

Office of the Project Director
Community-based Forest Management and
Livelihoods Improvement in Meghalaya
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Meghalaya Livelihood Improvement
through Forest Enhancement



Meghalaya Basin
Development Authority



Japan International
Cooperation Agency

No. PLN/MBDA/02751/2024/NF/2614.

Dated: Shillong, the 23rd Feb, 2026

Office Order

It is hereby notified that the purchase of materials/equipment for conducting Post Plantation Sample Plot Ground Truthing of 2025 Plantation Plots of the MegLIFE Project has been duly sanctioned. The materials/equipment are to be procured by the surveyors themselves at the rates specified in Annexe 1.

Surveyors are required to adhere to the prescribed rates and ensure that the actual cost of the purchased items does not exceed the rates specified. In order to claim reimbursement, all bills must be submitted to the SPMU.

2 helpers per day @ Rs.541/- (minimum wage rate notified in July, 2025) is approved per surveyor. This has to be booked as per the actual no. of days utilized for the survey based on MIS visit form of the surveyor uploaded and the worklog of helpers submitted by the Surveyor.

Expenditure incurred for hiring helpers shall be booked by DPMU under the plantation head.

// By Order//

(Gavade Sachin Shankar, IFS)

Addl. Secretary to the Govt. of Meghalaya
Executive Director, MBDA
Additional Project Director
MegLIFE, MBDA, Shillong

Enclo-As Stated

Memo No. PLN/MBDA/19007/2026/NF

Dated: Shillong, the 23rd Feb, 2026

Copy to:

1. The Project Director, MegLIFE, MBDA, Main Secretariat Building, Shillong, for kind information
2. The Deputy Project Director, MegLIFE, MBDA, for kind information
3. All SPMU Officials and District Project Managers, MegLIFE, MBDA- assigned to conduct the survey for necessary action

Technical Specialist, Project Management
MegLIFE, MBDA Shillong

Annexe 1

Item list and approved rates

ITEMS	Measuring Tape (50 m + 3 m)	Nylon Rope (220 m)	Paint & Brush	Bamboo Stakes (lumsun for all plots)
RATE (INR)	700	500	200	1000