COFFEE BOARD (Department of Commerce, Ministry of Commerce & Industry, Government of India)
No. 1, Dr. B.R. Ambedkar Veedhi, Bengaluru – 560 001. Website: www.coffeeboard.gov.in.

Expression of Interest (EoI): Empanelment of Service Providers for Digital Coffee Traceability Platform for EUDR Compliance

Ref. No.: MAR/MIU/e-governance/2026-27/60 Date: 30/10/2026

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1. EoI Summary and Notice

1.1 EoI Summary

Particulars	Details
Name of the work	Empanelment of Service Providers for Digital Coffee Traceability Platform (mobile app and web) for EUDR Compliance
Nature of empanelment	No-cost empanelment; no payment by the Coffee Board. Empanelled providers recover charges

Particulars	Details
	only from stakeholders who voluntarily subscribe
Key eligibility (mandatory for all)	Ready coffee EUDR solution in production use for at least 3 months; at least 3 coffee exporters onboarded; at least 5 tonnes (net) of coffee shipped to EU Member States in the last six months, traced through the solution (Clause 4.6)
Selection method	Technical evaluation only; no financial bid. Shortlisting at 55 out of 75 marks; empanelment at 80 out of 100 marks (Clause 9.1)
Earnest Money Deposit (EMD)	Not applicable (exempted)
Pre-EoI meeting (optional; in person at Coffee Board Head Office)	11:00 hrs on 04/11/2026
Last date and time for receipt of EoI (e-mail and hard copy)	18:00 hrs on 13/11/2026
Opening of EoI	11:00 hrs on 17/11/2026
Presentation and live demonstration	30 November 2026, for shortlisted Applicants only
Place of opening	Coffee Board, No. 1, Dr. B.R. Ambedkar Veedhi, Bengaluru – 560 001
Mode of submission	E-mail: drpbabu.cbd@gov.in (complete signed proposal with all annexures and supporting documents) plus sealed hard copy of Annexures I, V (with supporting evidence of the signatory's authority) and VIII only; hard copy prevails in case of discrepancy. A proposal whose hard copy is not received by the due date shall be non-responsive (Clause 8.3)
Address for hard copy	The CEO & Secretary, Coffee Board, No. 1, Dr. B.R. Ambedkar Veedhi, Bengaluru – 560 001, in a sealed envelope as specified in Clause 8.3
Nodal Officer	Dr. Pradeepa Babu B N, Deputy Director (Research), Coffee Board, Bengaluru; e-mail: drpbabu.cbd@gov.in
Proposal validity	180 days from the proposal due date (Clause 8.4.10)
Period of empanelment	One (1) year, extendable by the Competent

Particulars	Details
	Authority (Clause 8.4.11)

1.2 EoI Notice

The Coffee Board ("Coffee Board" or "Board") invites Expressions of Interest from reputed and experienced technology companies, Micro and Small Enterprises (MSEs) and DPIIT-recognised start-ups ("Applicants") for empanelment as service providers of a Digital Coffee Traceability Platform for EUDR compliance (the "Project").

Empanelment is on a no-cost basis to the Coffee Board. The Coffee Board's role is limited to empanelling qualified service providers, publishing the list on its website and the matters set out in Clause 3.1. Empanelled providers shall offer their services directly to coffee stakeholders who approach them for EUDR compliance services, and shall furnish the category-wise numbers of stakeholders onboarded on their platforms whenever sought by the Competent Authority.

This EoI is for empanelment of ready, deployed coffee traceability solutions only. It is not for the development of a new traceability system. Applicants must prove that their solution is already in use for coffee and must give the number of coffee exporters onboarded and the coffee volumes shipped to EU Member States in the last six months, with proof.

The EoI document is available on the Coffee Board website www.coffeeboard.gov.in. Deadline for submission: 18:00 hrs on 13/11/2026.

Place: Bengaluru Date: 30/10/2026

CEO & Secretary, Coffee Board

1.3 Key terms

In this EoI, the following terms have the meanings given below.

Term	Meaning
Applicant	The legal entity that submits a proposal under this EoI, or, for a consortium, the lead member submitting it on behalf of the consortium (Clause 4.2).
Proposal due date	The last date and time for submission of proposals in Clause 1.1 (18:00 hrs on 13 November 2026), or as extended by corrigendum. All periods in this EoI that end on the proposal due date are counted up to this date.
Competent Authority	The Chief Executive Officer & Secretary, Coffee Board, or an officer authorised by him or her.
Technical Evaluation Committee	The committee constituted by the Coffee Board under Clause 9.2 to evaluate proposals.
Coffee stakeholders	Growers, traders, curers, roasters, instant coffee manufacturers and exporters of coffee in India.
Coffee exporter	An exporter of coffee holding a Coffee Board registration valid on the relevant date.
MSE/start-up Applicant	A Micro or Small Enterprise registered under Udyam or with NSIC, or a DPIIT-recognised start-up, as defined in Clause 4.5.
Similar project	A deployed digital traceability system with both a web-based application and a mobile application, for agricultural produce, food, plantation commodities, fisheries, forestry or export certification, as defined in Clause 4.5.
Ready solution; production use	A coffee traceability solution already live and used by coffee stakeholders; production use starts on the date of the first live coffee transaction (Clause 4.6).
Completed years	Full years only; part years are not counted (for example, 3 years and 11 months counts as 3 years).
EUDR	Regulation (EU) 2023/1115 on deforestation-free products, as amended from time to time.

2. Introduction, EUDR Requirements and Objective

2.1 Introduction

The Coffee Board is a statutory organization constituted under the Coffee Act, 1942, functioning under the Department of Commerce, Ministry of Commerce & Industry, Government of India. It is mandated to

promote the development of the coffee sector, including research, extension, quality improvement, market promotion and export facilitation.

The European Union is the largest destination for Indian coffee. Continued access to the EU market requires that coffee and coffee products (green and roasted coffee and, from 30 December 2027, instant coffee and coffee extracts) meet the requirements of the EU Deforestation Regulation.

2.2 EUDR requirements for coffee

Scope. Regulation (EU) 2023/1115, as amended by Regulations (EU) 2024/3234 and 2025/2650 (EUDR), covers coffee under HS heading **0901**: coffee, whether or not roasted or decaffeinated, coffee husks and skins, and coffee substitutes containing coffee (Annex I). Under Commission Delegated Regulation (EU) 2026/2102, extracts, essences and concentrates of coffee, including soluble/instant coffee (CN 2101 11 00), are covered from 30 December 2027. The solution shall cover all coffee products in Annex I, as amended from time to time, with their applicable dates.

Conditions for market access (Article 3). Coffee may be placed on, or exported from, the EU market only if it is:

- **deforestation-free** – not produced on land deforested after the cut-off date of 31 December 2020;
- **legally produced** – in accordance with the relevant legislation of the country of production, covering land use rights, environmental protection, third-party rights, labour rights, human rights, free prior and informed consent, and tax, anti-corruption, trade and customs rules (Article 2(40)).

Coffee under shade trees. Coffee plantations, including agroforestry systems where coffee is grown under tree cover, are "agricultural plantations" and are excluded from the definition of "forest" (Article 2(4) and 2(6)). Shade-grown coffee on land already under coffee before 31 December 2020 is therefore not deforestation; conversion of forest to coffee after that date is.

Role of Indian exporters. The submissions to the EU Information System are made by the operator who first places the coffee on the EU market, normally the EU importer. Indian exporters supply the traceability and geolocation information their EU buyers require. This EoI covers only the solutions that capture and supply that information. The separate obligation to keep due diligence statements for five years (Article 4(3)) rests on the EU operator that submits them and is outside the scope of this EoI; the retention requirements in this EoI apply to traceability records (Article 9(1)).

Country risk category. Even where India is classified as low risk under the country benchmarking (Article 29), all the information in Article 9, including geolocation, must still be collected, and the risk of mixing with coffee of unknown origin must be controlled.

Application dates. The obligations apply from **30 December 2026** for large and medium operators and from **30 June 2027** for operators that were micro or small undertakings on 31 December 2024 (Article 38). Records must be kept for 5 years from the date of export of each consignment (Article 9(1)).

2.3 Objective of the EoI

The Coffee Board intends to empanel service providers that already have a ready, deployed solution for EUDR compliance of coffee, and to publish the list of empanelled providers on its website. Coffee stakeholders may then choose any empanelled provider and contract with it directly.

The solutions are expected to establish the linkage Plot of production → Harvest → Procurement → Processing → Export consignment → EUDR documentation, so that exporters can give their EU buyers the traceability information required under EUDR (Article 9).

3. Scope of Work

3.1 Role of the Coffee Board

The Coffee Board's role under this EoI is limited to:

1. evaluating the proposals and empanelling qualified service providers; and
2. publishing the list of empanelled service providers on the Coffee Board website.

After empanelment and publication, the Coffee Board shall not be involved in the services. In particular, the Coffee Board shall not:

- host, operate or maintain any platform, registry, database or cloud infrastructure for these services;
- provide APIs, data, integration, testing environments or technical support to providers;
- make any payment to providers or guarantee any users, volumes or revenue; or
- be a party to any agreement, transaction or dispute between providers and stakeholders.

Thereafter, the Coffee Board's involvement is limited to seeking information under Clause 3.3, acting on complaints and non-compliance (Clauses 6.2 and 8.4.12) and cancellation for administrative exigencies (Clause 8.4.13). The continuing obligations of empanelled providers are set out in Section 7 and Annexures VI and VII. Empanelled providers shall also sign the Data Privacy and Non-Disclosure Agreement (Annexure VII) with the Coffee Board.

3.2 Services to be offered by empanelled providers

Each empanelled provider shall, on its own platform and at its own cost, offer coffee stakeholders end-to-end traceability of coffee from the plot of production to the export consignment, as required under EUDR (Regulation (EU) 2023/1115, as amended). The solution shall:

1. capture, store, link and export all information required under EUDR, in particular Article 9, including the geolocation of all plots of production;
2. cover all stages of the coffee supply chain, from harvest and procurement through curing, hulling, grading, roasting and instant coffee manufacture to export, including imported green coffee used for value addition and re-export;
3. maintain quantity reconciliation (mass balance) within the platform, so that quantities claimed against a plot, batch or consignment never exceed the quantity produced or received. A batch may combine coffee from several growers and plots, provided each source remains identifiable; providers shall propose their validation rules at the presentation;
4. enable exporters to provide their EU buyers with the traceability report and geolocation data they require under EUDR; and
5. be kept up to date with any amendment to EUDR, its implementing acts or EU Information System specifications.

3.3 Information to be furnished to the Competent Authority

As and when sought by the Competent Authority of the Coffee Board, an empanelled provider shall furnish, on the same day, the category-wise numbers of coffee stakeholders onboarded on its platform in the format at Annexure IX, certified by its authorised signatory. Failure to furnish the information, or furnishing false information, may lead to removal from the list of empanelled providers.

Method and safeguards. The information shall be sent from the provider's registered e-mail address to the official e-mail address stated in the request, as a password-protected file with the password sent separately, or through any other secure channel the Competent Authority specifies. It shall contain only the information in Annexure IX: the number of growers, traders, curers, roasters, instant coffee manufacturers and exporters onboarded on the platform. No personal data of stakeholders shall be furnished. The Coffee Board shall use the information only to monitor EUDR readiness of the coffee sector, keep it confidential and not publish stakeholder-level details.

3.4 EUDR compliance requirements to be supported by the solution

The solution offered shall support the applicable requirements of Regulation (EU) 2023/1115, as amended, and the European Commission's Frequently Asked Questions on the Implementation of the EU Deforestation Regulation, Version 5 (April 2026), or any subsequent version or clarification issued by the European Commission, as applicable. The main requirements are listed below.

Sl.No.	EUDR requirement	Reference	What the solution must do
1	Product description and HS code	Art. 9(1)(a); FAQ 7.24	Record the product description, trade name and HS/CN code (heading 0901 and, from 30 December 2027, CN 2101 11 00 for coffee extracts and instant coffee) for every batch and consignment; flag products outside Annex I
2	Quantity in net mass	Art. 9(1)(b); FAQ 7.22	Record net mass in kg, excluding packaging, at every transaction, with conversion ratios and losses at each processing step
3	Country of production	Art. 9(1)(c); FAQ 7.13	Record the country of production for every batch, including imported coffee, and keep geolocation separate for

Sl.No.	EUDR requirement	Reference	What the solution must do
			each country
4	Geolocation of all plots	Art. 2(28); Art. 9(1)(d); FAQ 1.1, 1.14, 1.16	Capture latitude and longitude with at least 6 decimal digits (WGS-84); a point is allowed for plots up to 4 ha, a polygon is mandatory for plots above 4 ha; one polygon per plot; no circle or radius. Capture must work offline using the phone's GNSS
5	Date or time range of production	Art. 9(1)(d); FAQ 1.25	Record the harvest date or harvest season for each plot contributing to a batch
6	Suppliers and customers	Art. 9(1)(e) and (f); Art. 5(3)	Record the name, postal address and e-mail of the supplier and the buyer in every transaction
7	Deforestation-free evidence	Art. 2(13); Art. 9(1)(g); FAQ 1.19, 9.10	Screen every plot against the 31 December 2020 forest baseline using national sources such as Forest Survey of India (FSI) data and other credible sources; use of any external map (including the EU Global Forest Cover 2020 map) is optional. Plot geolocation and polygon data may be shared with deforestation risk analysis tools, hosted in India or abroad, in accordance with Clause 7.1 (item 7). Flag overlaps for review and keep the evidence; an overlap is a risk flag, not automatic

Sl.No.	EUDR requirement	Reference	What the solution must do
			non-compliance.
8	Legality evidence	Art. 2(40); Art. 9(1)(h); FAQ 1.10, 3.3	Store evidence of the right to use the land (land records, lease or equivalent) and other relevant legal documents.
9	No mixing with unknown origin	FAQ 1.4, 1.5, 1.17, 1.18	Keep EUDR-traced coffee segregated; mass balance with untraced coffee is not allowed. Where lots are mixed in storage, link all plots that fed the bin since it was last emptied. Limit “declaration in excess”. Block any lot linked to a non-compliant plot.
10	Imported coffee and mixing risk	Art. 10(2)(i) and (j); Art. 13	Keep imported green coffee separately identified, with its country of production and that country’s risk category; flag any mixing with Indian coffee.
11	Geolocation output for EU buyers	Art. 9(1)(d); FAQ 7.8, 7.12, 7.16, 7.26	Export geolocation as GeoJSON in WGS-84 (EPSG:4326), separated by country of production, in the format and within the file-size limits accepted by the EU Information System, so that EU buyers can use it directly
12	Record retention	Art. 9(1)	Keep traceability records for each consignment in tamper-evident form for at least 5 years from the date of export of that consignment; keep

Sl.No.	EUDR requirement	Reference	What the solution must do
			personal data in them only as long as needed for that purpose and as permitted by law (Clause 7.1, item 6)
13	New information and alerts	Art. 4(5); Art. 5(5)	Alert all buyers of a lot if a contributing plot is later found to be at risk
14	Regulatory updates	Art. 34; delegated and implementing acts	Implement changes to EUDR, its implementing acts and the EU Information System specifications at no cost to users or the Coffee Board

4. Eligibility and Qualification

The Applicant shall fulfil all of the following criteria.

4.1 The Applicant shall be a legal entity registered or incorporated under applicable laws in India.

4.2 A single legal entity or a consortium of not more than two legal entities may apply. A consortium shall submit its consortium agreement/MoU, identify the lead member (who shall submit the proposal), and all members shall be jointly and severally liable. The lead member's valid MSE/start-up certificate, with the consortium MoU, entitles the consortium to the MSE/start-up exemptions. Subcontracting of core activities shall be disclosed in the proposal; the Applicant remains fully responsible. In a consortium: each member shall meet Clauses 4.1, 4.3 and 4.4 and furnish Annexure VIII; the criteria in Clause 4.5 may be met by either member or both together; the criteria in Clause 4.6 shall be met by one ready coffee solution offered by the consortium (owned or operated by either member), and only coffee exporters onboarded and consignments traced on that single solution shall be counted for eligibility (Clause 4.6) and for scoring (Clause 9.4, Sl. 5); the same solution shall be demonstrated (Clause 9.5); the turnover criterion in Clause 4.7 shall be met by at least one member on its own; and whether the MSE/start-up exemptions apply is decided only by the lead member's valid certificate.

4.3 An entity barred by the Central/State Government, a PSU or any Government institution in India, where the bar subsists on the proposal due date, is not eligible. An entity that has been declared insolvent or bankrupt, or is under liquidation, on the proposal due date is not eligible. A self-declaration by the Applicant's authorised signatory shall be submitted (Annexure VIII).

4.4 In the two years ending on the proposal due date, the Applicant shall not (a) have failed to perform any contract, as evidenced by a penalty imposed by an arbitral tribunal or a court, a judicial pronouncement or an arbitral award; (b) have been expelled from any project; or (c) have had a contract terminated by a

public entity for breach by the Applicant. The Applicant shall have no conflict of interest, meaning any relationship with a member of the Technical Evaluation Committee or other circumstance that could improperly influence the evaluation. An Applicant found to have a conflict of interest shall be disqualified. Self-declaration as in 4.3 (Annexure VIII).

4.5 Technical Capacity

Sl. No.	Criteria	Documentary evidence
1	Registered entity with a minimum of 2 years of existence on the proposal due date. **Exemption:** MSE/start-up Applicants.	Certificate of Incorporation or registration, as applicable to the constitution; PAN; GST registration; Udyam (micro or small)/NSIC registration or DPIIT recognition certificate
2	At least 2 years of experience working with Government organisations / PSUs / reputed private organisations, counted in completed years from the date of the first work order from such an organisation up to the proposal due date. **Exemption:** MSE/start-up Applicants.	Work orders / client completion certificates; names and addresses of clients; Udyam (micro or small)/NSIC registration or DPIIT recognition certificate
3	Experience of running similar traceability projects for at least **3** different clients (State/Central Government organisations / PSUs / reputed private organisations), each completed or running in production at any time in the 2 years ending on the proposal due date. **MSE/start-up Applicants:** at least **1** such project in the same period. Projects running in production and projects executed for clients outside India (foreign government bodies, international organisations or reputed private organisations) are accepted, if supported by work orders or completion certificates in English, or with a certified English translation, and client contact details that the Committee can verify.	Work orders / client completion certificates; client contacts; Annexure II
4	At least two experienced professionals on the Applicant's rolls, namely the Project Head and the Senior Software Developer, each meeting the requirements in Clause 9.4.1 (Sl. 3 and 4), with skills covering web-based and mobile applications, API integration and GIS/GeoJSON handling.	Self-declaration by the authorised signatory (Annexure VIII); CVs, qualification and experience certificates of the Project Head and the Senior Software Developer

"Similar project" means a deployed digital traceability system with both a web-based application and a mobile application, for agricultural produce, food, plantation commodities, fisheries, forestry or export certification. A system that is only web-based or only mobile, or a supply-chain, ERP or documentation system without traceability, is not a similar project. The same definition applies to eligibility (Sl. 3 above)

and to scoring under Clause 9.4 (Sl. 2). Exemptions for MSE/start-up Applicants apply only as set out in Clause 4.8; there is no exemption from Clause 4.6. In this EoI, "MSE/start-up Applicants" means Micro and Small Enterprises registered under Udyam or with NSIC, and DPIIT-recognised start-ups. All three categories receive identical exemptions and minimum marks, only on submission of a registration or recognition certificate valid on the proposal due date. Medium enterprises are not included.

4.6 Ready Coffee EUDR Solution, Coffee Exporters Onboarded and EU Shipments (mandatory; no MSE/start-up exemption)

The solution offered must already exist and be in use for coffee. Proposals offering a solution yet to be developed, or a solution used only for other commodities, shall be rejected.

Sl.No.	Criteria	Documentary evidence
1	**Ready solution:** a traceability solution in production use for coffee for at least 3 months before the proposal due date, already supporting the requirements in Clause 3.4, in particular plot geolocation (6 decimal digits; polygon above 4 ha), deforestation screening against the 2020 forest baseline, legality evidence, batch ID/QR, segregated chain of custody, processing transformation, and EUDR-ready traceability reports and GeoJSON.	Play Store / App Store links with release history; product documentation and user manuals; screenshots of each function; a sample traceability report and GeoJSON from a real coffee consignment (personal data masked); dedicated, read-only and time-limited login credentials to the live solution for the Technical Evaluation Committee (see "Demonstration access" below); self-declaration (Annexure VIII)
2	**Coffee exporters onboarded:** at least 3 coffee exporters, each holding a Coffee Board registration valid on the proposal due date, actively using the solution as on that date.	Exporter-wise statement in Annexure X (Part B) with Coffee Board registration numbers; for each exporter listed, a letter from the exporter confirming that it uses the solution and consenting to verification by the Coffee Board, with the agreement, work order or invoice
3	**Coffee volumes shipped to the EU:** a minimum of 5 tonnes (net weight as shown on the shipping bills) of coffee in total shipped to EU Member States in the six months ending on the proposal due date (13 November 2026, or the extended due date), traced through the live solution.	Consignment-wise statement in Annexure X (Part C); shipping bills; commercial invoices; bills of lading; traceability reports generated by the solution for each consignment; certificate of the statutory auditor/CA

Counting rule. Each Applicant shall offer one solution only. Evidence from different platforms or solutions shall not be combined. Production use under Sl. 1 is counted from the date of the first live coffee transaction recorded on the solution by a stakeholder (not a test account), as stated in Annexure X, Part A. Coffee volumes under Sl. 3 are counted as the net weight shown on the shipping bills for green, roasted or instant coffee, without conversion to green-bean equivalent. An exporter counts as onboarded only if it is registered on the solution and has shipped coffee traced through the solution in the six months ending on the proposal due date. Only completed commercial shipments to EU Member States in that period count towards the minimum of 5 tonnes; trial, test and demonstration accounts and consignments do not count. Each consignment counted must be traceable in the live solution and supported by its shipping bill, commercial invoice and bill of lading. The 5 tonnes may be aggregated across the qualifying exporters, but each consignment may be counted only once. The certificate of the statutory auditor/CA shall be based on the underlying shipping, invoice and traceability records.

Verification. The Technical Evaluation Committee shall verify the claims through checks that do not depend on the Applicant alone, applied in the same way to every Applicant: (a) **Coffee Board records** – the exporters' registration numbers and, where available, the export records held by the Coffee Board for the consignments listed; (b) **direct confirmation from exporters** – the Nodal Officer shall write to each listed exporter at its registered e-mail address, and the exporter's confirmation of using the solution and of the consignments listed shall come directly from the exporter; (c) **live-system check** – the Applicant shall retrieve in the live system at least two consignments selected by the Committee from Annexure X, Part C, and show their link to plots, batches and the traceability report, matching the shipping bill numbers, dates and quantities; and (d) where needed, a visit to an exporter's premises. Claims that cannot be verified will be disregarded. A false claim shall lead to disqualification, or to removal from the list of empanelled providers if found later.

Demonstration access and confidential material. Login credentials provided for evaluation shall be dedicated to the Technical Evaluation Committee, read-only wherever possible, and valid only until the result of the EoI is declared. Access shall be restricted to authorised evaluators. Applicants shall mask personal data and commercially sensitive information (such as prices and contract terms) in all submitted evidence and in the live demonstration, except where needed for verification (such as shipping bill numbers, dates and quantities). The Coffee Board shall use the credentials and submitted material only for evaluation and keep them confidential. Members of the Technical Evaluation Committee, including external experts, shall sign a declaration of confidentiality and absence of conflict of interest before accessing proposals or login credentials. Information obtained from exporters during verification shall be used only for evaluation and kept confidential. Applicants may disable the credentials after the result is declared. Submitted proposals shall be retained only as part of the official EoI record, as required by the Coffee Board's record-retention rules, and shall not be shared outside the evaluation process except as required by law.

Scoring of coffee adoption. Coffee exporters onboarded and coffee volumes shipped to the EU beyond these minimums are scored under Clause 9.4 (Sl. 5, coffee EUDR track record).

4.7 Financial Capacity

Sl.No.	Criteria	Documentary evidence
1	Average annual turnover from related services of at	Audited balance sheets and

Sl.No.	Criteria	Documentary evidence
	least ₹1 crore during the last two financial years (2024-25 and 2025-26). "Related services" means software development, IT, digital traceability or related technology services, as shown in the audited accounts and certified by the statutory auditor/CA in Annexure III. **Exemption:** MSE/start-up Applicants.	profit & loss statements, with turnover from related services certified by the statutory auditor/CA (Annexure III)

Where the accounts for 2025-26 are not yet audited, the Applicant shall give an undertaking certified by the statutory auditor/CA and submit audited accounts for the two preceding years (2023-24 and 2024-25); the average turnover shall then be calculated over 2023-24 and 2024-25.

Consortium. The ₹1 crore average shall be met by at least one member on its own; turnover of members is not added. Where the lead member is an MSE/start-up Applicant, the turnover criterion does not apply to the consortium. The exemption is not available where only the non-lead member is an MSE/start-up.

4.8 Applicability of exemptions and mandatory eligibility

Exemptions and relaxations for MSE/start-up Applicants (as defined in Clause 4.5) apply only to the eligibility criteria shown as exempt or relaxed in the table below. All other criteria, including every requirement of Clause 4.6, apply to every Applicant, including MSE/start-up Applicants.

Clause	Eligibility criterion	MSE/start-up Applicants
4.1	Legal entity registered or incorporated in India	Not exempt
4.2	Consortium conditions	Not exempt; where the lead member is an MSE/start-up Applicant, the consortium receives all the exemptions and relaxations in this table (Clause 4.2)
4.3–4.4	No bar or blacklisting; no insolvency; no failed or terminated contracts; no conflict of interest	Not exempt
4.5, Sl. 1	Minimum 2 years of existence	Exempt
4.5, Sl. 2	Minimum 2 years of experience with Government, PSU or reputed private organisations	Exempt
4.5, Sl. 3	Similar traceability projects for at least 3 different clients in the 2 years ending on the proposal due date	Relaxed: at least 1 project
4.5, Sl. 4	At least two experienced professionals (Project Head and Senior Software Developer)	Not exempt
4.6, Sl. 1	Ready coffee EUDR solution in production use for	**Not exempt (mandatory for all)**

Clause	Eligibility criterion	MSE/start-up Applicants
	coffee for at least 3 months	
4.6, Sl. 2	At least 3 coffee exporters onboarded and actively using the solution	**Not exempt (mandatory for all)**
4.6, Sl. 3	At least 5 tonnes (net) of coffee shipped to EU Member States in the last six months, traced through the solution	**Not exempt (mandatory for all)**
4.7	Average annual turnover of at least ₹1 crore	Exempt

An exemption or relaxation applies only on submission of a registration or recognition certificate valid on the proposal due date. No other requirement of this EoI is relaxed for MSE/start-up Applicants.

An Applicant must satisfy every mandatory eligibility condition in this Section 4, after applying any exemption available to it, before its proposal is scored under Section 9. A proposal that fails any condition shall be rejected and not scored. The minimum marks for MSE/start-up Applicants in Clause 9.4 apply only to scoring and do not relax any eligibility condition.

5. Domain Experience and Technical Requirements

5.1 Domain experience

The Applicant must have demonstrated experience in at least one of: agricultural/food traceability systems; plantation or commodity supply-chain traceability platforms; export certification systems. This is shown through the similar projects required under Clause 4.5 (Sl. 3).

Desirable experience (not scored): coffee, tea, spices, cocoa or other EUDR commodities; EUDR or other deforestation-free/ESG compliance systems; GIS/GeoJSON and satellite-based land-use verification; Government digital platforms; blockchain or other tamper-evident ledgers; international trade documentation.

5.2 Interoperability (mandatory)

1. Export of geolocation in GeoJSON and other formats accepted by the EU Information System, and API capability to share traceability data with exporters' and EU buyers' systems.
2. Ability to accept grower and plot information shared by growers, without duplicating effort for growers.
3. Near real-time synchronisation of traceability data across the provider's apps and servers.
4. Vulnerability Assessment and Penetration Testing (VAPT) of the mobile app, backend and APIs by a CERT-In empanelled auditor, at the provider's cost, with a valid audit certificate held at all times. A copy of the current audit certificate shall be submitted with the proposal.

5.3 Traceability functions (mandatory)

1. **Batch ID:** system-generated, unique, non-reusable Batch IDs with defined lifecycle, linked to source Plot ID(s) or parent batch, quantity, product form, processing stage, custodian and history.

The provider shall use a documented, unique coding structure (a GS1-compatible scheme is preferred).

2. **QR codes** for procurement batches, processing batches, finished lots, consignments and traceability certificates. The QR shall carry only a verification token, never personal data. A controlled verification service shall detect invalid, revoked or altered codes; only non-personal information is publicly visible.
3. **Chain of custody:** timestamped, user-attributed, tamper-evident record of every event (harvest, purchase, transfer, storage, processing, aggregation, split, merge, export).
4. **Genealogy:** full forward and backward traceability from plot to consignment and back.
5. **GeoJSON handling:** validate incoming geometry, keep version history, support many plots per batch and many batches per plot, and export consolidated GeoJSON in the format accepted by the EU Information System.
6. **EUDR document support:** consignment traceability report, plot list with geolocation, production period and quantities; configurable to future EU technical specifications.
7. **Non-EU formats:** ability to generate traceability certificates for other markets as required by other importing countries.
8. **Exception and alert management**: alerts for over-claims, mixing with untraced or imported coffee, invalid geolocation and non-compliant plots, as set out in Clause 3.4 (Sl. 9, 10 and 13).

5.4 Security (mandatory)

1. AES-256 encryption at rest and TLS 1.3 in transit.
2. Role-based access control (roles for coffee stakeholders, the provider's administrators and auditors/verifiers).
3. Multi-factor authentication for administrators; KYC-based authentication for business users.
4. Secure API gateway, token management, rate limiting, logging and versioning.
5. Comprehensive audit logs; disaster recovery and backup.
6. Compliance with CERT-In directions, OWASP standards and the Digital Personal Data Protection Act, 2023.
7. Hosting on MeghRaj or a MeitY-empanelled cloud, with all servers and backups in India. Only the limited processing of plot geolocation and polygon data permitted under Clause 7.1 (items 5 and 7) may take place outside India.
8. ISO/IEC 27001 certification, or a commitment to obtain it before any extension of empanelment.

5.5 Technical architecture

The Applicant shall provide: a single mobile application with role-based access for Android and iOS smartphones (minimum supported versions to be declared, covering devices in common use among small growers); a web portal and dashboard for users; scalable microservices or service-oriented architecture; REST APIs; database replication and backup; export/import in XML/JSON/CSV/GeoJSON/PDF; digital signature (IT Act, 2000-compliant) capability; and integration-ready design for the EU Information System.

The choice of technology, including the e-signature mechanism, GPS/GIS tools and any AI-based features, is at the provider's discretion, provided that electronic records and signatures comply with the IT Act, 2000. Plot geolocation shall be captured through the app's own location feature or through GPS/GIS tools integrated by the provider; unverified manual entry of coordinates is not acceptable. KYC-based authentication shall be implemented for business users. The services are app-based; users shall not be

required to buy a dedicated device. Master data (stakeholders, facilities, product types) shall be maintained by the provider. All costs of hosting, external e-sign, GPS/GIS services, security audits and testing (UAT) environments shall be borne by the provider.

5.6 System performance standards

Parameter	Minimum standard
Offline capability	Offline-first; must work without connectivity on estates and at collection points
Data sync	Offline data synced within 24 hours of connectivity
Language support	English, Hindi, Kannada, Malayalam, Tamil, Telugu and Odia; other languages of coffee-growing regions as needed
Data retention	Minimum 5 years from the date of export of each consignment (EUDR, Article 9(1)), or longer as notified
Audit trail	All records timestamped and user-attributed; not deletable; corrections logged
Uptime	Cloud/server components at least 99% monthly. Monthly uptime = (total minutes in the month − unplanned downtime minutes) ÷ total minutes × 100. Planned maintenance is excluded only if notified to users at least 48 hours in advance, carried out between 22:00 and 06:00 IST, and limited to 8 hours a month. Uptime is measured by an automated monitoring tool, and the monthly report is kept for at least one year and furnished on request
Scale	Able to serve growers, buyers and exporters across Karnataka, Kerala, Tamil Nadu, Andhra Pradesh, Odisha and the North-Eastern states

6. About this Empanelment

6.1 Nature of empanelment

Empanelment is a recognition that a provider has a ready solution meeting the minimum requirements of this EoI for supporting EUDR compliance of coffee. The list of empanelled providers will be published on the Coffee Board website with the disclaimer: “Empanelment is not a guarantee by the Coffee Board of the service quality, commercial terms or EUDR compliance of any provider.”

Empanelment means	Empanelment does not mean
Recognition that the provider has a ready coffee EUDR solution	A contract for services, or any purchase or payment commitment, by the Coffee Board
The provider’s name is listed on the Coffee Board website	The provider is preferred or exclusive
An option for stakeholders to choose a	The Coffee Board approves the provider’s prices or

Empanelment means	Empanelment does not mean
provider	terms
The provider signs the Data Privacy and Non-Disclosure Agreement with the Coffee Board	The Coffee Board is involved in the services or guarantees any business

6.2 How it works for stakeholders

Coffee stakeholders seeking EUDR compliance services may see the list of empanelled providers on the Coffee Board website, freely choose any provider, and contract with it directly on terms agreed between them.

Complaint handling and escalation. Complaints about the services shall be handled in the following order:

(a) Level 1 – Provider's helpdesk. The user logs the issue with the provider's helpdesk, which shall give a ticket number and respond and resolve within the service levels in Clause 7.3.

(b) Level 2 – Provider's grievance officer. If the issue is not resolved within those times, the user may escalate it to the provider's grievance officer, whose name and contact details shall be published on the provider's website and app. The grievance officer shall acknowledge the complaint within 2 working days and give a reasoned written reply within 15 days.

(c) Level 3 – Information to the Coffee Board. If a complaint concerns a condition of empanelment (service levels, published pricing or hidden charges, data protection, data hand-over on exit, or misuse of the Coffee Board's name) and remains unresolved after Level 2, the user may inform the Nodal Officer in writing, with the ticket number and the provider's reply. The Coffee Board may forward the complaint to the provider, which shall reply in writing within 7 days. The Coffee Board uses this information only to decide on action under Clause 8.4.12; it does not adjudicate commercial disputes, award compensation or become a party to any dispute (Clause 3.1).

(d) Other remedies. Complaints about personal data may also be taken to the Data Protection Board of India under the DPDP Act, 2023, and commercial disputes are subject to the contract between the provider and the user and the remedies available under law.

Each provider shall keep a record of complaints and their resolution for at least one year and furnish it when sought by the Competent Authority.

6.3 Commercial model (no cost to the Coffee Board)

1. Empanelment is on a **no-cost basis** to the Coffee Board. The Coffee Board shall make no payment of any kind.
2. Providers may levy charges only on stakeholders who voluntarily subscribe, on any pricing model (per grower, per batch, per tonne, per consignment, subscription or other).
3. Providers shall charge reasonable prices for their services, and pricing shall be transparent: all charges, the pricing basis and service terms shall be published on the provider's website before offering services, with no hidden or undisclosed charges. The published pricing shall state at least: the pricing basis (per grower, batch, tonne, consignment or subscription period) and the rates; applicable taxes; one-time charges (such as onboarding, training or hardware); any additional or

usage-based charges; the minimum subscription period; and the terms for renewal, termination and refund. Data hand-over on exit is free of charge (Clause 7.1). The published rates shall apply uniformly to similarly placed coffee stakeholders.

4. The Coffee Board bears no liability for any commercial transaction or dispute between a provider and its users.
5. There is no limit on the number of providers empanelled and no zonal restriction.
6. Price revisions shall be published on the provider's website with the effective date. Providers may sell subscriptions directly to coffee stakeholders anywhere in India without restriction.

6.4 Who can apply

Only organisations with a ready coffee traceability solution for EUDR, already deployed and in use by coffee stakeholders, are eligible:

Applicant type	Examples
Technology start-ups	Farm-to-export traceability apps, QR/batch traceability, GIS and satellite monitoring platforms already used for coffee
Micro and Small Enterprises (MSEs) and other companies	Agri-supply-chain or commodity traceability software providers with coffee clients
Established IT companies	Supply-chain, ERP or export-documentation platforms with a coffee EUDR module
Agri-tech / ESG firms	EUDR, deforestation-risk and sustainability-compliance platforms used in coffee

The solution must be ready for coffee on the proposal due date. A solution developed after the proposal due date will not be considered.

7. Data Privacy, Non-Disclosure Agreement and Obligations

7.1 Data privacy

1. Empanelled providers are solely responsible for the protection of all personal and business data of the stakeholders they onboard, in compliance with the Digital Personal Data Protection Act, 2023, the rules made thereunder, the IT Act, 2000, CERT-In directions and other applicable laws, as in force and applicable from time to time. The roles of data fiduciary and data processor depend on the actual processing arrangement and the DPDP Act, 2023; as a rule, the provider is the data fiduciary for personal data it collects for its own service. Where it processes personal data on behalf of a stakeholder (for example, an exporter that onboards its supplying growers), that stakeholder is the data fiduciary and the provider is its data processor: the provider shall then act only on the stakeholder's documented instructions under a written contract and assist the stakeholder to meet its obligations on notice, consent, rights of data principals and breach reporting.
2. Grower and plot data shall be collected or used only with the consent of the grower, given after a clear notice in a language the grower understands, for a stated purpose, and recorded.

Withdrawal of consent shall be honoured; it does not affect records that the law (including the EUDR) requires to be retained.

3. Data shall not be sold, licensed, used for profiling, or used to train or improve any AI model or other product, without the consent of the data principal, and shall be used only to provide the traceability service.
4. Only the minimum data needed for each traceability step shall be shared with downstream stakeholders. Personal data shall be kept separate from publicly verifiable information.
5. All stakeholder data, including backups, shall be hosted, stored and processed in India on MeghRaj or a MeitY-empanelled cloud, except for the limited overseas processing of plot geolocation and polygon data permitted under item 7. Data may be transmitted outside India only to the extent necessary for EUDR compliance, including to the EU buyer or operator and the EU Information System, where permitted by law and subject to applicable safeguards. The limited sharing and processing of plot geolocation and polygon data by deforestation risk analysis tools in India or abroad is governed by item 7 below. Any overseas transmission or processing shall be limited to the stated purpose, supported by an appropriate legal basis and required consent, and subject to any restriction notified by the Central Government under section 16 of the DPDP Act, 2023. Consent does not authorise any other transfer or relax the hosting and security requirements.
6. On a user leaving the platform, the provider shall hand over that user's data in an open, machine-readable format, free of charge, so that the user can move to another provider. Traceability records for each consignment (plot ID and geolocation, deforestation and legality evidence, batch and lot records, quantities and consignment details) shall be kept in tamper-evident form for at least 5 years from the date of export of that consignment (EUDR, Article 9(1)), or for any longer period required by applicable law. Personal data in these records shall be kept only for the retention period and purpose above; other personal data of growers and other individuals shall be retained only for as long as necessary for the stated purpose and as permitted by law. A stakeholder's exit from the platform does not shorten any mandatory retention period. During any required retention period, records shall be restricted to lawful retention and compliance purposes, and securely deleted when the applicable retention period ends unless further retention is required by law.
7. Geospatial data. Plot geolocation and polygon data may be shared with deforestation risk analysis tools in India or abroad, and with the EU buyer or operator and the EU Information System, only to the extent necessary for EUDR compliance and as permitted by law. Any transfer or overseas processing shall be limited to the minimum data necessary, subject to required consent and applicable safeguards, and shall not permit unrelated use, onward disclosure or retention beyond the stated purpose. Providers shall adhere to the Guidelines for Acquiring and Producing Geospatial Data and Geospatial Data Services including Maps, 2021 (Department of Science and Technology), as amended from time to time, and shall self-certify compliance (Annexure VIII).
8. Breach reporting. The provider shall comply with all applicable statutory reporting obligations for personal data breaches and cyber security incidents, including the reporting requirements and timelines prescribed by CERT-In and applicable data-protection law. Where the provider acts as a data processor, it shall inform the relevant stakeholder acting as data fiduciary without delay and provide reasonable assistance for compliance with applicable reporting obligations. The provider shall separately notify the Coffee Board in writing within 72 hours of becoming aware of an incident affecting the services or stakeholder data, without prejudice to any shorter statutory deadline.

7.2 Data Privacy and Non-Disclosure Agreement

1. Each successful Applicant shall sign the Data Privacy and Non-Disclosure Agreement (Annexure VII) once, together with the signed Letter of Empanelment and the Empanelment Undertaking, within 7 days of receiving the Letter of Empanelment (Clause 9.3). The Agreement is valid for the whole empanelment period. A provider's name will be published only after it has signed. No agreement is signed at the shortlisting or presentation stage.
2. The Agreement binds the provider to protect all data it collects from coffee stakeholders, throughout the empanelment and for as long as it holds that data.
3. Applicants that are not empanelled shall keep confidential, and return or delete, any information received from the Coffee Board during the EoI process, and certify the same within 7 days of the result, as undertaken in their self-declaration (Annexure VIII).

7.3 Obligations of empanelled providers

1. Keep the solution fully operational and EUDR-compliant throughout the empanelment period, including all updates required by changes to EUDR or EU Information System specifications.
2. Provide onboarding, training and helpdesk support to users in local languages, and respond to and resolve user issues within the following service levels, which apply equally to all empanelled providers:

Severity	Definition	Response time	Resolution time	Applies
Level 1 – High	The solution or a core function (plot capture, batch creation, traceability report or GeoJSON generation) is unavailable to many users, or there is a data-integrity or security incident	1 hour	6 hours	24 × 7
Level 2 – Medium	A core function is impaired for some users, or a workaround exists	4 support hours	24 support hours	Support hours
Level 3 – Low	A minor or cosmetic issue, or a request for information or training	8 support hours	48 support hours	Support hours

Definitions: "Response time" is the time to acknowledge the issue and assign it; "resolution time" is the time to restore the function, permanently or through an accepted workaround. Times run from the logging of the issue through the provider's helpdesk (app, e-mail or phone). "Support hours" are 09:00–18:00 IST, Monday to Saturday, excluding national holidays. The provider assigns severity using the definitions above; a user may ask for a higher severity, and the provider shall record its decision with reasons. Where resolution depends on an external system or third party outside the provider's control (such as the EU Information System, app stores, telecom networks or a cloud provider's outage), the clock is paused for that period, provided the provider records the dependency, informs the user and offers any available workaround. Each provider shall keep a ticket log showing these times for at least one year. Level 1 times run continuously (24 × 7) from logging, at any hour. Level 2

and 3 issues logged outside support hours are timed from the start of the next support hours. For any pause for an external dependency, the provider shall record the start and end time in the ticket log.

3. Furnish the category-wise numbers of stakeholders onboarded on its platform as and when sought by the Competent Authority (Clause 3.3).
4. Inform the Coffee Board in writing if it discontinues its services or is blacklisted, so that the published list can be updated. Any change in ownership, or in the members or lead member of a consortium, shall be notified to the Coffee Board in writing within 15 days; the Coffee Board may review the empanelment under Clause 8.4.12.
5. Make the app available on Android and iOS, as a single application with role-based access.
6. Not use the name, logo or emblem of the Coffee Board, and not describe empanelment as an endorsement or partnership, without prior written approval.
7. Remain solely responsible to its users for the services, data security, service levels and any loss or dispute.

8. Contact, Submission and Terms & Conditions

8.1 Contact

Particulars	Details
EoI document	www.coffeeboard.gov.in
Nodal Officer	Dr. Pradeepa Babu B N, Deputy Director (Research), Coffee Board, Bengaluru
E-mail for queries and submission	drpbabu.cbd@gov.in

8.2 Contents of the proposal

The complete proposal, to be submitted by e-mail (Clause 8.3), shall include the following:

1. Proposal Form (Annexure I) with all attachments.
2. Profile of the Applicant (of each member, for a consortium), organisation structure and employee strength.
3. Copies of PAN, GST registration and Certificate of Incorporation or registration, as applicable to the constitution; Udyam (micro or small)/NSIC registration or DPIIT recognition certificate if claiming exemption.
4. Audited financial statements for the two financial years used under Clause 4.7 (2024-25 and 2025-26, or 2023-24 and 2024-25 where permitted), and Annexure III.
5. Project data sheets for similar projects (Annexure II) with work orders/completion certificates.
6. Power of Attorney (Annexure V) or, where Note (iii) of Annexure V applies, the authorisation document (Board resolution, partnership authority or proprietor's declaration), with supporting evidence of the signatory's authority.
7. Self-declarations (Annexure VIII).
8. Current VAPT certificate by a CERT-In empanelled auditor (Clause 5.2(4)), and the ISO/IEC 27001 certificate or commitment (Clause 5.4(8)).
9. CVs and certificates of the Project Head and Senior Software Developer.

10. Consortium agreement/MoU, if applicable.
11. Proof of the ready coffee EUDR solution, coffee exporters onboarded and coffee volumes shipped to the EU in the last six months (Annexure X), with all evidence listed in Clause 4.6.

Every page of the proposal, including supporting documents, shall be signed or initialled by the authorised signatory and sealed before scanning. Only Annexures I, V (with supporting evidence of the signatory's authority) and VIII are also sent in hard copy, with original signatures (Clause 8.3).

Shortlisted Applicants shall e-mail their presentation material by 27 November 2026, or as stated in the shortlisting intimation.

8.3 Mode of submission

1. E-mail: the complete signed and sealed proposal, including all annexures and supporting documents listed in Clause 8.2, shall be scanned and e-mailed to the address in Clause 8.1 by the due date and time. As decided by the Competent Authority, the EoI is published only on the Coffee Board website (www.coffeeboard.gov.in) and not on the CPP Portal or GeM; submission is direct to the Coffee Board.
2. Hard copy: only the **Enclosures of Proposal** (Annexure I, Annexure V with supporting evidence of the signatory's authority, and Annexure VIII) shall also reach the Coffee Board by the due date, in a sealed envelope marked **"EOI – SERVICE PROVIDERS FOR DIGITAL COFFEE TRACEABILITY PLATFORM FOR EUDR COMPLIANCE"**, with the Applicant's name and address, addressed to: The CEO & Secretary, Coffee Board, No. 1, Dr. B.R. Ambedkar Veedhi, Bengaluru – 560 001.
3. No other document is required in hard copy. In case of discrepancy between the e-mailed copy and the hard copy of these annexures, the hard copy shall prevail. A proposal whose hard copy is not received by the due date shall be treated as non-responsive (Clause 9.2). Proposals by fax or telex shall be rejected.

8.4 Terms and conditions

8.4.1 General. Empanelment is on a no-cost basis. The Coffee Board's role ends with empanelment and publication of the list (Clause 3.1), except for seeking information under Clause 3.3, action on complaints and non-compliance (Clauses 6.2 and 8.4.12) and cancellation for administrative exigencies (Clause 8.4.13). The Coffee Board may empanel additional providers at any time through a fresh EoI.

8.4.2 EMD and security. No EMD, proposal security or performance security is required.

8.4.3 Language and costs. Proposals and all communications shall be in English. Applicants bear all costs of preparing and submitting proposals and of presentations.

8.4.4 Conditional proposals. Any condition or qualification in the proposal may render it non-responsive.

8.4.5 Confidentiality of EoI. The EoI and attached documents remain the property of the Coffee Board and shall be used only for preparing the proposal. Submitted proposals will not be returned.

8.4.6 Verification and disqualification. The Coffee Board may verify all statements and documents. Material misrepresentation, including about the ready solution, the number of coffee exporters onboarded or the volumes shipped to the EU, or failure to supply clarification within the time specified, shall lead to disqualification, and to removal from the list if discovered later.

8.4.7 Clarifications. Queries may be e-mailed to the Nodal Officer up to the pre-EoI meeting. Attendance at the pre-EoI meeting is optional and is not a condition of eligibility. Applicants who wish to attend shall do so in person at the Coffee Board Head Office, Bengaluru (not more than two representatives per Applicant). Clarifications and corrigenda will be published on the Coffee Board website and form part of the EoI. Verbal clarifications are not binding.

8.4.8 Corrigendum. The Coffee Board may issue corrigenda/addenda to amend any part of this EoI and may extend the due date. If the due date is extended, the later dates in Clause 9.6 shall be revised in the same corrigendum.

8.4.9 Letter of Empanelment and Undertaking. Successful Applicants shall return the signed duplicate Letter of Empanelment, the Empanelment Undertaking (Annexure VI) and the Data Privacy and Non-Disclosure Agreement (Annexure VII) within 7 days of receipt. Their names will be published on the Coffee Board website thereafter.

8.4.10 Proposal validity. Proposals shall be valid for at least 180 days from the proposal due date.

8.4.11 Period of empanelment. Empanelment shall be valid for **one (1) year** from the date of the Letter of Empanelment, unless cancelled earlier under Clause 8.4.12 or 8.4.13. It may be extended by the Competent Authority of the Coffee Board for such further period as it may decide, on the provider's request, a fresh self-declaration and continued compliance with this EoI.

8.4.12 Non-compliance, suspension and removal. The following graduated steps apply to every empanelled provider:

(a) Notice to remedy. Where the Coffee Board finds, from a complaint under Clause 6.2 or otherwise, that a provider is not complying with a condition of empanelment (including Clause 3.3, the pricing and transparency requirements in Clause 6.3, the service levels in Clause 7.3, and the data-protection requirements in Section 7 and Annexure VII), it may issue a written notice requiring the provider to remedy the failure within 15 days.

(b) Suspension. If the failure is not remedied within that period, or if three or more complaints against the provider are found substantiated within any six months, the Coffee Board may suspend the provider for up to three months by marking it "suspended" on the published list. A suspended provider shall not cite its empanelment while suspended, and shall continue to serve its existing users, subject to (e).

(c) Removal. The Coffee Board may remove a provider from the published list if it: furnished false information; fails to furnish the information sought under Clause 3.3; does not remedy a failure during suspension, or repeats it after suspension; discontinues its services; is blacklisted or insolvent; misuses the name, logo or emblem of the Coffee Board; breaches the Data Privacy and Non-Disclosure Agreement; or, after a review under Clause 7.3(4), no longer meets the eligibility conditions in Section 4. A provider removed after following the procedure in (d) may not be considered for empanelment under a fresh EoI for one year from the date of removal.

(d) Opportunity to be heard. No suspension or removal shall be made without a written show-cause notice giving the provider at least 7 days to reply. In a serious data breach or security incident, the Coffee Board may suspend the provider immediately, pending the show-cause procedure.

