

## REQUEST FOR EXPRESSION OF INTEREST

### Institute of Natural Resource

**Assignment Title: Selection of Farmer's Group / Entrepreneurs / SHG's / VO/Cooperative Societies for setting up of Field Distillation Units (FDU) under MEGH-AROMA MISSION**

Reference No: *Bio Resour/2024/818*

Aromatic crops are some of the most profitable but underutilized crops, which have immense potential to alleviate socio-economic condition of small and marginal farmers. Essential oils of these crops have very high demand in national and international market. However, the growth opportunities in this sector have not been fully utilized. In order to bring an influential and transformative change in the rural economy, market dynamics and growth opportunity, **MEGH-AROMA MISSION** has been conceptualized which aims to **promote cultivation of these high value crops, processing, value addition and marketing of essential oil for providing additional income to farming communities and encouraging agri-businesses for the people of the state.** Under this Mission the Institute of Natural Resources, Meghalaya an implementing Agency of the mission aims to bring about 1000 ha of additional area under cultivation of aromatic cash crops particularly targeting degraded waste land, and unutilized barren land.

- 1. The Institute of Natural Resources (INR) invites Expression of Interest (EOI) from Farmer's Group /SHG's /Cooperative Societies for setting up of Field Distillation Units (FDU) under MEGH-AROMA MISSION.**
2. Interested Firm should provide information, demonstration and experiences to deliver the services. The eligibility criteria are annexed at **Annexure A.**
3. Interested Firm should strictly follow the standardized guidelines establishment as given in **Annexure B.**
4. The Scope of work for the assignment is mentioned in the Terms of Reference (TOR) given in **Annexure C.**
5. The Institute of Natural Resources retains the right to allocate the establishment to eligible stakeholders based on their credentials.
6. The bid should be submitted in sealed envelope and must be delivered in a written form to the O/o MegARISE,RDL Building, Springside, Lumsophoh Nongthymmai, Shillong-793014 through registered post/ speed post/ courier/ by hand on or before 30<sup>th</sup> September, 2024 by 1600 Hrs. Soft copy of the EOI along with all necessary documents may also be submitted by email to [mbdaprocurement@gmail.com](mailto:mbdaprocurement@gmail.com).

Appoved By:

*Sd/-*

**Executive Director, MINR**

**STANDARD FORMAT FOR EXPRESSION OF INTEREST**  
**STAKEHOLDER'S PROFILE**

<b>A. Stakeholder's profile</b>	
<b>Organizational</b>	Name of Farmer's Group / SHG's / Cooperative Societies
	Registration Certificate
	List of members in case of Farmer's Group / SHG's / Cooperative Societies
	Name of location (Village/Block/District)
	Area under cultivation owned by Individual/entrepreneur /SHG/ Society in Ha.
	Name of Aromatic crops under plantation
	PAN Card
	Voter ID
	GST No.
	NOC from the Headman
<b>Financial Information (Please enclose the financial statement of last financial year)</b>	
	Farmer' Groups / SHG/VO/Registered Groups/Cooperative Societies

**Criteria for shortlisting/selection of sites for setting up of Field Distillation Unit: In order to ensure sustainability and successful operation of the FDU following criteria are developed.**

**Annexure - A**

<b>Points</b>	<b>Criteria</b>	<b>Indicator</b>	<b>Documents Required</b>
1	Proprietary of plantation	Co Operative Society/SHG/VO/Farmer producer group	Registration certificate
2	Availability of standing crop throughout the year	5 acres minimum area under plantation	Land Registration Certificate or NOC from the Headman
3	Continuous Water and Electricity supply for running the FDU	Spring water, borewell, any other sources of water and electricity connections are available.	Relevant Documents to prove the claims
4.	Availability of land for installation of FDU	Own land preferably within or near the periphery of plantation site	Address Proof

5	Road Connectivity for transportation of herbage from plantation to distillation site	Kutchra road or motorable approached road in all seasons.	Relevant Documents to prove the claims
6	Availability of wood pyre	Biomass waste, briquette, fuelwood	Relevant Documents to prove the claims
7	Irrigation	Availability of rainwater harvesting, perennial source, etc.	Relevant Documents to prove the claims
8	Optimum utilization of the FDU	Minimum 2 charges/ day	Relevant Documents to prove the claims
9	Prospect Cluster Formation	Clustering of 2 to many villages within the distance of 5-10 Kms from the CFC	Relevant Documents to prove the claims
10	Stakeholder Contribution	Contribution in the form of construction of processing shed to protect the FDU from rain.	Relevant Documents to prove the claims
11	Women Inclusion	At least 30-50% of the Members of the Group should be women.	Resolution for Registration
12	Update on Group meetings	A photocopy of the minute on every meeting to be copied to the Institute.	Copy of the Minute
13	Termination of Ownership	The Institute has the right to retrieve back the unit if the stakeholder does not maintain or make full operation of the processing unit.	Relevant Documents to prove the claims
14	Ease of market linkage		

