

INVITATION FOR EXPRESSION OF INTEREST (EOI)

By

**ICAR RESEARCH COMPLEX FOR EASTERN REGION (ICAR-RCER)
PATNA-800014**

From

INTERESTED WELL-REPUTED INSTITUTION, FIRM AND INDIVIDUAL

For :

1. Establishing Vermi-compost Making Unit
2. Erecting Vermi-compost Making Unit
3. Use the Surplus Manure from ICAR-RCER Livestock Farms to Make Vermi-compost
4. Packaging and Marketing the End Product
5. Revenue Sharing With ICAR-RCER, Patna

As Per Memorandum of Understanding (MoU) to be signed between ICAR-RCER and Prospective Institution, Firm And Individual.

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ICAR Research Complex for Eastern Region

ICAR Parisar, P/o - BVCC, Patna – 800 014 (Bihar), INDIA

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F.No.IRCER/P&S-23(IX)/23-24/DLFM

Dated: 04.08.2023

INVITATION FOR EXPRESSION OF INTEREST (EoI)

The ICAR Research Complex for Eastern Region (Indian Council of Agricultural Research), Ministry of Agriculture, Government of India invites Expressions of Interests (EoIs), from eligible and qualified -Interested Well-Reputed Institution, Firm and Individual for the following proposals: -

EoI No.	Details of Vermi-compost Unit Establishment and Vermi-compost Manufacturing & Marketing Proposals	EMD* (Rs)
I.	Establishing Vermi - compost making unit with a capacity limited to the availability of approximately 0.5 to 1.0 acre land; Manufacture Vermi-compost using Standard Operating Procedure; Market the Vermi-compost after packaging with due revenue sharing with ICAR-RCER, Patna	10000/-
*Note: (i) EMD is required at subsequent RFQ-stage, not at this initial EoI-stage.		

1. A complete set of EoI documents in English may be downloaded from CPP Portal Website: <https://eprocure.gov.in/eprocure/app> and our website: www.icarrcer.icar.gov.in. DD may be drawn on a scheduled commercial Bank in India, in favour of “ICAR UNIT: ICAR-RCER” payable at Patna. The prospective Bidder must submit cost of EoI document i.e. Rs.1,000/-, with its EoI offer, otherwise EoI offer will be rejected straightway.
2. Prospective Bidders shall ensure that their EoI offers complete in all respects, are submitted on CPP Portal through online mode only, on or before the closing date and time (i.e. 7th August 2023), *Submission of EoI in hard copy or offline mode shall be summarily rejected.* In the event of any of the below-mentioned dates being declared as a holiday, the EoI offers will be opened on the next working day at the scheduled time. The EoI documents are not transferable.
3. After the short-listing of Bidders, during August (3rd week), 2023, the processes like issuance of RFQ, etc. followed by Award of Contract(s) will be taken up during August-September 2023.
4. The Bids will be evaluated using the Quality-based Selection (QBS) method on the basis of parameters detailed in Section IV.
5. Other detailed terms and conditions are available on our website: www.icarrcer.icar.gov.in.

Date of Start of Sale of EOI Documents	:	05.08.2023
Pre-Eoi Meeting in Conference Hall of ICAR-RCER	:	10.08.2023 (11.00 AM)
Last Date for Submission of Eols	:	28.08.2023 (10.00 AM)
Date of Opening of Eols	:	29.08.2023 (10.30 AM)
Short-listing of Bidders(Tentative)	:	2 nd week of September 2023
Issuance of RFQ to Short-listed Bidders (Tentative)	:	3 rd week of September 2023
Last Date for submission of Technical/Financial Bids (Tentative)	:	4 th week of September 2023
Award of Contract (Tentative)	:	1 st week of October 2023

-Sd-
Administrative Officer
ICAR-RCER, Patna
Email:-vipulraj@icar.gov.in

Brief about objectives and Scope of the Work

The Institute is located at 25°35'30" N latitude, 85°05'03" E longitude, at an altitude 52 m above mean sea level.

ICAR Research Complex for Eastern Region, Patna came into existence on 22nd February 2001 after merger of Directorate of Water Management Research, Patna with the complex.

MANDATE

- Strategic and adaptive research for efficient integrated management of natural resources to enhance productivity of agricultural production systems in eastern region.
- Transform low productivity-high potential eastern region into high productivity region for food, nutritional and livelihood security.
- Utilization of seasonally waterlogged and perennial water bodies for multiple uses of water.
- Promote network and consortia research in the eastern region.

OBJECTIVE

- To facilitate and promote coordination and dissemination of appropriate agricultural technologies through network/consortia approach involving ICAR institutes, State Agricultural Universities, and other agencies for generating location-specific agricultural production technologies through sustainable use of natural resources.
- To provide scientific leadership and to act as a center for vocational as well as advanced training to promote agricultural production technologies.
- To act as repository of available information and its dissemination on all aspects of agricultural production systems.
- To collaborate with relevant national and international agencies in liaison with state and central government departments for technology dissemination.
- To provide need based consultancy and advisory support for promoting agriculture, horticulture and livestock in the region.
- Socio-economic evaluation and impact assessment of agricultural technologies.