(e) Continuity for users. On suspension, removal, cancellation under Clause 8.4.13 or withdrawal, the provider shall inform its users in writing, continue the service for at least 30 days or refund the unused part of any subscription paid in advance, and hand over each user's data free of charge as provided in Clause 7.1. Where the Coffee Board finds that continued service would create a serious risk to stakeholder data or a breach of law, the provider shall instead stop onboarding, keep the data secure, refund the unused part of any advance subscription and complete the data hand-over to each user within 15 days. The hand-over shall be by a secure, encrypted export to each user (or, if the platform has been disabled, through a secure offline channel), and the provider shall confirm completion to the Coffee Board in writing.

(f) Withdrawal. A provider may withdraw from the list by giving 30 days' notice to the Coffee Board and to its users.

8.4.13 Rejection and cancellation. The Coffee Board may reject any or all proposals or annul the process at any time without assigning reasons and without liability. The Competent Authority of the Coffee Board further reserves the right, considering administrative exigencies, to cancel the EoI process at any stage, or to cancel the empanelment of any or all empanelled providers at any time during the period of empanelment, by giving 7 days' prior written notice. Such cancellation is not a finding of default against the provider and shall not entitle it to any compensation or claim against the Coffee Board. On cancellation, the provider's name shall be removed from the published list; the provider shall comply with Clause 8.4.12(e) (continuity for users and data hand-over), and the Data Privacy and Non-Disclosure Agreement shall continue to apply to the stakeholder data it holds.

8.4.14 No liability. The Coffee Board shall not be liable for any loss, claim or dispute arising from the services of any empanelled provider. Each provider shall indemnify the Coffee Board against any third-party claim, loss or penalty arising from its services, any data breach, any infringement of intellectual property, or its breach of this EoI, the Empanelment Undertaking or the Data Privacy and Non-Disclosure Agreement. The Coffee Board shall notify the provider promptly of any such claim.

8.4.15 Jurisdiction. Courts at Bengaluru shall have exclusive jurisdiction.

9. Selection Method, Technical Evaluation and Schedule

9.1 Selection method

1. **Single submission.** Applicants (including consortium members) shall submit one Technical Proposal covering the eligibility criteria in Section 4: technical capacity, the ready coffee solution and financial capacity. There is no separate pre-qualification round and no financial bid.
2. **Eligibility and responsiveness.** The Coffee Board shall check whether each proposal is responsive (Clause 9.2) and meets every mandatory eligibility criterion in Section 4 (Clause 4.8). Proposals that do not are rejected and not scored.
3. **Two evaluation stages.** Eligible proposals shall be evaluated in two stages, as per Clause 9.4:
   (i) **Stage 1 – Document verification and technical scoring** (Sl. 1 to 5, out of 75 marks). Applicants securing at least **55 marks out of 75** are shortlisted.
   (ii) **Stage 2 – Presentation and live demonstration** (Sl. 6A to 6C, out of 25 marks), for shortlisted Applicants only.
   The final score out of 100 is the sum of both stages. Only Applicants securing at least **80 marks out of 100**, in addition to meeting all mandatory eligibility criteria, shall be empanelled.

4. Evaluation is on technical parameters only. No financial bid is invited and no Quality and Cost Based Selection (QCBS) is applied. All Applicants meeting the qualifying marks shall be empanelled; there is no ranking.
5. Empanelment shall be for one (1) year, extendable by the Competent Authority (Clause 8.4.11).

9.2 Opening and test of responsiveness

The proposals shall be opened on the date and at the place specified in Section 1, in the presence of Applicants who choose to attend.

If any information furnished is incomplete, or not in the formats specified, the Coffee Board may exclude it from consideration. The Coffee Board may seek clarifications in writing from any Applicant; clarifications shall be given in writing within the time specified.

Before detailed evaluation, the Coffee Board shall determine whether each proposal is:

1. complete in all respects and contains all the information sought;
2. complete as per Clause 8.2 and submitted as per Clause 8.3: the complete proposal by e-mail, in the formats at Annexures I, II, III, V, VIII and X with all supporting documents, and the hard copy of Annexures I, V (with supporting evidence of the signatory's authority) and VIII only (a proposal whose hard copy is not received by the due date shall be non-responsive);
3. accompanied by the Power of Attorney (Annexure V) or, where Note (iii) of Annexure V applies, the authorisation document (Board resolution, partnership authority or proprietor's declaration), with supporting evidence of the signatory's authority;
4. signed or initialled and sealed as required by Clause 8.2, and not conditional or qualified; and
5. substantially responsive to the requirements of this EoI.

The Coffee Board will constitute a Technical Evaluation Committee, which may include external experts. Its decision, approved by the Competent Authority, shall be final.

9.3 Final selection

The Coffee Board shall issue a **Letter of Empanelment (LoE)** in duplicate to each successful Applicant. The Applicant shall sign and return the duplicate copy, with the Empanelment Undertaking (Annexure VI) and the signed Data Privacy and Non-Disclosure Agreement (Annexure VII), within **seven (7) days** of receipt. If not received by then, the Coffee Board may withdraw the LoE. The list of empanelled providers shall then be published on the Coffee Board website.

9.4 Technical evaluation and scoring pattern

Scoring. The Applicant shall provide documentary proof against each criterion. The document verification score (Sl. 1 to 5, out of 75 marks) and the presentation/live demonstration score (Sl. 6A to 6C, out of 25 marks) are added to give the final score out of 100. The minimum marks for MSE/start-up Applicants count towards the document verification score. The 55/75 shortlisting threshold ensures that every shortlisted Applicant can still reach 80 marks. **Shortlisting and empanelment thresholds are as stated in Clause 9.1(3).** Every Applicant must meet all mandatory eligibility criteria in Section 4.

A **live demonstration of the ready coffee traceability solution** is required, in person at Bengaluru or by VC. Each shortlisted Applicant shall be given **30 minutes in total**: 15 minutes for the live demonstration of the

9 items in Clause 9.5 (Sl. 6A), 5 minutes for the presentation on the understanding of the work and the work plan (Sl. 6B and 6C), and 10 minutes for questions from the Technical Evaluation Committee. The same time applies to every Applicant, and an item not demonstrated within the time earns no marks. Shortlisted Applicants shall e-mail their presentation material by 27 November 2026, or as stated in the shortlisting intimation.

Sl.No.	Criteria	Max. marks	Documentary evidence
1	Years of experience in web-based and mobile applications: 4 marks for 2 years' experience, 2 marks for each additional year, max 10. *Minimum marks for MSE/start-up Applicants: 6 (see Clause 9.4.1).*	10	Documents of incorporation or registration and other relevant certificates; first web/mobile application work order, where relevant; self-declaration by the authorised signatory
2	Similar projects (traceability systems with both web-based and mobile applications, as defined in Clause 4.5) completed or running in production in the last 2 years: 10 marks for each project, max 40 (up to 4 projects). Projects running in production and projects for clients outside India count, as per Clause 4.5 (Sl. 3).	40	Copies of work orders / client completion certificates; Annexure II; self-declaration by the authorised signatory
	Experience of key personnel	**10**	
3	**Project Head** – minimum 5 years leading and managing web-based and mobile application projects; B.Tech/B.E. in Computer Science, IT, Electronics or equivalent from a recognised university; proficiency in modern programming languages, databases, API development and cloud technologies.	5	Experience certificate, qualification certificate, declaration from employer
4	**Senior Software Developer** – minimum 5 years in software development, including web-based and mobile applications; proficiency in modern programming languages, databases, API development and cloud technologies (GIS/GeoJSON preferred); B.Tech/B.E. or equivalent from a recognised university.	5	Experience certificate, qualification certificate, declaration from employer
5	**Coffee EUDR track record** beyond the	15	Annexure X (Parts B and C), with

Sl.No.	Criteria	Max. marks	Documentary evidence
	eligibility minimums of Clause 4.6: (a) coffee exporters onboarded beyond 3 – 2 marks per additional exporter, max 8; (b) coffee traced and shipped to EU Member States in the six months ending on the proposal due date – ≥ 10 and < 25 tonnes = 2, ≥ 25 and < 50 tonnes = 4, ≥ 50 tonnes = 7. No minimum marks for MSE/start-up Applicants.		the evidence and verification required by Clause 4.6
6	**Concept demonstration**	**25**	
6A	Concept and methodology, shown through live demonstration of the ready coffee solution covering the items in Clause 9.5	10	Live demonstration
6B	Understanding of the work and the scope of services, including EUDR requirements and quantity reconciliation	5	Presentation
6C	Proposed work plan and milestones for onboarding and supporting coffee stakeholders	10	Presentation
	Total	**100**	

9.4.1 How each criterion will be evaluated

Score-calculation procedure. The Technical Evaluation Committee (at least three members) shall apply the following steps to every Applicant, using the Model Evaluation Sheet at Annexure XI.

Step 1 – Eligibility (Annexure XI, Part A). The Committee checks every mandatory criterion jointly. A proposal with any criterion "Not met" is rejected and not scored.

Step 2 – Document verification marks (Part B, Sl. 1 to 5). Each member independently awards marks on his or her own sheet for each row of Sl. 1 to 5, only in the steps shown in the marking-steps table below. Sl. 5 is entered in two rows, 5(a) exporters and 5(b) EU tonnes. For an MSE/start-up Applicant, the minimum of 6 marks for Sl. 1 is applied on each member's sheet. Claims not supported by the documents listed, or not verifiable, receive no marks.

Step 3 – Document verification score and shortlisting. On the consolidated sheet, the mark for each row of Part B is the average of the "Marks awarded" by all members who evaluated the Applicant (the total of their marks divided by the number of those members). Each average is truncated, not rounded, to two

decimal places; for example, 26.666… is recorded as 26.66. The averages for Sl. 1 to 5 are added to give the document verification score out of 75. Applicants scoring at least 55.00 are shortlisted.

Step 4 – Presentation marks (Part B, Sl. 6A to 6C; shortlisted Applicants only). Each member marks every demonstration item (6A) and every element (6B and 6C) on the worksheet in Annexure XI, Part B-2, and carries the totals for 6A, 6B and 6C to Part B. The consolidated averages are calculated as in Step 3.

Step 5 – Final score and empanelment. Final score = document verification score + the averages for 6A, 6B and 6C, out of 100, without further rounding. Applicants scoring at least 80.00 are empanelled; for example, a final score of 79.99 does not qualify.

Marking steps by criterion. Members shall award marks only in the following steps:

Criterion	Marks a member may award
Sl. 1, years of experience	0, 4, 6, 8 or 10 (minimum 6 for MSE/start-up Applicants)
Sl. 2, traceability projects	0, 10, 20, 30 or 40
Sl. 3 and 4, key personnel	0 or 5 each (all or nothing)
Sl. 5, coffee EUDR track record	Row 5(a) exporters: 0, 2, 4, 6 or 8; row 5(b) EU tonnes: 0, 2, 4 or 7
Sl. 6A, live demonstration	Items 1–6, 8 and 9: 0, 0.5 or 1 each; item 7: 0, 1 or 2
Sl. 6B and 6C, understanding and work plan	Per element, only the marks permitted for the band chosen (table of permitted marks below)

The same marking steps, averaging and calculation method shall be applied to every Applicant.

Sl. 1 – Years of experience (10 marks). Completed years are counted from the date of incorporation or registration up to the proposal due date (13 November 2026, or the extended due date). If the Applicant was set up for another business, years are counted instead from the date of its first web or mobile application work order, a copy of which shall be submitted. Part years are not counted; for example, 3 years and 11 months counts as 3 years. In a consortium, the years of the member with the longer experience are counted.

Completed years	Marks
Less than 2	0
2	4
3	6
4	8
5 or more	10

For MSE/start-up Applicants, the minimum of 6 marks overrides this table: the Applicant receives 6 marks or the marks under the table, whichever is higher. For example, an MSE/start-up Applicant with less than 2 years, 2 years or 3 years of experience receives 6 marks; one with 4 years receives 8 marks.

Sl. 2 – Traceability projects (40 marks). A project counts only if all of the following are met:

- it is a similar project as defined in Clause 4.5: a traceability system with both a web-based application and a mobile application, for agricultural produce, food, plantation commodities, fisheries, forestry or export certification;
- it was completed, or running in production, at any time in the 2 years ending on the proposal due date;
- it is supported by a work order or completion certificate, with a client contact the Committee can verify; and
- it is a separate system or client (repeat orders for the same system for the same client count once, and a project claimed by both consortium members counts once).

Each qualifying project earns 10 marks, up to 4 projects (40 marks). The same project may count both for eligibility under Clause 4.5 (Sl. 3) and for scoring under Sl. 2. Projects running in production and projects executed for clients outside India count, on the evidence required by Clause 4.5 (Sl. 3): work orders or completion certificates in English, or with a certified English translation, and verifiable client contact details. International projects do not relax Clause 4.6, which must be met with coffee exporters registered with the Coffee Board. In a consortium, projects of both members count. No minimum marks apply to Sl. 2: an MSE/start-up Applicant must have at least one qualifying project to be eligible (Clause 4.5, Sl. 3), and so always earns at least 10 marks here.

