

Bose Institute Kolkata

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| EOI No. | BI/EOI/02/2021-22 |
| Date | 15.03.2022 |
| Title | Expression Of Interest (EOI) from NGOs for participation in Bose Institute Rural Biotechnology Project entitled “Improvement and broad-scale implementation of different biotechnology-oriented programmes for the socio-economic upliftment of Scheduled Tribe community of West Bengal” |
| Details of EOI | See below |
| Last Date & Time for submission of online form | 30.03.2022 upto 17:00 hrs. |
| Last Date & Time for submission of hard copies | 05.04.2022 at 17:00 hrs |
| Address for Submission of EOI | OFFICE OF THE REGISTRAR, Bose Institute, Unified academic campus, EN 80, Sector V, Bidhan Nagar, Kolkata – 700091, WB, India |
| Date & Time for opening EOIs | 06.04.2022 at 15:00 hrs. |
| Venue of opening EOIs | Bose Institute, Unified Academic Campus, EN 80, Sector V, Bidhan Nagar, Kolkata – 700091, WB, India |
| For any query the interested bidders may contact | rbpfalta@jcbose.ac.in |

General Terms & Conditions

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| Payment terms | TO BE NOTIFIED LATER |
| Any other information (if applicable) | Brief guidelines and information are given below. Detailed guidelines will be provided to shortlisted NGOs. |

Director, Bose Institute reserves the right to accept or reject any or all proposals either in part or in full. The reasons for rejecting the tender of a prospective NGO will be disclosed only when enquiries are made.

Format for submitting Expression of Interest to Bose Institute to work under the ST-Specific Rural Biotechnology Programme “**Improvement and broad-scale implementation of different biotechnology-oriented programmes for the socio-economic upliftment of Scheduled Tribe community of West Bengal**” .

(The following letter in the letterhead of the NGO should be submitted)

To
The Registrar
Bose Institute, Unified Academic Campus,
EN 80, Sector V, Bidhan Nagar, Kolkata – 700091,
WB, India
E-mail: registrar_office@jcbose.ac.in

Dear Sir,

We are interested to work in the Bose Institute Rural Biotechnology Project entitled “Improvement and broad-scale implementation of different biotechnology-oriented programmes for the socio-economic upliftment of Scheduled Tribe community of West Bengal”. So, we are submitting our Expression of Interest (EOI). We are submitting herewith duly filled up form for your perusal. We would be very much obliged if you consider our EOI for submitting project proposal for working under the aforementioned programme for the financial year 2021-2022.

Thanking you,

Yours faithfully,

Secretary of the NGO
Stamp

President of the NGO
Stamp

Date:

[Click here for the online application form.](#) The application form must be submitted online. A printout of the submission receipt (will be generated after submission of the online form) duly signed and stamped by the Secretary/President of the NGO must be sent along with other documents as mentioned below. Name of NGO and submission receipt number should positively be mentioned on the envelope.

The NGO should submit the following documents, printed/copied and signed by the NGO secretary and/or president with seal, to the Registrar, Bose Institute to the address given above:

1. EOI letter
2. Copy of NGO Registration Certificate

3. Copy of Memorandum of Association
4. Copy of NGO's PAN Card
5. Copy of address proof of NGO
6. Copy of first page of Bank pass book
7. A cancelled cheque
8. Resolution copy indicating the name of the present President, Secretary and Cashier
9. Copy of last three years' Annual Report
10. Copy of last three years' Audit Report
11. Copy of Govt. issued ID document of Secretary and President of NGO
12. NGOs must submit an undertaking, in NGO letterhead, that they will conform to the general terms and conditions, and any other instructions as may be issued by BI from time to time.
13. The submission receipt generated after online submission duly signed and stamped by the President and Secretary of the NGO

- The EOI (printed copy) along with required documents must reach to the above address within 17:00 hrs 05.04.2022.
- The name of the shortlisted NGOs based on EOI will be notified only on the Bose Institute website.
- Final Proposal to be submitted by the shortlisted NGOs within 15 days of announcement of shortlisted NGOs.
- The final selection of the project proposals will be held after scrutiny and direct interaction with representative of NGOs. Details of the interaction session will be notified to the shortlisted NGOs.

BOSE INSTITUTE

Kolkata

Brief guidelines for NGOs for implementation of DST-funded scheduled tribe-specific rural biotechnology project entitled "Improvement and broad-scale implementation of different biotechnology-oriented programmes for the socio-economic upliftment of scheduled tribe community of west bengal"

1. Part of the project will be implemented through NGOs for the benefit of the Scheduled Tribes (ST) in the villages in West Bengal. The benefits of the project must go to the people belonging to the Scheduled Tribes only.
2. The applicant NGO must be a society registered under the WB Societies Registration Act, 1961 at least three years prior to the year 2020-21.
3. The main task of the NGO will be to promote any one or more activities in the area of : (a) Agriculture, (b) Horticulture, (c) Kitchen gardening, (d) Mushroom cultivation, (e) Vermicompost production, (f) Sericulture, (g) Bee-keeping, (h) Fishery, (i) Goat rearing, (j) Pig rearing, (k) Duck rearing, (l) Country chicken rearing, (m) Food processing, (n) Rainwater harvesting for drinking purpose, (o) Rain water harvesting for irrigation purpose, (p) any other trade suitable or practiced for income generation in the local area. The NGO has to follow Bose

Institute (BI) guidelines and provide required training, materials and other forms of support during implementation of a programme in a beneficiary household or others as mentioned in next section. The NGO has to conduct and also support Bose Institute (BI) member in conducting surveys regarding livelihood, natural resource endowment, and current requirement in a ST-community. The NGO has to also facilitate marketing of the produces wherever feasible.

4. Along with the programmes for individual beneficiaries, the NGO may take up programmes for the benefit of the community as a whole. The programmes such as rain water harvesting tanks for drinking purpose, bee-keeping, vermicompost production, kitchen gardening utilizing rain water, mushroom cultivation etc. may be taken up for a school. This would have a dual benefit. Students will learn trades and scientific practices from their childhood. They could also motivate their parents to adopt these practices and trades.
5. The duration of the project would be one year but may be extended up to March 2024, after periodic evaluation of performance of the selected NGO. Up to 35 NGOs may be finally selected to work with BI.
6. The grant of funds to an NGO by Bose Institute (BI) would normally be limited to maximum Rs. 10.00 lakhs a year, along with 5% overhead charge.
7. After initial screening of EOIs, a shortlisted NGO would be asked to submit a project proposal in a prescribed format of Bose Institute (details will be provided to the shortlisted NGOs).
8. The project proposal would be examined by a suitable Committee constituted by BI. After scrutiny of the project proposal and interaction with the NGO final selections will be made.
9. A selected NGO will have to sign a Memorandum of Agreement (MoA) with Bose Institute regarding implementation of the project sanctioned to the NGO. The terms of MoA may be extended up to March 2024, the tenure of the funded project to BI, depending on the performance assessment of the selected NGO and availability of fund.
10. On the approval of the project by BI, it would release funds to meet the expenditure to be made by the NGO on the project for a period of two quarters.
11. A selected NGO must maintain separate books of accounts and a dedicated bank account for the said project.
12. A selected NGO must submit ITR for the last three assessment years along with the intimation u/s 143(1) of the I.T. act.
13. A selected NGO will be asked to provide an affidavit, duly Notarized, that no criminal and financial irregularities cases are pending against the NGO, and the President, Secretary or any member.
14. A selected NGO will be asked to provide an undertaking that their organization has not been black listed by any Government agency.
15. A selected NGO will be asked to submit quarterly reports on the progress achieved and the utilization of funds. On satisfactory execution of the project during funding quarters, funding for subsequent two quarters would be given.
16. On the completion of a financial year the selected NGO would submit an audited

annual statement of accounts and a report on physical progress achieved during the year. The audit of the project will be conducted by Bose Institute appointed auditor and Bose Institute will bear all the expenditure in this respect.

17. Selected NGOs must cooperate with Bose Institute members during field visit, project monitoring and accounting inspection. The NGO must agree to receive training at Bose Institute campuses regarding implementation of the project and technological aspects.
18. A selected NGO must conform to the general terms and conditions and any other instructions as may be issued by BI from time to time. In this regard, an applicant NGO must submit an undertaking to this effect at the time of submission of the EOI.

[Click here for the online application form.](#)