

Terms of Reference (TORs) for Selection of agency/firm/Govt. Certified Nursery for procurement of Saplings



	Contract
Support to ReNew TARU, Trees for Agriculture Resilience and upliftment, Odisha : Agency / firm/Govt. Certified Nursery for procurement of shaping's	number- GU/05/2024

1. List of abbreviations	2
2. Context.....	3
3. Tasks to be performed by the contractor	4
3.1 Objective & Outlines of Task.....	4
3.2 Deliverable.....	5
3.3 Assignment Period.....	5
4. Concept.....	6
5. Criteria for Eligibility of firms.....	6
6. Payment Procedure	7
7. Requirement on the format of the bid and required documents	7
8. General Requirements.....	7
9. Process of bidding.....	7
10. Financial Proposal template.....	8

1. List of Abbreviations:

GU Gram-Utthan

Renew Renew Power Synergy Private Limited.

TARU Trees for Agriculture Resilience and Upliftment

PIA Planning, Implementing Agency

GOVT. Government of Odisha/Government of India

AM Area Manager

FPO Farmer's Producer Organisation

GPS Global

FC Field Coordinator

BOD Board of Directors

CB Capacity Buildings

HO Head Office

GP Gram Panchayats

AHO Asst. horticulture Officer

DDH Dy. Director Horticulture

SOP Standard Operating Procedure

M & E Monitoring & Evaluation

NGO Non-Governmental Organization

PMED Planning, Monitoring, Evaluation & Documentation.

Agri. Agriculture

ToRs Terms of reference

2. Context

Overview of the project

Gram-Utthan is a non-profit community-based organization established in 1990 and formally registered in 1990 organization's Registration Act XXI of 1860. As a formal organisation, Gram-Utthan works in 23 districts in Odisha state to promote social, environmental, economic and food justice. Gram-Utthan actively works towards the empowerment of women and livelihood and promotion, entrepreneurship development, Natural Resource Management, and environmentally sustainable aquaculture in partnership with poor rural women and aquaculture farmers, especially in coastal Odisha.

For a significant increase in aquaculture production, productivity and profitability, Gram-Utthan organizes the unorganized aquaculture farmers into the FPO folders by strengthening them to improve Natural Aquaculture Practices. The organisation uses two main principles:

1. Information: providing up-to-date information on agro-forestry farmers
2. Improvement: Engagement of farmers by improving their income pattern, Soil Conservation, Reduce Carbon in the earth.

The overall objectives of the project titled "TARU" Trees for Agriculture Resilience and Upliftment" are to support the farmer owning, operating and maintaining renewable energy project includes wind and solar project. GU is engaged in environment conservation activities with a focus on rural and urban afforestation – agro forestry, social forestry, plantation, avenue plantation, water conservation, waste management, clean energy in the states of Odisha and Chhattisgarh.

Gram-Utthan and ReNew are jointly desirous of engaging for the execution of an agroforestry project to generate carbon credits from up to 62,50,000 trees across Odisha in a phase manner and in generations of ERs from the carbon sequestration by the fruit /timber trees by registrations of a project PDD under one of the applicable frameworks like Gold Standard or VERRA or other agro forestry project. In this project ReNew has the expertise and skill to develop carbon project in agroforestry, Gram –Utthan has represented to renew that it has the expertise and skill to implement the agroforestry project for ReNew.

3. Tasks to be performed by the supplier/Nursery Proprietors.

3.1 Objective & Outline of Task:

Objective:

- a. GU is seeking the product of a specialized firm, agency or farmer producer organisation/Govt. Certified Nursery for procurement of various fruit bearing and forestry saplings to provide selected farmers those are interest for the TARU project and they have Chaka Land minimum 1 Acre. Total area of plantation is 500 Hectare in Gondia, Dhenkanal Sadar, Kamakhyanagar block of Dhenkanal district and Begunia,Tangi block of Khordha district.

3.1.1. Work Package I. Sapling Distribution to Farmer:

- The bidder will supply the Saplings to the selected farmer who will meet the necessary criterial of TARU project, the details list of farmer is share at the time of Issuring of Purchase Order.
- The bidder will provide certified best quality shipping of its own or procure from certified sources.
- The bidder should distribute only Mango, Guava, Bettlenut, Jamun, Jackfruit, Plam, Litchi, Sepata,
- The Sapling size should be 2feet to 3feet inches, the body & head structures will be ideal size, No mark of injuries in palnt & the plant should be disease free.
- The Saplings should be distributed in appropriate vehicle, No overloaded, where no damage during transit.
- Total 500 Hac of plantation in Dhenkanal and Khordha district.
- The saplings are handed over to the farmer in different location at the farmland site, the details of the blocks and location is reflected in Purchase Order. The District And Block name is mention below

SI No	Name of the District	Name of the Block
01	Dhenkanal	Dhenkanal- Sadar
		Gondia
		Kamakhyanagar
		Odapada
2	Khordha	Tangi
		Begunia

3.2 Deliverable:

- Distribution of 2,50,000 quality Saplings of different species each as per the below table.

SI No	Name of the Saplings	Age of the saplings	Botanical Name	Approx. Qty Required
01	Mango –Graft	2 Year	<i>Mangifera indica</i>	1,50,000
02	Sapota	1-2 Year	<i>Manilkara zapota</i>	12,500
03	Guava Graft	1-2 Yr (gootee)	<i>Psidium guajava</i>	12,500
04	Litchi	1-2 Year	<i>Litchi chinensis</i>	5000
05	Jack Fruit Seedling	2 Year	<i>Artocarpus heterophyllus</i>	5000
06	Bael Seedling	2 Year	<i>Aegle marmelos</i>	5000
07	Cashew Nut	2 Year	<i>Anacardium occidentale</i>	10000
08	Lemon	1-2 Year	<i>Citrus limon</i>	5000
09	Drumstick	3-4 months	<i>Moringa oleifera</i>	17,500
10	Neem	½ -1 Year	<i>Azadirachta indica</i>	5000
11	Teak	½ -1 Year	<i>Tectona grandis</i>	12500
12	Jamun	1-2 Year	<i>Syzygium cumini</i>	2500
13	Bamboo	1-2 Year	<i>Syzygium cumini</i>	2500
14	Bettle Nut	1-2 Year	<i>Areca catechu</i>	5000
TOTAL				2,50,000

N.B- The quantity may vary 10% maximum and the exact quantity is mention at the time of issuing Purchase Order.

