IIFPT
INDIAN INSTITUTE OF FOOD PROCESSING TECHNOLOGY
(Ministry of Food Processing Industries, Government of India)
Pudukkottai Road, Thanjavur -613 005, Tamil Nadu
Email: director@iifpt.edu.in / Email: po@iifpt.edu.in
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File No. IIFPT/PO/LOE/2020-21/002 Date: 18.11.2020

**NOTICE FOR INVITING TENDER FOR LEASE OF EQUIPMENT / MACHINERY**

The MoFPI-Indian Institute of Food Processing Technology (IIFPT) LO-Bathinda, Punjab hereby invites online tender to provide the equipment on lease located at IIFPT, Bhatinda (Punjab)for the purpose of Skill training of job roles under National *Skills Qualifications Framework* (*NSQF*) followed assessment and certification under Skill India from Food industry capacity skill initiative (FICSI). The Earnest Money Deposit (EMD) is Rs. 10,000.00 (Rs. Ten Thousand only) have to be paid in the mode of Demand Draft in favour of The Director, IIFPT payable at Thanjavur. Bidders who are exempted from paying the EMD should attach necessary exemption certificate along with the tender. **The original EMD / copy of the exemption certificate should reach the Office of the Director, IIFPT, Thanjavur on or before the date and time fixed for opening the technical bid** as per the schedule given in *CRITICAL* DATE SHEET**.** Tender document may be downloaded from our institute website www.iifpt.edu.in/tender

## CRITICAL DATE SHEET

| **Tender No.** | IIFPT/PO/LOE/2020-21/002 |
|---|---|
| Name of Organization | Indian Institute of Food Processing Technology, Ministry of Food Processing |
| Date and Time for Issue/Publishing | 18.11.2020 at 5.00 PM |
| Document Download/Sale Start Date and Time | 18.11.2020 at 5.00 PM |
| Pre-Bid meeting date and time | 25.11.2020 at 04.00 PM |
| Bid Submission start Date and Time | 27.11.2020 at 05.00 PM |
| Bid Submission End Date and Time | 09.12.2020 at 02:55 PM |
| Date and Time for Technical Bid Opening | 10.12.2020 at 03.00 PM |
| Date and Time for Presentation | WILL BE INTIMATED. |
| Date and Time for Financial Bid opening | WILL BE INTIMATED. |
| Address for Communication | Director, IIFPT, Pudukkottai Road, Thanjavur-613 005 |

**Sd/-**
**DIRECTOR**

## 1. Brief about MoFPI-IIFPT

The Indian Institute of Food Processing Technology (IIFPT) is a National Level R&D and educational institute under the Ministry of Food Processing Industries, Government of India mainly focuses on cutting edge research in food processing. Besides research activities, with the aim to develop manpower in the field of food processing and providing skilled man power for the food sector, IIFPT is offering formal degree programs in Food Technology, Food Process Engineering, Food Science and Technology & Food Safety and Quality Assurance. Faculties of the Institute have rich expertise in multi-disciplinary fields and academic exposure. IIFPT has NABL accredited and FSSAI referral Food Safety and Quality Testing Laboratory which offers analytical services to food sector stakeholders. A state of the art hi-tech food processing incubation cum training centre is dedicated to cater the needs of entrepreneurs, farmers, woman groups and unemployed youth. IIFPT provides an excellent platform for research-academia-industry convergence for R&D in food processing. Focusing on inclusive growth, IIFPT has developed many useful technologies / processes for industry and farmers. IIFPT has two liaison offices, one at Guwahati, Assam and another at Bathinda, Punjab. More about the institute can be accessed from www.iifpt.edu.in

## 2. Detailed Description of Milling Technician FIC/Q1002 as prescribed by NSDC

| Job Role Name | Equipment Name | Number of Equipment |
|---|---|---|
| Milling Technician | Sieves | 3 |
| | Aspirator | 1 |
| | Husker | 1 |
| | Scourer | 1 |
| | Magnetic separator | 1 |
| | De-Stoner | 1 |
| | Moisture Metre | 1 |
| | Sifting Machine | 1 |
| | Sealer | 1 |
| | Hammer Mill | 1 |
| | Gloves | 30 |
| | Head Cover | 30 |
| | Disinfectants | 2 |

**3. Terms of Reference**

**(Lease of Equipment Milling Technician)**

**i)Mandate**

To provide the equipment on lease located at IIFPT, Bhatinda (Punjab)for the purpose of Skill training of job roles under National *Skills Qualifications Framework* (*NSQF*) followed assessment and certification under Skill India from Food industry capacity skill initiative (FICSI).

