stakeholders associated with IBF and manage day to day operations of IBF, will also focus on policy advocacy and documentation of technical briefs, reports etc.

### **Specific Role and Duties:**

The main tasks of the **Consultant Coordinator for IBF** will include but not be limited to the following:

1. **Operations of IBF:** To coordinate and manage day to day operation of IBF by interacting with various stakeholders and experts associated with IBF.
2. **Policy Advocacy:** To understand policy level issues and advocacy of policy changes to the concerned departments of government and other officials.
3. **Backstopping support to Experts:** Will provide backstopping support to the experts as and when required.
4. **Documentation:** Will be responsible for all the documentations of technical briefs, notes and reports of the same.
5. **Collation of Policy level issues:** Will work on collation of policy levels issues identified by the experts and will document the same and work on resolution of the issues with support from experts associated to the field.