



Advt.No: 19

25/09/2015

Agricultural and Processed Food Products Export Development Authority  
(Ministry of Commerce & Industry, Govt. of India)

3<sup>rd</sup> floor, NCUI Building 3, Siri Institutional Area Opposite Asian Games Village

New Delhi 110016

APEDA invites Expression of Interest (EOI) from interested parties for conducting a study on assessment of need for setting up a multimodal warehouse and handling facility with cold store in Riga, Latvia for Indian food products. For detailed Terms of Reference, please visit Website [www.apeda.gov.in](http://www.apeda.gov.in) under the announcement section. The EOI may be forwarded within 21 days of release of this advertisement to:

General Manager (Infrastructure)

## **TERMS OF REFERENCE FOR THE PROPOSED STUDY ON ASSESSMENT OF NEED FOR SETTING UP A MULTIMODAL WAREHOUSE AND HANDLING FACILITY WITH COLD STORE IN RIGA , LATVIA FOR INDIAN FOOD PRODUCTS**

**Background:** Latvia has a unique geographical position providing a strategic location for business operations in EU, Baltic and Scandinavian countries apart from CIS countries and Russia. Latvia offers all the required infrastructure and services needed to operate to meet the European standards. With the objective of increasing export of Indian horticulture and processed food products in the region and to assess the need for setting up a multimodal warehouse and handling facility with cold chain arrangement is being envisaged for which a comprehensive study is needed to be conducted immediately. The terms of reference for the proposed study are given below:

1. Assess the current status of facilities available at Riga for imported goods in general and from India in particular.
2. Assessment of trade volumes in the region for Indian food products routed through Latvia and the difficulties faced by exporters
3. The need for setting up the proposed facility in Riga
4. Assessment of the magnitude of the facility proposed to be set up and the cost estimate for the same
5. Assessment of site for the project and the regulatory requirements to be complied with and the likely time lag for completion of such compliances
6. Assessment of evacuation logistics in Riga for warehoused goods and modes of evacuation along with cost implications
7. Assessment of incentives available from \Latvian Government for setting up the facility
8. Assessment of taxes and other levies in Latvia for goods imported from India for warehousing before evacuation to destination
9. Transit time from Riga to other destinations in Baltic countries, CIS countries and Scandinavian countries
10. Assessment of possible business model for successful running of the proposed facility

**Timeline for the study: 3 months**

**Eligibility Criterion:** The interested applicants must be:

1. A registered consulting firm/consortia, with minimum 5 years of experience (individual firm/lead firm) in providing consultancy services in the field of feasibility studies ,market research, monitoring & evaluating studies,
2. Individual firm/lead firm should have an average annual turnover of at least INR 1 Crores during each of the last three years. The turnover should include income from consultancy fee only.
3. Individual firm/lead firm should have done at least 3 studies for the Government of India including State Government or Central Government Organizations in the development of agriculture/ industrial infrastructure in last 5 years in the food and agriculture sector

**Earnest Money Deposit (EMD):** The bidding agencies will submit an EMD of **INR 100,000** .The EMD should be a Bank Guarantee prepared in favour of APEDA, New Delhi. The EMD will be refunded after the selection process is over. The selected entity will have to submit performance guarantee which can be refunded after completion of study. The Bank Guarantee should be valid for 4 months from the date of work order from APEDA. The agency qualifying the above criteria shall submit the bid in two separate covers as follows:

- **Cover A** – Technical bid: containing all documents supporting the eligibility criteria along with the approach, methodology, work plan and team structure & detailed CVs. It should include the following (a) Last 3 years balance sheet / audited statement of accounts, (b) Authenticated copy of certificates of incorporation / registration of the organization, , (c) list of relevant studies conducted during last three years with work order and completion certificates (d) Authenticated copy of service tax registration certificate, (e) PAN Card
- **Cover B** would include financial bid.
- These two sealed covers (A&B) should be kept under an outer envelope (cover) for sending to APEDA office.

**NOTE: PLEASE NOTE THAT THE BIDS SHOULD QUOTED WITH TAX INCLUSION**

- A pre-bid meeting to explain the exact scope of the assignment and resolve the queries of the participating firms will be organized by APEDA if requested by the bidding agencies.

The bids received will be evaluated on the credential & experience of individual firm/lead firm, suitability of approach & methodology. The financial bid of only those bidders would be opened who score minimum 70% marks in the technical evaluation phase. Study will be awarded to the bidder with least financial quote (L1)

**Technical Evaluation Criteria (100 marks):**

<b>SN</b>	<b>Criterion</b>	<b>Marks</b>
1.	Presentation	<b>15</b>
2.	Understanding of TORs	<b>10</b>
3.	Approach and modalities suggested	<b>40</b>
4.	Financial stability of the firm (Provide last three years' audited financial statements viz. P&L and Balance sheets)	<b>15</b>
4.1	Average turnover in conducting feasibility studies Rs 25-50 lakhs	10
4.2	Average turnover in conducting feasibility studies Rs 51-100 lakhs	15
4.3	Average turnover in conducting feasibility studies Over 100 lakhs	20
5.	Experience in conducting similar feasibility studies during last three years (Provide self attested copies of work orders)	<b>10</b>
4.1	One study	5
4.2	More than one study	10
5.	Experience of Key personnel who would be involved in conducting the study	<b>10</b>
6.	Experience of working with State/Central Government agencies	0
	Total	<b>100</b>

**Payment schedule:**

<b>SN</b>	<b>Milestone</b>	<b>Payment (as % of total cost)</b>
<b>1</b>	Contract sign off & mobilization advance against Bank Guarantee which should remain valid till the completion of the study and acceptance by APEDA	<b>50</b>
<b>2</b>	Submission of Draft report submission & presentation	<b>30</b>
<b>3</b>	Final report submission	<b>20</b>

For further clarification please contact:

General Manager (Infrastructure)  
 APEDA  
 NCUI Building 3, Siri Institutional Area,  
 August Kranti Marg, New Delhi - 110 016,  
**Phone:** 91-11-26513204, 26514572, 26534186

### Application format

Sl. No.	Particulars	Details																																													
1.	Name of the agency																																														
2.	Address																																														
3.	Name of the Chief Executive																																														
4.	Understanding of the TOR																																														
5.	Financial stability of the agency																																														
6.	Experience of the agency in conducting agriculture related study	<p><b>Rs 25-50 lakhs :</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Sn</th> <th style="width: 60%;">Title of study and cost</th> <th style="width: 30%;">Agency for which conducted</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table> <p><b>Rs 51-100 lakhs :</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Sn</th> <th style="width: 60%;">Title of study and cost</th> <th style="width: 30%;">Agency for which conducted</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table> <p><b>Above Rs 100 lakhs :</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Sn</th> <th style="width: 60%;">Title of study and cost</th> <th style="width: 30%;">Agency for which conducted</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Sn	Title of study and cost	Agency for which conducted													Sn	Title of study and cost	Agency for which conducted													Sn	Title of study and cost	Agency for which conducted												
Sn	Title of study and cost	Agency for which conducted																																													
Sn	Title of study and cost	Agency for which conducted																																													
Sn	Title of study and cost	Agency for which conducted																																													

Sl. No.	Particulars	Details
8.	Experience of the team leader	
9.	Details of EMD	

Date :

(Signature of the Authorized Signatory with Company Seal)

## Annexure

<b>Sr.No</b>	<b>Eligibility Criterion</b>	<b>Does the applicant meet the criterion</b>
1.	A registered consulting firm with minimum 5 years of experience in providing consultancy services in the field of market research, monitoring and evaluating studies, infrastructure development in PPP mode with demonstrated experience in food and agribusiness domain	
2.	Annual turnover of at least INR 5 crores during each of the last three years available	
3.	Individual firm/lead firm should have national / international experience in audit of infrastructure projects. Individual firm/lead firm should have national / international experience in audit of food value chains	
4.	National/international experience in providing consultancy services for formulation of vision/strategy for Governments (National or State Governments) in development of agriculture/food processing	
5.	Conducted at last 3 studies for the Government of India including State Governments or Central Governments Organizations in the development of agriculture/industrial infrastructure in last 5 years	