

**OFFICE OF THE DISTRICT MISSION MANAGER  
DISTRICT MISSION MANAGEMENT UNIT  
TRIPURA RURAL LIVELIHOOD MISSION  
UNAKOTI DISTRICT, KAILASHAHAR**

F.No. 17(2)/DMMU(U)/TRLM/Livelihood- Non-Farm/2024-25/5532-37 Dated: 30/12/24

**NOTICE INVITING REQUEST FOR PROPOSAL (RFP)**

The District Mission Management Unit (DMMU) of TRLM, Unakoti District invites detailed proposals from eligible Cluster Level Federation (CLF)/ Nonfarm Collective (NFC) for the establishment and operation of a Bakery products/Chips/Namkeens Manufacturing Unit. This initiative seeks to drive entrepreneurial spirit, promote sustainable livelihood opportunities, and contribute to the economic development of the region.

**Scope of the Proposal**

Proposals submitted by interested CLFs/NFC should include comprehensive and well-documented plans addressing the following areas:

**1. Land and Infrastructure Availability**

- Clear details of the land or premises proposed for the unit, whether owned or leased for at least 3 years.
- Description of the location's accessibility, existing infrastructure, and its suitability for the proposed manufacturing operations.

**2. Engagement of Willing Members**

- Profiles of members expressing interest in participating, including their roles and responsibilities within the project.
- Relevant experience or skills in food manufacturing, particularly in bakery, chips, or namkeen production, if applicable.

**3. Financial Strength and Resource Availability**

- Current financial standing of the CLF/NFC, including a summary of assets, liabilities, and financial commitments.
- Details of additional resources (monetary or in-kind) that the CLF/NFC can mobilize to support the project.

**4. Demonstrated History of Business Success**

- Evidence of past business initiatives successfully undertaken by the CLF/NFC.
- Track record of managing collaborative projects in meaningful partnerships, particularly within a multi-stakeholder framework.

**5. Operational Strategy and Framework**

- A clear organizational structure outlining roles, responsibilities, and management protocols for the manufacturing unit.
- Commitment to capacity building and skill enhancement for involved members.

**6. Mandatory Presentation**

- Shortlisted CLFs will be required to deliver a professional presentation highlighting the business plan, including detailed operational strategies for running the unit under a multi-stakeholder model.

- The presentation should also outline innovative approaches for scalability, sustainability, and long-term impact.

**Financial and Training Support from DMMU, Unakoti District:**

- The District Mission Management Unit, Unakoti will cover the cost of essential equipment required for setting up the manufacturing unit.

- Training programs for members involved in the unit will be arranged and funded by DMMU, Unakoti District to ensure skill development and operational efficiency.

- CLFs/NFC are expected to contribute through the provision of land, labor, and managerial expertise.

**Eligibility Criteria:**

- Only registered CLFs with a minimum operational history of Eight Month under TRLM are eligible to apply. For NFC, One month olds are eligible to apply.

- The CLF/NFC must demonstrate prior experience in managing financially sustainable ventures and working within collaborative partnerships.

- A strong commitment to adhering to safety, quality, and compliance norms is mandatory.

**Proposal Submission Process**

Proposals must be submitted in the prescribed format along with all required documentation. Submissions should be directed to:

**The District Mission Manager  
(DM & Collector)  
Tripura Rural Livelihood Mission  
Unakoti District, Kailashahar,**

**Submission Mode:** Hard copy or Email: [dmmu.unakoti@gmail.com](mailto:dmmu.unakoti@gmail.com)

**Deadline for Submission:** 20<sup>th</sup> January 2025

**Evaluation Criteria**

The evaluation of proposals will be based on the following weighted criteria:

- **Presentation Quality (40%):** Evaluation will focus on the clarity, feasibility, and comprehensiveness of the business plan, operational strategies, and multi-stakeholder model.

- **Track Record (40%):** Consideration will be given to the CLF's/NFC history of successfully managing ventures and operating in collaborative frameworks.

- **Resource Readiness (20%):** Assessment of the financial capability and availability of necessary resources to ensure the success of the proposed unit.

**Terms and Conditions**

- DMMU Unakoti District reserves the right to accept or reject any proposal at its discretion, without obligation to provide specific justifications.

- Successful CLFs/NFC will enter into a formal agreement with DMMU Unakoti District and must ensure compliance with all relevant quality, safety, and regulatory standards.

**Contact for Queries**

For further information or queries regarding this RFP, please contact:

Smt. Anusree Sinha

District Coordinator- IB & CB

Mob: +91- 6909566714

Email: dmmu.unakoti@gmail.com

All eligible CLFs/NFC may participate in this opportunity to contribute to the socio-economic growth of rural women SHGs through innovative and sustainable manufacturing initiatives.

Signed by Dilip Kumar

Chakma

Date: 30-12-2024 20:32:42

**District Mission Manager  
(DM & Collector)  
Kailashahar, Unakoti District**

**Copy to:**

1. The Chief Executive Officer, TRLM, SMMU, Agartala for kind information.
2. The Block Mission Manager (BDO), Gournagar/Chandipur/Kumarghat/Pecharthal RD Block with request to display the notification in the Notice Board & circulate the RFP to all CLFs under their Block.
3. The DIA, NIC, Unakoti District for information with request to upload in the District Website.
4. The PM- MIS, SMMU, TRLM, Agartala for information with request to upload in TRLM website.
5. The Block Mission Coordinator, Gournagar/Chandipur/Kumarghat/Pecharthal for information with request to share the information with respective CLF/NFC.
6. Notice Board of this office.