



**North East Centre For Technology Application & Reach (NECTAR)
An Autonomous body of Department of Science and Technology,
Government of India**

Expression of Interest (EOI)

For

**Empanelment of Implementing Agencies (IA)
for undertaking Project Management/Review/Appraisal
and Implementing a Common Facility Centre (CFC)
under the PM-DevINE Scheme**

**North East Centre for Technology Application & Reach (NECTAR)
An Autonomous body under Department of Science & Technology (DST), Govt. of
India**

**Survey of India Campus, Bonnie Brae Estate
Barik Point, Shillong – 793 001 (Meghalaya)**

25 July 2025

To,

All interested and eligible candidates.

SUB: - Implementing Agencies (IA) for undertaking Project Management/Review/Appraisal and Implementing a Common Facility Centre (CFC) for the project “A Value Chain on Utilization of Banana Pseudo Stem for Value-Added Products” under the Prime Minister's Development Initiative for North East Region (PM-DevINE) Scheme.

Dear Sir / Madam,

For and on behalf of NECTAR, sealed Expression of Interest are invited, as per the subject, from the interested and eligible firms/parties as per requirements given in the document.

1. EOI form along with terms and conditions is available on the websites www.nectar.org.in and CPP Portal from date/time: 25/07/2025 at 11:00 AM.
2. Last date of submission of EOI is 14/08/2025 at 05:30 PM
3. The sealed envelope should be dispatched through courier/ speed post/ Registered post to the to the

Sr. Administrative Officer

North East Centre for Technology Application and Reach (NECTAR)

SOI Campus, Bonnie Brae Estate, Barik Point

Shillong – 793 001.

4. The EOI proposals will be evaluated at NECTAR office in the presence of the Bidder or their authorized representatives. NECTAR reserves the right to accept or reject any EOI without assigning any reason thereof at its discretion.
5. Eligible firms / parties are requested to submit their proposals as the requirements in the EOI document.
6. Agencies already applied in the EOI on the same subject need not apply again.
7. Queries if any may be referred in writing to the Sr. Administrative Officer at the above-mentioned address or at E-mail: nectar@nectar.org.in

Yours Faithfully

Sr. Administrative Officer

NECTAR

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1. TEXT OF ADVERTISEMENT

INVITATION FOR EXPRESSION OF INTEREST (EOI) –

ABOUT NECTAR:

The North East Centre for Technology Application and Reach (NECTAR) is an autonomous society, set up under the Department of Science & Technology, Government of India with its headquarter at Shillong, Meghalaya.

NECTAR has been conceived as a collaborative centre of excellence to resolve the last mile problem in the delivery, induction, management, use and extension of technology applications which serve public good and promote social and economic development of the North Eastern region in the broadest possible terms. In order to assist the North Eastern Region, NECTAR ensures application of appropriate technologies for development in the areas of biodiversity concerns, watershed management, telemedicine, horticulture, infrastructure planning & development, planning and monitoring, and tele-schooling using cutting edge solutions, employment generation through utilization of local products/resources and associated skill development.

North East Centre for Technology Application & Reach (NECTAR) invites sealed Expression of Interest (EOI) from Indian consulting agencies to be empaneled as Implementing Agencies (IA) for undertaking Project Management/Review/Appraisal and Implementing a Common Facility Centre (CFC) for the project “A Value Chain on Utilization of Banana Pseudo Stem for Value-Added Products” under the Prime Minister's Development Initiative for North East Region (PM-DevINE) Scheme in any of the following 5 locations (districts) in Phase-II , viz Kokrajhar, Kamrup and Nalbari (Assam); Khowai (Tripura); Churachandpur (Manipur).

The EOI Document containing the details of qualification criteria, submission requirement, brief objective & scope of work and evaluation criteria etc. can be downloaded from Central Public Procurement Portal (CPPP) and the website <https://nectar.org.in/>. Further details, if any, may be obtained from any of our offices during working hours.

