

**EXPRESSION OF INTEREST (EOI)**

**ONBOARDING OF PROFESSIONAL AGENCIES  
FOR POST HARVEST COCOON VALUE CHAIN  
DEVELOPMENT AND MARKET LINKAGE  
INTEGRATION OF TASAR FABRIC/YARN AT  
KHUNTAGAON TASAR SILK PARK, LAHUNIPARA,  
SUNDARGARH**

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**Date: 26.02.2026**

Issued By:

**Office of the Assistant Director of Sericulture, Sundargarh  
Government of Odisha**

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## **DISCLAIMER**

The information contained in this Expression of Interest (EOI) document or subsequently provided to interested parties, whether verbally or in documentary form, by or on behalf of the Assistant Director of Sericulture, Sundargarh Odisha.

This EOI is neither an agreement nor an offer or invitation to enter any legally binding contract. The purpose of this EOI is to identify competent and experienced professional agencies to assist the Authority in finalizing a subsequent Request for Proposal (RFP). The Authority reserves the right to accept or reject any or all EOIs and to cancel or modify the process at any stage without assigning any reason.

The information contained in this Expression of Interest document (the “**EOI**”) or subsequently provided to Interested Party(s), whether verbally or in documentary or any other form, by or on behalf of the Office of the Assistant Director of Sericulture, Sundargarh (hereinafter referred to as “the Authority”), is provided for information purposes only. (the “**Authority**”) or any of their employees or advisors, is provided to Interested Party(s) on the terms and conditions set out in this EOI and such other terms and conditions subject to which such information is provided.

This EOI is not an agreement and is neither an offer nor invitation by the Authority to the prospective Interested Party(s) or any other person. The purpose of this EOI is to seek information from the Interested Party(s), in relation to the Project, that may be useful to the Authority in the formulation of their Request for Proposal (RFP) for the Project of “**Onboarding of Professional Agencies for Post-Harvest Cocoon Value Chain Development and Market Linkage Integration of Tasar Fabric/Yarn at Khuntagaon Tasar Silk Park, Lahunipara, Sundargarh**” so as to enable the Authority to assess the market availability and response to the Project.

This EOI includes statements, which reflect various assumptions and assessments arrived at by the Authority in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Interested Party (s) may require. This EOI may not be appropriate for all persons, and it is not possible for the Authority, its employees or advisors to consider the investment objectives, financial situation and particular needs of each Interested Party who reads or uses this EOI. The assumptions, assessments, statements and information contained in this EOI may not be complete, accurate, adequate or correct. Each Interested Party should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this EOI and obtain independent advice from appropriate sources. Information provided in this EOI to the Interested Party(s) is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law.

*Onboarding of professional agencies for post-harvest cocoon value chain development and market linkage integration of tasar fabric/yarn at Khuntagaon Tasar Silk Park, Lahunipara, Sundargarh.*

The Authority, its employees and advisors make no representation or warranty and shall have no liability to any person, including any Interested Party, under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this EOI or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of this EOI and any assessment, assumption, statement or information contained therein or deemed to form part of this EOI. The Authority also accepts that no liability of any nature whether resulting from negligence or otherwise howsoever caused, arising from reliance of any Interested Party upon the statements contained in this EOI.

The issue of this EOI does not imply that the Authority is bound to select the Interested Party(s) for any subsequent stages of the bidding process that may or may not be undertaken by the Authority at its sole discretion or to appoint the selected Bidder, for the Project.

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## **I. INSTRUCTION TO BIDDERS**

### **1. INVITATION**

The Authority invites the Interested Party(s) who may either be a company incorporated under the Companies Act in force in India or the applicable laws of the jurisdiction of its origin, or be a society or a trust incorporated under applicable governing laws or partnership registered under the relevant laws of incorporation or any other entity or any combination of them known as Consortium.

Any entity which has been barred by the Central/ State Government, or any entity controlled by it, from participating in any project, and the bar subsists as on the date of EOI, would not be eligible to participate in this EOI, either individually or as member of a Consortium.

The Interested Party(s) who has prior experience of operating and implementing activities in post cocoon sector including reeling, weaving, spinning, coloring, printing and market linkage of fabric products/yarn for the community-based enterprises shall be eligible to participate in this EOI.

### **2. PURPOSE**

The purpose of this EOI is to identify potential Interested Party(s) to gauge the market interest for the Project and have a stakeholder discussion on the same. That the EOI document may be downloaded from **[www.sundargarh.odisha.gov.in](http://www.sundargarh.odisha.gov.in)**. Interested Party(s) may be invited by the Authority for interactions, based on which Project contours, including finalization of qualification criteria, respective inter se obligations of parties and the related documentation shall be proceeded to be finalized.

