



## NATIONAL INSTITUTE OF FOOD TECHNOLOGY ENTREPRENEURSHIP AND MANAGEMENT

An Institute of National Importance (INI) under Ministry of Food Processing Industries, GOI  
Plot No 97, Sector-56, HSIIDC Industrial Estate, Kundli-131028, District-Sonepat (Haryana)

Tender No. N/PIP/PP/2024/05/26

Dated: 23.08.2024

### EXPRESSION OF INTEREST (EOI)

**SUBJECT: EXPRESSION OF INTEREST (EOI) FOR RUNNING OF (i) READY-TO-EAT (RTE), (ii) TRADITIONAL FOODS PRODUCTS & (iii) BAKERY PRODUCTS PILOT PLANTS ON MONTHLY LICENSE BASIS IN NIFTEM CAMPUS.**

#### 1. ABOUT NIFTEM

National Institute of Food technology entrepreneurship and management (NIFTEM) was conceptualized by the Government of India on persistent demand of the food industry to have an apex organization as a '**One-Stop Solution Provider**' for various problems of the food sector. The Institute is an autonomous body under the Ministry of Food Processing Industries, Government of India and recently it has been declared as **National Institute of Importance (INI)** by the Govt. of India. The Institute is spreading over of 100 acres at a prime location in close proximity of North Delhi, Kundli at Delhi-Haryana border. The Institute aims to become an International Centre of Excellence which integrates technological, managerial and behavioral aspects of the Indian Food Processing Industry with a clear objective of catapulting the sector to the Numero Uno position in the world. NIFTEM strives to cater to the needs of various stakeholders such as entrepreneurs, industries, exporters, policy makers, government and other existing institutions. Primarily, it aims to produce world-class business leaders, develop competitive processes and technologies recognized globally, and initiate best practices in the area of food technology, entrepreneurship and management. The Institute has also been declared as National Institute of Importance by the Govt. of India.

**For and on behalf of NIFTEM-Kundli online EOI (Two bid system) are invited on CPPP e-Procurement website <https://eprocure.gov.in/eprocure/app> from eligible bidders at NIFTEM Campus, Kundli, Distt.-Sonepat, Haryana.**

#### Important Date & Time

S.N.	Particulars	Important Dates	Time	EMD	EOI processing Fees
1.	Issue of EOI documents	23.08.2024	11.30 AM	<b>₹ 1,00,000/- for each Plant</b>	<b>₹ 590/- (500/- + GST@18%)</b>
2.	Pre-bid Meeting	29.08.2024	03.00 PM		
3.	Bid submission start date and time	02.09.2024	04.00 PM		
4.	Last date & time for submission of EOI	12.09.2024	02.00 PM		
5.	Date & time of opening of Technical Bids	13.09.2024	03.00 PM		
6.	Date & time of opening of Financial Bids	Will be intimated separately to the successful bidders			

## 2. TERMS OF REFERENCE:

1. NIFTEM shall license the operation and maintenance of the Pilot Plants for (i) RTE, (ii) Traditional Foods & (iii) Bakery Products to a person/firm on competitive technical & financial bid basis. The bidder shall give a presentation before the committee designated by the institute about the experience, financial viability and vision about the operation and improvement of all these pilot Plants. The Institute shall issue Letter of Award to the successful bidder (the one who is H1 overall shall be considered) and the bidder shall take the possession of the pilot Plants within 21 days from the award of LoA. No extension shall be allowed to the licensee to delay the possession/ operation.
2. The successful bidder/processor shall be designated as "**Licensee**" who should obtain the license as a food business operator from FSSAI to carry on Food Business at pilot Plants. NIFTEM will charge license fee on monthly basis. The monthly license fees shall be paid by the licensee along with the applicable taxes before 10th of every month. No part payment shall be accepted by the NIFTEM. If the licensee fails to pay the license fee and other charges, the penalty @ 2.0% per month will be levied on balance payment and will be added in next moth billing. In no case the pending payment should be due for more than 03 months & if this happens the additional penalty @ 10% will be imposed on pending dues and stoppage of electricity and utility services will be done and if still the dues are not cleared the contract termination notice will be served and the amount will be deducted from Performance security and advance license fee.
3. During the presentation before the committee the bidder shall provide the detail of any equipment not in place or other accessories or structural modification required, the same shall be procured and installed by the licensee at his cost and risk which can be taken away after the termination of the agreement. However, any further requirement is observed later on the same will be communicated to the designated committee/person. No structural modification shall be allowed without the pre-approval from the NIFTEM.
4. The processor shall deposit advance licensing fee for 3 months at the prescribed rate and also security deposit equivalent to the 3 months in the form of bank guarantee/DD shall be obtained for the security of equipment. Such amount shall be deposited with the institute before taking the possession for operation. No extension shall be allowed for this purpose. The security deposit will be either adjusted or refunded after expiry of license agreement but in case of any outstanding at the time of termination of license, the same will be adjusted.
5. Licensee will not be allowed to display the name of his/ her organization in the premises of NIFTEM pilot Plants except one at the main gate of pilot Plants allotted to the licensee. The Licensee shall not be allowed to sub-license any facility of the Pilot Plants.
6. **Period of Contract:** The license will be given for a period of 03 years and there will be an increase by 10% of the prevailing license fee after every year. The period of license may be renewed for additional one year on such terms and conditions as may be agreed upon by and between the parties hereto.

7. For the insurance of the Plants and machinery in the name of NIFTEM for the amount equivalent to the cost of installed machinery, licensee will deposit the insurance premium amount to the institute to obtain the insurance policy.
8. The Institute is of the opinion that atleast 6% of the cost of Plantss and machinery should be the base value for the financial bid per year and the equipment/line will be allotted for 12 hrs per day basis for which normal shifts timings will be from 06:00 to 18:00 hrs. However, it may be adjusted on mutual consent. In addition to this the agency will have to share the 0.5% of the total sales value using pilot Plantss facility with NIFTEM on annual basis.
9. The licensee should pay all the applicable taxes.
10. The Licensee shall be responsible to comply with the labour laws. Staffs/ labours appointed by the licensee would not be having any right to make any claim from NIFTEM.
11. The expenses of the operation and maintenance of ETP should be divided among of all the five Pilot Plants in following proportion and should be levied from the licensee.
 

a) RTE Pilot Plant	-	10%
b) Traditional Foods Pilot Plant	-	7.5%
c) Milk and Dairy Products Pilot Plant	-	30%
d) Fruits and Vegetables Processing Pilot Plant	-	20%
e) Meat and Poultry Processing Pilot Plant	-	25%
f) Bakery Products Pilot Plant	-	7.5%

The above is non-negotiable.

12. Licensee shall allow the students and faculty to use the processing facilities as per their requirements. The licensee will be informed well in advance for the same.
13. There will be no restriction for the official visitors of NIFTEM to visit the premise even during the license agreement. However, NIFTEM will follow all the guidelines of safety and hygiene as per the systems established by the licensee.
14. The licensee will be responsible for ensuring the supply of requisite essentials such as fuel, refrigerant, packaging material and other necessary needs for producing the products. However, the Institute will arrange the supply of electricity, water and gas on the actual cost basis. However, if there is any failure to supply the electricity, water and gas which is beyond the control of institute, the licensee shall not claim any damages from the institute for such failure.
15. For operation and maintenance, the licensee shall use genuine consumables and spare parts as mentioned in the manuals supplied by the manufacturer. The parts should be changed in the presence of NIFTEM staff.