2. LETTER OF INVITATION

Dear Sir/Madam,

North East Centre for Technology Application & Reach (NECTAR) invites sealed Expression of Interest (EOI) from Indian consulting agencies for Empanelment of Implementing Agencies (IA) for undertaking Project Management/Review/Appraisal and Implementing a Common Facility Centre (CFC). The project will be implemented in the following 5 locations (districts) in Phase-II , viz Kokrajhar, Kamrup and Nalbari (Assam); Khowai (Tripura); Churachandpur (Manipur).

The EOI Document containing the details of qualification criteria, submission requirement, brief objective & scope of work and method of evaluation etc. is enclosed. The EOI Document is also available on the NECTAR website <https://nectar.org.in/>. You may submit your responses in sealed envelopes in prescribed format to the undersigned latest 13.08.2025

Sr. Administrative Officer (SAO)

North East Centre for Technology Application & Reach (NECTAR)

Survey of India Campus, Bonnie Brae Estate

Barik Point, Meghalaya, Shillong-793001

Queries if any may be referred in writing to the above-mentioned address or at E-mail: nectar@nectar.org.in

S. No.	Critical Information	Date	Time
1	Publishing Date	25.07.2025	11:00 AM
2	Document Download Start Date	25.07.2025	11:00 AM
3	Document Download End Date	14.08.2025	4:00 PM
4	Bid Submission Start Date	25.07.2025	12:00 PM
5	Bid Submission End Date	14.08.2025	5:30 PM
6	Bid Opening Date	18.08.2025	3:00 PM

3.1 Background:

NECTAR is implementing a project titled “A Value Chain on Utilization of Banana Pseudo Stem for Value-Added Products” under the Prime Minister's Development Initiative for North East Region (PM-DevINE) Scheme. Under this scheme, Common Facility Centre (CFC) will be built in the following 5 locations (districts) in Phase-II , viz Kokrajhar, Kamrup and Nalbari (Assam); Khowai (Tripura); Churachandpur (Manipur).

Size of Cluster and Classification of Product Range

North East India is known for its diverse nature of soil, climate and topography, supports rich banana diversity. Looking into this, efforts are being made for gearing up of all industrial activities with a view to create a strong industrial base and employment opportunities through provision of various growth including factors besides taking steps for removal of existing infrastructure inadequacies. These are expected to provide the necessary filling for pushing up industrial growth of the region to a considerable extent in the near future.

Strategies for Highlighting the beneficiaries

The key stakeholders identified for this project are the following –

- a. The beneficiary's self-help groups and their members
- b. Consumers of the products
- c. Labourers and transporters
- d. Banana growers and labour etc.

Backward linkages: With well-established backward linkages it is expected that the raw material can be procured from the local area. Raw materials are mainly Banana, Banana Pseudo-stem, Banana bunch, Banana leaves, etc.

Forward Linkages: Banana products have a great demand not only in the urban areas but also in the rural areas of NER and all over India. At present there are only a few units who are manufacturing products from banana Pseudo-stem in an organized way. The present existing units have a very small capacity and unable to fulfil the market demand. Through this project, as far as the North Eastern Region is concerned, it is targeted to benefit around 56% STs, 4.25% SCs and 48.97% women taking into consideration the statistics as per census data made available.

4.0 Aims & Objectives:

The aims and objectives of this EOI is to empanel Indian consulting agencies as Implementing Agencies (IA) for undertaking Project Management/Review/Appraisal and Implementing a Common Facility Centre (CFC) for the project “A Value Chain on Utilization of Banana Pseudo Stem for Value-Added Products” under the Prime Minister's Development Initiative for North East Region (PM-DevINE) Scheme in any of the following **5 locations (districts) in Phase-II , viz Kokrajhar, Kamrup and Nalbari in Assam; Khowai in Tripura); Churachandpur in Manipur.**

5.0 EOI Processing Fees

A non-refundable processing fee for Rs. 5,000/- (Five Thousand Rupees only) in the form of a Demand draft drawn in favour of NECTAR Payable at Shillong has to be submitted along with the EOI response. Bids received without or with inadequate EOI processing fees shall be liable to get rejected.

