



Terms of Reference (TOR) for Consultancy Services

Title	Integrated Development and Training Module for Sustainable Agri-Processing and Regenerative Farming Models: Business Frameworks, Toolkit Manuals, and User Guides for Dryers, Pulp Processing, Deep Freezers, Flour Mills, and Oil Extraction Units in Maharashtra and Karnataka
Timeline	2 months
Expected area of expertise	Agri Business /Agri logistics/ Agri Infrastructure
Apply Link	https://forms.gle/yC3LCtiQDuDkdnN47 (Contact Procurement for Form Link)
Last Date for Apply	3rd January 2026

About SELCO Foundation:

SELCO Foundation's mission is to create a platform of solutions that uses sustainable energy as a catalyst to bridge environmental sustainability and poverty alleviation. With holistic development as the primary focus, the organization strives to create equitable societies, where services are accessed by all communities. The interventions of SELCO lead to a sustainable delivery model of essential services like livelihoods, education, and health till the last mile. (Read more about SELCO here: <http://www.selcofoundation.org/>)

1. About the Programmes:

In India, post-harvest losses amount to approximately **INR 1,52,970 crores annually**, underscoring the urgent need for effective post-harvest solutions. Reducing these losses is critical for improving food security, enhancing farmer incomes, and minimizing environmental waste. **Decentralized post-harvest processing technologies** such as **dryers, pulp processing units, deep freezers, flour mills, and oil extraction units**, when implemented at the **farm-gate level**, play a vital role in extending produce usability, enabling value addition, and preventing quality deterioration.

Recognizing the environmental and economic implications of post-harvest losses, **SELCO Foundation** emphasizes the deployment of farm-gate post-harvest processing solutions to address challenges related to perishability, distress sales, and price volatility. Across multiple states, SELCO Foundation has supported the adoption of **solar-powered agri-processing technologies**, enabling farmers and producer groups to preserve produce quality, reduce losses, and improve market outcomes.

However, small and marginal farmers often face significant barriers in adopting post-harvest technologies due to **high upfront capital costs and limited access to affordable financing**. Investments in post-harvest processing equipment require substantial financial outlay, and the absence of banker-ready documentation—such as financial projections, feasibility analysis, and repayment capacity assessments—limits financial institutions' ability to extend credit. As a result, despite proven technical viability, many post-harvest systems remain underfinanced or underutilized.

This program intends to address these gaps by developing **banker-ready business models** for the identified post-harvest processing technologies, along with all supporting documentation required by financial institutions, including **financial projections, project feasibility assessments, sustainability and impact analysis, and loan repayment capacity**. The business models will be structured to reflect different operational and ownership typologies relevant to farmers and agri-enterprises.

In addition, the program will develop a **comprehensive toolkit** to assess post-harvest systems across two dimensions:

- **Existing systems:** A standardized toolkit to evaluate the performance, utilization levels, and financial viability of existing post-harvest processing units.
- **New proposals:** A proposal appraisal toolkit to assess end-user readiness, site suitability, market linkages, business viability, and risk parameters for new investments.

The program also proposes the development of **training modules or Models on Zero budget natural farming (ZBNF), regenerative agriculture** aimed to shift the agriculture on more resilience and sustainability. Bring out the financials behind the adopting the above practices and models to overcome the gaps viewing from the lens of schemes and existing ecosystem.

Overall, the program seeks to **build confidence among financial institutions**, enable informed financing decisions, improve post-harvest system performance, and enhance utilization through structured business models, assessment tools, and training interventions. To ensure effective implementation and stakeholder coordination, **SELCO Foundation proposes to onboard a consultant** for the assignment titled **“Integrated Development and Training Module for Sustainable Agri-Processing and Regenerative Farming Models: Business Frameworks, Toolkit Manuals, and User Guides for Dryers, Pulp Processing, Deep Freezers, Flour Mills, and Oil Extraction Units in Maharashtra and Karnataka.”**

2. Objective:

The program aims to develop **financially viable business models** and supporting documentation for post-harvest processing technologies to enable financial institution support for farmer adoption; create a **toolkit for assessing the performance of existing systems and appraising new proposals**; and design **training modules to enhance post-harvest utilization** by promoting replication of successful and sustainable operational models.