**ii) Scope**

The scope for terms of reference is applicable but not limited to the training providers in nearby area of Bhatinda, Punjab provided that the imparting training probably at Bathinda or within the state of Punjab only.

**iii) Period of Lease & security amount**

The initial term of this lease is three (3) years, which shall be extended later by renewal at the discretion of the competent authority. A security amount shall also be deposited with lease agreement which is fixed Rs 5,00,000 for the equipment in the form of DD in favour of Director, IIFPT, Thanjavur from lessee which is refundable 60 days beyond the expiry of the contract period after satisfactory completion of the lease agreement.

**iv) Use and the Purpose**

The Lessee expressly agrees and warrants that the leased machinery and equipment shall be used exclusively for training and skill development on NSQF job roles and not to be used for any commercial purpose. Training on Skill development of human resource is a priority area for Government. Therefore, lessee is hereby prohibited to use said machinery & equipment for any other purpose without the prior written consent of the IIFPT.

**v) Request for proposals**

IIFPT hereby invites proposals from reputed training providers or expert institutions having adequate experience in trainings and skilling on NSQF job roles.

**vi) Equipment and Machinery Available for Job Roles**

NSQF Align job role for which machines / equipment is available for lease. The purchase year of the equipment is 2019.

| S. No. | Name of Qualification Pack | Minimum lease amount for 12 Months (INR) Excluding GST |
|---|---|---|
| 1 | Milling Technician FIC/Q1002 | 5,16,150/- |

**vii) Transportation of Plant and Machinery**

The transportation of equipment and machines from training centre of IIFPT, Bhatinda to the location of training partner and return shall be incurred by the lessee. The equipment is available at LO, Bathinda. The interested parties can inspect the same after the prebid meeting but before expiry of bid submitting date. The machineries have to be returned to IIFPT-LO, Bathinda after expiry of initial terms of lease period or in case the lease is renewed at the decision of the CA in working condition and the cost involved towards transportation at the time of the returning the materials should be borne by the lessee. Working condition of the machineries should be ensured by the lessee in the presence of the lessor.

**viii) Land Requirement (Rented/Leased/Own)**

There is specific requirement for lab and plants for skilling candidates of each job roles as fixed by FICSI. Below are the details of minimum lab area requirement for the installation of equipment to deliver training and skilling programs at training centres fixed by FICSI.

| S. No. | Name of Qualification Pack | Lab Area in Sq. Ft. (Separate Classroom area) |
|---|---|---|
| 1 | Milling Technician FIC/Q1002 | 600 |

**ix) Evaluation of Applicants**

i. The evaluation of applicants shall be done as follows:

| S. No. | Criteria |
|---|---|
| 1 | **Number of years of experience in conducting skilling on NSQF Job roles** |
| 2 | **Number of Trainings conducted on any NSQF job roles** |
| 3 | **Relevant Qualification and Experience of Trainers**<br>The trainer having experience in food processing sector and have conducted such skill trainings at other centres, team members having professional qualifications degree/ doctorate/masters in the field of agri-business/food processing/ food technologies, more weightage will be given for higher no. of members in the team. Their higher qualifications and greater exposure/experience in such trainings |
| 4 | **Detailed presentation on industrial and institutes affiliations, placements & deliverables**<br>Detailed presentation regarding their team, industry affiliations in food processing sector, proposed concept for mobilization of candidates for government and |

| | |
|---|---|
| | privately funded programs, placement facilities and previous placements with a development plan.<br>More weightage will be given to the presentations which are having good understanding of work, show team strength, have elaborate precise and skilling specific presentations |

**x) Call for Presentation:**

Those who are fulfilling the eligibility criteria as detailed in the tender document will be called for online presentation. Date and time of online presentation will be intimated separately by email.

**4. Terms and conditions:**

i. The lease amount shall be made to the IIFPT by lessee on 1st January of each year.

ii. The applicant shall submit a declaration note with the submission of lease agreement stating that the leased machinery and equipment shall be used exclusively for training and skill development on NSQF job roles.

iii. The training centre shall be affiliated with FICSI or other skill development agencies.

iv. The training provider shall submit a quarterly report to IIFPT at the last working day of the month in soft copy. The soft copy of the quarterly report will be comprised of the training programs and candidates trained in each month & future trainings and activities to be done in next quarter.

**v.** The training provider shall submit a yearly report to IIFPT at the last working day of each year in soft copy. The yearly report shall comprise of all the activities done in every year and outcome of these activities.

vi. The equipment shall be returned with the same condition as it was at the time of delivery to the lessee by the lessor.

vii. The successful lessee shall enter into lease agreement covering a period of 3 years after depositing the security amount and minimum lease amount.

viii. **The Lease will be given to the firm who will offer the highest amount over and above the Unit cost for the** Milling Technician FIC/Q1002**, subject to the fulfilment of other terms and conditions as mentioned.**

# Indian Institute of Food Processing Technology
# Thanjavur

## 5. INSTRUCTIONS TO THE BIDDERS

1. Sealed tender for each item separately superscribing the name of the equipment should be sent to this office along with original EMD by demand draft drawn in favour of "Director, Indian Institute of Food Processing Technology, Thanjavur" payable at Thanjavur. **Last date for receipt of completed Tender document is 09.12.2020 by 2.55 P.M.**

2. It is the responsibility of the tenderer to check any Corrigendum issued for any correction or modifications uploaded subsequently in the website **www.iifpt.edu.in**, the same shall be taken into account while submitting the Tender.

3. Pre-Bid for lease of Milling Technician FIC/Q1002 will be held on 25.11.2020 by 04.00 PM at IIFPT, Thanjavur. Interested firms are requested to attend a prebid meeting with the institute technical evaluation committee via skype. You are requested to use the skype id: tnjiifpt@gmail.com . Person attending the prebid meeting should submit necessary authorization from the company and mention the name of equipment which you wish to particiapate, those can be mailed to The Director, IIFPT, Thanjavur mail id: director@iifpt.edu.in copy to po@iifpt.edu.in.

4. The technical bid and the financial bid should be sealed in a separate cover duly superscribed and both these covers are to be put in a single cover which should be sealed and duly superscribed. EMD / relevant exemption certificate may be furnished with the technical bid.
5. Tenderers/bidders are requested to visit the website regularly. Any changes/modifications in tender enquiry will be intimated by corrigendum through website.
6. Technical Bids will be opened on 10.12.2020. Online presentation and Financial Bids will be opened later after finalizing the technical bids.
7. In case, any holiday is declared by the Government on the day of opening, the tender will be opened on the next working day at the same time. IIFPT reserves the right to accept or reject any or all the tenders.
8. The interested firms participating in the tender are required to deposit Rs. 10,000/- (Rupees Ten thousand only) as Earnest Money Deposit (EMD) in the form of crossed Bankers Cheque / Demand Draft / Bank Guarantee from any of the Commercial / National Bank in favour of THE DIRECTOR, IIFPT, Thanjavur payable at Thanjavur. Bidders registered under NSIC for the tender item or having Udhyog Adhar Memorandum number or registered as MSE as per MSME Act 2012 are exempted from payment of EMD and they must upload the relevant certificate. Claiming EMD exemption without uploading the certificate will result in rejection of the bid summarily.
9. EMD BY WAY OF Demand Draft SHOULD BE SENT along with technical bid by courier/post to the Director, IIFPT, Thanjavur to reach on or before the bid opening date and time. IF EMD IS NOT RECEIVED OR TENDER RECEIVED LATE,

THEN BIDS WILL BE REJECTED SUMMARILY. Further, EMD will be liable to be forfeited if bidder withdraws or amends impairs or derogates from the tender in any respect within the validity periods of the tender.