This EOI is not and cannot be construed as an invitation to offer or create any right whatsoever in favor of any participating entity. The Authority may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this EOI. The issue of this EOI does not imply that the Authority is bound to undertake the bidding process and/or select the Interested Party, pursuant to this EOI, for qualification and/or bid stage or to appoint the selected Bidder, as the case may be, for the Project. The parties may give their suggestions if any, with proper justification

Onboarding of professional agencies for post-harvest cocoon value chain development and market linkage integration of tasar fabric/yarn at Khuntagaon Tasar Silk Park, Lahunipara, Sundargarh.

### 3. BIDDER DATA SHEET: IMPORTANT DATES OF THE EOI

Sl. No.	Event	Date
1	EOI Publication Date	26.02.2026
2	Site Visit of Khuntagaon Tasar Silk Park (KTSP)	7.03.2026 to 10.03.2026
3	Last Date for Submission of EOIs	14.03.2026
4	Submission of Detailed Project Report (DPR)	17.03.2026
5	Bid opening and DPR Presentation before DLTC	18.03.2026
6	Issue of Request for Proposal (Indicative)	25.03.2026

### 4. EOI PROCESSING FEES:

- a) A non-refundable processing fee of Rs. 1000/- (Rupees Thousand only) shall be submitted in form of demand draft drawn on any scheduled bank in favour of the Office of Assistant Director Sericulture (ADS) Sundargarh along with each EOI bid. In the absence of adequate EOI processing fees, the responses received shall not be considered for further processing and the bid shall be rejected without further evaluation or response.
- b) Sealed envelope, containing the requisite documents along with the copies of supporting documents and the processing fees including cover letter (**Annexure I**). Demand Draft shall be submitted through speed post or courier or by hand to the address given below with

**Office of the Assistant Director Sericulture Mahesdihi  
Sundargarh – 770001**

**SBI A/c No – 10969167330  
IFSC- SBIN0000189**

- c) In exceptional circumstances, and at its own discretion, ADS Sundargarh may extend the deadline for submission of proposals by issuing an amendment to this EOI on the district administration website, in which case all rights and obligations of ADS Sundargarh and the applicants previously subject to the original deadline will thereafter be subject to the deadline as extended. ADS Sundargarh reserves the right to amend/add further details in the EOI.
- d) The applicant is requested to submit any queries in writing by email. The email shall be addressed to ADS Sundargarh at the email id: **adssundargarh@yahoo.com** by **15.03.2026** up to **1800 Hrs.** with the Email Subject 'EOI for Onboarding of Professional Agency for "**Post-harvest cocoon value chain development and market linkage integration of tasar fabric/yarn at Khuntagaon Tasar Silk Park, Lahunipara, Sundargarh**".
- e) ADS Sundargarh reserves the right to cancel this call for EOI and/or invite afresh with or without amendments, without liability or any obligation for such call for EOI and without assigning any reason. Applicants are advised to visit the District Administration Sundargarh web site - **www.sundargarh.odisha.gov.in** regularly for updates on this EOI.

## 5. SUBMISSION OF PROPOSAL

Bidder must submit their proposals by **Registered Post / Speed Post only** to the specified address on or before the last date and time for submission of proposals as mentioned in Bidder Data Sheet. The Authority will not be responsible for postal delay / any consequence in receiving of the proposal. The proposal must be submitted in a single envelope, and it should be bound with no loose sheets. Each page should be page numbered and in conformation to the eligibility qualifications and clearly indicated using an index page. The Authority will not consider any proposal that arrives after the deadline as prescribed in the Bidder Data Sheet. Any Proposal received after the deadline will be out rightly rejected by the Authority.

The procedure for submission of the proposal is described below:

### 1. **Technical Proposal (Original):**

The envelope containing the technical proposal shall be sealed and superscripted as **“Technical Proposal – Onboarding a professional agency for post-harvest cocoon value chain development and market linkage integration of tasar fabric/yarn at Khuntagaon Tasar Silk Park, Lahunipara, Sundargarh”** and to be furnished inside the envelope. The duly filled-in technical proposal submission forms, with all the supportive documents and information along with detailed project note and presentation must be furnished as part of technical proposal.

The **“Technical Proposal”** envelopes must be sealed and placed inside a main envelope with proper labelling of following information in bold:

**NAME OF THE ASSIGNMENT:**

**EOI NUMBER AND DATE:**

**DEADLINE FOR SUBMISSION OF BID:**

**NAME OF THE BIDDER:**

**NAME AND ADDRESS OF THE BIDDER:**

**CONTACT NUMBER OF THE BIDDER:**

**EMAIL ID OF THE BIDDER:**

***Any deviation from the prescribed procedures / information / formats / conditions shall result in out-right rejection of the proposal. All the pages of the proposal must be sealed and signed by the authorized representative of the bidder. Bids with any conditional offer shall be out rightly rejected. All pages of the proposal must have to be sealed and signed by the authorized representative of the bidder. Any conditional bids will be rejected.***

## 6. SELECTION PROCESS

Interested parties shall be invited to undertake a **comprehensive site visit** of the **Khuntagaon Tasar Silk Park (KTSP)** to assess infrastructure, layout, utilities, and installed post cocoon machinery on the date mentioned in the Bidder Dat Sheet of this EoI.

