



REQUEST FOR PROPOSAL (RFP)

Dated: 08th April, 2026

Assignment Title: Engagement of an Agency/Institution/ Individual consultant to Conduct a Study on the Actual Application, Decision-Making Process, and Availability of Pesticides/Herbicides in Selected Landscapes, with Special Focus on Banned and Restricted Pesticides/Herbicides Still in Circulation

- 1) The Director, Watershed Support Services and Activities Network (hereinafter referred to as the “Client”), invites proposals from reputed agencies/institutions/individual consultants with demonstrated experience in conducting research, assessments, and studies related to agriculture, pesticide use, agro-ecological systems, and rural livelihoods.
- 2) The selected agency/institution/individual consultant will undertake a study on the actual application, decision-making process, and availability of pesticides/herbicides in selected landscapes, with special focus on banned and restricted pesticides/herbicides still in circulation, across identified project locations in Deoghar and Koraput districts of Jharkhand and Odisha, respectively.
- 3) Detailed scope of work, terms of reference, and eligibility criteria are provided in this RFP document.
- 4) The RFP documents can be downloaded from the website: [https://wassan.org/wassan-careers/#Request for Proposal](https://wassan.org/wassan-careers/#Request_for_Proposal)
- 5) The selection process shall follow the **Quality-Based Selection (QBS)** method.
- 6) Applicant/ Consultant shall submit proposals in the prescribed format, duly completed in all respects, through email.
- 7) The last date for submission of the proposal (Annexures 2 and 3) is **20th April 2026**.
- 8) Proposals shall be submitted to the following email address: rfp@wassan.org. The email subject line should read- “**RFP Submission – Pesticide/Herbicide Study Assignment**”.
- 9) This RFP document consists of the following sections:
 - a. **Annexure 1:** Terms of Reference (ToR)
 - b. **Annexure 2:** Technical Proposal
 - c. **Annexure 3:** Description of Approach, Methodology, and Work Plan for Performing the Assignment
 - d. **Annexure 4:** Declaration Forms & Supporting Document Checklist

Watershed Support Services and Activities Network (WASSAN)

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- 10) All pages of the proposal and supporting documents submitted by the applicant must be duly signed by the Authorized Signatory and affixed with the official seal/stamp of the organization, wherever applicable.
- 11) While all information/data provided in this RFP is furnished in good faith and believed to be accurate to the best of the Client's knowledge, the Client makes no representation or warranty regarding the completeness or accuracy of such information. It shall be the sole responsibility of the Applicant/ Consultant to independently verify the information/data contained in this RFP before submission of the proposal.
- 12) The Client reserves the right to accept or reject any or all proposals, annul the selection process, or amend the scope and terms of this RFP at any stage without assigning any reason thereof.
- 13) The decision of the Procurement Committee/Client shall be final and binding.

Director
WASSAN, Hyderabad

INFORMATION TO THE APPLICANT/ CONSULTANT

1. Eligibility Criteria:

The Applicant/Consultant must meet the following eligibility criteria and, to this effect, must produce supportive documents for the same along with the other documents/information as specified below:

a. Legal Status and Registration

The agency must be a duly registered legal entity under the Societies Registration Act, 1860; the Indian Trusts Act, 1882; Section 8 of the Companies Act, 2013; or recognized as a Central/State/Private University, Academic Institution, Private Limited Company, Trust, or Non-Profit Institution registered with the Government of India or State Governments. Individual consultants may also apply as part of a team. A copy of the registration certificate must be submitted as proof of eligibility.

b. Relevant Technical Experience

The agency / institution must have **demonstrated experience in conducting research studies** in one or more of the following areas- Pesticide/Herbicide use, risk, or regulatory studies/ Agricultural input supply chains/ Agroecology, sustainable or regenerative agriculture/ Natural or Organic Farming/ Food systems, public health, or environmental governance research/ Farmer decision-making and behavioural studies.

c. Declaration Regarding Debarment/Blacklisting

The applicant, including its organization/institution and key personnel, must not have been blacklisted, debarred, or otherwise disqualified by any government authority, donor agency, or funding organization. (A self-declaration to this effect, duly signed by the Authorized Signatory/applicant, must be submitted along with the proposal.)

