

## INVITATION FOR EXPRESION OF INTEREST (EOI)

### GOA STATE BIODIVERSITY BOARD (GSBB)

C/o Goa State Pollution Control Board,  
Ground Floor, Opp. Saligao Seminary,  
Saligao, Bardez-Goa 403511

Dated: 5<sup>th</sup> December, 2023

Goa State Biodiversity Board (GSBB), invites in sealed envelope the Expression of Interest (EOI) for Managing Multiproduct Processing Centres (MPCs) and allied activities including marketing under the GoVan project aimed at **“Conservation of Biodiversity Through Livelihood Intervention”**.

The EOI Document containing the details of eligibility and qualification criteria, technical criteria, brief objective & and selection criteria etc. is available on the GSBB website [www.gsbb.goa.gov.in](http://www.gsbb.goa.gov.in).

Applicant who will successfully pay the security deposit amount of Rs. 10,000/- will be allowed to visit the existing MPCs in presence of representative of GSBB for understanding the details. In case not selected the amount will be refunded by deduction of 30% amount.

You should submit your responses in sealed envelopes to the GSBB office in prescribed format to the undersigned stating Expression of Interest (EOI) for Govan Project on or before 2<sup>nd</sup> January 2024 during office hours.

Queries if any may be referred by mail to [govan.gsbb@gmail.com](mailto:govan.gsbb@gmail.com) or contact 8767721638/7498624415

-Sd-

**Dr. Pradip Sarmokadam**  
**Member Secretary, GSBB**

**Expression of Interest (EOI)**

**For**

**Managing Multiproduct Processing Centers (MPCs) of the GoVan project  
in the State of Goa**

Goa State Biodiversity Board (GSBB)  
Saligao, Bardez-Goa

## **Background:**

“GoVan” is a brand developed by Goa State Biodiversity Board (GSBB) under its project with the aim of Achieving conservation of Biodiversity through livelihood interventions. This is an initiative conceptualized to ensure direct linkage between the owners of bioresources and consumers which is further strengthened by other collaborators and supporters by adopting principal of sustainable and non-destructive harvesting of minor forest produce, sourcing and supplying it with authenticity, preparing formulations based on traditional knowledge, process validate and ensure inclusive model at ground level for smooth functioning of the project.

## **Aims and Objectives:**

Conservation of biodiversity is a primary motto, which clearly reflects from the aim of the project itself. Non-destructive and sustainable harvesting is ensured while procuring bioresources from cultivated farms as well as minor forest produce, since we believe that each and every living organism on this earth has an equal right on all the natural resources. Harvesting is carried out by considering certain crucial aspects such as, authenticity, quality, optimal quantity of harvest after retaining sufficient quantity for other species dependent on tree resources. By adopting the above method, we try to maintain balance between feasibility and fair and equitable benefit sharing of natural resources between humans and other living forms and also conservation and enhancement of resources under consideration.

## **Qualification criteria:**

1. Interested Organizations such as Integrated Village Cooperative Society (IVCS)/ Community Based Organization (CBO)/ Farmers Producer Organisation (FPO)/ Farmer Producer Company (FPC), Voluntary Organizations, Trusts, company with Social Enterprise Credentials, preferably working in food-based livelihood, ecology based activities willing to manage, Operate, Market the products and plough back conservation funds by running the existing Multiprocessing Centers (MPC) of GoVan project across State of Goa.

2. The organization should have its objectives aligned with the objectives of the GoVan project for achieving conservation of biodiversity through livelihood intervention.
3. Agency or the organizations preferably having proven track record with evidential proof in the field of managing Multiprocessing centers (MPCs) or similar facilities at the community level on in a participatory model or in such a way that involves public participation and management of people in large.
4. Experience of Quality Control, FDA, licensing with various government and non-government organization, HR management, ethical and moral culture in the organization or documentary evidence that provide such commitment, having their own sales and marketing experience and outlets and ecosystem that will immediately able to ensure the forward integration and the backward integration of the existing MPCs and those which are planned under GSBB through the project GoVan with the aim of Conservation of Biodiversity through Livelihood Intervention.
5. Joint ventures or collaboration with complementary objectives and holistic track record can also apply.

**Technical requirements of the project with proposed specifications:**

1. Management and strengthening the local ecosystem of the underprivileged individuals predominantly women and others and to integrate them at local level in providing livelihood thereby achieving.
2. Should be capable of dealing with the local people, horticulturist, agriculturist and other stakeholders in the value chain.
3. Procurement of bioresources preferably from the State of Goa as per the non-destructive and sustainable harvesting guidelines developed by GSBB from time to time.
4. Whenever there is a possibility of procurement of bioresources from outside Goa and outside the country those respective approvals will be availed and the necessary upgradation to the existing facility will be carried out by the Agency at his cost.
5. Agency shall have its own facility and experienced team for formulation, testing, food processing, ethical philosophy and approach, Sales, marketing, monitoring, product performance, product standardization, fixing the pricing etc.