Subsequently, the parties shall be invited for submission of bids for the EoI. The eligible bidders shall be identified based on the Eligibility criteria outlined in the EoI.

Onboarding of professional agencies for post-harvest cocoon value chain development and market linkage integration of tasar fabric/yarn at Khuntagaon Tasar Silk Park, Lahunipara, Sundargarh.

Based on the site visit and independent technical assessment, the eligible bidders shall be required to **submit a Detailed Project Report (DPR)** covering all the points as mentioned below (from 1 to 5) before the Committee for technical evaluation:

1. Operational and production strategy with timelines
2. Human resource deployment and training plan
3. Market linkage and branding strategy
4. Financial sustainability roadmap for five years
5. Institutional development and exit/handover strategy

Based on the overall assessment, the detailed terms of the RFP shall be finalised which shall be subsequently floated for identification of suitable agency for **operation and management of Khuntagaon Tasar Silk Park.**

Participation in the site visit and DPR presentation shall **not confer any right or guarantee of selection.**

## **7. OPENING OF THE PROPOSAL**

The FIRST ENVELOPE containing **TECHNICAL PROPOSAL** will be opened in the initial stage by the Authority in presence of the bidder's representatives at the location, date specified in the Bidder Data Sheet. The Authority will constitute an Evaluation Committee (CEC) to evaluate the proposals submitted by bidders. Only one representative with proper authorization letter from the participating bidder will be allowed to attend the bid opening meeting. The presentation along with detailed project note of only of the qualified bidders will be opened after completion of evaluation stage.

**Note:** Bid opening and DPR presentation date is 18.03.2026 and the venue of the meeting will be intimated by email in due course of time.

## **8. EVALUATION OF PROPOSAL**

A Preliminary evaluation of the proposals will be done to determine whether the proposal complies with the prescribed eligibility condition and the requisite documents / information have been properly furnished by the bidder or not.

\*Bids not complying to any of the above requirement, will be out rightly rejected at the discretion of the Authority.

**Detailed Project Note and Presentation:** Detailed Note and Presentation of only those bidders shall be evaluated who qualify the eligibility criteria.

## 9. ELIGIBILITY CRITERIA

Interested Parties must satisfy the following criteria in order to be eligible for DPR presentation process:

S. No	Mandatory Eligibility Criteria	Supporting Document Required
1	<p>The applicant should be a single entity, registered as an Agency under the Companies Act 2013 or Companies Act, 1956 or Partnership Firm registered under the Indian Partnership Act, 1932 or LLP registered under the Limited Liability Partnership Act, 2008 or NGO/Society registered under the Societies Registration Act, 1860.</p> <p style="text-align: center;">AND</p> <p>Agency should have a fully functional office/Offices in India.</p>	<p>(a) Certificate of Registration /Incorporation under the respective Acts in India.</p> <p>(b) The respective Memorandum of Association/Partnership Deed.</p> <p>(c) GST Registration Certificate</p> <p>(d) PAN Card <b>(Annexure II)</b></p>
2	<p>The applicant should not have been blacklisted in India by any Central Govt. Department, Ministry, Central PSUs, State PSUs, Autonomous bodies of the Central/ State Govt. etc. during the last 3 Financial Years.</p>	<p>Letter of undertaking <b>(Annexure III)</b></p>
3	<p>The Bidder should have successfully executed at least 1 project in the last 3 years in similar engagement comprising of market led interventions in sericulture and post-harvest cocoon value chain activities, documented experience in establishing community-led enterprises or working with Cooperative Societies.</p>	<p>Attach Proof of Work order/purchase order /Empanelment agreement <b>(Annexure IV)</b></p>

## 10. CONFIDENTIALITY

Information received pursuant to this EOI shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional advisor advising the Authority in relation to, or matters arising out of, or concerning the Project. The Authority will treat all information, in confidence, and will require all those who have access to such material to treat the same in confidence. The Authority may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or is to enforce or assert any right or privilege of the statutory entity and/or the Authority or as may be required by law or in connection with any legal process.

## **11. MISCELLANEOUS**

- a) The EOI Process shall be governed by and construed in accordance with the laws of India and the Courts at Odisha shall have exclusive jurisdiction over all disputes arising under, pursuant to and/or in connection with this EOI.
- b) The Authority, in its sole discretion and without incurring any obligation or liability, reserves the right, at any time, to;
  - I. suspend and/ or cancel the EOI process and/or amend and/or supplement the EOI process.
  - II. Consult with any Interested Party in order to receive clarification or further information.

## **12. BIDDING PROCESS**

After the EOI stage, the Authority may, in its sole discretion, decide to undertake a competitive bidding process for selection of a concessionaire for the Project, and, for this purpose, invite Technical & Financial Bids from interested entities. It is hereby clarified that the Interested Party who participate in this EOI do not get any exclusive right to participate in the bidding process, if undertaken for the Project.

