राष्ट्रीय बागवानी बोर्ड
National Horticulture Board
कृषि एवं किसान कल्याण मंत्रालय, भारत सरकार
Ministry of Agriculture & Farmers Welfare, Govt. of India
85, संस्थानिक क्षेत्र, सेक्टर–18, गुरुग्राम–122015 (हरियाणा)
85, Institutional Area, Sector-18, Gurugram-122015 (Haryana)

आज़ादी का अमृत महोत्सव

NHB/Pers./Engagement of Consultants/CDP/2026/____3363 **Date: 13.11.2026**

The National Horticulture Board (NHB) invites applications from eligible candidates for engagement of 03 (three) Agribusiness Consultants on a purely contractual basis for providing support to the Cluster Development Programme (CDP). The initial period of one (01) year from the date of joining. The engagement may be extended on yearly basis, subject to satisfactory performance, continued requirement of NHB and approval of the competent authority.

The eligibility criteria, experience requirements and terms of reference for the position are as under:

S. No.	Position	No. of Posts	Monthly Remuneration	Essential Qualification	Experience	Desirable Skills / Experience	Maximum Age
1	**Agribusiness Consultant**	**03**	**₹80,000/- (consolidated)**	Master's Degree in Agribusiness Management or Agricultural Marketing, or Horticulture or Post Harvest Management or Food Process Engineering and Management or Food Agri-Business Management or Food Supply Chain Management or a two-year Post Graduate Diploma in Agri Business Management, from a recognised University/Institution.	Minimum 2 years of post-qualification relevant experience.	Experience in coordination, implementation and monitoring of agriculture/horticulture/agribusiness or infrastructure projects; monitoring physical and financial progress; coordination with Government Departments, State agencies, IAs, FPOs/FPCs and financial institutions; monitoring project execution; identifying implementation bottlenecks; examining DPRs and project reports; monitoring fund utilisation and scheme compliance; organising review meetings and field visits. Knowledge of horticulture value chains, post-harvest management, cold-chain infrastructure, marketing, export promotion and market linkages will be desirable.	40 years

Basic knowledge of computers is mandatory.

Terms and Conditions of Engagement

1. The engagement shall be purely contractual and shall initially be for a period one (01) year from the date of joining.
2. On completion of the initial engagement period, the contract may be extended on yearly basis, subject to satisfactory performance, continued requirement of NHB and approval of the competent authority. Extension shall not be automatic and shall be at the sole discretion of NHB.
3. The Consultant shall be paid a consolidated remuneration of ₹80,000/- (Rupees Eighty Thousand only) per month. Payment shall be made at the end of each calendar month, subject to satisfactory performance, certification/recommendation of the concerned Divisional Head and submission of the prescribed work/progress report, as applicable.
4. The consolidated remuneration shall be inclusive of all components and the Consultant shall not be entitled to any other allowance, perquisite or service benefit, including accommodation, medical allowance, leave

travel concession or regular transport/telephone facility, except reimbursement of approved official tour expenses as admissible under NHB rules/instructions.

5. Expenses incurred on official tours undertaken within India in connection with assigned duties shall be reimbursed on an actual basis, subject to prior approval of the competent authority, applicable NHB norms and submission of supporting bills/vouchers.
6. For approved official tours, travel by air (Economy Class), train (AC 2-Tier) or taxi, as appropriate, and hotel accommodation, daily allowance and incidental expenses shall be admissible in accordance with applicable NHB rules/instructions and the approval accorded for the tour.
7. The place of posting/headquarters shall be NHB Headquarters, Gurugram. The Consultant may be required to undertake official visits to CDP cluster locations and other places in India as directed by NHB.
8. The Consultant shall work under the overall supervision and control of the CDP Division/Officer designated by NHB and shall discharge the duties assigned from time to time. The Consultant shall observe the prescribed office timings, attendance requirements and administrative instructions applicable to contractual personnel.
9. The Consultant shall maintain strict confidentiality in respect of all official information, documents, data and records accessed or handled during the engagement. No such information shall be disclosed, shared, copied or used for any purpose other than official duties without prior written authorisation. The Consultant shall comply with the Official Secrets Act, 1923, wherever applicable, and all relevant Government of India/NHB instructions.
10. All reports, databases, presentations, documents and other work products prepared by the Consultant in the course of the engagement for NHB shall remain the property of NHB and shall be handed over to the designated officer upon completion or termination of the engagement.
11. The Consultant shall avoid any actual or potential conflict of interest and shall not undertake any assignment or activity that may adversely affect the discharge of duties for NHB. Any such conflict shall be disclosed promptly to NHB.
12. The engagement shall not confer any right or claim for regular appointment, absorption, continuation or extension in NHB. The Consultant shall not be treated as a regular employee of NHB and shall not be entitled to regular service benefits.
13. NHB reserves the right to terminate the engagement at any time, without assigning any reason and without giving any prior notice. The decision of NHB in this regard shall be final.
14. The Consultant may be required to submit a monthly report of work performed and progress achieved in the format prescribed by NHB. Non-performance, unsatisfactory performance, misconduct, breach of confidentiality or non-compliance with official instructions may be considered by NHB while deciding continuation or termination of the engagement.
15. Any matter not specifically covered herein shall be governed by the applicable rules, regulations, guidelines and instructions of NHB/Government of India, as amended from time to time. NHB reserves the right to amend the terms and conditions in the administrative interest of the Board.

Terms of Reference (ToR)

The Agribusiness Consultant shall provide professional and technical support to NHB for coordination, facilitation, implementation, execution, monitoring and review of approved projects under the Cluster Development Programme (CDP). The primary responsibility shall be to facilitate effective coordination with

Implementing Agencies (IAs), State Governments, State Horticulture Missions (SHMs) and other stakeholders to ensure timely implementation of approved cluster projects and achievement of prescribed physical and financial targets.

The major roles and responsibilities shall include:

1. Coordinate with IAs, SHMs, State Government Departments and other concerned stakeholders for effective implementation of approved cluster projects.
2. Facilitate timely commencement and execution of project components approved under the DPRs and Grant Agreements, including infrastructure development, procurement, installation and commissioning of facilities.
3. Follow up with IAs on implementation of approved project activities, farmer-related interventions, financial tie-ups and fulfilment of conditions stipulated in Grant Agreements; coordinate completion of Grant Agreements, MoUs and other implementation-related formalities, wherever required.
4. Monitor the physical and financial progress of all approved clusters against approved DPRs, Grant Agreements, implementation schedules and prescribed milestones; maintain cluster-wise and component-wise records of project cost, approved assistance, expenditure, fund utilisation and pending activities.
5. Track fulfilment of commitments made by IAs in approved DPRs, particularly in respect of farmer participation, farmer registration, area coverage, crop-wise targets, production potential, infrastructure creation, market linkages and exports.
6. Undertake field visits to cluster locations to verify implementation progress and prepare field visit/inspection reports highlighting achievements, deficiencies, delays and corrective actions required.
7. Identify administrative, technical, financial and operational bottlenecks affecting implementation and coordinate with concerned stakeholders for their timely resolution; maintain an updated record of pending issues, action points, responsible stakeholders and timelines.
8. Monitor implementation of farmer-oriented interventions, including farmer mobilisation, registration, capacity building and integration of farmers into organised supply chains.
9. Facilitate coordination with technical institutions, KVKs, Agricultural Universities, FPOs/FPCs, exporters, processors and other stakeholders for strengthening horticulture value chains and market linkages.
10. Assist in monitoring fund utilisation and examination of expenditure statements, Utilisation Certificates and other documents submitted by IAs in connection with release of financial assistance, in accordance with applicable guidelines and directions of NHB.
11. Maintain and update cluster-wise dashboards/databases and project information on the CDP SURAKSHA Portal and other monitoring systems, as assigned by NHB.
12. Prepare monthly, quarterly and other periodic progress reports, analytical statements, review notes, presentations and Action Taken Reports (ATRs) for consideration of NHB management and competent authorities.
13. Assist in preparation and conduct of review meetings, Project Approval Committee (PAC) meetings and other meetings relating to CDP implementation, including compilation of agenda material, progress updates and follow-up of decisions.
14. Examine implementation-related proposals, requests for modification of approved project components and other project documents and provide technical/agribusiness inputs to NHB.

15. Undertake any other assignment relating to CDP/NHB entrusted by the competent authority from time to time.

Procedure for Submission of Application

Interested and eligible candidates shall submit their applications in the prescribed format, along with self-attested copies of the documents listed below, by email to **md@nhb.gov.in** and **nhbpersonnel@gmail.com on or before 5:00 PM on 25.11.2026**. Applications received after the prescribed date and time, or found incomplete, may not be considered. Applications shall be accepted through email only; submission of a physical copy is not required.

- Application in the prescribed format, duly completed and signed.
- Self-attested copies of degree certificates and mark sheets in support of the prescribed educational qualifications.
- Self-attested experience certificates clearly indicating the period and nature of experience.
- Self-attested copy of PAN Card.
- Self-attested copy of Aadhaar Card or other valid photo identity proof.
- Recent passport-size colour photograph and any other relevant supporting documents.

Selection Procedure

Applications shall be scrutinised with reference to the prescribed eligibility criteria, qualifications and experience. Only shortlisted candidates shall be called for an interview/interaction. The date, time, venue or online mode of interview shall be communicated separately to shortlisted candidates through email. Mere fulfilment of the eligibility conditions shall not confer any right to be called for interview or to be selected. NHB reserves the right to adopt an appropriate selection process, not to fill any or all of the positions, and its decision regarding shortlisting and selection shall be final.

Interview

Interview for the shortlisted candidates shall be conducted on 27.11.2026 from 11.00 am onwards. Exact slot of the interview shall be communicated to shortlisted candidate through email.

(C.P. Gandhi)
Joint Director

APPLICATION FORM

[Affix recent passport-size colour photograph]

1. Name of the Candidate (in BLOCK LETTERS): _____

2. Father's / Mother's / Spouse's Name: _____

3. Date of Birth (DD/MM/YYYY): _____ 4. Age as on closing date: _____

5. Gender: _____ 6. Nationality: _____

7. Complete Postal Address: _____

_____

8. Mobile Number: _____ 9. Email ID: _____

10. Educational Qualifications:

S. No.	Qualification	Year of Passing	University / Institution	Subject / Specialisation

11. Details of Employment / Relevant Experience:

S. No.	Organisation	Designation	Period (From–To)	Nature of Duties	Total Experience

12. Total post-qualification relevant experience: _____

13. Whether you fulfil all prescribed eligibility criteria: YES / NO

14. Additional information in support of your candidature (if any):

_____

_____

Enclosures (please tick and attach self-attested copies):

- Educational certificates and mark sheets
- Experience certificates
- PAN Card
- Aadhaar Card / valid photo identity proof
- Recent passport-size colour photograph
- Any other relevant supporting documents

DECLARATION

I hereby declare that the information furnished above is true and correct to the best of my knowledge and belief. I understand that if any information furnished by me is found to be false, incorrect or misleading, my candidature/engagement may be cancelled by the National Horticulture Board at any stage.

Date: _____

Place: _____

Signature of the Candidate

Name: _____

Mobile No.: _____

Email ID: _____