

**F.No.25(17)-AGRI/SARS/MOVCD/2018-19/
Govt. of Tripura
Department of Agriculture
State Agriculture Research Station
(State Lead Agency for MOVCDNER)
A.D.Nagar, Agartala**

Dated, Agartala, 25th May, 2018

EXPRESSION OF INTEREST(EOI)

Sealed proposals are invited from reputed Government/ Semi-Government Institutions, Partnership/ Professional Firms, Private Companies, Cooperative Societies, Joint Venture for empanelment of Service Providers for Clusters development and formation of Farmer Producer Company (FPC), training, handholding, documentation, ICS management, and certification of organic production in agriculture and horticulture crops for Tripura State as per technical guidelines of National Programme of Organic Production /National Standards for Organic Production (NSOP) through third party system under the scheme of Mission Organic Value Chain Development for North Eastern Region (MOVCD-NER) along with marketing, market linkage and market facilitation of domestic retail chain and export related activities. No e-mail will be entertained for submission of proposals in this regard. Last date for receipt of application along with EOI is 11.06.2018 by 3 PM and may be opened on same day at 4 PM if possible.

Interested agencies/service providers are required to download the prescribed application format, terms and conditions and format of undertaking from the website www.agri.tripura.gov.in/www.tender.gov.in/www.tripurainfo.com and submit their EOI with all credentials and certificates to The Joint Director of Agriculture (Research), State Agriculture Research Station(State Lead Agency),A.D. Nagar, Agartala, Tripura West, Pin - 799003 on 11/06/2018 upto 03.00 PM along with DD of required EMD Rs 3,80,000/- and cost of form Rs 1500/- drawn separately in favour of Assistant Director, DDO),O/O the JDA, SARS, Tripura.

Joint Director of Agriculture (Research),
State Agriculture Research Station,
A.D.Nagar,Agartala-799003.

Eligibility criteria for interested Firm/Agency :

1. The Agency should be registered under NGO's /Co-operative /FPO's /Trust/Firms / Societies act/Companies Act.
2. The Agency having minimum 3 years experience in formation and registration of FPCs (as per SFAC guidelines).
3. The Agency having minimum 5 years experience in adoption, training, documentation and ICS management and facilitating/arranging organic certification as per NPOP/NSOP standard through third party system.
3. The Agency having minimum 5 years experience in Marketing /market linkage of certified organic produces/products.
4. Audited balance sheet along with annual report and IT return should be submitted for the last three years.
5. The annual turnover of the agency/ organization should not be less than two crore per annum.
6. Agency should have a GST registration.
7. The agency should have competent and technically qualified staff with experience in adoption of organic farming, FPC/FPO registration , ICS Management and Organic Certification as per NPOP/NSOP standard through third party system.
8. Working experience with at least 3 states govt. on adoption of organic farming, ICS management, facilitating/ arranging organic certification as per NPOP/NSOP standard through third party system and marketing /marketing linkages.

The interested bidders should submit the following documents / details in support of their claim:-

1. Profile of the applicant organization.
2. Application form duly filled up.
3. Undertaking as per supplied format.
4. Application fee & EMD.
5. Registration /accreditation certificate of firm / agency.
6. Audited balance sheet of last three year's.
7. PAN & GST Registration certificate.
8. Proof of experience in FPC/FPO registration, adoption, training , ICS management and facilitating/arranging Organic certification as per NPOP/NSOP standard through third party system.

9. Marketing experience in domestic and International on organic produces/product.
10. Working experience with at least 3 states govt. on organic farming, ICS management, arranging /facilitating organic certification as per NPOP/NSOP standard through third party system and marketing /marketing linkages.
11. Experience of working in Tripura (if any) & any other relevant documents.
12. List of staff members with their qualification, expertise and competence in subject.
13. Copies of literature, paper cuttings, publications etc. published by the organization on organic farming/natural agriculture or sustainable agriculture.
14. Undertaking Bond duly filled up & signed on Rs. 100/- non judicial stamp paper

TERMS AND CONDITIONS

1. EOI is invited from the competent resource agencies experienced in FPC formation, facilitating organic farming and having experience in value chain development and cluster development . Farmers have to be grouped into Farmers Interest Groups (FIGs) at village level and federated into organizations/companies at District /State level as per SFAC's policy and process guidelines for FPC/FPO.

2. Crops /commodity specific production clusters will have to be developed in a concentrated mode for ease training, handholding, documentation, ICS Management organic certification involving APEDA accredited agencies through Third party system under NPOP.