## **13. PROPOSED TECHNICAL AND FINANCIAL TERMS OF THE BIDDER**

To ensure a transparent and market-responsive framework for the upcoming Request for Proposal (RFP), the Authority hereby withdraws the pre-specified Technical Terms & Conditions and Financial Bid Parameters earlier indicated in the EOI. In their place, all eligible bidders are required to propose their own Technical Evaluation Parameters and Financial Bid Parameters as part of their EOI submission.

### **i. Proposed Technical Evaluation Parameters**

Each bidder shall submit a detailed set of technical parameters that they consider appropriate for evaluating their capability to operate, manage, and strengthen the post-cocoon value chain at the Khuntagaon Tasar Silk Park (KTSP). These may include:

- a. Technical methodology and operational strategy
- b. Production planning KPIs and efficiency measures
- c. HR deployment structure and skill-development plan
- d. Quality control processes and sustainability standards
- e. Technological innovations and productivity metrics

### **ii. Proposed Financial Evaluation Parameters**

Bidders shall also submit a financial evaluation framework suitable for their operational and business model. These may include:

- a. Cost structure and resource-deployment financials
- b. Annual operational estimates
- c. Financial performance indicators
- d. Any proposed formula for cost comparison or scoring
- e. Sustainability and business viability parameters

**The requirement to propose technical and financial parameters does not alter or affect the Eligibility Criteria defined in this EOI.**

### **iii. Use of Proposed Parameters**

The Authority may review, modify, consolidate, or adopt the bidder-proposed parameters during the formulation of the RFP. Submission of parameters does not guarantee selection.

## **II. DETAILED TERMS OF REFERENCE FOR THE PROJECT**

### **1. INTRODUCTION AND CONTEXT**

"To empower rural communities, especially women, by transforming locally produced cocoons into globally recognized silk fabrics, creating sustainable livelihoods, preserving traditional craftsmanship, and fostering inclusive economic growth."

This initiative of District Administration Sundargarh aims to empower cocoon rearers through value addition, employment generation, and market linkages by strengthening key segments of the sericulture value chain, encompassing both pre-farming and post-farming activities.

#### **Current Tasar Sericulture Context in Sundargarh District -**

- a) Sundargarh district is actively engaged in Tasar sericulture, with a good presence in the pre-cocoon sector involving plantation of Asan and Arjun, supplying of DFLs (disease free laying) to the rearers and collection of tasar cocoons from rearers through TRCS.
- b) The district has **9** established Tasar Rearer Cooperative Societies (TRCS) supporting primary producers.
- c) There are **3,315** active Tasar farmers involved in Tasar rearing activities.
- d) Operations extend across 42 Gram Panchayats, covering 6 key blocks in Sundargarh.
- e) Currently production of tasar cocoon in the district is 3000 Kahans (1 kahan = 1600no.)

Status of the TRCS in Sundargarh across the blocks are as follows -

<b>Block</b>	<b>No. of TRCS</b>	<b>No. of GPs</b>	<b>No. of Villages</b>	<b>No. of Farmers</b>
Bonai	3	11	69	2224
Lahunipada	2	13	59	845
Koida	1	3	20	131
Sundargarh	1	8	11	85
Bargaon	1	4	1	15
Bisra	1	3	6	15
<b>Total</b>	<b>9</b>	<b>42</b>	<b>166</b>	<b>3315</b>

## 2. CURRENT STATUS OF PROJECT

The KTSP project was envisioned under DMF to establish a world class Tasar rearing and fabric facility in Khuntagaon GP Lahunipara Block which is a core mining affected area in Sundargarh district.

The Khuntagaon Tasar Silk Park (KTSP) was constructed by NBCC with a sanctioned project cost of **₹32.15 crore** in 2020. The facility has been designed as a comprehensive pre cocoon & post-cocoon and fabric development centre, integrating production, training, and incubation infrastructure essential for Tasar value-chain operations.

The overall infrastructure of KTSP consists of:

- a. **Main KTSP Building**, comprising of **ground floor & the first floor** is designated for core post-cocoon processing and machinery operations planned for extended processing, administrative functions, and auxiliary activities with 44711.99 sq. ft.
- b. **Central Cocoon Nursery**, developed to support scientific cocoon rearing, incubation with 117462.57 sq. ft.
- c. **Hostel & Guest room Facility** for trainees, delegates, and visiting professionals, enabling continuous hands-on training and capacity-building programs with 11573.14 sq. ft.

