

**EOI Ref No: NER/Agribusiness/518/674**

**North Eastern Regional Agricultural Marketing Corporation Ltd. (NERAMAC)  
(A GOVERNMENT OF INDIA ENTERPRISE)**

**EXPRESSION OF INTEREST (EOI)  
FOR**

**Agarwood Diagnostic Study and Empanelment of Cluster Based Business Organisations (CBBOs) for Agarwood Cluster Development and FPO Formation in Assam & Tripura.**

## DISCLAIMER

This EOI document is an invitation for submission of proposals for **Agarwood Diagnostic Study and Empanelment of CBBOs** for cluster formation and FPO formation of agarwood growers in the States of **Assam and Tripura**.

This EOI document for Empanelment of suitable and capable Empanelment of suitable and capable Companies / Firms /Institutes/ organization/Agencies/NGOs/LLPs etc

Intimation of discrepancies in the EOI Document, if any, may be given, by the Bidders, to the office of NERAMAC within 48 hours from the time of publishing of bid. If NERAMAC receives no written communication, it shall be deemed that the Bidders are satisfied with the information provided in the EOI document.

This EOI document is not an agreement. The scope of work and other information as well as the right and obligations of the successful Bidder shall be set out in a separate agreement to be executed between NERAMAC and the successful Bidder.

NERAMAC reserves the right to accept or reject any or all Bids without giving any reasons thereof.

NERAMAC shall not entertain or be liable for any claim for costs and expenses in relation to the preparation of the documents to be submitted in terms of this EOI Document.

NERAMAC shall not be responsible for any late receipt of applications for any reasons whatsoever. The applications received late will not be considered.

NERAMAC may include any other item in the Scope of work at any time after consultation with applicants or otherwise.

The NERAMAC reserves the right to relax or waive any of the conditions stipulated in this document as deemed necessary in the best interest of the NERAMAC without assigning any reasons thereof.

## **EXPRESSION OF INTEREST**

North Eastern Regional Agricultural Marketing Corporation (NERAMAC) invites Expression of Interest for empanelment of suitable and capable **Organization/Agencies/NGOs/LLPs etc** as Cluster Based Business Organizations (CBBOs) for **Agarwood Diagnostic Study and Empanelment of CBBOs** for cluster formation and FPO formation of agarwood growers in the States of **Assam and Tripura**. Interested Company/ Firm/ NGOs/ Organizations/ Institutions having relevant experience with sound financial condition may apply online on: <https://neramac.ewizard.in>

**Note: Only online application shall be entertained.**

### **Important Dates**

**Last date and time for the submission of Bid: 24<sup>th</sup> Feb,2026 at 15.00 hrs.**

<b>Date of opening of Bids</b>	<b>: 25th Feb, 2026 at 12.00 hrs.</b>
<b>Place of opening of Bids</b>	<b>: NERAMAC Complex</b> Six mile, Panjabari Road, Guwahati, Assam 781022

In case the date opening falls on a holiday, the bids shall be opened on next working day at the same time and it will be binding on the Tenderer / Bidders for acceptance

## **1. INTRODUCTION**

North Eastern Regional Agricultural Marketing Corporation (NERAMAC) is a Government of India Enterprise, is set up to support farmers/producers of North East in getting remunerative prices for their produce and thereby bridge the gap between the farmers and the market and also to enhance the agricultural, procurement, processing and marketing infrastructure of the North Eastern Region of India.

NERAMAC is committed to promote Organic and Naturally grown / processed Agri- Horti Produce as well Fishery and Dairy and allied products of North Eastern Region.

## **2. OBJECTIVES OF THE EOI**

The key objectives of this EOI are:

1. To conduct a **comprehensive Agarwood Diagnostic Study** covering production, processing, value chain, market potential and regulatory aspects in Assam and Tripura.
2. To **empanel eligible and competent CBBOs** for agarwood cluster development.
3. To facilitate **formation and nurturing of Agarwood Farmer Producer Organisations (FPOs)**.
4. To promote **scientific cultivation, ethical induction, processing, grading, certification and marketing** of agarwood products.
5. To prepare **bankable DPRs** and convergence with Central/State schemes.

