

Date:16/01/2025

**Agricultural & Processed Food Products Export Development
Authority (APEDA)**

Ministry of Commerce & Industry, Government of India

3rd-4th Floor, NCUI Building, SIRI Institutional Area

August Kranti Marg, NewDelhi-110016

NOTICE INVITING TENDER

**Sealed bids are invited for conducting a study on
“Infrastructure Gap Analysis in the Export of Key Horticulture Products”**

1. Introduction:

The Agricultural and Processed Food Products Export Development Authority (APEDA) under the Department of Commerce, Ministry of Commerce and Industry, Government of India is the premier organisation for export promotion of agricultural and processed food products. APEDA plays a crucial role in enhancing the export potential of these products by providing services such as market development, quality control, and certification. APEDA also ensures to maintain the quality and standards of the exported products and facilitates the participation of Indian exporters in global markets. APEDA’s scheduled products account for more than half of the agricultural exports from India and cover 17 broad product categories ranging from fresh fruits and vegetables to processed food. For details, please visit: www.apeda.gov.in

2. ABOUT THE ASSIGNMENT:

India is a major producer of horticulture products, with significant contributions to global exports of fruits, vegetables, and other high-value crops. However, the sector faces critical challenges in terms of infrastructure across various stages of the supply chain, from farm(s) to port(s). These infrastructure gaps may hinder the efficiency, competitiveness, and growth of horticulture exports.

The purpose of this study is to conduct a comprehensive infrastructure gap analysis across export clusters of key horticulture commodities, as mentioned in Appendix-1 and Appendix-2. The study will identify specific bottlenecks in the supply chain for critical commodities and provide actionable recommendations to address these gaps to enhance export competitiveness.

3. Objective:

The study aims to:

- (i) Map the supply chain for key horticulture products across major export clusters.
- (ii) Conduct a gap analysis of critical infrastructure (cold storage, logistics, pack-

houses, treatment facilities etc.) in these clusters.

- (iii) Analyze the impact of these gaps on the export performance of the identified commodities.
- (iv) Provide recommendations to bridge the infrastructure gaps and improve the efficiency of supply chains.

4. ELIGIBILITY FOR SUBMISSION OF BIDS:

4.1 Professional Consulting Agencies, which are in existence for the last five financial years and more and meeting the following criteria of experience in execution of the similar type of studies and possessing sound financials, may participate in the bid process.

4.2. ASSESSMENT OF ELIGIBILITY:

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

S. No.	Eligibility Criteria
4.2.1	The Consulting firm should have access to authentic sources of information in the field.
4.2.2	The firm should have earned annual turnover of Rs. 3, 00, 00,000/- (Rs.Three Crores) during any three years out of last five years from the similar type of consultancy operations. The turnover shall be in the name of applicant organization only and not that in the name of group/ sister organizations. A certificate as per Annexure-2, shall be submitted as supporting document.
4.2.3	The Consulting firm should have carried out a minimum of three Assignments of similar type during last five years.
4.2.4	The Consulting firm should not have been black-listed by any Government Organisation. A Declaration, as per Annexure-3 shall be submitted.
4.2.5	The Consulting firm shall submit CVs of the team leader and members of The Team.
4.2.6	The Team Leader should be (a) Doctorate/MBA or Post-Graduation in Agriculture/ Economics/ International Business, and (b) Possessing a minimum experience of 10 years in the field.

4.2.7	The Team Associate/ Member should be MBA or Post Graduation in Agriculture/Economics/ International Business having specialization in analysis of trade data.
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4.3 Application cum Processing Fee, EMD and Performance Security:

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

- (i) A non-refundable Application cum Processing Fee of Rs.10,000/- plus GST @ 18%=Rs.1,800/-total Rs.11,800/-(Rupees Eleven Thousand Eight-Hundred) in the form of a Demand Draft (DD) drawn in favour of "APEDA" payable at New Delhi.
- (ii) Interest-free Earnest Money Deposit (EMD) in the form of DD for Rs. 2,00,000/- (Rupees Two Lakh) drawn in favor of "APEDA" payable at New Delhi. The EMD received from unsuccessful bidder will be returned after the selection process is complete. The EMD received from successful bidder will be processed as per Para 4.3.4.