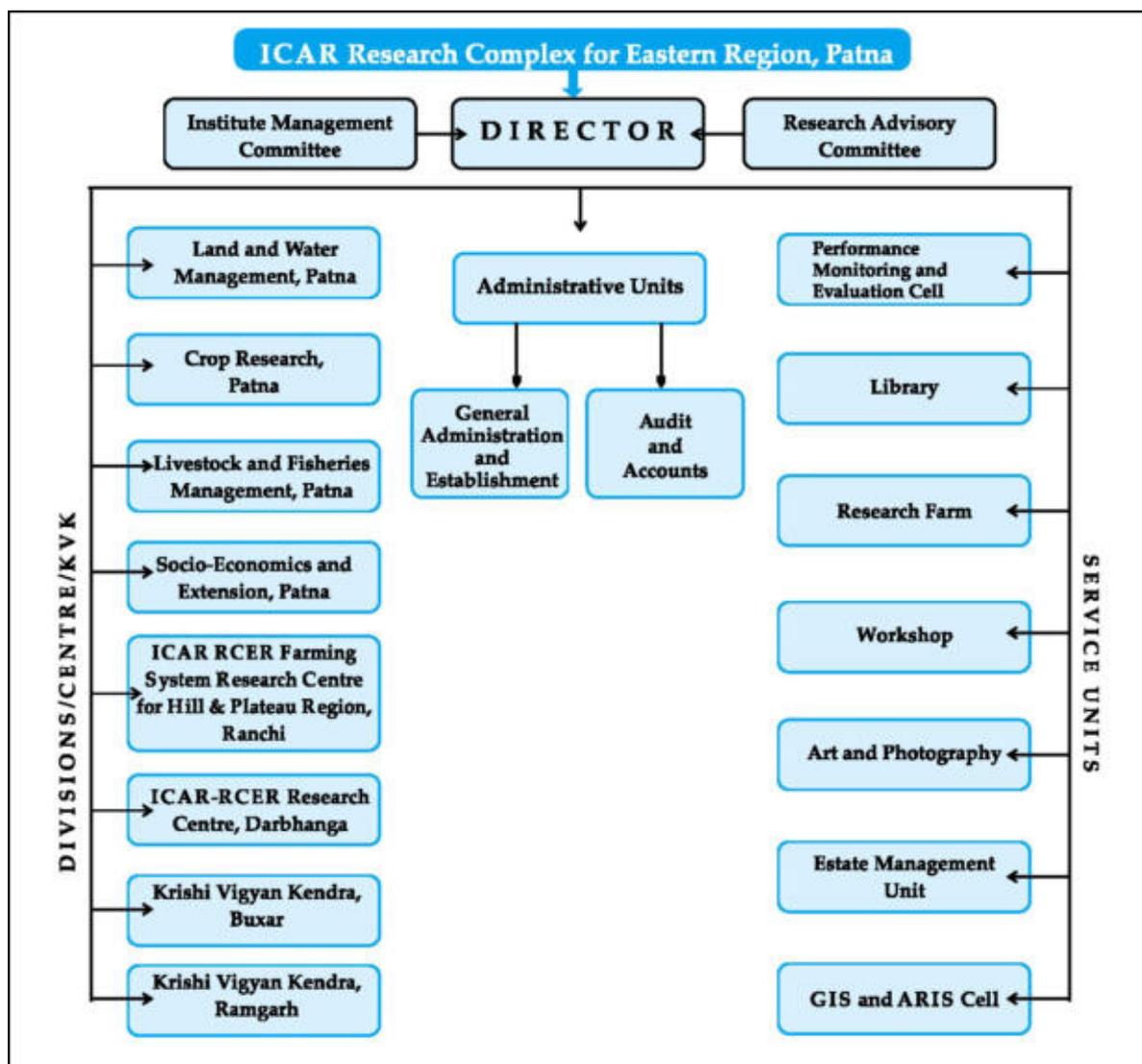
MISSION

- Transform “Low Productivity-High Potential” eastern region into high productivity region for food, nutritional and livelihoods security in a manner that is environmentally sustainable and socially acceptable.

- Tap unutilized potential of vast seasonally waterlogged and perennial water bodies for multiple uses of water and aquatic crops for social upliftment.
- Poverty alleviation, livelihood improvement and women empowerment through income and employment generation through on-farm and off-farm job opportunities.
- Promote network and consortia research in the eastern Region.

VISION

- A broad based institutional framework to address diverse issues relating to land and water resources management, crop husbandry, horticulture, fishery, livestock and poultry, agro-processing, and socio-economic aspects in a holistic manner for enhancing research capability and providing a backstopping for improvement in agricultural productivity and sustainability in the eastern region
- The complex has four divisions besides two research centres and two KVKs. The organizational setup of the complex is given in Figure below:



INFRASTRUCTURE

The institute's main campus-cum-laboratory building, guest house, residential complex and research farm is located at Patna and spread over 44 acre. It is situated near Patna Airport runway and about 12 km away from Patna Railway Station. Another research farm 42.57 acre of farm land is located at Sabajpura which is 8 km away. Besides main campus at Patna, the institute has 425.83 acre of farm land of Research Centre located at Plandu, Ranchi. The institute also has two Krishi Vigyan Kendras at Buxar (25.64 acre) in Bihar and Ramgarh (19.04 acre) in Jharkhand.

The Institute has nine well-equipped laboratories, viz. plant science laboratory, plant protection laboratory, crop improvement laboratory, soil science laboratory, soil processing laboratory, livestock production and reproduction laboratory, animal health laboratory, feed analytical and biochemical laboratory and fisheries laboratory with all the latest equipment for research activities. An engineering workshop also caters to the needs of the institute. In addition to these, meteorological observatory and pressurized irrigation system also exist at the research farm. The entire network administration of the computers, internet and website management is looked after by the ARIS cell. The ARIS cell also accommodates a fully developed Online Examination Centre. The Institute also has a well-established library, conference hall, committee room, training hall, guest house, PME Cell, etc. Institute has a cadre strength of 90 scientists, 61 technical, 47 administrative and 63 supporting staff. Presently the institute has 69 scientists and 22 administrative, 52 technical and 28 supporting staff.

Apart from the above-listed major office Buildings, there are also a number of other smaller Research-related Laboratories/Structures like Veterinary Clinic, Animal Sheds, Goat Shed, Poultry Sheds, Threshing Floors, Security Cabins, etc.

The institute maintains around 90 Murrah buffaloes and 35 cattle apart from more than 100 goats and 700 birds of different species in its large livestock complex for undertaking various research purposes. Besides milk, these cattle and buffaloes provide around 2 tonnes of manure, a part of which is being utilized as a natural fertilizer in the crop fields for cultivation. The institute plans to provide the remaining surplus manure to the interested farmers after converting the manure into Vermicompost.

