

SEEKING/EXPRESSION OF INTEREST (EOI) FOR APPOINTMENT OF PROGRAM MANAGEMENT AGENCY (PMA) FOR ESTABLISHMENT OF COMMON INFRASTRUCTURE PROJECTS UNDER THE XII PLAN SCHEME OF APEDA "AGRICULTURE EXPORT PROMOTION PLAN SCHEME OF APEDA-- SCHEME COMPONENT INFRASTRUCTURE DEVELOPMENT"

APEDA extends financial assistance under its XII Plan scheme entitled "Agriculture Export Promotion Plan Scheme of APEDA" to Public Sector undertakings under the following components :

Infrastructure Development: Assistance to the tune of 90% of eligible cost is extended to State Government Agencies and PSUs for setting up common infrastructure facilities like Centres for Perishable Cargo (CPC), integrated Post harvest handling facilities, Vapour Heat Treatment facilities/ irradiation facilities, electron beam facilities etc.

APEDA intends to invite Expression of Interest (EOI) in the form of eligibility - techno bid from interested and technically qualified agencies for engagement as Program Management Agency (PMA) for implementation of the above mentioned Common Infrastructure Projects. One or more agency may be selected /appointed by the APEDA as Program Management Agency on the basis of the EoIs received.

Brief background of the scheme, Role of PMA and the detailed procedure for submission of EOI has been given at **Annexure – I**, The prescribed format for submission of EOI is at **Annexure –II**. Draft Memorandum of Agreement (MoA) is at **Annexure – III**, which is to be executed by the successful bidder after selection.

The EOI must be accompanied with a refundable Earnest Money Deposit (EDM) of Rs. 5.00 lakh (Rupees Five Lakh Only) separately in the form of Demand Draft drawn in favour of APEDA, New Delhi", payable at New Delhi.

The selection would be done on the basis of Combined Eligibility Cum Technical Based System (CECTBS). The details of the schemes, the eligibility /evaluation criteria may be seen at the APEDA's website www.apeda.gov.in captioned as **(Seeking Proposals / Expression Of Interest (EOI) For Appointment Of PMA For Implementation Of Common Infrastructure Projects Under The XII Plan Scheme Agriculture Export Promotion Plan Scheme Of APEDA-- Scheme Component Infrastructure Development**

The proposal /EOIs should be addressed to General Manager (Infrastructure) APEDA. The complete proposals /EOIs should reach on or before 07/06/2015, at 03.00 p.m.

For any further details , undersigned may be contacted.

Annexure – I

Notice for Inviting Expression of Interest for engagement of Program Management Agency to assist APEDA in implementation of Common Infrastructure Projects.

APEDA extends financial assistance under its XII Plan scheme entitled "Agriculture Export Promotion Plan Scheme of APEDA" to State Govt. agencies and Public Sector undertakings under the following components :

1. Introduction.

The inadequacy of post harvest infrastructure facilities which result in huge inefficiencies and wastages has persistently been identified as a major constraint in boosting export of perishable products from the country. APEDA has been actively involved in creation of infrastructure for agriculture produce to improve quality and value addition of produce and to achieve optimum shelf life resulting into increased quality exports of Indian agriculture produce. Recently, major focus has been laid to encompass setting up of processing units for horticulture produce and also strengthen the logistics infrastructure.

1.1 Setting up of Infrastructure for Common Use

Under its Financial Assistance Schemes, APEDA provides 90% assistance of the eligible project cost to State Government Agencies for setting up of common infrastructure facilities such as integrated pack houses having cold storage facilities along with material handling; Centre for Perishable Cargo at airports; infrastructure at seaports, ICDs, Land Custom Stations, Processing Units, Testing Laboratories, etc. for common use by exporters for exports of agriculture products.

1.2 Infrastructure Set up by private exporters

Financial Assistance as subsidy is extended to private exporters for purchase of specialised transport units; setting up of intermediate storage; setting up of mechanized handling facilities such as sorting grading, washing, waxing, ripening, packing, palletisation, pre cooling, cold storage, pre-shipment treatment such as fumigation, x-ray screening, hot water dip, vapour heat treatment, Irradiation etc., cable cars for banana, Vapour Heat Treatment, ETP, specialized storage facilities such as CA, MA, etc.