6.0 Venue & Deadline for submission of proposal

The proposal in complete form in all respects specified in the EOI, must be submitted to NECTAR at the address specified herein earlier. In exceptional circumstances and at its discretion, NECTAR may extend the deadline for submission of proposals by issuing an amendment to be made available on the NECTAR website, in which case all rights and obligations of NECTAR and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

7.0 Validity of Offer:

The offer for EOI as per this document shall be valid for a period of 90 days initially which may be extended further if required by NECTAR.

8.0 TERMS OF REFERENCE

The detailed terms of reference are enclosed at **Annexure-I.**

9.0 INSTRUCTIONS TO BIDDERS

9.1 The Expression of Interest is to be submitted in the manner prescribed below:- All information as detailed below is to be submitted in hard copy in a sealed envelope superscribing “**EOI for Empanelment of Implementing Agencies (IA) for undertaking Project Management / Review / Appraisal and Implementing a Common Facility Centre (CFC) under the PM-DevINE Scheme**”

]

- a) Applicant's Expression of Interest as per Format-1.
- b) Organizational Contact Details as per Format-2.
- c) Experience of the organization as per Format-3.
- d) List of three (03) experts/ consultants on payroll as per Format-4.
- e) Financial strength of the company as per Format-5.
- f) Additional information as per Format-6.
- g) Declaration as per Format-7.
- h) Power of Attorney in favour of Authorized Signatory with long and short signatures of Authorized person.
- i) Consultancy organization must have its office in NER.

9.2 EOI Documents have been hosted on the website <https://nectar.org.in/> and Central Public Procurement Portal which may be downloaded from the website.

The bidders are expected to examine all instructions, forms, terms and other details in the EOI document carefully. Failure to furnish complete information as mentioned in the EOI document or submission of a proposal not substantially responsive to the EOI documents in every respect will be at the Bidder's risk and may result in rejection of the proposal.

10. Qualification Criteria:

The following will be the minimum pre-qualification criteria. Each eligible consultant should possess all the following pre-qualification criteria. Responses not meeting the minimum pre-qualification criteria will be rejected and will not be evaluated.

Applicants meeting the qualification/eligibility criteria, as laid down below may be invited for a presentation / proposal before the selection committee of NECTAR. Bid Document will be subsequently issued to the short-listed applicants only.

Sl. No.	Pre-qualification Criteria	Supporting Compliance document
1.	The applicant shall be a firm / company / partnership / proprietorship firm / NGO with appropriate business registration. They must have their registered offices in India and must have an office in North East India.	Copy of Certificate of incorporation, Partnership Deed, Business Registration
2.	The firm should have experience of providing similar services for at least 02 years as on 31.03.2025.	Experience Certificate / Work Orders etc

4.	<p>The Bidder should have an annual turnover of Rupees 3 Crores in each of the last 3 consecutive Financial Years (FY 2021-22, 2022-23 & 2023-24) from only consultancy services rendered in India.</p> <p>Start-ups / MSMEs should have an annual turnover of Rupees 1 Crores in each of the last 3 consecutive Financial Years (FY 2021-22, 2022-23 & 2023-24)</p>	CA certified document with name of CA registration number, signature and stamp
5.	<p>The Bidder shall have experience of providing:</p> <p>(i) Three similar completed consultancy services / Project Management Services to Central Govt./State Govt./PSUs/ Govt. bodies in NER costing not less than Rs. 1 Crore each or</p> <p>(ii) Two similar completed consultancy service / Project Management Services costing not less than Rs. 1.5 Crore each or</p> <p>(iii) One similar consultancy service / Project Management Services costing not less than Rs. 3 Crore</p> <p>MSME/Start ups will be given exemption as per Govt. norms</p>	Copy of Work Order / Contract
6.	The firm should not be blacklisted by any Central Govt. / State Govt. / PSU/Govt. Bodies	Self - Declaration
7.	The firm should have an open land of 1 acre to implement the project.	Land in own name or lease. Agreement copy must be enclosed.
8.	PAN No. & GST Registration	Copy of Certificate to be enclosed.
9.	Preference will be given to agency/organization having prior experience in implementing any Centrally Sponsored Scheme for any Central / State Govt. / Govt. Autonomous Bodies.	Copy of proof to be enclosed
10.	The Bidder must have an office in NER	Trade License / Business Registration

