

REQUEST FOR EXPRESSION OF INTEREST (EOI)

(Off-line)

For

**Empanelment of Agencies for Establishment & Operation of Biomass Pellet
Manufacturing Units**

Issued by: Meghalaya State Agricultural Marketing Board (MSAMB)
Cleve Colony, Shillong – 793003
Meghalaya, India

NOTICE INVITING EOI

This EOI is issued by the undersigned inviting Expressions of Interest from eligible and experienced private entities for participation in the establishment, operation, and management of Biomass Pellet Manufacturing Units in Meghalaya.

Reference No: NO.MSAMB/BPMU/66/2026-27/2

Dated: 18.05.2026

1. IMPORTANT DATES

Sl.No.	Key Information/ Events	Time/Venue/Address
1	Date of Issuance of Eoi	Date: 18.05.2026
2	Last Date & Time of Receipt of Queries	Date: 14th August, 2026 Email: ambmg-meg@nic.in
3	Pre-submission Meeting	Hybrid: Online: In-person:
4	Last Date & Time of Submission of Technical Proposal. (Note: No need to submit any financial proposal)	Date: 14th August, 2026 Time: 5:00 P.M
5	Date & Time of Opening of Technical Proposals	Date: 21st August, 2026 Time: 12:00 P.M
6	Website for Downloading the EOI	https://megamb.gov.in/
7	Address for Submission & Opening	The Managing Director, MSAMB, Cleve Colony, Shillong- 793006

8	Officer Inviting the EOI	Managing Director Meghalaya State Agricultural Marketing Board (MSAMB), Cleve Colony, Shillong – 793003 Meghalaya, India
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Sd/-
**Managing Director,
MSAMB**

1. INTRODUCTION

Meghalaya State Agricultural Marketing Board (MSAMB), Department of Agriculture and Farmers' Welfare, Government of Meghalaya invites Expressions of Interest (EOI) from eligible and experienced private sector entities for **establishment and operation of Biomass Pellet Manufacturing Units in Meghalaya.**

This EOI is exclusively for technical empanelment. No financial proposals are required to be submitted by the agencies. The objective is to establish a pre-qualified panel of up to **five (5) competent agencies** with proven domain expertise. Post-empanelment, specific work assignments shall be awarded to empaneled agencies through limited tender as per the prevailing norms of MSAMB and the Government of Meghalaya. No minimum volume of work is guaranteed.

Interested applicants meeting the eligibility criteria are invited to submit their proposals in accordance with the requirements outlined in this EOI document.

The EOI document containing details of qualification criteria, submission requirements, scope of work and evaluation criteria can be downloaded from <https://megamb.gov.in/>

Further details, if any, may be obtained by sending email to ambmg-meg@nic.in

VENUE AND DEADLINE FOR SUBMISSION

A. The sealed envelope shall be submitted to:

The Managing Director
Meghalaya State Agricultural Marketing Board
Cleve Colony, Shillong – 793003

The proposal should clearly mention on the outer envelope:

- a) Name and address of the firm/ organization
- b) “EOI for Empanelment of Agencies for Establishment & Operation of Biomass Pellet Manufacturing Units”
- c) EOI Reference No.

B. TERMS AND CONDITIONS

- MSAMB reserves the right to accept or reject any EOI without assigning any reason.
- This EOI is for **technical empanelment only**. No financial bids are invited or will be opened.
- The initial empanelment shall be valid for a period of 2 (Two) years. However further extension beyond the original empanelment period depends upon the requirement of the procuring entity and performance of the agency.

- The submitted credentials will be verified by the Evaluation Committee.
- Empanelment does not guarantee any minimum volume of work. Individual assignments will be awarded separately through a limited tender process among empaneled agencies, wherein the Scope of Work will be issued and agencies will be invited to submit their financial proposals. The award of work will depend on the specific nature and requirements of each project, as outlined in the Letter of Intent (LoI) issued post-empanelment when inviting financial proposals.
- The authority reserves the right to withdraw the engagement at any stage in the interest of the program by serving one (1) months' notice period. However, the same notice period shall be applicable in the event that the agency intends to withdraw.
- Any revision in terms shall be communicated in writing and mutually agreed upon.
- All amendments will be uploaded on <https://megamb.gov.in/>

