

## **Invitation of Expression of Interest (EOI) For Empanelment ofBusinessPartnersforHorticulture &Allied Activities**

**UTTARAKHAND HORTICULTURE COOPERATIVE FEDERATION LTD.  
(HORTIFED)**

**Address:** Registrar Cooperative Societies Near Railway Crossing Raipur  
Tunwala Road Miyawala Dehradun: 248001 Uttarakhand

**Website:** [www.hortifed.org.in](http://www.hortifed.org.in)

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# Expression of Interest (EOI)

Uttarakhand Horticulture Cooperative Federation LTD.

## Empanelment Notice

Uttarakhand Horticulture Cooperative Federation Ltd. (HortiFed), an Apex Cooperative Society registered under the **Uttarakhand Cooperative Act, 2003**, invites proposals from reputed and experienced **agencies and consultancy firms** for **Empanelment to provide Technical Support and Business Development Services** across all districts of Uttarakhand.

The empanelment is being initiated with the objective of strengthening horticulture-based cooperative initiatives through expert guidance, implementation support, and capacity building across multiple domains such as **collective farming, apple orchards, mushroom cultivation, floriculture, polyhouse farming, beekeeping, and development of point-of-sale systems** for the marketing of horticultural produce and other allied activities.

The empanelment will be valid for a period of **three (03) years**, subject to **annual renewal based on performance evaluation** and compliance with the terms and conditions, at the sole discretion of HortiFed.

### Key Guidelines and Terms:

1. **Purpose and Coverage:** The purpose of this empanelment is to engage experienced organizations to support HortiFed in technical planning, capacity building, enterprise development, infrastructure facilitation, and business upscaling activities related to horticulture and allied sectors across all districts of the state.
2. **Evaluation and Selection Process:** The evaluation criteria and selection process for the empanelment of firms are clearly outlined in this Expression of Interest (EOI) document. Any revisions or changes to the terms mentioned herein will be at the sole discretion of HortiFed.
3. **Non-Binding Process:** This EOI does not constitute a binding offer or commitment by HortiFed. No contractual obligation shall arise unless and until a formal agreement is executed between HortiFed and the selected firm(s). HortiFed also reserves the right to empanel **more than one firm** for the required services.
4. **Scope and Requirements:** The EOI document provides comprehensive details regarding the scope of services expected, eligibility criteria, evaluation methodology, and the contractual terms of engagement. Interested parties are encouraged to thoroughly understand the federation's objectives and requirements before submitting their proposals.
5. **Submission Advisory:** Interested agencies are advised to **carefully study and analyze the EOI document** prior to submission. By submitting a proposal in response to this notice, the applicant is deemed to have fully understood the scope, terms, and implications of the engagement.

This empanelment offers an opportunity for competent organizations to contribute meaningfully to the sustainable growth of Uttarakhand's horticulture sector by partnering with HortiFed in various developmental and operational initiatives.

Uttarakhand Horticulture Cooperative Federation Ltd. (hereafter referred to as (HortiFed) invites EOIs in sealed covers from reputed and experienced agencies and consultancy firms for Empanelment. The details are as under:

S.No	Particulars	Details	
1	Date of issue of the Expression of Interest (EOI) document	21 <sup>st</sup> June 2025	
2	Last date and time for submission of Applications	05 <sup>th</sup> July 2025, Up to 3:00 PM,	
3	Duration of Empanelment	03 Years (subject to annual renewal based on performance evaluation and requirement of HortiFed)	
4	Contact for Clarification	Email: hortifed.uk@gmail.com	
5	Presentation Round	To be notified via email if shortlisted	
6	Downloading of EOI Documents from HortiFed website	21 <sup>st</sup> June 2025	
7	Earnest Money Deposit (EMD)	INR 1,00,000	
8	EOI Fee Including GST	INR 5,000 + 900 (GST) = INR 5,900 (Non-Refundable)	
9	EOI Fee Payment	Demand Draft in favor of MD, Uttarakhand Horticulture Cooperative Federation Ltd., Dehradun	
10	EMDPayment	Demand Draft of any scheduled bank payable at Dehradun or FDR or CDR pledged/drawn in favour MD, Uttarakhand Horticulture Cooperative Federation Ltd. Dehradun <b>Bank Details:</b>	
		Name of bank -	Uttarakhand State Co-operative Bank Ltd., Rispanapul, Dehradun
		A/C/Beneficiary name	Uttarakhand Horticulture Cooperative Federation Ltd.
		A/C Number	000235002100007
		IFSC Code	USCB0001002
		Pan No.	AACAU1104G
11	Last Date of Submission	Up to 3:00 PM, 05 <sup>th</sup> July 2025	
12	Address for Submission of EOI	Managing Director, Uttarakhand Horticulture Cooperative Federation Ltd., Registrar Cooperative Societies Near Railway Crossing Raipur Tunwala Road Miyawala Dehradun: 248001 Uttarakhand	

## **1.INTRODUCTION**

Uttarakhand Horticulture Cooperative Federation Ltd. (HortiFed) is an apex-level cooperative institution established with the vision of transforming the horticulture landscape of Uttarakhand through cooperation, innovation, and sustainability. As a vital component of the state's rural development strategy, HortiFed plays a central role in bringing together farmers, horticulturists, and producer groups under a unified and inclusive platform, enabling them to collectively engage in profitable, sustainable, and market-oriented horticulture practices.

Operating across the diverse agro-climatic zones of Uttarakhand, HortiFed leverages a robust network of grassroots cooperatives and stakeholders to provide end-to-end support to the horticulture sector. Its key areas of intervention include technical training, sustainable production techniques, post-harvest management, collective marketing, value addition, and supply chain optimization. By strengthening these elements, the federation aims to enhance productivity, reduce post-harvest losses, and improve the market competitiveness of high-quality horticultural produce grown in the state.

Driven by its mission to empower rural communities and improve farm incomes, HortiFed promotes inclusive growth by focusing not only on commercial horticulture ventures but also on supporting small and marginal farmers. Special emphasis is placed on introducing environmentally sustainable practices, promoting collective farming models, and facilitating access to new technologies and markets.

HortiFed maintains strategic partnerships with government agencies, research institutions, and private enterprises to provide its members with access to best-in-class knowledge, innovations, and financial linkages. These collaborations have enabled the federation to serve as a vital bridge between grassroots farming communities and policy-level initiatives in horticulture and allied sectors.

With a strong commitment to collective empowerment, food security, and rural prosperity, HortiFed continues to drive forward a horticulture ecosystem that is resilient, inclusive, and future-ready, thereby contributing meaningfully to the socio-economic development of Uttarakhand.

## **2. SCOPE OF WORK**

Uttarakhand Horticulture Cooperative Federation Ltd. (HortiFed), an apex-level cooperative federation under the Government of Uttarakhand, is actively engaged in various horticultural and allied sector initiatives aimed at improving livelihoods, enhancing agricultural productivity, and promoting sustainable farming practices across the state. To support and strengthen its ongoing and future initiatives, HortiFed seeks to empanel technically sound and experienced agencies/firms/Companies for providing **technical support and handholding services**.

The selected agencies will be expected to assist in the following **core and allied areas of horticulture and cooperative development**:

### **2.1 Cooperative and Collective Farming Support**

- Technical assistance in planning and executing collective farming models in horticulture across multiple districts of Uttarakhand.
  - Mobilization of farmers for participation in cooperative farming practices by utilizing their land on a shared basis.
  - Designing and implementing sustainable crop planning and integrated farm models, considering local agro-climatic conditions.
  - Supporting in adoption of good agricultural practices (GAP), high-density plantation, and improved input management.
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### **2.2 Apple Orchard Development**

- Providing technical expertise for the establishment and management of apple orchards, including site selection, variety selection, nursery development, orchard layout, and plantation.
  - Capacity building of farmers and cooperative members in orchard management techniques including pruning, training, pest management, and irrigation.
  - Facilitating post-harvest management, cold storage solutions, and grading and packaging practices.
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### **2.3 Mushroom Cultivation**

- Technical handholding for setting up mushroom cultivation units, including spawn production, growing structures (rooms/sheds), and composting.
  - Training programs and practical demonstrations on different types of mushrooms such as button, oyster, and milky mushrooms.
  - Support in quality control, harvesting, packaging, and linking with local/regional markets.
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## **2.4 Floriculture Development**

- Technical assistance for commercial cultivation of flowers like marigold, rose, liliun, gerbera, chrysanthemum, gladiolus, etc., based on local climate and market demand.
  - Support in development of nurseries, polyhouse/greenhouse infrastructure, and cold chain logistics.
  - Capacity building in grading, packaging, floral design, and direct marketing to wholesale and retail buyers.
- 

## **2.5 Polyhouse and Protected Cultivation**

- Assistance in design, installation, and operation of polyhouses, net houses, and greenhouses for high-value crops including vegetables, flowers, and exotic plants.
  - Promoting adoption of protected cultivation to enable year-round production and quality improvement.
  - Training on crop selection, fertigation systems, pest and disease management in controlled environments.
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## **2.6 Beekeeping and Apiculture**

- Promoting apiculture as an income-generating activity and for enhancing pollination in orchards and vegetable farms.
  - Establishing bee colonies and training cooperative members on scientific bee management, honey extraction, and processing techniques.
  - Facilitating linkages for the sale of honey and other bee products.
- 

## **2.7. Development of Point-of-Sale (POS) and Market Linkages**

- Supporting HortiFed in setting up and managing Point-of-Sale (POS) outlets for the marketing and sale of horticultural produce such as apples, mushrooms, honey, vegetables, processed products, etc.
  - Assisting in branding, packaging, and promotion of cooperative-grown produce under a common label or identity.
  - Facilitating market research, demand forecasting, and buyer-seller meets for enhanced price realization.
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## **2.8. Technical Capacity Building & Farmer Training**

- Designing and conducting structured training modules and handholding programs for farmers and cooperative members on modern horticulture practices.
  - On-ground support through field visits, demonstrations, workshops, and exposure visits.
  - Building institutional capacities at the cooperative level for operations, record-keeping, quality assurance, and compliance.
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## **2.9. Enterprise and Value Chain Development**

- Identifying viable horticulture-based micro-enterprises and supporting their incubation and scale-up.
  - Facilitating linkages with financial institutions for credit, subsidies, and government schemes relevant to horticulture and allied activities.
  - Support in setting up small-scale value addition units (e.g., juice extraction, drying, grading, packaging, etc.).
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## **2.10. Monitoring, Reporting, and Impact Evaluation**

- Regular monitoring and documentation of field-level activities, outcomes, and best practices.
  - Preparing progress reports, case studies, success stories, and data-driven impact assessments to inform future strategies.
  - Supporting digital record maintenance and MIS (Management Information System) development for cooperative operations.
- 

## **2.11 Innovation and Technology Introduction**

- Introducing appropriate innovations and low-cost technologies suited for hilly terrain and smallholder farmers.
  - Promoting sustainable practices such as organic cultivation, water conservation methods (drip/sprinkler), and integrated pest management (IPM).
  - Encouraging adoption of digital tools (mobile apps, weather advisory, soil health cards, etc.) to enhance productivity and resilience.
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This detailed scope of work is intended to provide a comprehensive framework for the agencies that will be empaneled. The selected entities are expected to bring in domain expertise, field experience, and a collaborative approach to support HortiFed in achieving its vision of promoting integrated and sustainable horticulture development in Uttarakhand through cooperative mechanisms.

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### 3. PREQUALIFICATION CRITERIA

The applicant will be evaluated for empanelment, inter-alia, based on the prequalification criteria mentioned below:

S. No.	Specific Requirement	Documents Required
1	The applicant must be a legally registered entity in India under one of the following: <ul style="list-style-type: none"> <li>• LLP under LLP Act, 2008</li> <li>• Company under Companies Act, 1956/2013</li> <li>• Partnership Firm under Indian Partnership Act, 1932</li> </ul>	<ul style="list-style-type: none"> <li>• Certificate of Incorporation / Registration</li> <li>• Partnership Deed (if applicable)</li> <li>• PAN and GST Registration</li> <li>• MSME Certificate (if applicable)</li> </ul>
2	The agency should have generated an <b>average annual turnover of at least ₹40 Lakhs</b> from similar services in the <b>last 3 financial years (2021–22, 2022–23, 2023–24)</b> .	<ul style="list-style-type: none"> <li>• Turnover Certificate from Chartered Accountant <b>OR</b></li> <li>• Audited Financial Statements for the past 3 financial years</li> </ul>
3	Must have undertaken similar assignments in the last 3 years for Central/State Govt., PSUs, or Apex Cooperatives: <ul style="list-style-type: none"> <li>• One project of ≥ ₹30 Lakhs</li> <li>• OR Two projects of ≥ ₹15 Lakhs each</li> <li>• OR Three projects of ≥ ₹10 Lakhs each</li> </ul>	<ul style="list-style-type: none"> <li>• Work Orders / Contracts / MoUs</li> <li>• Brief project description with client name</li> <li>• Photographic evidence or event documentation (if available)</li> </ul>
4	The agency must have a <b>minimum of 10 qualified professionals</b> on its payroll with expertise in horticulture, agriculture extension, agri-business, floriculture, apiculture, polyhouse operations, or related fields.	<ul style="list-style-type: none"> <li>• Self-declaration from HR or Head of Firm</li> <li>• Resumes of at least 10 key technical personnel clearly highlighting area of specialization and experience</li> </ul>
5	The applicant must submit a <b>self-declaration certificate on ₹100 non-judicial stamp paper</b> , duly <b>notarized</b> that firm not have been <b>blacklisted, debarred, or terminated</b> by any government or public agency in the past 3 years and must not be involved in any <b>criminal or unethical practice</b> .	As per Annexure-I
6	Preference may be given to firms with an operational <b>office in Uttarakhand</b> to ensure efficient execution, coordination, and monitoring.	<ul style="list-style-type: none"> <li>• Address proof / Utility bill / Lease or ownership document of office</li> <li>• Self-certification with contact person details</li> </ul>
7	Positive <b>client feedback or performance certificates</b> for at least two completed assignments related to horticulture or agri-cooperative development.	• Performance certificates/ Completion certificates from clients
8	The bidding agency must submit a <b>self-declaration certificate on ₹100 non-judicial stamp paper</b> , duly <b>notarized</b> , certifying that <b>all information, documents, and declarations submitted in the bid are true, correct, and complete to the best of their knowledge and belief</b> , and that <b>no material information has been concealed or misrepresented</b> .	As per Annexure-II

#### **4. TECHNICAL EVALUATION**

The Technical evaluation would happen based on agency's relevant experience and key personnel as described under.

<b>S. No.</b>	<b>Criteria</b>	<b>Weightage (Marks)</b>	<b>Evaluation Parameters</b>
1	<b>Agency Profile &amp; Legal Standing</b>	10	Evaluation based on registration status, organizational strength, years of operation, and compliance with legal norms.
2	<b>Relevant Experience in Similar Projects</b>	25	Experience with Central/State Governments, Cooperatives, or Federations in horticulture or allied sector projects. <ul style="list-style-type: none"><li>• 1 project <math>\geq</math> ₹30L 15 marks</li><li>• 2 projects <math>\geq</math> ₹15L 20 marks</li><li>• 3 projects <math>\geq</math> ₹10L 25 marks</li></ul>
3	<b>Average Annual Turnover (Last 3 Financial Years)</b>	10	<ul style="list-style-type: none"><li>• ₹40–60 Lakhs 3 marks</li><li>• &gt;₹60–100 Lakhs 6 marks</li><li>• &gt;₹100–150 Lakhs 8 marks</li><li>• &gt;₹150 Lakhs 10 marks</li></ul>
4	<b>Expertise and Availability of Skilled Manpower</b>	15	Evaluation based on qualification and relevance of key staff (minimum 10) assigned to the project.
5	<b>Understanding of Scope &amp; Methodology</b>	15	Evaluation of proposed execution plan, implementation strategy, timeline, risk mitigation, and innovation integration.
6	<b>Presence in Uttarakhand (functional office)</b>	10	Proof of functional office in Uttarakhand
7	<b>Sector Specific Expertise in Key Horticulture Domains</b>	10	At least 3 of the following domains: Apple, Mushroom, Floriculture, Polyhouse, Beekeeping, Collective Farming, POS setup.
8	<b>Client Testimonials / Performance Certificates from Past Projects</b>	5	Based on Completion certificate from past clients

***Minimum marks required for technical qualification is 70 out of 100.***

## **5. General Terms and Conditions**

5.1 The empanelment letter shall not confer any right to engagement. The agency or its associates/companies who are empaneled with HortiFed because of this empanelment process are not allowed to use the name of HortiFed or Department of Cooperation, Government of Uttarakhand, its logo, service marks or any document for any purpose without the prior written approval of HortiFed.

5.2 Empanelment Duration: The empanelment will be for a period of three (03) years, subject to annual renewal, depending on the performance of the agency and their compliance of terms and conditions at the sole discretion of HortiFed.

5.3 HortiFed reserves the right to i. reject any / all proposals without assigning any reasons thereof, ii. relax or waive any of the conditions stipulated in this EOI document as deemed necessary in the best interest of HortiFed and the objectives of the project without assigning any reasons thereof and iii. include any other item(s) in the Scope of work at any time after consultation.

5.4 Blacklisting/debarring: HortiFed reserves the right to cancel the empanelment letter issued and debar the firm if it is discovered that the firm had produced any false information, on continued delivery of unsatisfactory services, insolvency of the company or any other ethical ground as deemed fit by giving a 7-day prior written notice.

5.5 Subcontracting: There must be no further subcontracting without prior written consent of HortiFed; all manpower deployed by the Service provider shall be on-roll employees of the Service provider or must have a direct employment contract with the Service provider.

5.6 Allocation of work post empanelment: The allocation of work post empanelment among all the empaneled agencies will be made by floating quotation enquiries through nomination basis as and when the requirements arise.

5.7 Presentation: As a part of Evaluation of proposals submitted by the applicants, HortiFed reserves the right to seek further information or a presentation from the Organizations for evaluation purpose.

5.8 Amendment to EOI: At any time prior to the last date for receipt of applications, HortiFed may for any reason, whether at its own initiative or in response to a clarification requested by a prospective applicant, modify the EOI document by an amendment. In order to provide prospective applicants reasonable time in which to take the amendment into account in preparing their proposals, HortiFed may at its discretion extend the last date for the receipt of proposals and/or make other changes in the requirements set out in the EOI. The applicant is required to visit the website detail for any changes or amendments in the EOI before submitting their Applications.

5.9 Ethics: HortiFed expect all operators, shortlisted agency(s) to show highest ethical standards during the course of the assignment. If any complaints/information regarding any incident of

malpractices (bribery, seeking monetary or non-monetary favor/gifts) is brought to the notice, the shortlisted agency(s) shall take the necessary action (to the extent of expulsion/removal) as per its organization rules and laws applicable at that time. HortiFed is absolved of any liability/claim arising out of any such above situations.

5.10 During evaluation, HortiFed may, at its discretion, ask the respondents for clarifications on their proposals. The firms/agencies are required to respond within the time frame prescribed by HortiFed.

5.11 HortiFed may at its sole discretion and at any time during the evaluation of proposal, disqualify any respondent, if the firm:

5.12 Submitted the proposal after the response deadline

- Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements
- Exhibited a record of poor performance such as abandoning works, not properly completing the contractual obligations, inordinately delaying completion or financial failures, etc. in any project in the preceding three years
- Submitted a proposal that is not accompanied by required documentation or is nonresponsive, failed to provide clarifications related thereto, when sought v. Submitted more than one proposal
- Was declared ineligible by the Government of India/State/UT Government for corrupt and fraudulent practices.

5.13 The application is liable to be rejected if:

- Not in prescribed forms and not containing all required details.
- Not properly sealed and signed as per requirements.
- Received after the expiry of due date and time. iv. Missing of any supporting document(s) with the Proposal.

## Annexure-I

### **PROFORMA OF CERTIFICATE FOR BEING NOT BLACKLISTED / DEBARRED** (To be executed on a non-judicial stamp paper of Rs. 100/ and duly notarized)

-

To,  
Managing Director,  
Uttarakhand Horticulture Cooperative Federation Ltd.  
C/o Registrar Cooperative's, Near Railway Crossing Raipur Tunwala Road Miyawala  
Dehradun Uttarakhand -248001

We M/s -----(Name of firm / Company) having its registered office at .....declare that we are not blacklisted/ debarred by any Govt. undertaking/ Govt. departments. In case same is found then their tender/Order shall be treated as cancelled at any stage and EMD/Performance security shall be forfeited.

Signed this day of  
Place

Signature of Authorized signatory of  
Name

Witness:

Designation

Signature

Name of the firm

Name

Seal of the firm

Address

## Annexure-II

### PRO FORMA OF CERTIFICATE FOR ALL THE INFORMATION PROVIDED BY THE FIRM IN THE BID DOCUMENT ARE TRUE AND CORRECT.

(To be executed on a non-judicial stamp paper of Rs. 100/ and duly notarized)

To,  
**Managing Director,**  
Uttarakhand Horticulture Cooperative Federation Ltd.  
C/o Registrar Cooperative's, Near Railway Crossing  
Raipur Tunwala Road Miyawala  
Dehradun Uttarakhand -248001

We M/s----- (Name of firm / Company) having its  
registered office at ..... declare that all the  
information provided by us in the bid document are true and Correct. In case, any forged or false  
document is found at any stage, then our tender/ order shall be treated as cancelled and necessary  
action shall be taken against us, which may include forfeiting the EMD/security cum  
performance guarantee, debarring/ blacklisting for further participation in future tenders, based  
on the merits/ demerits of the case.

Signed this day of  
Place

Signature of Authorized signatory of  
Name

Witness:

Designation

s  
Signature

Name of the firm

Name

Seal of the firm

Address