

REQUEST FOR PROPOSAL (RFP)

[ RFP reference No. 006]

**SELECTION OF JV PARTNER FOR BEE KEEPING VALUE CHAIN  
DEVELOPMENT UNDER UKCDP PROJECT IN UTTARAKHAND**

**[December 27<sup>th</sup>, 2022]**

Uttarakhand Cooperative Development Project (UKCDP)

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Uttarakhand Cooperative Development Project (UKCDP),

Programme Directorate

4<sup>th</sup> Floor, Kapoor Tower, Rajpur Road

Dehradun, Uttarakhand – 248001

## LETTER OF INVITATION

December 27<sup>th</sup>, 2022

To,

All Potential Applicants

**Subject: RFP for selection of JV partner to form a Joint Venture Company (Cooperative Corporate Partnership Model) with DCDF for Beekeeping Value Chain Development**

Dear Ma'am/Sir,

Uttarakhand Cooperative Development Project (UKCDP) Directorate invites proposals from firms/companies/agencies for selection of a strategic joint venture partner for development and operationalization of Beekeeping Value Chain in the identified districts of **Uttarakhand State**.

The prospective applicants, who are willing to be associated with the project in a joint venture, are invited to submit a proposal pursuant to this RFP in accordance with the terms set forth in this RFP and other documents as may be provided by UKCDP pursuant to this RFP, as modified, altered, amended, and clarified from time to time, by UKCDP.

You are requested to participate in the selection process and submit your proposal for the Project in accordance with the RFP.

Please note that UKCDP Directorate reserves the right to accept or reject all or any of the proposals without assigning any reason whatsoever. Further, UKCDP reserves the right to cancel the selection process at any time without assigning any reason whatsoever. **No concerned firm/company or Joint Venture Partner etc. shall be entitled to challenge such action of UKCDP before any Court/Authority/Forum etc.**

Thanking You.

Yours Faithfully,

Mr. Anand AD Shukla

Project Director

UKCDP Directorate, Uttarakhand

# 1. INVITATION FOR PROPOSALS

## 1.1 Background

### Beekeeping in Uttarakhand

In Uttarakhand subsistence agriculture is the prime source of livelihood for more than 70 percent of the population. Most of the area is under forest and wastelands leaving behind only 12 percent of the land for cultivation. Out of this over 85 percent of gross cultivated area is used for growing food grains, mostly for self-consumption by households. When this crop by any means fail to give expected yields, the farmers economics is affected to a great extent. Therefore, diversification of livelihood source is extremely important.

Uttarakhand has a diverse agro climatic condition that provides it with a unique advantage in production of vegetables (offseason vegetable), spices and medicinal plants, mushroom farming, beekeeping that fetch high value in the market and provide opportunity to income generation for marginal farmers. Beekeeping has been a traditional practice in the mountain hills for a long time, but it has not been developed as a commercial activity **despite the scope and potential that exist in the region**. The project envisages to promote the *Apis cerana indica* and *Apis Mellifera* bee to develop the bee keeping as business activities through cluster-based approach.

In mountain the major feed plants are mustard, apple, peach, plum and citrus fruits. However, *Apis cerana indica* has a nature to produce multi-flora honey in mountains which has a high medicinal value and unique quality that distinguishes the honey and its by-products from the rest of the honey produced in different regions. The vision is to capitalize on the current status and generate enormous amount of job opportunities and income apart from increasing productivity of crops. Therefore, a project to scale up the beekeeping and honey value chain in the region has been proposed.

Under the Co-operative Corporate Partnership model, beekeeping value chain project under Uttarakhand Cooperative Development Programme (UKCDP) is proposed in Garhwal & Kumaon Region. It is envisaged that an association of Cooperative Corporate Partnership (CCP model) between **District Cooperative Development Federation (DCDF)** and a Joint Venture Partner (corporate) would be helpful to make it a success. A new **Joint Venture Company (JVC)** would be formed, and both the partners will work in tandem with each other. Multipurpose Primary Agriculture Cooperative Society (MPACS) would be the smallest unit at the ground level through which this project may be operationalized.

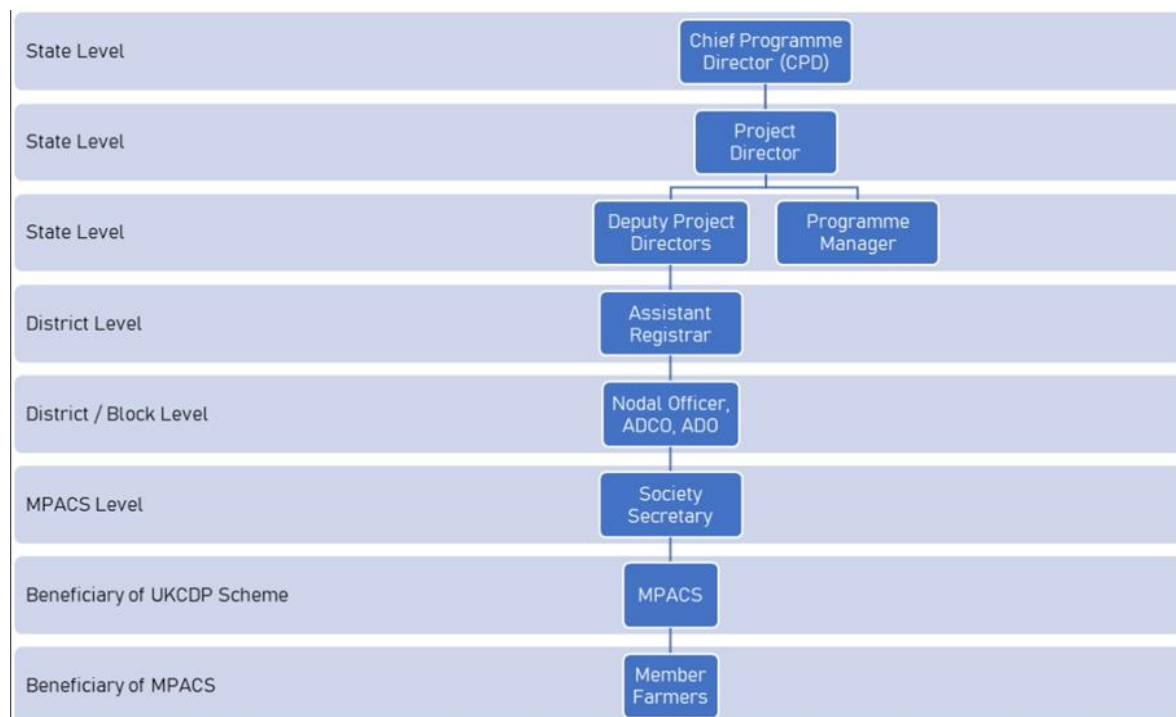
DCDF will be the central point of contact for all the stakeholders involved (MPACS, Corporate partner, UKCDP Directorate etc.), whereas the JV partner should be a corporate in the beekeeping business. Multipurpose Primary Agriculture Cooperative Society (MPACS) will facilitate loan to farmers for beekeeping units in their respective zone/cluster.

