

Memo No. SUDA-15014(17)/80/2026/6078

Date: 29.07.2026

:: EXPRESSION OF INTEREST (EOI) ::

Selection of Agencies for Design, Supply, Installation, Commissioning, Operation and Maintenance of Agarbatti Manufacturing Units for Processing of Waste Puja Flowers with Employment Generation for Women Self-Help Groups (SHGs)

Applications are invited from agencies/startups/ NGOs/ Social enterprises/ organizations interested for Design, Supply, Installation, Commissioning, Operation and Maintenance of Agarbatti Manufacturing Units for Processing of Waste Puja Flowers with Employment Generation for Women Self-Help Groups (SHGs).

Objective:

- The Urban Local Bodies (ULBs) generate a significant quantity of floral waste from temples, religious places, markets, and community celebrations. Disposal of such biodegradable waste in landfills or water bodies leads to environmental pollution and loss of valuable resources.
- To promote circular economy, sustainable waste management, and women's livelihood generation, SUDA intends to establish decentralized **Agarbatti (Incense Stick) Manufacturing Units** utilizing waste Puja flowers. The selected agencies shall be responsible for the **design, supply, installation, testing, commissioning, operation and maintenance** of the units and provide necessary training and handholding support.
- Each unit shall be designed to employ **approximately 15 women**, preferably members of Self-Help Groups (SHGs), who will be trained in processing floral waste into value-added incense sticks.

Scope of Work (Indicative):

The selected agency shall undertake the following activities:

1. Design, manufacture, supply, installation, testing and commissioning of complete Agarbatti manufacturing units.
2. Establish a scientific process for collection, segregation and processing of waste Puja flowers into incense sticks and other value-added products, wherever feasible.
3. Provide all required machinery, equipment, tools, moulds and accessories for production.
4. Train approximately **15 women per unit**, preferably SHG members, in operation, production, quality control, packaging, safety practices and basic entrepreneurship.
5. Operate and maintain the unit for a period of **three (3) years**, including preventive and breakdown maintenance.
6. Provide technical support, periodic refresher training and handholding during the O&M period.
7. Ensure quality standards of the finished products and facilitate branding, packaging and market linkage wherever possible.
8. Maintain records relating to production, employment generation, machine uptime, maintenance and utilization of floral waste.

9. Comply with all applicable environmental, labour and safety regulations.
10. Prospective CapEx (Capital Expenditure) and OpEx (Operating Expenditure)

Expected Outcomes

- Scientific processing and diversion of waste Puja flowers from landfills and water bodies.
 - Production of eco-friendly incense sticks from recycled floral waste.
 - Employment generation for approximately **15 women per unit**.
 - Strengthening of SHG-based livelihood opportunities.
 - Promotion of circular economy and sustainable solid waste management.
 - Reduction in environmental pollution caused by improper disposal of floral waste.
- Interested organizations are requested to submit their profile, experience, proposed business model, and implementation plan to wbsudatenders@gmail.com only.
- Last date for submission of application is **06.08.2026** (05:30 evening). Other details are available at website <https://www.sudawb.org/> and <https://www.wburbanservices.gov.in/>.
- For further details or submission-related queries, interested organizations may contact Sri S. K. Mishra (Mob.: 98367 23252) or Sri K. Mahata (Mob.: 9002424713).


Director, SUDA

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Copy forwarded for information to:

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1. FA, SUDA
2. Sri S. K. Mishra, EE, SUDA
3. Sri L. Das, LDC may kindly arrange to publish the EOI on the 03 Newspaper and display the same on the SUDA/ Deptt. website for wide publicity.
4. Sr. PS to Additional Chief Secretary, UD & MA Department, Govt. of West Bengal
5. Private Secretary to Hon'ble MIC, UD & MA Department, Govt. of West Bengal


Director, SUDA