



Government of India  
Ministry of Agriculture and Farmers Welfare  
(Department of Agriculture, Cooperation and Farmers  
Welfare)

Request for Proposal

To Conduct a Study on  
Public Investment Including Private  
in Agriculture & Allied Sector

No. 3-24/2019-RKVY  
Government of India  
Ministry of Agriculture and Farmers Welfare  
Department of Agriculture, Cooperation and Farmers Welfare  
RKVY Division, New Delhi

**NEW TENDER NOTICE**

In supersession of tender published on 13<sup>th</sup> May 2020, Department of Agriculture, Cooperation and Farmers Welfare (DAC&FW) invites fresh online proposal from interested and eligible reputed organizations/ institutions to select an agency to conduct a study on public Investment including private in agriculture & allied sector related to the Central Government and to suggest a suitable policy framework. The detailed Terms of Reference (ToR) of Request of Proposal are enclosed herewith. The agency shall fulfill the following minimum conditions:

- (i) Having experience of successfully completing at least one or more studies / consultancy (related to attracting public investment including private in agriculture & allied sector related to the Central Government/State Government/International Organization/ Multilateral agency ) in last five years ending 31.03.2020) **OR**
- (ii) Having experience of successfully completing at least two or more studies / consultancy on any scheme of agriculture & allied sector operational in ten (10) or more States related to the Govt of India in last five years ending 31.03.2020)
- (iii) Having minimum annual turnover of Rs. 50 crore (Rupees fifty crore) during each of the last three Financial Years (up to 31.3.2020). However, for startups/MSE registered organization, the minimum annual turnover shall be of Rs. 25 crores (Rupees twenty five crore) during each of the last three Financial Years (up to 31.3.2020) and
- (iv) Having qualified and experienced key personnel { doctorate with post-doctoral experience of minimum five years in Statistics / Economics/ Agricultural economics/ Financial Economics or MBA/ PGDBM (Full time) in Agri-Business Management /Rural Management/Finance Management }.

**Submission of proposal**

Interested Institutions/organizations may submit their proposals online in two bid system (i.e. technical bid and financial bid) at <https://eprocure.gov.in/> by 5:30 PM of 21<sup>st</sup> November,2020 and also submit physical copy along with EMD in separate envelope . All three envelopes should be sent containing in one big envelope. Technical bids opening date and time shall be informed in due course. Henceforth, any modification/ corrigendum/information about important dates regarding the present tender shall be uploaded on our websites (i.e. <https://rkvy.nic.in/> and [www.agricoop.nic.in](http://www.agricoop.nic.in)). All concerned may keep on checking these websites regularly in their own interests.

A pre-bid meeting, if felt necessary, shall be conducted through Video Conference/ webinar. Advance notice in this regard shall be uploaded on our website (i.e. <https://rkvy.nic.in/> and [www.agricoop.nic.in](http://www.agricoop.nic.in)). For participating in video conferencing/ webinar, interested party has to provide their mobile number, name of participants, agency name etc to this Department in advance through email given below to share the link details.

Department of Agriculture Cooperation and Farmers Welfare reserves the right to accept/reject any offer in part or full received without assigning any reason whatsoever. Department also reserves the right to amend or cancel the present RFP without assigning any reasons whatsoever. Queries if any, may be sent through email at: [ganesh.singh30@gov.in](mailto:ganesh.singh30@gov.in) , [sorkvy-dac@nic.in](mailto:sorkvy-dac@nic.in) and [prabhat.roy@nic.in](mailto:prabhat.roy@nic.in)

Dated: 28<sup>th</sup> October , 2020

Under Secretary (RKVY)  
Department of Agriculture , Coop and Farmers Welfare  
Room No.527  
Krishi Bhawan, New Delhi.  
Phone: 23070964, 23384322

## **Terms of Reference / Scope of Work**

### **1. Background:**

The study is required for investment in the agriculture sector directly (land, irrigation etc.) and indirectly (roads, power etc.) both in the public and private spheres. Private investment in the sector is mainly from the farmers themselves. Measures to attract corporate investment in the sector need to be recommended. Investment in secondary agriculture, i.e., promotion of enterprises linked to agriculture also needs to be studied.

This Department intends to carry out a study for Public Investment ‘in’ and ‘for’ Agriculture to induce Private Household and Corporate Investments in Agriculture and Allied Sectors (*i.e. allied sector may include Agriculture research, Animal Husbandry, Fisheries, Dairying, Bamboo, Agro forestry, Bee keeping, Lac production, Sericulture, Tea, Coffee, Rubber, Cardamom, Palm oil tree and Olive oil tree cultivation*) including FDI and to suggest a suitable policy framework.