3. The agency has to provide market linkage with facilitation of export and domestic retail chain. The agency has to provide hand holding, training, ICS management, documentation and also to arrange organic certification as per NPOP/NSOP standard through third party system

4. The proposals should be in accordance with the cost norms of MOVCDNER and the selection procedure will be based on the competence and credentials of the agency/ organization

5. The selected crops are agricultural and horticultural crops .

6. The agency has to provide direct marketing ,market linkage and facilitation of export and domestic retail chain in agricultural crops including spices of Tripura within time in 4000 ha area of specified agricultural and horticultural crops area in different locations under different districts and Blocks of Tripura in cluster basis. Also further crops and area coverage may be extended with the approval of GOI.

8. The agency/ organization will get more preference if they are capable to make direct market/ market linkages for the organic certified products with proven track record in similar field.

9. The agency/ organization should have a local office in Tripura or will have to open an office in Tripura if selected and the work will be awarded after opening of the local office only.

10. Preference will be given to those agencies which has experience in USDA-NOP/EU certification process.

11. Bidder shall submit an affidavit on Rs 100 Non Judicial Stamp from Notary that " The Firm/Agency is free from litigation, never been blacklisted by any state or union government and non-affiliation with any political/religion/govt endowment."

12. Applicant organizations should have valid three years Annual reports and audited balance sheets for last three years.

13. Preference will be given to those agencies which has earlier experience in Organic farming programme /certification in Tripura and marketing of organic produces.

14. Preference will be given to those agencies which has registration cum membership certificate from APEDA.

15. Preference will be given to those agencies which has Export-Import certificate from GOI.

16. Working experience with at least 3 states govt. on organic farming, ICS management, arranging /facilitating organic certification as per NPOP/NSOP standard through third party system and marketing /marketing linkages.

17. The selected agency will be required to perform the task as under:

a) Conversion of conventional fields / farms to organic should ensure necessary technology transfer to farmers and ensure necessary documentation.

b) Motivation meetings, orientation programmes for farmers, package of practices for organic farming,

c) Formation of farmer's clusters, Registration of farmers, Setting-up of Internal Control System (ICS) and Maintenance of field records (cultivation measures, cultivation problems, pest and disease incidence and control, use of inputs, harvested quantities, post harvest procedure)

d) Drawing of cluster map.

e) Carrying out training and exposure visit programmes of farmers as well as the officers/ staff as per need.

f) Facilitating in packaging and storage of the produce and also to arrange processing, transport and sale of organically certified produce.

g) Any other related activity with organic farming & marketing in the area.

h) Presentation of work plan by the empanelled agency

18. The EOI must be dropped in sealed envelope only, super scribed as "EOI for Organic Farming under MOVCDNER" to the office of The Joint Director of Agriculture (Research), Arundhutinagar, Agartala, Tripura West, Pin - 799003 on 11/06/2018 up to 3.00 PM and to be opened at 4.00 PM on the same day in the official chamber of Joint Director of Agriculture Tripura in the presence of bidders or their representative (as they wish), if possible.

19. Earnest money of Rs. 3,80,000/- (Rupees Three lakh Eighty Thousands only) and the cost of form Rs 1500/=(non-refundable) separately payable through demand draft of any nationalized bank in favour of "Assistant Director(DDO),O/O the JDA(Research),SARS, Tripura Payable at Agartala, should be submitted along with EOI. Proposals not accompanied with earnest money and cost of prescribed forms shall be summarily rejected.

20. For Training on Production and Quality Control etc, please specify that the organization have adequate technical persons capable of conducting such course and have necessary laboratory facilities for technology demonstration.

21.Only registered firm will submit EOI on prescribed Format (download from www.agri.tripura.gov.in/www.tender.gov.in/www.tripurainfo.com).

22. Payment will be made in mutually agreed time phases in three instalments of 20:40:40 ratios in 1 st year , for the aforementioned total assignment as per progress of works like i) Formation of FIGs and farmers registration ii)FPC formation & Registration iii) ICS & Scope certificate . All type of taxes, charges are included in this amount and nothing additional would be payable except this amount. But in no case, advance payment will be made.

23. Over writing /cutting should be avoided and be attested, if any.

24. Any criteria, conditions or desired information if not relevant with bidder due to nature of their organization, may be specifically indicated.

25. In case the Joint Director of Agriculture, Tripura suffers any loss due to non-compliance of the assignment in accordance with the schedule/orders and within stipulated period, this office reserve the right to file a suit in the court of law and to recover the damage amount on this accounts.

26. If the date of receiving tender proposal is declared a holiday due to unexpected reasons, next working day will be date for dropping of tender as well as opening at scheduled time.