16. The spare parts that are available with NIFTEM can be purchased from NIFTEM.
17. The institute shall enter into an **agreement** with the licensee and incorporate appropriate clause of General Condition of Contract and all other conditions in line with GFR guidelines as envisaged Purchase Manual 2017 or latest applicable. In order to bring more clarity, the agreement can be added more clause other than this EOI to safeguard the interest of both.
18. The licensee shall comply with all laws applicable to the operation, maintenance and management of the facility and the performance of the service including GMP and GHP (for cleanliness). Licensee shall apply for and obtain, and NIFTEM shall assist in applying for and obtaining all necessary permits, licenses and approval required to allow licensee to do business. Licensee should also file such reports, notices and other communications as may be required by any government agency regarding the project to NIFTEM.
19. The Licensee shall be responsible for disposal and management of all waste and effluent as per the Pollution Control Board's regulation and inform NIFTEM about the same. The licensee shall be liable for any penalty or fine is levied by any authority for such violation and the institute shall recover the penalty, fine, damages, and cost, if any, paid by the institute for waste disposal. The licensee will do the pre-treatment of the effluent on his own if the parameters are out of the operational range of ETP.
20. The licensee shall maintain at a location acceptable to NIFTEM, the pilot Plants operating logs, records, reports, document the operation and maintenance of the facility in all forms and substance sufficient to meet NIFTEM reporting requirement under this agreement.
21. The licensee shall be working within the demarcated floor area only. The licensee may approach to the institute for additional floor area which shall be given by NIFTEM on payment of the approved charges.
22. NIFTEM shall provide all vendor available manuals, spare part list, project data books and drawings which are provided to NIFTEM by the OEM or licensee responsible for construction, installation, repair or maintenance of the Pilot Plants or a part thereof.
23. The licensee shall give an undertaking of making only good quality products safe for human consumption.
24. The license may be terminated by either side after giving due notice in writing of 30 days.
25. After completion of the tenure, the licensee will hand over all the assets and belongings of NIFTEM in the good working condition and shall compensate the institute for any damage or loss of the equipment of the pilot Plants.
26. In the event of any dispute in the interpretation of the terms of the agreement or difference in opinion on any point in the agreement, the parties hereto shall use their best efforts to settle amicably by mutual negotiations.

27. If the dispute cannot be resolved through negotiations, it may be referred to arbitration of a sole arbitrator to be appointed by the Director, NIFTEM. The award of the said arbitrator shall be binding on both the parties. The venue and seat of arbitration shall be NIFTEM at Kundli only.
28. The agency will have to get registered as lease/rent deeds with the office of the Sub-Registrar, Rai, Sonipat as per the govt. Regulation.

### **3. BRIEF DETAILS OF PILOT PLANTS:**

#### **OBJECTIVES**

1. Serve as Business incubation center for budding entrepreneurs from both large scale industries as well as medium, small and micro enterprises.
2. Provide a vital source for food companies that are just starting up or evaluating new process or product lines
3. Process lines of varying capacities to cater to the needs of the different sectors of the food industry (large, medium, small and micro enterprises).
4. Provide research facilities to the food industry for development of novel and innovative products and processes and modification of existing products and processes.
5. Used for evaluation of new ingredients, formulations and processes on a small and medium scale production and demonstration
6. Deliver product quality as best as possible as expected from a full scale production line
7. Provide training to the students and the industry personnel and the facility to work and conduct research in an operating production facility

#### **A. READY-TO-EAT (RTE)**

##### **PROCESS LINES**

1. Extrusion
2. Grit mixing
3. Puffing
4. Burger Patty Forming Line
5. Cereal/ Energy Bar Line

##### **PRODUCT TYPE**

1. Extruded Products like Cheese Balls, Flakes, Sticks, Rings etc
2. Energy/Cereal Bar
3. Burger Patty

#### **B. TRADITIONAL FOOD PRODUCTS**

##### **PROCESS LINES**

1. Hot air drying

2. Frying
3. Coating
4. Peeling
5. Dough making
6. Namkeen Extruding
7. Namkeen mixing
8. Indigenous Cooking/ processing
9. Packing and Labeling

#### **PRODUCT TYPE**

1. Indian Savory Products like Namkeen, Papad, Roti, Ladoos, Chips, Chakli etc

### **C. BAKERY PRODUCTS**

#### **PROCESS LINES**

1. Bread/Bun/Rusk Line,
2. Cookies/Muffin/Puff/Pastries/Cakes line
3. Special Equipment Section
4. Packaging Section

#### **PRODUCT TYPES**

Bread, Rusk, Cookies, Muffin, Puff, Pastries, Cakes etc.

**List of Equipments is indicated at Annexure-IV**

#### **4. SCOPE OF WORK:**

- 1) The Institute will provide the shop floor of particular pilot Plants or any specific standalone equipment/machine with working space on **“as is where is basis”** on quoted monthly license fee or as mutually agreed but not less than 6%.
- 2) The Institute can also extend storage, office space etc on requirement and subject to availability at prescribed rates. If any modification/addition of facility which is not the necessary part of existing line is done, the charges for the area as per prescribed rates will be applied. The rates shall be decided by the Institute on the basis of local authorities. The charges for electricity, power back up and water shall be the same, as being charged by NIFTEM on other vendors.
- 3) Trial run has already been carried out, therefore, further trial-run on license request will not be considered. However, if licensee wants trial run, has to borne all the cost at their own.
- 4) If there is any addition of equipment or line by NIFTEM, agency is expected to pay the rent for the same on existing rates on mutual consent.

- 5) The Institute can also provide incubation facility, technical support, NABL accredited labtesting, product study, research, process-technique development and standardization through consultancy or faculty & students involvement.
- 6) The institute is also able to provide housekeeping, security etc through outsourced agency on payment basis.
- 7) The Institute is also having ETP, RO Water, and STP facility on chargeable basis. The Institute can also provide students to extend support under industrial training programme. The agency will have to hire few students every year for industrial training if there is a request for the same.
- 8) All kind of licenses or compliances as required for product development, bulk production and commercialization, will be obtained by the license and Institute has no relation to the same. However, Institute will provide such documents, which may be available and helpful in such compliances.
- 9) All kind of testing, microbial testing, CIP etc. will be ensured by the licensee at their cost.

## **5. ELIGIBILITY CRITERIA:**

- a. The individual/agency may have preferably legal entity or should be registered with relevant authority as MSME Unit/ Start-ups/ Company/ Proprietorship firm/ Farmer's Producer organization/ Self Help Groups/ Entrepreneurs etc.
- b. The individual/agency should be financially sound to take the pilot Plants. They have to submit either details of financial status duly signed by Bank or Chartered Accountant or self-certified declaration with a photocopy of passbook for last six months. Those, who are having balance sheet, may enclose balance sheet etc. for last 3 financial years, ending 31<sup>st</sup> March, 2024 (F.Y. 2021-2022, 2022-2023 & 2023-2024) **OR** those, who have not formed any company or legal entity and want to start their own venture has to enclose an undertaking that they are capable to invest minimum Rs. 10 lakh for such venture, along with a certificate issued by bank as they are having deposited such amount in their accounts, along with copy of passbook with six months transactions.
- c. The individual/agency should have concrete idea as to what product they want to develop or produce. In this regards, they have to submit details of the brief idea.
- d. The individual/agency may have qualified or experienced person to work on their idea. The bio-data of such person(s) may be included.
- e. The individual/agency should have PAN, AADHAR CARD, and Address proof.
- f. EOI Fee and EMD are essential requirement for pre-qualification.
- g. The Hard Copy of original instruments in respect of cost of EOI document, earnest money must be reached to NIFTEM's Reception Box at this addressed to the "Registrar, National Institute of Food Technology Entrepreneurship and Management, Plot No.-97, Sector-56, HSIIDC Industrial Estate, Kundli-131028, District-Sonepat (Haryana)" on or before bid opening date and time as mentioned in critical date sheet.

**Caution:** All the bidders are specifically informed that while submitting EOI, must ensure that signed documents as indicated in the EOI document are mandatory, otherwise EOI will be similarly rejected and no second opportunity will be given to submit shortfall documents. In case of less bids, Institute has liberty to invite shortfall documents.

The agencies (registered with MSME /NSIC registration) willing to claim any relaxation/exemption in EOI fee, Turnover and Experience, etc, must submit claim for the same along with the supporting document for consideration, otherwise, the same will not be extended. The relaxation/exemption will only be given, if you are registered for **applied category** of item(s)/services, etc. Upload proper Udyog Adhar Certificate from both sides with specified validity and relevant service category. The bidders who are claiming relaxation/exemption are required to submit undertaking as per **Annexure-VI**.