2. Preferential Criteria

Proposals meeting the following criteria will be given preference during technical evaluation:

- a. Proven ability to conduct field-based empirical research involving farmers, input dealers, and local institutions.
- b. Prior engagement or working experience with agroecology, pesticide reduction, or transition to non-chemical farming systems.

- c. Experience in generating policy-relevant evidence and actionable recommendations.
- d. Experience in working through multi-actor platforms, including government departments, research institutions, NGOs, private sector actors, and farmer organizations.

2.1. For Individual Consultant

Individual consultants applying for the assignment must meet the following minimum qualifications:

- a. Ph.D. or postgraduate qualification in agriculture, environmental sciences, public health, economics, or other related disciplines.
- b. Minimum **10 years** of relevant professional experience in research, assessments, advisory, or consulting assignments related to the thematic areas of the assignment.
- c. Demonstrated strong research, analytical, report writing, and policy analysis skills.

3. Disqualification Criteria

The Client reserves the right to disqualify any applicant at its sole discretion, at any stage of the selection/evaluation process, if the applicant:

- a. Has made false, misleading, or fraudulent representations in any form, statement, declaration, or supporting document submitted as part of the proposal or eligibility documentation.
- b. Has been declared ineligible, blacklisted, debarred, or suspended by the Government of India, any State Government, donor agency, or other competent authority for corrupt, fraudulent, unethical, or unlawful practices.
- c. Is found to be engaged in partisan political activities, political campaigning, support to any political party, or any activity that may create conflict with the neutrality and objectives of the assignment.

4. Amendments and Clarifications to the RFP

During the evaluation process, the Client may, at its discretion, seek clarifications from applicants/Consultants regarding any aspect of their submitted proposals. Applicants/Consultant shall provide such clarifications within the timeline specified by the Client. The Client reserves the right to amend, modify, or supplement this RFP at any time prior to the proposal submission deadline. Any such amendment or clarification shall be communicated through the official website and/or other appropriate means of notification. Applicants/Consultants are advised to regularly review the website for updates and shall take all such amendments into account while preparing and submitting their proposals.

5. Submission of Proposal

The proposal shall be submitted in the prescribed format and must include the Technical Proposal in the annexed format, duly completed in all respects, on or before the submission deadline specified in this RFP. Applicants may also be required to submit supporting documents and declarations as outlined in the annexures to this RFP.

6. Evaluation and Selection Process:

The evaluation and selection process shall be conducted in a transparent, fair, and merit-based manner. All proposals received shall be reviewed by a Procurement Committee (PC) constituted by the Client. The selection shall follow the Quality-Based Selection (QBS) method, with primary emphasis on the technical quality, relevance, and responsiveness of the proposals submitted. The final selection shall be made based on the overall merit of the proposal, including its alignment with the objectives, scope, and requirements of the assignment, in accordance with the QBS methodology.

7. Quality Based Selection (QBS):

The QBS method shall be adopted for selection of the agency/institution/individual consultant for undertaking the proposed study assignment. Under this method, primary emphasis shall be placed on the technical quality, expertise, and suitability of the proposal, with cost considerations addressed during subsequent negotiations. The selection process shall be undertaken in the following stages:

Stage 1 – Technical Evaluation

Only the technical proposals submitted by eligible applicants shall be evaluated based on, inter alia, the following parameters:

- a. Relevant organizational/individual experience and expertise;
- b. Understanding of the assignment;
- c. Proposed approach and methodology;
- d. Qualifications and experience of the proposed team/key expert(s);
- e. Work plan and implementation schedule.

Stage 2 – Financial Negotiation

The applicant securing the highest technical ranking shall be invited for financial negotiation.

In the event that mutually acceptable financial terms are agreed upon, the contract shall be awarded to such applicant. If financial negotiations are unsuccessful, the Client reserves the right to terminate negotiations, invite the next highest-ranked applicant for financial negotiation or cancel the selection process.

Technical Evaluation

- 1) Only applicants securing a minimum of 70% marks in the technical evaluation shall qualify for financial negotiation.
- 2) Selection shall be made through QBS methodology using the following criteria:

Criteria	Weightage	Remarks
Organizational/ Individual Experience	25%	Similar assignments, sector/ thematic expertise
Understanding of the Assignment	15%	Demonstrated understanding of ToR/ objectives/ context
Technical Approach and Methodology	25%	Research design, sampling, analytical robustness
Qualifications of Team/ Expert	20%	Academic/ professional competency of proposed personnel
Work Plan and Timelines	15%	Feasibility and appropriateness of schedule
TOTAL	100%	

TERMS OF REFERENCE (TOR)

Project Brief

“The Green Evolution: Pathways to Food Systems Transformation” is a multi-country project being implemented in Nepal, India (lead), and Bangladesh with technical support from Welthungerhilfe (WHH) and funding support from German Federal Ministry of Economic Cooperation and Development (BMZ). The project aims to contribute to robust local food systems that safeguard people’s right to safe healthy food, promote food sovereignty for local communities, and build up resilience to climate change (SDG goal #2). The program is implemented in two districts of Jharkhand and one district of Odisha, covering the blocks of Devipur and Sonaraitadi in Deoghar district (Jharkhand), and the blocks of Nandapur, Kundra, and Kotpad in Odisha. The program will reach a total of 12,000 farmers across both states. Developing Community Managed Agro-advisory services is a sub-component of the program being implemented in India.

Scale of the Program:

The program will be implemented in two locations, one in Koraput (Odisha) and another in Deoghar (Jharkhand) District. At each location about 5 Gram Panchayats will be involved. With support from implementing partner CSOs (PRAGATI in Odisha and, PRAVAH and Abhivyakti Foundation in Jharkhand), the proposed service system will reach approximately 12,000 farmers (both direct and indirect) across both states through existing community-based organizations and Farmer Field Schools (FFS). The selected consultant shall coordinate with the local implementation team and project partners for planning and execution of field research activities in the selected project locations.

Background

Despite increasing emphasis on sustainable agriculture and safer crop production and protection practices, the use of hazardous Pesticide/Herbicides continues in several regions. Farmers often rely on traditional knowledge, market influence, and advice from informal actors for choosing Pesticide/Herbicides and their doses. This results in unsafe application practices, environmental contamination, and severe health risks.

In many landscapes, highly hazardous Pesticide/Herbicides (HHPs) remain easily available due to gaps in regulation, weak monitoring, and inadequate awareness. Understanding the actual ground realities—application practices, decision-making pathways, and market availability—is crucial for designing evidence-based interventions and recommendations.

Objectives of the Study

1. To map the decision-making process that influences farmers' selection and use of Pesticide/Herbicides (including formal and informal advisory systems).
2. To document the actual Pesticide/Herbicide application practices followed by farmers in the selected landscapes.
3. To assess the availability, accessibility, and circulation of Pesticide/Herbicides, including banned or restricted chemicals, in local markets.
4. To identify gaps in knowledge, regulation, enforcement, and farmer support systems.
5. To generate actionable recommendations for mainstream system, and development agencies to promote safe, sustainable, and compliant pest management practices.

Scope of Work

The study will include, but not be limited to, the following components:

1. Selection of study villages/blocks within the identified landscape of Koraput/Odisha and Deoghar/Jharkhand.
2. Mapping key actors: farmers, dealers, input retailers, extension workers, local governance structures, informal advisors, and Pesticide/Herbicide companies.
3. The study will document the major crops grown and the pests commonly managed, identify the types, brands, and chemical groups of Pesticide/Herbicides used, and assess their frequency, dosage, and methods of application.
4. It will also review farmers' use of protective equipment, handling and disposal practices, and compare actual Pesticide/Herbicide use with recommended scientific guidelines.
5. Sources of information influencing Pesticide/Herbicide choice (agro-advisory service providers, dealer advice, recommendations by others, company agents, extension workers, digital platforms, etc.).
6. Role of economic factors, availability, credit-based purchases, and perceived effectiveness.
7. Influence of promotional schemes, discounts, or dealer incentives.
8. A survey of input shops will assess Pesticide/Herbicide availability, pricing trends, and demand patterns, while identifying any banned or restricted chemicals in circulation.
9. The study will also examine supply chains and informal networks that enable access to such Pesticide/Herbicides, along with evaluating dealer awareness and compliance with regulatory norms.
10. Review of existing regulations, state advisories, and enforcement mechanisms.
11. Gaps in monitoring, reporting, and farmer-extension systems.
12. Challenges faced by departments (agriculture, horticulture, plant protection) in controlling banned Pesticide/Herbicides.
13. Role of women in decision-making, use of Pesticide/Herbicides, and chemical inputs.

Deliverables and Payment

- 1) The duration of the assignment shall be 90 days from date of award/contract signing.
- 2) Payments shall be released upon submission and approval of deliverables by the Client, subject to submission of valid invoice/bill and applicable statutory deductions.

Installment	Deliverables	Payment
FIRST	Inception Report with a detailed outline of action plan and timelines	30%
SECOND	Completion of fieldwork and submission of interim findings	40%
THIRD	Submission and approval of final report, Policy brief, Recommendations & Actionable Roadmap	30%

Outputs & Deliverables

1. Inception Report with finalised methodology, tools, and sampling strategy.
2. Field Data Collection and documentation of all findings.
3. Analytical Report covering application practices, decision-making pathways, and availability analysis.
4. Risk Assessment focusing on environmental and human health implications.
5. Policy Recommendations & Actionable Roadmap for:
 - a. Strengthening enforcement and regulation
 - b. Enhancing farmer awareness and extension services
 - c. Promoting agroecology-based pest management alternatives
6. Presentation of key findings to stakeholders (state government, NGOs, research partners).

Expected Outcomes

1. Evidence-based understanding of how and why farmers use specific Pesticide/Herbicides, including banned ones.
2. Mapping of availability pathways that enable circulation of hazardous chemicals.
3. Clear insights into regulatory, extension, and knowledge gaps.
4. Actionable recommendations to promote safe, legal, and agroecology-aligned pest management practices

Technical Proposal

01. INTRODUCTION		
Sl.	PARTICULARS	Supporting Documents (self-attested) required to be submitted along with this form
a	Name of the organization	
B	Address of the organization	
c	Contact Person :	i) Name ii) Designation
d	Contact Details:	Telephone No - Landline – Mobile – Email –

02. IDENTITY / LEGAL STATUS:		
Sl.	PARTICULARS	Supporting Documents (self-attested) required to be submitted along with this form
a	Is organization registered	(Yes/ No)
b	If yes, please specify	Under Society Act/ Under Trust Act / Under Companies Act, 2013 (Section 8) / If any other, specify –
c	Year of registration	
d	Since how long it is operational (No. of years)	
e	Whether the organization is registered under FCRA	(Yes/No)
f	FCRA Details	1. Registration Number: 2. Validity/Status: Active / Expired / Not Applicable 3. Operational Status of FCRA Account: Functional / Non-Functional
g	PAN Number	
h	Whether it is registered under Income Tax	(Yes/No)
i	Whether registered under GST Act,	(Yes/No) If so, give the GSTIN:

03. FINANCE		
Sl.	PARTICULARS	Supporting Documents required to be submitted
a	Financial Turnover/ Professional Receipts (where applicable)	1. FY 2022–23 2. FY 2023–24 3. FY 2024–25 Average Annual Turnover for the last three years (INR): Rs.----- Lakhs

4. AREAS OF EXPERTISE

- a. Relevant Experience (Summary of past assignments relevant to ToR, List of similar studies/research undertaken, Client references)

- b. Please mention reasons why your organisation is best suited for this role (300 words)?

Description of Approach, Methodology, and Work Plan for Performing the Assignment

Applicants shall provide detailed information under the following headings:

A. Proposed Methodology and Approach

1. Overall understanding of the assignment and proposed approach
2. Research design
3. Sampling methodology
4. Data collection approach
5. Analytical framework

B. Work Plan and Timeline

6. Detailed activity-wise implementation schedule
7. Proposed timeline for completion of deliverables

C. Team Composition and Expert Details

8. Proposed key personnel/expert(s) for the assignment
9. Roles and responsibilities of each team member
10. Curriculum Vitae (CVs) of proposed experts attached

Declaration Forms & Supporting Document Checklist

Applicants shall submit the following documents, as applicable, along with the Technical Proposal:

A. Statutory and Registration Documents

1. Copy of Registration Certificate/Incorporation Documents
2. FCRA Registration Details, if applicable
3. PAN / GST Registration Details, if applicable

B. Mandatory Declarations

4. Declaration of Non-Blacklisting / Non-Debarment
5. Declaration of Accuracy and Authenticity of Information Submitted

C. Technical and Professional Credentials

6. Curriculum Vitae (CVs) of Proposed Experts/Key Personnel
7. Experience Certificates / Completion Certificates, if applicable
8. Copies of Relevant Work Orders / Contract Agreements

D. Additional Documents

9. Any Other Supporting Documents Relevant to the Assignment