

**GOVERNMENT OF INDIA
MINISTRY OF TEXTILES
OFFICE OF THE DEVELOPMENT COMMISSIONER FOR HANDLOOMS
WEAVERS' SERVICE CENTRE
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**INVITING EXPRESSION OF INTERESTS (EOI)
FOR ENGAGING CLUSTER DEVELOPMENT EXECUTIVE (CDE)**

Expression of Interest (EoIs) invited for engaging Cluster Development Executive (CDE) under Murshidabad Mega Handloom Cluster (CHCDS) in Murshidabad District (No. of Vacancies 03) for 3 Block Level Clusters viz. Bharatpur I & II, Raghunathganj-I & Sagardighi and Raninagar I & II.

Total No. of Vacancies: 03 nos.

The Cluster Development Executive (CDE) will be selected through evaluation of his/her profile and experience in the relevant sector. The details of eligibility criteria, broad Terms of Reference (ToR), Guidelines for submission of EOIs and other Terms and Conditions are available on the website of DCH (www.handlooms.nic.in).

The eligible Organizations/Agencies/Individual interested in rendering their service as Cluster Development Executive (CDE) should submit EOI in sealed envelope super scribing the title **“EoI for engaging Cluster Development Executive (CDE) under Murshidabad Mega Handloom Cluster (CHCDS) on or before 13/11/2022 till 5.30 p.m.** to the office of the **Deputy Director, Weavers' Service Centre, A-101, Ground Floor, Garments Park (Paridhan), 19, Canal South Road, Beliaghata, Kolkata-700015 (W.B.)** or to the **Deputy Director of Textiles, Presidency Division, Krishnanagar, Nadia, Pin No – 741101**

Sd/-

Deputy Director (HOO)
Weavers' Service Centre
Kolkata

NOTICE INVITING EXPRESSION OF INTERESTS (EoIs) FOR ENGAGING CLUSTER DEVELOPMENT EXECUTIVE UNDER MURSHIDABAD MEGA HANDLOOM CLUSTER (CHCDS) IN MURSHIDABAD DISTRICT.

Last date for the receipt of (EoIs) is on 13/11/2022 up to 5.30 p.m.

INTRODUCTION:

The office of the Development Commissioner for Handlooms, Ministry of Textiles, Government of India has a provision for engaging Cluster Development Executive (CDE) in Block Level Cluster under Comprehensive Handloom Cluster Development Scheme (CHCDS). As per the provisions, a Qualified Individual /Agency will be engaged in the Block Level Cluster by the implementing Agency for development of the concerned clusters. Cluster Development Executive (CDE) will be working under the committee constituted for implementation of the Murshidabad Mega Handloom Cluster under CHCDS in Murshidabad District. The no. of Vacancies 03 for five Block Level Clusters viz, Bharatpur-I & II , Raghunathganj-I & Sagardighi and Raninagar-1 & II under CHCDS in Murshidabad .

1. OBJECTIVE:

The objective of engagement of Cluster Development Executive (CDE) in the Block Level Clusters are as follows:

- a) To assist the Implementing Agency in implementation of the Block Level Cluster,
- b) To discharge official works of Block Level Cluster with Implementing Agency, Weavers' Service Centre concern.
- c) To coordinate with Marketing Consultant and the Implementing Agency for Establishing Market Linkages with the Importers/Buying Agents/Overseas Buyers for Marketing of the Product Developed.
- d) To convert paper design made by Fashion Designer cum Marketing executive to fabric.
- e) To maintain the Documentation of the Development Work of the Cluster.
- f) To manage all the Activities including CFC of the Cluster.

2. ELIGIBILITY CRITERION:

A Firm / Agency / Individual is eligible to support the concerned cluster by providing their CDE, fulfilling the eligibility norms. In such a case, CV of the CDE should be forwarded by the agency concern to the Implementing Agency (IA) or WSC concern. If the CDE recommended by the Agency once engaged in the cluster, he/she will have to continue to work in the cluster. However, change of the CDE in the cluster is permitted only in two occasions and that too with the prior permission of the Concern Committee.

Individual fulfilling eligibility norms can also apply directly to the concerned authorities as mentioned.

Eligibility Norms:

- i. The applicant should be Diploma in Handloom Technology (DHT).
- ii. Applicant preferably should have at least 2 (Two) years of working experience in Handloom Sector and track record for Promotion and Development in Handloom Sector.

