



**GOVERNMENT OF PUDUCHERRY
DIRECTORATE OF FORESTS AND WILDLIFE
PUDUCHERRY BIODIVERSITY COUNCIL**



No.01/DF&WL/PYBC/2026-27/

Date: 15.07.2026

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

Expression Of Interest for Facilitating the Formation and Operationalization of Biodiversity
Management Committees (BMCs) In the Union Territory of Puducherry

Greetings from Puducherry Biodiversity Council,

The Puducherry Biodiversity Council (PYBC), functioning under the Department of Forests & Wildlife, Government of Puducherry, is the statutory body responsible for implementing the provisions of the Biological Diversity Act, 2002, the Biological Diversity (Amendment) Act, 2023, and the Biological Diversity Rules, 2004 in the Union Territory of Puducherry.

The Council is entrusted with promoting the objectives of the Biological Diversity Act, namely:

- Conservation of biological diversity;
- Sustainable use of its components; and
- Fair and equitable sharing of the benefits arising out of the utilization of biological resources, associated traditional knowledge and matters connected therewith or incidental thereto.

In accordance with Section 41(1) of the Biological Diversity Act, 2002, every local body is mandated to constitute a Biodiversity Management Committee (BMC) for the purpose of promoting conservation, sustainable use and documentation of biological diversity, including the preparation and maintenance of People's Biodiversity Registers (PBRs).

In the Union Territory of Puducherry, a total of 123 Biodiversity Management Committees (BMCs) is required to be constituted across the four regions, namely Puducherry, Karaikal, Mahe and Yanam. Of these, 19 Biodiversity Management Committees have already been constituted at the Municipality, Block and Village Panchayat levels. The Puducherry Biodiversity Council now proposes to facilitate the constitution of the remaining 104 Biodiversity Management Committees at the Village Panchayat level across the four regions of the Union Territory.

In order to ensure timely constitution and effective operationalization of these Biodiversity Management Committees, the Puducherry Biodiversity Council proposes to engage a competent Educational Institution, Research Institution, Registered Society or Registered Public Trust possessing the requisite technical expertise, professional experience and institutional capacity to facilitate the formation of BMCs, undertake stakeholder consultations, conduct awareness and capacity-building programmes, provide technical support for

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biodiversity governance, and assist in the preparation and validation of People's Biodiversity Registers (PBRs), wherever required.

Accordingly, the Puducherry Biodiversity Council (PYBC) invites Expressions of Interest (EoI) from eligible Educational Institutions, Research Institutions, Registered Societies and Registered Public Trusts. The selected institution(s)/organization(s) shall work across the four regions of the Union Territory of Puducherry to facilitate the formation and operationalization of Biodiversity Management Committees (BMCs) through capacity building, awareness generation and implementation of the statutory provisions of the Biological Diversity Act, 2002, while serving as a vital link between the Puducherry Biodiversity Council (PYBC) and the Biodiversity Management Committees (BMCs).

Scope of Assignment

The selected institution/organization shall, inter alia:

- Facilitate the constitution of Biodiversity Management Committees (BMCs) in accordance with the Biological Diversity Act, 2002 and the Rules made thereunder.
- Coordinate with Urban Local Bodies, Commune Panchayats, Village Panchayats and other stakeholders.
- Conduct orientation, awareness and capacity-building programmes for elected representatives, officials and BMC members.
- Provide technical assistance for operationalization of BMCs and biodiversity-related activities entrusted by the Puducherry Biodiversity Council.
- Assist in biodiversity documentation and preparation/validation of People's Biodiversity Registers (PBRs), wherever required.
- Submit periodic progress reports, documentation and other deliverables as prescribed by the Puducherry Biodiversity Council.

Eligibility criteria

The institution/organization should satisfy the following minimum eligibility criteria:

1. The applicant shall be an **Educational Institution, Research Institution, Registered Society, or Registered Public Trust** established under the relevant provisions of law.
2. The institution/organization shall have dedicated faculty members, scientists or professionals in the fields of Zoology, Botany, Environmental Science, Forestry, Ecology, Agriculture, Horticulture, Fisheries, Biotechnology, Microbiology, Social Sciences or other allied disciplines.

Mandatory Experience

1. Proven track record of at least three (03) years' experience in any one or more of the following areas: field-based ecological studies, biodiversity documentation, taxonomical surveys, rural community mobilization, formation and operationalization of Biodiversity Management Committees (BMCs), formation and strengthening of Self-Help Groups (SHGs), or other community-based institutions.

2. Experience in implementing projects funded by the Central Government, State Government, National Biodiversity Authority (NBA), State Biodiversity Boards (SBBs), Government Departments, Local Bodies or other statutory organizations, particularly those involving Gram Panchayats, Municipalities or other community-based environmental and biodiversity conservation programmes, will be desirable.
3. Familiarity with the provisions of the Biological Diversity Act, 2002, the Biological Diversity (Amendment) Act, 2023, the Biological Diversity Rules, 2004, and the preparation of People's Biodiversity Registers (PBRs) shall be desirable.

Submission of Expression of Interest

- The duly completed **Expression of Interest (EoI) in Forms I and II**, along with all supporting documents, shall be submitted in hard copy on or before **28th July 2026, 5.00 PM**.
- **Office Address:** The Member Secretary, Puducherry Biodiversity Council, Directorate of Forest and Wildlife, Mullaigam, Forest campus, Cuddalore Main Road, Mudaliarpur post, Puducherry - 605004.
- EoIs received after the prescribed date and time shall not be considered and are liable to be rejected.
- For any clarification, institutions may contact the Puducherry Biodiversity Council through e-mail at forestpuducherry@gmail.com.

The Puducherry Biodiversity Council reserves the right to shortlist institutions/organizations based on their technical expertise, experience and organizational capability and to seek further information or presentations, if considered necessary.

An early and favourable response is solicited.

Yours faithfully,



Member Secretary
Puducherry Biodiversity Council (PYBC)

Format for EoI for Formation and Operationalization of Biodiversity Management Committees (BMCs)

FORM-I

1. Organizational Information

S. No	Particulars	Details
1	Name & address of the Organization / Agency (including e-mail, telephone)	
2	Type of Organization (NGO / Trust / Society / Company / Institution etc.) Supporting Registration Certificate must be attached	
3	Registration Number and Date of Registration	
4	Registration Act (Societies Act / Trust Act / Companies Act etc.)	
5	PAN Number	
6	GST Number (if applicable)	
7	Website (if available)	
8	Total Years of Experience	
9	Areas of Expertise (Biodiversity / Environment / Forestry / Agriculture / Livelihood etc.)	

2. Details of Relevant Experience:

(Including Training & Capacity Building Programmes for BMCs, Self-Help Group, and Biodiversity Assessment & Documentation; Awareness & Outreach Activities; Livelihood Promotion etc.)

S. No	Name of the project	Client/Department	Duration	Nature of Work

Note: Relevant supporting documents must be attached as proof of experience.

3.Details of Key Personnel (Brief background of resource person in the field of BMC formation, capacity building program etc.)

S. No	Name	Position	Qualification	Experience	Area of expertise

Note: CVs of all key personnel must be attached.

FORM-II

CERTIFICATE

(To be submitted on the Letterhead of the Organisation)

UNDERTAKING

I, am duly authorized to give the following undertaking on behalf of my organisation:

- a) I am submitting all the documents pertaining to my organisation as per the requirements of the EOI.
- b) All the information and documents submitted in response to the EOI are true, correct, and authentic as per the records of the organisation.
- c) In case any document or information submitted by the organisation is found to be false, incorrect, or not in conformity with the terms and conditions of the EOI, the Puducherry Biodiversity Council (PYBC) may reject the application and take appropriate action as deemed fit.

Place:

Date: _____

Signature of Authorized Signatory: _____

Name:

Name of Organization:

(Seal of the Organization)

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