Detailed layout of the facility is provided below -



Fig 1. Layout of Ground Floor

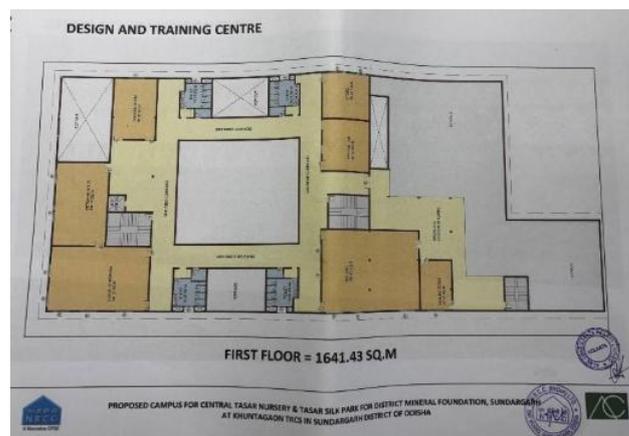


Fig 2. Layout of First Floor



Fig 3. Layout of Hostel & Guest House

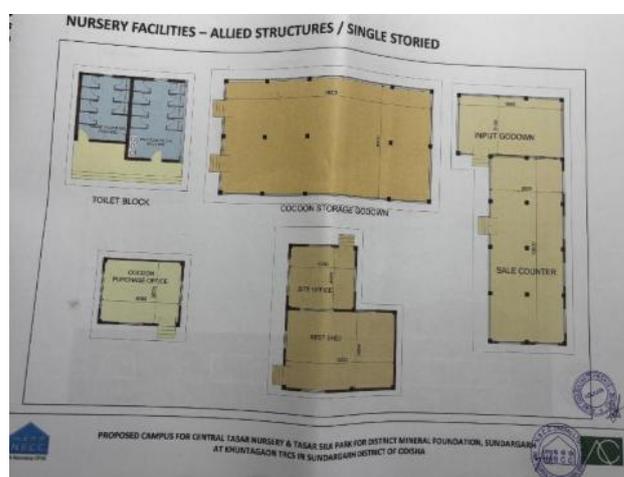


Fig 4. Layout of Central Tasar Nursery

Onboarding of professional agencies for post-harvest cocoon value chain development and market linkage integration of tasar fabric/yarn at Khuntagaon Tasar Silk Park, Lahunipara, Sundargarh.

Currently, the civil infrastructure of the facility stands completed along with necessary electrification provisions. The facility has also been fitted with state-of-the-art machinery for weaving, reeling spinning, printing and fabric production. More than 150 specialised machines with a total financial outlay of ₹ 2.54 Cr. have been supplied and installed at the facility. The details of the machinery are as follows:

<b>Sl. No</b>	<b>Description</b>	<b>Category</b>	<b>Unit</b>	<b>Qty</b>
1	Solar Unnati Tasar (4 spindle) Machine & Installation	Cocoon to Yarn	Nos	50
2	Solar Unnati Tasar (2 spindle) Machine & Installation	Cocoon to Yarn	Nos	50
3	Re-reeling charkha including ends & installation	Cocoon to Yarn	Nos	10
4	Spinning/Deflossing (pedal) & installation	Cocoon to Yarn	Nos	10
5	Bobbin winding (32 spindle) & installation	Cocoon to Yarn	Nos	2
6	Twisting (80 spindle) & installation	Cocoon to Yarn	Nos	1
7	Re-reeling & twisting (20 spindle) & installation	Cocoon to Yarn	Nos	1
8	Cone making machine & installation	Cocoon to Yarn	Nos	1
9	Book machine (yarn) & installation	Cocoon to Yarn	Nos	10
10	Boiler & installation	Cocoon to Yarn	Nos	1
11	Hot Chamber with Conveyor system (2T)	Cocoon to Yarn	Nos	1
12	Sun Kharga – Solar operated Loom	Yarn to Weaving	Nos	2
13	Pim winding	Yarn to Weaving	Nos	4
14	Handlooms with accessories	Yarn to Weaving	Nos	1

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15	Dobby attachment & installation	Yarn to Weaving	Nos	1
16	Jacquard (400 Hooks) & installation	Yarn to Weaving	Nos	1
17	Warping machine & installation	Processing	Nos	2
18	Digital printing machine	Processing	Nos	1
19	Padding process machine	Processing	Nos	1
20	Steamer	Processing	Nos	1
21	Industrial washing machine	Processing	Nos	1
22	Rinsing machine	Processing	Nos	1
23	Drying machine	Processing	Nos	1
24	Ironing machine	Processing	Nos	1
25	Pulveriser	Other	Nos	2
26	Desktop Computer (All-in-one)	Other	Nos	3

### **3. RATIONALE FOR ENGAGEMENT OF A PROFESSIONAL AGENCY**

As the focus of the Government remains primarily on strengthening the pre-cocoon segment of the sericulture value chain, there is a significant gap in dedicated manpower and specialized technical expertise required for post-cocoon production, processing, quality control, and marketing of Tasar Silk products in Sundargarh district. Given the limited human resources available at the office of the **Assistant Director, Sericulture, Sundargarh**, it has become essential to board a specialized professional agency to ensure the effective operationalization and holistic management of the Khuntagaon Tasar Silk Park (KTSP).

To address this need, KTSP will be operated through a **competent professional agency**, selected through a structured procurement process beginning with an **Expression of Interest (EOI)** to assess available sectoral expertise—followed by a **Request for Proposal (RFP)**, in accordance with the Government of Odisha General Finance Rules. The selected agency will be responsible for day-to-day operations, production planning and management, capacity building of tasar rearers and TRCS, and establishing sustainable market linkages.

The final selection of the professional agency shall be carried out by a designated Tender Committee, while the overall monitoring and review of activities will be undertaken by the **District Level Technical-cum-Monitoring Committee (DLTC)**, comprising the **CDO-cum-EO ZP, CEO DMF, BDO Lahunipada, Forest Dept., DPM Mission Shakti, DPM OLM, AD Textiles & AD Sericulture (Convener and Member Secretary) along with Collector & Chairman cum Managing Trustee District Mineral Foundation**

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**Sundargarh (Chairman).** The ADS, Sundargarh will serve as **Member Secretary-cum-Convener** of the Committee. The DLTC will oversee the performance of the onboarded agency and ensure proper implementation of the program across all operational parameters.

#### **4. BROAD OBJECTIVES OF ENGAGEMENT**

The objective of engaging a professional agency is to ensure efficient, technically sound, and commercially viable operation of the Khuntagaon Tasar Silk Park (KTSP) by strengthening post-cocoon processing, value addition, marketing, and institutional capacity building, with the goal of establishing KTSP as a self-sustaining community-owned social enterprise.

The District Mineral Foundation (DMF) shall provide financial support for human resource requirements and one-time operational costs (corpus fund/working capital) to the onboarded agency through ADS Sundargarh and reviewed and monitored through the District Level Technical cum Monitoring Committee (DLTC).

In addition to operational responsibilities, the onboarded agency shall provide a 5-year Detailed Project Report based on the Scope of Work (SoW), capacity building support through its specialised human resources in the relevant field to the Nodal TRCs or the Central Cooperative to enable them to manage KTSP independently after the completion of the five-year onboarding period.

#### **5. PROPOSED SCOPE OF WORK FOR THE AGENCY**

##### **5.1. Objective of the engagement:**

The engagement of the Professional Agency (“the Agency”) aims to achieve the following objectives:

- a) Operationalise and manage KTSP as a fully functional post-cocoon value-addition and fabric development centre by conducting a thorough feasibility study/survey of the existing infrastructure, machines and raw material and submit a 5-year operational **Detailed Project Report (DPR)** to the DLTC.
- b) Ensure end-to-end post-cocoon production, including spinning, re-reeling, weaving, dyeing, printing, finishing in a gradual phasewise manner, along with stringent quality control at each step by framing the standard operating procedure for the KTSP unit.
- c) Strengthen institutional mechanisms by capacitating Nodal TRCS/Central TRCS for long-term community-owned management.
- d) Promote capacity building and skill development for Tasar rearers, SHGs, and cooperative members in running the unit and machineries by constituting a Nodal TRCS/Central TRCS.
- e) Deploy skilled manpower with domain expertise in sericulture, textile processing, marketing, and enterprise management.
- f) Develop sustainable market linkages and brand KTSP products for domestic and international markets.
- g) Ensure compliance, monitoring, transparency, and accountability in operations, finance, HR, safety, and environmental standards.
- h) Prepare the Nodal TRCS/Central TRCS to be business-ready in 5 years, ensuring KTSP becomes a self-sustaining enterprise.

## 5.2. Feasibility Assessment & DPR Development

- a) Conduct a comprehensive feasibility study/survey covering infrastructure, machinery, raw material availability, and market demand.
- b) Prepare a **5-year Detailed Project Report (DPR)** including operational planning, financial projections, organizational structure, production targets, and sustainability roadmap and submit the same to the DLTP for approval

## 5.3. Institutional Strengthening & SOP Development

- a) Facilitate formation and capacity building of Nodal TRCS/Central TRCS as per the approved timeframe in the DPR.
- b) Organisation of recurring training sessions of the Nodal TRCS/ Central TRCS as per the timelines and gap assessment in the DPR Develop and institute Standard Operating Procedures (SOPs) for all daily operations of KTSP.
- c) Gradual functionalisation of the KTSP.

## 5.4. Post-Cocoon Production, Processing and Operation Management

- a) Manage complete daily operations of KTSP, including production planning, workflow optimization, machine utilization, and inventory control.
- b) Build capacities of Tasar Rearers and TRCS members through continuous technical support.
- c) Lead branding, marketing, and value-addition processes for Tasar yarn and fabric.
- d) Manage all core post-cocoon activities:
  - I. Reeling Re-reeling, spinning, twisting
  - II. Dyeing, Weaving, printing, finished fabric
  - III. Quality control and testing
- e) Ensure continuous raw material supply:
  - I. KTSP requires **4,500 Kahans** of cocoons annually for operating 100 reeling machines.
  - II. Current district production is **3,000 Kahans**; support the ADS in establishing a formal agreement with **SERIFED (Apex Tasar Cooperative Society)** to bridge the deficit.
- f) Develop standardized production protocols to ensure quality consistency, reduce wastage, and enhance productivity.

## 5.5. Capacity Building, Skill Development & Training

- a) Design structured training programmes on post-cocoon technologies, machine operations, quality assurance, and enterprise management.
- b) Select beneficiaries strictly in line with **ODMF guidelines** (within 25 km mining-affected area).
- c) Organize exposure visits to successful Tasar and textile clusters.
- d) Develop master trainers and supervisors to ensure long-term sustainability.
- e) Support ADS in converging government schemes like:
- f) **Samarth Scheme** (Ministry of Textiles (GoI)
- g) Promotion of Handloom Industries (POHI) (**Department of Handloom, Textiles & Handicraft (Govt. Of Odisha)**)
- h) Any other relevant Govt schemes issued from time to time.

## 5.6. Deployment of Manpower & HR Systems

- a) Deploy qualified technical, managerial, accounting, skilled, semi-skilled, and unskilled personnel as per DPR and DLTC-approved SOPs.
- b) Prioritize local candidates, especially from mining-affected areas and SHGs, for reeling, weaving, dyeing, printing, and related operations.
- c) Ensure HR personnel conduct regular skill development and sensitization for rearers and TRCS members.

## 5.7. Market Linkages, Branding & Business Development

- a) Develop branding, packaging, and marketing strategies for KTSP products.
- b) Organise buyer-seller meets with relevant market players in the ecosystem.
- c) Create forward and backward linkages with:
  - I. Bulk buyers, wholesalers, designers, textile institutions
  - II. E-commerce platforms
- d) Facilitate agreements with key organizations:
  - I. **NHDC** for Tasar yarn sales
  - II. **Handloom, Textiles & Handicrafts Dept., Govt. of Odisha (Boyanika, Utkalika, Odisha Resham, Sambalpuri Bastralaya)**
- e) Ensure improved price realization through aggregation, value addition, and market intelligence.
- f) Promote KTSP products nationally and internationally.
- g) Prepare annual business plans and revenue forecasts aligned with production targets.
- h) Enable TRCS to evolve into a **profitable enterprise** managing yarn/fabric marketing.

## 5.8. Funding, Monitoring, Reporting & Compliance

- a) Operate under the funding structure approved by DMF Sundargarh through ADS Sericulture for HR and working capital for 5 years.
- b) Submit standardized monthly, quarterly, and annual reports covering operational, financial, and impact parameters.
- c) Create and Maintain a **Digital MIS Dashboard** with integrated operational, financial, and community development data.
- d) Support audits conducted by CA firms appointed by the Monitoring-cum-Executive Committee.
- e) Ensure full compliance with local, national, and international laws related to labour, safety, environment, and processing norms.
- f) Support ADS Sundargarh in coordinating external audits (financial, quality, environmental, social).

## 5.9. Institutional Development & Exit Strategy

- a. Support formation/strengthening of Nodal TRCs or a Central Cooperative comprising tasar rearers.
- b. Gradually integrate cooperatives into operational and decision-making processes.
- c. Prepare a structured handover plan to enable cooperatives to independently manage KTSP upon completion of the onboarding period.
- d. Provide handholding support during the transition phase.

## **Annexure I**

### **Cover Letter Format**

To,

The Assistant Director of Sericulture,  
Sundargarh

**Office of the Assistant Director Sericulture Sundargarh Maheshdihhi Odisha  
770001**

Subject: Proposal for **Onboarding of Professional Agencies for Post Harvest Cocoon Value Chain Development and Market Linkage Integration of Tasar Fabric/Yarn at Khuntagaon Tasar Silk Park, Lahunipara, Sundargarh**

Dear Sir,

This is in response to the EOI issued by the Office of the Assistant Director Sericulture (Ref No.....) dated ....., we (Name of the Bidder) are keen to get empaneled with the Office of Assistant Director Sericulture as Facilitating Agency to provide services in the post cocoon sector including but not limited to market linkage facilities and value chain development for livelihood enhancement of the tribal communities, and hereby express our interest in being considered for the same.

We have attached the receipt of the processing fee paid for Rs. 1,000/- (Rupees Twenty-Five Thousand Only) in the form of Demand Draft No ..... dated ..... drawn on .....

We hereby confirm that:

1. The EOI is being submitted by ..... Which is the "Bidder" in accordance with the conditions stipulated in the EOI.
2. We have examined in detail and have understood the terms and conditions stipulated in the EOI issued by The Office of Assistant Director Sericulture Sundargarh and in any subsequent communication sent by ADS Sundargarh. We agree and undertake to abide by all these terms and conditions. Our EOI is consistent with all the requirements of submission as stated in the EOI or in any of the subsequent communications from Assistant Director Sericulture Sundargarh.
3. The information submitted in our EOI is complete and correct to the best of knowledge and understanding. We would be solely responsible for any errors or omissions in our EOI. We acknowledge that ADS Sundargarh will be relying on the information provided in the EOI and the documents accompanying such EOI for Selection of Bidders for empanelment as an Agency/Agency, and we certify that all information provided in the application is true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such EOI are true copies of their respective originals.
4. We acknowledge the right of Assistant Director of Sericulture (ADS) Sundargarh to reject our EOI without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever. We declare that we satisfy all legal requirements and meet all the eligibility criteria laid down in the EOI.
5. This EOI is unconditional, and we hereby undertake to abide by the terms and

Onboarding of professional agencies for post-harvest cocoon value chain development and market linkage integration of tasar fabric/yarn at Khuntaqaon Tasar Silk Park, Lahunipara, Sundargarh.

conditions of the EOI.

6. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.

Name:

Designation:

(Agency Seal)

(Authorized Representative and Signatory)

**Note:**

1. The Cover Letter is to be submitted by the Authorized Representative and Signatory on the organization's letter head with their dated signature & seal.

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## **Annexure II**

### **Bidder's Profile**

<b>S. No.</b>	<b>Profile</b>	<b>Details</b>
1	Name and address of Agency	
2	Type of agency	
3	Contact Details of the Bidder Contact person (name designation, Telephone Number, FAX, e-mail, Web site)	
4	Legal Status	
5	Date of Incorporation	
6	GST Registration number	
7	PAN Number	
8	TAN Number	
9	CIN Number	

For and on behalf of:

Signature Name: Designation: Date:

#### **Note:**

Copies of all supporting documents (Registration, GST, PAN, Tan, CIN) should be appended in the same order as mentioned in the table.

All supporting documents should be duly certified by the Authorized person.

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### **Annexure III**

#### **Undertaking for Non-Blacklisting/Non-Debarment**

I/ We, on behalf of (Name of Bidder), with its registered office at \_\_\_\_\_ do hereby declare that the above-mentioned Bidder has not been blacklisted/ debarred by any Central Government Department, Ministry, Central PSUs, State PSUs, Autonomous bodies of the Central/ State Government, etc. during the last 3 Financial Years.

Authorized Signatory

**Note: The undertaking regarding the non-blacklisting/non-debarment of the firm is to be submitted on a non-judicial stamp paper of Rs. 100/- (Rupees Hundred only).**

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## **Annexure IV**

### **Format - Work Experience**

<b>S. No.</b>	<b>Assignment name</b>	<b>Authority name</b>	<b>Assistance Provided</b>	<b>Ref Page No.</b>

For and on behalf of:

Signature Name:

Designation:

Date:

**Note: Form must be filled for each relevant assignment with necessary documentary evidence in support of the experience claimed**

## Annexure V

### Bid Submission Checklist

Bidders shall ensure the submission of the required supporting documents in the appropriate envelopes (wrt Qualification Criteria). Bidders should submit the required supporting documents as mentioned below by arranging the documents serially in the following order, indexing it appropriately, pages of all the bids documents being numbered, mentioning the same page numbers in the column “Page No” against the particulars in the check list as mentioned below for ease of scrutiny. Each page should be numbered and signed (in full) by the authorized representative. The proposal must be complete in all respect and spiral bound. Bids not conforming to the eligibility criteria and non-submission of required documents as listed below will lead to rejection of the bid. Submission of forged documents will also result in rejection of the bid. Bidders are advised to study all instructions, forms, terms & conditions, and other important information as mentioned in the EoI Document.

Sr. No.	Description	Submitted (Yes/No)	Page No.
	<b>Technical Proposal (Original)</b>		
1	Filled in Bid Submission Check List (ANNEXURE V)		
2	Covering Letter (ANNEXURE I)		
3	Bid Processing Fee of Rs. 1000/- in form of DD		
4	Copy of Certificate of Incorporation / Registration of the Bidder		
5	Copy of PAN		
6	Copy of Goods and Services Tax Identification Number (GSTIN)		
7	Bidders Profile (ANNEXURE II)		
8	Work Experience (ANNEXURE IV) along with work orders, completion certificates and other relevant documents as proof of experience		
9	Affidavit Format for Not Blacklisting (ANNEXURE III)		
	<b>Presentation</b>		
10	Detailed Project Note along with Presentation for the project and Proposed Technical and Financial Evaluation Criteria for the project		

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**Undertaking:**

- *All the information has been submitted as per the prescribed format and procedure.*
- *Each part has been separately bound with no loose sheets, and each page of all the two parts are page numbered along with Index Page.*
- *All pages of the proposal have been sealed and signed by the authorized representative.*

For and on behalf of:

Signature Name:

Designation:

Date: