

ICAR-INDIAN INSTITUTE OF MILLETS RESEARCH
(Indian Council of Agricultural Research)
RAJENDRANAGAR, HYDERABAD-
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**INVITATION FOR EXPRESSION OF INTEREST TO UNDERTAKE A
STUDY ON
ESTIMATION OF INDUSTRIAL DEMAND FOR MILLETS IN INDIA**

Indian Institute of Millets Research, Hyderabad is a Research institute working under Indian Council of Agricultural Research, Department of Agricultural Research & Education, Ministry of Agriculture, Government of India invites expression of interest from interested agriculture research consultants for providing consultancy services to IIMR, Hyderabad for conducting a Study on Estimation of Industrial Demand for Millets in India. This document provides the scope, pre-qualification criteria, bidding terms and conditions and suggested response formats.

PART I: GENERAL TERMS

1. GOALS OF THIS EXPRESSION OF INTEREST(EOI)

The objective of this EOI is to solicit proposals from the interested bidders for participation in a bid process for the selection of a consultant to conduct a study on An Estimation of Industrial Demand for Millets in India.

2. EOI ISSUING AUTHORITY

This Expression of Interest (EoI) is issued by the Director, Indian Institute of Millets Research, Rajendranagar, Hyderabad, intended to short-list potential bidders. Department's decision with regard to the short-listing of bidders through this EoI shall be final and the Department reserves the right to reject or cancel any or all the bids without assigning any reason.

Project Title	Selection of Consultant for Estimation of Industrial Demand for Millets in India.
Department	Indian Institute of Millets Research (ICAR), Rajendranagar, Hyderabad
Head of the Institute	Dr. Vilas A Tonapi, Director, Indian Institute of Millets Research, Rajendranagar, Hyderabad-500030.
PI	Dr. B Dayakar Rao PI, PS, ICAR-IIMR Rajendranagar, Hyderabad-500030.
Contact Person	Sri Charles Ekka, Senior Administrative Officer, Indian Institute of Millets Research, Rajendranagar, Hyderabad – 500030. Phone – 040-24599300 Exte-306 Cell-+91-9483519221, Email- sao@millets.res.in
Website	http://www.millets.res.in

3. TENTATIVE CALENDAR OF EVENTS

The following table enlists important milestones and timelines for the completion of bidding activities.

S. No.	Milestone	Date and time
1.	Submission of EoI proposals should be addressed to	The Director, Indian Institute of Millets Research (ICAR), Rajendranagar, Hyderabad-500030.
2.	Release of Expression of Interest (EoI)	25.02.2020
3.	Declaration of Shortlisted Items	To be informed later

4. AVAILABILITY OF THE EOI DOCUMENTS

EoI can also be downloaded from the website www.millets.res.in. The bidders are expected to examine all instructions, forms, terms, project requirements and other details in the EoI document. Failure to furnish complete information as mentioned in the EoI documents or submission of a proposal not substantially responsive to the EoI documents in every respect will be at the bidder's risk and may result in rejection of the proposal.

5. EOI PROCESSING FEES

A Refundable processing fee for Rs. 25,000/- (Twenty Five Thousand Rupees only) in the form of Demand Draft in favour of ICAR unit IIMR, Payable at Hyderabad has to be submitted along with the bid. Bids received with inadequate EoI processing fees/Documents fees shall be liable to get rejected. Fees must be furnished with Technical Bid only.

Return of EMD: EMD furnished by all unsuccessful bidders should be returned through an e-payment system without interest, at the earliest, after the expiry of the final tender validity period. EMD of the successful bidder should be returned after receipt of performance security as called for in the contract.

6. VENUE & DEADLINE FOR SUBMISSION OF PROPOSALS

Proposals, in its complete form in all respects as specified in the EoI, must be submitted to Indian Institute of Millets Research, Rajendranagar, Hyderabad at the address specified above in Section 2., Indian Institute of Millets Research, Hyderabad in exceptional circumstances and at its discretion, extend the deadline for submission of proposals by issuing an addendum to be made available on the website www.millets.res.in in which case all rights and obligations of IIMR, Hyderabad and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

7. GENERALBACKGROUND

Indian Institute of Millets Research (IIMR) is a premier agricultural research institute engaged in basic and strategic research on millets under Indian Council of Agricultural Research (ICAR). It is the central agency to work on all aspects of millets research and development under the auspices of ICAR. ICAR-IIMR is a nodal agency to undertake policy research and development activities. In the light of non-availability of required data on certain parameters and indicators NFSM has sponsored a project entitled “Development of a national data base on millets and establishing benchmarks for production, consumption and utilization of millets”, to establish the databank and benchmarks on demand and supply side of millets

8. TERMS OF REFERENCE:

Objectives:

Estimation of Demand and Supply chain analysis of millets.

