



**NORTH EASTERN REGIONAL AGRICULTURAL MARKETING CORPORATION LTD.
(NERAMAC)
(A GOVERNMENT OF INDIA ENTERPRISE)**

EOI No.NER/ONE/MKTG./43/41

**EXPRESSION OF INTEREST
FOR
SELECTION OF PARTY/PARTIES FOR THE OPERATION OF OUTLET FOR FOOD AND
HORTICULTURE/AGRICULTURAL PRODUCE AND PRODUCTS OF NORTH EASTERN
REGION (NER) AND OTHER STATES AT VARIOUS METRO STATIONS (DMRC)
IN DELHI-NCR**

EOI No.	NER/ONE/MKTG/43/41
Date of Issue	15.09.2019
Last Date and Time of Submission of Bid	23.09.2019 upto 14.00 hrs
Date Time & Place of opening of Bid	27.09.2019 at 15.00 hrs at Guwahati, Assam

DISCLAIMER

1. This EOI document for selection of party/parties for the operation of outlet for food and horticulture/agricultural produce and products of North Eastern Region (NER) and Other States at Various Metro Stations (DMRC) at Delhi-NCR contains brief information on the scope of work, eligibility requirements and details of the selection process amongst others for the successful bidder. The purpose of the bid is to short list one or more parties on the basis of qualifying/eligibility criteria for operation of the allotted or being allotted slots.
2. Intimation of discrepancies in the bid Document, if any, may be given, by the Bidders, to the office of NERAMAC within 48 hrs from the time of publishing of bid. If NERAMAC receives no written communication, it shall be deemed that the Bidders are satisfied with the information provided in the EOI document.
3. This bid document is not an agreement. The scope of work and other information as well as the right and obligations of the successful Bidder shall be set out in a separate agreement to be executed between NERAMAC and the successful Bidder.
4. NERAMAC reserves the right to accept or reject any or all Bids without giving any reasons thereof.
5. NERAMAC shall not entertain or be liable for any claim for costs and expenses in relation to the preparation of the documents to be submitted in terms of this bid document.
6. NERAMAC shall not be responsible for any late receipt of applications for any reasons whatsoever. The applications received late will not be considered.
7. NERAMAC may include any other item in the Scope of work at any time after consultation with applicants or otherwise.
8. The NERAMAC reserves the right to relax or waive any of the conditions stipulated in this document as deemed necessary in the best interest of the NERAMAC without assigning any reasons thereof .

INVITATION OF EXPRESSION OF INTEREST

North Eastern Regional Agricultural Marketing Corporation Ltd (**NERAMAC**) invites Expression Of Interest from registered Partnership Firm/Company/Joint Ventures/ Proprietorship Concern having relevant experience preferably in the area of healthy food/horticulture/agricultural produce and products for the operation of outlet for food and horticulture/agricultural produce and products of North Eastern Region(NER) and Other States at Various Metro Stations(DMRC) at Delhi-NCR.

Interested party / Firm having relevant experience with sound financial condition may download the EOI document/Form from NERAMAC's website: www.neramac.com.

Important Dates:

- Last date and time for the submission of Bid** : **23.09.2019 upto 14.00 hrs**
- Date of opening of Bids** : **27.09.2019 at 15.00 hrs**
- Place of submission of Bid** : **NERAMAC LTD.
Office of Ministry of DoNER
Janpath Bhawan
6th Floor, B Wing, Janpath Road
New Delhi – 110001**
- Place of opening of Bids** : **Guwahati, Assam**

In case the date opening falls on a holiday, the bids shall be opened on next working day at the same time and it will be binding on the Tenderer / Bidders for acceptance.

SCOPE OF WORK

1. To promote Organic and naturally grown / processed Agri- Horti Produce of NER, hence sale of Healthy / Naturally grown food Horticulture/Agricultural produce and products of NER and Other States shall be sold from Outlet.
2. The Platform shall also be opened to Entrepreneurs' of NER and Other States, where selected processed food from entrepreneurs and NERAMAC brands can be showcased and sold on consignment basis along with products of the successful bidder. For NERAMAC branded products, NERAMAC shall aggregate and makeavailable in various outlets.
3. Fulfilling the above objectives, NERAMAC proposes to open an Outlet to showcase and sale the organic and naturally grown exotics of North Eastern Region/ Other States(On Approval) and sensitize public the importance of Healthy food and benefits of using Organic food.
4. Tentative sites: NERAMAC has been allotted following location under DMRC namely:-
 1. Lajpat Nagar Metro Station
 2. Chhattarpur Metro Station
 3. Rajouri Garden Metro Station

Area of Outlet- 10 square meter.