10. Technical Bid should provide a confirmatory statement that the technical requirement given in the tender would be complied with. Pre-requisites sought in the tender document should be attached along with the online tender.
11. The firms are also required to submit copies of the following documents along with the Technical Bid: -
    - **Technical Bid :**
        a) Earnest Money Deposit (EMD)/its exemption, if any MSME / NSIC.
        b) Firm's registration, PAN Card, GST No.
        c) Annexures may be signed with company seal (attach necessary proofs).
        d) Tender (Technical Bid) should be neatly typed in the company's letter head signed sealed uploaded in the online tender.
    - **Financial Bid:-**
        a) Financial bid in PDF format

**6. Tender evaluation process:**

1. The institute shall evaluate the tender documents on the basis of the qualification criteria specified in Annexures. In the first stage of evaluation, a tenderer shall be rejected if it is found deficient as per the requirement indicated in the Annexures for responsiveness of the tender. Only responsive tenderers shall be further taken up for evaluation. The qualification criteria of the Company and the evaluation criteria for the tender shall be as defined in the Annexures.

2. **The Lease of equipment or machinery available for job role will be given to the firm who will offer the highest amount over and above the Unit cost for the** Milling Technician FIC/Q1002**, subject to the fulfilment of other terms and conditions as mentioned.**

3. MoFPI-IIFPT reserves the right of rejecting any offer without assigning reasons. Decision of institute will be final and binding in this regard. No further correspondence from the bidders in this regard will be entertained.

4. The industry / company willing to take the license agreement to transfer of technology shall be required to enter into a Memorandum of Understanding (MoU) with MoFPI-IIFPT.

## 7. Rights of MOFPI-IIFPT:

1. MoFPI-IIFPT reserves the right to accept / reject the offers received without assigning any reasons whatsoever, or may call for any additional information / clarification if required. The Institute reserves the right to limit or delete any or part of the scope of work and extend the last date for submission of the tender document.

2. Not with standing anything contained in this tender, MoFPI-IIFPT reserves the right to accept or reject any application and to annul the tender process and reject all applications, at any time without any liability or any obligation for such acceptance, rejection or annulment and without assigning any reasons thereof.

3. MoFPI-IIFPT reserves the right to disqualify any applicant during or after completion of tender process, if it is found there was a material misrepresentation by any such Applicant or the Applicant fails to provide, within the specified time, supplemental information sought by MoFPI-IIFPT.

4. MoFPI-IIFPT reserves the right to verify all statements, information and documents submitted by the Applicant in response to the tender. Any such verification or lack of such verification by MoFPI-IIFPT shall not relieve the applicant of his obligations or liabilities hereunder this tender nor will it affect any rights of MoFPI-IIFPT.

5. The tender process shall be governed by and construed in accordance with the laws of India and shall have exclusive jurisdiction of Thanjavur only over all disputes arising under, pursuant to and / or in connection with the tender process.

**ANNEXURE – A**

(To be submitted by the company on their Letter Head)

To

The Director
MoFPI- Indian Institute of Food Processing Technology
Pudukkottai Road
Thanjavur – 613 005
Tamil Nadu

**Sub: MoFPI-IIFPT Tender No._____dt._____**

Sir,

With reference to the Tender Notification to provide the equipment / Machinery available for job role on lease located at IIFPT, Bhatinda (Punjab)for the purpose of Skill training of job roles under National *Skills Qualifications Framework* (*NSQF*) followed assessment and certification under Skill India from Food industry capacity skill initiative (FICSI) **by MoFPI – IIFPT** published in the_____website on_____,

I / We____ hereby submit our Technical and Financial Quote as per prescribed Annexures. I/We hereby declare that all the information and statements made in this tender document are true and accept that any misinterpretation contained in it may lead to our disqualification. All the documents are subject to verification by the institute deemed fit by the Authority, our tender document is binding upon us. We understand that you are not bound to accept any tender document you receive.

Yours faithfully

Signature

Name
Designation
Office seal

Encl:

## ANNEXURE – B

(To be submitted by the company on their Letter Head)

## ORGANIZATIONAL PROFILE

| | | |
|---|---|---|
| 1. | Name of the Equipment / Machinery available for Job Role | Milling Technician FIC/Q1002 |
| 2. | Registered name and address of the firm / organization / company | |
| 3. | Registered firm / organization / company<br>Phone No.<br>Fax No.<br>E-mail ID<br>Website | |
| 4. | Name of the Contact / Responsible person | |
| 5. | Telephone / Mobile No. of the contact person | |
| 6. | GST No. [GST Registration Certificate (copy to be attached) - In case of GST exemption, provide a copy of the Exemption Certificate] | |
| 7. | PAN No. | |
| 8. | Mention - Affiliated by (FICSI/ Other skill development agencies) | |
| 9. | Details of Registration (of firms) as an industry / legal entity (copy of certificate to be attached) | |
| 10. | Lab Area in Sq.Ft (separate class room area for training) | |
| 11. | **Number of years of experience in conducting skilling on NSQF Job roles** | |
| 12. | **Number of Trainings conducted on any NSQF job roles** | |
| 13. | **Relevant Qualification and Experience of Trainers** | |
| 14. | Whether necessary approvals from various departments are available with the firm/industry/organization for the same. | |
| 15. | Arbitration/Court Cases against the firm/industry/organization or dispute with MoFPI-IIFPT/any consortium partner (Give the details, if applicable). If no such cases, mention as NIL. | |
| 16. | Any other information which the Bidder is willing to provide | |

**Signature of the Bidder with Date**
**& Office Seal**

# ANNEXURE – C

(To be submitted by the company on their Letter Head)

## FINANCIAL BID FOR LEASE FOR EQUIPMENT OR MACHINERY AVAILABLE FOR JOB ROLE BY MoFPI-IIFPT-LO-BATHINDA

| S.No | Name of Qualification Pack | Minimum lease amount per annum (INR) excluding GST | Amount Quoted Over and Above the minimum lease amount per annum in INR (Exclusive of GST) |
|---|---|---|---|
| 1. | Milling Technician FIC/Q1002 | 5,16,150/- | |
| 2. | License grant period Minimum | -- | Three (3) years |

Signature of the Bidder with Date -

Name of the Bidder -

Name of the Firm -

Address for communication -

Phone No. -

Fax No. -

Email-id -

## DECLARATION

1. I/We, do hereby declare that the information given in the enclosed documents is true to the best of my/our knowledge and nothing has been concealed therein. I/We am/are well aware of the fact that if the information given by me/us is proved false/not true at any point of time, I/We will have to face consequences as per the provisions of law for the time being in force as well as the benefit availed of by me or the benefit accrued to me shall be summarily cancelled.

2. I/We, also affirm that I/We, am/are not banned or blacklisted from participating in tenders by any of the Govt. Departments.

3. I/We, do hereby undertake to furnish any further information required in this connection as and when desired by the Institute. I/We agree to abide by this bid for a period of 90 days from the date of opening of financial Bid under the instruction to Bidders and shall remain binding upon us and may be accepted at any time before the expiry of that period.

4. I/We, do hereby declare that I/We will not engage in any fraudulent/ unethical practices during the bidding process.

5. I/We, do hereby agree and warrants that the leased machinery and equipment shall be used exclusively for training and skill development on NSQF job roles and not to be used for any commercial purpose. Training on Skill development of human resource is a priority area for Government.

Date: Signature of the Bidder

Place: Name:

Office seal

## 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:**

- EMD submitted ☐
- Read the tender guidelines – Stamped & Signed the tender document in all pages ☐
- Annexure – A, B and C submitted with valid proof ☐
- Financial bid submitted (Annexure E) ☐
- Bid declaration ☐

**Signature of the Bidder with Date & Office seal**