

Expression of Interest for engagement of Research Institutions/ Universities etc. as Regional cum Facilitation Centre

1. NMPB was set up under Ministry of Health & Family Welfare during November, 2000 to co-ordinate matters related to medicinal plants sector and to formulate/ implement Schemes in this regard. The board has been implementing "Central Sector Scheme for Conservation Development and Sustainable Management of Medicinal Plants" and Medicinal Plant Component of National AYUSH Mission.

2. It is proposed to engage reputed Research Institutions/ other organizations universities etc. for co-ordinating the activities in the medicinal plants sector and to act as Regional cum Facilitation Centers in six different regions (East, West, North, South, Central and North East) of the country. This regional cum facilitation centres will act as one stop center for the growers, cultivators, Researchers, traders and other stakeholders of medicinal plants and to function in close co-ordination with State Medicinal Plants Board (SMPBs), the State implementing agency of the medicinal plants component of the AYUSH Mission etc. These Regional cum Facilitation Centres shall provide a service window for growers of Medicinal Plants (MPs) for supporting conservation, development, marketing, cultivation of Medicinal Plants and provide handholding support to stakeholders in terms of technology dissemination and also for establishing primary processing facilities etc. besides undertaking identified research relevant to the area concerned as and when assigned.

3. The broad functions identified for these Regional cum Facilitation Centers shall be as indicated below:

Proposed Functions of Regional cum Facilitation Centers:

- (i) The Centers can act as one Stop shop for all matters related to Medicinal Plants in the region concerned and would provide support to NMPB to fulfill its mandate and to act also as Facilitation Centre of NMPB. It would also undertake research activities pertains to the region concerned.
- (ii) To facilitate and get engaged in setting up of Primary Processing, grading, marketing facilities etc. in collaboration with local Stakeholders/ organisations of repute.

- (iii) To develop managerial and technical skill among the concerned stakeholders including growers, collectors and to provide strategic support by organizing trainings, workshops, seminars etc.
- (iv) Development of Agrotechnology of Medicinal Plants especially endangered and high demand species in the region with focus on organic cultivation and customization/ field trials of already developed Agrotechniques.
- (v) Development of Region Specific Quality Planting Materials and to scientifically handle issues concerned with it.
- (vi) Facilitation of sale of Medicinal Plants/ produce etc. resolving demand supply issue etc. and also develop a database on demand, quantity sold and price of major species along with development of marketing facility in the region by setting up of minimum support price.
- (vii) To provide inputs on conservation, sustainable cultivation, technology upgradation, training & research on Medicinal Plants and to engage Forest Departments and other concerned Departments of the States in those activities.
- (viii) Domestication of wild species which is in demand and endemic to the region and developing varieties thereof.
- (ix) To take forward initiatives on GAP, GFCP etc. in the States concerned and develop species specific GAP & GFCP of the region & dissemination.
- (x) To function as a platform for bringing together the different stakeholders of the medicinal plants in the States (SMPB, implementing agencies of Mission Scheme other institutions, and civil organisations involved in the development of Medicinal Plants Sector).
- (xi) Assisting the various organizations in the region for formulating project proposals in the priority areas identified by NMPB and also for giving wide coverage of the scheme with emphasis on identification of region specific / issues.
- (xii) To develop capacities of concerned stakeholders by developing and implementing training programmes, orientation session etc.
- (xiii) To organise periodical meetings/ workshops/ consultation of stakeholders

- (xiv) Review of the projects sanctioned by NMPB to various organisations in the concerned states and also to conduct monitoring and evaluation of the projects sanctioned by NMPB as and when assigned.
- (xv) To collect and maintain database of all concerned Sectors of the Medicinal Plants in the states and Integration of database of various States of the region concerned.
- (xvi) To undertake identified research study* of relevance of the region and other matters concerned with Medicinal Plants including dissemination of research findings/ new technologies in the Medicinal Plants sector.
- (xvii) To develop strategy for IEC (Information, Education and Communication) and implement IEC activities.
- (xviii) To document and disseminate success stories of activities supported by NMPB.
- (xix) To publish yearly report of the activities of the centre.
- (xx) Any other work assigned by NMPB from time to time.

***Note:** Support for undertaking specific research or assignment can be considered along with the mandate of the Centre or separately as well. Although Regional cum Facilitation Centre (RFC) will be set up in an existing reputed institution, while using the infrastructure of the institution, the Regional Centre will be an independent centre working under the Administrative control of the institution. Functioning of the centre should be as per the technical guidance of NMPB, envisaged in the mandate of NMPB. RFC shall solely working for Medicinal Plants Sector.

The interested institution may submit their proposals with details to CEO, National Medicinal Plants Board, Room No. 309, Block-B, Ayush Bhawan, CGO Complex, INA, New Delhi - 110023. The EOI may be submitted within 3 weeks of advertisement.

