

Date: 14/05/2016

**TERMS OF REFERENCE FOR THE PROPOSED STUDY ON
EXPORT ORIENTED INTEGRATED INFRASTRUCTURE FOR AGRICULTURAL
PRODUCTS FROM INDIA**

Background: With the objective of increasing export of horticulture through improvement in quality and shelf life, APEDA has been actively involved in creation of export oriented integrated common infrastructure facilities through Central/State Government PSUs/Agencies/Departments. In view of the fact that there are states with potential for export of agricultural and value added processed food products provided appropriate infrastructure facilities for common use are developed.

In the backdrop of above facts, APEDA proposes to get a comprehensive study conducted in the states of (a) Andhra Pradesh, Telangana, Kerala, Chhatisgarh (One study) (b) UP, Uttarakhand, Bihar and Jharkhand (One study) (c) Rajasthan, MP, Odisha and West Bengal (one study) to identify the areas / locations with abundant production/surplus of export worthy products and potential for value addition of raw produce, the current level infrastructure facilities available and the gaps that need to be addressed to fulfill the potential for exports.

The terms of reference for the proposed study are given below:

1. Through collection of statistical information of potential produce from reliable and authentic sources, assess the levels of surplus for export as raw commodities and their value added products.
2. Based on the information draw inferences about the potential areas/locations where possibilities exist for generation of common export oriented infrastructure.
3. Assess the specifics about the number of farmers / progressive farmers, through interaction with State Government officials/departments/agencies in the identified locations.
4. Assess the possibilities of development of production clusters in the identified locations to cater to the proposed infrastructure facilities for export purposes.

5. Assess the level of support to farmers extended by the State Government in terms of agronomic practices
6. Assess the status of backward linkages in the existing infrastructure facilities and the possibilities of extending these linkages to the proposed infrastructure facilities.
7. Assess the export logistics existing in the identified locations such as road conditions , distances to nearest / other exit ports
8. Assess objectively the difficulties being faced by stakeholders such as farmers, traders, exporters, processing units in exports and identify the areas which need to be addressed at various levels so that the proposed infrastructure facilities can function effectively.
9. Assess the incentives available for export of raw/processed/value added produce from the identified locations and the procedural formalities in availing these incentives.
10. Assess the capabilities in terms skills, knowledge and capability of the likely implementing agencies in the concerned states.
11. Assess the need for capacity building for such implementing agencies ahead of the proposals being generated for common infrastructure facilities.
12. Assess the specific product based infrastructure facilities to be set up , their size especially with a view of economies of scale and remaining commercially viable for a longer term.
13. Assess the financial stability of the like implementing agencies and their performance in setting up/maintaining/running existing infrastructure facilities.
14. Assess the inclination of the likely implementing agencies in executing project sin PPP mode
15. Suggest new infrastructure facilities keeping in view the existing APEDA supported or otherwise infrastructure available.

Timeline for the study: 4 months

1. A registered consulting firm/consortia, with minimum 5 years of experience (individual firm/lead firm) in providing consultancy services in the field of market research, monitoring & evaluation studies, *infrastructure development in PPP mode with demonstrated experience in food & agribusiness domain* (**Please provide clear, legible copy of certificate of incorporation long with amendments if any, Authenticated copy of service tax registration certificate, PAN Card - The document must be marked as attachment to point 1 of Eligibility criteria**)

2. Individual firm/lead firm should have an average annual turnover of at least INR 5 Crores during each of the last three years. The turnover should include income from consultancy fee only. Details must be clearly provided in the following format **(The document must be marked as attachment to point 2 of Eligibility criteria)**

Year	Overall turnover (Rs Crores)	Turn over from consultancy fee (Rs Crores)	Of this studies/work done on infrastructure development in PPP mode in food and agribusiness domain
2013-14			
2014-15			
2015-16			

3. Individual firm/lead firm should have done at least **10** studies for the State and/ or Central Government or State/Central Government in the development of agriculture/ industrial infrastructure in last 5 years in the food and agriculture sector. The work order, completion status (completed in(year)/ongoing /to be completed by....(year) etc must be furnished with each study in sequential order **(The document must be marked as attachment to point 3 of Eligibility criteria)**

Year	Overall turnover (Rs Crores)	Turn over from consultancy fee (Rs)			
		No of studies	For State Govts	For Central Govt	For other agencies
2013-14					
2014-15					
2015-16					

Earnest Money Deposit (EMD): The bidding agencies will submit an EMD of INR 200,000. The EMD should be a Bank Guarantee prepared in favour of APEDA, New Delhi, valid for three months. The EMD will be refunded after the selection process is over. The agency qualifying the above criteria shall submit the bid in two separate covers as follows:

Submission of bid : The bid must be submitted essentially as follows

(a) **Cover A – Technical bid to be superscribed as “TECHNICAL BID FOR STUDY ON ASSESSMENT OF THE EFFECTIVENESS OF THE INFRASTRUCTURE CREATED WITH APEDA’S FUNDING SUPPORT AGAINST APEDA AD DATED 14th MAY, 2016”.** The technical bid must be accompanied by the application form given at **Annexure-1** and must be accompanied by documents supporting the eligibility criteria sequentially along with details of approach, methodology, work plan and team structure , detailed CVs of team members, milestone based timelines. Over and above, the Technical bid must be accompanied by last 3 years’ balance sheet / audited statement of accounts, Profit & Loss Account, along with a statement as follows

Year	Turn over-		NPV
	Rs	Cr	
	Overall	Consultancy fee	
2012-13			
2013-14			
2014-15			

Cover B–Financial bid to be superscribed as “Financial BID FOR STUDY ON ASSESSMENT OF THE EFFECTIVENESS OF THE INFRASTRUCTURE CREATED WITH APEDA’S FUNDING SUPPORT AGAINST APEDA AD DATED 14th MAY, 2016”. This Cover B would include financial bid which should be inclusive of taxes, if any. In case the financial bid does not specify taxes, it will be considered as tax inclusive financial bid onus of which shall lie with the bidder.

Main cover: The two sealed covers A and B shall be contained in an umbrella cover superscribed as “**BID FOR STUDY ON ASSESSMENT OF THE EFFECTIVENESS OF THE INFRASTRUCTURE CREATED WITH APEDA’S FUNDING SUPPORT AGAINST APEDA AD DATED 14th MAY, 2016**”.

Pre bid meeting :A pre-bid meeting to explain the exact scope of the assignment and resolve the queries of the prospective participating bidders will be organized on 9th June 2016 at 03:00 PM in the Conference Room, APEDA, 3rd Floor, NCUI Building 3, Siri Institutional Area, August Kranti Marg, New Delhi - 110 016

Timeline for receipt of bids: the bids should be submitted in APEDA, New Delhi by 05:00 PM on Friday the 17th June 2016.

Evaluation of bids received within the specified timeline:The bids received will be evaluated on the credential and experience of individual firm/lead firm in accordance with the criteria specified in this document.

The shortlisted bidders will be invited for technical presentation before a Committee constituted by APEDA for this purpose. Intimation in this regard will be emailed to the concerned bidders.

Criteria for qualifying bidders post technical presentation: The technical presentations will be graded on the basis of following marks structure by the Committee constituted for this purpose:

Technical Evaluation Criteria (50 marks):

SN	Criterion	Marks
1.	Presentation	10
2.	Approach and modalities/methodologies suggested	10
3.	Experience -upto(Years) 3-5 - 6 marks 6-8 - 7 marks 9-10 - 8 marks 11-15 - 9 marks 15 years onwards - 10 marks	10
4.	Average annual turnover from consultancy business during last 3 years upto (Rs. in crores) 1-3 - 6 marks 4-5 - 7 marks 6-8 - 8 marks 9-15 - 9 marks 15 onwards -10 marks	10
5.	Studies in the field of agriculture/infrastructure development upto (Number) 3-5 - 6 marks 6-8 - 7 marks 9-10 - 8 marks 11-15 - 9 marks 15 onwards -10 marks	10
	Total	50

Opening of financial bids: Financial bids of only those bidders would be opened who qualify the technical bid criteria as stated above and score minimum 70% of marks in the technical evaluation phase. Study will be awarded to the bidder with least financial quote (L1)

Payment schedule:

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

For further clarification please contact:

Director
APEDA
NCUI Building 3, Siri Institutional Area,
August Kranti Marg, New Delhi - 110 016,
Phone: 91-11-26513162, 26514572, 26534186

Annexure- Application format

Sl. No.	Particulars	Details			
1.	Name of the consultancy firm (Individual /lead)				
2.	Address				
3.	If application is for consortium mode, details of the consortium partner firm				
3.	Name of the Chief Executive of the individual/lead firm				
4.	Summary paragraph introducing the Understanding of the TOR on 150 words maximum				
5.	Financial stability of the individual/lead consultancy firm	Year	Turn over- Rs Cr	NPV	
			Overall	Consultancy fee	
		2012-13			
		2013-14			
		2014-15			
6.	Experience of the agency in conducting agriculture related study				
8.	Experience of the team leader				
9.	Details of EMD				

Date:

(Signature of the Authorized Signatory with Company Seal)