



भा.कृ.अनु.प.- राष्ट्रीय अनार अनुसंधान केन्द्र, सोलापुर
ICAR - National Research Centre on Pomegranate

(Indian Council of Agricultural Research)

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(ISO 9001:2008 Certified Institute)



F. No. 4 -390/EoI Dev. of Soc. Med. Platform/St/20

Dated: 05.12.2020

INVITATION FOR EXPRESSION OF INTEREST

Sub: Invitation for Expression of Interest (EoI) for Development and Operationlization of Social Media Platform – reg.

1. ICAR-National Research Centre on Pomegranate, Solapur hereby invites Expression of Interest from eligible IT firms for development and operationalization of social media platform for extension of pomegranate advisories and technologies. The EoI is to be submitted on Central Public Procurement portal.
2. Bids received on Central Public Procurement portal (i.e. www.eprocure.gov.in) only will be considered. Bids in any other form sent through sealed cover/email/post/fax etc. will be rejected.
3. The firm must deposit Rs. 1,000/- (Rupees One thousand only) towards participation fee (non-refundable) at the time of submission of EoI along with Earnest Money Deposit (E.M.D.). Payment of participation fee and EMD will be received only through online-payment to ICAR-NRCP, Solapur bank account, the details of which are available in this document.
4. Other detailed information is also enclosed along with this document as per details given below.

1.	Terms and Conditions	Section-I
2.	Brief about Objectives and Scope of Work	Section-II
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5. The schedule for the submission of EoI is as follows:

Last date and time for submission of EoI on CPP Portal	:	28.12.2020 up to 04.00 PM
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ASSTT. ADMN. OFFICER

Copy to: Incharge ARIS Cell, ICAR-NRCP, Solapur with a request to upload the Invitation for Expression of Interest (EoI) on ICAR-NRCP, Solapur website
<http://nrcpomegranate.icar.gov.in/>

Terms and Conditions

1. **Due Date:** The last date and time for receipt of Expression of Interest (EoI) is **28.12.2020 up to 04:00 PM** on CPP portal only. Expression of Interest (EoI) received after due date and time will not be considered.
2. **Submission:** "Expression of Interest (EoI) for Development and Operationalization of Social Media Platform" on Pomegranate.
3. **Payment:** Upfront payment in lump sum with applicable GST will be paid by the vendor to ICAR-NRCP, Solapur on award of Letter of Intent (LoI).
4. **EMD:** An amount of **Rs. 10,000/- (Rupees Ten thousand only)** in the form of online payment mode in favour of ICAR Unit NRC on Pomegranate, Solapur along with the Expression of Interest (EoI). Expression of Interest (EoI) received without EMD will not be considered at all. EMD in full will be refunded soon after the tender is finalized to all except in case of the accepted tender. The EMD of the accepted tender will be refunded only after receipt of the upfront payment in one lump sum and performance security.
5. **Performance Security Deposit:** The EMD of the accepted EoI will be refunded only after on receipt of Contract Agreement Form and Performance Security of **Rs. 1,00,000/- (Rs. One Lakh only)** in the form of Demand Draft drawn in favour of "ICAR Unit: NRC on Pomegranate" payable at Solapur.
6. **Validity of the EoI:** **The Expression of Interest shall remain valid for a minimum period of 90 days**, from the last date of receipt of Expression of Interest (EoI).
7. **Fees:**
 - (i) ICAR-NRCP, Solapur in view of its technical services (Technical Advisory/Answers to queries) has fixed a reserve/base fees by way of payment of upfront lump sum amount of Rs. 6.00 Lakh (excluding GST) for the consolidated period of three years (36 months). The firm should accordingly quote the amount over and above Rs.6.00 lakh (excluding GST) in the EoI.
 - (ii) ICAR-NRC on Pomegranate reserves the right to extend the Letter of Intent with 20% hike in fees or cancel the LoI after expiry of consolidated period of three years (36 months).
 - (iii) The highest quoted bidder would be required to pay the quoted amount in EoI along with GST at applicable rates, in lump sum to ICAR-NRCP, Solapur, within 15 days from the award of Letter of Intent.
8. **Taxes and incidentals:** If any applicable taxes, or any other charges will be required to be paid to Government and/or other bodies, during the currency of consolidated period of three years of the Award of Letter of Intent, then the concerned firm is responsible for payment of the same.
9. **Agreement on award of LoI:** Before starting the work, the successful highest bidder/IT Firm has to enter into contract-agreement with ICAR-NRCP, Solapur. **The said Agreement will be executed on NJSP of Rs. 500/- (Rupees Five Hundred only).**
10. **Acceptance of EoI:** The Director, ICAR-NRCP, Solapur reserves the right to accept or reject any of the EoI either in part or in full without assigning any reason thereof.
11. **Decision:** The Decision of the Director, ICAR-NRCP, Solapur on any issue relating to this EoI will be final and legally binding.
12. **Rejection of Expression of Interest (EoI):** Expression of Interest (EoI) not complying with the above conditions are liable to be rejected.

13. **Important:** The firm should submit the following documents/information for scrutiny of tenders to become eligible for further processing.
- a) Participation fees Rs. 1,000/- (Rupees One Thousand only) (non-refundable), payable online to ICAR-NRCP, Solapur.
 - b) E.M.D. Rs. 10,000/- (Rupees Ten Thousand only) (refundable), payable online to ICAR-NRCP, Solapur.
 - c) Covering letter with full postal address,
 - d) Copy of valid registration certificate from the concerned department under company registration act,
 - e) Copy of Valid PAN/TAN/TIN/VAT/GST No.,
 - f) Telephone No., Fax No., Email ID, Mobile No.
14. Dissemination of technical information at 15 days interval, as far as possible, subject to limitations of unforeseen situation, etc. by ICAR-NRCP, Solapur.
15. IT firm registration: The firm should be registered under the Company Registration Act.
16. IT firm would be responsible for use of licensed softwares or database etc. required for development of social media platform.
17. Regular updates and maintenance to web applications shall be sole responsibility of IT firm
18. Any dispute arising with the farmers/stake holders will be the sole responsibility of the IT Firm/Vendor. The vendor shall indemnify ICAR/ICAR-NRCP, Solapur and its constituents and officials against any claims for losses, damages, liabilities whatsoever to the stakeholders.
19. ICAR-NRCP, Solapur reserves the sole rights on the information, articles, inputs provided and cannot be used for any other purpose except with prior written permission from ICAR-NRCP, Solapur.
20. The ICAR-NRCP, Solapur will not be bound to provide any information which is otherwise being transferred through technology licensing or considered as confidential by competent authority of ICAR/ICAR-NRCP, Solapur.

Brief about Objectives and Scope of Work

ICAR-NRCP, Solapur established in 2005 is the India's premier institute for pomegranate research and developments. ICAR-NRCP, Solapur has mandate to extend pomegranate technologies and relevant information to the stakeholders. ICAR-NRCP, Solapur wishes to publish its scientific input meant for its stakeholders (farmers, nurserymen, pomegranate processing entrepreneurs, agrochemical companies etc.) in the form of advisories in English, Marathi and Hindi language according to the prioritized requirements. ICAR-NRCP, Solapur also wishes to publish advisories in English, Marathi and Hindi language and to answers the queries of individual farmers and other stakeholders of pomegranate industry.

Scope of Work (suggestive only)