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

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

4.3.4 Performance Security @ five per cent (5%) of the value of the contract or Rs. 2,00,000/- (Rs. Two Lakh) whichever is higher, shall be deposited by the agency selected. Hence, the EMD of Rs.2,00,000/-(Rs. Two Lakh) received from selected agency will be adjusted towards Performance Security. In case, 5% of the bid value works out to be more than Rs. 2.00 Lakh, the agency shall deposit the additional amount over & above Rs. Two Lakh in the form of DD in favour of APEDA. Both the amounts taken together shall be treated as Performance Security. The amount of Performance Security shall be refunded after completion of all contractual obligations.

5. SCOPE OF WORK:

The study will cover the following components:

5.1 Infrastructure Gap Analysis

- (i) Identify infrastructure bottlenecks in export clusters of key horticulture products.
- (ii) Assess the availability, proximity to the farm, capacity utilization, condition,

and recognition by concerned authority APEDA/NPPO of export-oriented infrastructure in these clusters, such as:

- (a) Pack-houses and grading facilities
 - (b) Cold storage and temperature-controlled logistics such as adequacy of reefer vehicles for local transportation
 - (c) Treatment facilities such as hot water treatment, Vapor heat treatment, Irradiation etc.
- (iii) Assessment of transportation networks (road, rail, air and sea) to the nearest port
- (iv) Evaluation of handling procedures and facilities for clearance at port or customs.
- (v) Identification and assessment of existing infrastructure units in the clusters which could be upgraded for export operations.
- (vi) Identify bottlenecks and gaps in each stage of the supply chain.

5.2 Impact Assessment

- (i) Analyze how infrastructure gaps affect export volumes, quality, and competitiveness.
- (ii) Evaluate the economic impact of these gaps on farmers, exporters, and the horticulture sector.

5.3 Recommendations and Action Plan

- (i) Provide commodity-specific and cluster-specific recommendations with respect to infrastructure, logistics and custom clearance to bridge infrastructure gaps.
- (ii) Propose an actionable roadmap for APEDA to address these gaps.
- (iii) Highlight potential investment requirements in infrastructure development.

6. Methodology

The agency is expected to use a combination of qualitative and quantitative methods, including:

- (a) **Desk Research:** Review existing reports, policies, and data on the existing infrastructure.
- (b) **Data Analysis:** Analyze trade data, infrastructure capacity, and supply chain efficiency metrics.
- (c) **Stakeholder Consultations:** Conduct interviews with farmers, exporters, logistics providers, government officials, and other relevant stakeholders.
- (d) **Field Visits:** Visit key export clusters to gather first-hand insights and validate findings.

7. Timelines:

The assignment shall be completed within a period of 4 months.

8. SELECTION PROCEDURE:

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

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

8.3 Evaluation of Bids:

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

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

8.3.3 For technical evaluation of bids, a presentation will be held, on the date

and time specified by APEDA, before the Selection Committee in the presence of the bidders or their authorized representatives.

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

S. No.	Areas	Maximum Marks
I.	Concept and Methodology for carrying out the assignment	30
II.	Experience in conducting similar type of studies in Government sector: (a) Two projects -----20Marks (b) One project 10marks	20
III.	Back-end support	10
IV.	Resume of the Team Leader.	5
V.	Resume of Team Associate/Member	5

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

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

L1=30 marks

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

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

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

9. FORCE-MAJEURE:

If at any time, during the continuance of this contract, the performance in whole or in part, by either party, of any obligation under this is prevented or delayed, by reason

of war, or hostility, acts of the public enemy, civic commotion, sabotage, Act of State or direction from Statutory Authority, Explosion, Epidemic, Pandemic, Quarantine restriction, Strikes and Lockouts (as are not limited to the establishments and facilities of the contractor), fire, floods, natural calamities for any act of GOD (hereinafter referred to as EVENT), provided notice of happenings of any such EVENT is given by the affected party to the other, within 15 Calendar days from the date of occurrence thereof, neither party shall, by reason of such event, be entitled to terminate the contract, nor shall either party have any such claims for damages against the other, in respect of such nonperformance or delay in performance provided the contract shall be resumed as soon as practicable, after such EVENT comes to an end or ceases to exist. The decision of the Chairman, APEDA as to whether the service may be so resumed (and the time frame within which the service may be resumed) or not, shall be final and conclusive, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 30 days either party may, at his option terminate the contract.