How the minimum marks are applied and documented. The minimum marks under Sl. 1 apply only to MSE/start-up Applicants (Clause 4.5) that submit, with the proposal, a Udyam (micro or small) or NSIC registration certificate, or a DPIIT recognition certificate valid on the proposal due date. In a consortium, they apply only where the lead member qualifies (Clause 4.2). For each such Applicant, the evaluation sheet (Annexure XI) shall record the certificate number and validity, the marks under the ordinary scoring rule, and the marks awarded after applying the minimum. The minimum marks apply only to scoring and do not relax any eligibility condition (Clause 4.8).

Sl. 3 and Sl. 4 – Key personnel (5 marks each). Full marks are given only if the person:

- has the minimum 5 years of relevant experience, shown by employer certificates. Experience is counted in completed years up to the proposal due date; overlapping periods are counted once; and only experience in software development or in managing web and mobile application projects counts;
- holds a B.Tech/B.E. in Computer Science, IT, Electronics or an equivalent qualification from a recognised university (the Committee decides equivalence); and
- is on the Applicant's rolls (in a consortium, on the rolls of either member), shown by the employer's declaration.

If any condition is not met, the marks for that position are zero. The Project Head and the Senior Software Developer must be different persons; one person cannot be counted for both positions. Applicants may propose additional team members; the scoring remains as above.

Sl. 5 – Coffee EUDR track record (15 marks). This criterion rewards coffee adoption beyond the eligibility minimums of Clause 4.6 (3 exporters and 5 tonnes). Meeting the minimums earns 0 marks; only adoption above them is scored. Sl. 5 = (a) + (b), up to 15 marks.

(a) Coffee exporters onboarded (up to 8 marks)

Coffee exporters onboarded	Marks
3 (eligibility minimum)	0
4	2
5	4
6	6
7 or more	8

(b) Coffee traced and shipped to EU Member States in the six months ending on the proposal due date (up to 7 marks)

Total net quantity (tonnes)	Marks
≥ 5 and < 10 (eligibility minimum)	0
≥ 10 and < 25	2
≥ 25 and < 50	4
≥ 50	7

Exporters and tonnes are counted exactly as for eligibility under Clause 4.6: an exporter counts only if it holds a Coffee Board registration valid on the proposal due date and has shipped coffee traced through the solution in the six months ending on that date; only completed commercial shipments to EU Member States count, by net weight shown on the shipping bills; and each exporter and each consignment is counted once, including where both consortium members claim it, and only on the single solution offered (Clause 4.6). The evidence is Annexure X (Parts B and C), verified as in Clause 4.6. No minimum marks apply to MSE/start-up Applicants for Sl. 5. Example: an Applicant with 6 exporters and 30 tonnes scores 6 + 4 = 10 marks.

Sl. 6A – Concept and methodology through live demonstration (10 marks). The Applicant shall demonstrate the 9 items in Clause 9.5 on its production solution. Each item fully demonstrated earns 1 mark, except item 7 (export consignment traceability report and GeoJSON output), which earns 2 marks; an item partly demonstrated earns half its marks; not demonstrated, or shown only through slides, mock-ups or a prototype, earns 0.

Sl. 6B – Understanding of the work and the scope of services (5 marks).

Element	Marks
Coverage of EUDR requirements in Clause 3.4 (Article 3 conditions, Article 9 information, geolocation rules, legality evidence, no-mixing rule, country risk category), including quantity reconciliation and validation rules (tolerances, conversion ratios, apportionment, segregation)	3
Data privacy, consent and data sharing with EU buyers and risk analysis tools	2

Sl. 6C – Work plan and milestones (10 marks).

Element	Marks
Plan and milestones for onboarding coffee stakeholders across coffee-growing regions before the EUDR application dates	4
Training, helpdesk, language support and service levels	3

Element	Marks
Field approach for geolocation capture and support for small growers in hilly, low-connectivity areas	3

For each element of 6B and 6C, members shall award marks using the following bands:

Band	Share of the element's marks	Description
Excellent	90–100%	Complete, specific to coffee and EUDR, backed by evidence or the live system
Good	70–89%	Substantially meets the requirement with minor gaps
Adequate	50–69%	Meets the requirement at a basic level with noticeable gaps
Poor	25–49%	Materially deficient or largely generic
Not shown	0–24%	Not addressed or not credible: 0. Only a passing or token reference without substance: 0.5 (3- and 4-mark elements only)

Permitted marks. Members first choose the band for each element and then award one of the marks permitted for that band, as below. The 6B elements are worth 3 and 2 marks; the 6C elements 4, 3 and 3 marks. For example, the 4-mark onboarding plan rated "Good" receives 3 or 3.5.

Band	2-mark element	3-mark element	4-mark element
Excellent (90–100%)	2	3	4
Good (70–89%)	1.5	2.5	3 or 3.5
Adequate (50–69%)	1	1.5 or 2	2 or 2.5
Poor (25–49%)	0.5	1	1 or 1.5
Not shown (0–24%)	0	0 or 0.5	0 or 0.5

9.5 Items to be shown in the live demonstration

On its ready coffee solution in production, within the 15 minutes allowed for the live demonstration (Clause 9.4), the Applicant shall demonstrate:

1. Registration of a grower and plot with consent, capturing a point and a polygon with at least 6 decimal digits, including the rule that plots above 4 ha need a polygon.
2. Screening of the plot against the 31 December 2020 forest baseline, with a flagged overlap.
3. Capture of legality evidence (land use right and other documents) for the plot.
4. Creation of a procurement batch with batch ID, QR code and QR verification.
5. Batch aggregation, splitting and a processing event, with full genealogy and net-mass reconciliation.

6. Segregation controls: an over-claim against a plot, and an attempt to mix traced with untraced or imported coffee, both being flagged.
7. Export consignment traceability report and GeoJSON (WGS-84) output, separated by country of production, usable in the EU Information System.
8. Offline capture and sync, and one regional-language interface.
9. Role-based access, audit trail and 5-year record retention.

9.6 Schedule of the EoI process

Sl.	Activity	Proposed timeline
1	Publication of EoI on Coffee Board website	30 October 2026
2	Pre-EoI meeting (optional), at Head Office	11:00 hrs on 04/11/2026
3	Last date for submission of EoI (18:00 hrs)	13 November 2026
4	Opening of EoI	17 November 2026
5	Shortlisting of Applicants	23 November 2026
6	Submission of presentation material (shortlisted)	27 November 2026
7	Presentation and demonstration (shortlisted)	30 November 2026
8	Selection and issue of Letters of Empanelment	2 December 2026
9	Return of signed LoE and Annexures VI and VII	Within 7 days of receipt of LoE
10	Publication of the empanelled list on the website	11 December 2026
11	Proposal validity (Clause 8.4.10)	180 days from proposal due date

10. Annexures

Annexure I – Proposal Form

Last date for receipt of EoI: 18:00 hrs on 13/11/2026 (or as extended by corrigendum)

From: [Applicant name and address]

To: The Chief Executive Officer & Secretary, Coffee Board, No. 1, Dr. B.R. Ambedkar Veedhi, Bengaluru – 560 001

Sl.	Particulars	Details
1	Name of the firm/agency	
2	Registered office address, telephone, mobile, website, e-mail	
3	Name(s) of contact person(s), with telephone and e-mail	
4	Year of incorporation and constitution (company / LLP / partnership / proprietorship / consortium)	
5	If a consortium: name of each member and of the lead member (attach the consortium agreement/MoU)	
6	PAN (attach copy)	
7	GSTIN (attach copy)	
8	Udyam (micro or small)/NSIC registration or DPIIT recognition no., if claiming exemption (attach copy)	
9	Average turnover from related services (₹ lakh), as certified in Annexure III; state the years used (2024-25 and 2025-26, or 2023-24 and 2024-25 where Clause 4.7 permits)	
10	Registration with Registrar of Companies/Firms, date (attach copy)	
11	Name of the ready coffee EUDR traceability solution, year deployed for coffee, number of coffee exporters onboarded, and coffee volumes shipped to the EU in the last six months (details in Annexure X)	
12	Customer profile (attach work orders/proof)	
13	Offices in India and abroad; trained manpower; Government/PSU/private clients in the last 2 years	
14	Previous experience: client, address and contact; period	

Sl.	Particulars	Details
	(from–to); work order value	
15	ISO/IEC 27001 or other certifications	
16	Hosting provider proposed (MeghRaj / MeitY-empanelled cloud) and data-centre location	
17	Current VAPT certificate by a CERT-In empanelled auditor (Clause 5.2(4)) (attach copy)	
18	Solution meets all mandatory requirements of Section 5 (Clauses 5.2 to 5.6): Yes / No; deviations, if any	
19	Other relevant information	

Verification: We certify, on behalf of the Applicant, that the details furnished in this proposal are true, complete and correct. We understand that furnishing false information or suppressing material information shall lead to rejection of the proposal, or removal from the list of empanelled providers if found later (Clause 8.4.6), and to such further action as may be permissible under law.

Name and signature of authorised signatory: Date: Seal:

Annexure II – Technical Capacity (Project Data Sheet, one per project)

Field	Details
Name of Applicant	
Executed by (for a consortium, which member)	
Project name and location	
Project brief (narrative)	
Commodity / sector traced	
Current status (Completed / Running in production)	
Web-based application and mobile application provided (both are required for a similar project, Clause 4.5); other services (traceability, batch/QR, GIS, API integration)	
Scale (users, plots, transactions, tonnage)	
Name, address, phone and e-mail of client	
Start date (month/year) and completion date (month/year)	

Field	Details
Value of project	

To be accompanied by work order/completion certificate. Signature of Applicant/Lead Member.

Annexure III – Financial Capacity

Turnover from related services (as defined in Clause 4.7), certified by the statutory auditor/CA from the audited financial statements (₹ lakh). Tick the financial years used and enter them in the column headings below:

☐ 2024-25 and 2025-26 ☐ 2023-24 and 2024-25 (only where the 2025-26 accounts are not yet audited; attach the statutory auditor/CA undertaking required by Clause 4.7)

Applicant (single Applicant, or one row per consortium member)	Year 1: _____	Year 2: _____	Average of the two years

Average = (Year 1 + Year 2) ÷ 2. It must be at least ₹100 lakh (₹1 crore), unless the Applicant is an MSE/start-up Applicant (Clause 4.7).

Consortium: enter each member's figures; at least one member's average must be ₹1 crore or more, unless the lead member is an MSE/start-up Applicant (attach its certificate).

Certified that the above turnover from related services is taken from the audited financial statements of the years shown, which are attached (Clause 8.2, item 4). Where 2023-24 and 2024-25 are used, the undertaking of the statutory auditor/CA required by Clause 4.7 is attached.

Signature of Applicant Signature and seal of CA (with UDIN)

Annexure IV – Process Flow

A. Empanelment (Coffee Board): Publication of EoI → Receipt of proposals → Technical evaluation and shortlisting → Presentation and live demonstration → Letter of Empanelment, Undertaking and Data Privacy and Non-Disclosure Agreement (signed once) → Publication of list on Coffee Board website. *The Coffee Board's role ends here, except for seeking the category-wise numbers of onboarded stakeholders when required (Clause 3.3), action on complaints and non-compliance (Clauses 6.2 and 8.4.12) and cancellation for administrative exigencies (Clause 8.4.13).*

B. Services (empanelled provider, directly with stakeholders): Stakeholder chooses a provider from the published list → Contract between provider and stakeholder → Grower and plot registration with geolocation and consent → Procurement, processing and export traceability as required under EUDR → Traceability report and geolocation data supplied to exporter for its EU buyer.

C. Information to Competent Authority (on request): Request from Competent Authority → provider furnishes the category-wise numbers of onboarded stakeholders in Annexure IX on the same day.

Annexure V – Power of Attorney for Signing of Proposal

(On non-judicial stamp paper or e-stamp paper of ₹500/- (Rupees Five Hundred only), or the value prescribed in the State of execution, whichever is higher)

Know all persons by these presents, We, _____ (name and registered address of the Applicant), do hereby constitute, nominate, appoint and authorise Mr./Ms. _____, son/daughter/spouse of _____, residing at _____, presently employed with us as _____, as our true and lawful attorney (the "Attorney") to do in our name and on our behalf all acts, deeds and things necessary or incidental to the submission of our proposal for Empanelment of Service Providers for Digital Coffee Traceability Platform for EUDR Compliance (the "Project") of the Coffee Board, including signing and submission of the proposal and all documents, participation in meetings, providing information to the Coffee Board, signing the Data Privacy and Non-Disclosure Agreement and the Empanelment Undertaking, and generally dealing with the Coffee Board in all matters relating to our proposal and empanelment.

We hereby agree to ratify and confirm all acts, deeds and things lawfully done by our said Attorney under this Power of Attorney, which shall always be deemed to have been done by us. This Power of Attorney shall remain valid until the end of the empanelment period, unless revoked earlier by written notice to the Coffee Board.

IN WITNESS WHEREOF, we have executed this Power of Attorney on this ____ day of _____, 20__.

For _____ (Signature, name, designation)

Witnesses: 1. _____ 2. _____

Accepted: _____ (Signature, name, designation and address of the Attorney)

Notes: (i) The authorisation shall be furnished in the form legally applicable to the Applicant's constitution, with supporting evidence of the signatory's authority: a certified copy of the Board resolution (company), a resolution or authority signed by all partners or designated partners (partnership firm or LLP), or a declaration by the proprietor (proprietorship); and executed under common seal where required. (ii) A Power of Attorney executed abroad shall be legalised by the Indian Embassy and notarised (for Hague Convention countries, notarised and apostilled), and shall be stamped as required under Indian stamp law within three months of its receipt in India. (iii) A separate Power of Attorney is not required where the proposal is signed by the sole proprietor, or by a partner or director authorised by the partnership deed or the Board resolution attached; the supporting evidence in (i) is still required. In such cases, references to Annexure V in Clauses 1.1, 8.2, 8.3 and 9.2 mean that authorisation document. In all other cases, a Power of Attorney in this format is mandatory. (iv) For a consortium, each member shall authorise the lead member to submit the proposal and act on its behalf, through the consortium agreement/MoU or a Power of Attorney in this format. (v) The Power of Attorney shall be notarised.

Annexure VI – Empanelment Undertaking

(On non-judicial stamp paper or e-stamp paper of ₹500/- (Rupees Five Hundred only), or the value prescribed in the State of execution, whichever is higher, at the provider's cost, signed by the authorised

signatory, to be returned with the signed Letter of Empanelment. In a consortium, this shall be signed by each member, or by the lead member under a Power of Attorney from the other member.)

To: The Chief Executive Officer & Secretary, Coffee Board, No. 1, Dr. B.R. Ambedkar Veedhi, Bengaluru – 560 001

With reference to the Letter of Empanelment No. _____ dated _____ issued under the Coffee Board's EoI Ref. No. MAR/MIU/e-governance/2026-27/60 dated 30/10/2026, we, M/s _____, undertake that:

1. We accept empanelment on a non-exclusive, no-cost basis, and understand that the Coffee Board's role is limited to empanelment, publication of the list of empanelled providers on its website and the matters set out in Clause 3.1 of the EoI.
2. We shall offer our ready coffee EUDR traceability solution directly to coffee stakeholders on terms agreed with them, shall charge reasonable prices, and shall publish on our website all charges and service terms required by Clause 6.3 of the EoI, with no hidden or undisclosed charges.
3. We shall keep the solution operational, including a single app on Android and iOS (Clause 7.3(5)), and compliant with EUDR, the DPDP Act, 2023, the IT Act, 2000 and CERT-In directions throughout the empanelment period, at our own cost.
4. We shall meet the service levels in Clause 7.3, handle complaints through the process in Clause 6.2, keep a record of complaints for at least one year, and reply in writing within 7 days to any complaint forwarded by the Coffee Board.
5. We shall keep a valid VAPT certificate at all times (Clause 5.2(4)) and, where we gave a commitment, obtain ISO/IEC 27001 certification before any extension of empanelment (Clause 5.4(8)).
6. We shall host, store and process all stakeholder data in India, except for the limited overseas processing of plot geolocation and polygon data permitted under Clause 7.1 (items 5 and 7) of the EoI, and protect stakeholder data, including geospatial data, as per Section 7 of the EoI and the Data Privacy and Non-Disclosure Agreement signed by us.
7. We shall furnish the category-wise numbers of coffee stakeholders onboarded on our platform in the format at Annexure IX on the same day as requested by the Competent Authority.
8. We shall inform the Coffee Board in writing if we discontinue our services or are blacklisted. We shall notify any change in our ownership, or in the members or lead member of our consortium, within 15 days, and accept that the Coffee Board may review our empanelment under Clause 8.4.12.
9. We shall not use the name, logo or emblem of the Coffee Board, nor describe empanelment as an endorsement or partnership, without prior written approval.
10. We alone are responsible to our users for the services and any loss or dispute, and shall indemnify the Coffee Board as provided in Clause 8.4.14 of the EoI.
11. We accept that the Coffee Board may issue notices to remedy, suspend us or remove us from the list as per Clause 8.4.12 of the EoI, or cancel our empanelment for administrative exigencies with 7 days' prior written notice as per Clause 8.4.13 of the EoI, and that on suspension, removal, cancellation or withdrawal we shall inform our users, continue the service and hand over their data free of charge as provided in that Clause.
12. This undertaking is governed by the laws of India, subject to the jurisdiction of courts at Bengaluru.

Name / Designation / Signature / Date / Place / Seal

Witnesses: 1. _____ 2. _____

Annexure VII – Data Privacy and Non-Disclosure Agreement

(On non-judicial stamp paper or e-stamp paper of ₹500/- (Rupees Five Hundred only), or such higher value as may be prescribed under the Karnataka Stamp Act, 1957, at the provider's cost; to be signed once, by each empanelled provider, with the signed Letter of Empanelment; binding throughout the empanelment and after it ends. In a consortium, this shall be signed by each member, or by the lead member under a Power of Attorney from the other member.)

This Agreement is executed at Bengaluru on ___ day of _____ 20__ between the **Coffee Board**, a statutory body constituted under the Coffee Act, 1942, having its Head Office at No. 1, Dr. B.R. Ambedkar Veedhi, Bengaluru – 560 001, represented by its authorised officer _____ ("Coffee Board"), and M/s _____, having its registered office at _____, represented by its authorised signatory _____ ("Provider").

1. **Purpose.** This Agreement protects the privacy, security and confidentiality of all data that the Provider collects, receives, generates or processes from coffee stakeholders (growers, traders, curers, roasters, instant coffee manufacturers and exporters) in providing EUDR traceability services. The Coffee Board does not share any stakeholder data with the Provider. The Provider is solely responsible for all stakeholder data it collects or processes.
2. **Stakeholder data** includes: (a) personal data of growers and other individuals, such as names, contact details, identity documents and land records; (b) plot geolocation and polygon data, and land-use and legality evidence; (c) harvest, procurement, processing, stock and transaction records; (d) business data of stakeholders, such as prices, volumes, buyers, contracts and export documents; and (e) traceability reports and data shared with EU buyers.
3. **Role and compliance.** Subject to the actual processing arrangement and the DPDP Act, 2023, the Provider acts as data fiduciary for the stakeholder data it collects (or as data processor where it processes data on a stakeholder's instructions) and shall comply with the Digital Personal Data Protection Act, 2023, the rules made thereunder, the IT Act, 2000, CERT-In directions and other applicable laws, as in force and applicable from time to time. Where it acts as data processor, it shall process personal data only on the documented instructions of the stakeholder acting as data fiduciary, under a written contract, and shall assist that stakeholder to meet its obligations on notice, consent, rights of data principals and breach reporting.
4. **Notice and consent.** Before collecting personal data, the Provider shall give a clear notice, in a language the person understands, of the data collected, the purpose (EUDR traceability), with whom it will be shared and how to withdraw consent or raise a grievance. The Provider shall record the consent and honour its withdrawal.
5. **Purpose limitation.** Stakeholder data shall be used only to provide the traceability service the stakeholder has subscribed to. The Provider shall not sell, license, publish or disclose it; use it for profiling, credit scoring, marketing or any unrelated commercial purpose; or use it to train or improve any AI model or other product, without the consent of the data principal and as permitted by law.
6. **Sharing along the supply chain.** Only the minimum data needed for each traceability step shall be shared with downstream buyers. A buyer shall see plot geolocation and lot information, but not a grower's personal or financial data unless the grower consents. Commercially sensitive data of one stakeholder (such as prices, volumes and buyers) shall not be visible to other stakeholders.

7. **Transfers outside India. Stakeholder data may be transmitted outside India only to the extent necessary for EUDR compliance, where permitted by law and subject to required consent, applicable safeguards and any restriction notified under section 16 of the DPDP Act, 2023. Plot geolocation and polygon data may also be transmitted to or processed by deforestation risk analysis tools in India or abroad only in accordance with Clause 7.1 (item 7) of the EoI. Such transfer or processing shall be limited to the minimum data necessary for the stated purpose and shall not permit unrelated use or onward disclosure.**
8. **Hosting and security. All stakeholder data, including backups, shall be hosted, stored and processed in India on MeghRaj or a MeitY-empanelled cloud (except for the limited overseas processing of plot geolocation and polygon data permitted under Clause 7 of this Agreement and Clause 7.1 (item 7) of the EoI), protected by AES-256 encryption at rest, TLS 1.3 in transit, role-based access control, MFA for privileged users, secure APIs, periodic VAPT by a CERT-In empanelled auditor, logging, audit trails, backup and disaster recovery. The limited overseas transmission or processing of plot geolocation and polygon data by deforestation risk analysis tools, where permitted under Clause 7 of this Agreement and Clause 7.1 (item 7) of the EoI, shall be subject to those provisions and shall not permit general overseas hosting of stakeholder data.**
9. **Rights of stakeholders.** The Provider shall enable data principals to access, correct and seek erasure of their personal data (subject to retention required by law), and shall appoint a grievance officer whose contact details are published on its website and in its app.
10. **Retention and deletion. Traceability records for each consignment (plot ID and geolocation, deforestation and legality evidence, batch and lot records, quantities and consignment details) shall be kept in tamper-evident form for at least 5 years from the date of export of that consignment (EUDR, Article 9(1)), or for any longer period required by applicable law. Personal data in these records shall be kept only for the retention period and purpose above; other personal data of growers and other individuals shall be retained only for as long as necessary for the stated purpose and as permitted by law. A stakeholder's exit from the platform does not shorten any mandatory retention period. During any required retention period, records shall be restricted to lawful retention and compliance purposes, and securely deleted when the applicable retention period ends unless further retention is required by law.**
11. **Breach reporting. The Provider shall comply with all applicable statutory reporting obligations for personal data breaches and cyber security incidents, including the reporting requirements and timelines prescribed by CERT-In and applicable data-protection law. Where the Provider acts as a data processor, it shall inform the relevant stakeholder acting as data fiduciary without delay and provide reasonable assistance for compliance with applicable reporting obligations. The Provider shall separately notify the Coffee Board in writing within 72 hours of becoming aware of an incident affecting the services or stakeholder data, without prejudice to any shorter statutory deadline.**
12. **Personnel and subcontractors.** All persons, subcontractors and third-party tools (including deforestation risk analysis tools) given access to stakeholder data shall be bound by equivalent written confidentiality and data-protection obligations. The Provider is responsible for any breach by them.
13. **Portability and exit. When a stakeholder leaves the platform, or the Provider ceases services, the Provider shall hand over that stakeholder's data in an open, machine-readable format without extra charge. Exit from the platform does not shorten any mandatory retention period**

under Clause 10 or applicable law. During any required retention period, records shall be restricted to lawful retention and compliance purposes and securely deleted when that period ends, unless further retention is required by law. On suspension, removal, cancellation under Clause 8.4.13 or withdrawal from the list, the Provider shall also comply with Clause 8.4.12 of the EoI (notice to users, continuity of service and data hand-over).

14. **Information from the Coffee Board.** Any request or communication from the Coffee Board (including requests under Clause 3.3 of the EoI) shall be kept confidential and used only for the purpose for which it is made.
15. **Duration.** These obligations apply throughout the empanelment and for as long as the Provider holds any stakeholder data; confidentiality obligations survive for 5 years after the empanelment ends.
16. **Breach and remedies.** Any breach of this Agreement entitles the Coffee Board to take action under Clause 8.4.12 of the EoI (notice to remedy, suspension or removal, after a show-cause notice) and to seek injunctive or other relief from a competent court. The Provider shall indemnify the Coffee Board, as provided in Clause 8.4.14 of the EoI, against any claim, loss, penalty or cost arising from a breach of this Agreement. These remedies are without prejudice to the remedies available to affected stakeholders and under law.
17. **Authority to sign.** Each signatory confirms that he or she is duly authorised to execute this Agreement on behalf of the party he or she represents. The Provider's signatory shall be authorised by a Power of Attorney or the authorisation document referred to in Note (iii) of Annexure V, a copy of which is attached.
18. **Notices.** Notices under this Agreement shall be in writing and sent by e-mail and by registered post or courier to the addresses stated above (for the Coffee Board, marked to the Nodal Officer named in the EoI). A notice is effective on receipt.
19. **General.** The Provider shall not assign or transfer this Agreement without the prior written consent of the Coffee Board. If any provision is held invalid or unenforceable, the remaining provisions shall continue in force. This Agreement, read with the EoI, the Letter of Empanelment and the Empanelment Undertaking, is the entire agreement between the parties on its subject, and may be amended only in writing signed by both parties. This Agreement is executed in duplicate; each party retains one original.
20. **Role of the Coffee Board.** The Coffee Board is a party only to this Agreement. It is not a party to, and has no liability under, any agreement between the Provider and stakeholders.
21. **Governing law.** Laws of India; courts at Bengaluru.

For Coffee Board: Name / Designation / Signature / Date / Seal For Provider: Name / Designation / Company / Signature / Date / Seal

Witnesses: 1. _____ 2. _____

Annexure VIII – Self-Declarations

(On the Applicant's letterhead, signed by the authorised signatory, who makes all the declarations below. In a consortium, each member shall furnish this Annexure (Clause 4.2). No Chartered Accountant certification is required for this Annexure. Financial figures are certified by the statutory auditor/CA in Annexure III, and shipment figures in Annexure X.)

To: The Chief Executive Officer & Secretary, Coffee Board, Bengaluru

We, M/s _____, declare that:

1. We are not barred, blacklisted or debarred by any Central/State Government, PSU or Government institution in India as on the proposal due date.
2. In the last two years we have not failed to perform any contract (as evidenced by a penalty, judicial pronouncement or arbitration award), been expelled from any project, or had a contract terminated by a public entity for breach.
3. We have no Conflict of Interest affecting this EoI process.
4. We have not been declared insolvent or bankrupt, and are not under liquidation.
5. The Project Head and Senior Software Developer are on our rolls (in a consortium, on the rolls of either member), experienced in developing web-based and mobile applications, as per the CVs enclosed. The coffee traceability solution offered is ready and in production use, and the exporter and volume figures in Annexure X are true and verifiable.
6. We will host, store and process all stakeholder data in India, except for the limited overseas processing of plot geolocation and polygon data permitted under Clause 7.1 (items 5 and 7) of the EoI, and comply with the DPDP Act, 2023, CERT-In directions and the Geospatial Data Guidelines, 2021, as set out in Section 7 of the EoI; this is our self-certification of compliance with those Guidelines.
7. We agree to sign the Data Privacy and Non-Disclosure Agreement (Annexure VII) with the Letter of Empanelment if empanelled. If not empanelled, we shall keep confidential, and return or delete within 7 days of the result, any information received from the Coffee Board during the EoI process, and certify this in writing.
8. We will inform the Coffee Board immediately of any change in the above.

We understand that any false declaration will lead to rejection of our proposal or termination of empanelment.

Name / Designation / Signature / Date / Place / Seal of the authorised signatory

Annexure IX – Format for Furnishing Category-wise Numbers of Onboarded Stakeholders to the Competent Authority

(To be furnished on the same day as the request; certified by the authorised signatory)

Name of empanelled provider: _____ Letter of Empanelment No.: _____ Information as on: _____

Sl.	Stakeholder category	Number onboarded
1	Growers	
2	Traders	
3	Curers (curing works)	
4	Roasters	
5	Instant coffee manufacturers	
6	Exporters	

Sl.	Stakeholder category	Number onboarded
	Total	

Number onboarded means stakeholders registered on the platform with recorded consent, as on the "Information as on" date. Only numbers are to be furnished; no personal data of stakeholders shall be included. The number under each category shall include all stakeholders registered in that category. The total shall represent the number of unique stakeholders across all categories, with each stakeholder counted only once in the total.

We certify that the above information is true and generated from our live system.

Name / Designation / Signature / Date / Seal

Annexure X – Proof of Ready Coffee EUDR Solution, Coffee Exporters Onboarded and EU Shipments

(Certified by the authorised signatory and statutory auditor/CA; figures as on the proposal due date)

A. Ready solution

One solution only; the exporters and consignments in Parts B and C must all be on this solution, which is also the one demonstrated.

Particulars	Details
Name and version of the solution	
Date of the first live coffee transaction on the solution (start of production use)	
Play Store / App Store links	
Web portal URL and dedicated, read-only, time-limited login credentials for the Technical Evaluation Committee	
Functions live for coffee (plot geolocation, batch ID/QR, chain of custody, processing, EUDR report/GeoJSON)	
Coffee consignments supplied with traceability data to EU buyers (number, period)	
Hosting provider and data-centre location	

B. Coffee exporters onboarded (minimum 3; exporters beyond 3 are scored under Clause 9.4, Sl. 5; one row each; list only exporters that have shipped coffee traced through the solution in the six months ending on the proposal due date; attach for each exporter a letter from the exporter confirming that it uses the solution and consenting to verification by the Coffee Board, with the agreement, work order or invoice)

Sl.	Name of exporter	Coffee Board registration no.	Place	Date onboarded; date of last shipment traced through the solution	Contact person, phone, e-mail
1					
2					
3					
4					
5					

Add rows or attach additional sheets in the same format, signed by the authorised signatory and covered by the statutory auditor/CA certificate.

C. Coffee shipped to EU Member States in the six months ending on the proposal due date (one row per completed commercial consignment; net weight as on the shipping bill; trial and test consignments excluded; minimum 5 tonnes in total; 10 tonnes or more is scored under Clause 9.4, Sl. 5)

Sl.	Exporter	Shipping bill no. and date	Product and HS code	Net quantity (tonnes)	EU Member State of destination	Traceability report ref.
1						
2						
	Total					

Add rows or attach additional sheets in the same format, signed by the authorised signatory and covered by the statutory auditor/CA certificate.

For each consignment in Part C, the shipping bill, commercial invoice, bill of lading and the traceability report generated by the solution are attached (Clause 4.6). We certify that the above figures are true, are generated from our live system, and may be verified by the Coffee Board as provided in Clause 4.6 (Coffee Board records, direct confirmation from exporters, live-system check and site visits). The statutory auditor/CA certifies that the figures in Parts B and C are based on the underlying shipping, invoice and traceability records.

Signature of authorised signatory (proprietor/partner/director/MD/CEO, as applicable) Signature and seal of statutory auditor/CA (with UDIN) Date

Annexure XI – Model Evaluation Sheet

(Each member of the Technical Evaluation Committee completes one sheet per Applicant, awarding marks only in the steps in Clause 9.4.1. The Committee then prepares one consolidated sheet in the same format, entering for each row of Part B the average of the members' "Marks awarded", truncated to two decimal

places, as in Clause 9.4.1, Steps 3 to 5. Shortlisting and empanelment are decided only on the consolidated sheet.)

Name of Applicant: _____ Single Applicant / Consortium (lead member: _____)

MSE/start-up Applicant (Clause 4.5): Yes / No Certificate type and number: _____ Valid on the proposal due date: Yes / No For a consortium, lead member qualifies (Clause 4.2): Yes / No / Not applicable

Part A – Mandatory eligibility (Clause 4.8)

Clause	Eligibility criterion	Exempt or relaxed for this Applicant?	Met / Not met	Evidence reference
4.1	Legal entity registered or incorporated in India	No		
4.2	Consortium conditions (if applicable)	No; where the lead member is an MSE/start-up Applicant, the consortium receives all the exemptions and relaxations in this table		
4.3–4.4	No bar or blacklisting; no insolvency; no failed or terminated contracts; no conflict of interest	No		
4.5, Sl. 1	Minimum 2 years of existence	Exempt if MSE/start-up		
4.5, Sl. 2	Minimum 2 years of experience with Government, PSU or reputed private organisations	Exempt if MSE/start-up		
4.5, Sl. 3	Similar traceability projects (3 different clients; MSE/start-up: 1)	Relaxed if MSE/start-up		
4.5, Sl. 4	At least two experienced professionals (Project Head and Senior Software Developer)	No		
4.6, Sl. 1	Ready coffee EUDR solution in production for at least 3 months	No		

Clause	Eligibility criterion	Exempt or relaxed for this Applicant?	Met / Not met	Evidence reference
4.6, Sl. 2	At least 3 coffee exporters onboarded, each holding a valid Coffee Board registration	No		
4.6, Sl. 3	At least 5 tonnes (net) traced and shipped to the EU in the last six months	No		
4.7	Average annual turnover of at least ₹1 crore	Exempt if MSE/start-up (consortium: only if the lead member is)		

If any criterion is marked “Not met”, the proposal is rejected and Parts B and C are not completed. The minimum marks in Part B do not change the result of Part A.

Part B – Technical scoring (Clauses 9.4 and 9.4.1)

Sl.	Criterion	Max. marks	Marks under ordinary rule	MSE/start-up minimum applied?	Marks awarded	Remarks
1	Years of experience	10		Yes (6) / No		
2	Traceability projects	40		Not applicable		
3	Project Head	5		Not applicable		
4	Senior Software Developer	5		Not applicable		
5(a)	Coffee EUDR track record – exporters onboarded beyond 3	8		Not applicable		
5(b)	Coffee EUDR track record – EU shipments beyond 5 tonnes	7		Not applicable		
	Document verification subtotal (shortlisted if at	**75**				

Sl.	Criterion	Max. marks	Marks under ordinary rule	MSE/start-up minimum applied?	Marks awarded	Remarks
	least 55)					
6A	Live demonstration	10		Not applicable		
6B	Understanding of the work and scope	5		Not applicable		
6C	Work plan and milestones	10		Not applicable		
	Total (empanelled if at least 80)	**100**				

"Marks awarded" for Sl. 1 is the higher of the marks under the ordinary rule and the minimum of 6, and only where the MSE/start-up certificate above is valid and, for a consortium, the lead member qualifies (Clause 4.2). For all other criteria, "Marks awarded" equals the marks under the ordinary rule. Rows 6A to 6C are completed only for shortlisted Applicants, with the totals from Part B-2.

Part B-2 – Presentation worksheet (Clauses 9.4.1 and 9.5; shortlisted Applicants only)

6A items: full = item marks, partly shown = half, not shown or shown only on slides, mock-ups or a prototype = 0. 6B and 6C elements: choose the band, then one of the permitted marks in Clause 9.4.1 (in the "Not shown" band, 0.5 only for a passing or token reference; otherwise 0).

Time record (Clause 9.4: 30 minutes in total – 15 minutes live demonstration, 5 minutes presentation, 10 minutes questions). Demonstration: start _____ end _____ Presentation: start _____ end _____ Questions: start _____ end _____. Items not demonstrated within the 15 minutes receive 0 marks.

Sl.	Demonstration item or element	What must be shown for full marks	Max. marks	Band (6B, 6C)	Marks awarded
6A-1	Grower and plot registration	Grower and plot registered with recorded consent; a point and a polygon captured on the phone with at least 6 decimal digits; a point rejected for a plot above 4 ha	1	—	
6A-2	Deforestation screening	Plot screened against the 31 December 2020 forest baseline; an overlap flagged and the evidence kept	1	—	

Sl.	Demonstration item or element	What must be shown for full marks	Max. marks	Band (6B, 6C)	Marks awarded
6A-3	Legality evidence	Land-use right document and other legality evidence uploaded and linked to the plot	1	—	
6A-4	Procurement batch and QR	Batch created with a unique batch ID; QR code generated and verified; an invalid or altered QR rejected	1	—	
6A-5	Aggregation, splitting and processing	Batches aggregated and split; a processing event recorded with conversion ratio; genealogy traced forward and back; net mass reconciled	1	—	
6A-6	Segregation controls	An over-claim against a plot flagged or blocked; an attempt to mix traced with untraced or imported coffee flagged	1	—	
6A-7	Consignment report and GeoJSON	Consignment traceability report and GeoJSON (WGS-84) generated, separated by country of production, in the format accepted by the EU Information System	2	—	
6A-8	Offline use and language	Data captured offline and synced on reconnection; one regional-language interface shown	1	—	
6A-9	Access, audit trail and retention	Different access for two roles; audit trail of a corrected record; retention setting of at least 5 years	1	—	
6A	**Total – live demonstration**		**10**		
6B-1	Coverage of EUDR requirements	Explains how each requirement in Clause 3.4 is met, including quantity reconciliation and validation rules	3		

Sl.	Demonstration item or element	What must be shown for full marks	Max. marks	Band (6B, 6C)	Marks awarded
6B-2	Data privacy and sharing	Explains consent, data protection and what is shared with EU buyers and risk analysis tools	2		
6B	**Total – understanding of the work**		**5**		
6C-1	Onboarding plan	Realistic plan and milestones for onboarding coffee stakeholders across coffee-growing regions before the EUDR application dates	4		
6C-2	Training and support	Training, helpdesk, languages and service levels meeting Clause 7.3	3		
6C-3	Field approach	Practical approach for geolocation capture and support for small growers in hilly, low-connectivity areas	3		
6C	**Total – work plan and milestones**		**10**		

Part C – Result

Result	Outcome
Eligible: every criterion in Part A met	Yes / No
Document verification score out of 75; shortlisted if at least 55	____ / 75 Shortlisted: Yes / No
Total score out of 100; empanelled if at least 80	____ / 100 Empanelled: Yes / No

The document verification score and the final score are the sums of the truncated row averages on the consolidated sheet, without further rounding.

Name / Designation / Signature / Date of the Committee member (or, for the consolidated sheet, of all members)