In the interest of fairness and transparency, it is envisaged that the process of inviting **Expression of Interest (EoI)** from all the **eligible and qualified Interested Well-Reputed Institution, Firm And Individual**, would enable this **ICAR-RCER** to enter into a **Memorandum of Understanding (MoU)** with one of the ablest Institutions/Firm/Individuals, for the purpose of ensuring **welfare of farmers and enhanced crop productivity in the rural backyards**.

TERMS OF REFERENCE (ToR) FOR VERMICOMPOST MAKING

Scope for Vermicomposting:-

To erect Vermicompost making unit, manufacture Vermicompost using manure from cattle and buffaloes, packaging and marketing the Vermicompost to the end users after necessary revenue sharing.

For the execution of each and every **aforelisted individual item/activity**, the **selected Institution/Firm/Individual** shall constitute the **Second Party**, while the **ICAR-RCER, Patna shall constitute the First Party**. The **selected Institution/Firm/Individual** shall have to abide by the provisions of the **General Financial Rules (GFR), 2017**, the relevant **Labour laws** and other applicable **Rules and Regulations** in vogue.

Objectives:-

1. Erection of Vermicompost making unit in the ICAR-RCER campus.
2. Use the surplus manure produced from the livestock of the complex to convert into Vermicompost using Standard Operation Procedure.
3. Package and market the Vermicompost to the interested farmers in order to enrich soil properties and enhance the crop productivity.
4. Share revenue with ICAR-RCER, Patna on percentage in profit basis.

Vermicompost Production Technology:

1. Vermicompost shall be manufactured using surplus manure available from the livestock farm complex of ICAR-RCER, Patna. The dried leaves, necessary crop residues and other relevant items or materials required for vermicomposting shall be sourced and arranged solely by the second party.
2. *Eisenia foetida* species of earthworm may be utilized for conversion of manure into vermicompost.
3. Vermicompost may be manufactured preferably by making beds on permanent or temporary basis in the allotted land by the ICAR-RCER, Patna. Similarly, the second party is free to erect the roof on temporary basis, to provide shade and protection to the vermicompost beds.
4. Number of beds to be used will be decided on the basis of the area of allocated land.
5. Release the earthworm in the partially decomposed manure in the beds after providing necessary bedding materials at the bottom. Cover the beds with gunny bag and apply required quantity of water on daily basis.
6. Turn the compost after 30 days and the vermicompost should be ready by 50 days.

7. Keep the vermi_compost over the semi decomposed manure so as to allow the earthworm to migrate into the bottom. Separate the upper part of vermi compost materials and sieve the final product and make necessary packaging.

Support to be provided by the Institute:

- To provide raw manure from cattle and buffaloes to the second party for converting the same into vermi_compost.
- To allocate land for manufacturing vermi_compost.
- Initial guidance and technical support, if required, for making vermi_compost.
- To provide required water at free of cost; and provide required electricity on mutually agreeable cost basis as per MoU between the two parties.
- Provide logo of ICAR-RCER, Patna on the packaging for better reach of Vermi compost and propagation of Natural Farming among farmers.

Final output (In Breif):

1. Quantity of raw manure used and quantity of vermi_compost made as recorded.
2. Number of packages of vermi_compost manufactured.
3. Number of packages of vermi_compost marketed.
4. Certificate of revenue shared with ICAR-RCER, Patna.

TYPE OF CONTRACT

The type of contract will be **Percentage to be offered to the institute on the revenue generated basis**. The details are as follows :-

Percentage contracts directly relates the amount of rupees paid to the institute as a percentage of total revenue generated. The final selection of the applicant will be made among the technically qualified applicants who has quoted the highest percentage of total revenue generated, to be shared with the First Party. Data on quantity of raw manure used, vermin-compost manufactured and marketed, and the amount of revenue generated may be submitted for validation to the institute on quarterly basis and shared percentage of revenue may be paid to the institute every quarter in terms of objective of the EoI and as per MoU.

The evaluation of the Bids at RFQ-stage shall be made strictly as per the quality of the proposal, base only on Quality-based Selection (QBS) Method.

SECTION-III

INSTRUCTIONS TO APPLICANTS

Part - I

1. Definitions:

- (a) “Employer/Institute” means the Ministry/department who has invited the Expression of Interests (Eols) for manufacturing and marketing vermi compost on terms and conditions.”.
- (b) “Working Partner in Vermi compost Making/ Applicant” means any entity or person or associations of person, who have been eligible and willing to submit their Expression of Interests (Eols) *that may enable the Employer/Institute to pre-qualify, select and shortlist a applicant, for the next stage of conducting the Bidding process, which shall be restricted only to the short-listed applicant.*
- (c) “Day” means calendar day.
- (d) “Government” means the Government of India.
- (e) “Instructions to Applicants” (Section-III of this Eol document) means the document which provides the prospective Applicants with all information needed to submit their Expression of Interest (Eol).
- (f) “Invitation for Expression of Interest (Eol)” (Section 1 of this Eol document) means the Advertisement Notice being published by the Employer in the Central Public Procurement Portal (CPPP) and Employer’s own Website.
- (g) “Personnel” means professionals and support staff provided by the Working Partner in Vermi compost Making and assigned to perform the Services or any part thereof; “Foreign Personnel” means such professionals and support staff, who, at the time of being so provided, had their domicile outside the Government’s country; “Domestic Personnel” means such professionals and support staff who at the time of being so provided had their domicile in India.
- (h) “Expression of Interest” means the Expression of Interest (Eol) Forms duly filled in by the prospective Applicant.

- (i) “Assignment/job” means the work to be performed by the Working Partner in Vermi compost Making in pursuant to the Contract.

2. **Introduction:**

- 2.1 The Employer named in the Part-II, Data-Sheet will shortlist Institution/Firm/Individual from those, *who and who wish to submit their Expression of Interest (Eol) to the Employer*, in accordance with the method of Pre-Qualification specified in the Section-IV of this Eol-Invitation Document.
- 2.2 The name of the assignment/Job has been mentioned in Part-II, Data-Sheet. Brief about Objectives and Scope of the assignment/ job has been outlined in the Section-II.
- 2.3 The date, time and address for submission of the Expression of Interest (Eol) has been given in Part-II, Data-Sheet.
- 2.4 The prospective Applicants are invited to submit their Expression of Interest (Eol), for consulting Assignment/job named in the Part-II, Data-Sheet. The Expressions of Interest (Eols) will be the basis for the pre-qualification and short-listing of Institution/Firm/Individual, *to whom only, the Employer shall issue the RFPs (Requests for Proposal) for submitting their Technical and Financial Bids for the Contract.*
- 2.5 Applicants should familiarize themselves with Local conditions and take them into account in preparing their Proposals. To obtain first-hand information on the Assignment/job and Local conditions, Applicants are encouraged to meet the Employer’s representative named in Part-II, Data-Sheet before submitting an Expression of Interest (Eol) and to attend a pre-Eol meeting. if one is specified in the Part-II, Data-Sheet. Attending the pre-Eol meeting is optional. Applicants should contact the Employer’s representative to arrange for their visit or to obtain additional information on the pre-Eol meeting. Applicants should ensure that these representatives are advised of the visit in adequate time to allow them to make appropriate arrangements.
- 2.6 Applicants shall bear all costs associated with the preparation and submission of their Expression of Interest (Eol). The Employer is not bound to accept any Expression of Interest (Eol), and reserves the right to annul the pre-qualification/short-listing process at any time prior to issuance of RFPs

(Requests for Proposals), without thereby incurring any liability to the Applicants.

3. Eligibility of Association of Applicants:

3.1 If the applicant had formed an association of Applicants, *each member of the association of applicant shall be evaluated as per the pre-qualification/ eligibility criteria set forth in Section-IV*. The combined score of the each member of the association of applicant shall be taken into account for evaluation purpose. If any member of the association of consulate is dropped at the Eol stage, such an association of applicant is liable to be rejected by the Employer. However, the Employer, *at its sole discretion*, may decide to evaluate for short-listing such association of applicant without considering the strength of the dropped member and if found eligible, may pre-qualify/short-list such association of Applicant to subsequently submit their proposal at RFP-stage.

3.2 A prospective applicant may associate with Applicants and /or individual expert at the time of submission of Expression of Interest (Eol). Under such circumstances, each member of the association of Applicant shall be evaluated as per the pre-qualification/ eligibility criteria set forth in Section-IV. The combined score of the each member of the association of Applicant shall be taken into account for evaluation purpose. However, the lead member of the association of the Applicant shall be the Applicant, who shall submit the Expression of Interest (Eol) and who will be short-listed by the Employer and employer shall deal with only the lead member for the purpose of this assignment. Although the contract shall be signed by all the members of the associations of the Applicants, the lead member of the association of the Applicant shall be responsible and liable to the Employer for every aspects of their proposal, contract etc.

4. Clarification and Amendment of Eol Documents:

4.1 Applicants may request a clarification on any clause of this Eol document, up to the number of days indicated in the Part-II, Data-Sheet before the Eol-submission date. Any request for clarification must be sent in writing, or by standard electronic means to the Employer's address indicated in the Part-II, Data-Sheet. The Employer will respond in writing, or by standard electronic means and will send written copies of the response (including an explanation of the query but without identifying the source of inquiry) to all Applicants.

Should the Employer deem it necessary to amend the Eol document as a result of a clarification, it shall do so following the extant procedure.

- 4.2 At any time before the submission of **Expression of Interest (Eol)**, the Employer may amend this Eol Document by issuing an addendum/corrigendum in writing or by standard electronic means. The addendum shall be sent to all Applicants and will be binding on them. Applicants shall acknowledge receipt of all amendments. To give Applicants reasonable time in which to take an amendment into account in their **Expression of Interest (Eol)**, the Employer may, *if the amendment is substantial*, extend the deadline for the submission of **Expression of Interest (Eol)**.

5. **Conflict of Interest:**

- 5.1 Employer requires that Applicants provide professional, objective, and impartial advice and at all times hold the Employer's interests paramount, strictly avoid conflicts with other Assignment /jobs or their own corporate interests and act without any consideration for future work.
- 5.2 Without limitation on the generality of the foregoing, Applicants, and any of their affiliates, shall be considered to have a **conflict of interest** and shall **not be recruited**, under any of the circumstances set forth below:

Conflicting Assignment/job:

- (i) An Applicant (including its Personnel) or any of its affiliates shall **not be engaged** for any **Assignment/job** that, by its nature, may be in **conflict** with **another Assignment/job** of the Applicant to be **executed** for the same or for another Institute.

Conflicting relationships:

- (ii) An Applicant (including its Personnel and partners) who has a **business or family relationship** with a member of the **Institute's staff** who is **directly or indirectly involved** in any part of (i) the preparation of the **Expression of Interest (Eol)** Document, (ii) the pre-qualification/short-listing process for such **Expression of Interest (Eol)**, or (iii) any other aspect of the Contract, may **not** be awarded a Contract, unless the conflict stemming from this relationship has been resolved in a manner acceptable to the Institute throughout the pre-qualification/short-listing/selection process and the execution of the Contract.

Conflict in marketing the vermi compost

(iii) Our working partner in vermin compost making is free to use the end product i.e. vermi compost to use in his/ their own agricultural land, but the value of the same should be accounted in the revenue generation. While marketing the product to the farmers or using the end product for own usage, the value of the vermin compost cannot be diminished or enhanced than the one which is fixed by both parties in consultation with each other.

5.3 Applicants have an **obligation to disclose** any **situation of actual or potential conflict** that impacts their capacity to serve the best interest of the institute/ farmers, or that may reasonably be perceived as having this effect. Any such disclosure shall be made as per the **Standard forms of Expression of Interest (Eol)** provided herewith. If the Applicant fails to disclose said situations and if the Institute comes to know about any such situation at any time, it may lead to the **disqualification** of the Applicant during bidding process or the termination of its Contract during execution of assignment.

5.4 **No agency** / person or current employees of the **Institute** shall be engaged to work as Working Partners in Vermi compost Making under their **own ministries, departments or agencies**.

6. **Unfair Advantage:**

6.1 If a prospective Applicant could derive a **competitive advantage** from having set up Vermi compost making unit in question and which is not defined as conflict of interest as per para 4 above, the Institute shall make available to all prospective applicants together with this **Expression of Interest (Eol)** Document, all information that would in that respect give such applicant any competitive advantage over competing other applicants.

6.2 Information relating to **evaluation of Expression of Interest (Eol)** and recommendations concerning pre-qualifications shall not be disclosed to the applicants who submitted the **Expression of Interest (Eol)** or to other persons not officially concerned with the process, until the short-listing of the applicants. The undue use by any Applicant of confidential information related to the process may result in the rejection of its **Expression of Interest (Eol)** and may be subject to the provisions of the Institute's antifraud and corruption policy.

7. **Proposal:**

7.1 Prospective Applicants may only submit one **Expression of Interest (Eol)**. If a Applicant submits or participates in more than one **Expression of Interest (Eol)**, such **Expression of Interest (Eol)** shall be disqualified.

8. Expression of Interest (Eol) Validity:

- 8.1 The Part-II, Data-Sheet to Applicant indicates how long Applicants' **Expression of Interest (Eol)** must remain **valid** after the Eol-submission-date. During this period, Applicants shall **maintain** the **availability** of **Professional staff** nominated in the **Expression of Interest (Eol)**. The Employer will make its best effort to complete selection within this period. Should the need arise, however, the Employer may request Applicants to extend the validity period of their **Expression of Interest (Eol)**. Applicants who agree to such extension shall confirm that they maintain the availability of the Professional staff nominated in the **Expression of Interest (Eol)**, or in their confirmation of extension of validity of the Proposal, Applicants could submit new staff in replacement, who would be considered in the final evaluation for contract award. Applicants who do not agree have the right to refuse to extend the validity of their **Expression of Interest (Eol)**; under such circumstance the Employer shall not consider such **Expression of Interest (Eol)** for further evaluation.

9. Preparation of Expression of Interest (Eol) :

- 9.1 The **Expression of Interest (Eol)** as well as all related correspondence exchanged by the Applicants and the Employer, shall be written in English language, unless specified otherwise.
- 9.2 In preparing their **Expression of Interest (Eol)**, applicants are expected to examine in detail the documents comprising the **Expression of Interest (Eol)** Document. Material deficiencies in providing the information requested may result in rejection of an **Expression of Interest (Eol)**.
- 9.3 While preparing the **Expression of Interest (Eol)**, Applicants must give particular attention to the following:
- (a) If a prospective Applicant considers that it may enhance its expertise for setting up vermi compost unit, manufacture and market vermi compost by associating with other company/firm/individual in sub-contract, it may associate with a non-Eol-applicant, after furnishing complete information about the sub-contractor and subsequent approval by the institute. Unless ICAR-RCER approves, the sub-contractor cannot initiate and continue to work in the project.

(b) While making the **Expression of Interest (Eol)**, the applicant must ensure that he submits the manpower-related details he would engage in the project in Eol Form-2, failing which the **Expression of Interest (Eol)** shall be considered as non-responsive.

9.4 Depending on the nature of the Assignment/job, Applicants are required to submit an **Expression of Interest (Eol)** in forms provided in Section-IV. The Part-II, Data-sheet in Section-III indicates the formats of the **Expression of Interest (Eol)** to be submitted. **Submission of the wrong type of Expression of Interest (Eol) will result in the Expression of Interest (Eol) being deemed non-responsive.** The **Expression of Interest (Eol)** shall provide the information indicated in the following paras using the attached Standard Forms (Section-V). Form Eol - 1 in Section-V is a sample letter of **Expression of Interest (Eol)** which is to be submitted alongwith the **Expression of Interest (Eol)**.

(a) A brief description of the Applicant's organization and in the case of a consortium/ joint venture, of each partner, will be provided in Form Eol-2. In the same Form, the Applicant and in the case of a consortium/ joint venture, each partner will provide details of experience of assignments which are similar to the proposed assignment/ job. For each Assignment/job, the outline should indicate the names of **Sub-Applicants/Professional staff** who participated, duration of the Assignment/job, contract amount, and Applicant's involvement. Information should be provided only for those Assignment/jobs for which the Applicant was legally contracted by the Employer as a corporation or as one of the major firms within a **joint venture**. **Assignment/jobs completed by individual Professional staff working privately or through other consulting firms cannot be claimed as the experience of the Applicant, or that of the Applicant's associates, but can be claimed by the Professional staff themselves in their CVs.** Applicants should be prepared to substantiate the claimed experience alongwith the **Expression of Interest (Eol)** and must submit letter of award / copy of contract for all the assignments mentioned in the **Expression of Interest (Eol)**, whenever asked for by the Employer.

9.5 The **Expression of Interest (Eol)** shall not include any financial information. An **Expression of Interest (Eol)** containing financial information may be declared non-responsive.

10. **Earnest Money Deposit (EMD):**

The Earnest Money Deposit (EMD), is now not required to be submitted at the Eol-stage. The Earnest Money Deposit (EMD), if any, shall now be required to be submitted, only at RFQ-stage, by the Applicant(s) to be shortlisted on the basis of Eol.

11. Eol Processing Fees:

All Applicants are required to pay Rs.1,000/- [Rupees One thousand only] towards Bid Processing Fees in the form of Demand Draft drawn in favor of “ICAR Unit: ICAR-RCER, Patna” payable at Patna. The Bid Processing Fee is Non-Refundable.

Please note that any Expression of Interest (Eol), which does not include the bid processing fees, would be rejected as non-responsive.

12. Submission, Receipt, and Opening of Expression of Interest (Eol):

12.1 The original Expression of Interest (Eol) shall contain no interlineations or overwriting, except as necessary to correct errors made by the Applicants themselves. The person who signed the Expression of Interest (Eol) must initial such corrections. Submission letters for Expression of Interest (Eol) should be in the format of Eol-1 of Section-V.

12.2 An authorized representative of the Applicants shall initial all pages of the original Expression of Interest (Eol). The authorization shall be in the form of a written power of attorney accompanying the Expression of Interest (Eol) or in any other form demonstrating that the representative has been duly authorized to sign. The signed Expression of Interest (Eol) shall be marked “ORIGINAL”.

12.3 The original and all copies of the Expression of Interest (Eol) shall be placed in respective column of CPP Portal.

12.4 The Expression of Interest (Eol) must be submitted on CPP Portal not later than the time and the date indicated in the Data sheet, or any extension to this date in accordance with addendum/corrigendum to be issued by the Employer.

13. Expression of Interest (Eol) Evaluation:

13.1 From the time the Proposals are opened to the time the Contract is awarded, the Applicants should not contact the Employer on any matter related to its

Technical and/or Financial Proposal. Any effort by Applicants to influence the Employer in the examination, evaluation, ranking of Proposals, and recommendation for award of Contract may result in the rejection of the Applicants' Proposal.

- 13.2 The employer has constituted a **Evaluation Committee (EC)** which will carry out the entire evaluation process.
- 13.3 The **EC** shall evaluate the **Expression of Interest (Eoi)** on the basis of the pre-qualification criteria specified in **Section-IV**. In the first stage of evaluation, an **Expression of Interest (Eoi)** shall be rejected if it is found deficient as per the requirement indicated in the **Section-IV** for responsiveness of the **Expression of Interest (Eoi)**. Only responsive **Expressions of Interest (Eois)** shall be further taken up for evaluation. Evaluation of the **Expression of Interest (Eoi)** will start first. The pre-qualification criteria of the Applicant and the evaluation criteria for the **Expression of Interest (Eoi)** shall be as defined in the **Section-IV**.

14. Issuance of RFP:

14.1 After completing pre-qualification, the Employer shall issue a Request for Proposal (RFP) to the shortlisted Applicants and promptly notify all other non-shortlisted Applicants who have submitted **Expressions of Interest (Eols)** about the decision taken.

15. Confidentiality:

Information relating to **evaluation** of **Expression of Interest (Eol)** and recommendations concerning pre-qualifications shall not be disclosed to the Applicants who submitted the **Expression of Interest (Eol)** or to other persons not officially concerned with the process, until the shortlisting of the Applicants. The undue use by any Applicant of confidential information related to the process may result in the rejection of its **Expression of Interest (Eol)** and may be subject to the provisions of the Employer's antifraud and corruption policy.

===== XXXX =====

INSTRUCTIONS TO APPLICANT

Part-II: DATA SHEET

<u>Clause No. of Data Sheet</u>	<u>Ref of ITC</u>		<u>Particulars</u>
1.	2.2	Name of the Employer:	ICAR Research Complex for Eastern Region, ICAR Campus, P.O.: Bihar Veterinary College, Patna - 800 014
2.	2.2	Name of the Assignment/job is:	1. Establishing Vermicompost Making Unit 2. Erecting Vermicompost Making Unit 3. Use the Surplus Manure from ICAR-RCER Livestock Farms to Make Vermicompost 4. Packaging and Marketing the End Product 5. Revenue Sharing With ICAR-RCER, Patna (Erection of Vermicompost making unit, Manufacture and market the vermicompost using surplus manure from ICAR-RCER, Patna as per memorandum of understanding (MoU) to be signed between ICAR-RCER and prospective applicant)
3.	2.5	A pre-Eol meeting will be held:	At 11.00 AM on 10th August 2023 in Conference Hall of this Complex.
4.		Date & time and address for submission of Expression of Interest (Eol): Date Time	28th August 2023 10.00 AM
5.	2.5	The Employer's representative is: Address Telephone: E-mail:	Sh. Vipul Raj, Administrative Officer Room No. 106 0612-2228805 vipulraj@icar.gov.in

6. 8.1 Validity-period of the Expression of Interest (Eol) to be submitted by the prospective Applicant : The **Expression of Interest (Eol)** to be submitted by the prospective Applicant must remain **valid for minimum 180 days** after the submission date, i.e. at least until **26th February 2024**.
7. 4.1 Clarifications may be requested not later than 3 (three) days before the submission date.
The address for requesting clarifications is: **Sh. Vipul Raj, Administrative Officer, ICAR-RCER, Patna**
Facsimile: **0612-2223956**
E-mail: **vipulraj@icar.gov.in**
8. The formats of the Expression of Interest (Eol) to be submitted are:
Form Eol - 1: Letter of submission of Expression of Interest (Eol)
Form Eol - 2 : Applicant's organization & experience
Form Eol - 3 : Information regarding any conflicting activities and declaration thereof.
Form Eol - 4 : Questionnaires (Part - A & Part - B)
9. 14.3 Applicant must submit the original and one copy of the Expression of Interest (Eol).

PRE-QUALIFICATION CRITERIA

The minimum eligibility requirements for prospective applicants include:

S. No.	Criteria	Minimum requirement
1.	Minimum number of years' experience in Vermicompost making by self or partner organization/individual	One
2.	Managing a organized cattle farm, with minimum number of cattle at least	Ten
3.	Minimum number of personnel having degree in biological science or engineering or management	One
4.	Organization Registration number (If applicable)	
5.	Copy of Pan card (If applicable)	
6.	Copy of Adhaar (If applicable)	
7.	Copy of GST (Compulsory)	
8.	ITR for last three financial years (If applicable)	

The Employer shall evaluate the Applicants for short-listing, *inter-alia*, based on their **past Experience of handling similar types of projects**, **strength of their man power** and **financial strength** of the firm.

The employer shall assign scores to the response of each Applicant, based on weightages assigned to each of the criteria in EOI. The following weightages may be used for such evaluation:-

Sl. No.	Criteria	Weightage (%)
1.	Past Experience of The firm/ Partner firm/ individual <ul style="list-style-type: none"> • Number of years of past experience (1-2 years -10; > 2 years -15) • Past experience in carrying out studies/consultancies in related sectors. (1-2 years -03; > 2 years -05) • Studies/consultancies carried out in India. (1-2 years -03; > 2 years -05) 	25
2.	Experience of Key Personnel: <ul style="list-style-type: none"> • Qualifications (Diploma - 10; Degree -20; Masters' - 30) • Relevant Experience (1-2 years -10; > 2 years -20) 	50
3.	Financial Strength of the Applicant:	25

	<ul style="list-style-type: none"> • Turnover figure for Last three Years. (10-20 lakh -05; 20-50 lakh -10; > 50 lakh -15) • Net Profit Figure for Last three years (01-10 lakh -03; 10-20 lakh -05; > 20 lakh -10) 	
<p>The Employer shall short-list all the Applicants, <i>who secure the minimum required marks [i.e. 50%].</i></p>		

ICAR RESEARCH COMPLEX FOR EASTERN REGION, PATNA

Expression of Interest (EOI) Form

Closing date: 28th August 2023 (10.00 AM).

CHECK-LIST

Please note: To help you prepare the best application possible, all items below need to be considered and ticked off. This will also assist us with assessment of your application.

Have you:

- Read the EOI Guidelines?
- Contacted the relevant Officer(s) to discuss your project proposal?
- Read and addressed the ICAR-RCER Eoi document?
- Checked that your group executive is aware and agrees to the final EOI submitted?
- Signed the EOI (or typewritten if emailed) and checked that you are authorised to sign/submit the form?
- Checked that your group is **prepared** to have adequate **public liability insurance** to cover the **project activities** you are proposing?

If you are proposing to employ staff, are you aware of your obligations as an employer to provide adequate insurance, Service facilities, ESI, EPF, etc., for each of those staff, plus employment conditions as recommended in principle under the guidelines of *Government of India, Ministry of Labour, etc.*, where appropriate?

Yes: ___
No: ___
N/A: ___

LETTER OF PROPOSAL SUBMISSION

[Location, Date]

To,

Director,
ICAR-RCER,
Patna - 800 014.

Dear Sirs,

We, the undersigned, offer to express the necessary interest for being short-listed for the Bidding process for erecting vermicompost making unit, manufacture and market vermicompost **as per Memorandum of Understanding (MoU) to be signed between RCER and me**, in accordance with your “Invitation for Expression of Interest” dated 4th August 2023. We are hereby submitting our **Expression of Interest (Eol) and requisite Eol Document fees.**

We are submitting our Expression of Interest (Eol) in association with: ***[Insert a list with full name and address of each associated Applicant, if any]***

We hereby declare that all the information and statements made in this Expression of Interest (Eol) are true and accept that any misinterpretation contained in it may lead to our disqualification.

Our Expression of Interest (Eol) is binding upon us.

We understand you are not bound to accept any Expression of Interest (Eol) you receive.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

Address

APPLICANT'S ORGANIZATION AND EXPERIENCE

A - Applicant's Organization

[Provide here a brief description of the background and organization of your firm/entity and each associate for this Assignment/job. The brief description should include ownership details, date and place of incorporation of the firm, objectives of the firm etc. Also if the Applicant has formed a consortium, details of each of the member of the consortium, name of lead members etc shall be provided]

B - Applicant's Experience

[Using the format below, provide information on each Assignment/job for which your firm, and each partner in the case of consortium or joint venture, was legally contracted either individually as a corporate entity or as one of the major partners within an association, for carrying out consulting Assignment/job similar to the ones requested under this Assignment/job. In case of consortium, association of Applicant, the Applicant must furnish the following information for each of the consortium member separately]

1. Firm's name:

1	Assignment/job name:	Execution of vermicompost making unit
1.1	Description of Project	
1.2	Approx. value of the contract (in Rupees):	
1.3	Country:	
1.4	Location within country:	
1.5	Duration of Assignment/job (months) :	
1.6	Name of Employer:	
1.7	Address:	
1.8	Total No of staff-months of the Assignment/job:	
1.9	Approx. value of the Assignment/job provided by your firm under the contract (In Rupees):	
1.10	Start date (month/year):	
1.11	Completion date (month/year):	
1.12	Name of associated Applicants, if any:	
1.13	No of professional staff-months provided by associated Applicants:	
1.14	Name of senior professional staff of your firm involved and functions performed.	
1.15	Description of actual Assignment/job provided by your staff within the Assignment/job:	

Note: Please provide documentary evidence from the client i.e. copy of work order, contract for each of above mentioned assignment. The experience may not be considered for evaluation, if such requisite support documents are not provided with the Expression of Interest (Eol).

TEAM COMPOSITION AND TASK ASSIGNMENT/JOBS

Professional Staff

Sr. No.	Name of Staff	Qualification of Staff	Position / Task Expertise	Experience in areas relevant to this Eol

**INFORMATION REGARDING ANY CONFLICTING ACTIVITIES AND DECLARATION
THEREOF**

Are there **any activities**, carried out by your firm or group company or any member of the Consortium, which are **of conflicting nature** as mentioned in para 5 of section 2. If yes, please furnish details of any such activities:

If **no**, please certify:-

We hereby declare that our firm, our associate / group firm or any of the member of the consortium are **not indulged** in any such activities which can be termed as the **conflicting activities** under para 5 of the section 2. We also acknowledge that in case of **misrepresentation** of the information, our proposals / contract shall be **rejected / terminated** by the Employer which shall be binding on us.

Authorized Signature [In full and initials]:

Name and Title of Signatory: .

Name of Firm: .

Address: .

QUESTIONNAIRE (Part -A)

Sl. No.	Details of relevant Information sought	Information to be provided by the prospective Applicant
1.	Name of Applicant Firm	:
2.	Date of Establishment of Applicant Firm	:
3.	Legal Status of Applicant Firm [Whether Sole Proprietary-ship / Cooperative / Partnership Firm / Company (<i>under Company Act</i>) / Society (<i>under Societies Registration Act</i>)/ Central PSU / State PSU or so?]	:
4.	Applicant Firm's Registration. No. & Date	:
5.	Copy of Registration. Certificate	: (To be enclosed)
6.	Annual Turn-over during last 3 years (along with copies of related Financial Statements e.g. Balance Sheets, Profit & Loss Statement, Cash Flow Statement etc.)	: 2020-21: 2021-22: 2022-23:
7.	Nos. of such contracts received each year during last 3 years [alongwith copies of Award of contracts(s)]	: 2020-21: 2021-22: 2022-23:
9.	Name of Proprietor of Firm, alongwith Address, Tel. No., Fax No. & e.mail address	:
10.	Details of Blacklisting from any Govt. Deptt./Organizations, if any during last 5 years.	: If so, the firm must also provide the detailed reasons for its blacklisting, for consideration of its Bid on overall Merits, if any.

Signature of prospective Applicant:

[Either "Proprietor" or
"Authorized Signatory"

(enclosing the Letter of Authority from Proprietor)]

Signatory's Name:

Business Address:

QUESTIONNAIRE (Part - B)

The prospective Applicant should furnish specific answers to all the questions/issues mentioned below. In case a question/issue does not apply to a prospective Applicant, the same should be answered with the remark “not applicable”.

Wherever necessary and applicable, the prospective Applicant shall enclose certified copy as documentary proof/ evidence to substantiate the corresponding statement.

In case a prospective Applicant furnishes a wrong or evasive answer against any of the under-mentioned question/issues, its Bid will be liable to be ignored.

Sl. No.	Query related to Information sought from prospective Applicant	Information to be provided by the prospective Applicant	Guiding Remarks /Note (for prospective Applicant)
2.	Expression of Interest (Eoi) is valid for acceptance upto	:	Eoi is required to be valid at least upto 26.02.2024.
3.	Your permanent Income Tax A/C No.	:	
4.	Attach certified copy of your latest/current Income Tax clearance certificate	:	
5.	Status:		
	<p>i) Are you currently registered/ accredited/empanelled with the Ministry of Central Govt. and/or the present Employer and/or any State Government for the services required?</p> <p>If so, indicate the date, up to which you are registered/ accredited and whether there is any monetary limit imposed on your registration/ accreditation.</p>	<p>Yes / No.</p> <p>Date:</p>	<p>Please attach certified copy(s) of your registration/Empan elment status etc. in confirmation of your answer(s) to this query.</p>
	<p>ii) Are you currently registered under the Indian Companies Act, 1956 or Societies Registration Act,</p>	<p>Yes / No.</p> <p>Regn. No.:</p>	

	1860, or any other similar Act?		
6.	i) Please indicate name & full address of your Banker(s)	:	The Banking details are required to ensure Financial Transparency, & to facilitate timely payment through E-Payment / ECS / RTGS / LC, etc.
	ii) Please provide your Principal Consulting Firm's Bank A/c. No., Bank Code, IBAN Code, SWIFT/BIC Code.	:	
8.	Please state whether consultancy dealings with you currently stand suspended / banned by any Ministry/Department of Government of India or by any State Govt.	:	.

.....
(Signature with date)

.....
(Full name, designation & address of the person duly authorized to sign on behalf of the prospective constant)

For and on behalf of
.....
(Name, address and stamp of the Applicant firm)

MODEL BANK GUARANTEE FORMAT FOR FURNISHING EMD

Whereas M/s (hereinafter called the “Applicant”) has submitted their Expression of Interest (Eol) dated for being short listed as bidder for establishing vermicompost making unit, under **ICAR-Research Complex for Eastern Region, Patna**, against the employer’s Invitation for Eol No. **IRCER/P&S-23(IX)/23-24/DLFM dated: 04.08.2023**.

KNOW ALL MEN by these presents that WE of having our registered office at are bound unto (hereinafter called the “Employer”) in the sum offor which payment will and truly to be made to the said Purchaser, the Bank binds itself, its successors and assigns by these presents. Sealed with the Common Seal of the said Bank this day of 2023.

THE CONDITIONS OF THIS OBLIGATION ARE:

- (1) If the Applicant withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of this tender.
- (2) If the Applicant having been notified of the acceptance of his tender by the Purchaser during the period of its validity:-
 - a) If the Applicant fails to furnish the Performance Security for the due performance of the contract.
 - b) Fails or refuses to accept/execute the contract.

WE undertake to pay the Employer up to the above amount upon receipt of its first written demand, without the Purchaser having to substantiate its demand, provided that in its demand the Purchaser will note that the amount claimed by it is due to it owing to the occurrence of one or both the two conditions, specifying the occurred condition or conditions.

This guarantee will remain in force upto and including 180 days after the period of **Expression of Interest (Eol)** validity; i.e. at least upto **26.02.2024** and any demand in respect thereof should reach the Bank not later than the above date.

.....
(Signature of the authorized officer of the Bank)

.....
.....
Name and designation of the officer

.....
Seal, name & address of the Bank and address of the Branch

MODEL BANK GUARANTEE FORMAT FOR PERFORMANCE SECURITY

To,
The Director,
ICAR-RCER, ICAR Parisar,
P/o - BVCC, Patna - 800 014 (BIHAR).

WHEREAS (name and address of the Applicant) (hereinafter called “**the Applicant**”) has undertaken, in pursuance of contract no..... dated to execute the establishment of vermicompost making unit under **ICAR Research Complex for Eastern Region, Patna, Bihar**, in accordance with your “**Invitation for Expression of Interest**” dated **4th August 2023**) (hereinafter called “**the Contract**”).

AND WHEREAS it has been stipulated by you in the said **Contract** that the **Applicant** shall furnish you with a **Bank Guarantee** issued by a scheduled commercial Bank recognized by you for the sum specified therein as **Security** for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the **Applicant** such a **Bank Guarantee**;

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the **Applicant**, up to a total of Rs.... (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the **Applicant** before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the **Applicant** shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until the day of, 20.....

.....
(Signature of the authorized officer of the Bank)

.....
Name and designation of the officer

.....
.....
Seal, name & address of the Bank and address of the Branch