#### **6. EMD:-**

The individual/Agency is required to submit a EMD of ₹ 1,00,000/- (Rupees One Lakh only) for each Pilot Plant with EOI (Refundable) for running of Pilot Plants/facilities in the form of demand draft in favour of NIFTEM, payable at SBI, Kundli, Sonapat (Bank IFSC SBIN0015479).

If the bidder changes or alters any of the bid/clauses or shows unwilling at any stage after submitting EOI, their EMD will be forfeited.

#### **7. PRE-BID MEETING:-**

In case, after pre-bid meeting (wherever applicable) any modification(s)/ addition(s)/deletion(s) or any alternation in the requirement(s)/specification(s)/ condition(s) etc is considered by the Institute, the same will be placed on CPP Portal & NIFTEM's website- [www.niftem.ac.in](http://www.niftem.ac.in) and shall not be advertised in the newspapers. Therefore all the bidders are advised to visit CPP Portal & our website before filling their EOI. All the prospective bidders are advised to keep themselves updated for such corrigendum before submitting their bid. In this regard, the Institute will not be responsible in any manner.

#### **8. IMPORTANT INFORMATION:**

All the interested bidders are advised that the Pilot Plants facilities are "**as is where is basis**", therefore, they are advised to visit the Institute on any working day to see the Plants and other facilities before submitting their bid. In this regards, they may also contact with Er. Aditya Sharma, Manager, Pilot Plants on his email ID <[aditya.sharma@niftem.ac.in](mailto:aditya.sharma@niftem.ac.in)> or his Mobile No. 7015504639. The agencies can install add on equipments compatible to the available equipments. Small modifications/add on/changes can be allowed without major alterations, compatible to the existing equipment/facilities. In no case, modifications will be permitted to make NIFTEM's equipment idle.

#### **9. CORRIGENDUM/ADDENDUM:**



Corrigendum / addendum, if any, would only be appear on CPP Portal and by no other mode, therefore, all the bidders are advised to visit regularly.

## **10. BIDDING APPLICATION MUST BE ACCOMPANIED WITH THE FOLLOWING PROCEDURE:-**

**Bids shall be submitted online at CPPP website: <https://eprocure.gov.in/eprocure/app>. Tenderer(s) are advised to follow the instructions “Instructions to Bidder for Online Bid Submission”.**

Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document

### **10.1. Technical Bid (Attached signed and stamped copy of each document)**

The following EOI document appearing at Annexure- I duly filled in, should be signed and stamped along with following documents: -

- i. EOI Fee of Rs. 590/- and Earnest Money Deposit (EMD) of Rs. 1,00,000/- as specified in the form of Bank Demand Drafts (cheques are not accepted) drawn in favour of NIFTEM payable at SBI Kundli, Sonapat (Bank IFSC SBIN0015479).
- ii. Proof of permanent address.
- iii. Details of Bank Account i.e Account No., IFSC Code, MICR No., Bank Name and address.
- iv. Copy of PAN Card, Aadhar Card, Voter Card.
- v. Copies of Balance Sheet, Profit & Loss and Annual Income Tax Return of immediate last 3 financial years ending 31st March, 2024 (only for those who are having such documents). Others may enclose CA certificate or Bank certificate regarding financial soundness, alongwith copy of pass book with six months transactions.
- vi. Details of Regn.of Firm/ PAN/Service Tax Registration number/GST/ ESI & EPF No, as applicable.
- vii. An authorization letter in favor of the person signing the EOI documents, should be signed by the Proprietor/Partner/Director. (Annexure-III).
- viii. Details of past experience/business of the Bidder.
- ix. An attested copy of the certificate of registration/incorporation (with MoA/AoA) pertaining to the legal status of the bidder.
- x. EOI document with all annexure should be duly signed and stamped on each page as acceptance of the terms and conditions.
- xi. Agency has to provide their financial quotes of license fee in **Annexure –V**.

### **10.2. Financial Bid**

**Price bid format in the form of BOQ\_XXXXX.xls.**

Opening of EOIs (Technical bids only) will take place as mentioned in critical date sheet online at <https://eprocure.gov.in/eprocure/app> in the “**Purchase Division, National Institute of Food Technology Entrepreneurship and Management, Plot No.-97, Sector-56, HSIIDC Industrial Estate, Kundli-131008, District-Sonapat (Haryana)**” Firms/Tenderers can view their live bid opening at their remote end. No separate intimation will be sent to the firms/Tenderers in this regard.

The EOI not submitted in the prescribed formats or incomplete in detail is liable for rejection. NIFTEM is not responsible for non-receipt of EOI within the specified date and time due to any reasons, including postal holidays or delays.

#### 11. EVALUATION PROCEDURE:

- 1) All the individual/ agencies that are fulfilling the eligibility criteria are invited for a technical presentation before the EOI Evaluation Committee (TEC) on the date and time, as indicated above. The technical presentation will be assessed on following parameters:

Proper legal entity (Registration/ MOA/ MSME Regn./ (Enclose documentary evidence)	Past Experience in similar field (2 marks for each year)	Financial status upto 10 Lakh 5 marks, 11-20 lakh, 10 marks, 21-50 lakh-15 marks, 51-50 lakh & above-20 marks (Balance sheet/CA Certificate/ Bank certificate	PAN, TAN, GST, PF, Labour, FSSAI, Addhar Card etc (2 marks for each but maximum 10 marks)	Product idea/ Research/ Technology	Strategy for production, marketing and sustainability
Please enclose documentary evidence with Technical Bid to support your claim.				These marks will be allotted on the basis of presentation.	
10	20	20	10	20	20

- 2) The technical presentation should be consisting of individual/agency bio-data/credential, professional qualification of individual/team, financial strength, product idea, manpower deployment and strategy for production and marketing etc.
- 3) The financial bid shall only be opened of those agencies, which are technically qualified and secured minimum 50% marks out of above 100 marks in the above assessment. In case sufficient agencies have not scored minimum 50% marks during assessment, the criteria can be relaxed further and marks obtained up to 40%, will also be treated as qualified for opening of financial bids. In this regards, decision of Committee or Institute shall be final and binding.
- 4) **Allotment of Pilot Plants/Facility:** The Pilot Plants/equipment/machine/facility will only be allotted to those individual/agencies, who will quote highest license fee in the pilot Plants/equipment and assessed capable to run the Pilot Plants not less than for one year, as the case may be or as decided by the Committee on the basis of their concept of product and strategy of production and marketing. There will be endeavor to allot complete pilot Plants shop floor to a single agency/individual but in case of non-availability of suitable single agency, standalone equipment including process line will be allotted, but in this regards, the decision of the Institute shall be final. In case of quitting before allotted period or minimum locking period of six months, their performance security will be forfeited or any other action as deemed proper in the circumstances by the Institute.
- 5) In case of tie between qualified agencies, who have quoted equal license fee for the concerned Pilot Plants/equipment/facility, the work will be allotted to that agency, which scored highest marks or have the

highest turnover during the (i) technical assessment or (ii) having more experience in running of similar business. Even, if there is any problem, the license will be given to that agency, which financial turnover is higher. However, in this regard, the Institute's decision will be binding upon all the agencies.

