

Expression of Interest (EoI)

For

“Hiring of agency/firm/supplier for supply, installation and commissioning machinery and equipment necessary to setup a fully functional Arecanut leaf plate making unit at Dasda RD Block, Kanchanpur, Unakoti, Tripura”.

Tripura Rural Livelihood Mission (TRLM) invites Expression of Interest (EoI) from reputed agency/firm/supplier for supply, installation and commissioning machinery and equipment necessary to setup a fully functional Arecanut leaf plate making unit at Dasda RD Block, Kanchanpur, Unakoti, Tripura”.

The EoI should be submitted Online & offline in hard copy in envelop marking as “Technical Proposal” and “EoI for Hiring of agency/firm/supplier for supply, installation and commissioning machinery and equipment necessary to setup a fully functional Arecanut leaf plate making unit at Dasda RD Block, Kanchanpur, Unakoti, Tripura” on or before / / 2025 upto 5:30 PM.

The details are stated as under:-

EoI No	NO.F.2(52)-RD/TRLM/Arecanut/2021/P-2/ Dated 30./08/2025
EoI on	“Hiring of agency/firm/supplier for supply, installation and commissioning machinery and equipment necessary to setup a fully functional Arecanut leaf plate making unit at Dasda RD Block, Kanchanpur, Unakoti, Tripura”.
Issued by	Tripura Rural Livelihoods Mission (TRLM)
Contract person details	Sandip Sinha, State Mission Manager (NF) Phone No. 9862008157 Email ID: smm.nf.trlm@gmail.com
Issue Date	30./08/2025
Pre bid meeting	03./09/2025, online/offline to be conducted
Submission Last Date	06./09/2025 upto 5.30 PM
For online submission	smm.nf.trlm@gmail.com

Note:

- The agency may submit the EoI through courier (hard copy) or through e-mail to the contact person within the stipulated time period.
- No EoI will be entertained, if doesn't reach this office before the last date & time. EoI received after the last date & time will be dully rejected by this end.

Government of Tripura
State Mission Management Unit
Tripura Rural Livelihood Mission
Rural Development Department
smmu.trlm@gmail.com
Phone no- 0381-2976146

Expression of Interest (EOI)

Title: “Hiring of agency/firm/supplier for supply, installation and commissioning machinery and equipment necessary to setup a fully functional Arecanut leaf plate making unit at Dasda RD Block, Kanchanpur, Unakoti, Tripura”.

1. Tripura Rural Livelihood Mission (TRLM) intends to hire **agency/firm/supplier for supply, installation and commissioning machinery and equipment necessary to setup a fully functional Arecanut leaf plate making unit at Dasda RD Block, Kanchanpur, Unakoti, Tripura”.**
2. The duration of contract period will be for 3 years effective from date of signing the contract which may further renew depending upon the requirement of TRLM and performance of the agency
3. The ToR of the proposed assignment is provided in the website <https://trlm.tripura.gov.in> as ready reference
4. The Shortlist Criteria for EOI stage includes

Sl No	Criteria	Weightage	
	Sub-Criteria	Criteria Total	Sub-Criteria
1	● Years' experience in sales machineries related to making of plate and other utensils out of the dry leaves of areca nut trees and timely supply of machineries. Proven Track Record of supply of such machineries.	80%	30%
	● Quality parameter of proposed machineries, available quality certification and checklist.		40%
	● Proven track record of AMC/post sales service wherever the machineries supplied		15%
	● Proven track record of Technical Expertise as manufacture, on time and Onsite supply and installation of similar machineries		15%

2	Overall financial strength of the bidder in terms of turnover, profitability and cash flow (liquid assets) situation	20%	50%
	CA Certified Turnover figure for last three years (Rs. 1 Cr.)		50%
Total		100%	

Other mandatory requirement:

Sr. No.	Shortlisting Criteria	Supporting Documents
1	The Agency must be incorporated & registered in India, under the Indian Companies Act /Societies Registration Act/Trust Act/any other Act in India and should be in operations in India for minimum of 5 years .	Certificate of Incorporation / Registration certificate/Trust Deed/ Firm registration Certificate along with PAN, GST registration certificate. Balance sheet of last 3 years as proof of documents for aforesaid criteria mentioned in the table.

5. The agency has to score a minimum 70% in the technical weightage for selection
6. TRLM will not entertain any agency with Joint ventures/ Consortium to compete in bidding process
7. The EoI should submit on or before 06/09/2025 upto 5:30 PM.

Chief Executive Officer
Tripura Rural Livelihood Mission (TRLM)

Copy to:

Signed by Tarit Kanti
Chakma
Date: 25-08-2025 21:49:07

1. The Addl. CEO, TRLM for information please.
2. The Director, Directorate of Information & Technology with a request to arrange display the notice in the website of Tripura State Portal (tripura.gov.in)
3. The Director, Department of ICA for information. He is requested to arrange for publication of the said notice in 3 (three) leading local daily newspaper.
4. The PM (MIS) TRLM is requested to arrange publication in Rural Development Department (rural.tripura.gov.in) and Tripura Rural Livelihood Mission (trlm.tripura.gov.in).
5. Notice Board, SMMU. TRLM, Agartala.

Terms of Reference (ToR)

1. Introduction:

This **Expression of Interest (EOI)** is issued by Tripura Rural Livelihood Mission (TRLM) for the purpose of procuring machinery and equipment required for setting up an **Areca Nut Leaf Plate Making Unit**. The aim is to establish a state-of-the-art, sustainable production facility that will manufacture biodegradable, eco-friendly disposable plates made from Areca Nut leaves. These plates are considered an environmentally responsible alternative to plastic and are becoming increasingly popular in various industries, particularly in the food service and catering sectors.

The successful establishment of this unit is a part of our commitment to promoting sustainable manufacturing practices and reducing environmental impact. The procured machinery will help increase production capacity, maintain product quality, and cater to the growing demand for natural, biodegradable plates.

2. Background:

Areca Nut Leaf Plates are a traditional and highly sustainable alternative to plastic plates. These plates are made from the leaves of the Areca Nut palm tree, which is widely grown in tropical regions. The leaves are naturally strong, durable, and biodegradable, making them an excellent choice for a variety of applications. In addition to being eco-friendly, Areca Nut Leaf plates are also known for their elegant aesthetic and sturdiness, making them perfect for serving food during festivals, weddings, and various events.

As global awareness of environmental issues increases, the demand for biodegradable and sustainable products has surged, creating an opportunity for organizations to manufacture these eco-friendly plates on a larger scale. TRLM intends to tap into this market by procuring advanced machinery capable of converting Areca Nut leaves into quality plates efficiently. The procurement process will ensure the installation of modern machinery that aligns with international standards for manufacturing and environmental sustainability.

3. Scope of Work:

The selected vendor will be responsible for providing, installing, commissioning and maintenance of machinery and equipment necessary to set up a fully functional Areca Nut Leaf Plate Making Unit. The machinery must be capable of processing raw Areca Nut leaves into finished plates that meet the quality standards specified by the organization.

The scope of work includes, but is not limited to:

- A. **Pre-processing Machinery:** This includes machinery designed for proper, cleaning, and sorting of Areca Nut leaves to prepare them for further processing. The machine should ensure that the leaves are thoroughly cleaned and free from contamination.
- B. **Cutting and Moulding Machines:** The machines shall be able to cut the leaves into desired shapes and sizes, and mould them into plates. The equipment should be capable to customization of plate sizes and should be capable of handling different leaf size.

- C. **Drying and Pressing Machines:** The drying machine should be capable of removing moisture from the leaves to prevent moulding, while the pressing machine should be able to give the plates alongwith desired configuration. The machines should be energy-efficient, capable of processing large quantities of leaves with minimal energy consumption.
- D. **Packing Machines:** For packaging the finished plates into user-friendly bundles or individual packs. The packaging machines should be to enhance the packaging of products in a desired quality and presentation.
- E. **Maintenance and Operational Training:** The selected vendor will provide thorough training on the operation and maintenance of all machinery to ensure smooth and uninterrupted production. The training should include both operational and safety instructions.
- F. **Spare Parts and After-Sales Support:** The vendor must ensure the availability of spare parts of the machinery and provide a post-installation support agreement for a minimum of 3 years. This will include regular servicing, troubleshooting, and technical assistance.

The total estimated budget for the procurement, installation, and commissioning of the machinery will include the cost covering the below mentioned items and services. The budget must cover:

- A. All equipment costs
 - I. Areca round Plate Making Machine with DIES-12", 10", 8", 6", 4" (For Export Quality Production)
 - II. Areca Container Making Machine with DIES-1 Kg, 500gm, 250gm (For Export Quality Production)
 - III. Areca Spoon Making Machine (For Export Quality Production)
 - IV. Areca 6 DIE Tea Cup Making Machine- 100ml
 - V. Areca Bowl Making Machine with 6 DIE (Square & Oval Shape of (3+3))
 - VI. Dryer Machine (4ft x 2ft x 2ft)
- B. Transportation cost of Machineries
- C. Installation and commissioning
- D. Training for staff
- E. Initial setup and testing
- F. Contingencies (if applicable)
- G. Spare parts for the first year of operation

Vendors are encouraged to propose solutions within this budget while maintaining high-quality standards and efficiency.

4. Eligibility Criteria:

To be considered for this EOI, interested vendors must fulfil the following criteria:

- A. **Registered Business Entity:** The vendor must be a legally registered business entity with relevant experience in supplying industrial machinery and equipment for manufacturing processes, particularly in the production of biodegradable or eco-friendly products.
- B. **Proven Track Record:** The vendor must demonstrate a history of successfully supplying, installing, and maintaining similar machinery. Preferably, the vendor should provide references from previous projects related to the production of disposable or biodegradable products.
- C. **Technical Expertise:** The vendor must be able to provide detailed technical documentation of the proposed machinery, including specifications, operational capabilities, and installation timelines.
- D. **Financial Stability:** The vendor must demonstrate the financial stability to undertake the project and support long-term operations, including the provision of maintenance services.

5. Requirements for Submission:

Interested parties must submit the following documents for consideration:

- A. **Company Profile:** A detailed company profile, including background information, qualifications, key personnel, and areas of expertise. The profile must highlight the vendor's experience in supplying and installing similar machinery.
- B. **Technical Proposal:** A comprehensive technical proposal detailing the machinery specifications, drawings, installation schedules, and capacity of the proposed machinery. The proposal should also include an outline of how the machinery will meet the environmental sustainability goals of the organization.
- C. **References:** A list of previous clients or projects where similar machinery has been successfully supplied and installed. Testimonials or letters of recommendation from previous clients will be highly regarded.

6. Submission Guidelines:

- A. All submissions must be submitted in a sealed envelope marked as "EOI for Procurement of Machineries for Areca Nut Leaf Plate Making Unit."
- B. Submissions should be sent to The Chief Executive Officer, Tripura Rural Livelihood Mission, State Mission Management Unit, Gurkhabasti, Tripura- 799006 by 06.09/2025

The submission must include both **technical specifications**, which should be provided in separate, sealed envelopes within the larger submission package.

- A. Late or incomplete submissions will not be considered.
- B. The EOI submission should include clear contact details for follow-up.

7. Evaluation Process:

The evaluation process will include the following steps:

- A. **Technical Evaluation:** The technical proposals will be assessed based on the quality, performance, energy efficiency, and sustainability of the proposed machinery. Special consideration will be given to the vendor's ability to meet environmental and production efficiency standards.
- B. **Site Visit and Presentation:** Shortlisted vendors may be invited to present their solutions and conduct a site visit or demonstration, where applicable. The vendor's technical team should be available to answer any operational or technical questions, if required by TRLM.
- C. **Vendor Selection:** Based on the evaluations, the most suitable vendor will be selected. This will be based on a combination of technical expertise, financial feasibility, and alignment with the project's sustainability goals as per the marking/evaluation process below:

8. Contact Information:

For any inquiries or clarification regarding this EOI, please contact the following:

- A. **Contact Person:** Sandip Sinha, SMM (NF), SMMU, TRLM, Gurkhabasti, Agartala-799006
- B. **Phone:** 9862008157
- C. **Email :** mm.nf.trlm@gmail.com

9. Disclaimer:

- A. This EOI is intended to invite preliminary expressions of interest from qualified vendors and does not constitute a formal invitation to bid.
- B. Tripura Rural Livelihood Mission, Govt. of Tripura reserves the right to accept or reject any proposal, to modify the scope of work, or to cancel the process at any stage without assigning any reason.
- C. This document is provided for informational purposes only and does not create any contractual obligation between Tripura Rural Livelihood Mission and any responding vendor.
- D. TRLM may or may not issue a Limited tender with the selected bidder through EOI.

Sd/-

Chief Executive Officer
Tripura Rural Livelihood Mission (TRLM)