## **3. SCOPE OF WORK**

### **A. Agarwood Diagnostic Study**

The selected agency/CBBO shall undertake the following:

#### **1. Mapping of Agarwood-Growing Areas**

The Agency shall undertake a systematic mapping of agarwood cultivation across identified districts, blocks and villages in Assam and Tripura. This shall include:

- Identification and geo-tagging of agarwood-growing clusters.
- Preparation of district-wise, block-wise and village-wise inventory of agarwood plantations (both private and community-owned).
- Classification of plantations based on plantation type (homestead, agroforestry, block plantation, etc.).

- Development of GIS-enabled maps indicating concentration, accessibility and infrastructure availability.
- Identification of potential areas for cluster expansion and consolidation.

## **2. Assessment of Farmers, Tree Stock and Productivity**

The Agency shall carry out a detailed assessment of the production base, including:

- Estimation of the number of agarwood farmers and households engaged in cultivation.
- Assessment of total tree stock, age-wise distribution and species profile.
- Evaluation of productivity parameters such as survival rate, growth rate, induction response and resin yield.
- Estimation of current and potential output of agarwood chips and oil.
- Identification of farmer typologies (small, marginal, medium growers) and their income dependency on agarwood.

## **3. Study of Induction Practices, Distillation Methods and Recovery Rates**

The Agency shall examine existing technical practices followed in the region, including:

- Documentation of traditional and scientific induction techniques being practiced.
- Assessment of quality, efficiency and sustainability of induction methods.
- Mapping of distillation units (traditional and modern) and technologies used.
- Analysis of oil recovery rates, quality parameters and wastage levels.
- Identification of technology gaps and scope for standardisation, upgradation and mechanisation.

## **4. Mapping of Processors, Traders, Exporters and Market Channels**

The Agency shall analyse the existing value chain and market ecosystem by:

- Identifying and profiling processors, distillers, traders, aggregators and exporters operating in the region.
- Mapping supply chains from farm gate to end markets (domestic and export).
- Studying pricing mechanisms, margins at different stages and farmer share in consumer price.
- Identifying key domestic consumption centres and export destinations.
- Assessing role of intermediaries and scope for direct market linkage through FPOs.

## **5. Analysis of Domestic and International Market Demand**

The Agency shall conduct a structured market study covering:

- Current and projected demand for agarwood oil, chips and by-products in domestic markets.
- International demand analysis with focus on perfumery, incense, pharmaceutical and cosmetic industries.
- Price trends, quality specifications and buyer requirements.
- Competitive positioning of Indian agarwood vis-à-vis global suppliers.
- Identification of potential buyers, trade platforms and export opportunities.

## **6. Review of Regulatory and Legal Framework**

The Agency shall review and analyse the regulatory environment governing agarwood, including:

- Applicable forest laws, transit rules and harvesting regulations.
- State-specific policies and procedures in Assam and Tripura.
- National and international regulations including CITES compliance.
- Licensing, certification, traceability and export documentation requirements.
- Identification of regulatory bottlenecks and recommendations for compliance facilitation.

## **7. Identification of Gaps, Constraints, Risks and Opportunities**

Based on field findings and stakeholder consultations, the Agency shall:

- Identify critical gaps in production, processing, infrastructure, finance and market access.
- Analyse institutional, technical, financial and regulatory constraints.
- Assess risks related to sustainability, legality, market volatility and quality control.
- Identify opportunities for value addition, employment generation and export growth.

## **8. Recommendation of Cluster Models and Business Strategies**

The Agency shall propose suitable development models, including:

- Identification of viable agarwood cluster configurations.
- Recommendation of processing and distillation infrastructure requirements.
- Suggested business models for FPO-led aggregation, processing and marketing.
- Convergence with Central and State Government schemes and financial institutions.
- Private sector and export linkage strategies.

## **9. Preparation of Diagnostic Report and Cluster Development Roadmap**

The Agency shall submit a comprehensive Diagnostic Report comprising:

- Executive summary and key findings.
- District-wise and cluster-wise analysis.
- Value chain maps and market assessments.
- Regulatory compliance framework.

- Actionable Cluster Development Roadmap with phased implementation plan.
- Indicative DPR structure for cluster and FPO-based interventions

## **B. Empanelment of CBBOs & Cluster Development**

Empanelled CBBOs shall:

1. Mobilise agarwood farmers and form Agarwood FPOs/FPCs.
2. Develop agarwood clusters with defined geographical boundaries.
3. Provide handholding support for governance, compliance and business operations of FPOs.
4. Facilitate adoption of Good Agricultural Practices (GAP) and ethical induction techniques.
5. Support establishment and operation of primary processing and distillation units.
6. Enable traceability, certification and quality assurance.
7. Facilitate market linkage (domestic and export) and buyer aggregation.
8. Prepare DPRs and assist in financial closure.
9. Submit periodic progress reports, MIS data, photographs and videos

## **4. GEOGRAPHICAL COVERAGE**

- **State of Assam** – Identified agarwood-growing districts
- **State of Tripura** – Identified agarwood-growing districts

## **5. ELIGIBILITY CRITERIA FOR CBBOs**

### **Minimum Eligibility**

- a) Any legal entity registered in India under the relevant Act or any institution established under any Act of Government of India or State and in existence for past 5 years shall be eligible.
- b) The agency should have a minimum average turnover/utilization of funds of INR ≥50 Lakhs during the past 3 years with positive net worth.
- c) Institutions promoted by Public Sector Agricultural Universities, ICAR/ KVKs or other similar institutions of Central/State Governments shall be exempt from the above requirements.
- d) Legal entities registered in India with turnover of INR ≥250 Crore who have been sponsoring and implementing Corporate Social Responsibility (CSR) activities directly or through their foundations/ trusts shall also be eligible & exempted from requirement mentioned at (a) above.

- e) The agency should not have been barred/blacklisted at any time by any Central Government Department/Agency/Public Sector Unit (PSU) of the Central Government or any State Government.
- f) Any agency having experience in Agarwood sector related to farmer training, marketing having relaxation in Turnover.
- g) Minimum **3 years of experience** in one or more of the following:
- FPO promotion / CBBO role
  - Plantation crops / forestry / NTFP value chains
  - Agri-business development
  - Agarwood artificial inoculation, chip making training, oil processing etc
- h) Human Resource Requirement

The agency should have qualified professionals in: - Agriculture / Forestry / Horticulture - Value Chain / Marketing - Social Mobilisation & FPO formation - Accounts & Compliance - MIS / IT

## **6- Scoring & Weightage:**

<b>Scoring &amp; Weightage:</b>		
<b>Sl No</b>	<b>Particulars</b>	<b>Weightage</b>
<b>1</b>	<b>Human Resource</b>	<b>25%</b>
	a. Present Staff Strength of the Agency	
	b. Availability of Technical Experts	
	c. Area of Operation	
<b>2</b>	<b>Work Experience</b>	<b>40%</b>
	a. Age of the Agency	
	b. No. of FPOs Promoted	
	c. No. of FPOs/ Farmers' Groups with Value Addition, OR Market/Credit linkage created for FPOs/ Large Farmers' Groups, OR Capacity Building Trainings (Field and Classroom Trainings) for FPOs/ Large Farmers' Groups.	
<b>3</b>	<b>Financial Strength</b>	<b>20%</b>
	a. Turnover in last three (3) financial years (2020-21, 2021-22, 2022-23)	
	b. Minimum Net Worth	
<b>4</b>	<b>Presentation</b>	<b>15%</b>
	<b>Total</b>	<b>100%</b>



	<p><b>Note:</b> The Cut off marks for empanelment as CBBO/ SME will be 75%. The agency needs to score a minimum 60 marks out 85 marks from the category of Human Resource, Work Experience and Financial Strength as mentioned above to get called for Power Point Presentation.</p>	
<p><b>Selection Criteria:</b></p> <p>The agencies who have submitted the EOI within the stipulated time, their application will be evaluated on the basis of documents submitted, their relevant experience and expertise of providing similar services.</p> <p>Agencies may also provide the details of assignments undertaken by them through the Printed Literature viz. Profile, Brochures etc. also along with the application. The process of Empanelment of CBBOs is as follows:</p>		
<p><b>Stage 1</b> Short listing of the applicant/ agencies will be done for further presentation of the agency based on their marks obtained in the category of Human Resource, Work Experience and Financial Strength. The agency need to score a minimum 60 marks out of 85 marks from the category of Human Resource, Work Experience and financial Strength as mentioned above to get called for Power point Presentation.</p>		
<p><b>Stage 2</b> Short listed agencies will be required to give a presentation to NERAMAC highlighting all the parameters listed in the eligibility criteria along with their planning for implementation of the program.</p>		
<p><b>Stage 3</b> Agencies who qualify 75 or more marks out of 100 marks will be empanelled as CBBOs.</p>		
<p>This is to be noted that the empanelment of CBBO will not be considered as award of work by NERAMAC, whatsoever. The CBBO will be given assignment for FPO promotion work as per the requirement of NERAMAC during the project implementation. The empanelled CBBO will not have any right to demand any work from NERAMAC.</p> <p>9. <b>Period of Engagement.</b> The initial engagement of CBBOs/SME will be for a period of maximum three(3) years . In case the performance of the CBBOs is found satisfactory by NERAMAC, their period of engagement may be extended appropriately with terms and conditions and if it is found unsatisfactory, their agreement will be cancelled/ terminated at any time during the engagement period by the NERAMAC without assigning reason.</p>		

## **5- INSTRUCTIONS TO BIDDERS**

1. This empanelment process does not mean all selected agencies will get an official assignment/ work immediately.
2. Allocation of work might be given to selected agencies based on capacity, capability, and availability of work with NERAMAC.
3. The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process. NERAMAC shall not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.
4. It shall be deemed that by offering a Bid , the Bidder has:
  - (i) Made a complete and careful examination of the bidding documents & offered site; received all relevant information from NERAMAC;
  - (ii) Satisfied itself about all matters, things and information hereinabove necessary and required for bidding, execution of the agreement in accordance with the bidding documents and performance of all of its obligations there under;
  - (iii) Agreed to be bound by the undertakings submitted by it under and in terms hereof.
5. .Any corrigendum including extension of date or change of date for submission of the tender shall be published only on the website and that shall be deemed to have been seen by the bidders.
6. Final selection of CBBO from the EOI received will be done at the discretion of NERAMAC and the decision of NERAMAC shall be final and binding on all the participating parties.
7. Details submitted by the parties shall be examined in line with criteria mentioned at Clause. All the terms and conditions shall be considered in totality and applications received without documents complying with the above conditions shall be summarily rejected.
8. Applicants can also be asked to furnish additional information/confirmation in connection with verification of the documents submitted by them, if deemed necessary.

9. NERAMAC do not guarantee any confirmed business to the applicants against this EOI. It should be clearly understood that no guarantee is given that all the items of work as mentioned in the scope of services shall be performed / required to be performed. NERAMAC may appoint more than one organisation as Business Associates in one or more states as per local needs and exigencies.
10. If at any stage it is found that the documents submitted by the applicant or their claims are false, then the offer of the EOI will be rejected and/ or the agreement/contract will be terminated.

## **6- DISPUTE RESOLUTION**

In the event, any dispute arises between the successful bidder and NERAMAC in connection with this tender, the construction of any provision of this tender or the rights, duties or liabilities of the successful bidder/ NERAMAC under this tender, same shall be referred to a sole Arbitrator to be appointed by the Managing Director, NERAMAC. The venue of Arbitration shall be at Guwahati.