Details of the financial assistance schemes of APEDA can be accessed from our website www.apeda.gov.in

2. Terms of Reference (TOR) / Scope of Work

The PMA should be a reputed Pan Indian Institution with extensive experience in project development, management, financing, implementation and monitoring of cluster Development Infrastructure Projects.

The PMA shall perform the following functions to assist APEDA in the implementation of the Scheme :-

- i. To assist APEDA in organizing workshops/ media campaigns aimed at sensitizing the potential stakeholders about the scheme.
- ii. To assist APEDA in inviting Expression of Interest and preparation of bid documents for projects under the Scheme.
- iii. To assist APEDA in selection of project through evaluation /appraisal of techno –feasibility reports and DPRs submitted for Common Infrastructure Projects. Appraisal of the DPRs will include examination of financial viability and sustainability of ownership & Management structure of the projects.
- iv. To assist in the evaluation of any amendments to the project /DPRs.
- v. To assist the SPVs in achieving financial closure and obtaining necessary clearances from various authorities for the Project.
- vi. To assist APEDA in release of the grant under the Scheme.
- vii. To monitor and report the progress of the Common Infrastructure Projects to APEDA.
- viii. To ensure implementation of the project, its commissioning and its operation.
- ix. To maintain and update the database of the projects on monthly basis in the software decided by APEDA.
- x. Any other assignment for overall improvement of the Scheme and its implementation.

3. Eligibility Criteria

The agencies intending to bid for appointment as PMA shall fulfill the following pre-qualification criteria :-

- a) Shall be an institution consulting Firm/Company which has minimum five years experience in conducting feasibility study, development implementation and monitoring of similar projects successfully.
- b) Should have presence in at –least 3 states.
- c) Should be willing and capable of staying on with the implementation of the project till its completion i.e. from concept to commissioning.

- d) Should have an average annual turnover of at least Rs. 10 Crores during each of the last three financial years.
- e) Should have executed at least five similar cluster based infrastructure development project of at least Rs. 10 crores each in last five years.
- f) Should preferable have the experience of establishing backward linkages in implementation of such projects.
- g) Should not be blacklisted or debarred by any government Ministries / Department.

4. Bidding procedure

The agency qualifying the above criterion shall submit the bids in two separate Envelopes. One Envelope would contain the eligibility Bid i.e. documents in support of the eligibility conditions as mentioned above as per point– 3 above. The other Envelope would contain the Technical Bid in support of the Technical Criteria.

The Format for submission of Eligibility Bid and Technical Bids has been given in Annexure – II- A,B & C

5. EMD & Submission of Bids

The applicants shall submit their EOI in prescribed Format along with a Demand Draft of Rs. 5,00,000/- (Rupees Five Lakhs only) in favour of APEDA New Delhi as bid document Processing Charges. Eligibility and Technical bids shall be submitted in two separate sealed envelopes: one clearly marked "Expression of Interest for Program Management Agency (PMA) for Common Infrastructure Projects – Eligibility Proposal" and the other clearly marked " Expression of Interest for Program Management Agency (PMA) for Common Infrastructure Projects– Technical Proposal" The two envelopes should be enclosed in a large cover superscribed as "EOI for Program Management Agency (PMA) for Common Infrastructure Projects".

APEDA will provide half percent commission of the grant approved of the project, which will include all expenses like travel accommodation, out-of-pocket expenses, service tax or any other statutory levies etc.

Every sheet and all forms compete in all respect shall be signed by the person/persons duly authorized to sign on behalf of the applicants. Any/all corrections made in the offer shall be duly authenticated by the signature of the authorized signatory.

6. Evaluation of Bids: -

Based on an evaluation of the Eligibility Proposal Bid, the short listed bidders will be called for technical presentation. The Technical Bid will be evaluated on a scale of 100. The comparative weightage for each activity of Technical Bid would be as below:

