



Prof. Haroon R. Naik

Sher-e-Kashmir
University of Agricultural Sciences and Technology of Kashmir
OFFICE OF DIRECTOR RESEARCH
SHALIMAR CAMPUS, SRINAGAR -190025


Competitiveness Improvement of Agriculture & Allied Sectors
Project in J&K (JKCIP)
.....

Applications are invited from eligible candidates for following positions under the project titled **“Competitiveness Improvement of Agriculture & Allied Sectors Project in J&K (JKCIP)”** purely on contractual basis, initially for a period of one year, with a provision for extension up to the project period in further spells of one year each, depending upon the performance of the candidate **(Co-terminus with the project)** to be stationed at Sher-e-Kashmir University of Agricultural Sciences & Technology of Kashmir, Shalimar, Srinagar or its constituent units.

Details including remuneration, minimum qualification/experience etc. are given below:

S. No	Name of Post and salary	No. of Posts	Minimum Qualification/Experience
01	Procurement Officer Consolidated monthly remuneration of Rs. 80,000/= (Inclusive of all taxes)	01 (One)	Qualification: • Post Graduate Degree in Commerce, Business, Finance, Management or other relevant subjects from recognized university, with Knowledge of Computer Experience: • Minimum 5 years of experience in national/state procurement
02	Manager Incubation Consolidated monthly remuneration of Rs. 70,000/= (Inclusive of all taxes)	01 (One)	Qualification: Master's degree in Agriculture and allied fields/ Business management/ Rural development/ /Agri Business Management/ from recognized institute/ university Experience: Minimum 5 year's working experience in an agricultural institute/ university on promotion of Startups and entrepreneurship
03	Young Professional Incubation Consolidated monthly remuneration of Rs. 40,000/= (Inclusive of Taxes)	01 (One)	Qualification: Master's degree in Agriculture and allied fields/ Business management/ Rural development/ /Agri Business Management from recognized institute/ university Experience: • Relevant experience in start-up ecosystem/entrepreneurship

Applicants can directly apply through **University Recruitment Portal** by or before **12-04-2025**. The shortlisted candidates shall be called for interview. The detailed advertisement can be found on SKUAST-K official website www.skuastkashmir.ac.in.


Director Research
SKUAST-Kashmir

No: AL/DR/2025-26/5-8
Date: 02-04-2025

Sher-e-Kashmir University of Agricultural Sciences & Technology of Kashmir, Shalimar
Competitiveness Improvement of Agriculture & Allied Sectors
Project in J&K (JKCIP)

SKUAST Kashmir, Srinagar – 190 025

Email:

Advertisement No. 01 Dated: 02-04-2025

Applications are invited for the appointment of the Procurement officer on contractual basis in JKCIP to be stationed in Sher-e-Kashmir University of Agricultural Sciences & Technology of Kashmir, Shalimar Srinagar. The engagement will be purely on contractual basis under **Fixed budget selection**, initially for a period of one year with a provision for extension up to the project period in further spells of one year each depending upon the performance of the candidate. Details including remuneration, type of engagement and other terms and conditions are given below:

Section	Details
Position	Procurement Officer (Individual Consultant)
Contract Type/ procurement method	Fixed budget selection [FBS]
Location	SKUAST-Kashmir, Shalimar Campus, Srinagar
Duration	Initially one year, extendable based on performance and project requirements
Remuneration	INR 80,000/month (inclusive of all taxes)
Background	The Competitiveness Improvement of Agriculture and Allied Sectors Project in Jammu and Kashmir (JKCIP) is an initiative focused on enhancing agricultural productivity, economic resilience, and sustainability for smallholder farmers in the J&K region. Aligned with IFAD's strategic objectives, JKCIP aims to address high poverty rates, gender disparities, youth unemployment, and environmental challenges in J&K. Key project goals include boosting farmers' incomes through value addition, promoting climate-smart agricultural practices, and supporting enterprise development. By targeting niche and high-value crops like saffron and black cumin, and strengthening the agri-business ecosystem, the project seeks to make agriculture more competitive and sustainable.

Scope of Work

Task
Develop and manage procurement plans, ensuring alignment with IFAD Procurement Regulations.
Prepare bidding documents, requests for proposals, evaluation reports, and contracts Agreements and contract management.
Supervise procurement activities, including goods, works, and consultancy services.
Monitor contract execution, manage supplier relationships, and ensure compliance with agreed terms.
Facilitate capacity-building initiatives related to procurement processes.
Ensure compliance with anti-fraud, anti-corruption, and social and environmental safeguards.

Eligibility Criteria

Criteria	Details
Educational Qualifications	<ul style="list-style-type: none">• - Graduate Degree in commerce, Business, Finance, Management or other relevant subjects.• Certification in Purchasing management and procurement systems.• Procurement training from a national-level institute in procurement procedures of international Financial Institution financed projects is desirable.

Professional Experience	- Post Qualification, <ul style="list-style-type: none"> • Minimum Five (5) years of demonstrated experience in procurement in any large organization, Particularly in national/state/district level government organization/ public sector organization etc. • 2 years of experience in middle management level responsible for public procurement in multilateral projects funded by external agencies like World Bank, ADB, IFAD etc.
Key Skills	Proven experience on national procurement procedure for procurement of wide variety of consultancy service, goods and works with knowledge of Government Procurement guidelines i.e., GFR 2017, and various feed lines issued by Ministry of Finance, Govt of India and their associated contract management. Experience in managing procurement in development projects and agriculture promotion projects/livelihood initiatives with government funded projects. Experience in monitoring of procurement activities and conducting review. Knowledge of e-procurement, INCOTERMS, Letter of Credit requirements. Excellent communication and interpersonal skills, with the ability to work effectively with diverse stake holders. Working experience in multilateral/bilateral development agency funded project procurement guidelines/regulations is desirable
Knowledge of Policies	- World Bank's/IFAD Procurement Regulations, Environmental and Social Standards, and Anti-Corruption Guidelines.
Age Limit	Not more than 55 years as of the application deadline.

Evaluation Criteria

Criteria	Marks Allocation
Educational Qualifications	45 marks (pro-rata).
Professional Certifications	5 marks (e.g., CIPS, CPPP).
Experience	20 marks (4 marks/year beyond the minimum required).
Interview and Presentation	30 marks.

Application Process

Requirements	Details
Application Contents	- Detailed CV. - Self-attested copies of relevant certifications. - Cover letter outlining suitability. - Declaration of no prior convictions or sanctions.
Submission	Applications must be sent in a sealed envelope labelled “Application for Procurement Officer” to the Director Research , SKUAST-Kashmir, Shalimar, Srinagar – 190025.
Deadline	Applications must be received by [Insert Date].

Other Terms and Conditions

Condition	Details
Contractual Terms	Full-time and contractual, initially for a period of one year and extendable based on project needs and performance.
Compliance	Adherence to World Bank/IFAD anti-corruption and anti-fraud policies.
Recruitment Rights	SKUAST-K reserves the right to cancel or modify the recruitment process without notice.
Shortlisting & Interview	Only shortlisted candidates will be contacted for further evaluation, including interviews and presentations.

Other terms and conditions

1. The assignment is purely on contract basis on full time for an initial period of one year with a provision of extension in spells of one year each depending upon project requirement and industrial performance.
2. The candidate's service shall be posted in Sher-e-Kashmir University of Agricultural Sciences & Technology of Kashmir, Shalimar Srinagar
3. The candidate's services can be terminated with one month notice or with remittance of one month pay in lieu thereof. If a candidate wishes to leave the services, he/she shall have to give one month notice or remittance of one month salary in lieu thereof.
4. The candidate shall observe the highest standard of ethics during the procurement and execution of such contracts and comply with IFAD's Policy on preventing Fraud and corruption in its activities and operations.
 - a. "Corrupt practice" is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value in order to improperly influence the actions of another party.
 - b. "Fraudulent practice" is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party in order to obtain a financial or other benefit or to avoid an obligation.
 - c. "Collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose; including improperly influencing the actions of another party.
 - d. "Coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of any party, to improperly influence the actions of that or another party.
 - e. "Obstructive practice" is (i) deliberately destroying, falsifying, altering or concealing evidence that may be material to an investigation by the Fund or making false statements to investigators in order to materially impede an investigation by the Fund; (ii) threatening, harassing or intimidating any party in order to prevent that party from disclosing its knowledge of matters relevant to an investigation by the Fund or from pursuing such an investigation; and/or (iii) the commission of any act intended to materially impede the exercise of the Fund's contractual rights of audit, inspection and access to information.
5. Candidate is required to comply with IFAD's policy on preventing sexual harassment, exploitation, and abuse. In case of proven sexual misconduct, the candidate's contract will result in termination. Candidate must ensure equal opportunity and fair treatment with others avoiding discrimination based on characteristics such as sex, race or nationality.
6. The candidate shall ensure that its activities under the contract comply with IFAD's Social, Environmental and Climate Assessment Procedures (SECAP), as relevant to the activities performed under his contract. Information of SECAP is available on <https://www.ifad.org/en/secap>.
7. The candidate shall have to give an undertaking that he/she shall abide by the HR Policy of SKUAST-K /JKCIP and other Policies and procedures of the department.
8. Candidate shall have to submit a declaration that he/she has not been charged/convicted by the Hon'ble Court nor dismissed/removed/compulsory retired by way of punishment from the Service of any Public/Private Sector Undertaking or from Government Department and that he/she has not been declared insolvent by any court.
9. Candidates shall have to submit an affidavit that he/she shall neither make any claim absorption in /JKCIP or SKUAST Kashmir nor for extension beyond the period, approved by /JKCIP.
10. Screening criteria: In case of more applications, screening will be done based on relevant skill set, experience and professional qualifications and the applicants shall be shortlisted for interview on the basis of score obtained as per advertised criteria.
11. The selection will be through a personal interview along with presentation. The candidate must be physically fit, motivated, and dynamic and result oriented and willing to join immediately after selection. No TA & DA will be paid for appearing in the interview. Date of interview shall be conveyed to the shortlisted candidates by telephone/email/ website. At the time of interview, candidates shall bring Original Certificates of qualifications and experience along with the

Passport size photographs, Affidavits, NOC and self-attested photocopies of the certificates; failing to do so may lead to rejection of candidature.

12. The experience claimed by the candidate shall be verified by competent for authority and correctness. In case, it is found that the experience certificate is not verified by the issuing authority and/or is not as per the requisite skill set, the SKUAST-K /JKCIP shall be at the liberty to reject/disqualify/disengage the candidate at any point of time when the discrepancy is brought to the notice of the SKUAST-K /JKCIP.
13. The SKUAST-K JKCIP reserves the right to fill up the vacancy or cancel the whole process of engagement without assigning any reasons thereof.
14. Canvassing in any form and bringing any influence, political or otherwise will be treated as a disqualification for the assignment applied for and SKUAST-K JKCIP reserves the right not to consider such applicants for the selection process.
15. Incomplete application and applications received after the last date (including post delays) will be rejected. No interim correspondence will be entertained.
16. The last date for receipt of application is
17. The payment shall be made on monthly basis .
18. Applications in an envelope super scribed with the post applied for; along with all the self-attested certificates, document's, CV and the Biodata in the attached format should be sent to the Director Research, SKUAST-Kashmir Shalimar, Srinagar,190025 by hand or through post only, by or before the last date of receipt of application. Applications received late including on account of postal delay shall not be entertained.

Sher-e-Kashmir University of Agricultural Sciences & Technology of Kashmir, Shalimar
Competitiveness Improvement of Agriculture & Allied Sectors
Project in J&K (JKCIP)

SKUAST Kashmir, Srinagar – 190 025

Email:

Advertisement No. 01 Dated: 02.04.2025

Applications are invited for the appointment of the **Manager Incubation** and **Young Professional Incubation** on contractual basis in JKCIP to be stationed in Sher-e-Kashmir University of Agricultural Sciences & Technology of Kashmir, Shalimar Srinagar. The engagement will be purely on contractual basis under **Individual consultant selection**, initially for a period of one year with a provision for extension up to the project period in further spells of one year each depending upon the performance of the candidate. Details including remuneration, type of engagement and other terms and conditions are given below:

Section	Details
Position	Manager Incubation (01) and Young Professional Incubation (01)
Contract Type/ procurement method	Individual consultant selection ,
Location	SKUAST-Kashmir, Shalimar Campus, Srinagar
Duration	Initially one year, extendable based on performance and project requirements
Remuneration	Manager Incubation - INR 70000/-/month (inclusive of taxes), Young Professional Incubation- INR 40000/-/month (inclusive of taxes),
Background	The Competitiveness Improvement of Agriculture and Allied Sectors Project in Jammu and Kashmir (J&KCIP) is an initiative focused on enhancing agricultural productivity, economic resilience, and sustainability for smallholder farmers in the J&K region. Aligned with IFAD's strategic objectives, J&KCIP aims to address high poverty rates, gender disparities, youth unemployment, and environmental challenges in J&K. Key project goals include boosting farmers' incomes through value addition, promoting climate-smart agricultural practices, and supporting enterprise development. By targeting niche and high-value crops like saffron and black cumin, and strengthening the agri-business ecosystem, the project seeks to make agriculture more competitive and sustainable.

Scope of Work

Key Job Responsibilities Manager Incubation	Key Job Responsibilities Young Professional Incubation
1. Program Management: <ol style="list-style-type: none"> Develop and implement incubation programs, workshops, and events to support startups. Design tailored mentorship programs to meet the specific needs of startups in various stages. Track progress and performance of incubated companies through key performance indicators (KPIs). 2. Mentorship & Guidance: <ol style="list-style-type: none"> Provide strategic and operational guidance to startups, including market research, product development, and business modeling. Connect startups with industry experts, mentors, and investors. Assist startups in refining their pitches, business plans, and presentations. 3. Networking & Partnerships:	1. Start-up Support & Mentorship Assistance: <ol style="list-style-type: none"> Assist incubated startups in refining business models, conducting fundamental market research, and developing growth strategies. Coordinate mentorship sessions, workshops, and training programs for startups. Provide guidance on pitch preparation, business plan development, and investor presentations. Coordinate Agri-Startup Summits and Exhibitions. 2. Event Coordination & Management: <ol style="list-style-type: none"> Help organize events such as Startup Summits, Investors Meet up, hackathons, pitch competitions, demo days, and networking events. Manage logistics, participant registrations, and communication for incubation center events. Ensure smooth execution of events and post-

<ul style="list-style-type: none"> a) Build relationships with venture capitalists, angel investors, corporate partners, and other stakeholders in the startup ecosystem. b) Collaborate with universities, research institutions, and government agencies to drive innovation and entrepreneurship. c) Organize Startup Summits, Investors Meet up, networking events, demo days, and pitch sessions to facilitate connections between startups and potential investors. <p>4. Resource Management:</p> <ul style="list-style-type: none"> a) Manage the allocation of space, resources, and funding to startups in the incubator. b) Develop and maintain a pool of service providers (e.g., legal, financial, marketing) for startups to access. c) Ensure the smooth operation of incubation facilities, including managing budgets and reporting. <p>5. Monitoring & Reporting:</p> <ul style="list-style-type: none"> a) Monitor the growth and performance of incubated startups and provide regular reports to stakeholders. b) Evaluate and improve the incubation process based on feedback and success stories. 	<p>event reporting.</p> <p>3. Research & Ecosystem Analysis:</p> <ul style="list-style-type: none"> a) Conduct research on industry trends, market opportunities, and emerging technologies to support startups. b) Compile and analyze data on the startup ecosystem, including investment trends and best practices. c) Prepare research reports, insights, and case studies to support the strategic direction of the incubation center. <p>4. Operational & Administrative Support:</p> <ul style="list-style-type: none"> a) Support the incubation manager in daily operations, including maintaining records of incubated startups, tracking progress, and managing databases. b) Assist with budget tracking, resource allocation, and documentation related to incubated startups. c) Manage communication with internal and external stakeholders, including startups, mentors, investors, and corporate partners. <p>5. Marketing & Community Building:</p> <ul style="list-style-type: none"> a) Assist in promoting the incubation center through digital marketing, social media, and content creation. b) Engage with the startup community to build a network of entrepreneurs, investors, and service providers. c) Help manage the incubation center's online presence and branding.
--	--

Eligibility Criteria

Criteria	Details
Educational Qualifications	<p>A. Manager Incubation</p> <p><u>Qualification:</u> Master's degree in Agriculture and allied fields/ Business management/ Rural development/ /Agri Business Management/from recognized institute/ university</p> <p><u>Experience:</u> Minimum 5 years' experience working in an agricultural institute on promotion of Agri-startups and entrepreneurship</p> <p>Young Professional incubation</p> <p>Essential Qualification</p> <p><u>Qualification:</u> Master's degree in Agriculture and allied fields/ Business management/ Rural development/ /Agri Business Management/from recognized institute/ university</p>
Key Skills	<ul style="list-style-type: none"> a) Strong knowledge of startup ecosystems, business modelling, and market trends. b) Excellent communication and interpersonal skills for mentoring and building partnerships. c) Ability to work in a fast-paced environment with a passion for innovation and entrepreneurship. d) Proficiency in digital tools like Microsoft Office Suite (Excel, PowerPoint) and analytical software's.
Knowledge of Policies	<ul style="list-style-type: none"> a. Strong networking abilities to connect startups with relevant stakeholders. a) Knowledge of National innovation Start-up policy and its implementation b) Knowledge of financial analysis, business plans, and pitch decks. c) Excellent communication, presentation, and networking skills. d) Strong organizational and multitasking abilities
Age Limit	Not more than 40 years as of the application deadline.

Evaluation Criteria

Criteria	Marks Allocation
Graduation	25 Marks (pro-rata).
post-graduation	25 Marks (pro-rata).
Weightage for Startups Mentored & Established	10 Marks @2 marks/Startup
Weight age for work experience	= 20 Marks
Interview and Presentation	20 marks.

Application Process

Requirements	Details
Application Contents	<ul style="list-style-type: none"> - Detailed CV. - Self-attested copies of relevant certifications. - Cover letter outlining suitability. - Declaration of no prior convictions or sanctions.
Submission	Applications must be sent in a sealed envelope labeled “Application for Manager Incubation / Young Professional Incubation” to the Director Research , SKUAST-Kashmir, Shalimar, Srinagar – 190025.
Deadline	Applications must be received by [Insert Date].

Other Terms and Conditions

Condition	Details
Contractual Terms	Full-time and contractual, initially for a period of one year and extendable based on project needs and performance.
Compliance	Adherence to IFAD anti-corruption and anti-fraud policies.
Recruitment Rights	SKUAST-K reserves the right to cancel or modify the recruitment process without notice.
Shortlisting & Interview	Only shortlisted candidates will be contacted for further evaluation, including interviews and presentations.

Other terms and conditions

1. The assignment is purely on contract basis on full time for an initial period of one year with a provision of extension in spells of one year each depending upon project requirement and individual performance.
2. The candidate's service shall be posted in Sher-e-Kashmir University of Agricultural Sciences & Technology of Kashmir, Shalimar Srinagar
3. The candidate's services can be terminated with one month notice or with remittance of one month pay in lieu thereof. If a candidate wishes to leave the services, he/she shall have to give one month notice or remittance of one month salary in lieu thereof.
4. The candidate shall observe the highest standard of ethics during the procurement and execution of such contracts and comply with IFAD's Policy on preventing Fraud and corruption in its activities and operations.
 - a. “Corrupt practice” is the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value in order to improperly influence the actions of another party.

- b. "Fraudulent practice" is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party in order to obtain a financial or other benefit or to avoid an obligation.
 - c. "Collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose; including improperly influencing the actions of another party.
 - d. "Coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of any party, to improperly influence the actions of that or another party.
 - e. "Obstructive practice" is (i) deliberately destroying, falsifying, altering or concealing evidence that may be material to an investigation by the Fund or making false statements to investigators in order to materially impede an investigation by the Fund; (ii) threatening, harassing or intimidating any party in order to prevent that party from disclosing its knowledge of matters relevant to an investigation by the Fund or from pursuing such an investigation; and/or (iii) the commission of any act intended to materially impede the exercise of the Fund's contractual rights of audit, inspection and access to information.
5. Candidate is required to comply with IFAD's policy on preventing sexual harassment, exploitation, and abuse. In case of proven sexual misconduct, the candidate's contract will result in termination. Candidate must ensure equal opportunity and fair treatment with others avoiding discrimination based on characteristics such as sex, race or nationality.
 6. The candidate shall ensure that its activities under the contract comply with IFAD's Social, Environmental and Climate Assessment Procedures (SECAP), as relevant to the activities performed under his contract. Information of SECAP is available on <https://www.ifad.org/en/secap>.
 7. The candidate shall have to give an undertaking that he/she shall abide by the HR Policy of SKUAST-K /JKCIP and other Policies and procedures of the department.
 8. Candidate shall have to submit a declaration that he/she has not been charged/convicted by the Hon'ble Court nor dismissed/removed/compulsory retired by way of punishment from the Service of any Public/Private Sector Undertaking or from Government Department and that he/she has not been declared insolvent by any court.
 9. Candidates shall have to submit an affidavit that he/she shall neither make any claim absorption in /JKCIP or SKUAST Kashmir nor for extension beyond the period, approved by /JKCIP.
 10. Screening criteria: In case of more applications, screening will be done based on relevant skill set, experience and professional qualifications and the applicants shall be shortlisted for interview on the basis of score obtained as per advertised criteria.
 11. The selection will be through a personal interview along with presentation. The candidate must be physically fit, motivated, and dynamic and result oriented and willing to join immediately after selection. No TA & DA will be paid for appearing in the interview. Date of interview shall be conveyed to the shortlisted candidates by telephone/email/ website. At the time of interview, candidates shall bring Original Certificates of qualifications and experience along with the Passport size photographs, Affidavits, NOC and self-attested photocopies of the certificates; failing to do so may lead to rejection of candidature.
 12. The experience claimed by the candidate shall be verified by competent authority and correctness. In case, it is found that the experience certificate is not verified by the issuing authority and/or is not as per the requisite skill set, the SKUAST-K /JKCIP shall be at the liberty to reject/disqualify/disengage the candidate at any point of time when the discrepancy is brought to the notice of the SKUAST-K /JKCIP.
 13. The SKUAST-K JKCIP reserves the right to fill up the vacancy or cancel the whole process of engagement without assigning any reasons thereof.
 14. Canvassing in any form and bringing any influence, political or otherwise will be treated as a disqualification for the assignment applied for and SKUAST-K JKCIP reserves the right not to consider such applicants for the selection process.
 15. Incomplete application and applications received after the last date (including post delays) will be rejected. No interim correspondence will be entertained.
 16. The last date for receipt of application is

17. The applicants shall not be more than 40 years.
18. Applications in an envelope super scribed with the post applied for; along with all the self-attested certificates, document's, CV and the Biodata in the attached format should be sent to the Director Research, SKUAST-Kashmir Shalimar, Srinagar,190025 by hand or through post only, by or before the last date of receipt of application. Applications received late including on account of postal delay shall not be entertained.