



GOVERNMENT OF PUDUCHERRY
DIRECTORATE OF FORESTS AND WILDLIFE
PUDUCHERRY BIODIVERSITY COUNCIL



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

Date: 13 .07.2026

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

Expression Of Interest for Preparation, Validation and Documentation of People's Biodiversity Registers (PBRs) for Biodiversity Management Committees (BMCs) in the Union Territory of Puducherry

Greetings from Puducherry Biodiversity Council,

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

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

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

In accordance with Section 41(1) of the Biological Diversity Act, 2002, every Biodiversity Management Committee (BMC) is responsible for preparing and maintaining a **People's Biodiversity Register (PBR)** in consultation with the local community. The People's Biodiversity Register is a comprehensive document that records information on local biological resources, ecosystems, associated traditional knowledge, customary practices, and their sustainable use. It serves as an important tool for biodiversity conservation, sustainable resource management, protection of traditional knowledge, and equitable benefit sharing.

Accordingly, the Puducherry Biodiversity Council proposes to engage competent Educational Institutions, Research Institutions, Registered Societies, and Registered Public Trusts possessing the necessary scientific expertise, field experience, and institutional capacity to facilitate the preparation, verification, validation, and documentation of People's Biodiversity Registers (PBRs) for Biodiversity Management Committees across the Union Territory of Puducherry. The selected institution(s)/organization(s) shall undertake biodiversity documentation through participatory approaches, conduct field surveys and stakeholder consultations, compile and validate biodiversity information in accordance with

the guidelines issued by the National Biodiversity Authority, and submit finalized People's Biodiversity Registers along with all prescribed deliverables.

Scope of Assignment

The selected institution/organization shall, inter alia:

- Conduct comprehensive documentation of biological resources, associated traditional knowledge and ecosystem services in accordance with the Guidelines for Preparation of People's Biodiversity Registers (PBRs) issued by the National Biodiversity Authority.
- Coordinate with Biodiversity Management Committees (BMCs), Urban Local Bodies, Commune Panchayats, Village Panchayats, line departments and other stakeholders for collection, verification and validation of biodiversity-related information.
- Carry out field surveys, stakeholder consultations and biodiversity assessments for systematic documentation of local biodiversity and associated traditional knowledge.
- Prepare, compile and finalize People's Biodiversity Registers (PBRs) in consultation with the respective Biodiversity Management Committees (BMCs) and local communities, in accordance with the prescribed formats and guidelines of the National Biodiversity Authority.
- Provide technical assistance to the Puducherry Biodiversity Council in the digitization, updating and revision of People's Biodiversity Registers (PBRs), wherever required.
- Submit periodic progress reports, finalized People's Biodiversity Registers (PBRs), documentation and other deliverables as prescribed by the Puducherry Biodiversity Council.

Eligibility criteria

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

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

Mandatory Experience

1. Proven track record of at least three (03) years' experience in any one or more of the following areas: preparation of People's Biodiversity Registers (PBRs), biodiversity documentation, field-based ecological studies, taxonomical surveys, biodiversity inventories, natural resource assessment, rural community mobilization, participatory rural appraisal, or other community-based biodiversity conservation programmes.
2. Experience in implementing projects funded by the Central Government, State Government, National Biodiversity Authority (NBA), State Biodiversity Boards (SBBs), Government Departments, Local Bodies or other statutory organizations, particularly those involving biodiversity documentation, preparation of People's Biodiversity Registers (PBRs), ecological assessments, conservation of biological

resources, or community-based environmental and biodiversity conservation programmes, will be desirable.

3. Familiarity with the provisions of the Biological Diversity Act, 2002, the Biological Diversity (Amendment) Act, 2023, the Biological Diversity Rules, 2004, the Guidelines for Preparation of People's Biodiversity Registers (PBRs) issued by the National Biodiversity Authority, and participatory biodiversity documentation methodologies shall be desirable.

Submission of Expression of Interest

- The duly completed **Expression of Interest (EoI)** in **Forms I and II**, along with all supporting documents, shall be submitted in hard copy on or before **23 August 2026, 5.00 PM**.
- **Office Address:** The Member Secretary, Puducherry Biodiversity Council, Directorate of Forest and Wildlife, Mullaiaagam, Forest campus, Cuddalore Main Road, Mudaliarpattinam post, Puducherry - 605004.
- EoIs received after the prescribed date and time shall not be considered and are liable to be rejected.
- For any clarification, institutions may contact the Puducherry Biodiversity Council through e-mail at forestpuducherry@gmail.com.

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

An early and favourable response is solicited.

Yours faithfully,



Member Secretary
Puducherry Biodiversity Council (PYBC)

Format for EoI for Preparation of People's Biodiversity Registers (PBRs)

Form-I

1. Organizational Information

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

2. Details of Relevant Experience:

(Including Preparation of People's Biodiversity Registers (PBRs), Biodiversity Assessment & Documentation, Ecological Studies, Taxonomical Surveys, Natural Resource Assessment, Community Mobilization, Awareness & Outreach Activities, Livelihood Promotion, Environmental Conservation Programmes, etc.)

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

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

3.Details of Key Personnel *(Brief background of resource person in the field of biodiversity documentation, ecological studies etc.)*

S. No	Name	Position	Qualification	Experience	Area of expertise

Note: CVs of all key personnel must be attached.

FORM-II

CERTIFICATE

(To be submitted on the Letterhead of the Organisation)

UNDERTAKING

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

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

Place:

Date: _____

Signature of Authorized Signatory: _____

Name:

Name of Organization:

(Seal of the Organization)