## 1.2 UKCDP Project

Department of Cooperative Societies plays a pivotal role in rural economy of the State through its interventions at the grass root level. To increase the farmers' income, the Department envisages to align and channelize State's efforts.

The programme of development of the state through cooperative sector through the scheme Central Sector Integrated Scheme on Agricultural Cooperation (CSISAC) of National Cooperative Development Corporation (NCDC) was conceptualized and initiated. The

UKCDP project works across the districts and is handled by a State Level Nodal entity called **UKCDP Programme Directorate** which comprises of Project Directors, Dy. Project Directors, sectoral experts, Project Management Consultants (PMC)/ Teams of all the four sectors.



Under the programme the co-operatives through its structures and the specialized co-operatives viz. **agriculture, sheep & goat, fisheries, and dairy** shall be strengthened to act as the force multiplier towards increasing the farmers income. Total estimated cost of UKCDP project including all four sectors is INR 3340 Crores. It is a **loan-based project** comprising loan (NCDC), subsidy (Central Govt.) and equity component. The beneficiaries primarily include Multipurpose Primary Agriculture Credit Co-operative Societies (MPACS), state level cooperative federations / bodies etc.

The project envisages to bring about holistic development in agriculture and allied sectors in the state through cooperative societies. It targets to identify very specific opportunities for intervention, carving specific projects, assessing technical and financial feasibility of proposed project, project costs, funding structure, converting proposed projects into profitable business models, and thereby developing sustainable income generation for Co-operative Societies, State level Cooperative Federations and its members.

At the onset of the project, pre-assessment of the four sectors was undertaken, opportunities were identified through stakeholder consultation and surveys, roll out plans were prepared, feasibility assessment was carried out and thereafter the implementation work was started. The implementation of various activities of these sectors are already in progress such as:

- 1. Cooperative sector (primarily focuses on agri & related activities):** Collective Cooperative Farming, Damask Rose, Beekeeping, Mushroom, e-marketing, value addition and marketing etc.
- 2. Sheep & Goat Sector:** Facilitating cooperative farmers with construction/renovation of goat shed, goat & buck distribution, AI-heat synchronization, insurance, treatments,

vaccination, marketing and selling goat meat under BAKRAW brand, developing Goat valley etc.

3. **Fishery sector:** Cluster farming of trout fish through cooperative societies, Value addition and marketing and selling fishes under Uttara fish brand etc.
4. **Dairy sector:** Providing 2-5 cattle units through dairy cooperatives, Milk procurement, processing and value addition, marketing, and sale under Aanchal Brand etc.

Beekeeping was identified as one of the potential activities under Cooperative sector which can be developed through cooperative institutions. The directorate has planned a Cooperative-Corporate Partnership (CCP) and intends to onboard JV Partner for development and management of beekeeping value chain.

### 1.3 Operational Model of Beekeeping Value Chain

The proposed project has been planned to facilitate income opportunities for at least 1000 farmers in the identified districts of Uttarakhand in phased manner. It will support by augmenting good quality honey production by ensuring quality training, facilitating bee boxes and equipments, support in migration of boxes as & when required, testing to ensure minimum prescribed quality norms, collection, packaging & branding. The branded product would then be distributed and marketed in an organized manner. MPACS will provide loans to farmers to beekeeping unit as well as procurement support.

The JV partner will sign the agreement with DCDF. The roles and responsibilities of both the parties are defined in detail in the **forthcoming** section.

Accordingly, UKCDP Directorate intends to select and induct a renowned Corporate Company/agency/firm/consortium in the project as a strategic joint venture partner for the development and management of beekeeping value chain through a new Joint Venture Company (hereinafter referred to as the “JVC”).

In light of the above background, UKCDP invites Proposals pursuant to this RFP in accordance with the terms set forth in the RFP for the selection of a Joint Venture partner for the development and management of the Project. The Applicant, who is selected by UKCDP pursuant to the terms and conditions of the RFP (“Selected Applicant”), shall be required to enter into a joint venture agreement (“JVA”) (the Selected Applicant who enters into the JVA shall hereinafter be referred to as the “JV Partner”). The JVA would, inter alia, set forth the detailed terms and conditions for execution of the Project, the roles and responsibilities of the parties, and the inter se rights and obligations of the parties. However, the broad principles on the basis of which the JVA would be finalised are set out in the RfP.

UKCDP shall receive proposals pursuant to this RFP in accordance with the terms set forth in this RFP, and all Proposals shall be prepared and submitted in accordance with such terms on or before the date specified for submission of Proposals (the “Proposal Due Date”).