**DESIGN, DEVELOPMENT AND IMPLEMENTATION OF EVALUATION CRITERIA**

**Evaluation Criteria for Short Listing of Stakeholder:** Qualification criteria for short listing of stakeholders will be based on attaining marks regarding the applicant's response in the Application with **100 marks as the maximum requisite and 70 marks as the minimum requisite for selection**. With this, the stakeholders that are considered most qualified will be shortlisted. Principal criteria and marks included for the short-listing of stakeholder's are as follows:

**Annexure - B**

<b>Sl. No.</b>	<b>Evaluation Criteria</b>	<b>Marks allocated</b>
1.	<b>The stakeholder should have a minimum of 10 acres or approx. 4 hectares area under Aromatic plantation (Maximum Marks = 15)</b>	
	i. If plantation is 10 acres or more	15
	ii. If plantation is less than 10 acres but more than 5 acres	10
	iii. If plantation is less than 5 acres	5
	<b>Sub total</b>	<b>15</b>
2.	<b>Whether the Applicant is in possession of Established plantation (Maximum Marks =10)</b>	
	i. No Plantation	0
	ii. Newly created plantation	5
	iii. Well established plantation	10
	<b>Sub total</b>	<b>10</b>
3.	<b>Ownership of Land (Maximum Marks = 10)</b>	
	i. Nil/ Not specified	0
	ii. Cluster of Farmers land	5
	iii. Own land	10
	<b>Sub total</b>	<b>10</b>
4.	<b>Stakeholder registration (Maximum Marks = 10)</b>	
	i. If the stakeholder is a registered Society/SHG/IVCS mobilized through Aroma Mission	10
	ii. If the stakeholder is not a registered Society/SHG/IVCS but facilitated by the Aroma Mission	5
	iii. Stakeholder not having valid registrations will not be considered for evaluation.	0
	iv. Individual entrepreneur will not be considered for evaluation.	0
	<b>Sub total</b>	<b>10</b>
5.	<b>Development of cluster of aromatic plant cultivators (Maximum Marks = 10)</b>	
	i. If the Stakeholder agrees to form a cluster of Aromatic plant cultivars with the adjacent villages	10
	ii. If the Stakeholder disagree to form a cluster of Aromatic plant cultivars with the adjacent villages but agree to cluster with the growers within the same village	5
	<b>Sub total</b>	<b>10</b>
6.	<b>Location of the proposed Site (Maximum Marks = 15)</b>	
	i. If the location is within 5 km radius from all the plantation sites	15

	ii. If the location is more than 5 km radius from all the plantation sites	10
	<b>Sub total</b>	<b>15</b>
7.	<b>Road connectivity to the site for installation of the FDU (Maximum Marks = 10)</b>	
	i. Connected by good road	10
	ii. Connected by Kutcha Road	5
	iii. Not connected	0
	<b>Sub total</b>	<b>10</b>
8.	<b>Stakeholder contribution (Maximum Marks = 5)</b>	
	i. If the stakeholder is willing to contribute in construction processing shed	5
	ii. Stakeholders are not willing to contribute in construction processing shed	0
	<b>Sub total</b>	<b>5</b>
9.	<b>Whether the applicant furnished all criteria given at annexure A (Maximum Marks= 10)</b>	
	i. No	0
	ii. Yes	10
	<b>Sub total</b>	<b>10</b>
10.	<b>Whether the Applicant Bank Account details is furnished and audited (Maximum Marks 5)</b>	
	i. No	0
	ii. Yes	5
	<b>Sub total</b>	<b>5</b>
<b>Total Score</b>		<b>100</b>

**TERMS OF REFERENCE**  
**Institute of Natural Resources, Meghalaya**

---

**Assignment Title: Selection of Farmer's Group / Entrepreneurs / SHG's / Cooperative Societies for setting up of Field Distillation Units (FDU) under MEGH-AROMA MISSION**

