



Terms of Reference (ToR)

for

Engaging Project Technical Partner for Community-Based Seed Bank Project

Project Title: Community-Based Seed Bank for Climate-Resilient Agriculture

Project Location: Dharashiv District, Maharashtra

Issued By: UN Global Compact Network India (UN GCNI)

Submission Deadline: 25th July 2025, 5:00 PM IST

Duration of Assignment: 12 months (extendable based on performance and project needs)

1. Background

UNGCNI, under its Climate Resilience and Biodiversity Program, aims to establish a Community-Based Seed Bank Initiative in Dharashiv District, Maharashtra, to promote agro-biodiversity, conserve traditional crop varieties, and support small and marginal farmers in enhancing adaptive capacities to climate change. The project focuses on native seed conservation, community awareness, capacity building, and establishing institutional frameworks for sustainable seed systems aligned with SDG 2 (Zero Hunger), SDG 13 (Climate Action), and SDG 15 (Life on Land).

2. Objective of the Assignment

To engage a technically proficient non-profit organisation/technical agency to implement the seed bank project by mobilising farming communities, facilitating native seed conservation, establishing seed infrastructure, and ensuring sustainable, scalable models of community seed governance.

3. Eligibility Criteria and Desired Experience

To ensure effective delivery of the above objectives, the selected organisation must meet the following criteria:

Legal Status & Compliance	<ul style="list-style-type: none">-Must be a registered not-for-profit organisation in India under relevant laws (Societies Registration Act, Trust Act, or Section 8 of Companies Act).-Must have valid 12A, 80G registrations.
Relevant Experience (Non-Negotiable)	<ul style="list-style-type: none">-Minimum 10 years of demonstrated experience in agro-biodiversity, seed conservation, or community-based agriculture interventions.-Proven record in native seed bank establishment, community seed systems, and farmer-led agricultural innovation.-Previous experience working in semi-arid or drought-prone regions, preferably in Maharashtra or similar geographies.
Institutional Capacity	<ul style="list-style-type: none">-Dedicated team of agri-experts, including seed technologists, climate scientists, and community mobilisation specialists.-Access to agricultural laboratories, germplasm storage facilities, and prior partnerships with Krishi Vigyan Kendras

	<p>(KVKs), ICAR/State Agriculture Universities.</p> <p>-Ability to deploy field teams and maintain MIS/reporting systems as per donor requirements.</p>
Existing Infrastructure and Reach	<p>-Organisations with existing outreach among farming communities in Dharashiv or neighbouring districts will be prioritised.</p> <p>-Demonstrated long-term presence and trust with local farming communities and women SHGs (self-help groups).</p>
Collaborative History	<p>-Preference will be given to organisations that have previously collaborated with multilateral agencies, international NGOs, and CSR wings of corporates, with a track record of robust reporting and due diligence.</p>

Note: Based on the eligibility filters and technical experience listed, organisations lacking significant experience in seed conservation or working in unrelated sectors will be deemed ineligible at the shortlisting stage.

4. Scope of Work and Key Deliverables

Key Components	Description
Baseline and Community Mobilisation	Conduct household-level surveys and participatory rural appraisal (PRA) to identify traditional crop varieties, farming needs, and existing seed practices. Form community seed committees.
Seed Collection and Documentation	Identify and collect native and climate-resilient seed varieties, document their source, germination percentage, crop cycle, and disease resistance.
Seed Bank Infrastructure Setup	Establish or strengthen community seed banks with necessary physical infrastructure, drying/storage units, and labelling systems.
Capacity Building and Farmer Training	Conduct trainings on seed treatment, germination testing, community seed protocols, and climate-resilient agriculture. Integrate gender-sensitive practices.
Crop Demonstration Plots	Facilitate on-field demonstration of selected native varieties under natural farming practices. Monitor and document yield, disease tolerance, and adaptability.
MIS and Reporting Mechanisms	Develop digital records of seed inventory, beneficiaries, training sessions, and impact assessment. Monthly and quarterly progress reports with geo-tagged photos, testimonials.
Policy and Knowledge Dissemination	Develop case studies, policy briefs, and participate in cross-learning platforms for dissemination of learnings and models.

5. Duration and Timeline

The proposed assignment shall begin in August 2025 and will continue for 12 months. A detailed implementation plan with quarterly milestones will be agreed upon during the inception phase.

6. Budget and Payment Terms

- The total budget available is competitive and commensurate with the scale of work. The organisation is expected to submit a detailed budget plan with heads including staff, field travel, training, equipment, monitoring, etc.
- Disbursement will be milestone-based and subject to verification of deliverables.

7. Proposal Submission Requirements

Interested organisations are required to submit the following by 25th July 2025, 5 PM IST:

- Organisational Profile (max 2 pages)
- Detailed Technical Proposal
- Proposed Implementation Plan and Team Structure
- Budget Breakdown with Justifications
- Samples of past work (seed bank/agro-biodiversity related)
- Copy of 12A, 80G, FCRA (if applicable), registration documents

Proposals should be submitted via email in PDF format to procurement@globalcompact.in, with the subject line: “**Proposal Submission – Seed Bank Project – Name of the Organisation**”

8. Evaluation Criteria

Criteria	Weightage
Relevant Thematic Experience	30%
Technical Proposal & Methodology	25%
Community Outreach & Infrastructure	20%
Budget	15%
Team Composition & Expertise	10%

9. Terms and Conditions

- UNGCNI reserves the right to accept or reject any or all proposals without assigning any reason. Only shortlisted organisations will be contacted.
- The selected partner shall be bound to deliver as per the agreed MoU and workplan.
- UN GCNI will enter into Agreement with the vendor that will be ranked according to the combined scores (Technical 70% + Financial 30%)
- These proposals received by UN GCNI will be ranked from 1 to 8 based on the highest to lowest cumulative evaluation scores (Technical + Financial).
- Proposals are invited from Indian institutions/organizations only. Proposals submitted by Individuals will not be accepted.

10. Proposal Submission Form

Bidders are requested to complete this form, including the Company Profile and Bidder's Declaration, sign it and return it as part of their Proposal along with Technical and Financial Offer. The Bidder shall fill in this form in accordance with the instructions indicated. No alterations to its format shall be permitted and no substitutions shall be accepted.

Description	Detail			
Legal name of bidder				
Legal Address, City, Country				
Website				
Year of Registration				
Is your company a member of the UN Global Compact (Y/N)				
Previous relevant experience: 3 contracts				
Name of previous contracts	Client & Reference Contact Details including e-mail	Contract Value	Period of activity	Types of activities undertaken

Bidder's Declaration

- **Requirements and Terms and Conditions:** I/We have read and fully understand the TOR, I/we confirm that the Bidder agrees to be bound by them.
- I/We confirm that the Bidder has the necessary capacity, capability and necessary licenses to fully meet or exceed the Requirements and will be available to deliver throughout the relevant Contract period.
- In submitting this Quote I/we warrant that the bidder: has not entered into any improper, illegal, collusive or anti-competitive arrangements with any Competitor; has not directly or indirectly approached any representative of the Buyer (other than the Point of Contact) to lobby or solicit information in relation to the RFP ;has not attempted to influence, or provide any form of personal inducement, reward or benefit to any representative of the Buyer.
- I/We understand and recognize that you are not bound to accept any Proposal you receive, I/we also will accept the final decision of the selection committee.
- By signing this declaration, the signatory below represents, warrants and agrees that he/she has been authorized by the Organization/s to make this declaration on its/their behalf.

Signature:	
Name:	
Title:	
Date:	