



Guidelines for submission of proposals for conducting value chain analysis study of horticulture produce of North Eastern States

- Part I of the proposal should be a brief profile of the organization; full details of current and past work profile, list of major projects undertaken, expertise in the area for which proposal is being submitted, list of technical personnel in organization, copy of last annual audited accounts available. Previous experience of research/study work in North Eastern States will be important.
- Part II of the proposal will cover the technical part of the proposal: describe the proposed methodology of the study in detail to address the TOR; define the likely outputs and outcomes; the measurable deliverables and the timelines. **THE STUDY MUST BE COMPLETED WITHIN 3 MONTHS OF THE WORK ORDER BEING ISSUED.**
- Part III of the proposal should contain details of the financial outlay, with itemized budgeting for the various components of the proposal.

Proposals complete in all respects must reach the undersigned at the postal address given in the form of one single packet by 5 p.m. on 4th July 2011. The packet should be superscribed in bold letters: **PROPOSAL FOR VALUE CHAIN ANALYSIS STUDY**

No proposal will be received through e-mail or in electronic form.

The decision of the undersigned to accept or reject any or all proposals will be final and no reasons for the same will be provided.

MANAGING DIRECTOR

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