2. BACKGROUND

- a) The State of Meghalaya is primarily an agrarian economy, with nearly 80% of its population dependent on agriculture and allied activities for livelihood. The state generates significant quantities of agricultural residues such as broom grass, arecanut husk, paddy straw, sawdust, pineapple crown/peel and other biomass.
- b) Due to structural challenges such as fragmented landholdings, limited value addition infrastructure, and inadequate market linkages, these residues remain underutilized, often leading to environmental issues including open burning and disposal issues.
- c) At the same time, there is an increasing demand for clean and renewable energy sources across industries. Biomass pellets, produced from agricultural residues, offer a sustainable and eco-friendly alternative to conventional fossil fuels.
- d) Recognizing this opportunity, the Meghalaya State Agricultural Marketing Board (MSAMB) aims to promote value addition of agricultural waste through the establishment of Biomass Pellet Manufacturing Units in the state.
- e) The initiative is aligned with the broader objectives of:
 - Enhancing farmer incomes through aggregation and sale of biomass
 - Promoting renewable energy and sustainability
 - Generating rural employment
 - Strengthening market-driven value chains

Guidelines of NTPC regarding requirements

- f) MSAMB intends to develop these units through a Community Public Private Partnership (CPPP) model, wherein government support, community participation, and private sector expertise are integrated for sustainable operations.

- g) Under this initiative, MSAMB proposes to facilitate establishment of biomass pellet units at strategic locations across Meghalaya, with access to:
- Land and basic infrastructure (where available)
 - Aggregated biomass resources from nearby clusters
 - Institutional support and facilitation
- h) While the state will facilitate infrastructure and ecosystem support, there is a need for technical expertise, efficient operations, and market linkages, which can be provided by experienced private sector players.

3. OBJECTIVES OF THE EOI

The primary objective of this EOI is to empanel qualified and experienced private sector players to collaborate with MSAMB and community stakeholders for:

- Establishment and operationalization of biomass pellet manufacturing units
- Development of commercially viable and sustainable business models
- Ensuring efficient procurement of biomass from local farmers
- Creating market linkages for biomass pellets

4. SCOPE OF WORK

The selected private entity shall undertake the following:

- a) Develop a detailed business model and project plan for biomass pellet manufacturing ensuring commercial viability and sustainability.
- b) Establish and/or install required machinery and processing lines for biomass pellet production.
- c) Develop a structure or system for procurement of raw material on sustainable basis from local farmers, FPOs, and community groups ensuring fair pricing.
- d) Operate and manage the unit in collaboration with MSAMB/community stakeholders for a period of minimum 3 years to maximum 10 years, based on mutually agreed terms.
- e) Establish strong market linkages for the sale of biomass pellets to industries, thermal plants, and other institutional buyers.
- f) Provide technical training and capacity building to local workforce and stakeholders for long-term sustainability.
- g) Coordinate with MSAMB and other relevant stakeholders for smooth implementation and operations.

5. PARTNERSHIP MODEL (CPPP MODEL)

The Community Public Private Partnership (CPPP) model involves a collaborative effort from various stakeholders to ensure the success of projects. The model is summarized as follows:

- **Community:** Provides raw materials (biomass), local labour, and participation through farmer collectives/FPOs.

- **Public (MSAMB / Government):** Provides land (where applicable), infrastructure support, facilitation, investment in machinery and policy support.
- **Private Player:** Provides working capital, technology, operational expertise, and market linkages.
- **Partnership:** Ensures successful implementation through coordinated efforts of all stakeholders.

6. BENEFITS FOR STAKEHOLDERS

6.1 BENEFITS FOR THE PRIVATE PLAYER

- Opportunity to establish a long-term revenue-generating business (3–10 years)
- Profit sharing model between the private entity and the farmer collective based on the contributions in the Working capital expenditure and profitability of the overall business plan.
- Access to biomass-rich region with strong raw material availability
- Institutional support from MSAMB and Government
- Opportunity to expand renewable energy portfolio

6.2 BENEFITS FOR THE COMMUNITY

- Funding support from MSAMB, GoM towards additional Capital expenditure in consultation with private player.
- Additional income through sale of agricultural residues & long-term revenue-generating business with Private payer
- Employment opportunities in rural areas
- Skill development and capacity building
- Reduction in environmental pollution

6.4 BENEFITS FOR MSAMB / GOVERNMENT

- Promotion of clean and renewable energy
- Reduction in agri-waste burning
- Strengthening rural economy and value chains

7. PRE-QUALIFICATION CRITERIA

Applicants must satisfy the following mandatory eligibility requirements. Failure to comply with any mandatory criterion will lead to outright rejection of the proposal.