**12. GENERAL TERM & CONDITIONS: -**

1. Acceptance of the EOI will be intimated to the successful agency(s) through a Letter of Intent (LOI)/Work Order duly signed by the authorized signatory of the Institute.
2. No agency(s) will be allowed to alter or revoke the bid after opening of the bids and during the validity of EOI. The EMD of agency can be forfeited, if the agency withdraws or amends or deviates from the EOI in any respect.
3. The name and address of the Licensee with rubber stamp shall be clearly written in the space provided and no overwriting, corrections, insertion shall be permitted in any part of the EOI unless duly countersigned by the Licensee. The EOI should be filled in and submitted in strict accordance with the instructions laid down herein otherwise the EOI is liable to be rejected.
4. Person signing the bid or other documents connected with EOI must clearly write his/her name and specify the capacity in which signing.
5. Individual signing the EOI or other documents connected with the EOI must specify whether one signs as (a) A sole proprietor of the concern or constituted attorney of such sole proprietor (b) A partner of the firm if it is a partnership firm, in such case he must have authority to execute contracts on behalf of the firm by virtue of partnership agreement or by a power of attorney duly executed by the partners of the firms.
6. Telegraphic/fax or conditional EOI will not be considered. The EOI have to be submitted on-line only.
7. The Agency have to enclose EMD accordingly as mentioned above, failing which EOI will not be accepted.
8. The EOI will be valid up to 180 days from the date of its publishing.
9. The Institute reserves the right to reject any or all the EOIs without assigning any reason. Besides, all kind of rights about these Pilot Plants are also vested with NIFTEM authorities.
10. If at any time during the period of contract, it comes to the notice of the NIFTEM that the bidder has misled the NIFTEM be way of giving incorrect/false information, which has been material in the award of Contract to him/her, the contract shall be liable for termination besides other legal action which may be initiated against the Agency or the owner/partners/directors or any person responsible for the affairs of the Agency under law.
11. The licensee will have to provide a list of workers who will be working at the pilot Plants and provide complete details about them. The licensee will also provide police verification of all his/her workers.

12. Firms submitting EOI would be considered to have read & accepted all terms & conditions. No enquiries verbal or written shall be entertained in respect of acceptance or rejection of the EOI. The bidder shall in a separate sheet disclose the details of the partners/directors etc. which shall be enclosed with technical bid.
13. NIFTEM will deduct Tax at source/TDS under section 194-C of the Income Tax Act, 1961 from the bills of the contractor.
14. The Agency has to ensure to deposit the due taxes to the Govt. timely.
15. **Acceptance:** It is understood that the licensee accepts the terms and conditions enclosed in the EOI form.
16. **Period of Contract:** The contract shall be for a period of 03 year from the date of award. The contract once awarded, can be terminated by either party by serving 30 days' notice. Nevertheless, NIFTEM can terminate the contract of the licensee without any notice in case the licensee fails to deliver satisfactory services or having continuous & repeated complaints or fails to submit performance security within reasonable period or fails to pay license fee and electricity charges timely or commits a breach of any of the terms of the contract. In case of breach, NIFTEM's decision shall be final and accepted without demur by the contractor. The security deposit shall be forfeited in such cases. In case, licensee quit before awarded period or minimum locking period of one year, their security can be forfeited besides any other action as deemed proper in the circumstances by the Institute. The period of license may be renewed for additional one year on such terms and conditions as may be agreed upon by and between the parties.
17. **License Fee for Pilot Plants/machine:** Successful agency/bidder have to deposit a monthly license fee as quoted in the financial bid & E&W charges before 10th of each but it shall not be less than at the rate of 6% . In addition to this 0.5% of the total sales using pilot Plants facility is chargeable on annual basis.
18. The license fee for the first 3 months shall be deposited in advance along with GST, which will be returned after the expiry of contract without interest. If license fee is not deposited within prescribed time, penalty as indicated in TOR, shall be recovered on due amount/outstanding amount until clearance or it will be deducted from their security. The license fee shall be deposited either through cheque/DD/NEFT.
19. If any equipment/utilities/facilities available in the processing line, which has not been included in the list but required for processing and given to the agency, will also be charged at the same quoted rates of license fee.
20. GST on license fee & others shall be applicable over and above the mentioned amount.
21. **Add-On:** No extra time will be given for the purchase as well as installation of add-on equipments or any other modification, as required for compatibility with the present Plants & machinery.
22. **Lead Time:** The lead time to run the Pilot Plants is 45 days from the issue of LoA or as decided by the Competent Authority. The Agency has to provide their acceptance within 07 days from the issue of LoA. During the lead time, all kind of maintenance charges including electricity etc will be borne by the

Agency/Licensee. The lead time will be provided only to new agency and not for the existing or continuing agency.

23. **Handing Over of Plants:** The Plants will be handed over to the agency/licensee within 07 days, after acceptance and submission of performance security equivalent to three months' license fee and 03 months advance to the NIFTEM. The Agency will also be given further 30 days' time for testing, trial run, compatibility etc. at their own expenses and during this period, no license fee will be charges. However, in case of back out, the license fee for 3 months and performance security will be forfeited or any other decision as decided by the Institute.
24. **Revision in License Fee:** The license fee will be increased by 10% of the prevailing license fee annually.
25. **Electricity Charges:** Successful agency/bidder is required to pay actual Electricity Charges with GST towards actual consumption of electricity meter by 10th of each month failing which appropriate penalty as indicated TOR on due amount shall be charged until clearance. The bill will be inclusive of Actual Fixed load & other charges i.e.
- Tariff/SOP = Rs. 6.30/KWH
  - Fixed Load Charges= Rs. 160/KW
  - Electricity Duty = Rs. 0.10/KWH
  - FSA= 0.00
  - Municipal Taxes= 2% of (SOP+ FSA+ Fixed load charges)

Rate may be revised time to time when the rate changes made by UHBVN and Rs.24/- for DG Back up which can be changed time to time depending upon market price of fuel. Water charges shall be the same as being charged either by HSIIDC or Jal Nigam.

26. **Training/job practical to NIFTEM students/trainees/participants:** The agency will have to extend training/practical exposure to the students, trainees, participants as per mutual agreement and convenient to both. The students will be given training/practical exposure on a day fixed in a week as per mutual agreement. Also the agency will have to provide the basic training to new entrepreneur/start up if there is any request for the same. The agency is free not to share their recipe or other company confidentiality. Further Agency will have to allow students & Faculty to use processing facility as per their requirement like R & D work etc. The requirement of the same will be informed to agency well in advance.
27. **Quality & Hygiene To Be Maintained By The Contractor: -**
- The agency will obtain proper FSSAI License for each product as requirement.
  - The licensee shall procure food articles and raw-material of good quality as per the standard specified by FSSAI.
  - The Licensee shall ensure daily removal of garbage from the premises to designated area. However, before the garbage is taken out for disposal, the Security Supervisor is required to check it physically in order to ensure that the material being disposed does not contain any useful items.

- It shall be compulsory for the Licensee to take the following hygiene and cleaning measures : (a) Cleaning the pilot Plants including the store-room twice a day, (b) soaking the vessels in hot water at the end of the day, (c) Pot & utensils (d) thorough cleaning of refrigerators, water coolers once a week, (e) Periodic spraying of insecticides, (f) To ensure good food quality & maintain latest standards of health & hygiene (as specified by FSSAI) (h) Thorough cleaning of wash basins with detergent at the end of the day. In case of failure, the licensee will be liable for legal actions as per the various Act(s), applicable in this respect.

28. The licensee shall not engage the services of any sub-license or transfer the contract to any other person. If, it is found at any time, the NIFTEM has right to terminate the contract and to forfeit all security deposits.
29. NIFTEM shall be entitled to take over possession of the premises after expiry of 24 hrs notice with no further correspondence. However, any case of default will be pointed out in writing to the licensee as and when it comes to the notice to enable the licensee to correct and rectify his mistake.
30. The licensee will only occupy the earmarked area in the institute.
31. The licensee shall make the property good to all damage/loss which may be caused by any act or default of the contractor, his agents or servants or workers to any property of the Institute. NIFTEM reserves the right to make the property good for the damage or loss by charging all the expenses from licensee with the expenses.
32. The staff should be issued Identity Cards bearing photographs. The licensee shall also provide Uniforms and shoes to their employees and shall ensure that they wear them all times and maintain them properly. The staff working in Plants shall wear separate footwear, while working to maintain safety standards.
33. The Licensee shall not use the allotted place/premises for any other activity except for the purpose for which it has been provided for.
34. The Institute will not be responsible for any loss to the agencies due to any reasons including power failure, natural calamity, fire, earth quake, flood, heavy rain or any other act of nature. The agency has to make their own arrangements to recover or minimize the loss.
35. Insurance of the Plants and machinery etc shall be at the cost of licensee.
36. NIFTEM shall not provide any consumable or non-consumable items including raw materials at the pilot Plants for the purpose of product development.
37. Licensee shall maintain all the equipment provided by the NIFTEM in good working condition and would be responsible for damages caused. He will carry out the repair & maintenance along with spares if any, without any delay to avoid interruption in services and cost of repairs shall be borne fully by the licensee. While operation, if any spare parts is damaged, the same will be replaced by the agency with the same

specifications at their cost. On termination of agreement, licensee will hand over all such equipment / articles in good working condition to NIFTEM.

38. The charges towards AMC/CAMC will be borne by the agency itself. In case NIFTEM has done the AMC, the charges for the same on monthly basis will have to be paid by the agency every month along with the license fee. In case the agency fails to do so penalty as applicable for License fee will be levied.
39. Use of cigarette, bidi, pan, alcohol etc. is banned in the pilot Plants and in the NIFTEM premises, if anyone is found indulged in these activities, the person shall be asked to leave the campus immediately and the Licensee shall be liable to lose the contract for breach of this condition. The Licensee shall undertake that any act of omission or commission including theft, by his/her staff shall be his/her sole responsibility and further that he/she would compensate the Institute immediately for any loss or damage or theft occurring on account of his/her staff individually or collectively.
40. The licensee shall ensure to take all safety measures (including fire) in the Pilot Plants. He will also keep a First-Aid Box for the persons deployed in Plants.
41. If at any stage, it has been found that electricity, water or other resources have been misused; the agency will be fined appropriately.
42. The Agency has to make its own arrangement for stay of the workforce at nearby area as the Institute is not having any such facility.
43. The bidders have to arrange their own emergency lights, loader, rat trapper, gas cylinders, fuel and any other recurring items.
44. NIFTEM reserves the right to call upon the Agency to remove any person employed working in the NIFTEM, if found unsuitable for services because of hygiene or health or conduct or any other administrative reasons. NIFTEM reserves the rights to disallow the person not having the identity card
45. In case of interpretation, modification and any alteration with respect to terms & conditions, the licensee & NIFTEM will jointly look into such aspect and the decision of the NIFTEM will be final and binding to licensee.
46. The agency will, prior to the commencement of the operation of contract, make available to NIFTEM the particulars of all the employees who will be deployed at the Institute's premises for running the Plants. Such particulars, inter alia should include age/date of birth, Photo, fingerprint, permanent address, police verification report and profile of the health status of the employees.
47. The agency shall ensure proper discipline among its workers and further ensure that they do not indulge in any unlawful activity.
48. Employment of child labour is strictly prohibited under the law. Therefore, the agency will not employ any child in the Plants.

49. The Licensee shall be personally responsible for conduct and behavior of its staff and any loss or damage to Institute's moveable or immovable property due to the conduct of the agency's staff shall be made good by the Licensee.
50. NIFTEM management will have 24-hour access to inspect the premises at any time for ensuring the cleanliness and hygienic conditions. Any defect pointed out by such officials during their visits shall be properly attended to by the Licensee.
51. Storing/Supply/Sale and consumption of drugs, alcoholic drinks, cigarettes or any other items of intoxication are strictly prohibited in the Institute's campus. Any breach of such restrictions by them will attract deterrent action against the Licensee as per statutory norms
52. The workers employed by the agency shall be directly under the supervision, control and employment of the Licensee and they shall have no connection whatsoever with NIFTEM. NIFTEM shall have no obligation to control or supervise such workers or to take any action against them except as permissible under the law. Such workers shall also not have any claim against NIFTEM for employment or regularization of their services by virtue of being employed by the Licensee against any temporary or permanent posts in NIFTEM.
53. The cleaning of outside Shop floor area, Stores, Staff Toilet, pilot Plants Room shall be responsibility of the Licensee. Besides, the Licensee will ensure that proper disposal of food waste and will not be thrown in the campus or nearby area in any manner. In case, Licensee fails to maintain the required cleanliness all around the premises, the same will be ensured by deploying a dedicated housekeeping staff NIFTEM at their cost and for that Rs. 12000/- per month (lump sum) will be charged/ recovered. In case of partial, the partial charges will be charged. These rates will be the same, as being prescribed by Central Labour Commissioner.
54. Canvassing in any form will be viewed seriously and if any Agency is found to be resorting to such practices, the EOI of such firm will be rejected.

**13. PERFORMANCE SECURITY: -**

- i) The successful agency has to submit a Performance Security equivalent to 3 month's License fees in the form of DD and also 03 months License fee in form of Bank Guarantee separately. Until submission of Performance Security, the EMD amount will be retained, but in case of delay beyond one month, the EMD amount will be forfeited or adjusted against the performance security, as the case may be. However, in this regard, decision of the Competent Authority shall be final & binding.
- ii) Within 15 days of receipt of LoA, the licensee shall furnish performance security as specified in bidding document. The proceeds of the performance security shall be payable to the Institute as compensation for any loss resulting from the Licensee failure to complete its obligations under the Contract. Performance security shall be in one of the following forms of Bank guarantee issued by a Nationalized/Scheduled bank located in India or an Account Payee demand draft in favor of NIFTEM payable at Kundli, Sonapat.



- iii) **Release of performance Security/Security Deposit-** The Performance Security/Security Deposit equivalent to three months' license fee in form of DD and BG will be taken within 30 days from the issue of LoA or will be deducted from EMD. The Performance Security/Security Deposit will be returned without interest, after 60 days on the completion of all contract obligations and handing over of all the equipment & Plants in good & working condition.
- iv) **Handing over of Plants after completion of contract:** the licensee has to hand over the concerned Pilot Plants/Equipment, along with utilities, in working condition on the expiry of contract period to the designated Officer/Faculty or team. In case of any damage, suitable amount as decided will be deducted from the performance security. The other space including stores, office etc would require to be vacating within 07 days from the handing over of the Plants.

#### **14. PENALTY CLAUSE: -**

- 1) If agency or their employee found quarrelling, misbehaving with any officer, employee, students, visitors or involved in any anti-social activity, besides penalty, appropriate action will be also taken against the agency.
- 2) The agency will ensure that their employees do not shout/ abuse /play loudly music on mobile or tape or radio or FM failing which attract penalty provisions.
- 3) In the case of repetition of any act, misconduct, heavy penalty and any other action as deemed proper will be taken against the Agency or guilty.
- 4) In case of submission of late license fee beyond the stipulated time, penalty @ 2.0 % per month shall be imposed on balance amount and will be added in next month billing. In no case the pending payment should be due for more than 03 months & if this happens the additional penalty @ 10% will be imposed on pending dues and stoppage of electricity and utility services will be done and if still the dues are not cleared the contract termination notice will be served and the amount will be deducted from Performance security and advance license fee.

#### **15. COMPLIANCE OF MINIMUM WAGES ACT/INSURANCE ACT/EPF ACT etc:-**

- 1. The Licensee will ensure the compliance of minimum wages to their staff, besides timely deduction/submission of ESI, EPF etc. contributions to the respective authority.
- 2. The Licensee shall be wholly responsible to provide all the benefits viz PF, ESI, Bonus, Gratuity, Leaves etc, to eligible personnel engaged and deployed by the Contractor.
- 3. Strict adherence of various applicable labour laws like Minimum Wages Act, Labour Act, ESI Act, EPF Act, Payment of Wages Act, The Workman Compensation Act, Contract Labour(Regulation and Abolition) Act 1970 or any other application Acts/Rules and all other statutory requirements as amended from time to time to the entire satisfaction of Central/State Govt. Authorities. shall be the responsibility of the Licensee and he shall have to make good loss, if any, suffered by NIFTEM on account of default in this regard by the agency.

EPF/ESI contributions will be deposited by the agency in his EPF/ESI code No. in the respective account of workers.

4. In the event of violation of any contractual or statutory obligations by the licensee, he/she shall be responsible for the same. Further, in the event of any action, claim, damages, suit initiated against the Institute by any individual or government authority due to the acts of the licensee, he/she shall be liable to make good/compensate such claims for damages to any individual, agency or government authority.
5. Licensee shall abide by all laws of the land including labour laws (ESI, PF, Bonus, Income Tax, Service Tax or any other extra taxes levied by the Govt.) companies Act, Tax deduction liabilities, welfare measures of its employees and all other obligations of this region and also those Laws which are not essentially enumerated and defined herein. Any such claims at a later stage shall be the exclusive responsibility of the Licensee and it shall not involve NIFTEM in any way whatsoever.

**16. INSURANCE OF WORKERS: -**

The Licensee will be solely responsible for any liability for his manpower in respect of any accident, injury arising out and in course of firm's deployment. To meet out the aforesaid obligation under the workmen Compensation Act, the agency may obtain W.C. Policy from the Insurance Company for the person employed by him for carrying out the work. The premium payable for the foresaid insurance policy shall be borne by the Licensee.

**17. SAFETY RULES: -**

- a. The Licensee shall have to comply with all the provisions of safety rules. The Institute may impose penalty, if any employee found working carelessly without proper protective equipment in unsafe condition. Against violation of any other clause, penalty per violation shall be levied. In case of repeated violation of serious nature resulting in serious accident or direct loss to the NIFTEM/threatens to cause severe consequences, heavy penalty will be imposed including termination of contract.
- b. The Licensee will ensure that all safety measure precautions are taken while running any electrical or mechanical equipment. The Licensee shall be responsible for any loss or damage due to carelessness.
- c. The Licensee shall be responsible for safety of their staff while on the job and the Institute shall not be responsible for payment of compensation for any accident occurring during the work. The licensee is required to equip their workman with all required safety equipment etc. The Institute will not be responsible for any injury partial or permanent, or any mis-happening or death at site due to accident or malfunctioning of the equipment or by negligence of the staff.
- d. No compensation shall be payable to the Licensee for any damage caused by natural calamity (Rains, storms, earthquakes and other calamity) during the execution of the work.

e. The licensee shall be responsible for all NOCs like Electricity, Fire and others as applicable.

**18. NO CONDITIONAL BIDS SHALL BE ACCEPTED.**

**19. NO COUNTER CONDITIONS BY THE BIDDERS/AGENCIES SHALL NOT BE ACCEPTABLE**

**20. RIGHT OF ACCEPTANCE OF OFFER:-**

NIFTEM reserves the right to accept partly or reject any offer without assigning any reason thereof. NIFTEM does not pledge itself to accept the lowest or any other EOI and reserves to itself the right of acceptance of the whole or any part of the EOI or portion of the quantity offered and the licensee shall supply the same at the rate quoted.

**21. CANCELLATION/TERMINATION OF CONTRACT:-**

- a) The contract can be terminated either side by serving by 30 days' notice.
- b) The Institute shall have the right to terminate the Contract, arising out of finalization of this EOI, in part or in full in any of the following circumstance :-
  - i. The Licensee is declared bankrupt or becomes insolvent.
  - ii. As per decision of Arbitration/Tribunal.
  - iii. When both parties mutually agree to terminate the contract.
  - iv. If Licensee failed to clear outstanding amount within 30 days.
  - v. The Institute reserves the right to cancel/short close the contract at any time by serving notice, in case of unsatisfactory performance, without assigning any reasons.

**22. FORCE MAJEURE: -**

Should any force majeure circumstances arise, each of the contracting party shall be excused for the non-fulfillment or for the delayed fulfillment of any of its contractual obligations, if the affected party within 30 days of its occurrence informs in a written form the other party. Force majeure shall mean fires, floods, natural disasters or other acts such as war, turmoil, strikes, sabotage, explosions, and quarantine restriction beyond the control of either party.

**23. STATUORY DEDUCTIONS: -**

Statutory deductions on account of Income Tax, Work Tax, GST, TDS etc. including surcharge shall be made at source from the bills of the agency at prevailing rates.

**24. RISK & COST: -**

In case of the Licensee fails to full fill the contractual obligations, it shall be without prejudice to the right of

NIFTEM to recover any further amount or any liquidated and/or other damages.

**25. ARBITRATION CLAUSE: -**

- a) In case of any dispute between Agency and NIFTEM, arising out of or in relation to the contract or agreement, firstly both the parties will try to settle down amicably, failing which, it shall be referred to the arbitration of a sole arbitrator to be appointed by the Director, NIFTEM. The award of the said arbitrator shall be binding on both the parties. The seat of the arbitration shall be at Haryana territory. Without prejudice to right under any other clause of the contract, the NIFTEM, in the event of any breach of the conditions on the part of the licensee, shall cancel the contract and charge the licensee with any loss arising from such cancellation.
- b) Dispute if any, arising out of the contract shall be settled by mutual discussion or arbitration by sole arbitrator as appointed, as per the provisions of the Indian Arbitration and Conciliation Act, 1996 and the rules framed there under.
- c) All legal disputes shall be subject to jurisdiction of Sonapat / Chandigarh court only.

**26. IN ADDITIONS TO CLAUSES ABOVE:-** Other terms & conditions, which have not been mentioned in the EOI, can be added and the same will be mentioned in the LoA & Agreement. If the licensee is not agreed with any terms, which has been included at later date, they may communicate in writing before accepting the offer. After acceptance, no protest will be considered.

**27. MODIFICATION AND WITHDRAWAL OF BIDS:**

Bidder can modify his bid any number of times before bid submission closing date and time. Bidder can also withdraw his bid before bid submission closing date and time. Withdrawn is allowed only once in a EOI. If a bidder withdraws his bid, he cannot participate in the particular EOI again.

**Instructions for online bid submission:**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal. More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

**Registration**

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "**Online bidder Enrollment**" on the CPP Portal which is free of charge. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.

- 2) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 3) Upon enrolment, the bidders will be required to register their valid Digital Signature
- 4) Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC"s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

### **Searching for EOI Documents**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active EOIs by several parameters. These parameters could include EOI ID, Organization Name, Location, Date, Value etc. There is also an option of advanced search for EOIs, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a EOI published on the CPP Portal.
- 2) Once the bidders have selected the EOIs they are interested in, they may download the required documents / EOI schedules. These EOIs can be moved to the respective, „ My Tenders" folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the EOI document.
- 3) The bidder should make a note of the unique EOI ID assigned to each EOI, in case they want to obtain any clarification / help from the Helpdesk.

### **Preparation of bids**

- 1) Bidder should take into account any corrigendum published on the EOI document before submitting their bids.
- 2) Please go through the EOI advertisement and the EOI document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the EOI document / schedule and generally, they can be in PDF/ XLS/ RAR/ DWF/ JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use "My Space" or „Other Important Documents"" area available to them to upload such documents. These documents may be directly submitted from the "My Space" area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

## Submission of Bids

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the EOI document.
- 3) Bidder has to select the payment option as "offline" to pay the EOI fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the EOI document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the EOI documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the EOI document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the bidders" dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded EOI documents become readable only after the EOI opening by the authorized bid openers.
- 8) The uploaded EOI documents become readable only after the EOI opening by the authorized bid openers.
- 9) Upon the successful and timely submission of bids (i.e. after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

**Assistance to Bidders**

- 1) Any queries relating to the EOI document and the terms and conditions contained therein should be addressed to the EOI Inviting Authority for a EOI or the relevant contact person indicated in the EOI.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

**28. CLARIFICATION ON BID DOCUMENTS:**

Bidder requiring any clarification to this EOI shall notify to Buyer in writing who will respond (in writing) to the clarifications sought not later than 14 days prior to the date of opening of the EOIs. The address and contact number for seeking clarification regarding this EOI are given below:

**Purchase related queries:**

Purchase Section  
NIFTEM, Kundli, Sonapat (Haryana) – 131028  
Phone No. - 0130-2281057  
E-mail ID - [purchase.niftem@gmail.com](mailto:purchase.niftem@gmail.com)

**Technical queries:**

Er. Aditya Sharma, Manager, Pilot Plants  
NIFTEM, Kundli, Sonapat (Haryana) – 131028  
Phone No. – 0130-2281154  
Mob No. - 7015504639  
E-mail ID – [aditya.sharma@niftem.ac.in](mailto:aditya.sharma@niftem.ac.in)

**(Registrar, NIFTEM)**

**EOI FORM (TECHNICAL BID)**

(To be submitted by the Agency on its letter-head)

All information should be filled and specified by page no. Proof to be attached

Name of the Agency \_\_\_\_\_

Address \_\_\_\_\_

Sl. No.	Particulars	Status (Yes enclosed)	Page No.
1.	<b>EOI Processing Fee (DD Amount, DD No., Date, Bank Name, etc.)</b>		
2.	<b>EMD (DD Amount, DD No., Date, Bank Name, etc.)</b>		
3.	<b>MSME Details, if any</b>		
4.	<b>Year of Incorporation</b> (copy to be enclosed)		
5.	<b>Address of Registered Office</b> (Copy to be enclosed):-		
6.	<b>Name of Proprietor/Authorized Person:-</b>		
7.	<b>Mobile No.:</b>		
8.	<b>Email ID:-</b>		
9.	<b>Type of Pilot Plants applied for :</b>		
10.	<b>Work Registration No.:-</b> (Copy to be enclosed)		
11.	<b>Past Experience (In years)</b>		
12.	<b>Details of work carried out by the Bidders during last 03 years</b>		
13.	<b>PAN No.</b> (Copy to be enclosed)		
14.	<b>GST Registration No</b> (Copy to be enclosed)		
15.	<b>ESI Registration No.:-</b> (Copy to be enclosed)		
16.	<b>EPF Registration No.:-</b> (Copy to be enclosed)		
17.	<b>License No. under Contract Labour (R&amp;A) Act</b> (Copy to be enclosed)		
18.	<b>Income Tax Return (ITR) for F.Y. 2021-22, 2022-23 and 2023-2024</b> (Copy to be enclosed)		
19.	<b>Annual Turnover for F.Y.:- 2021-2022:-Rs._____</b> <b>2022-2023:-Rs._____</b> <b>2023-2024:-Rs._____</b>		
20.	<b>Balance Sheet &amp; Profit &amp; Loss A/c for F.Y. 2021-22, 2022-23and 2023-2024:-</b> (Copy to be enclosed)		
21.	<b>FSSAI Certificate No.:-</b> (Copy to be enclosed)		
22.	<b>Proposal to use Pilot Plants/equipment and other accessories/utilities and details of products to be prepared. Name of major raw</b>		





**ACCEPTANCE OF THE BIDDER**

Name of the Licensee.....

All the clauses of EOI document and terms and conditions enumerated in this form have been read by me/ us and are acceptable to me/ us.

**Dated: -**

**Signature**

**Name in Block letters** \_\_\_\_\_

**Name of the bidder** \_\_\_\_\_

**Address with stamp:** \_\_\_\_\_

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**UNDERTAKING**

To,

**Registrar,**

**National Institute Of Food Technology Entrepreneurship and Management  
Plot no 97, sector-56, HSIIDC Industrial Estate,  
Kundli-131028,  
District-Sonepat (Haryana)**

Sir,

- 1 I/we the undersigned, certify that I/we have gone through the terms and conditions mentioned in the EOI documents and undertake to comply with them.
2. It is further certified that our firm has not been blacklisted by any agency in India or abroad.

**Dated:**

**SIGNATURE OF THE BIDDER**

**WITH SEAL**

**NAME OF THE BIDDER**

**WITH ADDRESS**

**NOTE:** Certificate as per above must be submitted only on non-judicial stamp paper of Rs. 100/- (Rs One Hundred Only)

**LIST OF EQUIPMENTS & UTILITIES****A. READY-TO-EAT (RTE) PILOT PLANT (YEAR OF PURCHASE: 2018-2019)**

<b>S.N.</b>	<b>Particulars</b>	<b>Qty.</b>	<b>Integrated/ Standalone</b>	<b>Capacity</b>	<b>Total Cost In Rs.</b>
1.	Ribbon Blender	1	Integrated	100-150 kg/h	8,27,874.00
2.	Screw Conveyor	1	Integrated	100-150 kg/h	6,12,371.00
3.	Hot Extruder (Double Screw) complete Line	1	Integrated	100-150 kg/h	67,54,194.00
4.	Cooling Shifter With Wheel	1	Integrated	100-150 kg/h	7,20,122.00
5.	Air Conveyor	1	Integrated	100-300 kg/h	6,12,371.00
6.	Five Layer Dryer oven	1	Integrated	100-200 kg/h	33,60,029.00
7.	Flakers	1	Integrated	100-300 kg/h	21,74,765.00
8.	Hoister	1	Integrated	100-200 kg/h	6,12,371.00
9.	Cooking Machine	1	Integrated	100-150 kg/h	23,90,267.00
10.	Hoister	1	Integrated	100-200 kg/h	6,12,371.00
11.	Sifter	1	Integrated	100-180 kg/h	6,12,371.00
12.	Big Compressor	1		50 lts	5,04,620.00
13.	Seasoning Machine (Two roller Flavoring Machine with Oil/ Sugar Sprayer) 35.1 Melt sugar machine 35.2 Sugar sprayer 35.3 Double Roller and flavor machine	1	Integrated	100-150 kg/h	11,24,190.00
14.	Hoister	1	Integrated	100-150 kg/h	6,12,371.00
15.	Five Layer Dryer	1	Integrated	100-150 kg/h	33,60,029.00
16.	Essential Accessories: Multi –functional shaper Core filler Core filling Dies(Sticks, biscuit, Round and Square) with die head Machine(Doritos, Salad, Bugles, Rice cracker, Tangles and different types) Various Dies	1	Standalone	100-200 kg/h	27,13,650.00
17.	Vertical mixer	1	Integrated	100-200 kg/h	9,39,794.00
18.	Screw conveyor	1	Integrated	100-150 kg/h	5,62,666.00
19.	Rotary head extruder	1	Integrated	100-150 kg/h	51,95,970.00
20.	Hoister	1	Integrated	100-150 kg/h	6,70,417.00
21.	Tumble Sifter	1	Integrated	100-150 kg/h	8,85,919.00
22.	Vibrator	1	Integrated	100-150 kg/h	9,93,670.00

23.	Continuous Fryer with box oil filter & oil pump motor and pipe	1	Integrated	100-150 kg/h	30,40,944.00
24.	Vibrator Shifter	1	Integrated	100-150 kg/h	11,55,298.00
25.	Seasoner ( Single roller flavoring machine)	1	Integrated	100-150 kg/h	8,85,919.00
26.	Air puffing machine	1	Standalone	50-60 kg/h	20,74,800.00
27.	Fruits/Cereals/Nutro Bar Processing Line Sugar boiling pot Mixing machine Ascension Conveyor Automatic cutting and forming machine Packaging machine	1	Integrated	100-150kg/h	57,05,700.00
28.	Multi head automatic granules packaging machine	1	Standalone	20 bags/min	30,92,580.00
29.	Burger machine	1	Integrated	100kg/h	18,57,641.00
30.	Battering machine	1	Integrated	100kg/h	18,03,005.00
31.	Breading Machine	1	Integrated	100kg/h	12,02,003.00
32.	Flouring machine	1	Integrated	100kg/h	8,74,184.00
<b>Total</b>					<b>5,85,44,476.00</b>

#### B. TRADITIONAL FOODS PRODUCTS PILOT PLANT (YEAR OF PURCHASE: 2018-2019)

S.N.	Particulars	Qty.	Integrated/ Standalone	Capacity	Total Cost In Rs.
1	Automatic Sheeting and die cutting machine	1	Integrated	800-1200 Pcs/h	7,32,129.00
2	Semi Sheeter Machine	1	Integrated	50-60 Kg/h	4,04,310.00
3	Auto Papad dryer Machine	1	Integrated	1-15 Kg/h	9,28,821.00
4	Auto Farsan Namkin Machine with Fryer	1	Standalone	100-200 Kg/h	98,346.00
5	5 litre batch fryer	1	Standalone	5lts	6,35,697.00
6	Auto peeling machine	1	Standalone	200 Kg/h	1,91,228.00
7	Auto chips cutting machine	1	Standalone	200 Kg/h	1,74,837.00
8	Auto hydro dryer machine	1	Standalone	200 Kg/h	2,29,473.00
9	Atta blending Machine	1	Standalone	10-12 Kg/h	2,24,485.00
10	Pulveriser Machine for spice	1	Standalone	10-80 Kg/h	2,45,864.00
11	Pulveriser Machine for Flour	1	Standalone	10-40 Kg/h	1,63,910.00
12	Auto 50 Litre heating Mixing machine	1	Standalone	50 lts/b	4,91,729.00
13	5 Ltrs Heavy Duty Mixer (Wet Grinder)	1	Standalone	5 lts	1,36,591.00
14	Gravy making machine(10-150 KG)	1	Standalone	10-150kg	1,31,128.00
15	Bainmeri hot pot-4 parts	1	Standalone	4 pot	2,29,473.00

16	Automatic Gulla Cutting & Rounding Machine	1	Standalone	2000 pcs/h	14,72,810.00
17	Automatic Laddu Making Machine	1	Standalone	2000 pcs/h	12,56,640.00
18	Semi Automatic Chakli Making Machine	1	Standalone	40-80 kg/hr	9,50,675.00
19	Dosa Vada making machine	1	Standalone	40-80 kg/hr	10,38,094.00
20	Idly steamer	1	Standalone	100 pcs/h	3,27,819.00
21	Hydraulic tablet pressing machine	1	Standalone	20 cakes/m	26,22,552.00
22	Liquid packaging machine	1	Standalone	60 bags/min	13,11,276.00
23	Pop corn machine with electrical heating system	1	Standalone	250g/batch	2,73,183.00
<b>Total</b>					<b>1,42,71,070.00</b>

**C. BAKERY PRODUCTS PILOT PLANT (YEAR OF PURCHASE: 2021-2022)**

S.N.	Particulars	Qty	Integrated/ Standalone	Capacity	Total Cost In Rs.
1	Flour Sifter cum Siever	1	Standalone	Storage Capacity: 100-200 kg/hr	2,25,225.00
2	Spiral Mixer with Detachable & one extra bowl	1	Standalone	Up to 200 kg/ hr. dough Capacity	9,55,500.00
3	Bowl tilter with lifter	1	Integrated	Lifting Capacity of Dough: up to 200 kg/hr	4,57,275.00
4	Dough Divider	1	Integrated		8,19,000.00
5	Bun Divider	1	Integrated		7,84,875.00
6	Rounder for Bread/Rusk	1	Integrated		3,95,850.00
7	Intermediate proofer	1	Integrated	Working capacity:200-2000 pcs/hour	6,82,500.00
8	Dough Molder	1	Integrated	200-2000pcs/ hr. Dough weight range:100-1000g	3,82,200.00
9	Final Proofer	1	Standalone	Temp range : up to 40 degree Celsius and Rh up 90%	6,75,675.00
10	High speed slicer	1	Standalone	100-2000 pcs/hr.	3,89,025.00
11	Rotary rack Gas & Electric oven	1	Standalone	Single Trolley 10 shelves (30 tray) for Bread Temp. Range:Up to 250degree celcius	7,50,750.00
12	Planetary mixer with batter lifting pump	1	Standalone	Batter handling capacity up to 150kg/hr	4,77,750.00
13	Cake depositor having 6 dropping points	1	Standalone	Batter handling capacity :up to 150 kg/hr Weight range: 50-500g	8,53,125.00

14	Cookies wire cut & dropping machine	1	Standalone	Up to 150kg/hr.	8,87,250.00
15	Dough Sheeter & cutting system	1	Standalone	Minimum thickness up to 1mm (minimum) Dough loading capacity :up to 150 kg/hr.	6,14,250.00
16	Bread Stick Machine	1	Standalone	Production Capacity: 25-50 kg/hr. (Thickness: 5- 30 mm)	3,41,250.00
17	Croissant molding	1	Standalone	2000pcs/Hour	4,09,500.00
18	Multi filling cookies	1	Standalone	25-40kg/hour	15,69,750.00
19	Center Filling Machine/Injector moulding.	1	Standalone	05-50kg/hour	3,41,250.00
20	Donut machine with fryer	1	Standalone	approx 440 PCS/hour	7,50,750.00
21	Cream Cooker	1	Standalone	30 lts/Hour	2,73,000.00
22	Water chiller	1	Standalone	capacity: 110 LITRE/hr	2,45,700.00
23	Water Dozer	1	Standalone	50Litre/hour	1,09,200.00
24	Walk –in- Cold Room	1	Standalone	2.5 m x2.5 m x2.5 m	6,41,550.00
25	Packaging Machine for Cookies	1	Standalone	20-80 pouch/min/Depends upon size & feeding.	8,19,000.00
26	Fully automatic Horizontal flow wrap machine	1	Standalone	minimum up to 50 cycles per minute/3000 pouches per hour. Depends upon size & feeding.	8,19,000.00
27	RO Plant	01	Standalone		2,60,000.00
				<b>Total</b>	<b>1,59,30,200.00</b>

**FINANCIAL BID**

Name of Agency.....

Address.....

<b>S.N.</b>	<b>Name of Pilot Plants</b>	<b>Equipment name or Complete Pilot Plants</b>	<b>Minimum reserved rate of license fee of pilot Plants/ equipments' cost of the line</b>	<b>Yearly license fee in INR (to be paid 12 equal monthly installments) for Pilot Plants/equipment (to be quoted by bidder in %)</b>
01.	READY-TO-EAT (RTE) PILOT PLANT		6% per annum+0.5% of total sales using Pilot Plants facility.	
02.	TRADITIONAL FOOD PILOT PLANT		6% per annum+0.5% of total sales using Pilot Plants facility.	
03.	BAKERY PRODUCTS PILOT PLANT		6% per annum+0.5% of total sales using Pilot Plants facility.	

**Note:**

1. Same is provided along with the EOI document in .xls format. Bidder have to advised to download the price bid in that format, quote your rates in % for Pilot Plants/ Equipment and upload it along with the bid on to the portal.
2. GST on above license fee shall be payable extra as per applicable rate. GST shall also be payable on security amount and advance license fee.
3. The cost of equipments is tentative and in case of any inadvertent mistake, the actual cost will be taken for calculation of license fee.
4. The agency has to take all the equipment of concerned processing line.

**Signature of the bidder with Stamp**



Dated:

**Undertaking to Claim Exemption/Relaxation under MSME/NSIC/Start up**

**(to be submitted on Company Letter head with stamp)**

I am (.....) is Owner/Director of M/s.....registered with MSME/NSIC/Start UpUnit under.....category.

- 1) Firm Name :
- 2) Udhyog Adhaar No :
- 3) NSIC No :
- 4) Year of Registration :
- 5) Category of Registration (Manufacture/Dealer/Supplier):
- 6) Turnover :

As per the benefits extended to MSEs registered with NSIC under single point registration scheme, we are entitled for:

- 1. Exemption in EOI Fee :
- 2. Exemption in EMD :
- 3. Relaxation in Turnover :  How much Relaxation required (please specify)
- 4. Relaxation in Experience :  How much Relaxation required (please specify)

**(Kindly tick the box(es) for the same)**

We are enclosing herewith relevant certificate and documents in support of our claim of exemption/relaxation of the same.

Signature of Authorized signatory .....  
Name: .....  
Designation: .....  
Stamp: .....

**(Note: Undertaking must be submitted on company's letterhead duly signed and stamped)**