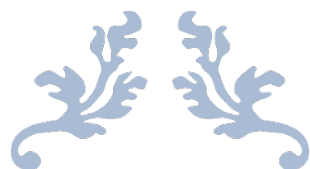


CS - I



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# Project Title

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**CONTRACT RESEARCH PROPOSAL**  
Sponsored Project



**ICAR Indian Institute of Soil Science**  
**Nabibagh Berasia Road, Bhopal 462038**  
<https://www.iiss.nic.in>

## INDIAN COUNCIL OF AGRICULTURAL RESEARCH

## PROFORMA FOR SUBMITTING CONSULTANCY PROPOSALS

1.	<b>Name Institute Name</b>	:	National Academy for Agricultural Research Management, Rajendranagar, Hyderabad – 500 030, Telangana State, INDIA
	<b>a) Project Code</b> <i>(to be give PME Cell)</i>	:	
2.	<b>Title of the proposed project</b>	:	
3.	<b>Scope of the Consultancy work</b>		
	<b>a.</b>	<b>Preparation of literature/survey/feasibility studies/state of art project/technology forecasting/evaluation reports</b>	
	<b>b.</b>	<b>Interpretation of test results and data, advising on risks and hazards or similar skilled advice</b>	
	<b>c.</b>	<b>Advisory tasks in evaluation and implementation of a project</b>	
	<b>d.</b>	<b>Design engineering related to agriculture</b>	
	<b>e.</b>	<b>Assistance in management of pests and other entomological problems</b>	
	<b>f.</b>	<b>Technical advice in the form of one time assistance to help in trouble shooting, or problem solving, mainly advisory in nature</b>	
	<b>g.</b>	<b>Any other (Specify)</b>	
4.	<b>Detailed objectives of the consultancy project</b>	:	

5.	<b>Duration of the project</b> (give specific dates and period)	:	
6.	<b>Programme of work and phasing of milestones</b>	:	
7.	<b>Whether the physical or other infrastructural facilities available at the institute are required for carrying out project : Yes/No</b>	:	
8.	<b>Name and address of the consultant(s) undertaking the project:</b>		
a.	<b>Name</b>	:	
b.	<b>Postal address</b>	:	
c.	<b>Phone</b>	:	
d.	<b>Fax</b>	:	
e.	<b>Email</b>	:	

9.	<b>Previous consultancy work undertaken by the consultant(s) during the past one year</b>						
Title of Project	Sponsoring agency	Period			Total cost of project	Total Intellectual fee received	
		From	To	Duration		In the project	By the consultant

10.	<b>Whether the project requires foreign visit by the consultant(s):</b> <i>(if yes, attach the check – list for foreign deputation)</i>	<b>Yes/No</b>

<b>11.</b>	<b>Whether the consultant(s) would require leave for carrying out the work: (Yes/No)</b> <i>(if yes, whether he/she has required leave in balance:</i> <i>If No: Provide the justification as to how the consultancy would be done while discharging officials duties</i>	

<b>12.</b>	<b>Sponsoring agency:</b>			
	<b>a.</b>	<b>Name and address</b>	<b>:</b>	
	<b>b.</b>	<b>Status</b>	<b>:</b>	
	<b>Indian: Central Government/ Government Undertaking/ State Government/ Private organisation NGO/other (specify) _____</b>			
	<b>Foreign: UN agency /CGIAR Institute/ Private Organisation/ or other International Agency (Specify) _____</b>			

<b>13.</b>	<b>Activities of sponsor in brief:</b>				
	<b>13(a).</b>	<b>Additional information in case of foreign sponsoring/ collaborating a agency:</b>			
		<b>i.</b>	<b>Details of past collaborations, if any, by the collaborator/sponsor with the applicant Institute/ other ICAR institutes/other Indian institution(s), Whatever is known</b>	<b>:</b>	
		<b>ii.</b>	<b>Details, if any, available on R&amp;D projects of sensitive nature and concerned with national security, taken up and/ or funded by the sponsor/collaborator in the past in its own country, whatever is known</b>	<b>:</b>	

		<b>iii.</b>	<b>Genesis of the project</b>	<b>:</b>	
		<b>iv.</b>	<b>Foreign support/ collaboration (details):</b>	<b>:</b>	
		<b>v.</b>	<b>Financial Support(Rs &amp; Foreign Exchange)</b>	<b>:</b>	
		<b>vi.</b>	<b>Any other support</b>	<b>:</b>	
		<b>vii.</b>	<b>Justification/ need and likely benefits (scientific, economic, societal, strategies etc.</b>	<b>:</b>	

<b>14.</b>	<b>Does the project involve</b>		
	<b>a.</b>	<b>Referring to or sourcing of strategic/ sensitive material/ Information.(Yes/No)</b>	
	<b>b.</b>	<b>Transfer of biological material(s) to the collaborator/sponsor.(Yes/No)</b>	
	<b>c.</b>	<b>Use of genetically modified organisms. (Yes/No)</b>	
	<b>d.</b>	<b>Use of environmentally of otherwise hazardous material(s). (Yes/No)</b>	
	<b>e.</b>	<b>Use of radioactive materials. (Yes/No)</b>	
	<b>f.</b>	<b>Field surveys/trials/proving, collection/testing (give location). (Yes/No)</b>	
	<b>g.</b>	<b>Ethical issues in conduct of the project. (Yes/No)</b>	
<p><i>If answer to any of the points from (a) to (g) is 'yes' the consultant to give undertaking to abide by relevant and extant ICAR/national regulations and guidelines on the subject.</i></p>			

**15. Total outlay of the project :**

No	Particulars	Amount (USD )
<b>(i)</b>	<b>Direct Expenses</b>	
a.	Mandays Cost	
	<i>Name &amp; designation</i>	<i>Man-days Charges</i>
	Total	
b.	TA/DA Cost	
c.	Consumables /components Charges (Computer's stationary, etc.)	
d.	Equipment Usage Cost	
	<i>Existing equipment</i>	
	<i>New Equipment:</i>	
e.	Institutional charges (20% of the cost of Project b+c+d)	
f.	External Payments envisaged	
	(i) Contractual staffs	
	(ii) Survey cost	
	(iii) Outsources of Services	
g.	Insurance Cost	
h.	Contingencies (5% of the cost of project b+c+d)	
<b>(ii)</b>	<b>Intellectual fee (60% of man-days deployed)</b>	
<b>(iii)</b>	<b>Any other cost specific to the project</b>	
<b>(iv)</b>	<b>Service Tax (15% of the cost of project)</b>	
	<b>Total Cost of the Project</b>	

<b>16.</b>	<b>Schedule of payment of fees (indicate amount of each instalment, due date of payment and</b>	<b>:</b>	1.
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	bank guarantees)		
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- 17. Intellectual fees payable to consultant(s) a brief of calculations with reasons :**
- 18. Whether Intellectual Property Rights issues are involved in the contract research project. If yes, are they in conformity with ICAR’s IPMTT/C Guidelines; if not, the variation be indicated and explained with justification for approval of the competent authority. :**
- 19. Whether a written communication/Agreement indicating the Terms of Reference has been received from the external agency as indicated in the policy framework of the ICAR’s rules and guidelines. If yes, enclose a copy of the agreement. If no, provide justification.**

**Certified that the overall institutional/organisational or national interests do not suffer in anyway with the acceptance of the contract research project.**

**Signature**

**Consultant** : **xxxxxx** : \_\_\_\_\_

**Consultant – I** : **xxxxxx** : \_\_\_\_\_

**Consultant – II** : **xxxxxx** : \_\_\_\_\_

**Signature of Head of Division**

*(To be forwarded by the Head of Division, in institute where applicable)*



**Recommendation of PME cell:**

1. Certified that the PME cell considered the proposal, got it examined, and found it inconformity with the ICAR rules and guidelines.
2. It has been examined and ensured that:
  - i. the acceptance of the project is befitting the academic status of the Institute. **Yes/No**
  - ii. the amount of all charges and intellectual fee offered is commensurate with feeschargeable as per costing guidelines. **Yes/No**
  - iii. the return to the Council/Institute is commensurate with the potential and likely gainsto the client as a result of transfer of in-house knowledge, skill or technology. **Yes/No**
  - iv. the project would contribute to the knowledge and professional competence in theInstitute. **Yes/No**

In case(s) the answer to any of the questions from i to iv is ‘no’, please provide justification:

3. Any other comment:
  - (i)

**Head, PME Cell**

***In cases where Director is the competent authority for Approval***

Approval of the Director of Institute:

***In cases where Deputy Director General or Director General, ICAR is the Competent Authority for Approval\****

Certified that:

The project does not involve any national security and/or sensitivity angles either proximately or remotely now or in the foreseeable future.

**Director of the Institute**

*\*In case of projects with foreign agencies, the SMD along with their observations should send it for approval of the competent authority through the concerned unit in International Cooperation (IC) Division, Department of Agricultural Research and Education (DARE), who, in turn, shall process the proposal for approval of the competent authority.*