3. DURATION OF THE PROJECT:

Project duration is for 3 (Three) years. The Cluster Development Executive (CDE) will be engaged initially for a year which is extendable, subject to satisfactory performance.

4. SCOPE OF WORK:

a) Marketing of the Handloom Products:

To ensure and assist Implementing Agency and Weavers in Marketing of the new products developed by the Designer exhibit in different Expos Inside & Outside State and in International Fairs and Exhibitions.

b) Documentation of the Design and Products Developed:

To do the documentation of the Designs and Products to be developed by the concerned Textile Designer cum Marketing Executive.

c) To convert in to paper design of the designs developed by the Fashion Designer cum Marketing executive and finally in to the fabric.

He/she will help the Textile Designer cum Marketing Executive to convert the designs developed by the later into paper designs and finally in to the Fabric.

d) To discharge official works of Block Level Cluster with Implementing Agency, Weavers' Service Centre concern.

5. WORK:

- a) Extensive field visits to the Block Level cluster to identify the various types of the different Weavers Groups.
- b) Convert paper design made by Fashion Designer cum Marketing executive to fabric.
- c) Assist Implementing Agency in Marketing the Developed Products.
- d) Cluster Development Executive (CDE) to stay in all working days of West Bengal Government Calendar in a cluster for undertaking the Assigned Activities.
- e) Weaver's Service Centre (WSC) concerned will be actively involved in supervision of the work of the CDE engaged.

6. EMOLUMENTS:

The Cluster Development Executive (CDE) shall be paid up to Rs. 25,000/- (Rupees Twenty five Thousand) only per month. In exceptionally deserving case or in very remote area, CDE will be paid up to Rs. 30,000/- p.m.

7. SELECTION CRITERIA:

- a) The Cluster Development Executive (CDE) shall be selected by the designated Committee.
- b) Selection will be made on the assessment of the profile of the candidate.
- c) Qualification and the relevant experience for handling similar projects.
- d) The Committee reserves the right to recommend amendments in the proposed project. The selection in that case will be subject to incorporation of those amendments.

Procedure for submission of Expression of Interest:

The following are to be submitted in sealed cover:-

- I. The Candidate's profile in brief with details of experience in designing, promotion and product development in the handloom/textiles sector including award won and details of its creativity, work done in the past in connection to the scope of the work suggested.
- II. Proof of experience and of handling relevant activities mentioned.
- III. Any other supporting documents relevant to the projects.
- IV. Copy of concept of depicting and focusing on development of Handlooms by providing design inputs and promotion to the domestic and international market.

8. OTHER INFORMATION:

Applicants may submit request for clarification to this EoI if any by sending an email to wskolkata@gmail.com or ddtextpd12@gmail.com . Clarification requests must be received by 06/11/2022 before 5.30 p.m.

The selected agency/individual has to sign an Agreement with the Implementing Agency for rendering satisfactory services and completion of the projects in a time bound manner.

9. LAST DATE FOR SUBMISSION OF EOI:

The last date for submission of EoI is **13/11/2022 till 5.30 p.m.** The EoI received after due date shall not be accepted. The EoI shall be addressed to the **Deputy Director, Weavers' Service Centre, A-101, Ground Floor, Garments Park (Paridhan), 19, Canal South Road, Beliaghata, Kolkata-700015 (W.B.)** or to the **Deputy Director of Textiles, Presidency Division, Krishnanagar, Nadia, Pin No – 741101.** The envelope should clearly be marked **“EoI for engaging Cluster Development Executive (CDE) under Murshidabad Mega Handloom Cluster (CHCDS) and Under NHDP”**.

9.1 Right of the Implementing Agency

The Implementing Agency reserves the right to accept / reject the proposal received without assigning any reason whatsoever, or may call for any additional information / clarification, if so required.

10. COURT JURISDICTION:

This shall be subject to the exclusive jurisdiction of local court.

11. ATTACHMENT TO BE FURNISHED WITH EOI:

CV of the applicant

- Documents establishing the credential of the Candidate- Qualification, year of experience, working experience in handloom sector, approach and methodology towards development of cluster, etc. should be submitted as part of EoI.
- If a company/agency is recommending C.D.E, profile of the company/agency along with the CV of the C.D.E. should be submitted.