GOVERNMENT OF MEGHALAYA
DIRECTORATE OF HORTICULTURE, MEGHALAYA ::: SHILLONG
Email: *hort-meg@nic.in*

NO. HORT/D-488/2026-27/649 **Dated: Shillong, the 30th October, 2026**

NOTICE INVITING EXPRESSION OF INTEREST (EOI)
SUPPLY OF RAW MATERIALS FOR SAW DUST AND WOOD CHIP FOR SHIITAKE MUSHROOM SUBSTRATE BLOCK PRODUCTION

1. Background and objectives

The Department of Agriculture & Farmers Welfare, Government of Meghalaya, is actively scaling up the commercial cultivation of high-value mushrooms under its flagship state initiatives. To cater to the growing domestic and export demand, the Department is establishing a centralized state-of-the-art production unit for **Shiitake Mushroom (*Lentinula edodes*)** substrate growing blocks.

Hard wood raw material is the ideal medium for Shiitake propagation. The Department hereby invites Expressions of Interest (EOI) from reputed sawmills, wood processing units, forest cooperatives, and registered suppliers capable of providing a steady, high-quality supply of sustainable **wood chips and saw dust**

2. Scope of Work & Technical Specifications

The selected agency/supplier will be responsible for supplying and transporting clean, non-resinous broadleaf hardwood raw materials conforming to the following technical criteria:

- **Approved Wood Species:**
  - Primary preference: Chestnut (*Castanea spp.*) and Willow (*Salix spp.*).
  - Secondary approved broadleaf hardwoods: Oak (*Quercus spp.*), Alder (*Alnus spp.*), and Birch (*Betula spp.*).
  - **STRICTLY EXCLUDED**: Softwoods, resinous woods (e.g. Pine), treated timber, and woods high in naturally inhibitory essential oils etc.).
- **Quality & Contamination Standards:**
  - Materials must be 100% free from chemical preservatives, paints, heavy metals, mold, rot, and pesticide residues.
  - Maximum moisture content upon delivery: less than 18%.
  - Mixed hardwood or softwood contamination is completely unacceptable.
  - Quality of the raw material will be examined/inspected whenever required and necessary.

- **Particle Size Specifications:**
    - *Sawdust:* Fine to medium particle size (approx. 1 mm to 2 mm) thoroughly sifted suitable for high-density substrate compaction.
    - *Wood Chips:* Uniform size range (approx. 5 mm to 10 mm) to ensure adequate aeration and structure within the substrate block.

- **Quantity and Schedule**

  · **Phase1 (Pilot Testing):** An immediate procurement of a **1Mt each of sawdust and wood chips** trial batch for substrate compatibility testing and quality verification.

  · **Phase2 (Commercial Run):** Upon successful clearance of the pilot batch, are curring long-term annual supply contract estimated at **28 Mt per annum**, delivered on a staggered monthly/ Quarterly roster.

  · **Delivery Location:** Consignment to be delivered directly to the designated Mushroom Substrate Unit at Mushroom development Centre, Upper Shillong, Meghalaya- 793009

- **Packaging & Logistics:** Transported in moisture-barrier bags or covered vehicles to designated substrate facility in Meghalaya (Mushroom Development Centre, Upper Shillong-793009).

3. Eligibility Criteria

- **Entity Registration:** Registered Proprietorship, Partnership, Pvt Ltd, Public Ltd, or FPO/Cooperative Society with valid GST registration and PAN card with an active bank account.
- **Sourcing Compliance:** Demonstrated capability to legally source specified broadleaf species (Chestnut, Willow, etc.) in compliance with state forestry guidelines and environmental regulations.
- **Experience & Capacity:** Minimum of 2 years of experience in forestry product aggregation, wood processing, or agricultural input supply, with documented capacity to supply materials consistently on a monthly/quarterly schedule. (2333 kgs of wood chips per month and 2000 kgs of sawdust per month). Must have capability to process, package and safely transport the bulk material to Meghalaya.

4. Document Submission Requirements

Interested entities must submit their EOI containing:

1. Covering Letter pasted with stamp of ₹ 200/- and addressed to Director of Horticulture expressing keen intent and firm capability statement.
2. Government Payment Receipt for the cost of the Expression of the Interest ₹200/- to be submitted.
3. Business Registration Certificate / Certificate of Incorporation.
4. Copy of GST Registration and PAN Card.
5. Up to date GST returns (upto June 2026).

6. Up to date Income tax returns certificate.
7. Valid Professional Tax Certificate.
8. Non tribal firm/unit who do not have valid trading license at the time of EOI submission, if successful shall have to produce valid trading license from the concerned Autonomous District Councils within 30(thirty) days from the date of issuance of supply order failing which the supplier shall forfeit the right to supply.
9. Proof of raw material sourcing and declaration of Sourcing & Wood Species availability (confirming access to Chestnut, Willow, and approved broadleaf species)
10. Brief description of the processing equipment (Chipper, Sifter/mill etc.)
11. Brief profile of the firm detailing past supply performance of timber wood specifically if any for shiitake mushroom block production.
12. The firm must indicate the quantity of raw materials (Saw Dust and Wood chips) that can be supplied monthly/ quarterly basis.
13. Non blacklisting certificate self declared.
14. Undertaking for replacement of substandard raw materials supplied.
15. Financial turnover records for the preceding 2(two) financial years.
16. All documents submitted must be self attested by the authorized signatory.

5. Submission Procedure & Next Steps

Details of Submission: Hard copy in a sealed envelope addressed to Director of Horticulture super scribing with 'EOI for supply of raw materials for saw dust and wood chip for shiitake mushroom block production'

- **Submission Address:** Hard copy in a sealed envelope addressed to Office of the Director of Horticulture, Room No. 301, Department of Agriculture & Farmers' Welfare, Cleve Colony, Shillong- 793001, Meghalaya or secure digital pdf submission in the email id. hort-meg@nic.gov.in.
- **Last date for seeking clarification:** 10th November, 2026
- **Deadline for Submission of EOI:** 18th November, 2026 by 13:00 Hrs

Note:

a) The competent authority reserves the right to blacklist any supplier found supplying substandard raw materials and such supplier shall not be allowed to participate in future tenders.

b) The Director of Horticulture reserves the right to accept or reject the Expression of Interest and to cancel EOI or retender without assigning any reasons thereof.

for Director of Horticulture
Meghalaya, Shillong.