3. Scope of Work

- Design concise training modules integrating regenerative agriculture and Zero Budget Natural Farming (ZBNF) with post-harvest utilization, value addition, waste reduction, and sustainable processing, delivered through detailed presentations and a comprehensive PDF report.
- Develop banker-aligned, Excel-based business models for post-harvest technologies including dryers, pulp processing units, deep freezers, flour mills, and oil extraction units, covering trade, service, and trade-cum-service typologies.
- Prepare case-wise financial models aligned with financial institution requirements, incorporating capital and operating costs, revenue assumptions, feasibility analysis, risk assessment, and loan repayment capacity.
- Create at least three typology-wise Excel business models, each supported by a two-page financial note explaining assumptions, profitability, cash flows, and banker-relevant parameters.
- Develop a standardized toolkit to assess the performance of existing post-harvest processing systems, focusing on end-user readiness, business viability, commodity linkage, market access, and financial strength.
- Design a proposal appraisal toolkit for new sites to evaluate location suitability, end-user preparedness, business model robustness, market linkages, and overall financial feasibility.

4. Roles and Responsibilities

Role of SELCO Foundation

- Provide overall program oversight, strategic direction, and alignment with project objectives.
- Share relevant background documents, program guidelines, and priority technology typologies.
- Facilitate coordination with key stakeholders including bankers, implementing partners, and domain experts.
- Review, provide feedback, and approve submitted deliverables as per agreed

timelines.

- Support validation of outputs through consultations and review meetings.

Expectations from the Bidder/Vendor

- Lead the design and development of training modules, business models, and assessment toolkits as per the scope of work.
- Ensure all outputs are technically sound, banker-aligned, and practical for field-level application.
- Engage with stakeholders as required for validation of assumptions, financials, and frameworks.
- Incorporate feedback from SF in a timely manner and submit revised deliverables accordingly.
- Ensure adherence to agreed timelines, quality standards, and reporting formats.

Sl. No	Activity planned	Details	Expected deliverables	Units	Timeline (Weeks)
1	Training Modules on Regenerative Practices	Design concise training modules integrating regenerative agricultural practices with post-harvest utilization, value addition, waste reduction, and sustainable processing.	Training modules on Models on Zero budget natural farming (ZBNF), regenerative agriculture Output: <ul style="list-style-type: none"> • A detailed presentation • A detailed report in pdf format. 	2	2 weeks
2	Business Models of Post-Harvest Technologies	<ul style="list-style-type: none"> • Develop Excel-based business models for post-harvest processing technologies—dryers, pulp processing units, deep freezers, flour mills, and oil extraction units— 	Excel sheet of business models for at least 3 typologies. Each model with 2 page document on financials of Business the documents should contains all details asper requirement of Bankers.	15	4 Weeks

		<p>covering different ownership and operational typologies, with banker-aligned financials.</p> <p>1. Trade 1) Under trade model Farmgate with High value commodities 2) Farm gate with medium price commodities 3) Terminal Market Model 4) Processed commodities 5) 70% Trader Model +30% service Model</p> <p>2. Service • 3. Trade cum Service</p>			
3	Tool Kit	<ul style="list-style-type: none"> • Create a standardized toolkit to assess performance of existing systems and appraisal of new proposals, focusing on end-user readiness, business viability, commodity linkage, 	Tool kit based on factors like End user readiness end user business model commodity connect Market linkage, financial strength, Other parameters if any.	5	8 weeks

		market access, and financial parameters.			
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5. Selection Criteria:

The agency will be selected based on:

<i>Evaluation Component</i>	<i>Criteria Focus</i>	<i>Weighting (%)</i>	<i>Required Evidence in Proposal</i>
<i>1. Strategic Insight & Systems Narrative</i>	Understanding of regenerative agriculture, ZBNF, agri-processing, and post-harvest systems; ability to articulate an end-to-end systems narrative linking training modules, business models, and toolkits aligned with banker and ecosystem needs.	30%	Technical approach and methodology note; systems framework diagram or narrative; explanation of linkages across deliverables.
<i>2. Full-Spectrum Content Execution Capability (HR Allocation)</i>	Adequacy and relevance of proposed team, HR allocation across activities, and ability to execute training content, financial modeling, and toolkit development within timelines.	20%	Team composition and organogram; CVs of key personnel; HR deployment plan and time allocation.

3. Adaptability and Innovation (Part 4)	Use of innovative, engaging, and adaptive training methodologies; flexibility in content customization and problem-solving during implementation.	20%	Description of innovative approaches; sample training materials or tools; examples from previous assignments demonstrating adaptability.
4. Relevant Sector Experience & Team Profile	Proven experience in training module development, agri-business, agri-logistics, post-harvest infrastructure, and banker-facing financial modeling.	20%	Past project descriptions; case studies; client references and testimonials; sample business models or reports.
5. Budget break up	Cost effectiveness of budget break up given	10%	Efficient
TOTAL		100%	

6. Submission Requirements:

Interested collaborators (individuals, teams, or agencies) are requested to submit the following by before deadline

- 1. Organizational/Individual Profile:** Overview of your team/experience.
- 2. Proposed Approach:** A brief note demonstrating the bidder's/vendors understanding of the project scope and objectives, and outlining a clear strategy to develop training modules, banker-aligned business models, and assessment toolkits using simple, narrative-led communication to translate complex regenerative agriculture, ZBNF, and post-harvest systems into practical, decision-ready outputs.

3. **Relevant Portfolio:** Samples of prior work in agriculture, agri-business, post-harvest systems, or development programs, including training modules, financial/business models, or toolkits, showcasing the ability to communicate complex technical and financial concepts effectively for diverse stakeholders.
4. **Financial Proposal:** Detailed quotation for the execution of the entire scope of work.

Please ensure your application directly addresses your capability to own the end-to-end execution of communication design across strategy, production, and dissemination. Agencies are asked to account for flexibility in terms of time allocation or the number of deliverables for the required scope of work which is possible in the given duration of the campaign.

Note: Applicants are required to submit **applications to apply in the link given below <https://forms.gle/yC3LCtiQDuDkdnN47>** . Each application should detail the plan, methodology, and deliverables specific as per the requirement mention in the scope of work.

7. Intellectual Property

All final outputs, templates, and visual assets created under this engagement will be the intellectual property of SELCO Foundation and will be freely available for public sharing under an open-source license.

8. Payment Terms:

Disbursement	Milestone
30%	Against Signing of contract
40%	After completion of the training module on ZBNF & regenerative agricultural practices
30%	After completion of business models & toolkits

9. Application Process

If your enterprise meets the eligibility criteria and is interested in collaborating with the SELCO Foundation, please complete the application form linked below with the required information. Agency / Consultant are requested to upload their technical proposals and financial quotations directly into the application form.

Provide split costs as per deliverables based:

Please provide your proposal and quotation as per deliverables based and mentioned program requirements. Capture Timelines and Split cost wherever possible. Please find a format for your reference.

SI No	Cost Component	Per unit cost	Total Cost
1	Professional Fees		
2	Travelling charges if any		
3	TA/Lodging Charges for Consultant/Agency inclusive of meals and taxes)		
4	Logistics (Food & Fuel) -		
5	Any Applicable Taxes or Duties (Inclusive in the total cost)		
6	Other Miscellaneous Charges		

1. Please provide a break-up of the costs as an agreement quotation for the service provided on an official letterhead with signatures and stamps, wherever needed.
2. Kindly mention your name, address, contact information along with correct bank details, and signature in the agreement quotation.
3. Please note that the prices quoted by the consultant are firm, final, and binding, and not subject to variation on any account.

Note: If there is travel required, kindly mentioned tentative budget along with number of days of travel.

10.To apply

Interested consultants / organisations, with relevant experience (please include samples and/or references of the previous similar work as proof of experience) and based out of India are requested to reach out with a detailed proposal giving a brief on the methodology and the process they will uptake for this project, including budgets (with break-ups and explanation), timelines and milestones and submit the same to google form <https://forms.gle/yC3LCtiQDuDkdnN47> on before 3rd January 2026.

Any further queries please write to procurement@selcofoundation.org with a subject line: "Integrated Development and Training Module for Sustainable Agri-Processing and Regenerative Farming Models: Business Frameworks, Toolkit Manuals, and User Guides for Dryers, Pulp Processing, Deep Freezers, Flour Mills, and Oil Extraction Units in Maharashtra and Karnataka" .

Refer Terms and Condition:

1. Sub-contracting:

In the event that the Consultant requires the services of subcontractors to perform any obligations under the Contract, the Consultant shall obtain the prior written approval of the Foundation. Any rejection or non-performance of the subcontractor shall not, in and of itself, entitle the Consultant to claim any delays in the performance, or to assert any excuses for the non-performance, of any of its obligations under the Contract, and the Consultant shall be solely responsible for all services, obligations and deliverables performed by its subcontractors

2. Quality Assurance

The data submitted to Selco Foundation should be accurate, complete, reliable and relevant. Consulting agency shall establish additional layers for data cleaning and submission.

3. Financials & Reporting

TDS will be deducted on the fixed amount as per Income Tax Act and Rate of Percentage. In accordance with the Central Board of Direct Taxes circular No. 7 of 2022 dated 30th March, 2022 in relation to the clarifications with respect to Section 114AAA of the Income-tax Rules, 1962, failure to link Aadhar number to the PAN card and/or failure by any person, who falls within the income tax bracket or otherwise, to file tax returns in relation to payment of TDS for any service (in accordance with Section 206AB and 206AA) and/or an inoperative PAN card will result in a 20% tax deduction.

4. Indemnification

Both parties shall indemnify and hold its Trustees, Directors and representative officers, employees, agents harmless from and against any and all claims, demands, actions, losses, liabilities, charges, damages, costs and expenses (including but not limited to reasonable attorney's fees) arising out of or resulting from (1) any claims arising in connection with activities undertaken by both parties in connection with the project or (2) Consultant's gross negligence or willful misconduct or breach of any undertaking, covenant, representation or warranty contained in this agreement and/ or the actual infringement of any patent, trademark, copyrights, trade secret or any other intellectual property right of the third party.

5. Patent, Copyright and other Proprietary Rights

- i. Except as is otherwise expressly provided in writing in the Contract, the Foundation shall be entitled to all intellectual property and other proprietary rights including, but not limited to, patents, copyrights, and trademarks, with regard to products, processes, inventions, ideas, know-how, or documents and other materials which the Consultant

has developed for the Foundation under the Contract and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Contract. The Contractor acknowledges and agrees that such products, documents and other materials constitute works made for hire for the Foundation.

- ii. Subject to the foregoing provisions, all documents, reports, recommendations, documents, and all other data compiled by or received by the Consultant under the Contract shall be the property of the Foundation, shall be made available for use or inspection by the Foundation at reasonable times and in reasonable places, shall be treated as confidential, and shall be delivered only to the Foundation's authorized officials on completion of work under the Contract
- iii. The Consultant will treat all information given to him/her as information with proprietary value and will not disclose the same to competitors or any outsiders. The Consultant will not at any time, except under legal process, divulge any trade or business secret relating to the Foundation or any customer or agent of the Foundation, which may become known to him by virtue of his position as consultant, save in so far as such disclosure shall be necessary in the interest and for the benefit of the said Foundation and will be true and faithful to the Foundation in all dealings and transactions whatsoever relating to the said Foundation.
- iv. Reports or other data that are developed specifically for the performance of this Contract shall be the property of the Foundation and the Consultant shall deliver reports and data to the Foundation as per the milestones. Dissemination of the reports and any information from the said contracts shall be done with written approval from the Foundation.

6. Publicity, use of name & Logo of the Foundation:

The Consultant shall not advertise or otherwise make public for purposes of commercial advantage or goodwill that it has a contractual relationship with the Foundation, nor shall the Consultant, in any manner whatsoever use the name, emblem, logo or official seal of the Foundation or that of SELCO in connection with its business or otherwise without the written permission of the Foundation.

- 7. Observance of Law:** Compliance with Laws and Regulations: The Consultant will comply with all applicable laws, rules, regulations and statutory requirements and amendments thereof, in the manufacture and distribution of products and supplies and in providing services to the SELCO and during the term of this Agreement.

Child Labor: The Consultant will, its parent entities, partners or subcontractors nor any of its subsidiary or affiliated entities (if any) is engaged in any practice inconsistent with the rights set forth in the Child Labour (Prohibition and Regulation) Act of 1986, which, inter alia, requires that a child shall be protected from performing any work that is likely to be hazardous or to interfere with the child's education, or to

be harmful to the child's health or physical, mental, spiritual, moral, or social development.

Forced Labor: The Consultant will not engage in any activity that will result in forced or compulsory labor under applicable laws including the Bonded Labour System (Abolition) Act, 1976,

Abuse of Labor: Consultant will act in accordance with applicable laws and regulations and will not violate the rights of labourers as stated in The Factories Act, 1948 and similar legislations.

Working Hours, Overtime, Wages and Other Benefits-Working hours, wages and benefits shall be provided by the Consultant to its staff and employees in accordance with applicable laws including the Minimum Wages Act, 1948.

Declaration of blacklisting: Consultant represents and warrants to SELCO that, as on the date of signing of this Purchase Order, it is neither blacklisted/ debarred nor it is under a declaration of ineligibility by Central / State or Semi-Government Organization/Department or Institutions and Public Sector Undertakings in India and abroad. The Consultant further undertakes to duly inform SELCO in the event it is blacklisted subsequent to execution of this Purchase Order.

Compliance with Anti-bribery Laws: Consultant and each of its directors, officers, employees, agents or other (collectively referred to as "Consultant") represent and warrant that it shall not either directly or on behalf of SELCO Foundation give, offer, promise to offer, or authorize the offer, directly or indirectly (proxy bribing), anything of value (such as money, shares, goods or service, gifts or entertainment) to government officials, government customers, potential government customers or foreign government officials including officials of any public international organizations or officials of any political party either in India or abroad ("Officials") with an Intent to influence any act or decision in his or her official capacity Induce the Official to do or omit to do any act in violation of his or her lawful duty to obtain any improper advantage, or Induce to use such Official 's influence improperly to affect or influence an act or decision.

The Consultant shall not provide any offering, promising, giving or receive, solicit or accept a financial or other advantage, or any other thing of value, with the intention of influencing or rewarding the behaviour of a person in a position of trust to perform a public, commercial or legal function to obtain or retain a commercial advantage.

The Consultant understands and acknowledges that any non- adherence to the warranty as stated herein above will be violation of the provisions of the Indian Prevention of Corruption Act,1988 and other applicable laws and legislations ("Anti-bribery Laws").

In addition, Consultant agrees to promptly report to SELCO Foundation of any incident of breach or potential breach of this section.

Compliance with Sexual Harassment of Women (Prevention, Prohibition & Redressal) Act, 2013 (PoSH): The Consultant shall agree to adhere to the mandates prescribed under the Sexual Harassment of Women (Prevention, Prohibition & Redressal) Act, 2013, which requires all workplaces to have a Policy and Internal Committee to address complaints of sexual harassment that women may face at the workplace.

8. Termination:

Either party may terminate this contract by giving a notice in writing to the other party stating their intention to terminate the same on the expiration of Seven (7) days from the date of such notice. In addition, the Foundation may also terminate this contract forthwith in the event of any fraud, misconduct or neglect of duties on the part of the Consultant. Any notice to be given hereunder shall be sufficiently given to the Consultant if forwarded by registered post or by Courier Service to the last known postal address of the Consultant and shall be sufficiently given to the Foundation if similarly forwarded to the registered office. Upon the termination of this contract and payment of the said fees due up to such termination, and payment of all disbursements and out-of-pocket expenses incurred up to the date thereof (provided the same have been incurred after obtaining prior approval), the Consultant shall deliver all deeds, documents and paper in his possession relating to the business of the Foundation or as the Foundation shall direct, and shall continue to afford him all reasonable assistance for concluding pending matters at the date of such termination without making any charge thereof.

9. Force Majeure:

- i. *Force majeure* as used herein means any unforeseeable and irresistible act of nature, any act of war (whether declared or not), invasion, revolution, insurrection, terrorism, or any other acts of a similar nature or force, *provided that* such acts arise from causes beyond the control and without the fault or negligence of the Consultant
- ii. In the event of and as soon as possible after the occurrence of any cause constituting *force majeure*, the affected Party shall give notice and full particulars in writing to the other Party, of such occurrence or cause if the affected Party is thereby rendered unable, wholly or in part, to perform its obligations and meet its responsibilities under the Contract. The affected Party shall also notify the other Party of any other changes in condition or the occurrence of any event which interferes or threatens to interfere

with its performance of the Contract. Not more than fifteen (15) days following the provision of such notice of *force majeure* or other changes in condition or occurrence, the affected Party shall also submit a statement to the other Party of estimated expenditures that will likely be incurred for the duration of the change in condition or the event of *force majeure*.

- iii. On receipt of the notice or notices required hereunder, the Party not affected by the occurrence of a cause constituting *force majeure* shall take such action as it reasonably considers to be appropriate or necessary in the circumstances, including the granting to the affected Party of a reasonable extension of time in which to perform any obligations under the Contract.
- iv. If the Consultant is rendered unable, wholly or in part, by reason of *force majeure* to perform its obligations and meet its responsibilities under the Contract, the Foundation shall have the right to suspend or terminate the Contract on the same terms and conditions as are provided for in this Contract.
- v. Both the Foundation and the Consultant fully and freely intend to create an independent Contractor relationship under this Contract. Nothing herein shall be deemed to establish a partnership, joint venture, association or employment relationship between the parties. Both parties agree that the consultant has the right to sole and exclusive control over the manner and means employed in performing their activities under this Contract.

10. Settlement of disputes:

- i. The Parties shall use their best efforts to amicably settle any dispute, controversy, or claim arising out of the Contract or the breach, termination, or invalidity thereof.

Any dispute, controversy, or claim between the Parties arising out of the Contract or the breach, termination, or invalidity thereof, unless settled amicably, within sixty (60) days after receipt by one Party of the other Party's written request for such amicable settlement, the matter shall be referred by either Party to arbitration in accordance with the Arbitration and Conciliation Act, 1996. The venue of the arbitration shall be at Bangalore. Likewise, the jurisdiction will vest with courts in Bangalore.