The proposal should consist of;

- (a) Full particulars of the constitution of the organization, ownership, organizational structure, main activities including details of full time Scientists/ professionals available, consultant, other staff, infrastructural facilities available etc..

(b) Unabridged annual reports or audited financial accounts for the last three years.

(c) Details of major assignments of a similar nature and magnitude, undertaken by the organization with details such as cost of the assignment, time span, outcome etc.

(d) The institute should make provision for the Human resources/ activities and other infrastructural facilities as indicated below. These posts shall be purely on outsourcing basis carrying fixed emoluments. However, their appointment shall be done with the approval of NMPB and shall be under the administrative control of NMPB excluding consultants and DEO etc.

S.No.	Items
1.	Regional Director (1) (on outsourcing basis)
2.	Deputy Director (on outsourcing basis)
3.	Consultant (on outsourcing basis)
4.	DEO/ Supporting Staff (on outsourcing basis)
5.	Training Programme/ exposure visits (on outsourcing basis)
6.	Stakeholders meet (Workshop)
7.	Office Expenses (Provision of Desktop/ Laptop / Office Equipments etc.
8.	Publicity/Printing/ Stationery
9.	Mobility Support / Inter-State Visit etc.
10.	Data maintenance/ Development of QPM/ Agrotechnique practices
11.	Marketing initiatives – facilitation/ establishment of Mandies/ Setting up of primary processing facilities
12.	Office Set up / Renovation/ furnishing exp. etc.
13.	Assistance for identified Research concerned with the region.

4. Eligibility Criteria

1. Research institutions or other organisations of repute under the Central Govt. / State Govt. / Universities recognized under UGC supported by Central/ State Govt.

5. Payment to the Regional Centre cum Facilitation Center

- 1) Funds will be released in two installments in a year. 1st installment at the rate of 30% of the approved cost shall be released at the time of award of work/ execution of the agreement.
- 2) 2nd installment shall be considered upon satisfactory performance of the activities of the centre.

6. Bank Guarantee

The identified agency shall have to enter in to an MoU with NMPB and also to furnish a Bank guarantee which shall not be less than the amount of advance payment or as decided by NMPB. The validity of the agreement shall be for one year or as decided by NMPB. The agency would arrange for required extension of the bank guarantee from time to time as per the terms of the agreement.

7. Submission of Expression of Interest (EOI)

EOI shall consist all technical details along with commercial terms and conditions and financial requirements. The agency shall submit the proposal (EOI) in two parts viz. Part-I containing Technical requirements and Part-II containing Financial requirement. The Technical requirements and the Financial requirements should be sealed by the bidder in separate covers duly superscribed and both these sealed covers, are to be put in a bigger cover should also be sealed and duly superscribed. The proposals are to be addressed to Chief Executive Officer, National Medicinal Plants Board on its official address. The Part-I containing Technical requirements shall be opened at the first instance and evaluated by the Competent Committee or Authority. The agencies submitting proposals (EOI) may also have to make presentation before the Committee for which they shall be called by NMPB.

At the second stage, Part-II of the proposal (EOI) containing financial details of only technically acceptable organisations shall be opened for further evaluation. Information on the following and other aspects as felt appropriate by the agency shall have to be submitted:

(Part-I) Technical Requirements:

- (i) Name and address of organization along with Telephone no., Fax, e-mail etc.
- (ii) Offices/ branches located in different parts of the region concerned with their postal address, telephone number, e-mail Ids etc. and outreach.
- (iii) Area of work of organization and expertise available.
- (iv) Details of the different divisions/ extension of the institute.
- (v) Details of the technical skill available with the organization.

- (vi) Experience in the field with supporting documents indicating the core competence.
- (vii) Number of key personnel available with the organization (total) in office/ branches.
- (viii) Number of key personnel, required with their qualifications etc. to be engaged for the assignment of the Regional cum Facilitation Centres.
- (ix) Any other information to highlight their strength and the claim to undertake the the activities of Regional cum Facilitation Centres.
- (x) Infrastructural facilities available with the institution.

8. (Part-II) Financial Requirements:

Annual financial requirement shall have to be submitted along with the Technical requirements. The financial requirement should include all liabilities including Service Tax etc. if any. However, financial requirement of only the technically acceptable offers shall be opened for further evaluation. Any proposal which is incomplete in any respect will be rejected by the Board without any further reference.

Documents in electronic form will not be accepted.

9. General terms and conditions of the work

The selected organization has to sign an Agreement with the NMPB, Ministry of AYUSH for rendering satisfactory services and completion of the work in a time bound manner.

Note: NMPB shall have the liberty to amend any of the above mentioned clauses at any point of time (If it is essentially required for achieving objective of the EOI and selection of institutions) with the approval of competent authority.