To better realize the above-mentioned objectives, **ICAR-NRCP, Solapur** desires to work with the IT firm for the dissemination of the agro advisories and answering the queries of the individual stakeholder through the social media platform. It is also expected that the selected IT firm shall develop dynamic and interactive social media platform with inputs from ICAR-NRCP, Solapur. The developed social media platform shall be maintained and updated by the selected IT Firm. The technical inputs shall be provided by the ICAR-NRCP, Solapur in terms of fortnightly agro advisory and answers to specific queries on weekly basis to the extent it is possible to be provided to the IT firm about the pomegranate in the text, image and video in the English language. The IT firm shall translate it into Marathi and Hindi and may be sent to ICAR-NRCP, Solapur for review to publish it timely on the social media platform in English, Hindi and Marathi by the IT firm. Selected IT firm should interact and review the query collected from the client and transmit it to ICAR-NRCP, Solapur for timely review and response in English language only. The answers from ICAR-NRCP, Solapur on specific queries shall be sent to a particular client. The IT firm shall maintain the social media platform and operationalize it. The IT firm shall promote this platform amongst the stakeholders. These services by ICAR-NRCP, Solapur will be provided for three years. Separate Agreement has to be signed by the selected IT firm with ICAR-NRCP, Solapur for implementation of this programme. The selected firm should make one presentation/sensitization at ICAR-NRCP, Solapur about platform hosting, dissemination of information etc.

Whatsoever information, articles, inputs provided by ICAR-NRCP, Solapur shall be used for intended purposes only. Further the ICAR-NRCP, Solapur reserves the sole rights on the information, articles, inputs provided and cannot be used for any other purpose without written permission from ICAR-NRCP, Solapur. The IT firm should share the information about the number of hits on the platform and complete database of clients at a regular interval (preferably on monthly basis). The ICAR-NRCP, Solapur is not bound to provide any information which is otherwise being transferred through technology licensing or considered as confidential by the competent authority of ICAR-NRCP, Solapur.

INSTRUCTIONS TO IT Firm**Part – I****1. Definitions:**

- (a) "ICAR-NRCP, Solapur" means the Ministry / department who have invited the **Expression of Interests (EoIs)**.
- (b) "IT Firm" means any entity or person or associations of person, who have been eligible and willing to submit their Expression of Interests (EoIs) FOR DEVELOPMENT OF SOCIAL MEDIA PLATFORM.
- (c) "Personnel" means **professionals** of the **IT firm** assigned to perform the Services or any part thereof.
- (d) "Expression of Interest" means the **Expression of Interest (EoI) Forms** duly filled in by the prospective IT Firm.
- (e) **Letter of Intent (LoI)** means work order awarded to the highest quoted/successful bidder

2. Eligibility of IT Firm:

2.1 If the **IT firm** had **made Expression of Interest (EoI) with the ICAR-NRCP, Solapur. IT firm** shall be evaluated as per the **qualification/ eligibility criteria** set forth in **Section-IV**.

3. Clarification and Amendment of EoI Documents:

3.1 At any time before the expiry of last date of **Expression of Interest (EoI)**, the ICAR-NRCP, Solapur may amend this EoI Document by issuing an addendum in writing or by standard electronic means. The addendum shall binding on them. **IT firms** shall acknowledge receipt of all amendments. To give IT firms reasonable time in which to take an amendment into account in their **Expression of Interest (EoI)**, the ICAR-NRCP, Solapur may, **if the amendment is substantial, extend the deadline for the submission of Expression of Interest (EoI)**.

4. Preparation of Expression of Interest (EoI):

4.1 The **Expression of Interest (EoI)** as well as all related correspondence exchanged by the IT firms and the ICAR-NRCP, Solapur, shall be written in English language only.

4.2 In preparing their **Expression of Interest (EoI)**, IT firms are expected to examine in detail the documents comprising the **Expression of Interest (EoI) Document**. **Material deficiencies in providing the information requested may result in rejection of an Expression of Interest (EoI)**.

4.3 Depending on the nature of the Work, IT firms are required to submit an **Expression of Interest (EoI)** in forms provided in Section-IV. The Part-II, Data-sheet in Section-III indicates the formats of the **Expression of Interest (EoI)** to be submitted. **Submission of the wrong type of Expression of Interest (EoI) will result in the Expression of Interest (EoI) being deemed non-responsive**. The **Expression of Interest (EoI)** shall provide the information indicated in the following paras from (a) to (g) using the attached Standard Forms (Section-V). Form EoI – 1 in Section-V is a sample letter of **Expression of Interest (EoI)** which is to be submitted alongwith the **Expression of Interest (EoI)**.

5. EoI Participation Fees: All IT firms are required to pay a non-refundable **Rs. 1,000/- (Rupees One thousand only)** towards Participation Fees in the form of Online Mode (submit the transaction details) drawn in favour of **ICAR Unit NRC on Pomegranate** payable at Solapur. In case of non-submission of said Participation Fee, the EoI will be rejected. Similarly, Earnest Money Deposit (E.M.D.) Rs. 10,000/- Rupees (Ten Thousand only) (refundable) has also to be deposited in the form of online mode.

Bank Details for Depositing EoI Participation Fees through online mode:

Name of the Beneficiary	:	ICAR Unit – NRC on Pomegranate, Solapur
Bank Account Number	:	11087720776
IFSC Code	:	SBIN0000483
Name of the Bank	:	State Bank of India
Address of the Bank	:	Budhwar Peth, Balives, Solapur - 413 002

6. Submission, Receipt, and Opening of Expression of Interest (EoI):

6.1 The original **Expression of Interest (EoI)** shall contain no interlineations or overwriting, except as necessary to correct errors made by the IT firms themselves. The person who signed the **Expression of Interest (EoI)** must initial such corrections. Submission letters for **Expression of Interest (EoI)** should be in the format of EoI-1 of Section-V.

6.2 An authorized representative of the IT firm shall put his signatures/initial on all pages of the original **Expression of Interest (EoI)**. The authorization shall be in the form of a written power of attorney accompanying the **Expression of Interest (EoI)** or in any other form demonstrating that the representative has been duly authorized to sign. The signed **Expression of Interest (EoI)** shall be marked "ORIGINAL".

7. Expression of Interest (EoI) Evaluation:

7.1 The ICAR-NRCP, Solapur has constituted a **Evaluation Committee (EC)** which will carry out the entire evaluation process.

7.2 The **Evaluation Committee** shall evaluate the **Expression of Interest (EoI)** on the basis of the qualification criteria specified in **Section-IV**. In the first stage of evaluation, an **Expression of Interest (EoI)** shall be rejected if it is found deficient as per the requirement indicated in the **Section-IV** for responsiveness of the **Expression of Interest (EoI)**. Only responsive **Expressions of Interest (EoIs)** shall be further taken up for evaluation. Evaluation of the **Expression of Interest (EoI)** will start first. The qualification criteria of the IT Company and the evaluation criteria for the **Expression of Interest (EoI) for Development of social media platform** shall be as defined in the **Section-IV**.

8. **Confidentiality:** Information relating to **evaluation of Expression of Interest (EoI)** and recommendations concerning qualifications shall not be disclosed to the IT company who submitted the **Expression of Interest (EoI)** or to other persons not officially concerned with the process, until the short listing of the IT company. The undue use by any IT company of confidential information related to the process may result in the rejection of its **Expression of Interest (EoI)** and may be subject to the provisions of the ICAR-NRCP, Solapur's anti fraud and corruption policy.

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INSTRUCTIONS TO IT COMPANY/FIRM**Part-II: DATA SHEET**

Clause No. of Data Sheet		Particulars
1.	Name of the Employer:	ICAR-National Research Centre on Pomegranate, NH-65 Solapur-Pune Highway, Kegaon, Solapur, MS 413 255
2.	Name of the Assignment/job is:	Development and Operationalization of Social Media Platform
3.	Last Date & time and address for submission of Expression of Interest (EoI) :	
Date		28.12.2020
Time		04:00 PM
Address		ICAR-NRC on Pomegranate, NH-65, Solapur - Pune Highway, Kegaon, Solapur - 413255
4.	The Employer's representative is:	Sh. R. B. Rai, Asst. Admn. Officer
Address		Room No. 07, ICAR-NRC on Pomegranate, NH-65, Solapur - Pune Highway, Kegaon, Solapur - 413255
Telephone		0217-2350074/2354330
E-mail		nrcpomegranate@gmail.com
5.	Validity-period of the Expression of Interest (EoI) to be submitted by the prospective IT Company/Firm :	The Expression of Interest (EoI) to be submitted by the prospective IT firms will remain valid for minimum 90 days from the due/last date of submission of EoI.
6.	The address for requesting any information:	Sh. R. B. Rai, Asst. Admn. Officer
Telephone:		0217-2350074/2354330
E-mail:		nrcpomegranate@gmail.com
7.	The formats of the Expression of Interest (EoI) to be submitted are:	
Form EoI - 1: Letter of submission of Expression of Interest (EoI)		
Form EoI - 2: IT firms organization & experience		
Form EoI - 3: Information regarding any conflicting activities and declaration thereof.		
Form EoI - 4: Questionnaires (Part – A & Part - B)		
Form EoI - 5: Financial Involvement (including financial bid)		

SECTION IV

The **minimum eligibility requirements** for prospective IT firm:

- a. The IT Firm should be registered with the concerned department and should furnish a certified copy of valid registration certificate.
- b. The Company must have experience of development of social media platform with minimum of 3 years evident by work orders.

SECTION-V

ICAR-National Research Centre on Pomegranate, Solapur

Expression of Interest (EOI) Form

Closing date: 28.12.2020 (04:00 PM).

CHECK-LIST

Please note: To help you prepare the best application possible, all items below need to be considered and ticked (✓) if done and crossed (X) if not. This will also assist us with assessment of your application.

Have you:

- | | |
|---|--------------------------|
| Read the EOI Document? | <input type="checkbox"/> |
| Contacted the relevant Officer(s) at our organization to discuss your EoI Document? | <input type="checkbox"/> |
| Read and addressed the ICAR-NRCP, Solapur EoI document? | <input type="checkbox"/> |
| Checked that your IT Firm is aware and agrees to the final EOI submitted? | <input type="checkbox"/> |
| Signed the EOI (or typewritten if emailed) and checked that you are authorised to sign/submit the form? | <input type="checkbox"/> |

If you are proposing to employ staff, are you aware of your obligations as an ICAR-NRCP, Solapur to provide adequate insurance, Service facilities, ESI, EPF, etc., for each of those staff, plus employment conditions as recommended in principle under the guidelines of **Government of India, Ministry of Labour, etc.**, where appropriate?

Yes: ____
No: ____
N/A: ____

LETTER OF PROPOSAL SUBMISSION

[Location, Date]

To,
Director,
ICAR-NRC on Pomegranate,
NH-65 Solapur-Pune Highway,
Kegaon, Solapur – 413 255.

Dear Sirs,

I/We, the undersigned, offer to express the necessary interest for being short-listed for the Bidding process for **development of social media platform** in accordance with your “**Invitation for Expression of Interest for Development and Operationlization of Social Media Platform**” dated **05.12.2020**. We are hereby submitting our **Expression of Interest (EoI)**, **EMD** and **requisite EoI participation fees**.

I/We are submitting our Expression of Interest (EoI).

I/We hereby declare that all the information and statements made in this Expression of Interest (EoI) are true and accept that any misinterpretation contained in it may lead to our disqualification. All the documents are subject to verification by local administration or as deemed fit by the Authority.

Our Expression of Interest (EoI) is binding upon us.

We understand that you are not bound to accept any Expression of Interest (EoI) you receive.

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of IT firm:

Address:

COMPANY'S ORGANIZATION AND EXPERIENCE**A – COMPANY'S Organization**

[Provide here a brief description of the background and organization of your firm/entity and each associate for this Assignment/job. The brief description should include ownership details, date and place of incorporation of the firm, objectives of the firm etc. Also if the IT firm has formed a consortium, details of each of the member of the consortium, name of lead members etc shall be provided]

B – IT Firms Experience

[Using the format below, provide information on each Assignment/job for which your firm, and each partner in the case of consortium or joint venture, was legally contracted either individually as a corporate entity or as one of the major partners within an association, for carrying out consulting Assignment/job similar to the ones requested under this Assignment/job. In case of consortium, association of Company, the Company must furnish the following information for each of the consortium member separately]

1. Firm's name:

1	Assignment/job name	:	
1.1	Description of work	:	
1.2	Place of Work	:	
1.3	Name and Address of Employer	:	
1.4	Name of associated Consultants, if any	:	

Note: Please provide documentary evidence from the client i.e. copy of work order, contract for each of above mentioned assignment. The experience may not be considered for evaluation, if such requisite support documents are not provided with the Expression of Interest (EoI).

**INFORMATION REGARDING ANY CONFLICTING ACTIVITIES AND DECLARATION
THEREOF**

We hereby declare that our IT firm, are **not indulged** in any such activity which can be termed as the **conflicting activities**. We also acknowledge that in case of **misrepresentation** of the information, our proposals / contract shall be **rejected / terminated** by the ICAR-NRCP, Solapur which shall be binding on us.

Authorized Signature [In full and initials]:
Name and of Signatory:
Name of Firm:
Address:

QUESTIONNAIRE (Part -A)

Sl. No.	Details of relevant Information sought	Information to be provided by the prospective Company
1.	Name of Company	:
2.	Date of Establishment of Company	:
3.	Legal Status of Firm [Whether Sole Proprietary-ship / Cooperative / Partnership Firm / Company (under Company Act) / Society (under Societies Registration Act)	:
4.	IT Firms Registration. No. & Date	:
5.	Copy of Registration. Certificate (To be enclosed)	:
6.	Nos. of such contracts received if any the copy of the same need to be submitted. [alongwith copies of Award of contracts(s)]	: 2017-18: 2018-19: 2019-20:
7.	Name of Proprietor of Company, alongwith Address, Tel. No., Fax No. & Email address	:
8.	Details of Blacklisting from any Govt. Deptt./Organizations, if any during last 5 years. (If so, the firm must also provide the detailed reasons for its blacklisting, for consideration of its Bid on overall Merits, if any.)	:

NOTE: - The firms these who have already submitted/credited the cost of participation fee and EMD against our tender no. NRCP/Open Tender/04/EoI/20-21 dated 16.09.2020 may not need to pay further.

Signature of prospective IT Firm:

[Either "Proprietor" or

"Authorized Signatory"

(Enclosing the Letter of Authority from Proprietor)]

QUESTIONNAIRE (Part – B)

The prospective IT Firm should furnish specific answers to all the questions/issues mentioned below.

In case a question/issue does not apply to a prospective Firm, the same should be answered with the remark “not applicable”.

Wherever **necessary and** applicable, **the** prospective Firm **shall** enclose certified copy as documentary proof/evidence **to** substantiate **the** corresponding statement.

In case a prospective Firm furnishes a wrong or evasive answer against any of the under-mentioned question/issues, its Bid will be liable to be cancelled.

Sl. No.	Query related to Information sought from prospective IT Company	Information to be provided by the prospective IT Company	Guiding Remarks /Note (for prospective IT Company)
1.	Expression of Interest (EoI) is valid for acceptance upto	:	EoI is required to be valid at least upto 28.03.2021 .
2.	Your permanent Income Tax A/C No.	:
3.	Attach certified copy of your latest/current Income Tax clearance certificate	:
4.	Status:		
	ii) Are you currently registered under the Indian Companies Act, 1956 or Societies Registration Act, 1860, or any other Act?	:	Yes / No. If Yes, then Regn. No.:
6.	i) Please indicate name & full address of your Banker(s)	:	The Banking details are required to ensure Financial Transparency, &, to facilitate timely payment through E-Payment / ECS / RTGS / LC, etc.
	ii) Please provide your Principal Consulting Firm's Bank A/c. No., Bank Code, IBAN Code, SWIFT/BIC Code.	:	
		Bank A/c. No.: Bank Code: IBAN Code: SWIFT/BIC Code:	
8.	Please state whether any work dealings with you currently stand suspended / banned by any Ministry/Department of Government of India or by any State Govt.	:	Yes/No

.....

(Signature with date)

(Full name, designation & address of the person duly authorized to sign on behalf of the prospective IT Firm)

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For and on behalf of (Name, address and stamp of the IT firm)