

Terms of Reference (TOR)

For Empanelment of Veterinarians for Consultancy Assignments

Passing Gifts Private Limited (PGPL), a subsidiary of Heifer International

1. Introduction

Passing Gifts Private Limited (PGPL), a subsidiary of **Heifer International**, is committed to strengthening rural livelihoods through sustainable livestock and agricultural development. PGPL promotes community-led transformation that is inclusive, resilient, and self-reliant—rooted in shared values of accountability, sustainability, caring, and full participation.

Working through a strong network of **local partners**, PGPL builds the capacity of smallholder farmers, producer collectives, and rural service providers. Our efforts focus on improving **animal health systems**, enhancing livestock **productivity**, and strengthening **market access**—contributing to the **transformation of local food systems** toward greater equity, nutrition, and climate resilience.

PGPL has implemented a range of need-based initiatives across India. We are currently active in **Andhra Pradesh, Bihar, and Odisha**, reaching over **1.36 lakh smallholder farmers and farmer institutions** through our partner-driven model of inclusive development.

Services of Passing Gifts

- Educating, consulting, training, advising, and providing professional and technical services to individuals, associations, and entities in India and abroad, particularly those who support or are working in the areas of social advancement and sustainable development.
- Engaging in various business activities with individuals, associations, and entities as prescribed above, with a goal of generating a positive social and environmental impact.
- Undertaking monitoring and evaluation activities related to our social advancement and sustainable development initiatives.
- Providing other services related and incidental to the above.

To support its work in diverse geographies and as part of its technical service delivery model, PGPL seeks to empanel qualified and experienced veterinarians who may be engaged on a need basis for various consultancy assignments across its operational regions and beyond.

4. Objectives of Empanelment

The objective of this empanelment is to create a pool of qualified and experienced veterinarians who may be engaged on a consultancy basis, subject to project requirements and availability of funds, across PGPL's current and emerging geographies.

The empanelled consultants may be called upon to support the following assignments:

- Delivery of animal health services and veterinary extension.
- Development of Information, Education, and Communication (IEC) materials, training modules, manuals, and Standard Operating Procedures (SOPs).
- Capacity building of farmers, frontline workers, and community-level animal health providers.
- Execution of baseline studies, needs assessments, and impact evaluations.
- Preparation of technical proposals, concept notes, and project implementation strategies.
- Documentation of best practices, success stories, and technical reports.

This empanelment will enable PGPL to ensure timely, high-quality technical support for livestock-based livelihoods and development initiatives.

5. Scope of Work

Empanelled veterinarians may be engaged for assignments such as:

- Field assessments, preventive healthcare, and treatment protocols for goats, cattle, and poultry
- Training of farmers, Pashu Sakhis, para-vets, and staff
- Development of training content, SOPs, and extension materials
- Preparation of reports, technical documentation, and livestock strategies
- Feasibility studies, impact assessments, and literature reviews
- Support in designing and implementing livestock-based livelihood models and service delivery systems
- Advising on innovations in animal husbandry and climate-resilient practices

- Any other veterinary or technical support as required by PGPL

6. Eligibility Criteria

Veterinarians interested in empanelment should meet the following criteria:

- **Educational Qualification:** BVSc. & A.H. from a recognized university. A postgraduate qualification in veterinary sciences (M.V.Sc), livestock production management, or public health will be an added advantage.
- **Professional Experience:** At least 3 years of relevant experience in livestock healthcare, rural veterinary extension, or livestock-based development projects.
- **Registration:** Must be registered with the Veterinary Council of India or the concerned State Veterinary Council.
- **Language & Communication:** Proficiency in local languages and strong communication skills are desirable.
- **Others:** Experience in working with rural communities, NGOs, or CSR projects will be preferred.

7. Empanelment Procedure

- **Submission:** Interested individuals must submit their CV with a cover letter.
- **Evaluation:** Applications will be reviewed by PGPL's internal committee based on experience, qualifications, and relevance to the consultancy assignment.
- **Interaction:** Shortlisted candidates may be invited for an interaction or technical assessment.
- **Empanelment Validity:** The empanelment will be valid for **two (2) years**, extendable based on performance and PGPL's requirements.

8. Engagement Terms

- Empanelment does not guarantee any minimum number of assignments.
- Engagements will be on a short-term, consultancy basis, governed by specific terms of reference and agreed remuneration.
- Consultants must adhere to PGPL's ethical standards, code of conduct, and confidentiality policies.

- PGPL reserves the right to terminate an empanelment based on non-performance or misconduct.

9. Remuneration

Remuneration for consultancy assignments will be determined based on:

- Nature and complexity of the assignment
- Required field travel and duration
- Consultant's experience and qualifications

Remuneration will be discussed and finalized in advance for each assignment.

10. Application Details

Veterinarians interested in empanelment may send their application to:

Email: procurement-in@heifer.org

Subject Line: Application for Empanelment – Veterinary Consultant (Livestock-based Livelihoods)

Deadline: 20th June 2025

Required documents:

- Updated Curriculum Vitae
- Cover letter (max 1 page) explaining interest and suitability