1) Scope of work

Millets (9):

Sorghum	Bajra	Ragi	Foxtail
Barnyard	Kodo	Little millet	Proso
Browntop			

i. States to be covered (16):

Uttar Pradesh	Uttarakhand	Telangana	Tamilnadu
Madhya Pradesh	West Bengal	Andhra Pradesh	Kerala
Haryana	NE – any two states Assam	Maharashtra	Karnataka
Rajasthan	Chhattisgarh	Gujarat	Odisha

ii. Supply factors: Last 10 years trends and projections

- a. Major markets in each state
- b. Arrival pattern in each state in Kharif and Rabi
- c. Seasonality:
 - How do the arrivals change in every season?
 - How does seasonality effect the arrivals?
- d. Weather analysis
 - How changes in the weather impacts the crop AYP (Area, Production and Yield)?
- e. Impact of MSP (Minimum Support Price) on the planted area
 - MSP is governed by the respective states to support farmers. If there is a proper MSP in place what will be the affect on the planted area?
- f. Quantum of seeds sold across the state – Certified and noncertified

- Seeds are sold by the Govt and private entities. The service provider has to identify how much each entity is selling both certified and non certified.
- g. Economics of seed production vs. economics of grain production
 - The service provider has to identify the cost involved in the seed production and grain production
- h. If institutes are developing seeds, but farmers are not taking it? Then where is the gap?
 - To encourage the consumption of millets across the country many research institutes are investing huge money in developing the seeds. However, farmers are not so keen to buy the seeds? Proper logic-based reasons has to be identified and propose a suitable solution to bridge the gap
- i. Technology challenges
 - Identify the major challenges related to technology and how to address
 - The requirement of post-harvest machinery and cost economics
 - Challenges arriving from lack of machinery for harvest and post-harvest processing at the farm gate level.
 - Challenges due to lack of storage/warehouse facilities

iii. Policy analysis

- a. Evaluate the existing Government policies and highlight how it suits to the current situation
- b. Service provider is expected to recommend necessary changes in the policy

iv. Demand factors

- a. Analysis of consumption trends of each millet in the last 10 years
- b. Identify the demand from the below industry and sketch out the consumption pattern in each industry
 - FMCG (Fast Moving Consumer Goods)
 - Organized
 - Un organized
 - Non-food
 - Poultry
 - Animal feed
 - Breweries
- c. Identify the major factors influencing the demand from the respective industry
- d. Start ups for millets are growing fast in the urban markets. This is due to the increase in demand/awareness and change in food habits among the urban population. Hence the service provider needs to identify
 - Where are the major startups located
 - Market share of major start ups
 - The trend of the startups in the last 5 years and the current scenario – In what pace the star ups are growing?
 - If the start ups are growing, suppliers should also increase. Is this happening or not?
 - Who are the major suppliers of the raw materials
 - From where they are sourcing
 - Whether they can sustain or not?
 - What is the current status of startups? Are they able to meet the demand?
 - Can they sustain in the next 5 years
 - What is the demand for value-added products in India. For eg, snacks made of millets
 - Machinery

- Ideal plant capacity for various products value addition – Business plan – focussing on backward linkage and forward linkage
- e. Demand projections for the next 5 years from the below industries
 - Poultry and animal feed
 - FMCG
 - f. Analysing the existing export trends? Which millet is highly exported?
 - Identify the major importing countries? And how India can cater to them?
 - Exploring the possibility of millets exporting as branded exports?
 - Exploring the export feasibility for value-added products
 - g. Seed replacement ratio – for how many years
 - h. Farmer’s intentions of buying the seeds
 - Why would farmer prefer millets to other crops
 - Should the Government intervene here
 - v. Sketch out the possibility of millets diverting from food to non-food?
 - a. If the demand in human consumption is less, then how much millets are diverted to non food industry like poultry.
 - vi. Basic study on Ethiopia value chain and its center of excellence
 - vii. Consumption behavior in rural and urban?

Deliverables

All data collected and analysis thereof on the objectives and scope of the study should be documented in the form of a detailed report. The report should invariably contain methodology adopted, sample size covered in each category, use of analytical tools etc. in undertaking the study, recommendations and Executive Summary. The consultant should provide 10 hard copies each of the final report and the Executive Summary along with a soft copy. The selected firm will also submit a mid-term report to monitor and review the progress of the study. The selected firm’s representative will also make a presentation on the report before the Project Scientists of ICAR-IIMR.

9. TIME FRAME & PAYMENT:

The time period for the Project will be 3 months from the date of award of the contract.

Payment Terms: Payment will be made after the completion of work subject to contract terms and no part payments will be promoted.

PART III: BIDDING TERMS AND PRE-QUALIFICATION CRITERIA

10. CONDITIONS UNDER WHICH THIS EOI IS ISSUED

- i. This EoI is not an offer and is issued with no commitment. Director, Indian Institute of Millets Research, Hyderabad reserves the right to withdraw the EoI and change or vary any part thereof at any stage. Indian Institute of Millets Research, Hyderabad also reserves the right to disqualify any bidder without assigning any reasons at any stage.
- ii. Indian Institute of Millets Research, Hyderabad reserves the right to withdraw this EoI if it determines that such action is in the best interest of the Government of India.
- iii. Timing and Sequence of events resulting from this EOI shall ultimately be determined by Indian Institute of Millets Research, Hyderabad.
- iv. No oral conversations or agreements with any official, agent, or employee of Indian Institute of Millets Research shall affect or modify any terms of this EOI and any alleged oral agreement or arrangement made by a bidder with any department, agency, official or employee of Indian Institute of Millets Research, Hyderabad shall be superseded by the definitive agreement that results from this EOI process. Oral communications by Indian Institute of Millets Research to bidders shall not be considered binding on Indian Institute of Millets Research nor shall any written materials provided by any person other than Indian Institute of Millets Research, Hyderabad.
- v. Neither the bidder nor any of the bidder's representatives shall have any claims whatsoever against Indian Institute of Millets Research or any of their respective officials, agents, or employees arising out of, or relating to this EOI or these procedures (other than those arising under a definitive service agreement with the bidder in accordance with the terms thereof).
- vi. Code of Integrity: No official of a bidder shall act in contravention of the codes which include:
 - i). prohibition of
 - a). making offer, solicitation or acceptance of bribe, reward or gift or any material benefit, either directly or indirectly, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process.
 - b). any omission, or misrepresentation that may mislead or attempt to mislead so that financial or other benefit may be obtained or an obligation avoided.
 - c). any collusion, bid rigging or anticompetitive behavior that may impair the transparency, fairness and the progress of the procurement process.
 - d). improper use of information provided by the procuring entity to the bidder with an intent to gain unfair advantage in the procurement process or for personal gain.
 - e). any financial or business transactions between the bidder and any official of the procuring entity related to tender or execution process of contract; which can affect the decision of the procuring entity directly or indirectly.

- f). any coercion or any threat to impair or harm, directly or indirectly, any party or its property to influence the procurement process.
 - g). obstruction of any investigation or auditing of a procurement process.
 - h). making false declaration or providing false information for participation in a tender process or to secure a contract;
 - ii). disclosure of conflict of interest.
 - iii). Disclosure by the bidder of any previous transgressions made in respect of the provisions of sub-clause (i) with any entity in any country during the last three years or of being debarred by any other procuring entity.
- vii. Each applicant shall submit only one Pre-qualification requirements proposal

11. RIGHTS TO THE CONTENT OF THE PROPOSAL

For all the bids received before the last date and time of bid submission, the proposals and accompanying documentation of the Pre-Qualification proposal will become the property of the Indian Institute of Millets Research and will not be returned after opening of the pre-qualification proposals. Indian Institute of Millets Research is not restricted in its rights to use or disclose any or all of the information contained in the proposal and can do so without compensation to the bidders. Indian Institute of Millets Research, Hyderabad shall not be bound by any language in the proposal indicating the confidentiality of the proposal or any other restriction on its use or disclosure.

12. ACKNOWLEDGMENT OF UNDERSTANDING OF TERMS

By submitting a proposal, each bidder shall be deemed to acknowledge that they have carefully read all sections of this EOI, including all forms, schedules and annexure hereto, and has fully informed itself as to all existing conditions and limitations.

13. LANGUAGES OF PROPOSALS

The proposal and all correspondence and documents shall be written in English.

14. ELIGIBILITY CRITERIA

The Agency should be a reputed agency/organization/institution which fulfills the following conditions:

- (i) Experience of successfully completing at least 3 studies with Private/Autonomous/Central/State Governments in last 5 years ending 25.02.2020.
- (ii) Minimum annual turnover of Rs.5 crore during the 3 financial years out of 5 years (However, the Govt. Research Institutions are exempted from this eligibility condition), and

- (iii) Having qualified and experienced key personnel (experience of a minimum of 10 years in agriculture/agriculture economics and/or allied subjects/statistics/economics).

15. DOCUMENTARY EVIDENCE TO BE SUBMITTED TO SUPPORT ELIGIBILITY

- a) Certification of the Registration of the firm.
- b) Detailed resume of the team leader and team members indicating the details of qualifications and professional experience.
- c) Contract/Work orders indicating the details of assignment, client, value of assignment, date and year of award.
- d) Certificate of lead assessor course undergone by the team leader and team member(s).
- e) IT clearance for past 3 years.

16. EVALUATION OF PROPOSALS

The bidders' proposals in the bid document will be evaluated as per the requirements specified in the EOI and adopting the qualification criteria spelt out in this EOI. The Bidders are required to submit all required documentation in support of the qualification criteria specified (e.g., detailed project citations and completion certificates, client contact information for verification, profiles of project resources and all others) as required for evaluation.

17. PROPOSAL SUBMISSION

The interested consultant should submit both technical and financial proposals in two parts namely.

- a) Technical
- b) Financial

The technical and financial proposal must be submitted in two separate sealed envelopes indicating clearly on envelopes as "TECHNICAL PROPOSAL" and "FINANCIAL PROPOSAL". Financial proposal to indicate a warning "DO NOT OPEN WITH THE TECHNICAL PROPOSAL". The envelopes containing the Technical and Financial Proposals shall be placed into an outer envelope and sealed. This outer envelope shall bear the title of the assignment "Engagement of Consultant for providing consultancy services for undertaking a study on Estimation of Industrial demand for millets in India, Indian Institute of Millets Research, Hyderabad".

i. TECHNICAL PROPOSAL CONTENT

Technical Proposal should be prepared considering the terms of reference, Detailed Approach & Methodology, Activity Schedule & Deliverables, Time Period and any other information to highlight the capability of the consultant.

The technical proposal must include:

- a. Brief description about the consultant
- b. Consultant experience: In addition to the overall experience of the consultant, details of specific consultancy projects/studies undertaken may be provided including Assignment/ Project name, description of services provided, appx. Value of assignment, country & location, duration of the assignment, name of the client, starting & completion dates, names of associates (other than employees), if any. Consultancy experience of undertaking studies in government departments / PSUs/ large public limited organizations may be specifically mentioned.
- c. Approach
- d. Methodology
- e. Work Plan and Schedule
- f. Team size
- g. Detailed Resume of the Team leader and team members of the consultant (with copies of certificates support qualifications)

ii. FINANCIAL PROPOSAL CONTENT

- a). Financial proposal (In Indian Rupees) should be in the form of a lump sum amount inclusive of all taxes for the entire scope of services.
- b). The lump sum quote should be inclusive of all expenses which the consultant may incur while executing the assignment including Travel, Boarding & Lodging, Survey Charges as required.

18. THE EVALUATION OF PROPOSAL

The Technical Proposal will be evaluated as per the following criteria.

- a. The technical evaluation of the proposals shall be undertaken by the Consultancy Evaluation Committee (CEC). The CEC shall evaluate the Technical Proposals by awarding marks for the following parameters:-

- I. Educational qualifications and experience of the key professionals (25marks).
 - II. Past experience including number of assignments handled by the firm similar to the area of assignment (25marks)
 - III. Methodology, work plan and understanding of TOR (50marks)
- b. Only applicants who are obtaining the highest score on the basis of criteria for evaluation given in (a) above would be declared as technically qualified.
 - c. The short-listed Consultants will be invited to present their proposals before the Consultancy Evaluation Committee(CEC).
 - d. A proposal shall be considered unsuitable and rejected at the stage of Technical Evaluation if it does not meet the minimum technical standard on the above aspects as may be decided by the CEC.
 - e. After completing the technical evaluation, the Member Secretary of CEC shall notify those consultants whose proposals meet the minimum technical standards.

19. SPECIAL INSTRUCTIONS TO THE BIDDERS/AGENCIES:

1. Bidders are required to submit two bids i.e. (a) Technical Bid and (b) Financial bid separately failing which their Bid will not be considered. First of all, the Committee will open the Technical bid and the firms/Agencies which are meeting our specifications only will be listed out. The Financial bid in respect of the firms/Agencies which are listed and qualifies in the Technical bid only will be opened. The bids which are not qualified in the Technical point of view will not be opened under any circumstances and they are summarily rejected.
2. Bidders are advised to submit Technical Bid and Financial Bid in two separate sealed covers and put in a one sealed cover duly superscribing the Name of the Work on the left-hand side for easy identification.
3. The cover containing your Bid should be addressed to the “Indian Institute of Millets Research, Rajendranagar, Hyderabad-500030” and submit to this office on or before 09.03.2020 upto 03:00PM. Late receipt of Bid will not be accepted under circumstances.
4. Your Processing Fee/Document Fee must be furnished with Technical Bid only.
5. This Institute will not be responsible for any postal delay, if occurred.

Senior Administrative

Officer All the terms and conditions attached with this Bid are acceptable to us.

Authorised Signatory _____

for M/s. _____

with Seal.

Date: