Ref. No. APEDA/203/2025-NER
Date: 16.11.2026

AGRICULTURAL AND PROCESSED FOOD PRODUCTS EXPORT DEVELOPMENT AUTHORITY
(APEDA)
(Ministry of Commerce and Industry, Government of India)
3rd Floor, NCUI Building, SIRI Institutional Area,
August Kranti Marg, New Delhi-110016

NOTICE INVITING TENDER "TO PREPARE STATE-SPECIFIC EXPORT STRATEGIES FOR ALL NORTH-EASTERN STATES IN CONSULTATION WITH THE RESPECTIVE STATE GOVERNMENTS AND CONCERNED STAKEHOLDERS"

1. Introduction:

The Agricultural and Processed Food Products Export Development Authority (APEDA) is a statutory body established by the Government of India under the Agricultural and Processed Food Products Export Development Authority Act passed by the Parliament in December 1985. The Act (2 of 1986) came into effect from 13th February 1986 by a notification issued in the Gazette of India: Extraordinary: Part-II [Sec. 3(ii): 13.2.1986]. The Authority replaced the Processed Food Export Promotion Council (PFEPC).

The mandate of APEDA as contained under Section 10(2) of the Act is the export promotion of its scheduled products.

1.1. About the Assignment:

APEDA, in consultation with the respective State Governments and other relevant stakeholders, intends to formulate State-specific Export Strategies for the North-Eastern States with the objective of strengthening and promoting the agricultural export ecosystem of the region. The proposed study aims to facilitate and support various stakeholders, including Farmer Producer Organisations (FPOs), start-ups, exporters, State Governments, food testing laboratories and other relevant entities, in developing, strengthening and expanding the agricultural export value chain. This initiative is envisaged to address existing challenges, leverage the region's agricultural potential and enhance the export competitiveness of the North-Eastern States, thereby facilitating increased exports of agricultural and processed food products from the region.

APEDA has identified five/six potential APEDA-scheduled products for each of the eight North-Eastern States. **(**Refer to Annexure-A**).** The present assignment is therefore intended to move beyond product identification and undertake an evidence-based diagnosis of the supply chain and export ecosystem for each identified product in its respective State.

The study shall identify the specific constraints that prevent these products from moving efficiently from farm to market and from market to export destination.

It shall translate the findings into implementable recommendations, including a sequenced action plan for each product in each State.
The study shall also examine how existing Central Government and State Government schemes, including agriculture, horticulture, food processing, infrastructure, logistics, MSME, credit and regional development programmes, can be converged with the Export Promotion Mission (EPM) and APEDA's export-promotion interventions.

2. Objectives:

The key objectives of the assignment are as follows:

1. Undertake a detailed baseline assessment of the five/six APEDA-identified products in each of the eight North-Eastern States, covering production, productivity, seasonality, area, quality, marketable surplus, aggregation and existing market channels. This shall include identification of key producers including Farmer Producer Organisations (FPOs), aggregators and other stakeholders involved in production.
2. Map the complete product-wise supply chain, State-wise, from input and farm production through aggregation, primary handling, grading, packhouse operations, storage, processing, packaging, transportation, border/port movement and delivery to the buyer.
3. To identify critical gaps in the supply chain at the Production Stage, Post-Harvest Processing related to infrastructure, capacity, training, extension support etc constraining exports from the region.
4. Assess the export readiness and competitiveness of each identified product, including exportable surplus, price, quality etc.
5. To analyse global trade trends, emerging and potential export markets, new product opportunities and identify key international importers and buyers dealing in each identified product.
6. Identify short term (immediate) and medium term (upto 3 years) strategies to address them. For this purpose interaction may be held with key stakeholders such as Ministry of Civil Aviation, Ministry of Railways, Ministry of Ports Shipping & Internal Waterways, CONCOR, AAI, Ministry of Road Transport and Highways etc
7. Map relevant Central Government, State Government and regional development schemes that could have a positive bearing on Agri exports such as USP projects of Ministry of DoNER, NHB schemes under MIDH, MoFPI's PMFME scheme, AIF and PKVY Schemes of MoA&FW etc and recommend a convergence framework with Export promotion Mission and APEDA's Bhartiya Krishi Niryat Yojna(BKNY), to recommend actionable export promotion strategies State wise, within timeframe of 5 years, for **5/6 high potential products** .
8. Prepare a consolidated NER report and eight State-wise PowerPoint action-plan decks using a standard, visually engaging and decision-oriented template. **(template to be presented during technical bid).**

3. Scope of Work:

The study will encompass the following areas:

3.1 Product Coverage:

APEDA has identified five/six **key potential products for each State. (**Refer to Annexure-A.**).** However, **the agency is open to identify and recommend additional potential products for export, from each State, which may be finalized after consultation and approval of APEDA**.

