

ORGANIC FARMING AUTHORITY OF JHARKHAND

Krishi Bhawan Campus, Kanke Road, Ranchi -834008

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EXPRESSION OF INTEREST

EOI/proposals are invited from the interested service providers/agencies of repute for empanelment for Certification of horticultural / agricultural crops as per technical guidelines of National Standards for Organic Production (NSOP) and accredited by APEDA.-

SI No.	EOI No.& Date	Brief Description	Area (Ha)	Cost of tender form
1.		Organic Certification	20,000	Rs 10,000

Commencement & sale of EOI documents : 00-00-2017

Last date & time of submission of EOI : 00-00-2017 upto 2:00 PM

Date & time of opening of technical proposal : 00-00-2017 upto 4.00 PM

Only technical bidding shall be conducted

The agency shall deposit an Earnest money of Rs. 2.00 lacs in form of Demand Draft in favour of Chief Executive officer, "Organic farming Authority of Jharkhand" payable at Ranchi at the time of submission of EOI.

The Application forms, Terms of Reference can be obtained from the Organic Farming Authority of Jharkhand, Krishi Bhawan Campus, Kanke Road-834008 on all working days(Monday to Friday) 11:00 hrs to 17:00 hrs by payment of Demand Draft of Rs.10,000 (Non refundable) in favour of Chief Executive Officer, "Organic farming Authority of Jharkhand" payable at Ranchi. It may also be downloaded from the website www.organicjharkhand.in / www.nhmjharkhand.org . In case of downloaded form DD of Rs. 10,000 has to be attached with the form.

Envelope of application for tender should duly subscribed "Expression of Interest for Organic Certification of horticultural / Agricultural crops in Jharkhand". EOI should be addressed to the Chief Executive Officer, Organic Farming Authority Of Jharkhand, 3rd floor- Krishi Bhawan campus, Kanke Road, Ranchi-834008.

Chief Executive Officer

Technical Proposal

EOI/proposals are invited from the interested service providers/agencies of repute for empanelment for the Certification of horticultural / agricultural crops as per technical guidelines of National Standards for Organic Production (NSOP) and accredited by APEDA. The selection will be through technical bid only.

Minimum Eligibility Criteria:-

1. The Agency should be accredited with NAB/APEDA under NPOP & USDA-NOP
2. The Agency having minimum 5 years experience in organic certification of agricultural / horticultural produce in india under NPOP / USDA-NOP regulations.
3. Total Volume of work done and registered certification area should be not less than 50,000 hectares with minimum 20,000 registered farmers. (Attach supporting documents from tracenet system of APEDA)
4. Average annual turnover of last three financial year (2014-15, 2015-16 & 2016-17) should not be less than 1 Crore.
5. Audited balance sheet along with annual report and IT return should be submitted for the last three years
6. Bidder shall submit an affidavit on Rs 100 non judicial stamp from Notary that "the company has never been blacklisted / terminated / Suspended by any State or Union Government & non-affiliation with any political / religion / Govt endowment."
7. The agency having minimum two work order in past for organic certification programme from any state or union government.
8. Agency must have registered under GST
9. Preference will be given to those agencies which has earlier experience in NPOP / NOP certification of ICS projects in Jharkhand. (certificate enclosed)

The interested bidders should submit the following documents / details in support of their claim:-

- i. Application form duly filled up
- ii. Application fee & EMD
- iii. Company Registration certificate
- iv. Accreditation Certificate of NPOP & NOP
- v. Audited balance sheet of last three year's
- vi. IT-Return of last three years
- vii. PAN
- viii. GST Registration certificate
- ix. Proof of 5 years experience in organic certification (Scope certificate attached)
- x. Total Volume of work done (Attach proof)
- xi. Total no. of registered farmer's (Attach proof)
- xii. Affidavit
- xiii. Government work order
- xiv. List of Auditor's & certifier's with qualifications
- xv. Experience in Grower's Group certification in Jharkhand, if any
- xvi. Any other relevant documents, please specify

Terms and Conditions:

1. The agency should have competent and technically qualified staff with experience in organic inspection & certification process. Staff should be familiar with local language.
2. The Certification Agency must certify as per the equivalency of NPOP and USDA system
3. The Certification Agency must inspect farmer's crop on regular basis.
4. The bids will be scrutinized by a committee, who will have the right to short list the agencies based on the requirement. The selected agency may be invited for making a power point presentation before the team of experts. Based on the above matters, the final selection will be made.
5. The successful agency shall, within 14 days of having been called by notice, execute a formal agreement on stamp paper worth Rs. 100/- in the prescribed format and the cost shall be borne by the successful bidder
6. The scheme will be implemented in selected 13 districts(Ranchi, Ramgadh, Hazaribagh, Saraikela, Dumka, Jamtara, Deoghar, Lohardaga, Sahebganj, West Singhbhum, East Singhbhum, Khunti, Pakud) covering 20,000 ha area of Jharkhand State.
7. The rate approved is Rs 700/ha/Yr (Rupees seven hundred per hectare per year) inclusive of all taxes as applicable.
8. Once the successful bidder is accepted, there will not be any upward revision of the accepted rates on account of the price escalation during the currency of the contract period. Successful bidder is required to sign a MOU with Organic farming Authority of Jharkhand accepting all the clauses incorporated in the said MOU.
9. After empanelment the issuance of work order will be decided by Chief Executive Officer, Organic Farming Authority of Jharkhand and shall be final in all respects.
10. If the agency fails to meet the objectives, conditions, quality parameters of NPOP/NOP Norms the agreement will be void. The agency will be black listed and payment cut or penalty will be imposed.
11. Agency who has experience in organic certification in Jharkhand.
12. Chief Executive Officer, Organic Farming Authority of Jharkhand reserve the right to accept or reject any or all application without giving any explanation. Further, the undersigned also reserves the right to accept/ reject/ modify any or all proposals without assigning any reason thereof.
13. In case of any dispute the decision of Chief Executive Officer, Organic Farming Authority of Jharkhand will be final and the jurisdiction shall be Ranchi only.

Role and responsibility of Empanelled agency

- Review of application for certification according to NPOP Equivalence to regulation (EC No. 834/2007) and regulation (EC No. 889/2008) of organic production and handling system plan
- Registration of farmer's group
- On-site inspection of the production unit of ICS (Grower's Group)
- Inspection report preparation after proper verification of farmer's field
- Review of inspection report & upload inspection data in tracenet system of APEDA
- Risk Assessment analysis
- Certification of horticultural produce as per the NPOP/NOP guideline
- Issuance of scope certificate within time bound frame

Guideline for submitting the proposals:

A. General guideline

The interested agency are required to submit the proposal as per the guidelines and formats detailed out in the following paras:-

1. Submission of proposal: The original technical proposals and earnest money to be deposited in form of Demand draft should be placed in a sealed envelope clearly marked "Technical proposal". This outer envelope shall bear the submission address, reference number and title of the assignment and be clearly marked "Do not open, except in presence of Official Appointed".
2. The Agency shall be required to accomplish entire activities as per the time bound completion schedule.
3. Tender documents must be spirally binded and each page and forms of the technical proposal must be in numbered and signed by the authorized to signatory of the organization

B. Evaluation of technical bid / Proposal

All the technical bids / proposals will be evaluated by giving the marks in the following way. The agency who will obtain minimum 60 marks will be recommended for the selection and empanelment of the agencies working as certification agencies for Jharkhand.

SI No.	Standard	Item wise Maximum marks	Marks obtained
1.	Work experience in organic certification (NPOP/NOP) i. 5 – 6 yrs experience ii. 7 – 10 yrs experience iii. > 10 yrs experience	10 12 15	
2.	Total Registered area under NPOP / NOP (In Ha) i. 50,000 – 1,00,000 Ha ii. 1,00,001 – 2,00,000 Ha iii. > 2,00,000 Ha	10 12 15	
3.	Total no. of registered farmer's under certification i. 20,000 – 50,000 ii. 50,001 – 1,00,000 iii. More than 1,00,000	10 12 15	
4.	Average annual turnover of last three financial years (2014-15, 2015-16, 2016-17) i. 1 Cr – 1.5 Cr ii. >1.5 Cr – 5 Cr iii. More than 5 Crores	10 12 15	
5.	Work Experience with Government project for organic certification i. 2 work order ii. 3 – 5 work order iii. > 05 work order	05 07 10	
6.	Experience in organic certification at international level	10	
7.	Work experience in organic certification (NPOP / NOP) of ICS Projects in Jharkhand	15	
8.	Work experience in organic certification (NPOP) with OFAJ Projects in Jharkhand	05	
		Total	

D. Empanelment procedure of Agency / Firm

- i. The technical bid will be scrutinized by the evaluation committee and those firm/agency that will fulfil the minimum eligibility criteria will be evaluated on the basis of scoring criteria.

- ii. The agency will also have to submit a proposal in hard copy that how the present job shall be accomplished in Jharkhand. The agency will indicate the preference for area of operation in the project proposal.

E. Important dates for submission of proposals

- i. Last date for submission of proposal to The Chief Executive Officer, Organic Farming Authority of Jharkhand, Krishi Bhawan Campus, Kanke Road, Ranchi - 834008 on 00-00-2017
- ii. Date of opening of Proposal :- 00-00-2017

F. Venue for proposal meeting

Meeting will be held in the office of the Chief Executive officer, Organic Farming Authority of Jharkhand, Krishi Bhawan Campus, Kanke road, Ranchi- 834008 on dated 00-00-2017 at 4.00 PM.

Chief Executive Officer

APPLICATION FORM

Technical Bid for selection and empanelment of Agencies for certification of horticultural / agricultural produce in the state of Jharkhand

SI No.	Particulars	Write details and attach the proof/supporting documents required	Page number of document
1.	Name of Agency/Organization		
2.	Address of the Agency / Organization		
3.	Head office Address Phone No. Email ID Mobile No.of Head office I/c		
4.	Registration Certificate of the organization		
5.	Authorization letter/Power of Attorney (if applicable)		
6.	Type of Accreditations (NPOP , NOP, etc) taken from different agencies		
7.	PAN No. of the agency (certificate attached)		
8.	GST registration No. (certificate attached)		
9.	05 or more than 05 years work Experience in organic certification under NPOP / NOP (enclose certificate)		
10.	Total registered Area under certification (In Ha)- (Enclose proof)		
11.	Total no. of registered farmer's under certification (Enclosed proof)		
12.	Available Manpower Total Inspectors and Auditors on roll for carrying out inspection with qualification. Please attach organizational chart and CV of principal workers of the company		
13	Average Annual turnover of last 03 years of Agency (Audited balance sheet attached)		

14	Affidavit about black listing, termination, suspended and non affiliation with any political /religion /Govt. endowment.	Affidavit should be made on Rs 100 non judicial stamp paper	
15	Earnest Money (EMD) of Rs.2,00,000/- with DD No. and date or exemption certificate.		
16	Latest 03 years of Income tax return(Document enclosed)		
17	Experience in Government project, if any		
18	Any other Credentials in the Subject Area		

We understand that if the details given in EOI document submitted herewith by us and the support of claims made above if found to be untrue/untenable or unverifiable or both, bid may be rejected without any reference to us and the concern authority of OFAJ has right to take necessary legal action against the above subject.

Signature of the bidder/authorized person
(With official seal)

Date :-

Place:-

List of all supporting documents should be enclosed in following order:-

SI No.	Particulars	Page No.
1.	Application	
2.	Application Fee & EMD	
3.	Registration certificate of agency with Bylaws / deed	
4.	NPOP & NOP Accreditation	
5.	PAN	
6.	GST Registration	
7.	Affidavit	
8.	Experience in organic certification	
9.	Total Registered area	
10.	Total no. of Registered farmer's	
11.	Audited Balance sheet	
12.	ITR	
13.	Government work order	
14.	List of Auditor's / certifier with CV	
15.	Detail project report	
	Preferred Credential in the subject area	
16.	Certification Experience @International level	
17.	Experience in working with OFAJ	
18.	Experience in ICS certification in Jharkhand	
19.	Other relevant documents, if any please specify	