10. ARBITRATION:

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

11. INDEMNITY:

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

thereto relating to the period of Contract, arising out of a breach by the Agency, its sub-contractors, sub-agents, employees, etc. of any of its obligations under the Contract.

12. INTELLECTUAL PROPERTY RIGHTS:

12.1 APEDA's name/logo/other IPRs shall be the sole and exclusive property of APEDA only. For any misuse/misrepresentation/unauthorized use of APEDA's name/logo/IPRs by the Agency and/or their sub-agents/sub-contractors/employees etc., the Agency shall be held solely responsible.

12.2 APEDA shall not be responsible for any harm or loss caused to any third party because of any such misuse/misrepresentation/unauthorized use of APEDA's name/logo/IPRs.

12.3 Agency shall indemnify APEDA against any misuse/misrepresentation/unauthorized use of APEDA's name/logo/IPRS and/or any claim(s) relating to infringement of any intellectual property rights committed by them/their sub-agents/sub-contractors/employees. etc.

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

14 TERMS OF PAYMENT:

The payment shall be released after depositing of Performance Security.

The payment shall be released as follows:

- (a) On award of Study 30%
- (b) On submission of Inception Report20%
- (c) On submission of first Draft Report ... 20%
- (d) On approval of draft Report..... 30%.

15. PERFORMANCE ASSURANCE:

If performance of the agency is not up to the mark or is less in any of the deliverances as per the scope of work, then a part of the total bid value will be retained by APEDA, proportionately to the extent of performance, at the time of final payment. Decision of APEDA shall be final in this regard.

16. Guidelines for Submission of Bids:

- (i) Conditional bids are not allowed and shall be rejected summarily.
- (ii) Any mis-representation of facts/ withdrawals of bids will lead to forfeiture of EMD.
- (iii) The bidding agency shall bear the cost on preparation and submission of bid documents.

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

(a) ENVELOPE -I: This envelope will contain the following documents:

- (i) Demand draft of Rs. 11.800/- (Rs. Eleven Thousand Eight Hundred) including GST in favor of APEDA, payable at New Delhi as Application cum Processing Fee.
- (ii) Demand Draft of Rs.2,00,000/-(Rupees Two Lakhs) in favor of APEDA, payable at New Delhi as Interest-free Earnest Money Deposit (EMD),

The envelope should be sealed and marked as “Application-cum-Processing Fee and EMD for “Study of Infrastructure Gap Analysis in Export of Key Horticulture Products”.

(b) ENVELOPE-II ; - This envelope will contain the following documents:

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

This envelope should be sealed and super-scribed as TECHNICAL BID for Study of Infrastructure Gap Analysis in Export of Key Horticulture Products”.

(c) ENVELOPEIII:-This envelope will contain Annexure4(**Financial Bid**)

The envelope should be sealed and super-scribed as “FINANCIAL BID for Study of Infrastructure Gap Analysis in Export of Key Horticulture Products”

(d) ENVELOPE IV:-Master Envelope: Envelopes I & II & III should be kept inside this

Envelope and again sealed. This Master Envelope should be super- scribed as:
“TECHNICAL BID for Study of Infrastructure Gap Analysis in Export of Key Horticulture Products” and shall be submitted at the following address:

The Secretary

**Agricultural and Processed Food Products Export Development Authority
(APEDA)**

3rd- 4th Floor, NCUI Building, August Kranti Marg, New Delhi - 110 016.

Important Dates:

- (1) Pre bid Meeting will be held on the 22nd January 2025 (Wednesday) at 2:30 PM in the Conference Room of APEDA, New Delhi.**
- (2) Last date for submission of bids is the 4th February 2025 (Tuesday) (up to 2:00 PM)**

APPENDIX-1:

Product Category	Products
Fresh fruits (6)	Banana, Mango, Kesar Mango, Pomegranate, Grapes, Pineapple, Orange
Fresh vegetables(4)	Potato, Green Chilly, Okra, Makhana, Ginger

APPENDIX-2

Product	Proposed Districts
Banana	Jalgaon, Solapur (Maharashtra), Anantapur, Kadapa (Andhra Pradesh), Theni (Tamil Nadu) Thrissur, Wayanad, Thiruvananthapuram (Kerala)
Mango	Chittor, Kurnool, Krishna (Andhra Pradesh), Ratnagiri, Sindhudurg (Maharashtra), Saharanpur, Meerut, Lucknow (Uttar Pradesh)
Kesar Mango	Gujarat
Pomegranate	Anantapur, Kurnool (Andhra Pradesh), Solapur, Ahmednagar (Maharashtra) Rajasthan, Gujarat
Grapes	Pune, Nasik, Sangli (Maharashtra)
Pineapple	RiBhoi, East Garo Hills, West Garo Hills, West Khasi Hills (Meghalaya), Boko, Kamrup Rural, Cachar(Assam), Dimapur (Nagaland), Churachandpur, Kangpokpi (Manipur)
Orange	Nagpur, Amravati, Wardha(Maharashtra), Lower Dibang Valley(Arunachal Pradesh)
Potato	Agra Farukkabad (Uttar Pradesh) Jalandhar, Hoshiarpur, Kapurthala, Navashehar (Punjab)
Okra	Varanasi (Uttar Pradesh)
GreenChilly	Varanasi, Mirzapur, Chandauli (Uttar Pradesh) Mamit, Champai, Serchhip (Mizoram)
Makhana	Darbhanga, Madhubani (Bihar)

TECHNICAL BID

Study of Infrastructure Gap Analysis in Export of Key Horticulture Products

Details of Consulting Firm

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

13	Turnover Details Average Annual turnover Rs. 3,00,00,000/- (Rs. Three Crores) from similar type of consultancy services. The turnover shall be in the name of applicant organisation only and not that of group/ sister organisations. (Please attach CA certificate as per Annexure- 2)	Year	Turnover	
		2019-20		
		2020-21		
		2021-22		
		2022-23		
		2023-24		
14	Experience Details (Please attach copies of Work Orders for execution of similar type of assignments)	Year	Work Orders	
		2019-20		
		2020-21		
		2021-22		
		2022-23		
		2023-24		

List of Enclosures:

Declaration

I hereby declare and confirm that all the information provided above is true and nothing has been concealed.

I agree to abide by the terms and conditions mentioned in the bid document.

I understand that if at any time, I am found to have concealed/distorted any material information or done any act or omission against the interest of APEDA, my contract shall be summarily terminated without any notice to me.

I am authorised to sign all the documents on behalf of the firm/agency.

Signature of Authorized Signatory

(Name of Authorized Signatory)

Designation

E-maill iD:

Contact No. ..

Seal of the agency

Date:

Proforma for CA Certificate

I/We, Proprietor /Partner /Director of (Name of CA Firm) do hereby confirm that M/s. _____(Bidder), a Proprietorship / Partnership/ Company having its registered office at _____, having PAN _____ and GST No. _____ which is valid from _____(copy attached) and hereby declare and affirm as under:

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

S. No.	Financial Year	No .of assignments executed	Name of the Organisation	Turnover (in Rs.)
1	2019-20			
2	2020-21			
3	2021-22			
4	2022-23			
5	2023-24			

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

Declaration

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

Counter-signed:**Signature:****Signature of Authorized Signatory****Name and designation****Name of Authorised Signatory Proprietor / Partner/ Director****UDIN
Seal of CA firm****Company Seal**

(on the Letter Head of the Agency)

To
The Secretary,
APEDA,
NewDelhi-110016

Subject: Declaration for not being Black-Listed

Sir,

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

Signature

(Name of authorised Signatory)

Designation:

Seal of the Agency

Date:

Place

:

FINANCIAL BID

To

The Secretary,
APEDA, New
Delhi.

Sir,

We, M/s.(Name of the firm) offer to undertake "Study of Infrastructure Gap Analysis in Export of Key Horticulture Products" in accordance with the bid notice. Our Financial Bid against the Scope of Work is submitted here under

Sr. No.	Activity/Component	Amount In Rs.
1	Cost for completing the assignment as per the Scope of Work detailed in Para5of the document	
2	Amount of Applicable taxes	
3	Total Amount (with taxes)	

**Total Amount in words:
Rupees....**

Signature of Authorised Signatory

(Name of Authorized Signatory)

Designation

Seal of the agency

Date: