SIDBI Invites applications from retired officials of State and Central Government /PSU/DFI/BANKs/Infrastructure Lending Companies to be empanelled as consultants for SIDBI Cluster Development Fund Scheme

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**SIDBI CLUSTER DEVELOPMENT FUND (SCDF)**

**CLUSTER DEVELOPMENT VERTICAL**

**Small Industries Development Bank of India**

**3rd Floor, Atma Ram House, 1 Tolstoy Marg,**

**New Delhi - 110001**

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**I. INTRODUCTION**

In accordance with the mission and vision, SIDBI strives to facilitate and strengthen credit flow to MSMEs and address both financial and developmental gaps in the MSME eco-system. SIDBI acts as a single window for meeting the financial and developmental needs of the MSME sector to make it vibrant, strong and globally competitive. SIDBI has through its MITRA Portals (Stand Up Mitra and Udyami Mitra) created a handholding and mentoring ecosystem wherein experts (individuals and institutions) have been onboarded to extend their services to aspirants and existing enterprises (8000 active handholding agencies onboarded on Mitra portal).

**A. About SIDBI Cluster Development fund**

Shri U K Sinha committee, while recommending a more focused area for SIDBI’s collaboration with State Governments for MSME development and promotion, recommended the of Priority Sector Shortfall (PSS) funds of Commercial Banks to create a low-cost lending window for State Governments for development of MSME Cluster infrastructure projects, civil works for rehabilitation/upgradation/modernization of existing industrial estates and setting up of new industrial estates. This would require RBI approval and could be structured on the lines of the Rural Infrastructure Development Fund (RIDF).

Pursuant to the recommendation made by the Shri U K Sinha Committee, RBI formulated broad terms and conditions for setting up of a Cluster Development Fund (SCDF) with SIDBI for the purpose of financing of state governments, etc., to create infrastructure towards development of MSME clusters.

The allocation under SCDF shall be utilized in the form of loans for development of both greenfield (induced clusters) and brownfield (existing clusters) infrastructure projects in clusters, civil works for rehabilitation/upgradation/modernization of existing industrial estates and setting up of new industrial estates.

**C. Eligible categories of projects**

**The Fund is established to support setting up, upgrading and renovation of MSME infrastructure in areas other than agriculture. Indicative list is as under:**

**I. Industrial and Agri-allied sectors in the MSME eco-space**

1. Dedicated Urban / Sem-urban Industrial Estates (MSME Clusters) – Existing or new
2. Machinery and Equipment
3. Land Development / Drainage
4. Design Centre
5. Production Centre
6. Common Effluent Treatment Plant
7. Training Centre
8. R&D Centre
9. Raw Material Bank/Sales Depot
10. Product Display Centre, Marketing Hub
11. Information Centre
12. Value-chain gap filling common facilities
13. Cold chain infrastructure
14. Incubation centres for disseminating and deployment of govt. schemes of Central & State
15. Development of Market Yard, Godown, Warehouse, Urban Haat, Marketing Infrastructure
16. Testing and certifying laboratories / facilities
17. International Trade Centres
18. Infrastructure for Information Technology
19. Business development clinics to identify self-motivated MSMEs & coir cooperatives and support them on one-to-one basis to overcome their weaknesses
20. Renewable / sustainable energy systems (e.g. solar power) in Industrial Estates / Non- conventional sources of energy for common captive use
21. Power distribution
22. Any other need based infrastructural facilities in new industrial (multi-product) areas / estates or renovating existing industrial areas/estates/clusters.

**II. Social Sector projects in and around MSME clusters**

1. Drinking Water
2. Infrastructure for Education Institutions like ITIs, polytechnics, etc.
3. Public Health Institutions such as primary health centres
4. Solid Waste Management and Infrastructure works related with sanitation

**III. Connectivity to MSME Clusters\***

1. Roads
2. Bridges

*\*within and connecting to MSME Clusters*

**The detailed scheme can be accessed at**

<https://sidbi.in/files/msmeFocus/SCDF%20scheme%20guidelines.pdf>

**II. TERMS OF REFERENCE**

**A. Scope:**

SIDBI is adding to its Pool of Handholding agencies. We have commenced creating panel of consultants to facilitate creation of hard infrastructure in MSME clusters of the country through its SIDBI Cluster Development Fund Scheme under which funds are being channelized to State Governments.

The consultants shall be responsible forIndependent evaluation of Detailed Project Reports submitted by State Governments/ State Sponsored Institution and submission of Techno Economic Viability (TEV) assessment report. The Consultant shall also be required to support SIDBI offices in field monitoring of assisted projects at various stages.The projects shall fall under categories as indicated at **section I C.**

**B. Eligibility:**

* The interested applicants may be retired/superannuated/non-serving officials of State/ Central Government /PSU.
* Individuals having lending experience [in DFI/banks/Infrastructure lending companies] on Infrastructural projects can also apply.
* The indicative departments from where the interested applicant may have served during active service period is as hereunder:
* State Industries Department or aligned,
* Food processing, Agriculture (for agri allied)
* Infrastructure and Industrial department,
* Information Technology,
* MSME
* Export promotion
* Rural Development
* Urban Development
* Road/ Bridges
* Technical education
* Land/ Water/ Power/ Roads/ etc departments
* Public Sector Undertakings

***Important Notes***

1. The above list is indicative only. Any suitable and aligned department’s retired resource can also apply.
2. Further, if any applicant is already on panel of NABARD/ EXIM /IFCI etc for providing similar services, same shall be given additional weightage.
3. The applicant shall have to indicate the region/state they shall be available to offer services on short notice of SIDBI Regional Office
4. Age is not a bar for eligible candidates subject to medical fitness.

**C. Experience**

* The applicants must have relevant experience of handling Infrastructure projects in institutions referred above.
* For Government (State /Centre/PSU) officials the minimum experience of 10 years during past active service period in handling Infrastructure projects.
* For Banks/ DFIs, a minimum experience of 5 years in handling Infrastructure projects.

**D. Procedure for empanelment**

* The shortlisting shall be based on application forms received **only,** thus it is recommended to fill in the application with all due diligence.
* The Shortlisted applicants shall be contacted by SIDBI offices (near to their base location) for verification of facts and KYC as per the application form.
* **Stage 1**: Eligible candidates shall be listed with SIDBI
* **Stage 2:** After satisfactory completion of atleast one (or such number as SIDBI may decide from time to time) assignment, the successful candidates shall be empanelled subject to review as decided by SIDBI based on performance.
* The consultants shall be providing services through SIDBI Regional Offices (for States under their jurisdiction) and would be assigned work on case-to-case basis by SIDBI offices [details can be viewed at <https://www.sidbi.in/en/regional-incharges> ]. The work assignment shall be made for states as per the preference indicated by the applicant at **Sl no 10** of the application form at **section V** of the document.

III **HONORARIUM RATE CARD**

|  |  |  |  |
| --- | --- | --- | --- |
| **Consultants** | **Indicative Experience** | **Honorarium per Diem** | **Project category** |
| **Travel allowance on reimbursement** |
| Top Level Consultants | * Chief Engineer (equivalent) or eligible applicants with experience of minimum 15 years * For DFIs/Bank etc rank of DGM and above | `5,000/ day | 1. All Greenfield proposal above `50 crore project value  2. Other Proposals greater than ` 100 crore project value |
| TA equivalent to Grade D officer of SIDBI |
| Senior Level Consultants | * Superintending Engineers (equivalent) or eligible applicants with experience of minimum 10 years * For DFIs/Bank etc rank of AGM and below | `3,000/ day | 1. Greenfield proposal upto `50 crore project value  2. Other Proposals greater than `50 crore and upto `100 crore project value |
| TA equivalent to Grade C officer of SIDBI |
| Middle Level Consultants | Executive Engineers (equivalent) or eligible applicants experience of minimum 5 years | `3,000/ day | Proposals other than greenfield upto `50 crore project value |
| TA equivalent to Grade A/B officer of SIDBI |

1. **The TA details of equivalent SIDBI officer shall be shared on empanelment**
2. No retainership shall be paid to the empanelled consultant and payments shall be purely on assignment basis

**For any queries, please write to us over following mail IDs**

**1.** [**cdf@sidbi.in**](mailto:cdf@sidbi.in)

**2.** [**smirtib@sidbi.in**](mailto:smirtib@sidbi.in)

**Give us a call over 011-23448418**

**IV. INDICATIVE REPORT FORMAT**

**Consultant Report [DPR Validation/ TEV assessment]**

**State :**

**SCDF Tranche :**

**Project Description:**

The project emphasis for …………………... The observation on the proposal is as below:

**Component 1- Technical aspects**

**Component 2- Financials aspects**

**Component 3- Overall Project- Timelines**

**Component 4- Overall Project Viability**

……………

**Recommendation**

………….

**The proposal is recommended/ not recommended for sanction**

**(Name & Sign of the consultant)**

**Consultant**

**Date of report :**

**V. APPLICATION FORM**

***Instructions for filling the application form:***

*Please take print out filled in application form and share the signed (scanned copy) of the same over email* [*cdf@sidbi.in*](mailto:cdf@sidbi.in) . **The application must be submitted in single mail only.**

**Format of Application Form for Empanelment of SCDF Consultants**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Sl No** | **Particular** | |  | | | | |
| **1** | Category of Consultant Applied for   1. Top Level Consultants 2. Senior Level Consultants 3. Middle Level Consultants | |  | | | | |
| **2** | 1. Name 2. Email ID 3. Mobile Number 4. Landline Number 5. Address | |  | | | | |
| **3** | DOB | |  | | | | |
| **4** | Educational qualification | | Graduation | Post-Graduation | | | Specialization |
| **5** | Designation last held before attain superannuation/VRS/resignation etc | | Department | | Date of superannuation/VRS/resignation etc | | |
|  | |  | |  | | |
| **6** | Experience relevant to the assignment only | | | | | | |
|  | **Department** | **Number of years** | **Responsibilities held (#) (Max 25 words per row)** | | | **Any Specific achievement related to development of MSME ecosystem (#) ( Max 25 words per row)** | |
| **6.1** |  |  |  | | |  | |
| **6.2** |  |  |  | | |  | |
| **6.3** |  |  |  | | |  | |

# Pls give bullet points only

**7.** Relevant experience in conceptualization/ creation/validation of Detailed project Reports / Techno Economic Viability study in respect of infrastructure projects for MSMEs/ MSME Eco space (MAX 200 words)

**8.** Relevant experience in implementation /monitoring/financing in respect of infrastructure projects for MSMEs/ MSME Eco space. (MAX 200 words)

**9.** Whether already empanelled with NABARD/ Bank/ FI/ Government organizations/ Multilateral agencies etc.? **If yes,** brief description of type of assignments undertaken (please attach empanelment letter/experience certificate etc) (MAX 200 words)

|  |  |  |
| --- | --- | --- |
| **Sl No** | **Particular** |  |
| **10** | State you shall be interested to offer services in ( can indicate upto 5 states) | 1.  2.  3.  4.  5. |
| **11** | Proof of identity  [Pls mention valid document number and issuance date, copy same shall be required to be submitted if shortlisted by SIDBI] |  |
| **12** | Proof of address  [Pls mention valid document number and issuance date, copy same shall be required to be submitted if shortlisted by SIDBI] |  |
| **13** | **Declarations**  I hereby certify that all information furnished by me is true, correct and complete. I shall furnish all other information that may be required by Bank in connection with my application. The information may also be exchanged by you with any agency you may deem fit.  I have no objection to carry out validation for my Id proof, KYC documents and accessing my credit history & credit score by credit bureau and carried out rating by rating agencies on behalf of portal operators and lenders.  I have not been censured/blacklisted/ banned/ barred/ disqualified/ prohibited by Govt. of India or State Government or any Bank / RBI/ IBA / SEBI/ any regulatory authority or any court of law including NCLT / NCLAT or any quasi-judicial authority or any other statutory authority.  Further, this is to certify that I do not have any legal and other cases pending against me that may have any impact affecting or compromising the delivery of services required.  Name  Signatures  Place  Date | |