S.N	Evaluation Criteria	Weightage (total marks – 100)															
1.	Past experience of the firm	60%															
1.1	Number of years of experience for infrastructure projects	20%															
1.2	Experience of providing advisory services for Common Infrastructure Projects in agriculture sector /industrial/parks /AEZs	20%															
1.3	Experience of providing transaction/procurement management assistance to Central of State government or PSUs for projects of more than INR 10 crore	20%															
1.4	Experience of providing assistance in successful implementation of Common Infrastructure Projects with at least INR 10 crore project cost.	20%															
1.5	Experience of managing multi-disciplinary teams for providing assistance to large projects of Central for State Government of PSUs with project fee of at least INR 1 crore for each project	20%															
2.	Experience of Key Personnel*	25%															
	<table border="1"> <thead> <tr> <th>Position</th> <th>Experience</th> <th>Qualification</th> </tr> </thead> <tbody> <tr> <td>Team Leader</td> <td>Professional/Sectors/Specialist with 15 years experience</td> <td>MBA/CA or ICWA/Post Graduate in any discipline</td> </tr> <tr> <td rowspan="3">Team Members</td> <td>Chartered Accountant with 5 years professional experience</td> <td>C.A</td> </tr> <tr> <td>Civil/Mechanical Engineer with 5 years professional experience</td> <td>B.Tech/M.Tech</td> </tr> <tr> <td>Expertise in implementation and commissioning of Common Infrastructure</td> <td>B. Tech (Food Technology)/M.Sc (Food</td> </tr> </tbody> </table>	Position	Experience	Qualification	Team Leader	Professional/Sectors/Specialist with 15 years experience	MBA/CA or ICWA/Post Graduate in any discipline	Team Members	Chartered Accountant with 5 years professional experience	C.A	Civil/Mechanical Engineer with 5 years professional experience	B.Tech/M.Tech	Expertise in implementation and commissioning of Common Infrastructure	B. Tech (Food Technology)/M.Sc (Food	<table border="1"> <tbody> <tr> <td>20%</td> </tr> <tr> <td>80%</td> </tr> </tbody> </table>	20%	80%
Position	Experience	Qualification															
Team Leader	Professional/Sectors/Specialist with 15 years experience	MBA/CA or ICWA/Post Graduate in any discipline															
Team Members	Chartered Accountant with 5 years professional experience	C.A															
	Civil/Mechanical Engineer with 5 years professional experience	B.Tech/M.Tech															
	Expertise in implementation and commissioning of Common Infrastructure	B. Tech (Food Technology)/M.Sc (Food															
20%																	
80%																	

		Projects with 5 years professional experience	Science)	
3.	Financial Strength of the Consultant			15%
	Average Turn over figure for last 3 years			50%
	Average Net profit figure for last 3 years			50%
	Total points			100

- The agency may deploy additional manpower as per actual requirement of the work. However, the CVs of only the above mentioned personnel will be considered for technical evaluation. In case of replacement of a team member, if necessary, after the appointment of PMA, the substituted person should have an equivalent or higher qualification.

The Agency obtaining maximum marks on the basis of evaluation of the Technical bid will qualify. The agencies, who qualify in the eligibility criteria , may be called for presentation if, so required.

7. Terms of Payments

Professional Fee shall be paid as per following Schedule of Payment.

Fee Amount	Payment Milestones
STAGE – I	
10% Of Professional Fee	On Final Approval of the Project by APEDA Authority
STAGE II – Project wise	
30% of Professional Fee	On signing of the MOU between APEDA and beneficiary
15% of Professional Fee	On release of 1 st installment of grant to the approved project
15% of Professional Fee	On release of 2 nd installment of grant to the approved project
15% of Professional Fee	On release of 3 rd installment of grant to the approved project
10% of Professional Fee	On release of 4 th installment of grant to the approved project
5% of Professional Fee or balance eligible fee for the project,	On completion of the project

whichever is lower	
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- (a) Fee as above is inclusive of fee for professional services, travel, accommodation, service tax or any other statutory levies and all out of pocket expenses of personnel of PMA.
- (b) PMA and any of its associates shall no enter into separate agreements with any of the Project SPV (s) for services related to designing, engineering, procurement, construction management & supervision of project.

8. Penalty clause

For non-performance/delayed performance, any or all of the following penalties may be imposed on the selected organization.

- i) EMD will be forfeited in case of any mid-way unilateral withdrawal from the bidding process.
- ii) Forfeiture of Performance Guarantee in case of any midway unilateral withdrawal from the assignment.

9. Performance Guarantee

After selection of the suitable applicant for appointment as PMA, the amount of EMD shall be refunded to the unsuccessful bidders. The EMD of the successful bidder shall be retained by APEDA as a performance security till the completion of the terms of engagement. The amount of EMD retained as performance security shall be forfeited in the event of breach of the terms of the contract.

10. Disclaimer

APEDA shall not be responsible for any late receipt for any reasons whatsoever. The applications received late will not be considered and will be returned unopened to the applicant.

11. APEDA reserves the right

- a) To reject any/all application without assigning any reason thereof.
- b) To relax or waive any of the conditions stipulated in this documents as deemed necessary in the best interest of APEDA and the objective of the scheme without assigning any reasons thereof.
- c) To include any other items in the Scope of Work at any time after consultation in the pre-bid meeting or otherwise during the course of implementation of the scheme.

12. Rejection of EOI

The applications will be summarily rejected if:

- a) It is not received in proper sealed cover with superscription as indicated above.
- b) It is not in prescribed form and not containing all required details/information/documents.
- c) It is not properly signed.
- d) It is received after the due date and time.
- e) Offer is received by telex, fax, telegram or e-mail
- f) Bid received without cost of bid document and EMD.

13. Last date of submission of bids:

The application/EOI compete in all respect should reach APEDA on or before 07/06/2015 at 03.00 p.m.

14. Clarification:

Clarification, if any may be sought from Agricultural and Processed Food Products Export Development Authority, 3rd Floor, NCUI Building, 3 Siri Institutional Area, August Kranti Marg, New Delhi – 110016.

Format for Submission of EOI

A. Introduction of Applicant

1	Name of the applicant Agency	
2	Address	
3.	Name of the contact Person to whom all references shall be made regarding this EOI	
4	Designation of the person to whom all reference shall be made regarding this EOI	
5.	Address of the person to whom all referenced shall be made regarding this EOI	
6	Telephone (with STD code)	
7	Mobile No. of the contact person	
8.	Email id of the contact person	
9.	Fax No. (with STD code)	

B. Eligibility Criteria

S.No.	Particulars	Details	Documents
1.	Experience in conducting feasibility study, development implementation and monitoring of similar projects successful.	Years of experience	Attach support documents
2.	Presence in the States	Number and name of the States	-DO-
3.	Average annual turnover of at least Rs. 10 crores during the last 3 financial years	3 financial year turnover	Last 3 years audited balance sheet
4.	Successful execution of clusters based infrastructure projects of Rs. 10 crores each in last five years	Turnover of the projects in the last five years – year wise	Attach support documents
5.	Backward linkages expertise in the implementation of the projects	Number of years / name of the projects	-DO-
6.	Whether black listed /debarred by Govt. or its department	Yes/No	Self declaration in support of yes / no

C. Technical Criteria

S.N	Technical Criteria	Weightage (total marks – 100)	Marks	Remarks
1.	Past experience of the firm	60%	60	
1.1	Number of years of experience for infrastructure projects	20%	12	
1.2	Experience of providing advisory services for Common Infrastructure Projects in agriculture sector /industrial/ parks /AEZs	20%	12	
1.3	Experience of providing transaction/procurement management assistance to Central of State government or PSUs for projects of more than INR 10 crore	20%	12	
1.4	Experience of providing assistance in successful implementation of Common Infrastructure Projects with at least INR 10 crore project cost.	20%	12	
1.5	Experience of managing multi-disciplinary teams for providing assistance to large projects of Central for State Government of PSUs with project fee of at least INR 1 crore for each project	20%	12	
2.	Experience of Key Personnel*	25%	25	
	Position	Experience	Qualification	
	Team Leader	Professional/Sectors/Specialist with 15 years experience	MBA/CA ICWA/Post Graduate any discipline	20% 5
	Team Members	Chartered Accountant with 5 years professional experience	C.A	80% 20
		Civil/Mechanical Engineer with 5 years professional experience	B.Tech/M.Tech	
		Expertise in implementation and commissioning of Common Infrastructure Projects with 5 years professional experience	B. Tech/M.Tech (Food Technology) M.Sc (Food Science)	

3.	Financial Strength of the Consultant	15%	15	
	Average Turn over figure for last 3 years	50%	7.5	
	Average Net profit figure for last 3 years	50%	7.5	
	Total points	100	100	

Note : The applicant must provide all the supporting documents in confirmation of the following:

1. Past experience of the firm as per S.No. -1
2. Experience of key personnel as per S.No. -2
3. Financial strength of the consultant as per S.No. -3

Technical marks will be allotted /evaluated with respect to individual weightage based on supporting documents provided.