5. Bidder can apply for more than one locations.
6. In case there is any change or addition in the location, NERAMAC shall give first preference/ opportunity to the selected party/parties with highest score.
7. NERAMAC shall keep minimum 25% of exclusive showcasing area for display/show casing and sale of NERAMAC branded / other approved Entrepreneurs' products and balance space shall be used by selected party strictly for showcasing/sale of their products.
8. The selected party / parties shall provide as reasonably necessary all labour and professional/ supervisory, accounts personnel and managerial personnel as are required to perform the Services. Such personnel shall be qualified to perform the duties to which they are assigned. The selected party/parties shall bear the operational cost in this regard. NERAMAC shall provide sufficient skill development to make well verse with the products and health conscious buyers at the cost of selected bidder.
9. The selected party/parties shall pay an amount of Rs. 1800 per sq. ft. and GST as license fees for utilizing the Space of the outlet excluding all the incidental charges such as Electricity, Water, Maintenance, Insurances, damages etc. on actual basis. The said amount is subject to change as per DMRC Rules. The selected party / parties shall be responsible for any damage to designated places and cost of damage has to be borne by the selected party.
10. The selected party/parties shall deposit Six months security as interest free refundable Security Deposit to NERAMAC in the form of BG / TDR which will be refunded on expiry of the agreement simultaneously with delivery of vacant and peaceful possession of the allotted space to NERAMAC after adjusting against a damage cost to the allotted space if any.
11. All statutory fees for licenses and other dues are to be complied by the selected party from time to time as per Delhi Metro Rail Corporation (DMRC)

12. The selected parties shall pay fixed 10% of their sales proceeds to NERAMAC from the sale of their products. Applicable taxes extra.
13. The selected party/parties shall retain 10% of the sale proceeds from sale of NERAMAC's products/ produces and pay balance 90% to NERAMAC's bank account. Applicable taxes extra.
14. The selected party/parties shall follow authenticated accounting system which can be integrated with NERAMAC accounting system (Tally).Daily / Weekly & Monthly reports should be made available by the selected parties.
15. The accounts will be settled on fortnightly basis.
16. Outlet shall be in the name of NERAMAC only. Selected bidder may display its signboard subject to approval from NERAMAC. In order to promote the local NER Products, the Selected bidder may have to use the official logo of NERAMAC or any other which shall be informed by NERAMAC from time to time.
17. The tenure will be for minimum of 2 (Two) Years which shall be extended on satisfactory performance of selected party/parties.
18. The selected party/parties shall have to abide by all terms and condition laid by Delhi Metro Rail Corporation Ltd. (DMRC) other than above terms and conditions.
19. The Courts in Guwahati shall alone have the exclusive jurisdiction in respect of all disputes in relation to this tender.

ELIGIBILITY CRITERIA

1. A registered Private Ltd. company, Partnership Firm/ Joint Ventures (Not more than 2 partners), Proprietorship Concern having minimum 2 years' experience in running outlet / food joints / showrooms in business related to food / processed food, tea, horticulture / agricultural produce and products. Preference will be given to parties having experience in doing business in healthy and natural / Organic food and allied products and should be equipped with adequate, qualified & experienced manpower on rolls. Proof of experience in similar nature of works to be furnished.
2. Copies of Original documents defining the constitution or legal status, place of registration, and principal place of business, written power of attorney of the signatory of the EOI.
3. Last 2 years Average Turnover should be at least Rs. 05.00 Lakhs in relevant field. The turnover should be reflected in balance sheet/billing details certified by the chartered accountant. In case this turnover is not reflected separately in the balance sheet, a certificate in respect of the turnover of the chartered accountant of the company should be enclosed.
4. Bank Solvency certificate certified by the Bankers should be furnished along with the EOI.
5. The bidder should have valid Registration Certificate / License / Trade License/ PAN Card /GST Registration and other relevant documents etc.
6. Preference shall be given to bidder who has experience in running showroom / outlets and retail services.