### 1.4 Scope of Work of JVC

Some of the key activities (not limited) of JVC is outlined below:

- Beekeeping Value Chain Development across the selected districts of Uttarakhand around identified areas
- Identification of farmers and key project stakeholders
- On boarding of vendors for facilitating bee boxes and equipments
- Implementation and operationalization of project

- Farmers’ trainings on apiary management in convergence with Government Departments & schemes
- Testing for minimum quality assurance
- Supply Chain Management
- Buy back arrangement from farmers and ensuring market linkages
- End to end project management and maintenance
- Facilitating services such as procurement, logistics, buy back arrangements etc.
- Developing Standard Operating Procedure (SOPs) to be followed across the locations
- Business Development and expansion across the districts
- Conducting promotional activities and marketing
- **Any other activity as intimated / agreed upon in writing from time to time.**

## 2. Brief Description of selection process

Applicants (Corporate companies/agencies/Firms/Consortium) who fulfils the Minimum Eligibility Criteria (given below) are encouraged to submit the proposal.

### 2.1 MINIMUM ELIGIBILITY CRITERIA

2.1.1 In order to be eligible to submit a Proposal (in accordance with the RFP) for the Project, the Applicants are required to satisfy each of the criteria set out below:

- **Minimum technical capacity of the Applicant (“Technical Capacity”)**  
The Applicant should be in the beekeeping business for at least 3 years. This shall be evidenced by the certificate issued by a statutory auditor of the applicant.
- **Minimum financial capacity of the Applicant (“Financial Capacity”)**  
The Applicant (JV Partner or Consortium) shall have a net worth of at least **INR 50 Lakhs (Indian Rupees Fifty lakhs)** as evidenced by its audited financial statements of last **two** years immediately preceding the Proposal Due Date.

2.1.2 The applicants are being called upon to submit their details as per the format specified in Appendices along with the supporting documents.

2.1.3 UKCDP will adopt a **two-stage selection process** for evaluating the proposals. In the first stage, all proposals meeting minimum eligibility criterion shall be evaluated in accordance with Technical Criterion set out in the RfP. Once the minimum technical score set out in the RfP is met, the qualified applicants shall be eligible to apply for the second stage.

In the second stage, financial bid of only the qualified applicants shall be evaluated in accordance with the financial criterion set out in the RfP. In case of a tie in the second stage, the bidder with the highest technical score would be finalized as selected applicant.

**Financial bid should not be send with the technical proposal.**

2.1.4 Prior to participation in the Selection process, the Applicant shall pay to UKCDP a non-refundable, sum of **INR 1,000 /- (Plus GST)** as the “Proposal Processing Fee”, in the form of a Demand Draft or through Online Transfer as provided in the RFP (Instructions to Applicants).



2.1.5 Any queries or request for additional information concerning this RFP shall be submitted in writing by e-mail so as to reach the officer designated below, subject to the timelines specified:

*Attention:*

The Project Director

UKCDP Programme Directorate

4th Floor, Kapoor Tower, Rajpur Road

Dehradun, Uttarakhand – 248001

Email Id: [cooperativeprojects.uk@gmail.com](mailto:cooperativeprojects.uk@gmail.com)

## 2.2 Schedule of Selection process

UKCDP shall endeavor to adhere to the following schedule. However, notwithstanding anything contrary contained herein, UKCDP may anytime, in its sole discretion, revise or extend any of the timelines set out below:

S.No.	Description	Date
1.	Date of Notice Inviting Proposals	Dec. 27 <sup>th</sup> , 2022
2.	Publication of the RFP	Dec. 27 <sup>th</sup> , 2022
3.	Last date for receiving queries	January 16 <sup>th</sup> , 2023
4.	Pre-Proposal Conference	Date: January, 06 <sup>th</sup> , 2023 Time: <b>2:30 pm</b> Venue: Programme Directorate, UKCDP
5.	UKCDP's response to queries latest by	January 7 <sup>th</sup> , 2023
6.	Proposal Due Date and time	Date: <b>January 16<sup>th</sup>, 2023</b> Time: 17:00 hours IST
7.	Opening of Technical Proposals	Date & Time: To be intimated Venue: To be intimated
8.	Opening of Financial Proposals	Date & Time: To be intimated Venue: To be intimated
9.	Validity of Proposals	180 days from the Proposal Due Date

## 2.3 Pre-Proposal Conference

The date, time, and venue of the pre-Proposal conference ("Pre-Proposal Conference") shall be as specified in Schedule of selection process above.

### 3. Salient Features of the Project and Principles for the Joint Venture

The salient features of the Project are set out below (in brief). However, it may be noted that the broad roles and responsibilities of the parties as set out below are only indicative and not exhaustive and shall be detailed in the JVAC and/or other definitive documents to be entered into in connection with the Project.

#### 3.1 Project contours

The JVC shall be required to work with minimum 1000 farmers in phased manner.

Year	Particulars	Targets (No. of MPACS farmers covered)
1	Garhwal	500
	Kumaon	500
<b>Total</b>		<b>1000</b>

*The numbers provided above is indicative. This will be based on the actual feasibility assessment by the JVC. The targets can be revised in consultation with UKCDP & DCDF.*

#### 3.2 Role and responsibilities of the JV Partner/Consortium

JV Partner/Consortium shall be responsible for, inter alia, the following:

##### 3.2.1 Capital related

Making equity contributions in the JVC in accordance with the commitments made by the JV Partner as specified in its Proposal. However:

- The JV Partner shall be mandatorily required to invest **at least 15% (fifteen percent)** of the investment estimated in the project
- JV Partner shall be mandatorily required to contribute equity in the JVC upfront from the commencement of the Project along with DCDF
  - in the event that the total equity component for phase wise (two years) implementation (including interest and the preliminary and pre-operative expenses) is estimated to be INR 3 crores (Indian Rupees One Crores); and /or
  - in the event that there are any cost overruns during the development of the Project, i.e. amounts in excess of the Project Cost as approved under the financing documents (entered into between the JVC and Apex Federation), the JV Partner shall be also required to fund any such cost overruns along with DCDF in the same proportion as stated above.
  - However, in any event, **share capital of JV Partner shall not exceed forty nine percent (49%)**.
- The JV Partner shall, in consultation with State Level Federation and UKCDP, finalize the capital structure for implementing the Project, and will provide necessary technical, business, and operational inputs required by the JVC.
- **1% of the total contract cost** shall be furnished as **performance security by the successful bidder**

##### 3.2.2 Division of Profits

- The net profits earned by the joint venture, calculated at the end of each fiscal year, shall be divided among the parties in the following manner: JV Partner shall receive **minimum fifteen percent (15%), and DCDF shall receive Eighty-five percent (85%)**. No other remuneration shall be received by the parties from the joint venture.

The net profits will be calculated by first deducting all operating expense from gross income of the joint venture.

**Net Profit = Gross Profit – (All operating expense – annual repayment amount against loan taken by both the parties).**

- 10% of the profit shall form the part of reserves and be set aside for the expansion activities.
- The profit-sharing percentage **may** vary with the extent of capital investment made by the JVP.

### 3.2.3 Apportionment of Losses

- The parties shall bear any net loss sustained by the venture in any fiscal year as follows: Joint Venture Partner shall bear minimum fifteen percent (15%) of such loss, and DCDF shall bear eighty-five percent (85%). Any assessment against a party for a loss shall be payable to the joint venture not later than 90 days after the close of the fiscal year.

### 3.2.4 Exit Plan

- Force sale shall not be permitted before the complete repayment of the loan taken by DCDF for the purpose.
- Each party will have to give a three months' notice prior to ending the joint venture.
- One partner in the partnership shall be allowed to buy out the other or sell out the stake to third party on mutually agreed terms.
- A committee of Board of Directors of JVC and representatives from UKCDP shall deal with deadlocks for the period the loan taken through NCDC is pending.
- Division of assets & profit shall be in the proportion of investment.
- In the event of walk-away, rights on intellectual property (name, operating model etc.) shall remain with DCDF.
- Confidential information shall remain to be protected by both the parties **during and after completion of the project for which a non-disclosure agreement shall be executed and signed between the parties.**
- Remaining liabilities till the effective date of dissolution shall remain to be shared with both the parties.

## 4. Roles & Responsibilities

### 4.1 JV Partner

- The JV Partner would enter into an implementation agreement with the JVC such that the JV Partner would be responsible for facilitating beekeeping boxes, Bee colonies & equipment, if any.
- The JV Partner would be entitled to determine the procedures & processes to augment the value chain. However, the JV Partner must ensure that the Project would be developed and operated in a manner that conform to the good industry practices.
- The JV Partner shall be responsible for creation of implementable plans around the identified locations for the project
- The JV Partner would bring in its technical expertise in the field of beekeeping and marketing to run the business under UKCDP profitably.
- The JV Partner would ensure the testing of honey for minimum quality assurance
- The JV Partner shall devise smooth Supply Chain Management
- The JV Partner shall ensure effective buy back arrangement from farmers, processing of honey, packaging, branding and ensuring market linkages

- Guidance and handholding in driving awareness camps to be conducted in various villages.
- Provide handholding support to Co-operative Societies/Beekeepers through trainings, exposure visits etc.
- Organizing buyer seller meet, promotional activities etc. with the support of DCDF/UKCDP.

#### 4.2 DCDF's Role

- Federation shall contribute the initial equity to facilitate the commencement of the Project in a time efficient manner, based on the project plan in consultation with UKCDP and JV Partner. The mechanism and instrument(s) for such equity contribution would be in accordance with the terms of the JVC.
- The federation shall be responsible for implementing groundwork through its member Co-operative Societies.
- The federation shall be responsible in undertaking convergence related activities with other departments and schemes.
- To undertake the project, federation shall avail the loan from UKCDP project based on the cost estimation.
- The federation shall play key role in identification, selection and mobilization of MPACS/beneficiaries. The identified MPACS/beneficiary shall be responsible for providing “intention to pursue” letter and availing loan (if required) to undertake beekeeping activity
- Facilitate awareness drives to popularize beekeeping activity
- The federation and the JV Partner may, on mutually agreed **written** terms and conditions, explore the option of raising equity funding for the JVC from institutional investors.

#### 4.3 UKCDP's Support

- UKCDP will financially vet the proposal developed and submitted by the DCDF and accordingly shall provide loan based financial assistance to DCDF
- Extending necessary support from **State and District Administration** and policy related support
- UKCDP will constitute a monitoring body to oversee the utilization of funds/loan
- UKCDP shall provide necessary support, wherever required

#### 4.4 Preparation of Business Plan by the JV Partner

- As part of the Proposal submission, each Applicant would be required to submit, inter alia, its preliminary business plan for the Project (covering the parameters **/terms and conditions** as specified in the RFP). The Project should be envisaged to utilize techno-commercially proven and best in processes and project configurations, appropriate for the planned project. The preliminary business plan shall include, inter alia, the following:
  - Business proposition – Target area (Districts and blocks with target beneficiary in each block)
  - Operational model **in the State of Uttarakhand** for both Garhwal & Kumaon region – Production, Supply Chain Management, Marketing, and financial feasibility (Total expected expenditure in running a JVC and expected revenue)
  - Proposed design and construction of required infrastructures along with estimated costs
  - Future expansion plans as envisaged by the Applicant

- During the evaluation of the Technical Proposal, UKCDP shall examine, inter alia, the feasibility of the preliminary business plan submitted by the Applicant and may seek further information and clarifications on the same.
- The preliminary business plan of the selected Applicant shall be considered during finalization of business plan by the JVC.
- UKCDP at all times reserves the right to examine the feasibility of the preliminary business plan submitted by any Applicant and require the Applicant/Selected Applicant to furnish further details, information **and clarification** on the preliminary business plan submitted.
- The cost has to be projected by the applicant in the **Business Plan for 1000 farmers @ 20 box unit/farmer. (minimum)**
- Proposal should include an expansion plan
- **Technical bid would be considered incomplete without a Preliminary Business Plan, subject to cancellation.**

## 5. INSTRUCTIONS TO APPLICANTS

### 5.1 GENERAL

#### 5.1.1 Registration for Selection process

An Applicant shall be eligible to submit its Proposal, only after it has successfully completed the registration for the Selection process (“Registration”) by:

- Submitting to UKCDP, a duly filled and completed registration form in the format set out in Appendix (“Registration Form”);
- Making payment to UKCDP, which will be non-refundable Proposal Processing Fee through:
  - A demand draft drawn on any nationalized/Scheduled Bank in India in favor of ‘**Project Director, Cooperative**’ and payable in Dehradun, Uttarakhand, India (“Demand Draft”). The Demand Draft should have a validity of at least 75 (seventy-five) days from the date of receipt of such Demand Draft by UKCDP; or
  - By online transfer through **Real Time Gross Settlement (RTGS)** or **National Electronic Funds Transfer (NEFT)** to the account set out below (“Online Transfer”):

Name of beneficiary	Project Director, Cooperative
Name of bank	Uttarakhand State Co-operative Bank
Branch	Dehradun
Account number	000234029100019
IFSC	ICIC00USCBD

- Collaboration of applicants with other firms in the form Sublet of work is allowed, depending upon the mutual **written** understanding between DCDF and JV Partner.
- For participating in the Selection process for the Project, the Applicants shall submit the following through speed post/registered post/courier/hand delivery **and** e-mail on the day of submission of proposal or response to RFP:
  - Registration Form duly filled by the concerned Applicant; and
  - The original Demand Draft (in case the Applicant wants to make payment of Proposal Processing Fee through a Demand Draft) or otherwise proof of payment through Online Transfer *to the Person set out below*:

The Nodal Officer,  
UKCDP Programme Directorate  
4th Floor, Kapoor Tower, Rajpur Road  
mail Id: [cooperativeprojects.uk@gmail.com](mailto:cooperativeprojects.uk@gmail.com)

- It is clarified to the Applicants that UKCDP shall not be responsible, inter alia, for any postal/courier related delays in relation to submission of the Registration Form, and Demand Draft (if applicable) required to be submitted by the Applicants.

#### 5.1.2 General terms of Application process

- No Applicant shall submit more than one Proposal for the Project.
- The details pertaining to the land and infrastructure to be provided for the Project, would be provided by UKCDP only as a preliminary reference by way of assistance to the Applicants who are expected to carry out their own surveys, investigations and other detailed examination of the Project before submitting their Proposals. Nothing contained in the aforesaid studies shall be binding on UKCDP nor confer any right on

the Applicants, and UKCDP shall have no liability whatsoever in relation to or arising out of any or all contents of the aforesaid studies.

- Notwithstanding anything to the contrary contained in this RFP, the detailed terms which would be specified in the JVA shall have an overriding effect over the terms of the RFP in case of a conflict between the two; provided, however, that any conditions or obligations imposed on the Applicant hereunder shall continue to have effect in addition to its obligations under the JVA.
- The Proposal should be furnished in the format provided in the Appendix in accordance with the RFP, and along with all enclosures and supporting documents (as may be required), duly signed by the Applicant's authorized signatory. In the event of any difference between figures and words, the amounts indicated in words shall be taken into account.
- This RFP is not transferable. The RFP and all attached documents are and **shall** remain the property of UKCDP and are transmitted to the Applicants solely for the purpose of preparation and submission of their respective Proposals for the Project, in accordance with the terms, hereof. UKCDP shall not be liable to return any Proposal, or any document or information provided by the Applicants.
- To be considered as technically qualified for submitting a Proposal (in accordance with the RFP) for the Project, an Applicant must fulfil the Technical Capacity and the Financial Capacity set out in RFP (collectively the "Minimum Eligibility Criteria"). For the purposes of satisfying the Minimum Eligibility Criteria under the RFP, an Applicant may rely on the Technical Capacity and/or Financial Capacity, and in such an event the Applicant shall submit a certificate issued by its statutory auditor in the format prescribed in Annexure C.
- The following conditions shall be adhered to while submitting a Proposal:
  - Applicants should attach clearly marked and referenced continuation sheets in the event that the space provided in the prescribed forms in the Annexes is insufficient. Alternatively, Applicants may format the prescribed forms making due provision for incorporation of the **requisite** information.
  - In responding to the qualification submissions, Applicants should demonstrate their capabilities in accordance with the Evaluation criteria of this RFP.

### 5.1.3 Cost of Application Process

The Applicants shall be responsible for all the costs associated with the preparation of their Proposals and their participation in the Selection Process. UKCDP will not be responsible or in any way liable for such costs, regardless of the conduct or outcome of the Selection Process.

### 5.1.4 Verification and Disqualification

- UKCDP reserves the right to verify all statements, information and documents submitted by the Applicant in response to the RFP and the Applicant shall, when so required by UKCDP, make available all such information, evidence and documents as may be necessary for such verification. Any such verification, or lack of such verification, UKCDP shall not relieve the Applicant of its obligations or liabilities hereunder nor will it affect any rights of UKCDP thereunder.
- In case it is found during the evaluation or at any time before signing of the JVA or after its execution and during the period of subsistence thereof, that one or more of the Minimum Eligibility Criteria have not been met by the Applicant, or the Applicant

has made material misrepresentation or has given any materially incorrect or false information, such Applicant shall be disqualified forthwith if not yet appointed as the JV Partner either by issue of the LOA or entering into of the JVA, as the case may be, and if the Selected Applicant has already been issued the LOA or has entered into the JVA, as the case may be, the same shall, notwithstanding anything to the contrary contained therein or in this RFP, be liable to be terminated, by a communication in writing by UKCDP to the Selected Applicant or the JV Partner, as the case may be, without UKCDP being liable in any manner whatsoever to the Selected Applicant or the JV Partner, as the case may be.

#### 5.1.5 Dispute Resolution Forum

In case of any dispute arising as to any interpretation of term/condition/clause or the work assignment or otherwise, the same shall be tried to be resolved mutually by the parties and in case of failure, the same shall be referred for arbitration to the Arbitrator duly appointed under the provisions of “Arbitration and Conciliation Act” (as amended up to date). The fees of the Arbitrator and expenses incurred in arbitration proceedings shall be borne equally by the parties, language of the arbitration proceedings shall be English and seat of the Arbitrator shall be at Dehradun. Only courts at Dehradun shall have the jurisdiction.

### 5.2 DOCUMENTS

#### 5.2.1 Contents of the RFP

This RFP comprises the disclaimer set forth hereinabove, the contents as listed below, and will additionally include any Addenda issued in accordance with Clause 2.9.

#### 5.2.2 Invitation for Proposals

Clause 1. Background

Clause 2. Scope of Work of JVC

Clause 3. Brief Description of Selection Process

Clause 4. Schedule of Selection Process

Clause 5. Pre-proposal Conference

Clause 6. Salient Features of the Project and principles for JVC

#### 5.2.3 Instructions to Applicants

General

Documents

Preparation & Submission of Proposal

#### 5.2.4 Evaluation of Proposals

Opening and Evaluation of Proposals

#### 5.2.5 Appendices

Appendix- 1. Registration Form

Appendix- 2. Formats For Eligibility Proposal

Appendix- 3. Evaluation Criteria

Appendix- 4. Formats for Proposal Submission Against Evaluation Criteria

Appendix- 5. Formats for Proposal Submission Against Evaluation Criteria

Appendix- 6. Formats for Proposal Submission Against Evaluation Criteria

Appendix- 7. Formats for Proposal Submission Against Evaluation Criteria



### 5.2.6 Amendment in RFP

At any time prior to the Proposal Due Date, UKCDP may, for any reason, whether at its own initiative or in response to clarifications requested by an applicant, modify the RFP by the issuance of Addenda.

## 6. PREPARATION AND SUBMISSION OF PROPOSAL

### 6.1 Format and Signing of Proposal

The Applicant shall provide all the information sought under this RFP. UKCDP will evaluate only those Proposals that are received in the required formats and complete in all respects. Incomplete and /or conditional Proposals shall be liable to rejection.

### 6.2 Sealing and Marking of Proposals

- The Applicant shall submit the Proposal in the form of:

- Hard Copy (1)
- Soft Copy (Email)

in the format specified at Appendices along with the copy of Registration Certificate as well as the documents as mentioned, and seal it in an envelope and mark the envelope as “TECHNICAL PROPOSAL FOR SELECTION OF JV PARTNER FOR BEEKEEPING VALUE CHAIN DEVELOPMENT UNDER UKCDP PROJECT IN UTTARAKHAND”

- The envelopes shall be addressed to:

ATTN. OF:	Technical & financial Proposal for Selection of JV partner for Beekeeping
DESIGNATION	Project Director-Cooperative
ADDRESS:	UKCDP 4 <sup>th</sup> Floor, Kapoor Tower, Rajpur Road Dehradun, Uttarakhand
CONTACT:	0135-2685634
E-MAIL ADDRESS:	Cooperativeprojects.uk@gmail.com

The Proposals shall be submitted to the aforesaid officer through speed post / registered post / hand delivery by the desired deadline.

- If the envelopes are not sealed and marked as instructed above, UKCDP assumes no responsibility for the misplacement or premature opening of the contents of the Proposal submitted and consequent losses, if any, suffered by the applicant.

### 6.3 Proposal Due Date

- The specified proposals should be submitted before 17:00 hours (IST) on the Proposal Due Date at the address provided in the manner and form as detailed in this RFP.
- UKCDP may, in its sole discretion, extend the Proposal Due Date by issuing an Addendum uniformly for all Applicants. In such a case, all rights and obligations of UKCDP and applicants previously subject to the original Proposal Due Date and/or time will thereafter be subject to such extended Proposal Due Date and/or time.

## 7. EVALUATION OF PROPOSALS

### 7.1 Opening and Evaluation of Proposals: UKCDP will subsequently examine and evaluate the Proposals in accordance with the provisions set out below:

S.N.	Criteria	Weightage (in points)	Maximum points which may be awarded by UKCDP
<b>Technical Criterion (First Stage)</b>			<b>100</b>
1.	In Beekeeping Business a. >5 (Years) b. 4-5 (Years) c. 3 (Years)	20 15 10	<b>20</b>
2.	Turnover from beekeeping business in last 2 years a. > 50 lakhs b. >30 lakhs – 50 lakhs c. 15-30 lakhs	20 10 5	<b>20</b>
3.	Number of direct employees and contractual staff a. >10 b. 8-10 c. 6-7 d. 5	10 8 6 4	<b>10</b>
4.	Infrastructure a. Training Facility b. Bee Breeding center c. Storage Facility d. Processing plant & Equipment's e. Honey Testing (Basic) f. Bottling facilites	5 5 5 5 5 5	<b>30</b>
5.	Preliminary Business Proposal <i>(Technical + Financial costing is mandatory, details mentioned in the document above in clause 4.4)</i>	20	<b>20</b>
<b>Financial Criterion (Second Stage)</b>			
6.	Amongst the applicants who qualify the first stage, would then have to send the financial bid: whoever contributes the highest equity ranging between <b>15% (lowest) to 49%</b> (highest) would be awarded the contract		-