3.2 Product-Market Analysis:

(i) Compile and analyse the latest available data on area, production, productivity, seasonality, GI-tagged and niche products , farm-gate prices, marketable surplus, post-harvest losses, processing capacity and existing domestic and export trade of each identified product.

- Map the major production clusters and assess the entire supply chain, including production practices, aggregation, FPOs, collection centres, grading, packhouses, storage, processing, packaging, testing facilities and traceability. Identify gaps in infrastructure and institutional support.
- Assess transportation and export logistics, including road, rail and air connectivity, freight costs, transit time, access to ICDs, Land Customs Stations , and the role of FPOs, cooperatives, processors, exporters and private stakeholders in strengthening product-wise value chains.

(ii) Review of export trends (value, volume, destinations) over the past 5 years.

(iii) Identification of existing and potential high-growth markets and global importers who are dealing in APEDA scheduled products.

(iv) Identification of potential value-added product categories having high demand in export

3.3 Stakeholder Engagement:

(i) Consultations with producers, GI holders, FPOs, Cooperatives, exporters, industry associations, State departments, logistics providers and any other relevant stakeholder

(ii) Compilation of qualitative insights into on-ground challenges and opportunities.

3.4 Comparative Benchmarking:

i. Undertake a comparative assessment of the identified products of the North-Eastern States with similar products and established agricultural supply chains in other parts of mainland India to identify best practices, competitiveness gaps and opportunities for improvement. For instance comparison of NER rice with established rice-producing States like Haryana and premium varieties such as Basmati, Chilli with major producing States like Andhra Pradesh, and supply-chain models of export-oriented products such as mango,grapes and banana. The benchmarking shall cover production practices, productivity, quality standards, aggregation, post-harvest management, processing, infrastructure, logistics, branding and market linkages, with a view to identifying successful practices that can be adapted to strengthen the export competitiveness of the North-Eastern Region.

ii. Identify any distinctive features, unique characteristics or special attributes of the identified products that could be highlighted to develop their brand identity and promote them effectively in international markets.

3.5 Strategic Recommendations:

(i) Product-specific and market-specific export strategies.
(ii) Measures for branding, marketing, and promotion (e.g., GI tags, India branding).
(iii) Investment priorities for infrastructure, labs., and R&D.
(iv) Recommendations for policy support, training, and institutional capacity building.

4. Methodology:

The study should adopt a robust and evidence-based approach:

i. Secondary Research: Analysis of trade data (DGFT, ITC Trade Map, UN Comtrade etc)
ii. **Field Research and Stakeholder Consultation:** Conduct field visits and primary surveys across all eight North-Eastern States, namely Assam, Manipur, Arunachal Pradesh, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura. The agency shall ensure at least one physical, in-person stakeholder consultation in each State, involving relevant FPOs, cooperatives, farmers, exporters, processors, cold-chain and logistics providers, and concerned Central and State Government departments and institutions, including NAFED, NABARD, NCDC, IIE, State Universities, ICAR institutions and other relevant stakeholders.
iii. SWOT/GAP/Benchmark Analysis (Sector-wise and region-wise): Focused evaluations of value chain components and global comparisons, benchmarking: International best practices and competitive assessment.

*Note: The agency should inform APEDA HQ and Regional Office, Guwahati regarding their field visit at least a week before.

5. Deliverables and Timelines:

i. Inception Report: Detailing methodology, timelines, and initial observations (within 2 weeks).
ii. Draft Report and eight State-wise draft decks: Detailed analysis and draft recommendations (within 8 weeks).
iii. Final Report: Incorporating all feedback and policy briefs (within 16 weeks).
iv. Final State-wise PowerPoint decks: Eight editable PPT files, one for each State, using the approved common template and containing all identified products for that State.

All reports shall be submitted in editable MS Word and searchable PDF formats. All presentations shall be submitted in editable Microsoft PowerPoint format. Data tables and analytical trackers shall be submitted in editable Excel format. The agency shall provide all charts, maps and graphics in editable or reusable formats wherever practicable.

The study shall be completed within a period of Four (4) months from the date of award of the study.

6. Expected Outcomes:

(i) A clear roadmap for increasing the export value and volume of Agri products from NE states.
(ii) Strategy for export of key products and destinations for focused promotion.
(iii) Programmatic recommendations as per scope of work.

7. Eligibility for Submission of Bids:

7.1 Professional Consulting Agencies/ research organisation/ academic institution, which are in existence for last five financial years and more and meeting the following criteria in execution of the similar type of studies- policy research, export market studies and possessing sound financials, may participate in the bid process.

7.2 The details of the agency like Name, address, GST Registration No., PAN, Turnover (from consultancy operations) for the last five financial years, Number of the Studies conducted in the desired field, are to be mentioned as per proforma at Annexure-1, along with copies of supporting documents.

S.No.	Eligibility Criteria
7.2.1	The agency should have earned annual turnover of Rs. 2, 00, 00,000/- (Rs. Two Crores) during any three years out of last five years from similar type of consultancy operations. The turnover shall be in the name of applicant organizations only and not in the name of group/ sister organizations. (A certificate as per Annexure-2, shall be submitted as supporting document.)
7.2.2	The agency should have carried out a minimum of three assignments of similar types for Government Departments/ International agencies during last five years. (Please attach references for such assignments)
7.2.3	The Consulting firm should not have been blacklisted by any Government Organisation. A Declaration, as per Annexure-3, shall be submitted.
7.2.4	The agency shall have a multidisciplinary team including agri-export specialists, economists, scientists and statisticians. The agency shall submits CVs of the team leader and members of the team.
7.2.5	The Team Leader should be (a) Doctorate/ MBA or Post-Graduation in Agriculture/Horticulture/Agri Business Management/relevant field and possessing a minimum experience of 10 years in the required field.
7.2.6	The Team Associate/ Member should be Post Graduate in Horticulture/ Agriculture/ Economics/ International Business/ Statistics having specialization in analysis of trade data.

7.3 Application cum Processing Fee, EMD and Performance Security:

7.3.1 The Application cum Processing Fee, and Earnest Money Deposit (EMD) must be submitted with the Technical Bid as follows:

(i) A non-refundable Application cum Processing Fee of Rs.10,000/- plus GST @ 18%=Rs.1,800/-total Rs.11,800/-(Rupees Eleven Thousand

Eight- Hundred) in the form of a Demand Draft (DD) drawn in favour of "APEDA" payable at New Delhi.

(ii) Interest-free Earnest Money Deposit (EMD) in the form of DD for Rs. 2,00,000/-(Rupees Two Lakh) drawn in favor of "APEDA" payable at New Delhi. The EMD received from unsuccessful bidder will be returned after the selection process is complete. The EMD received from successful bidder will be processed as per Para 7.3.4.

7.3.2 Exemption from submission of EMD to NSIC and MSME registered agency will be applicable as per Government rules.

7.3.3 No exemption from submission of Performance Security shall be admissible to the NSIC and MSME registered organizations, as per Government rules.

7.3.4 Performance Security @ five per cent (5%) of the value of the contract or Rs. 1,00,000/- (Rs. One Lakh) whichever is higher, shall be deposited by the agency selected. Hence, the EMD of Rs. 1,00,000/- (Rs. One Lakh) received from selected agency will be adjusted towards Performance Security. In case, 5% of the bid value works out to be more than Rs. 1.00 Lakh, the agency shall deposit the additional amount over & above Rs. One Lakh in the form of DD in favour of APEDA. Both the amounts taken together shall be treated as Performance Security. The amount of Performance Security shall be refunded after completion of all contractual obligations.

8. Selection procedure:

8.1 The selection procedure involves pre-bid meeting, evaluation of bid documents received, making presentation by the agencies before the selection committee and on the basis of marks of documents and presentation, opening of financial bids to prepare a score sheet of bidding agencies and declaration of successful agency.

8.2 The minutes of the pre bid meeting shall be posted on the APEDA website. The bidders are advised to wait for minutes for submission of their bid.

8.3 Evaluation of Bids:

8.3.1 A Committee in APEDA will carry out a preliminary screening of the documents received and shortlist the bidder agencies fulfilling the prescribed eligibility criteria. The short-listed agencies will be required to make technical presentation before the selection committee.

8.3.2 The evaluation of bids will be made in two stages: first-Technical evaluation, and second opening of Financial bid.

8.3.3 For technical evaluation of bids, a presentation will be held on the date and time specified by APEDA, before the Selection Committee in the presence of the bidders or their authorized representatives.

8.3.4 The marks of the presentation will be awarded for the credentials in the following areas:

S.No.	Areas	Max Marks

(i)	Concept and Methodology for carrying out the assignment highlighting understanding of the assignment, Work Plan, and the strengths possessed by the agency including back-end support for the same.	40
(ii)	Template for State Wise decks: Action plan	10
(ii)	Experience in conducting similar type of studies during last three years at national/ international level for Government of India / International Organizations. (Each completed project will be awarded 2 marks. However, maximum marks will be 10.)	10
(iii)	**Team Composition** 1. Experience of Team Leader in conducting studies in the field of Agriculture/Horticulture/Agri Business and the team composition along with their experience relevant to the assignment.	10

The marking will be done on all the presentations. The bidders who secure minimum 70% marks (49 out of 70 marks) in technical presentations, will be short listed and only their financial bids shall then be opened. Financial bid shall carry a maximum of 30 marks.

8.4 The selection shall be made on Quality and Cost based Selection (QCBS) method. The marking on Financial Bids, under Quality and Cost Based Selection (QCBS) method, will be as per the following method:

L1=30 marks
L2=30 XL1(the cost quoted byL1)/L2(thecostquotedbyL2) and in similar fashion for L3, L4 etc. (depending on no. of parties).

8.5 After the marks on financial bids are calculated, the marks of technical presentation and financial bids will be added up and the bidder scoring highest aggregate marks will stand selected.

8.6 Selection Committee reserves the right to withdraw the announcement, accept or reject any or all the bids at any time prior to award of contract/order, without assigning any reasons and without incurrence of any liability on APEDA. APEDA also reserves the right to negotiate the prices with the selected agencies to bring down the prices or add more facilities.

9. Force-Majeure:

If at any time, during the continuance of this contract, the performance in whole or in part, by either party, of any obligation under this is prevented or delayed, by reason of war, or hostility, acts of the public enemy, civic commotion, sabotage, Act of State or direction from Statutory Authority, Explosion, Epidemic, Pandemic, Quarantine restriction, Strikes and Lockouts (as are not limited to the establishments and facilities of the contractor), fire, floods, natural calamities for any act of GOD (hereinafter referred to as EVENT), provided notice of happenings of any such EVENT is given by the affected party to the other, within 15 Calendar days from the date of occurrence thereof, neither party shall, by reason of such event, be entitled to terminate the contract, nor shall either party have any such claims for damages against the other, in respect of such non-performance or delay in performance provided the contract shall be resumed as soon as

practicable, after such EVENT comes to an end or ceases to exist. The decision of the Chairman, APEDA as to whether the service may be so resumed (and the time frame within which the service may be resumed) or not, shall be final and conclusive, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 30 days either party may, at his option terminate the contract.

10. Arbitration:

a. All matters of dispute arising out of this tender shall be governed by Indian law and subject to Court jurisdiction in New Delhi only.
b. In case of any dispute, both the parties shall make all efforts to resolve by way of conciliation process.
c. In the event of any doubt, question, dispute, or difference arising under the agreement in connection therewith (except as to matters, the decision to which is specifically provided under this agreement) remains unresolved, the same shall be referred to sole arbitration to be appointed by the Chairman, APEDA in accordance with the Arbitration and Conciliation Act, 1996 and the decision given shall be binding on the parties.
d. The provisions of Indian Arbitration & Conciliation Act 1996 (as amended from time to time) shall apply on both the parties. The venue of the arbitration proceeding shall be the office of APEDA or such other place as the Chairman, APEDA may decide. Upon any and every reference as aforesaid, the assessment of costs and incidental expenses in the proceedings for the award shall be at the discretion of the Chairman, APEDA.
e. The fee payable to the Arbitrator shall be paid equally by both the parties. The language used in the arbitral proceedings shall be English.