INSTRUCTIONS TO BIDDERS

1. The Bidders shall be responsible for all of the costs associated with the preparation of their Bids and their participation in the Bidding Process. NERAMAC shall not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Bidding Process.
2. It shall be deemed that by offering a Bid , the Bidder has:
 - a) made a complete and careful examination of the bidding documents & offered site;
 - b) Satisfied itself about all matters, things and information hereinabove necessary and required for bidding, execution of the agreement in accordance with the bidding documents and performance of all of its obligations there under;
 - c) acknowledged and agreed that ignorance of any of the matters hereinabove shall not be a basis for any claim for compensation, damages, claim for performance of its obligations, loss of profits, etc. from NERAMAC;
 - d) Agreed to be bound by the undertakings submitted by it under and in terms hereof.
3. Eligible selected party/parties shall have to sign an Agreement with NERAMAC after completion of selection process.
4. Any corrigendum including extension of date or change of date for submission of the tender shall be published only on the website and that shall be deemed to have been seen by the bidders.
5. **It is also mandatory for all vendor/bidder to submit hard copy of all necessary documents as per mention Tender document.**

BID FORMAT & CONTENTS

The Bidder shall seal the bid copies i.e., documents for “Selection of party/parties for the operation of outlet for food and horticulture/agricultural produce and products of North Eastern Region(NER) and Other States at Various Metro Stations(DMRC) at Delhi-NCR” addressed to Managing Director, NERAMAC Ltd.

The Contents of Technical Bid (Dully Filled) –

- i. Form A
- ii. Form B
- iii. Application
- iv. Supporting Documents as required for qualification

FEES PAYABLE

The following fees are payable at various stages of the bidding process:

- i. Tender Processing Fee :
A processing fee of Rs.10,000.00 (Non-refundable)/Per Location should be submitted along with the bid and shall be paid by way of either RTGS/NEFT or DD.
- ii. Earnest Money:
EMD of Rs.15,000/-(Rupees Fifteen Thousand)/Per Location shall be paid through e-Payment either Credit Card/ Debit Card and Net banking, RTGS/NEFT.

Tender Processing Fee & EMD should be paid in favour of:

NERAMAC LTD.

Bank Name: State Bank of India,

Branch Name: New Guwahati Branch, Bamunimaidam

Account No: 10566982782, IFSC Code: SBIN0000221.

iii. **Refund of Earnest Money:**

The Earnest Money of unsuccessful Bidder shall be refunded soon after final appointment of the agencies has been completed. No interest shall be payable on earnest money deposited with NERAMAC. The bidder securing the highest marks shall be selected, however as NERAMAC is also trying to replicate same concept in other parts of NCR and Metropolitan cities, an empanelment of qualified bidders shall be maintained.

SUBMISSION & OPENING OF BID

Sealed Bids must be submitted and delivered to the following address:

To,

**The Managing Director
NERAMAC LTD.
Office of Ministry of DoNER
Janpath Bhawan
6th Floor, B Wing, Janpath Road
New Delhi – 110001**

On or before 1400 Hrs on 23.09.2019 and the Bids will be opened on 27.09.2019 at 1500 Hrs at Guwahati, Assam in the presence of the bidders or their authorized representatives, who wish to attend. If the office happens to be closed on the date of receipt of the bids as specified, the bids will be opened on the next working date at the same time & venue.

However, in case, management desires to extend the dates of submission due to insufficient response or any other reason, shall inform in website of NERAMAC in the form of corrigendum.

PROCEDURE FOR SELECTION:-

All the applications received in response to the notice for bid will be scrutinized by the Evaluation Committee to be formed by NERAMAC in two phase evaluation process:

Phase-I:

All the proposals received will be scrutinized to assess their eligibility based on the qualifying criteria. Those proposals which do not meet the qualifying criteria will be rejected, forthwith, or at any stage of detection.

Brief Description:

1. Tender Processing Fee : Rs. 10,000/Per Location
2. EMD : Rs. 15,000/-/Per Location

Offer without above fee shall be out rightly rejected.

After fulfilling the eligibility criteria NERAMAC will finalize Agencies on the basis of the following evaluation criteria.