1. The applicant should have linkage/ involvement with local level FPOs/ FPCs/ FPGs/NGOs/SHGs/ Cooperative Societies/ Societies or any other relevant group of beneficiaries who are engaged in any agri based or horticulture commodities. The IAs shall enclose documental evidence of association with the above entities in the form of valid and latest formal written communication between both the parties.
2. Trade license of respective States, if applicable.
3. The empanelment will be valid for three years. NECTAR reserves the right to restrict/ extend the period of registration with or without assigning any reason.
4. Desirable criteria: Added advantage will be preferred in case of
 - a. The entity has prior experience of running agro based / fibre-based industries/processing plants.
 - b. Existing market linkages specifically for fibre/ yarn industries. (list of buyers).
 - c. Major consignment handled till date (work order and completion certificate).

Note: NECTAR reserves the right to cancel this request for EOI and/or invite afresh with or without amendments, without liability or any obligation for such request for EOI and without assigning any reason. Information provided at this stage is indicative and NECTAR reserves the right to amend/add further details in the EOI.

11.0 Evaluation Criteria and Method of Evaluation:

- a. Screening of EOIs shall be carried out as per eligibility conditions mentioned in this document and based on verification of testimonials submitted.
- b. EOI will be evaluated for short listing inter alia based on their past experience of handling similar type of project, strength of their man power, financial strength of firm and presentation / proposal to the selection committee whose decision will be final.
- c. Agencies who qualify as per the eligibility conditions will be provided a brief about the Project. The agencies may be required to make a presentation, if required, to a selection committee show-casing their proposals.
- d. NECTAR will take up references and reserves the right to pay due heed to the Bidder's performance elsewhere and any past experience from NECTAR.
- e. Short listed agencies will have to sign an agreement with NECTAR, and will be issued Bid Documents and asked to submit their price proposal in a sealed envelope.

12.0 Response:

12.1 Bidders must ensure that their Bid response is submitted as per the formats attached with this document. Special comments on the objectives and scope of the service projected in the enquiry may also be submitted along with the offer.

12.2 Application in sealed cover super scribed, as “**EOI for Empanelment of Implementing Agencies (IA) for undertaking Project Management/Review/Appraisal and Implementing a Common Facility Centre (CFC)**”.

13.0 Conflict of Interest:

13.1 Where there is any indication that a conflict of interest exists or may arise, it shall be the responsibility of the Bidder to inform NECTAR, detailing the conflict in writing as an attachment to this Bid.

13.2 NECTAR will be the final arbiter in cases of potential conflicts of interest. Failure to notify NECTAR of any potential conflict of interest will invalidate any verbal or written agreement.

13.3 A Conflict of Interest is where a person who is involved in the procurement has or may be perceived to have a personal interest in ensuring that a particular Bidder is successful. Actual and potential conflicts of interest must be declared by a person involved in a Bid process.

14.0 Condition under which EOI is issued:

The EOI is not an offer and is issued with no commitment. NECTAR reserves the right to withdraw EOI and vary any part thereof at any stage. NECTAR further reserves the right to disqualify any bidder, should it be so necessary at any stage.

15.0 Last date of submission of EOI:

The last date of submission of EOI 14.08.2025 (5:30 PM)

Bid Opening Date & Time is 18.08.2025 (3:00 PM)

FORMAT – 1
APPLICANT’S EXPRESSION OF INTEREST

To,
The Sr. Administrative Officer
NECTAR

Sub: Submission of Expression of Interest for Empanelment of Implementing Agencies (IA) for undertaking Project Management/Review/Appraisal and Implementing a Common Facility Centre (CFC).

Dear

In response to the Invitation for Expressions of Interest (EOI) published on 25.04.2025 for the above purpose, we would like to express interest to carry out the above proposed task. As instructed, we attach the following documents in separately sealed envelopes

1. Organizational Details (Format-2)
2. Experience in related fields (Format-3)
3. List of experts / consultants on payroll at least 3 (Format-4)
4. Financial strength of the organization (Format-5)
5. Additional information (Format-6)
6. Declaration (Format-7)

Sincerely Yours,

Signature of the applicant [Full name of applicant]

Stamp.....

Date:

Encl.: As above.

Note: This is to be furnished on the letter head of the organization.

FORMAT – 2

Sl. No.	Organizational Contact Details	
1.	Name of Organization	
2.	Main areas of business	
3.	Type of Organization Firm/ Company/ partnership firm	
4.	Whether the firm has been blacklisted by any Central Govt. / State Govt./PSU/ Govt. Bodies / Autonomous? If yes, details thereof.	
5.	Address of registered office with telephone no.	
6.	Business Address	
7.	Office Address in North East India	
8.	Contact Person with telephone no. & e-mail ID	

Enclose:-

1. Copy of Business Registration
2. Undertaking in respect of 4 above.

Signature of the applicant

Full name of the applicant

Stamp & Date

FORMAT – 3

Experience in Related Fields					
Overview of the past experience of the Organization in all aspects related to Brand Building related					
Sl. No	Items	Number of Assignments during last 3 years	Order Value of each assignment in Lakhs of Rs. (Enclose copy of each order)	Mention the name of Client/ Organization (Enclosed completion certificates)	
1	Experience of assignments of similar nature				
1.1	Experience in carrying out similar assignments in Government				
1.2	Experience in carrying out Similar assignments in Public sector.				
<div style="display: flex; justify-content: space-between;"> <div> <p>Decision of Evaluating Committee in ascertaining “similar nature” and “similar assignment” will be final.</p> </div> <div style="text-align: right;"> <p>Signature of the applicant</p> <p>Full name of applicant</p> <p>Stamp & Date</p> </div> </div>					

FORMAT – 4

List of experts/consultants on payroll (at least 2)				
Sl. No	Name	Designation	Qualification	Relevant Experience
1.				
2.				
3.				
4.				
5.				
6.				

Signature of the applicant

Full name of applicant

Stamp & Date

FORMAT – 5

Sl. No	Financial Year	Whether profitable Yes/NO	Annual net profit (in Crores of Rs.)	Overall annual turnover (in Crores of Rs.)
1	2019-20			
2	2020-21			
3	2021-22			

Signature of the applicant

Full name of applicant

Stamp & Date

FORMAT – 6

Additional Information		
1. List all enclosures related to the previous sections.		
S.NO	Description	No. of pages
2. Additional information to support the eligibility as per Section 7 (Not more than 2 pages).		
Signature of the applicant		
Full name of applicant		
Stamp & Date		

FORMAT -7

Declaration

We hereby confirm that we are interested in competing for the Consultancy Services to undertake the task related to Empanelment of Implementing Agencies (IA) for undertaking Project Management/Review/Appraisal and Implementing a Common Facility Centre (CFC) NECTAR in North East India and we have not been blacklisted by any Government Agency / PSU etc in the last 3 years.

All the information provided herewith is genuine and accurate.

Authorized Person's Signature.

Name and Designation:

Date of Signature:

Note: The declaration is to be furnished on the letter head of the organization.

ANNEXURE-I

1. TERMS OF REFERENCE –

- a) To operate and monitor the major outputs of the scheme since its inception vis-à-vis the desired outputs.
- b) To determine the financial vis-à-vis physical achievements under the Scheme, vis-à-vis the approvals given.
- c) To ensure/assess major outcomes of the scheme vis-à-vis desired outcomes with analysis of parameters such as Gross Enrolment Ratio, project outcome, market assess etc.
- d) To ensure the impact of the Scheme on quality of products, timely completion, value chain enhancement, beneficiary details etc.
- e) To form a market chain to enable sell the finished products.
- f) To justify/recommend the continuation of the scheme or otherwise.
- g) To suggest measures for improvement of implementation and monitoring mechanism for the scheme.

2. METHODOLOGY –

- a) The Implementing Agencies (IA) shall implement the Common Facility Centre (CFC) project at one of the locations as proposed by NECTAR. The project will be implemented in the following 5 locations (districts) in Phase-II , viz Kokrajhar, Kamrup and Nalbari (Assam); Khowai (Tripura); Churachandpur (Manipur).
- b) Each IA will get the opportunity to implement the project in one location only.
- c) The IAs should try to provide maximum benefit to local farmers or groups or any other local partners as the main beneficiaries of the project. In the event of any deviation with malefice intention in the engagement or poor beneficiary management, if noticed by project monitoring team of NECTAR, the IAs shall be liable to be prosecuted for explanations with justified reasons. If the Appointed panel of NECTAR doesn't find the explanation/reply submitted is justified/ reasonable and according to the law of land, then the appointed panel of NECTAR may be debarred/ blacklist the business entity/ companies from taking bid or business with NECTAR in future.

- d) NECTAR is free to take strong punitive measures including and not limited to forfeiting of bank guarantee/security deposits, blacklisting against erring companies/entity to safeguard the interests of beneficiaries and to ensure effective utilization of public funds.

3. Project Monitoring –

- a) Project Monitoring through NECTAR constituted PMC on periodical basis for all the assigned locations shall be conducted for ensure of proper production output including the condition of the standalone solar dehydrators provided.
- b) Surveillance by Internet of Things (IOT) and mobile application technologies may be deployed by NECTAR for smooth and timely reporting of all the activities.
- c) In case of detection of any wrongful happenings or unforeseen situation happened, which if be found deliberate in nature, the concerned IA will be issued warning for the first offence. In case of subsequent offences, the IA will be de-empanelled and restricted from further participating in the said Scheme, in addition to invoking of bank guarantee. Also, the implementing agency shall pay back entire amount to the NECTAR as per agreed legal terms.
- d) Review of the various data sources for educational indicators to assess the progress over the years.
- e) Review of annual accounts and audit reports of state implementing societies (SIS).
- f) Review of procurement procedures of works/goods/services for optimal utilisation of financial resources.

4. ENGAGEMENT PROCEDURE –

Award of EOI

- i. After the technical evaluation, NECTAR, if convinced on the fulfilment of the terms and conditions as laid out will consider for engagement and will issue orders duly approving the qualified Agency.
- ii. Agency shall enter into an agreement (MOA) within 15 days from the date of approval.

Delivery and Document procedures and Legal terms:

- i. The Agency may be engaged for Training and Skill development program along with monitoring activity as per the requirement of NECTAR and as per mutual

terms of reference.

- ii. The manufacturer shall execute an agreement covering all the Terms and Conditions on a non-judicial stamp paper (purchased in the name of the Manufacturer) of Rs.100/- or as per the existing procedure at his cost within 15 days from the date of approval. The Agency is not permitted to execute any work without the agreement.
- iii. In respect of any dispute arising out of implementation of this EOI, the decision of the EOI Accepting Authority shall be final.
- iv. For any legal remedies, the courts of Shillong shall only have the jurisdiction.

Rights reserved:

NECTAR reserves the right to accept or reject the EOI at the time of processing, finalization, even after finalization and during validity period of EOI without assigning any reasons whatsoever and does not bind itself to accept Manufacturer, any specific equipment.

5. DELIVERABLES –

The IA shall submit a detailed report indicating the following –

- (i) Status of implementation of the project.
- (ii) Status of achievement of desired outputs and outcomes under the project.
- (iii) Recommendations on further improvement of project with objective of meeting its targets.
- (iv) Recommendations on better use of available facilities.
- (v) Recommendations on improvement of quality of training with special attention to Girls, SC/ST students, other backward castes and minority community.
- (vi) Recommendations on improvement in infrastructure facilities in project
- (vii) Recommendations on the systems at the field level for ensuring the efficient procurement of requisite/approved works/goods/services and the methodology to be used for the purpose. Also innovative efficient methods may be suggested as against the existing practice.