6. Agency should work on cost effective production models, technologically sound having in house or empaneled maintenance teams, QC teams, sales and marketing experts and capability to deal with the general public as well as ensure ethical management of people at the community level.
7. Ensuring stalls, exhibitions, outlets in the name of GoVan. Maintaining the class and standard of GoVan as an umbrella State brand and capability to prepare proposals and DPR for other funds, development of distribution channels, network for the sales and marketing within the State beyond the State and having a clear-cut plan of exports.
8. Maintaining hygiene at the work place, maintaining equipment', electrical, mechanical and other capabilities including ensuring the safety of the employees.
9. To maintain the existing systems at the MPCs and upgradation if any should be borne by the Agency.
10. Based on the traditional wisdom validating the formulations as per the food safety standards of Government of Goa and India and whenever they are supplied to such countries or such places based on the standards available of that place.
11. To ensure the sustainability of the centers and compatibility in the market.
12. Any failure of the product in the market, any failure of hygiene and any such conditions by virtue of which the product failure happens or any losses accrued in the market shall be the liability of the Agency.
13. Failure to comply any statutory norms or standards or any requirements shall be in the scope of Agency.
14. Provisioning working capital for consumables, timely wages of the selected people, certified accredited approved quality as per the traditional recipes standardized further validated and known to be safe for consumption with approved level of preservation.
15. All the compliance, necessary statutory approvals etc. will in the scope of selected Agency.
16. The workforce deployed should be within the jurisdiction of the village panchayat area and any other deviation from the norms need approval of the GoVan project and GSBB.
17. To discontinue the given work, selected Agency should give at least 3 months prior notice to the GSBB and GoVan project team.

18. Security deposit will be refunded only after achieving sustainability and only after handover of sustainably functional units to either to the new vendor or back to the GSBB.

**Security deposit:**

Security deposit for Rs.10,000/- (Rupees ten thousand only) in the form of a Demand draft or a Pay Order drawn in favour of “Goa State Biodiversity Board” Payable at IDFC, Porvorim has to be submitted after selection of Agency. The same will be refunded if not selected.

**Financial model proposed:**

The revenue generated from the centers will be shared 50-50% basis. However other models of revenue sharing may also be proposed for consideration. Model should clearly specify regarding manpower, supervisory as well as actual working teams based on existing two Multiproduct Processing Centre’s (MPCs) already functional. Improvements are welcome as far as the objectives of participatory livelihood improvement and conservation is achieved in the areas of catchment of MPCs and maximum area in the State of Goa.

**Technical Eligibility:**

1. The Agency should have at least 3(three) years of experience for similar projects with proven experience of successful completion of the same.
2. The Agency should have sufficient technical and managerial capability as well as strength to undertake the assignment.
3. Financial profile to justify necessary required capabilities to wait for recovery of investment and initially even commit investment to buffer as well a sacrifice funds for sustenance of ecosystems with long term commitment. Provide blue print to make such centers viable withing at least three years with assured payback including contribution to the State Biodiversity Fund for conservation.

**Selection Criteria:**

1. Screening of EOIs shall be carried out as per eligibility conditions mentioned in this document and based on verification of testimonials submitted.

2. Final selection would depend on the proposal and the presentation that the applicants will have to make to a working committee of GoVan which is the screening committee.
3. Detailed proposal covering all the facets such as operation and management model. Marketing strategy, model and proposed innovation, investment proposed, time proposed for achieving sustainability and future growth (tendering period desired ), financial capability to deposit as EMD is the amount required (equivalent) for operation and sustainable management of at least six months, proven track record and strength of DPR, degree of commitment will be considered at least six months' notice period in case of desire of withdrawal by selected entity from Govan project. The decision of the working committee will be based on initial proposal review and presentation made to the working committee and if selected by the working committee based on the submission, further procedure will follow.

### **TERMS & CONDITIONS:**

The working Committee of the Govan if not satisfied with the presentation or if felt appropriate or needful may visit the facility of the EOI applicant to check or verify the claims made during the presentation and during such visits the logistics and the accommodation will be borne by the EOI applicant.

### **Last date of submission of EOI:**

Proposal, in its complete form in all respects as specified in the EOI, must be submitted to Goa State Biodiversity Board, Saligao on or before 25 days of publishing of this advertisement or 31<sup>st</sup> December 2023.