3.3 Assignment Period:

The expected duration of the distribution of saplings is from the date of signing of contract to 25-08-2025 supply (as mentioned above), are to be achieved by certain periods during the contract term and are indicated in the table below:

No.	Milestones	Timeline
Milestone for Work Package 1		
1	Quotation for supply of good quality of Saplings	17 th Aug-2024
2	Signing of MOU and Purchase Order	20 th Aug-2024
3	Supply/Distribution of Saplings to 6 blocks of Dhenkanal an Khordha	25 th Aug-2024
04	Certification of Saplings and Acknowledgement of receipt of Plant by the farmer	31 st August-2024
-05	Submission of Invoice	5 th Sept-2024

4. Concept:

In the bid, the bidder is required to show the proof of certified & good quality of saplings if he will procure from another sources. The Saplings should be good quality & the samples should have passed through

1. **Root system:** A well-developed root system with a strong taproot and plenty of fibrous roots.
2. **Stem:** A straight, sturdy stem with a smooth, even texture.
3. **Leaves:** Healthy, vibrant leaves with no signs of pests or diseases.
4. **Graft union:** A strong, well-healed graft union (if applicable).
5. **Height and diameter:** Saplings with a balanced height and diameter, suitable for the specific variety.
6. **Vigor:** Saplings with good vigor, indicating healthy growth and development.
7. **Pest and disease-free:** Saplings should be free from pests and diseases.
8. **True-to-type:** Saplings should exhibit characteristics true to the variety.
9. **Age:** Saplings should be of suitable age for planting in the main field (as discussed earlier).
10. **Certification:** Consider certified saplings from reputable nurseries or suppliers.

5. Criteria for Eligibility of firms:

Note: Bidders have to submit the document of evidence for the criteria specified below:

1. The primary bidder should have a minimum 5 years of experience in Nursery raising & providing best quality of saplings in the market.
2. Successfully distributed around 5 lakhs of Saplings per year throughout Odisha.
3. The *Bidder should have its own distribution/Delivery channel.*
4. The bidding organizations require an average annual turnover of 10 Lakh INR or equivalent over the last three financial years and must have employed, as on 31 March-2024.
5. The bidder should have own/Hire vehicle for distribution.
6. The bidder should have professional team to load and unload the saplings.

7. Payment Procedure

Sl. No	Deliverable	Instalment	Percentage of Instalment
1	Quotation Received	17 th August-2024	
	Physical Verification of selected Nursery	20 rd August-2024	
2	Signing of Purchase Order	20 th Aug-2024	30%
3	Supply/Distribution of Sapling to the Farmer's farmland	25 th Aug-2024	
4	submission of original bill & acknowledgement of Sapling distributed/supply to the farmer	30 th Sept-2024	30%
5	Quality Certification by our Technical Expert and Project Team	30 th Sept-2024	40%

8. Requirements on the Format of the Bid and required documents

General Requirements

Serial No.	Type of Information	Details
1	Name of the bidder	
2	Address	
3	Type of Agency	
4	Experience in Providing of Saplings	
5	Turnover (last 3 yrs)	
6	Provide the past client details	
7	GST Nos. /REG-6	
8	Pan Nos.	
9	Bank Account Details	
10	Nursery Registration Certificate copy (Odisha nursery act)	
11	A declaration for the own distribution channels.	

* Please attached the last 3 yrs audited financial statement/ Last 3 months GST fillings

9. Process of Bidding:

The bidder should provide the general requirement information & the financial and legal documents with the financial proposals and Sign copy of the TOR.

The quotation received various vendor will compare in terms of Price, Quality, Delivery, Time line and process of payment and strength of the supplier.

The bidder will quote with the required documents through the following mail taru.odisha@gramutthan.org

Sl No	Name of the Saplings	Age of the saplings	Botanical Name	Cost per sapling
01	Mango –Graft	2 Year	<i>Mangifera indica</i>	
02	Sapota	1-2 Year	<i>Manilkara zapota</i>	
03	Guava Graft	1-2 Yr (gootee)	<i>Psidium guajava</i>	
04	Litchi	1-2 Year	<i>Litchi chinensis</i>	
05	Jack Fruit Seedling	2 Year	<i>Artocarpus heterophyllus</i>	
06	Bael Seedling	2 Year	<i>Aegle marmelos</i>	
07	Cashew Nut	2 Year	<i>Anacardium occidentale</i>	
08	Lemon	1-2 Year	<i>Citrus limon</i>	
09	Drumstick	3-4 months	<i>Moringa oleifera</i>	
10	Neem	½ -1 Year	<i>Azadirachta indica</i>	
11	Teak	½ -1 Year	<i>Tectona grandis</i>	
12	Jamun	1-2 Year	<i>Syzygium cumini</i>	
13	Bamboo	1-2 Year	<i>Syzygium cumini</i>	
14	Bettle Nut	1-2 Year	<i>Areca catechu</i>	

10. Financial Proposal template :

NB: The Secretary, Gram-Utthan reserves the right to cancel the Bidding Process with respect to the unavoidable circumstances.

End of ToR