11. Indemnity:

Agency shall indemnify, defend and hold APEDA and its officers/officials harmless against any and all proceedings, actions, losses, damages, expenses, costs and third-party claims whatsoever whether financial or otherwise, including liability for payment of contributions dues to EPFO/ESIC/Govt. Departments/Local Bodies/Statutory Authorities etc. which APEDA may sustain, incur, suffer or be exposed to at any time during the subsistence of the Contract and subsequent thereto relating to the period of Contract, arising out of a breach by the Agency, its sub-contractors, sub-agents, employees, etc. of any of its obligations under the Contract.

12. Intellectual Property Rights:

a. APEDA's name/logo/other IPRs shall be the sole and exclusive property of APEDA only. For any misuse/misrepresentation/unauthorized use of APEDA's name/logo/IPRs by the Agency and/or their sub-agents/sub-contractors/employees etc., the Agency shall be held solely responsible.
b. APEDA shall not be responsible for any harm or loss caused to any third party because of any such misuse/misrepresentation/unauthorized use of APEDA's name/logo/IPRs.
c. Agency shall indemnify APEDA against any misuse /misrepresentation/ unauthorized use of APEDA's name/logo/IPRS and/or any claim(s) relating to infringement of any intellectual property rights committed by them/their sub-agents/sub- contractors/employees. etc.

d. APEDA shall take necessary legal and other remedial actions, as deemed fit, for such violations. APEDA shall take necessary legal and other remedial actions, as deemed fit, for such violations.

13. Terms of payment:

The payment shall be released after depositing of Performance Security. The payment shall be released as follows:

a. On award of Study..... 30%
b. On submission of first Draft Report..... 40%
c. On approval of draft Report.....30%.

14. Performance Assurance:

If performance of the agency is less in any of the deliverances as per the scope of work, then a part of the total bid value will be retained by APEDA, proportionately to the extent of performance, at the time of final payment. Decision of APEDA shall be final in this regard.

15. Guidelines for Submission of Bids:

i. Conditional bids are not allowed and shall be rejected summarily.
ii. Any misrepresentation of facts/ withdrawals of bids will lead to forfeiture of EMD.
iii. The bidding agency shall bear the cost on preparation and submission of bid documents.
iv. Each page of the bid document is to be signed by the authorized signatory before submission to APEDA. Authorization letter in favour of the signatory is to be enclosed with Annexure-1.
v. The name of the Bidding Agency must be clearly written with full address, Tel: nos., and Email on all Envelopes.
vi. No modification or substitution of the submitted bid shall be allowed. An applicant may withdraw his application after submission, provided that written notice of the withdrawal is received by APEDA before the end of the time for submission of applications. In case an applicant wants to resubmit his application, he shall submit a fresh application following all the applicable conditions by the stipulated date.
vii. Bids received after the last date of submission of application shall not be considered under any circumstances. Bids received through email shall also not be considered.
viii. The duly completed bids are to be submitted in four envelopes as per the following procedure:

a. Envelope -I: This envelope will contain the following documents:

i. Demand draft of Rs. 11800/- (Rs. Eleven Thousand Eight Hundred) including GST in favor of APEDA, payable at New Delhi as Application cum Processing Fee.
ii. Demand Draft of Rs.2,00,000/- (Rupees Two Lakhs) in favor of APEDA, payable at New Delhi as Interest-free Earnest Money Deposit (EMD),

The envelope should be sealed and marked as “Application-cum-Processing Fee and EMD for “Study to identify State-specific export strategies for all North-Eastern States, in consultation with the respective State Governments and concerned stakeholders”

b. Envelope-II: - This envelope will contain the following documents:

i. Annexure1-(Duly filled in) and supporting documents.
ii. Annexure-2-CACertificate
iii. Annexure-3-NotBlack-listedDeclaration

This envelope should be sealed and super-scribed as TECHNICAL BID for a Study to identify State-specific export strategies for all North-Eastern States, in consultation with the respective State Governments and concerned stakeholders".

c. Envelope- iii: -This envelope will contain Annexure-4 (**Financial Bid**)

The envelope should be sealed and super-scribed as "FINANCIAL BID for a Study to identify State-specific export strategies for all North-Eastern States, in consultation with the respective State Governments and concerned stakeholders"

d. Envelope IV: -Master Envelope: Envelopes I & II & III should be kept inside this Envelope and again sealed. This Master Envelope should be super- scribed as:

"TECHNICAL BID for a Study to identify State-specific export strategies for all North-Eastern States, in consultation with the respective State Governments and concerned stakeholders" and shall be submitted at the following address:

The Secretary
Agricultural and Processed Food Products Export Development Authority (APEDA)
3rd- 4th Floor, NCUI Building, August Kranti Marg, New Delhi - 110 016.

