

## EXPRESSION OF INTEREST

### **Name of Work: HIRING RESOURCE PERSON/ TEACHER FOR FRENCH AND ENGLISH LANGUAGES TO TEACH UNDERGRADUTE STUDENTS AT ICAR-NDRI, KARNAL**

1. ICAR-National Dairy Research Institute (NDRI), located at Karnal, Haryana, is a premier dairy research institution undertakes research, teaching and extension activities towards dairy development in the country. The Institute also provides high quality manpower to meet the human resource requirements for the overall dairy development in the country. The Institute offers B. Tech (Dairy Technology), Masters' and Doctoral degrees in different disciplines of Dairy Sciences.
2. Under National Agricultural Higher Education Project (NAHEP), the ICAR-NDRI has decided to teach **French** (Foreign Language) and **English** (Basics & Communication skills) to the undergraduate students through hiring suitable resource person/ teachers on fixed honorarium per class.
3. The interested and willing person who wants to participate may submit the requisite mandatory documents and experience certificates along with their C.V. (Bio-data). The C. V. must include: name of the applicant, father's/ husband's name, date of birth, sex, correspondence address, phone number & e-mail, present job details, degree/ diploma details (year of passing, marks obtained, College, university etc.), training underwent, hobbies, experience in teaching (years & months) and the subject (s) taught, any other information supporting your claim etc.

#### **4. Tentative calendar of events**

The following table enlists important tentative timelines for completion of bidding activities

Sl. No.	Activities	Date and time
1	Release of Expression of Interest (EOI)	4 <sup>th</sup> April, 2019
2	Last date for submission of EOI response	19 <sup>th</sup> April, 2019 till 1:00 PM
3	Opening of EOI Responses	20 <sup>th</sup> April, 2019 at 3.00 PM

In the event of change in schedule, suitable instructions shall be uploaded on official website. Prospective bidders are requested to visit the website regularly.

#### **5. Eligibility Criteria:**

- i) For resource person(s)/ teacher(s) in English: Minimum essential qualification will be MA (English) with B. Ed. and at least two years of work experience. The M. Phil/ Ph. D. will be desirable qualification.

- ii) For resource person(s)/ teacher(s) in French: Minimum essential qualification will be Diploma/ Degree in French language with at least one year of work experience in teaching and Bachelor degree in any subject. Higher degree (s) will be desirable qualification.
- iii) Age Limit: up to 50 years as on 31.03.2019.

#### **6. Documentary evidence to be submitted to support eligibility:**

The participant/ applicant must submit all related documents in support of their claim, preferably through e-mail, to the Academic Coordinator ([sudhirndri@gmail.com](mailto:sudhirndri@gmail.com)), ICAR-NDRI, Karnal.

#### **7. General Terms and Condition:**

- i) Number of theory and practical classes per week will be worked out in consultation with PI, IDP (NAHEP). The contact hours for theory and practical classes will be one hour and three hours, respectively.
- ii) Remuneration for theory and practical classes will be at the rate of Rs.1000/- and Rs.2000/-, respectively.
- iii) Payment will be made directly to the Bank account of the hired resource person(s)/ teacher(s) after completing the classes and raising bills on monthly basis, subjected to the verification by the PI, IDP (NAHEP), ICAR-NDRI, Karnal.
- iv) The hired resource person(s)/ teacher(s) have to arrange their own conveyance to take the classes.
- v) Timing of classes will be preferably weekend/holidays/mutually agreed by the resource person(s)/ teacher(s) and the PI, IDP (NAHEP) or his representatives.
- vi) The number of students may vary depending upon the interest of the students. Logistics, including teaching aids, for taking classes will be provided by ICAR-NDRI.
- vii) Initially the contract will be for one year and extendable beyond this based on his/ her performance and the requirement by the institute.

#### **8. Conditions under which this EOI is issued:**

a) This EOI is not an offer and is issued with no commitment. ICAR-NDRI, Karnal, reserves the right to withdraw the *EOI* and change or vary any part thereof at any stage. ICAR-NDRI, Karnal, also reserves the right to disqualify any participant, should it be so necessary at any stage.

- b) The ICAR-NDRI, Karnal, reserves the right to withdraw this *EOI* if ICAR-NDRI, Karnal, determines that such action is in the best interest of the Government of India.
- c) Timing and sequence of events resulting from this *EOI* shall ultimately be determined by ICAR-NDRI, Karnal.
- d) No oral conversations or agreements with any official, agent, or employee of ICAR-NDRI, Karnal, shall affect or modify any terms of this *EOI* and any alleged oral agreement of arrangement made by a participant with any department agency, official or employee of ICAR-NDRI, Karnal, shall be superseded by the definitive agreement that results from this *EOI* process. Oral communications by ICAR-NDRI, Karnal, to participants shall not be considered binding on ICAR-NDRI, Karnal, nor shall any written materials provided by any person other than the Director, ICAR-NDRI, Karnal.
- e) Neither the participant nor any of the his/ her representative shall have any claims whatsoever against ICAR-NDRI, Karnal, or any of their respective officials, agents, or employees arising out of, or relating to this *EOI* or these procedures (other than those arising under a definitive service agreement with the participant in accordance with the terms thereof).
- f) Applicants who are found to canvass, influence or attempt to influence in any manner the qualification or selection process, including without limitation, by offering bribes or other illegal gratification, shall be disqualified from the process at any stage.

**Coordinator/Principal Investigator,  
IDP (NAHEP), ICAR-NDRI**