In the event disputes are not resolved even after appointment of Arbitrator either of the Parties shall be free to approach appropriate court of law. The Courts in Guwahati shall alone have the exclusive jurisdiction in respect of all disputes in relation to this tender

**Annexure-I**

**FORMAT (TO BE FILLED UP) BY PROSPECTIVE CBBOs/SMEs**

**PARTICULAR DETAILS**

**(On Organisation Letter Head)**

**1. DETAILS OF THE AGENCY**

- (a) Name:
- (b) Address of the head office and its branch office(s), if any, in India:
- (c) Date of incorporation and/or commencement of business:

2. Brief description of the A g e n c y including details of its main lines of business and proposed role and responsibilities in this project:

3. Details of individual(s) who will serve as the point of contact/communication for the NERAMAC:

- (a) Name:
- (b) Designation:
- (c) Address:
- (d) Telephone Number:
- (e) E-Mail Address:
- (f) Fax Number:

4. Particulars of the Authorised Signatory of the Agency:

- (a) Name:
- (b) Designation:
- (c) Address:
- (d) Phone Number:
- (e) Fax Number:

Date: Yours faithfully,

Place:

(Signature of the Authorised signatory)  
(Name and designation of the of the Authorised signatory)

Name and seal of the Agency

**Annexure -II**

**UNDERTAKING FOR NOT BEING BANNED FOR BUSINESS BY ANY GOVT.  
ORGANISATION/PSU/ETC.**

**(On Organisation Letter Head)**

I / We \_\_\_\_\_ hereby declare  
that \_\_\_\_\_ the \_\_\_\_\_ firm/company \_\_\_\_\_ namely  
M/s. \_\_\_\_\_ has not been  
blacklisted or debarred by any Government/State Government/Govt. Department and or  
Agencies such as UN/Bilateral/Multi –lateral funding partner/Agencies and Corporate  
Including CPSEs, at any time for services of any description.

In case the above information found false I/we are fully aware that the empanelment/  
contract will be rejected and EMD/ Performance Security shall be forfeited.

**STAMP & SIGNATURE**

### Annexure-III

#### HUMAN RESOURCE STRENGTH OF THE AGENCY

SL no	Name of the official & Designation	Qualification	Specialization	Duration of working with the agency (No. of years & months)	Relevant Experience (no. of years)
1					
2					
3					
4					
5					

**(Note: - Domain Experts should be from the concerned discipline)**

Attach appointment letter, Curriculum Vitae, and other relevant documents regarding qualification and experience of above experts along with the certificate from Head of the Organization regarding working of above mentioned subject experts as on date.

Date:

Place:

(Signature of the Authorised signatory)

(Name and designation of the of the Authorised signatory)

Name and seal of the Agency

## Annexure - IV

### TECHNICAL STRENGTH OF THE AGENCY

S.No.	Year	Name of the Project	Name of the funding Agency	Duration of the project	Total Cost (Rs. in Lakh)
1					
2					
3					
4					
5					

(Attach Copy of work allotment letter/ completion certificate)

Date:

Place:

(Signature of the Authorised signatory)

(Name and designation of the of the Authorised signatory)

Name and seal of the Agency

## Annexure - V

### FINANCIAL STRENGTH OF THE AGENCY

The Agency should provide the Audited Financial Statements and Annual Report of last three (3) financial years. An and acknowledgement of ITR along with IT Return filed last three (3) financial years along with the filled Proforma as below:

(Value in Crore)

S.No.	Financial Year	Annual Turnover	Annual Net Worth	Whether Profitable/Loss (Yes/No)
1	FY 2019-20			
2	FY 2020-21			
3	FY 2021-22			

Certificate showing Annual Turnover and Net Worth duly certified by Chartered Accountant may be provided in case the audit for FY 2019-20 is under process along with the undertaking by the authorized signatory stating the same on letter head of the agency.

Date:

Place:

(Signature of the Authorised signatory)

(Name and designation of the of the Authorised signatory)

Name and seal of the Agency



**ANY OTHER DETAIL SUPPORTING THE AGENCY**

Date:

Place:

(Signature of the Authorised signatory)

(Name and designation of the of the Authorised signatory)

Name and seal of the Agency