Sl. No.	Name of Bidder	Experience running food /retail outlets	Experience in doing business in healthy and natural/ Organic food and allied products	Experience in Brand building and Advertisement Sector	NER connection	Total
		(20)	(20)	(10)	(10)	(60)

Agency scoring qualifying marks shall be shortlisted for making PPT (Score 40 marks)

Phase-II:

Shortlisted bidder based on their high scoring bids shall be requested to make a 15 minutes presentation on concept and business plan, strategy and should include sales target of NERAMAC products. They will be rated on the following parameter.

FORM B

Sl. No.	Name of the bidder	Ability to communicate the organizational Expertise	Business Plan Presentation	Total marks
		(10)	(30)	(40)

TERMINATION

- 1) NERAMAC reserves the right to cancel the LOI issued to the proposed successful party upon 30 days written notice to successful bidder in the event:
 - a. the successful bidder violates any clauses applicable to this EOI;
 - b. Unsatisfactory performance by the successful bidder at any time during the contract period.
 - c. Misrepresentation of information at any time during the contract period;
 - d. On NERAMAC’s determination that it does not wish to extend this agreement.

- 2) The EMD/Security Deposits will be forfeited in case of condition (a & b) mentioned above and if the selected Bidder(s) shows unwillingness to execute the agreement after the issue of LOI necessary action shall be taken including imposition of penalty.

DISPUTE RESOLUTION

In the event, any dispute arises between the successful bidder and NERAMAC in connection with this tender, the construction of any provision of this tender or the rights, duties or liabilities of the successful bidder/ NERAMAC under this tender, same shall be referred to a sole Arbitrator as per the Arbitration and Conciliation Act, 1996. The Sole Arbitrator shall be appointed by the Managing Director, NERAMAC after notice in this regard is given by either of the parties to the other within a period of 90 days from the date of accrual of dispute. The venue of Arbitration shall be at Guwahati. Guwahati shall alone have the exclusive jurisdiction in respect of all disputes in relation to this tender.

Signature of Bidder
With Seal

BID FORM

To,

The Managing Director
NERAMAC LTD.
Office of Ministry of DoNER
Janpath Bhawan
6th Floor, B Wing, Janpath Road
New Delhi – 110001

Sub: Submission of bid for the operation of outlet for food and horticulture/ agricultural produce and products of North Eastern Region(NER) and Other States at Various Metro Stations(DMRC) at Delhi-NCR

Sir,

The undersigned having read and examined in detail all the EOI documents pertaining to your assignment; do hereby express the interest to do the work as specified in the scope of work.

Sl. No	DESCRIPTION	RESPONSE
1.	Name of the Organization	
2.	Address	
3.	Name, designation & address of the person to whom all references shall be made	
4.	Telephone (with STD code)	
5.	Mobile No. of the contact person	
6.	E- mail of the contact person	
7.	Fax No. (with STD code)	
8.	Expertise in Subject	

We have enclosed the following documents:

1. Letter of Authorization.
2. Bid Documents / Form A should be submitted on the company's/ Firm letter head duly seal and signed by the authorized person.

Tender Processing fee of Rs.10,000/per location

3. EMD of Rs.15,000/-(Rupees Fifteen Thousand)/Per Location
4. Form " B".
5. Self Attested copies of Supporting Documents.

I/ We hereby declare that my/ our Tender is made in good faith and the information contained is true and correct to the best of my/ our knowledge and belief.

Thanking you,

Yours faithfully,

(Signature of the Applicant)

Name:

Witness by - Signature:

Designation:

Dated: Name :

FORM - B

To,

The Managing Director
NERAMAC LTD.
Office of Ministry of DoNER
Janpath Bhawan
6th Floor, B Wing, Janpath Road
New Delhi – 110001

SUB: Submission of bid for the operation of outlet for food and horticulture/ agricultural produce and products of North Eastern Region(NER) and Other States at Various Metro Stations(DMRC) at Delhi-NCR

Sir,

With reference to your subject mentioned tender in NERAMAC website: www.neramac.com, we hereby submitting our technical bid as per the Terms and Conditions provided by you. The particulars of offer are given below:

Sl. No.	QUALIFYING CRITERIA	MARKS	COMMENTS OF BIDDER (along with Supporting Document)	DEVIATION YES/NO	ALLOTTED MARKS (To be filled by evaluation committee)
1	Experience running food /retail outlets	20			
2	Experience in doing business in healthy and natural/ Organic food and allied products	20			
3	Experience in Brand building and Advertisement Sector	10			
4	NER connection	10			
	Total	60			

Thanking you,

Yours faithfully,

(Signature of the Applicant & Company Seal)

Name:

Designation:

Annexure-A: General Information of the Bidder

1. (a) Name :

(b) Address of Registered Office:

2. Details of individual(s) who shall serve as the point of contact/ communication for NERAMAC:

(a) Name :

(b) Designation :

(c) Company :

(d) Address :

(e) Telephone Number :

(f) Fax Number :

(g) E-Mail Address :

3. In case of Consortium/JV:

a. The information above (1 & 2) shall be provided for all the members of the JV/Consortium.

b. Information regarding role of each member :

Signed

(Name of the Authorized Signatory)

For and on behalf of (Name of the Bidder)

Designation Place:

Date:

Annexure-B: Affidavit (Duly Notarized)

(To be given by the Bidder on a Non Judicial Stamp Paper of Rs. 10)

I, S/o, aged about, Resident of_working as(insert designation) of the(insert name of the single bidder/consortium member if a consortium), do hereby solemnly affirm and state as follows :

1. I am the authorised signatory of(insert name of company/ FIRM/ consortium) (hereinafter referred to as “Bidder”) having its registered office at I am duly authorised vide Authority Letter/ Board Resolution dated of the Bidder to swear and depose this Affidavit on behalf of the bidder.
2. I have submitted information with respect to our eligibility for the bid for Selection of party/parties for the operation of outlet for food and horticulture/agricultural produce and products of North Eastern Region(NER) and Other States at Various Metro Stations(DMRC) at Delhi-NCR to North Eastern Regional Agricultural Marketing Corporation (NERAMAC) through the bid. I further state that we have the necessary manpower and all the said information submitted by us is accurate, true and correct and is based on our records available with us.
3. I hereby declare that if any point of time, any further/ additional information regarding our financial and/or technical capabilities, or any other relevant information is asked by NERAMAC, we shall promptly and immediately make available such information accurately and correctly to the satisfaction of NERAMAC.
4. I state that, we fully acknowledge and understand that furnishing of any false or misleading information by us in our Bid shall entitle us to be disqualified from the tendering process for the said project. The costs & risks for such disqualification shall be entirely borne by us
5. I state that all the terms and conditions of the Bid Document have been duly complied with.
6. I on behalf of _____, undertake to work as per the terms and conditions rolled out by NERAMAC.
7. I understand that NERAMAC reserves the right to accept or reject and to cancel the bid process and reject all bid documents at any time prior to the award of contract, without assigning any specified reasons whatsoever.

DEPONENT

(Name, Designation with & Seal)

VERIFICATION:-

I, the above-named deponent, do verify that the contents of paragraphs 1 to 7 of this affidavit are true and correct to my knowledge. No part of it is false and nothing material has been concealed. Verified at, on thisday of....., 2018.

DEPONENT

(Name, Designation with & Seal)

**Annexure-C: Undertaking for not being banned for business by any Govt.
Organisation/PSU/etc. (Duly Notarized)**

(To be given by the Bidder on a Non Judicial Stamp Paper of Rs. 10)

I / We _____ Manufacture / Partner(s)/ Authorized Distributor /agent of M/S.
_____ hereby declare that the firm/company namely
M/s. _____ has not been blacklisted or
debarred in the past by Union / State Government/ PSU/ Local Bodies or organization from taking
part in Government tenders in India.

Or

I / We _____ Manufacture / Partner(s)/ Authorized Distributor / agent of M/s.
_____ hereby declare that the
Firm/companynamelyM/s. _____
_ was blacklisted or debarred by Union / State Government or any Organization from taking part in
Government tenders for a period of _____ years w.e.f. _____ to
_____. The period is over on _____and now the firm/company is entitled to
take part in Government tenders.

In case the above information found false I/we are fully aware that the tender/ contract will be
rejected/cancelled by NERAMAC, and EMD/ Performance Security shall be forfeited.

STAMP & SIGNATURE OF AUTHORISED SIGNATORY