<u>Important Dates</u>:

1. **Pre bid Meeting will be held on the 20th of November 2026 (Friday) at 3:00 PM in the Conference Room of APEDA, New Delhi.**
2. **Last date for submission of bids is the 30th of November 2026 (Monday) (up to 5:00 PM)**

Annexure: A

List of Potential Products from NE States

S. No.	State	Name of the Products
1.	Arunachal Pradesh	i. Kiwi ii. Mandarin/ Arunachal Orange iii. Ginger iv. Fruit wines i. Organic products (Turmeric) & value-added products of above products
2.	Assam	ii. Rice (Joha Rice, Black Rice, Red Rice, Magic rice, sticky rice) iii. Assam Lemon (Kaji Nemu) iv. Pineapple v. Ginger vi. Organic products (Turmeric, Tea) & value-added products of above products
3.	Manipur	i. Rice (Chak-Hao-Black Rice, sticky rice) ii. Pineapple iii. Ginger iv. Citrus (Kachai Lemon, Tamenglong orange) v. Organic products (Turmeric) & value-added products of above products)
4.	Meghalaya	i. Pineapple ii. Ginger iii. Processed products (fruit wines, processed pineapple) iv. Honey v. Organic products (Lakadong turmeric, tea) & value added products of above products
5.	Mizoram	i. Mizo Ginger ii. Mizo Chilli iii. Pineapple iv. Floriculture (Anthurium) v. Organic products (turmeric) & value added products of above products)
6.	Nagaland	i. Ginger ii. Pineapple iii. Raja Mircha (King chilli) iv. Millets v. Kidney beans/Rajmah vi. Organic products (coffee, turmeric, large cardamom) & value added products of above products
7.	Sikkim	i. Buckwheat ii. Ginger iii. Dalle Khursani (cherry pepper) iv. Floriculture (Orchids) v. Organic products (turmeric, Large Cardamom, tea) & value added products of above products
8.	Tripura	i. Rice (Kali Khasa, Harinarayan, sticky rice, Maimi Hanga Black Rice) ii. Queen Pineapple i. Ginger & Jackfruit ii. Citrus (Scented lemon, Satkora) iii. Organic products (turmeric) & value added products of above products

Note: The agency may also recommend additional potential products for export from each State, in consultation with the respective State Governments. Such products may be included in the scope of the study, subject to consultation with and approval of APEDA.

Annexure-1

TECHNICAL BID FOR STUDY TO IDENTIFY STATE-SPECIFIC EXPORT STRATEGIES FOR ALL NORTH-EASTERN STATES, IN CONSULTATION WITH THE RESPECTIVE STATE GOVERNMENTS AND CONCERNED STAKEHOLDERS

Details of Agency

S. No.	Particulars	Details	Page no.
1	Name of the Agency		
2	Address as per GST Registration (please attach documents)		
3	Name, designation and contact details of authorized signatory including email id and mobile/ telephone no. (Please attach Authorization Letter)		
4	Details of Registration /AOA & MOA (Please Attach copy)		
5	GST Certificate of Bidding Agency (Please Attach copy)		
6	Pan Card of Bidding Agency (Please Attach copy)		
7	i. Detailed Profile of the Agency ii. CV of Team Leader iii. CV of Team Associate/Member		
8	Details of Demand Draft for Non- Refundable Application cum Processing Fee of Rs. 11,800/-(Rupees Eleven Thousand Eight Hundred)		
9	Details of Demand Draft for Interest-free Earnest Money Deposit "EMD" for Rs.1,00,000/-(Rupees One Lakh) in favour of APEDA, New Delhi.		
10	"Certificate for exemption from submission of EMD issued by NSIC and MSME (Please attach a self-certified copy)		
11	CA Certificate (Please attach duly filled in Annexure-2)		
12	Declaration that the agency has not been blacklisted by any Government organization. (Please attach duly filled in Annexure-3)		
13	**Turnover Details**	**Year**	**Turnover**

	Average Annual turnover Rs. 3,00,00,000/-(Rs. Three Crores) from similar type of consultancy services. The turnover shall be in the name of applicant organisation only and not that of group/ sister organisations. (Please attach CA certificate as per Annexure- 2)	2021-22	
		2022-23	
		2023-24	
		2024-25	
14	**Experience Details** (Please attach copies of Work Orders for execution of similar type of assignments	**Year**	**Work Orders**
		2021-22	
		2022-23	
		2023-24	
		2024-25	
		2025-26	

List of Enclosures:
Declaration

I hereby declare and confirm that all the information provided above is true and nothing has been concealed.
I agree to abide by the terms and conditions mentioned in the bid document.
I understand that if at any time, I am found to have concealed/distorted any material information or done any act or omission against the interest of APEDA, my contract shall be summarily terminated without any notice to me.
I am authorised to sign all the documents on behalf of the firm/agency.

Signature of Authorized Signatory

(Name of Authorized Signatory)
Designation

E-mail id:
Contact No.
Seal of the agency

Annexure-2

Proforma for CA Certificate

I/We, Proprietor /Partner /Director of (Name of CA Firm) do hereby confirm that M/s. _____(Bidder), a Proprietorship / P a r t n e r s h i p / Company having its registered office at , having PAN _____and GST No._____which is valid from_____(copy attached) and hereby declare and affirm as under:

1. That the Consulting Firm is in existence from (date).
2. That the details of the turnover from Consultancy Services (on the basis of the financial statements of the entity) are as follows:

S. No.	Financial Year	No. of assignments executed	Name of the Organization	Turnover (in Rs.)
1	**2021-22**			
2	**2022-23**			
3	**2023-24**			
4	**2024-25**			
5	**2025-26**			

3. That the above work was obtained in the consultancy firm's own name and the billing /payment was collected in the entity's own bank account.

Declaration

I have independently verified the above-mentioned details with books of accounts, 26AS statements, GST Returns and found them to be true and correct

Counter-signed: **Signature:**

Signature of Authorized Signatory
Name of Authorized Signatory Proprietor / Partner/ Director Company Seal

Name and designation UDIN
Seal of CA firm

Annexure: 3

(on the Letter Head of the Agency)

To
The Secretary,
APEDA,
NewDelhi-110016

Subject: Declaration for not being Blacklisted

Madam,

With reference to the bid on the subject cited above, dated……I, …… (Name and designation of the Authorised Signatory) hereby declare and confirm that … (Name of the Agency) has not been black-listed or declared as ineligible by the Central Government/ State Government / Public Sector Undertaking from participating in future bids due to unsatisfactory performance, corrupt, fraudulent or any unethical business practices or any other reasons, as on the date of submission of the bid.

Signature
(Name of authorized Signatory) Designation:
Seal of the Agency:

Annexure :4

FINANCIAL BID FOR STUDY TO IDENTIFY STATE-SPECIFIC EXPORT STRATEGIES FOR ALL NORTH-EASTERN STATES, IN CONSULTATION WITH RESPECTIVE STATE GOVERNMENTS AND CONCERNED STAKEHOLDERS.

To
The Secretary,
APEDA,
NewDelhi-110016

Sir,
We, M/s. (Name of the firm) offer to undertake **"**" in accordance with the bid notice. Our Financial Bid against the Scope of Work is submitted hereunder

Sr. No.	Activity/Component	Amount In Rs.
1	**Cost for completing the assignment as per the Scope of Work detailed in Clause 3 to 5 of the document including:** a. **expenditure on Professional Fees,** b. **Travelling Expenses,** c. **Data Collection** d. **Report Preparation** e. **Any other**	
2	**Amount of Applicable taxes**	
3	**Total Amount (with taxes)**	

Total Amount in words: Rupees….

I understand that no expenditure other than mentioned above shall be admissible for the study.

Signature of Authorized Signatory
(Name of Authorized Signatory)

Designation Seal of the agency