27. Financial bid is not required as per decision of the Minutes of the First Monitoring Committee Meeting held at Krishi Bhawan on 23rd June, 2016 under the Chairmanship of Joint Secretary(INM) "the GOI has already approved component-wise physical and financial allocation so there is no need to collect separate financial bid by State Govt. It will dilute the implementation of programme/activities of the scheme".

28. Joint Director of Agriculture(R), Tripura (State Lead Agency) reserves the right to reject the project submitted by the agency/ organization, if not satisfied with concerned firms credibility and past experience. Further, the undersigned also reserves the right to accept/ reject any or all proposals without assigning any reason thereof. Joint Director of Agriculture(R), Tripura (State Lead Agency)reserves the right to reject any or all the EOI without assigning any reason, thereof.

29. In case of any dispute, the decision of Director of Agriculture, Tripura shall be final and binding to all.

30. All the disputes, if any shall be subject to jurisdiction of the Court within Agartala only.

31. The EOI will be scrutinized by a team of expert Committee designated by the Govt. The eligible firms shall be invited for making a power point presentation before the team of experts. After that, the final selection will be made by a selection committee chaired by Director of Agriculture, Tripura.

32. A panel of 4 may be selected for equal area /FPC for timely execution of works.

33. Awarded agencies will be required to present the total work plan step by step before the Committee designated by the Govt.

34. After issuance of work order, the successful bidder will have to deposit 10 % value of contracted order as security money / Bank Guarantee in favour of Tendering authority in the shape of Bank draft/ fixed deposit drawn on any branch of Nationalized Bank at Agartala within 10 to 15 days (to be fixed by the tendering authority) from the date of issuance of order and signing the formal agreement failing which the deposited earnest money of the firm will be forfeited to the full extent and the firm will be declared blacklisted for 2 years from participating in future tender of the department.

35. The successful firm shall execute a formal agreement on stamp paper worth Rs. 100/- in the prescribed format within 10 days of selection and the cost of stamp paper shall be borne by the successful firm. The successful firm will be informed about the date of agreement along with a draft copy of the same.

36. The successful firm shall execute a marketing agreement at least 25 % of the organic produce (as organically grown) as direct marketing and 25% as market linkages from the first year harvesting on stamp paper worth Rs. 100/- in the prescribed format within 10 days of selection and the cost of stamp paper shall be borne by the successful firm.

37. Estimated Cost: Rs 190.00lakh during 2018-19, Rs 190.00 lakh during 2019-20 and Rs 183.00 lakh during 2020-21.

38. Duration of the Contract: MOVCDNER is basically a three year programme. The present EOI is for one year only. The extension of work for the subsequent years will depend upon the performance of the service provider and the sanction of Govt.

39. Evaluation/Scoring of EOI Proposal:

All the EOI proposals will be evaluated by giving the marks by the a Committee designated by the Deptt/Govt. in the following way. Based on the maximum score obtained by the agencies with minimum qualifying marks of 60 will be recommended by the designated Committee for the selection and empanelment by the Govt.

SI No.	Standard	Item wise Maximum marks	Marks obtained
1.	Agency having minimum 3 years experience in formation and registration of FPCs	5	
2.	The Agency having minimum 3 years experience in adoption ,training, documentation and ICS management of organic farming and arranging organic certification as per NPOP/NSOP standard	5	
3	The Agency having minimum 5 years experience in adoption of organic farming and arranging organic certification as per NPOP/NSOP standard through third party system	5	
4.	The Agency having minimum 5 year experience in Marketing / market linkage of certified organic produce in domestic market	5	
5	The Agency having minimum 3 year experience in Marketing / market linkage of certified organic produce in international market	5	
6.	The annual turnover of the agency/ organization should not be less than two crore per annum	5	
7.	Working experience with at least 3 states govt. on adoption of organic farming, ICS management/facilitating Organic Certification as per NPOP/NSOP standard through third party system /marketing linkages	5	
8	Working experience/association in the project under USDA-NOP/EU/JAS & other certification process/norms	5	
9.	Experience in facilitating in packaging and storage of the produce and also to arrange processing, transport and sale of organically certified produce.	5	
10.	Experience of working in Tripura (if any) on Organic farming& Certification process	5	
11.	Total Area Under Certification (Ha) min.10000 ha	5	
12.	Registration cum Membership certificate from APEDA if any	5	

13.	ISO certificate if any	5	
14	Joint Ventures / Partnerships with other Product marketing Agencies(Pl. attaché documents)	5	
15	Joint Ventures / Partnerships with other Product Certification Agencies accredited by APEDA(Pl. attaché documents)	5	
16	Qualified person/Technical expert in the field of Agricultural Science, Organic farming, etc.	5	
17	Local Office in Tripura	5	
18	Interested for MOU/Agreement with framers/FPCs on marketing of fresh organic produces	5	
19	Recipient of National / International Award for their outstanding service in this organic sector	5	
20	Export –Import licence from GOI	5	
	Total	100	

APPLICATION FORM

EOI for selection and empanelment of Firms/Agencies for Service Provider of Organic Farming under MOVCD-NER in Tripura State as per NPOP Regulation and arranging tie up for marketing of organic produce.