### **The list of documents to be submitted along with EOI**

1. Company registration certificate, GST certificate, PAN card, last three years IT returns.
2. Certificate from the Chartered Accountant stating the year wise annual turnover during each of the last three financial years.

3. Success stories in similar project with photo evidence along with two references for verification.

**In case the applicant wishes to visit the Multi product processing centres kindly contact 8767721638/7498624415**



**Formats for submission:**

**FORMAT – I**

**APPLICANT’S EXPRESSION OF INTEREST**

To,  
Member Secretary,  
Goa State Biodiversity Board,  
Saligao, Bardez, Goa-403511

**Sub: Online Submission of “EOI” for managing Multiproduct Processing Centres under GoVan project in the State of Goa.**

Dear Sir/Madam,

In response to the Invitation for Expressions of Interest (EOI) published on \_\_\_\_\_ on \_\_\_\_\_ for the above purpose, we would like to express interest to carry out the above proposed task.

**Attachments:**

1. Applicant’s Expression of Interest as per Format-1.
2. Organizational Contact Details as per Format-2.
3. Experience of the organization as per Format-3.
5. Financial strength of the company as per Format-5.
7. Declaration as per Format-7.
8. Detailed project report for operation, management, marketing and achieving self reliance as well as objectives of GoVan project of “conservation of biodiversity through livelihood interventions in Goa” along with the copy of presentation.

Sincerely Yours,  
Signature of the applicant  
[Full name of applicant]

Stamp

Date:

## FORMAT II

<b>Sr. No.</b>	<b>Organizational Contact Details</b>	
1	Name of Organization	
2	Main areas of business	
3	Type of Organization Individual/Partnership/Corporation/Others	
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 of nodal prson	
6	PAN No in the name of Firm	
7	GST Registration No	
8	Empanelment with other Govt. Organizations, if any	
9	Contact Person with telephone no. & e-mail ID	
10.	Additional Information	

Signature of the applicant

Full name of the applicant

Stamp & Date

### FORMAT III

#### DETAILS OF EXPERIENCE

<b>Sr. no.</b>	<b>Projects Name / Year</b>	<b>Number of Assignments during last 5 years</b>	<b>Order Value of each assignment (Enclose copy of each order)</b>	<b>Mention the name of Client/ Organization (Enclosed completion certificates)</b>
1	Experience of assignments of similar nature			
2	Experience in carrying out similar assignments in Government			
3	Experience in carrying out Similar assignments in Public sector.			

Signature of the applicant's  
Full name of the applicant  
Stamp & Date

**FORMAT – IV**

**ASSIGNMENTS IN HAND/ UNDER PROGRESS**

<b>Sr. No</b>	<b>Name of Work / Project with address</b>	<b>Short description of Project assignment</b>	<b>Name and address of Owner / Client</b>	<b>Cost of Work/ Project</b>	<b>Date of Start of Work/Project Stipulated &amp; Actual</b>	<b>Date of Completion of Work/ Project Stipulated &amp; Actual</b>	<b>Any other Information</b>

Note: 1) The works/ project mentioned should be supported with Work Orders and completion Certificates

Place:  
Signature of the applicant Date:  
Name & Designation

## FORMAT – V

### FINANCIAL STATEMENT OF LAST FIVE FINANCIAL YEARS

Sr.No.	Particulars	2019-2020	2020-2021	2021-2022
1.	Annual Turnover from consulting business and profit and loss statement			
2.	Annual Turnover in case of Individual consultant and profit and loss statement			

**Note :** Please Enclose the audited statement of accounts to justify the above of Values should be duly certified by statutory body like Chartered Accountant or Independent Auditors who are competent to do so as recognized by the State concerned. In case of individual, certified copy of IT returns of last three years which proves financial capabilities.

Signature of the applicant  
Full name of applicant  
Stamp & Date

## FORMAT – VI

### ADDITIONAL INFORMATION

Sr. No.	Description

Signature of the applicant

Full name of applicant

Stamp & Date

## **FORMAT – VII**

### **DECLARATION**

We hereby certify that the information and data provided in the "Application Form" are accurate to the best of our knowledge and belief. We fully comprehend and acknowledge that any inaccuracies found in this information may result in the termination of our Empanelment with the Goa State Biodiversity Board and penalty to the extent of the loss caused to the Goa State Biodiversity Board for the management of Multiproduct Processing Centres. We shall accept the disciplinary action in case of false submission for any type in this EOI.

Date: Signatures of the applicant

Place:

Name and Designation