SI No	Criteria	Documents to be submitted
1	<p>Legal Status: The applicant must be a legally registered entity such as a company, LLP, partnership or proprietorship or an individual.</p>	<p>a. A Certificate of Incorporation/ Registration or any other acceptable document must be submitted as proof of compliance with this criterion.</p> <p>b. GST Certificate</p> <p>c. PAN</p>
2	<p>Past Experience: The bidder must have successfully completed at least one contract of providing similar services by supporting as a private player under PPP model in any of the following areas with any Government agency, Public Sector Undertaking (PSU), or large corporate entity in India during the last 10 years preceding April 2026:</p> <ul style="list-style-type: none"> • Biomass pellet manufacturing / biomass processing • Renewable energy projects • Agro-processing or value addition projects • Industrial manufacturing or processing units • Waste-to-energy <p>Note: Ongoing assignments will be considered, provided that at least one year of work has been successfully completed.</p>	<p>a. Work Orders/contract.</p> <p>b. Completion/Client certificates</p> <p>Note: The work order or completion/client certificate must clearly specify the scope of work.</p>
3	<p>Blacklisting: The applicant must not be blacklisted or debarred by any Government, PSU, or donor agency as of the proposal submission date.</p>	<p>Self-declaration.</p>

Sl No	Criteria	Documents to be submitted
4	Conflict of Interest: The applicant must not have any conflict of interest in relation to this EOI and the proposed engagement with MSAMB.	Self-declaration.

8. Technical Qualification Criteria

Only bidders who meet the Pre-Qualification Criteria will be eligible for technical evaluation. Bidders must submit all required documents in accordance with the pre-qualification criteria, technical qualification criteria, and other provisions of the EoI document. The technical proposals will be evaluated based on the following parameters:

Sl No	Parameter	Marks	Documents to be submitted
1	<p>The bidder must have successfully completed at least one contract of providing similar services by supporting as a private player under PPP model in any of the following areas with any Government agency, Public Sector Undertaking (PSU), or large corporate entity in India during the last 10 years preceding April 2026:</p> <ul style="list-style-type: none"> • Biomass pellet manufacturing / biomass processing • Renewable energy projects • Agro-processing or value addition projects • Industrial manufacturing or processing units • Waste-to-energy <p>Note: Ongoing assignments will be considered, provided that at least one year of work has been successfully completed.</p> <ul style="list-style-type: none"> ➤ 1 Contract = 20 Marks ➤ 2 Contracts = 30 Marks ➤ 3 or more Contracts = 40 Marks 	40 Marks	<ul style="list-style-type: none"> • Work Orders / Agreements • Completion Certificates • Client credentials clearly indicating nature of work
2	Approach, Methodology: Evaluation will be based on	25 Marks	<ul style="list-style-type: none"> • Approach & Methodology Note

Sl No	Parameter	Marks	Documents to be submitted
	<p>a) Understanding of Assignment – (Demonstrates understanding of Meghalaya agrarian economy, agricultural residues, biomass value chain, and MSAMB objective of biomass pellet units) = 5 Marks</p> <p>b) Approach & Methodology (Structured and practical methodology for establishment, procurement, operations, and market linkage development) = 5 Marks</p> <p>c) Implementation strategy and Work Plan: (Clear activities, timelines, milestones, and deliverables for project execution) = 5 Marks</p> <p>d) Innovation and Value addition: (Strategies for improving biomass utilization, farmer income, and market outcomes through PPP Model) = 5 Marks</p> <p>e) Feasibility and Practicality: (Ground-level implementation feasibility and scalability in Meghalaya context) = 5 Marks</p>		<p>(not more than 10 pages)</p> <ul style="list-style-type: none"> • Work plan with timelines (Activity plan)
3	<p>Technical Presentation:</p> <p>The presentation shall include the following aspects:</p> <ul style="list-style-type: none"> • Detailed business plan including CAPEX (existing & additional) and OPEX • Cost Benefit Analysis – Revenue, EBITDA, PAT, Cashflow, NPV, IRR • Impact on farmers – Procurement quantity and prices • Employment generation – Employment for Skilled, semi-skilled, casual labour (from the Community and from Private enterprise) • Profit sharing model (to be proposed by private player based on their investments) 	25 Marks	Agencies shall be separately notified about the schedule for the presentation, which may be conducted in online or offline mode
4	<p>Regional Presence / Experience: Presence / Experience in implementing 1 project having similar nature (PPP model) in any of the North</p>	10 Marks	<ul style="list-style-type: none"> • Work Orders / Completion Certificates