Sl.No.	Particulars	Write details and attach the proof/supporting documents required
1.	Name of Firm/Agency	
2.	Office Address	
	Phone No.	
	Email ID	
	Mobile No. of Office I/c	
	Establishment Date and year of Incorporation	
3.	Registration/Accreditation certificate No.and date	
4.	PAN No. of the Firm/Agency	
5.	GST Registration No.	
6.	Experience in formation of Group/FIG and registration of FPC of organic growers as per SFAC guidelines	
7	Working Experience on National Standards for Organic Production (NSOP)/NPOP (National Programme for Organic Production)	
8	Current Operational Areas	
9	Type Of Accreditations taken from different agencies	
10	APEDA Accreditation Number and validity	NPOP/NAB/
11	Accredited Standards (NPOP , USDA - NOP.EU, JAS and others)Membership / Registration with Agencies Promoting Organic Agriculture.	
12	Joint Ventures / Partnerships with other Product Certification Agencies.. (Please attach supporting document)	
13	Joint Ventures / Partnerships with other Product Certification Agencies accredited by APEDA	

14	Experience of Similar Work with other states . (Please attach supporting document)	
15	Total No. of Registered Farmers Under Organic Certification	
16	Total Area Under Certification (Ha)	
17	Experience in Handling, Training , ICS Management, documentation, Organic Certification	
18.	Experience in marketing/facilitating marketing/ market linkage of organic produces in domestic and International level	
19	Experience in Organic farming programme in Tripura and marketing of organic produces	
20	Registration/affiliation/ marketing tie-up with APEDA	
21	Affidavit stating free from blacklisting, litigation and non affiliation with any political/religion/Govt. endowment	Affidavit should be made on 100/- non judicial stamp paper
22.	Earnest money (EMD) of 3,80,000/- with DD No. and date or exemption certificate	
23.	Available Manpower:- Qualified person/Technical expert in the field of Agricultural Science, Organic farming, etc.	
24.	Any other credentials in the subject area	

We understand that if the details given in EOI documents submitted herewith by us and the support of claims made above if found to be untrue/untenable or verifiable or both, technical bid may be rejected without any reference to us and the concern authority of State Lead Agency/Department has right to take necessary legal action against the above.

Signature of the authorized person of the firm
(with official seal)

Place :

Date :

UNDERTAKING

This undertaking is signed by M/S.....herein after called part; „B" where as Joint Director of Agriculture, Research Tripura (State Lead Agency)is mentioned as part „A".

1. That part-„A" has approved part "B" for formation of Farmers Producers Company(FPC) , hand holding, ICS management ,documentation and Certification of Organic Farming in the selected agricultural and horticultural crops of Tripura at farmer’s level and related activity, as well as training , marketing and marketing linkage of organic produce.
2. That part „B" has agreed to all terms and conditions specified .
3. The part „B" shall provide marketing plans for Tripura - „B" labelled organic produce through retail outlets/wholesale.
4. That part „A" shall undertake to facilitate any clearance/involvement of allied state Departments.
5. That part „A" shall nominate designated officers for different clusters/districts to make it a joint venture with part „B".
6. That part" A" shall identify and approve the area for promotion of organic farming.
7. The part „B" shall use the Tripura - „B" label as per the usage guidelines decided by the part „A" in consultation with the authorized government agency.
8. That part „A" shall release payments as per terms and conditions.
9. That part „B" shall not sublet award of contract.
10. That part „B" shall maintain all necessary documentation accessible to part A".
11. That part „A" shall besides act as a watch dog for interest of farming community and state expenditure for promotion of organic farming.
12. That part „B" shall be liable for legal action in case of exploitation of selected/introduced farmers, compromising quality parameters and application of any method/input by deceit.
13. That the designated/nominated officers from Part 'A" and authorized representatives from part' B" shall review progress on quarterly basis.
14. That in case of unilateral withdrawal by part ' B", the forfeiture of security deposit besides recovery of paid instalment and blacklisting can be done.
15. That part 'A" has the right reserved to review agreement in case of violation of any term & condition.

Signature of the authorized person of the firm
(with official seal)

Place :

Date :