7.2 The bids shall be submitted in two envelopes which comprise the following documents: -

- a. Envelope-1 (Technical Bid): The Agency shall submit the Technical Bid in the formats specified in Annexures, duly signed on each page by the authorized signatory of the Agency. The Bid document shall also have the Agency's stamp on each page along with signature of the authorized representative of the Agency.
- b. Envelop-2 (Financial/Price Bid): The Agency shall submit the Financial/Price Bid in the format specified in Annexures. **The financial bid shall be submitted**

*on a later date (would be communicated to bidders who qualify the technical bid)*

- c. The sealed envelope carrying the Original Bid shall bear the name of the Agency and super scribe as **“SELECTION OF JV PARTNER FOR BEEKEEPING VALUE CHAIN DEVELOPMENT UNDER UKCDP PROJECT IN UTTARAKHAND”**

7.3 For qualifying technical criterion, applicants must score minimum 60 marks. In the event of no applicant scoring 60 marks, the minimum cut off would be 50.

7.4 Only after qualifying technical bid with minimum score, financial bid will be invited from the qualified applicants.

7.5 After identification of the Selected Applicant, a Letter of Acceptance (LoA) will be issued by UKCDP to the Selected Applicant, and the Selected Applicant shall, within 7 (seven) days of the receipt of the LOA, sign and return the duplicate copy of the LOA in acknowledgement thereof and, fulfil any condition set out in the LOA within the time limit prescribed.

7.6 After acknowledgement of the LOA as aforesaid by the Selected Applicant, it shall execute the JVA and other definitive documents within the maximum period prescribed in the LOA, subject to the fulfillment of conditions prescribed therein.

## Appendices

### APPENDIX – 1: Registration Form

Registration Form for Applicants pursuant to the request for proposal for selection of a Joint Venture Partner for development and management of Beekeeping Value Chain under UKCDP Project in Uttarakhand.

S.N.	Particulars	Details (To be Provided by the Applicant)
1.	Name of the company	
2.	Legislation / Act under which the company is incorporated	
3.	<b>In case of Proprietorship Firm, name, address and Phone Number of the Proprietor</b>	
4.	<b>In case of Partnership firm, names, addresses and phone number of all the Partners.</b>	
5.	<b>In case of Private Limited/ Limited company, names, addresses and phone number of all the Directors.</b>	
6.	Address for correspondence	
7.	Name of the contact Person	
8.	Designation of the contact Person	
9.	Email-id of the contact Person	
10	Phone number of the contact Person	
11	Demand Draft number/ unique transaction reference number (UTR No.) for payment of Proposal Processing Fee (please also specify the name and branch of the bank)	
12	Date of the aforesaid Demand Draft/ Online Transfer	

For and on behalf of [insert name of the company]

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(Signature of the authority)

Name:

Designation:

Date (DD/MM/YYYY):

## APPENDIX – 2: Formats for Eligibility Proposal

### FORMATS FOR ELIGIBILITY PROPOSAL

[On the letterhead of the Applicant]

Date: DD/MM/YYYY

To,  
The Nodal Officer,  
UKCDP Programme Directorate  
4<sup>th</sup> Floor, Kapoor Tower, Rajpur Road  
Dehradun, Uttarakhand – 248001

**Subject: Proposal for selection of JV partner to form a Joint Venture Company (Cooperative Corporate Partnership Model) with DCDF for Beekeeping Value Chain Development**

Sir,

1. With reference to your request for proposal No. .... issued on..... for selection of a **Joint Venture Partner** for the beekeeping value chain development & operationalization under UKCDP project **in the State of Uttarakhand**, we, having examined the RFP and understood their contents, hereby submit our Proposal for the Project.
2. **For Proof of business area (Beekeeping):**  
Contract with private player/government agencies (central or state) etc shall be furnished or;  
Annual reports showing appropriate work experience in beekeeping as set out in RfP shall be furnished
3. We acknowledge that UKCDP, Programme Directorate would be relying on the information provided in the Proposal and the documents accompanying such Proposal for selection of the Applicant for the Project. We certify that all information provided in the Proposal (including all documents submitted with the Proposal) is true and correct, and nothing has been omitted which renders such information misleading. Further, copies of all documents accompanying such Proposal are true copies of their respective originals.
4. The Proposal is unconditional and unqualified.
5. We certify that we have successfully completed the Project Registration. The details of the Registration Certificate are set out below:
  - a. Registration Certificate number:
  - b. Date of issuance of the Registration Certificate:
  - c. Name of the entity in whose favour the Registration Certificate is issued:
6. This statement is made for the express purpose of evaluation of our Proposal.
7. We shall make available to UKCDP, any additional information that UKCDP may find necessary or require to supplement or authenticate the Proposal.
8. We acknowledge the right of UKCDP to reject our Proposal without assigning any reason or otherwise, and we hereby waive, to the fullest extent permitted by Applicable Law, our right to challenge the same on any account whatsoever.

9. We understand that UKCDP may cancel the Selection process at any time and, that UKCDP is neither bound to accept any Proposal that it may receive nor invite the Applicants to Proposal for the Project, without incurring any liability to the Applicants.
10. We certify that in the 3 (three) years preceding the Proposal Due Date, we have not:
  - a. been expelled from any project or contract by any government or Government Instrumentality; or
  - b. had any contract terminated by any government or Government Instrumentality for breach of contract.
  - c. **been blacklisted or disqualified by any Government or Government Instrumentality**
11. We undertake that in case due to any change in facts or circumstances during the Selection process, we are attracted by the provisions of disqualification in terms of the RFP, we shall intimate UKCDP of the same immediately.
12. We acknowledge that we are qualified on the basis of the Minimum Eligibility Criteria and shall own the subscribed and paid-up equity of the JVC under and in accordance with the provisions of the RFP and the JVA. We further agree and acknowledge that we shall comply with the obligations as may be contained in the JVA in respect of change in ownership.
13. We understand and acknowledge that the Selected Applicant will be required to enter the JVA, and we undertake to comply with such requirements.
14. We understand that in case we are declared as the Selected Applicant, we shall be required to furnish a Performance Security in accordance with the terms of the RFP.
15. We agree and understand that the Proposal is subject to the provisions of the RFP. In no case, we shall have any claim or right of whatsoever nature if the Project is not awarded to us or our Proposal is not opened or is rejected/disqualified.
16. We agree to keep this offer valid until the expiry of 180 (one hundred eighty) days from the Proposal Due Date.
17. We agree and undertake to abide by all the terms and conditions of the RFP.
18. We agree and understand that we shall be required to provide such clarification as may be sought by UKCDP within the specified timeline.

Yours faithfully,

For and on behalf of [insert name of the Applicant]

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(Signature of the Authorized Signatory)

Name of the Authorized Signatory:

Designation of the Authorized Signatory:

## APPENDIX – 3: General Information of Applicant

### GENERAL INFORMATION OF APPLICANT

1. Company Registration
  - b) Name:
  - c) Country of incorporation/registration:
  - d) Address of the corporate headquarters:
  - e) Address of the registered office:
  - f) Date of incorporation and/ or commencement of business:
  - g) Nature of the entity:
  - h) Names of Proprietor/Partners/Directors**
2. Brief description (in not more than 1 (one) page) of the entity including details of its main lines of business and proposed role and responsibilities for the concerned Project in the event declared as the Selected Applicant:
3. Details of individual(s) who will serve as the point of contact/ communication for UKCDP:
  - a) Name:
  - b) Designation:
  - c) Address:
  - d) Telephone Number:
  - e) E-Mail Address:
4. Particulars of the Authorized Signatory of the Applicant:
  - a) Name:
  - b) Designation:
  - c) Address:
  - d) Telephone Number:
  - e) E-Mail Address:

## APPENDIX – 4: Certificate regarding technical & financial capacity

### CERTIFICATE REGARDING TECHNICAL AND FINANCIAL CAPACITY

[On the letterhead of the statutory auditor of the Applicant company]

Date: DD/MM/YYYY

To,  
The Nodal Officer,  
UKCDP Programme Directorate  
4<sup>th</sup> Floor, Kapoor Tower, Rajpur Road  
Dehradun, Uttarakhand – 248001

**Subject: Proposal for selection of JV partner to form a Joint Venture Company (Cooperative Corporate Partnership Model) with DCDF for Beekeeping Value Chain Development**

Sir,

This is to certify that [insert name of company] possessed the following Financial Capacity (with reference to the RFP):

S.N.	Year	Financial Capacity (Net Worth)	Turnover	Particulars
1.				
2.				
3.				

*Note: Net Worth (in INR) & turnover to be evidenced by its audited financial statements not older than last 3 years immediately preceding the Proposal Due Date*

The above Net Worth have been calculated in accordance with the parameters specified for such calculation in the RFP.

Sincerely,

\_\_\_\_\_  
(Signature of authorized signatory)

Name of authorized signatory:

Designation of authorized signatory:

Registration/membership number of authorized signatory:

Place:

Name and Seal of the Firm:

Acknowledged by:

For and on behalf of [insert name of the aforesaid company]

\_\_\_\_\_  
(Signature of the authorized signatory)

Name:

Designation:

Date:



## APPENDIX- 5: Evaluation Criteria

S.N.	Criteria	Weightage (in points)	Maximum points which may be awarded by UKCDP
<b>Technical Criterion (First Stage)</b>			<b>100</b>
7.	In Beekeeping Business a. >5 (Years) b. 4-5 (Years) c. 3 (Years)	20 15 10	<b>20</b>
8.	Turnover from beekeeping business in last 2 years a. > 50 lakhs b. >30 lakhs – 50 lakhs c. 15-30 lakhs	20 10 5	<b>20</b>
9.	Number of direct employees and contractual staff e. >10 f. 8-10 g. 6-7 h. 5	10 8 6 4	<b>10</b>
10.	Infrastructure a. Training Facility b. Bee Breeding center c. Storage Facility d. Processing plant & Equipment's e. Honey Testing (Basic) f. Bottling facilities	5 5 5 5 5 5	<b>30</b>
11.	Preliminary Business Proposal <i>(Technical + Financial costing is mandatory, details mentioned in the document above in clause 4.4)</i>	20	<b>20</b>
<b>Financial Criterion (Second Stage)</b>			
12.	Amongst the applicants who qualify the first stage, would then have to send the financial bid: whoever contributes the highest equity ranging between <b>15% (lowest) to 49%</b> (highest) would be awarded the contract		-

## **APPENDIX – 6: Format of submission against evaluation criteria (proposal related)**

*Format of submission against evaluation criteria (proposal related)*

Proportion of equity contribution out of the total equity component required, proposed to be infused by the JV Partner (in the JVC).

1. Name of the Applicant: \_\_\_\_\_
2. Proportion of equity contribution proposed to be infused by the JV Partner (in the JVC):  
\_\_\_\_\_%

## APPENDIX – 7: Format of submission against evaluation criteria (proposal related)

### *Format of submission against evaluation criteria (proposal related)*

Number of direct employees and contractual staff proposed to be employed by the Project

1. Name of the Applicant: \_\_\_\_\_
2. Number of direct employees and contractual staff \_\_\_\_\_(nos.)