

CONTRACT FOR CONSULTANT SERVICES

www.ifsp-srilanka.org

Office:
42 Huskison Street
31000 Trincomalee

**Please indicate on all
 correspondence and
 invoices
 below mentioned details**

Represented by

Rohini Singarayer, Project Director IFSP
 Dr. Dedo Geinitz, Teamleader IFSP

Contract Number:/2003

Hereinafter referred to as **“IFSP”**

Project Number:
PN 97.3653.9-001.00

and

Project:
**Integrated Food Security
 Programme Trincomalee**

Hereinafter referred to as **“The Consultant”**

Bank Details have to be
 completed by
 the **Implementing Partner**
 upon
 signing of agreement unless
 cash
 payment is agreed upon.

Bank:

Bank Code:

Account Number:

for the

‘IFSP Lessons learnt – best practices mission’

Lead Consultant

1. **Declaration of the Consultant**

The **Consultant** shall implement the tasks as an independent expert. No sub-contracting is permitted.

2. **Subject of the Agreement**

The **Consultant** shall participate in the 'IFSP lessons learnt – best practices mission' as lead consultant and specialist for **institutional relations and institutional knowledge management** under the tasks described in the agreed terms of reference for the whole IFSP mission and according to his specific tasks.

The terms of reference form an integral part of this contract. Any changes and amendments shall be forwarded by the **Consultant** in writing and shall be subject to written approval by the **IFSP**.

3. **Duration of Assignment**

In order to fulfil this agreement the **Consultant** shall work for the following scheduled period: From , for a total of days.

4. **Reporting**

The **Consultant** shall report all events that could result in changes and amendments of the terms of reference and budget and, hence in additional works.

The **Consultant** shall contribute to the joint mission report for his particular TOR and undertake the task to combine the reports of the team members of the mission in one report. The standard reporting guideline of **IFSP** have to be applied. Reporting is to be done in hard copy (2 copies) and in digital form (diskette and/or e-mail).

5. **Remuneration**

A lump sum of up to Rs. shall cover all costs specified under the terms of reference. **IFSP** will arrange for transport in Trincomalee and from and to Colombo.

6. **Payment Arrangements**

The **Consultant** shall receive payments according to and approval of invoice to **IFSP** at the end the assignment.

6. **Taxes**

All claims by the **Consultant** under this agreement are discharged. The **Consultant** is obliged to pay all public levies, such as taxes, statutory, accident and social insurance themselves.

7. **Confidentiality**

Both during and after the end of the agreement the **Consultant** must not disclose any matters, which have come to his/her knowledge during the course of his/her duties. This shall not apply to communications made in the normal discharge of his duties or to facts, which are manifest to public or which by their nature or importance, do not require to be treated as confidential.

8. **Copies**

This agreement is drawn up in three originals. The **Consultant** shall receive one original.

Date and Place: Trincomalee, February 2003

Rohinin Singarayer

Dr. Dedo Geinitz

Consultant:

Witness:

GTZ Director, Colombo:

Annex: Terms of reference.