SI No	Parameter	Marks	Documents to be submitted
	Eastern States in India during last 10 years preceding April 2026.		<ul style="list-style-type: none"> • Client certificates
<p>Note:</p> <ul style="list-style-type: none"> • Bidders must score at least 70 marks out of 100 in the technical evaluation to qualify for empanelment. • Up to five (5) highest-scoring technically qualified bidders shall be empanelled. • Tie-Breaking Rule: If two or more bidders secure the same total technical score, the ranking shall be determined by the higher score secured under the criteria TECHNICAL PRESENTATION. • All claims must be supported by documentary evidence; unsupported claims may not be considered. • The authority reserves the right to verify submitted credentials independently. • In case of false, misleading, or unverifiable information, the proposal shall be rejected. 			

9. DURATION OF EMPANELMENT

The empanelment of the agency shall be initially valid as per decision of the MSAMB after empanelment of the agency.

Any extension shall be mutually agreed upon in writing between the agency and the Meghalaya State Agricultural Marketing Board (MSAMB).

10. PROPOSAL SUBMISSION GUIDELINES & EVALUATION METHODS

The bidders are required to submit their technical proposals using a **Single Sealed Envelope** containing the Technical Proposal only. **No financial proposal is to be submitted.**

Outer Envelope: The envelope shall be clearly superscripted with:

- "Technical Proposal for Expression of Interest (EOI) for “Empanelment of Agencies for Establishment & Operation of Biomass Pellet Manufacturing Units”
- EOI Reference No.
- Name and Address of the Bidder
- Contact Details (Email & Phone)

Contents of Technical Proposal:

The Technical Proposal shall include:

1. Covering Letter
2. Company Profile
3. Documents supporting **Pre-Qualification Criteria**
4. Documents supporting **Technical Qualification Criteria**
5. Approach, Methodology & Training Plan (not more than 10 pages)
6. Details of Relevant Training Experience & Project Credentials
7. Self-declarations:
 - Non-blacklisting
 - Conflict of Interest declaration
8. Any other supporting documents as mentioned in this EOI

Note: All documents must be self-attested by the authorised signatory. The authority reserves the right to seek additional documents or clarification from any applicant.

11. SUBMISSION PROCESS

The Technical Proposals must be submitted in a sealed envelope to the address specified in this EOI **on or before the 14th August, 2026** indicated in **Section 1 (Important Dates)**. Late submissions shall not be entertained and will be summarily rejected.

12. OPENING OF PROPOSALS & EVALUATION METHOD

Step 1: Technical Proposal Opening

Technical proposals shall be opened on the date and time specified in Section 1, in the presence of bidders or their authorized representatives who choose to attend.

Step 2: Pre-Qualification Evaluation

All proposals will first be evaluated against the mandatory Pre-Qualification Criteria. Only proposals meeting all eligibility requirements will proceed to technical evaluation.

Step 3: Technical Evaluation

Technical proposals shall be evaluated as per the Technical Qualification Criteria defined in Section 8. Bidders scoring a minimum of 70 marks out of 100 will be considered for empanelment.

13. EVALUATION METHODOLOGY

Stage 1: Pre-Qualification Evaluation

- All technical proposals received shall first be evaluated against the Pre-Qualification Criteria outlined in Section 7.

- Only those bidders who meet all eligibility requirements and submit the required supporting documents shall proceed to technical evaluation.
- Proposals not meeting pre-qualification criteria shall be rejected and will not proceed to technical evaluation.

Stage 2: Technical Evaluation (100 Marks)

- The technical proposals of eligible bidders shall be evaluated based on the **Technical Qualification Criteria** specified in Section 9.
- The maximum marks for technical evaluation shall be **100 marks**.
- The Bidders must score at least **70 marks out of 100** in the technical evaluation to qualify.
- The top five (5) scoring bidders shall be empanelled.
- If two or more bidders achieve the same total score, the **Tie-Breaking Rule** set out in **Section 8** shall be applied to determine the ranking.

Stage 3: Empanelment

- The shortlisted bidders shall be notified and invited to enter into a Framework Empanelment Agreement with MSAMB.
- Specific work assignments will subsequently be contracted through limited tender among the empanelled agencies, in accordance with MSAMB's procurement norms.

14. CONFIDENTIALITY

All information shared during the engagement between MSAMB and the empanelled agency shall be treated as strictly confidential. The agency shall not disclose any information related to MSAMB operations, programmes, or activities to any third party without prior written consent from MSAMB

15. CONFLICT OF INTEREST

Applicants must disclose any potential conflict of interest in relation to this EOI and the proposed engagement with MSAMB. Any agency found to have a conflict of interest shall be disqualified from the selection process. A Self-declaration of no conflict of interest must be submitted as part of the Technical Proposal.

16. EXECUTION OF AGREEMENT & POST-EMPANELMENT TERMS

Upon completion of the selection process, each empaneled agency shall enter into a **Framework Agreement** with MSAMB. The agreement shall be effective from the date of its execution and shall remain valid for the duration of empanelment as defined in Section 9, unless terminated earlier in accordance with the terms of the agreement.

Post-Empanelment Engagement Process:

- Empanelment constitutes pre-qualification only and does not guarantee any minimum volume of work.

- The agreement shall constitute a binding contract between MSAMB and the empanelled Agency.
- Specific assignments shall be awarded to empanelled agencies through limited tender invitations restricted to the empanelled panel.
- MSAMB reserves the right to invite proposals from all or selected empaneled agencies depending on the specific requirements of each assignment.
- The agreement may be amended or extended only with the written consent of both parties.
- MSAMB reserves the right to terminate the agreement in case of non-performance, breach of terms, or in the interest of the programme.
- All terms agreed upon in the EOI, including scope of work, deliverables, and payment structure, shall be incorporated into the agreement unless otherwise amended in writing and mutually agreed.

17. RIGHTS OF THE AUTHORITY

MSAMB reserves the right to:

- Accept or reject any proposal without assigning any reason.
- Seek clarification from applicants at any stage of evaluation process.
- Modify this EOI if necessary; with amendments uploaded on _____
- De-list any empaneled Agency at any stage if found unsatisfactory or non-compliant with the terms of engagement.
- Determine the number of agencies to be empaneled
- Not proceed with the empanelment process at any stage without assigning any reason.

18. DISPUTE SETTLEMENT CLAUSE

Amicable Resolution:

In the event of any dispute, disagreement, or claim arising out of or relating to this EOI, the selection process, or the subsequent engagement/agreement, the parties shall first attempt to resolve the matter amicably through mutual consultation.

Escalation to Senior Officials:

If the dispute cannot be resolved through consultation within 15 (fifteen) days from the date of notice of the dispute, the matter shall be escalated to the Joint Managing Director of MSAMB and the authorized representative of the Agency for negotiation and resolution.

Arbitration:

- Any dispute that cannot be resolved amicably or through escalation shall be finally resolved by arbitration under the Arbitration and Conciliation Act, 1996 (as amended from time to time).
- Arbitration proceedings shall be conducted by a sole arbitrator mutually appointed by the parties. If the parties are unable to agree on the appointment, the arbitrator shall be appointed by the Joint Managing Director of MSAMB.

- The arbitration proceedings shall be conducted in English, and the venue of arbitration shall be Shillong, Meghalaya.

Binding Award:

The decision or award rendered by the arbitrator shall be final, conclusive, and binding on both parties. The parties undertake to comply with and carry out such award without delay.

Governing Law:

This EOI, the subsequent engagement, and the agreement shall be governed by and construed in accordance with the laws of India.

Interim Relief:

During the pendency of any dispute resolution process, the Agency shall continue to perform its obligations under the agreement unless otherwise directed by MSAMB in writing.
