



राष्ट्रीय बागवानी बोर्ड  
National Horticulture Board



आज़ादी का  
अमृत महोत्सव

राष्ट्रीय बागवानी बोर्ड

कृषि एवं किसान कल्याण मंत्रालय, भारत सरकार  
85, इंस्टीच्यूशनल एरिया, सैक्टर-18, गुरुग्राम-12205

National Horticulture Board

Ministry of Agriculture & Farmers Welfare, Govt. Of India  
Plot No. 85, Sector-18, Institutional Area, Gurugram

NHB/CDP/RFP/2026-27/2039

Date: 18.08.2026

Bid No.: GEM/2026/B/7869709

Date: 03/08/2026

**Subject: Request for Proposal (RFP) for Engagement of a Manpower Agency for Providing Subject Matter Specialist/ Expert for the Cluster Development Programme of National Horticulture Board**

**Reply to pre-bid queries**

| S.No. | Clause No./Page No.                                                                                                                                                                                                                                   | Pre-bid Query                                                                                                                                               | Reply to pre-bid query                                                                                                                                                                                                                                                                                   |
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| A     | Firm A                                                                                                                                                                                                                                                |                                                                                                                                                             |                                                                                                                                                                                                                                                                                                          |
| 1     | 1. INTRODUCTION<br>1.1.7 The requirement of Personnel may be increased or decreased by the Authority during the contract period depending upon the number of States, Clusters, project requirements or administrative exigencies. The Selected Bidder | Kindly clarify the tentative number of States, Clusters and total number of Subject Matter Experts proposed for deployment during the initial contract year | At the outset, the Selected Bidder shall be required to deploy the required manpower for <b>7 Clusters</b> during the initial phase of the engagement. However, additional Clusters are under consideration and are expected to be onboarded progressively based on approval by the Competent Authority. |

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| <p>shall provide additional Personnel, or withdraw deployed Personnel, as may be required by the Authority, on the same terms and conditions.</p> <p>1.27 Bids are invited for the Project on the basis of the lowest service charge quoted by a Bidder (the "Service Charge") for award of the contract.</p> <p>Page ____</p> | <p>Please clarify in total how many CVs have to be submitted</p>                                                                                                                                                                                                | <p>Kindly refer to Appendix-I, Part C, Clause 3.1.2 of the RFP</p>                                                                                                                                                                                                     |
|                                                                                                                                                                                                                                                                                                                                | <p>Will the Subject Matter Experts be stationed at SHM offices, NHB offices, or at Cluster locations? Kindly clarify the primary place of deployment</p>                                                                                                        | <p>Kindly refer to Appendix-I, Part C, Clause 3.2.2 of the RFP</p>                                                                                                                                                                                                     |
|                                                                                                                                                                                                                                                                                                                                | <p>Whether a regional/state/cluster level office has to be set up by the selected agency? If yes, then please clarify the no. of such offices to be set up as also who will bear the cost related to set up of office (furniture, laptops, transport etc.)?</p> | <p>No such requirement.</p>                                                                                                                                                                                                                                            |
|                                                                                                                                                                                                                                                                                                                                | <p>Kindly clarify the minimum manpower commitment, if any, guaranteed under the contract.</p>                                                                                                                                                                   | <p>The minimum manpower commitment under the contract shall be the manpower requirement for the initial 7 Clusters. Additional manpower requirements for new Clusters, if any, shall be on an as-required basis and will be communicated by NHB from time to time.</p> |
|                                                                                                                                                                                                                                                                                                                                | <p>In case manpower requirement is reduced during the contract period, whether any compensation will be payable to the Agency for completed recruitment activities already undertaken?</p>                                                                      | <p>No, the provisions of the RFP and Agency Agreement shall prevail.</p>                                                                                                                                                                                               |

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|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Is there any minimum notice period that NHB will provide before raising additional manpower requirements?                                                                                                                                     | No, the provisions of the RFP and Agency Agreement shall prevail.                                                                                                                 |
|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | For additional consultants/manpower requested by NHB and change in scope of work, kindly clarify whether the same Service Charge quoted in the financial bid will apply to all future requisitions irrespective of category and remuneration. | Yes. The Service Charge quoted and accepted under the contract shall apply to additional requirements/requisitions issued under the Scope of Services during the contract period. |
|          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Kindly clarify whether any upper ceiling or maximum permissible Service Charge percentage has been prescribed by NHB.                                                                                                                         | No upper ceiling on Service Charge has been prescribed in the RFP. However, Financial Bids quoting “NIL” Service Charge shall be treated as non-responsive and rejected.          |
| <b>2</b> | <p>Clause 4: The bidder should possess a valid labour license issued by the competent labour authority</p> <p>3.2.13 Wherever applicable, the Agency shall obtain and maintain valid licences, registrations, permissions and statutory approvals required for providing manpower services, including registration/licence under the Contract Labour (Regulation and Abolition) Act, 1970 and rules framed thereunder, and shall ensure that such licences remain valid during the term of the contract.</p> | We are a consultancy organization, for which labour license and registration/licence under the Contract Labour (Regulation and Abolition) Act, 1970 are not applicable. We request you to kindly eliminate this criteria.                     | No, the provisions of the RFP and Agency Agreement shall prevail.                                                                                                                 |

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| <b>3</b> | <p>Pre-Qualification Criteria (Point 2.2.2)<br/>Clause 5<br/>&amp;<br/><b>Technical scoring criteria</b> (Point 2.2.3) Clause 3</p> <p><b>Experience in similar services</b></p> <ul style="list-style-type: none"> <li>The Bidder shall demonstrate either: <ul style="list-style-type: none"> <li>(i) at least 1 (one) assignment having a value of INR 90 lakh per month; or</li> <li>(ii) at least 2 (two) assignments having a value of INR 50 lakh each per month</li> </ul> </li> <li>At least 1 assignment of INR 90 lakh per month; or 2 assignments having of INR 50 lakh each per month: 15 Marks</li> <li>At least 1 Assignment of ₹1.20 Crore per month or 2 Assignments of ₹75 Lakh per month each: 17 Marks</li> </ul> <p>At least 1 Assignment of ₹1.50 Crore per month or 2 Assignments of ₹1.00 Crore per month each: 20 Marks</p> | <p>We request you to kindly relax the pre-qualification criteria as follows :-<br/>The Bidder shall demonstrate either:<br/>(i) at least 1 (one) assignment having a value of atleast INR 20 lakh per month; or<br/>(ii) at least 2 (two) assignments having a value of atleast INR 10 lakh each per month</p> <p>Accordingly, we also request you to kindly relax the technical scoring criteria as follows:</p> <ul style="list-style-type: none"> <li>At least 1 assignment of atleast INR 30 lakh per month; or 2 assignments having of atleast INR 10 lakh each per month: 15 Marks</li> <li>At least 1 Assignment of atleast ₹40 lakh per month or 2 Assignments of atleast ₹20 Lakh per month each: 17 Marks</li> <li>At least 1 Assignment of atleast ₹50 lakh per month or 2 Assignments of atleast ₹30 lakh per month each: 20 Marks</li> </ul> <p style="text-align: center;">OR</p> | <p>Kindly refer to Corrigendum 1 published on the NHB's website.</p> |

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|   | Page                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <p>We request you to relax the criteria for assignment value from monthly to annually</p> <p>Please clarify whether ongoing contracts with Government Departments/PSUs can be considered for Similar Assignment evaluation if the required monthly billing value has already been achieved and extension work orders are available?</p>                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 4 | <p><b>Technical scoring criteria</b> (Point 2.2.3) Clause 4</p> <ul style="list-style-type: none"> <li>• The Bidder shall be awarded marks based on Experience in Similar Services successfully completed during the last 5 (five) years immediately preceding the Bid Due Date. <ul style="list-style-type: none"> <li>○ 3 Assignments: 20 Marks</li> <li>○ More than 3-4 Assignments: 25 Marks</li> <li>○ 5 and above: 30 Marks</li> </ul> </li> <li>• The Bidder shall be awarded marks based on Personnel Deployment. <ul style="list-style-type: none"> <li>○ 1 Assignment: 15 Marks</li> <li>○ 2 Assignments: 17 Marks</li> <li>○ 3 or more Assignments: 20 Marks</li> </ul> </li> </ul> | <p>It is understood that the similar services mean assignments involving recruitment, deployment, management, payroll administration or staffing of manpower / outsourced personnel / professional staff / technical personnel / expert consultants for Government Departments, PSUs, autonomous bodies, statutory authorities, government-supported projects or similar institutional client</p> <p>Please clarify the difference between two criterias as both involve the same assignments related to manpower deployment</p> | <p>The criteria under '<b>Experience in Similar Services</b>' assesses the number of eligible Similar Assignments completed by the Bidder, whereas '<b>Expert / Professional Personnel Deployment</b>' specifically requires that at least one such assignment involves recruitment, engagement or deployment of expert consultants/professional personnel/skilled consultants. Kindly refer Clause 2.2.2 (Sl. No. 5) and Technical Scoring Criteria under Clause 2.2.2.</p> |

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| <b>5</b> | <p>1.3 The Subject Matter Specialist/ Expert shall be deployed to support SHM in validation of Cluster Proposal Documents, monitoring and evaluation of approved Projects, milestone-linked verification, Farmer Component verification, reporting, documentation, coordination, field inspections and such other implementation-related matters as may be required under the CDP.</p> <p>2.1 The Agency Agreement shall initially be valid for a period of one (1) year from the date of its execution and may be renewed on a year-to-year basis for up to three (3) additional years, subject to satisfactory performance of the Agency, continuation of the Project, and the terms and conditions of this RFP and the Agency Agreement.</p> <p>Page</p> | <p>Kindly specify the minimum field visit targets expected from each category of expert (SME, M&amp;E Expert and Infrastructure Expert) on a monthly and quarterly basis.</p> <p>Is there any Cluster-wise, IA-wise, or beneficiary-wise inspection target prescribed for deployed experts?</p> <p>Kindly confirm whether extension shall be at the same Service Charge and terms without fresh competition.</p> <p>Kindly clarify whether the contract extension for subsequent years will require fresh approval from GeM or shall continue through contract amendment.</p> | <ul style="list-style-type: none"> <li>• No minimum monthly or quarterly field visit targets have been prescribed in the RFP. The deployed experts shall perform duties and responsibilities assigned by NHB/SHM in accordance with the Scope of Services. Kindly refer to Appendix-I (Scope of Services).</li> <li>• No such inspection targets have been prescribed in the RFP. The deployed experts shall undertake inspections, verifications and monitoring activities as required by NHB/SHM under the Scope of Services. Kindly refer to Appendix-I (Scope of Services).</li> <li>• Yes. Any renewal/extension shall be governed by the provisions of the RFP and Agency Agreement, subject to satisfactory performance, continuation of the Project, availability of funds and approval of NHB.</li> <li>• The contract shall be governed by the provisions of the RFP, Agency Agreement and applicable GeM provisions</li> </ul> |
| <b>6</b> | <p>Annexure 2 – Subject Matter Specialist/ Expert Requirement and Remuneration Matrix</p> <p>TA/DA: As per actuals subject to a maximum of 10,000/month</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>• Honorarium is stated as inclusive of all statutory liabilities. Kindly clarify whether GST on Agency Service Charge will be reimbursed separately over and above the honorarium amount.</li> </ul>                                                                                                                                                                                                                                                                                                                                   | <ul style="list-style-type: none"> <li>• Yes. GST, if applicable, on the Agency Service Charge shall be payable separately as per applicable law. Kindly refer Clause 1.2.7(ii).</li> <li>• No such provision exists in the RFP. The engagement shall be governed by the provisions of the RFP and Agency Agreement</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |

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|          | Page ____                                                                                                                            | <ul style="list-style-type: none"> <li>• If experts are deployed outside their home state, does NHB intend to provide any relocation allowance, settling-in allowance, or accommodation support for experts posted in distant locations?</li> <li>• Will experts deployed in remote, tribal, hilly, North-Eastern, or difficult areas be eligible for additional compensation beyond the prescribed honorarium and TA/DA?</li> <li>• The TA/DA limit is capped at ₹10,000 per month. In case actual field travel expenditure exceeds this limit due to project requirements, whether additional reimbursement shall be admissible?</li> <li>• Will lodging and boarding expenses during official field visits be reimbursed separately or be included within the ₹10,000 monthly ceiling?</li> </ul> <p>Will this also include overtime allowance?</p> | <ul style="list-style-type: none"> <li>• No such provision exists in the RFP. The engagement shall be governed by the provisions of the RFP and Agency Agreement.</li> <li>• No. TA/DA shall be reimbursed on actual basis subject to a maximum ceiling of ₹10,000 per month. Kindly refer Annexure-2 of the Agency Agreement.</li> <li>• The RFP provides reimbursement of TA/DA on actual basis subject to a maximum of ₹10,000 per month. No separate provision for lodging and boarding reimbursement has been specified. Kindly refer Annexure-2 and Clause 6.2(d) of Appendix-I.</li> <li>• No provision for overtime allowance has been provided in the RFP. The engagement shall be governed by the provisions of the RFP and Agency Agreement.</li> </ul> |
| <b>B</b> | <b>Firm B</b>                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>1</b> | <p>Pre- Qualification Criteria</p> <p>The Bidder should possess a valid labour licence issued by the competent labour authority,</p> | <p>It is to clarify and to take approval that for the purpose of pre-qualification, a self-declaration on bidder letter head must be accepted and after selection the</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <p>No, the provisions of the RFP and Agency Agreement shall prevail.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

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|          | <p>wherever applicable under the Contract Labour (Regulation and Abolition) Act, 1970 or any other Applicable Law.</p> <p>Point no 4, Page 13</p>                                                                                                                                                                                                               | valid labour license must be submitted by the bidder as required.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                                                                   |
| <b>2</b> | <p>Pre-Eligibility Criteria— Minimum Value of Similar Services</p> <p>Out of the Similar Assignments submitted by the Bidder, the Bidder shall demonstrate either: (i) at least one (1) assignment having a value of INR 90 lakh per month; or (ii) at least two (2) assignments having a value of INR 50 lakh each per month</p> <p>Point no.5, page no 14</p> | The estimated bid value of the present tender is INR 2,18,08,500, i.e. approximately INR 18.17 lakh per month, whereas the prescribed experience criterion requires an assignment of INR 90 lakh per month, or two assignments of INR 50 lakh per month each — a threshold disproportionately high relative to the value of the present tender, which may restrict competition. The Authority is accordingly requested to rationalise the experience criterion in proportion to the value of the present RFP, so as to ensure wider participation, and fair competition. | Kindly refer to Corrigendum 1 published on the NHB's website.     |
| <b>3</b> | <p>Pre-Qualification Criteria</p> <p>The Bidder shall be ISO certified or shall hold a valid ISO 1900:2015 certificate issued by a certification body accredited by NABCB.</p> <p>Point No. 9, page no 15</p>                                                                                                                                                   | It is requested that the Authority also consider ISO 1900:2015 certification issued by any accredited certification body, rather than restricting eligibility to certificates accredited solely by NABCB.                                                                                                                                                                                                                                                                                                                                                                | No, the provisions of the RFP and Agency Agreement shall prevail. |
| <b>4</b> | <p>Technical Scoring Criteria — Parameter: Experience in Similar</p>                                                                                                                                                                                                                                                                                            | Experience in Similar Services under pre-eligibility mentions ongoing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Kindly refer to Corrigendum 1 published on the NHB's website.     |



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|   | <p>Services</p> <p>The Bidder shall be awarded marks based on experience in similar services successfully completed during the last five (5) years immediately preceding the Bid Due Date, as follows:</p> <ul style="list-style-type: none"> <li>• 3 Assignments: 20 Marks</li> <li>• More than 3–4 Assignments: 25 Marks</li> <li>• 5 and above Assignments: 30 Marks</li> </ul> <p>Point no.1, page no 16</p>                                                                                | <p>projects will be considered; we request authority to clarify the same and kindly consider the ongoing projects for the purpose of technical evaluation.</p>                                                                                                                                                                                                                                                                                                            |                                                                      |
| 5 | <p>Technical Scoring Criteria — Parameter: Value of Similar Services Executed</p> <ul style="list-style-type: none"> <li>• At least 1 assignment of INR 90 lakh per month, or 2 assignments of INR 50 lakh each per month: 15 Marks</li> <li>• At least 1 assignment of INR 1.20 Crore per month, or 2 assignments of INR 75 lakh each per month: 17 Marks</li> <li>• At least 1 assignment of INR 1.50 Crore per month, or 2 assignments of INR 1.00 Crore each per month: 20 Marks</li> </ul> | <p>The estimated total value of the present tender is approximately INR 2.18 Crore for the entire one-year contract period. The prescribed financial thresholds for similar-services experience appear disproportionately high in relation to the value and scope of the present assignment. The Authority is requested to review and rationalise the financial-value-based experience criteria in proportion to the estimated value and scope of the present tender.</p> | <p>Kindly refer to Corrigendum 1 published on the NHB's website.</p> |

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|          | Point no 3, page no 16 |                                                                                                               |                                                               |
| <b>6</b> | General                | In addition, we also request for Bid submission date extension by atleast two weeks post issue of corrigendum | Kindly refer to Corrigendum 1 published on the NHB's website. |

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**(Dr. Vijay Kumar Doharey)**  
Dy. Managing Director