**1. Scope of the Project:**

Cultivation of Medicinal & Aromatic Plants is gaining momentum day by day due to ever increasing demand of plant-based materials naturals in India and abroad. However, sustained supply of high-quality planting materials is a common problem faced by user industries. In this endeavour efforts are being made by CSIR-CIMAP to introduced improved technologies and high yielding varieties to increase quality planting materials by the growers and entrepreneurs in the country. The Institute of Natural Resources under Meghalaya Basin Development Authority has planned promotion of medicinal and aromatic plants related activities in the State with the aim to introduce develop and disseminate technologies for cultivation, promotion and processing among the growers and entrepreneurs of the state in a time bound manner. It is emphasized to introduce only such commercially viable crops such as aromatic grasses, Geranium, Patchouli, Pyrethrum, Palmarosa and other crops which are suitable to the agro-climatic conditions of the State. Indigenous aromatic plants such as *Gautheria fragrantissima*, *Litsea cubeba*, *Zanthoxylum khasianum* can be explored for their aromatic oils. It is emphasized to conduct trials relating to plant genotype and environment interaction, production of the plants for field trials at farmers field through CIMAP technologies with special reference to the commercially viable plant varieties in aromatic grasses, Geranium, Patchouli, Pyrethrum, Palmarosa and other crops of economic value suited to the state of Meghalaya.

It is emphasized that introduction of selected MAPS crop in prevailing cropping system in the implementation area shall ensure optimum utilisation of resources effectively and augment income of the growers and entrepreneurs besides generating additional employment opportunities in the State. The MAPs on an average are likely to provide a net profit of Rupees Fifty thousand to One lakh per hectare.

**2. Mission Objectives:** In order to bring a decisive and transformative change in the rural economy, a mission has been conceptualized which aims for:

- Promotion of cultivation of High value crops in all districts of the State.
- Developing demonstration blocks in form of cluster of commercially importance medicinal and aromatic plants for the state at district level with the area of approximately 10-20 acres in each district initially.

- Establishing multiplication and processing facility for elite planting material of high yielding varieties of selected medicinal and aromatic plants suitable for Meghalaya.
- Establishing conservatories of genetic resources as a part of further providing planting material to the growers.
- Demonstration of processing facility (distillation unit) related technologies to development entrepreneurship.
- Gas Liquid Chromatography
- Establishing laboratory units for determining chemical content or analysing quality of oil.
- To arrange buy back of produce
- To identify and domesticate the excess exploited medicinal and aromatic plant from wild source of Meghalaya

### **3. Mission Outcomes:**

- Bringing about 1000 hectares of additional area under captive cultivation aromatic cash crops particularly targeting rain-fed degraded land across the state.
- Provide technical and infrastructural support for distillation and value-addition to farmers/growers all over the state.
- Enabling effective buy-back mechanisms to assure remunerative prices to the farmers/growers.
- Value-addition to essential oils and aroma ingredients for their integration in global trade and economy.

**4. Approach:** To achieve the objective of the project the following approaches are planned-

- Developing cluster of priority medicinal and aromatic plants by planting high yielding varieties developed by CSIR CIMAP.
- Observation and data recording on suitability of these plants.
- Release of an information brochure on these plants in local language.
- Development of macro propagation and nursery techniques.
  - Establishment of varieties of selected plants for further distribution to growers.
  - Macro propagation under green house for large scale multiplication.
- Conducting training programmes on cultivation and production of MAPs and one or two awareness camps in the farmers' clusters.
- To provide motivation and skill promotional training to growers/farmers in MAPs cultivation and distillation methods for development of entrepreneurship.

- Establishing distillation and quality evaluation facility for processing of plants for demonstrations.
- Further identification of plants of regions which are overexploited in some pockets and needs cultivation to safeguard the biodiversity.
- To increase organic farming through set up of vermin-composting units for distillate waste utilization.

## **5. Project Components:**

### **A. Awareness/Capacity Building/Skill Development**

- Cultivation/primary processing/cluster formation
- Selection of interested farmers/ growers willing to take up nursery raising at the initial stage
- Selection of crops
- Promotion of cultivation and processing of aromatic crops
- Multiplication of the planting material of the selected crops
- Selection of clusters of farmers and promotion of cultivation of these crops to newer suitable areas to enhance area under cultivation of selected crops.
- Setting up of distillation units, and catalyzing setting up of farmers cooperatives for marketing the produce
- Market Linkage



*(Self-Declaration on Non-Judicial Stamp Paper)*

**Declaration**

**Date:** .....

**To whom so ever it may be concern**

I/We hereby solemnly take oath that I/We of Farmer's Group / SHG's / Cooperative Societies/are authorized signatory in the I/We of Farmer's Group SHG's / Cooperative Societies and hereby declare that I/We of Farmer's Group / SHG's / Cooperative Societies do not face any sanction or any pending disciplinary action from any authority against I/We of Farmer's Group / SHG's / Cooperative Societies/" Further, it is also certified that our firm has not been blacklisted by any government or any other donor/partner organization/World Bank in present.

In case of any further changes which effect of this declaration at a later date; we would inform INR accordingly.

Authorized Signatory

(with seal)