As per the National Accounts Statistics, the gross capital formation (investment) in agriculture and allied activities on public and private accounts has been increasing. The private sector investment is largely done by farm households and some through the corporate sector, which shows an increase. However, the share of public capital formation in total has been consistently falling from almost 60% during the seventies to 15% percent during the 2010s. The share of investment in gross domestic product in agriculture and allied activities also remains constant. The Central Government together with the respective State Governments incur massive expenditure (through investments, subsidies and income support) in agriculture and rural development. Within the agricultural sector, large investments are made in soil conservation, animal husbandry, major-medium irrigation systems, etc. Agriculture benefits indirectly through public expenditure in rural roads, agriculture markets, energy, health, education, asset formation and support under schemes of DAC & FW (i.e. KVY RAFTAAR, PM Kisan Sampada Yojana, MNREGS etc), DAHD & F, MoFPI, MoRD etc. The impact of such investments on agricultural growth and rural poverty reduction are found to be positive with significant differences in marginal returns from each head of investment.

It is maintained that the official estimates on public investment in agriculture relate to investments in irrigation only and hence tend to be under reported. There is a need to widen the definition of public investment ‘in’ agriculture and allied activities to include public investments ‘for’ agriculture. This will help in identifying their direct and indirect impact on agricultural growth and also to prioritize public investments ‘in’ and ‘for’ agriculture to accelerate the pace of agriculture growth at the disaggregate state and district levels. Informed policy decisions on the type of investment can be taken up. Higher public investments can also induce or ‘crowd in’ private investment not only by the farmers but also by corporates, including foreign direct investment in agriculture and food retail. The underlying objective is enable agriculture on a sustained growth path through active involvement of the government to achieve the mission of doubling the farmers’ income by 2022-23.

Government of India has proposed an investment of Rupees twenty five lakh crore ( Rs 25 lakh crore) in the next five years in rural agriculture sector to boost agriculture economy.

The Committee on “Doubling Farmers Income (DFI) by 2022” constituted by this Department has inter-alia also given recommendation to raise investment in the agriculture &

allied sectors under Chapter 2 of DFI's report (no. 23).

The DFI report has classified investment as “in agriculture” i.e. from the private sector for land, irrigation, markets etc. and “for agriculture” i.e from the public sector for roads, power etc. Investment in agriculture in the government sector currently is from various sources such as budgetary (PM Kisan SampadaYojana, ISAM, RKVY RAFTAAR etc.), corpus funds, agriculture credit etc. Private investments in the sector are mainly from two sources the farmers themselves and the corporate sector. Efforts are also being made to encourage investments from the corporate sector through the model APLM Act 2017, model Contract Farming Act 2018, 100% FDI in food retail etc. Investments are also being made through convergence from MGNREGA.

### **Policy on Foreign Direct Investment (FDI) in Agriculture and allied sector**

As per existing Foreign Director Investment Policy circulated by Department for Promotion of Industry and Internal Trade (DPIIT), FDI up to 100 percent is permitted under automatic route in specified activities of the agriculture and allied sectors mentioned below.

- a) Floriculture, Horticulture and Cultivation of Vegetables & Mushrooms under controlled conditions;
- b) Development and Production of seeds and planting material;
- c) Animal Husbandry (including breeding of dogs), Pisciculture, Aquaculture; Apiculture and
- d) Services related to agro and allied sectors

Further, 100 percent FDI is also allowed under automatic route in the „Plantation sector“ namely tea, coffee, rubber, cardamom, palm oil tree and olive oil tree ( only palm oil tree and olive oil tree are dealt by DAC&FW).

Besides, FDI with a cap of 51% with permission of Government is permitted in Multi-Brand Retail Trading (MBRT) which also covers agricultural produces. FDI in multi brand retail trading, in agriculture products, will be permitted, subject to the condition that fresh agricultural produce, including fruits, vegetables, flowers, grains, pulses, fresh poultry, fishery and meat products, may be unbranded.

## **2 Request for Proposal**

Department of Agriculture, Cooperation and Farmers Welfare invites online proposal as well as hard copy from interested and eligible reputed organizations/ institutions to select an agency to carry out the task of conducting study on the prospects of public Investment including private in agriculture & allied sector related to the Central Government and to suggest a suitable policy framework. *The allied sectors may include Agriculture research, Animal Husbandry, Fisheries, Dairying, Bamboo, Agro forestry, Bee keeping, Lac production, Sericulture, Tea, Coffee, Rubber, Cardamom, Palm oil tree and Olive oil tree cultivation.*

## **3. Scope of work / Deliverables:**

- (i) To examine the existing status of public and private capital formation (synonymously used with investment) ‘in’ agriculture and allied sectors as per the type of assets based on the official published estimates given in the National Accounts Statistics, Ministry of Statistics & Programme Implementation (MOSPI), CSO. As mentioned above, this public investment refers mainly to investments in major-medium irrigation systems.
- (ii) To redefine public capital formation ‘in’ agriculture to include investments ‘for’ agriculture and allied sectors. A mapping of public investments ‘for’ agriculture is to quantify various investments in agriculture/rural areas for which an appropriate methodology should be

developed & report of income support schemes such as PM-KISAN, risk mitigation schemes such as PMFBY, credit schemes through KCC & purchase through MSP should also be targeted factored in. Data may be collated from 2011-12 onwards.

- (iii) To map private household as well as corporate investments in agri-related activities viz. food processing manufacturing, trade, storage, communications, restaurants-hotels etc. A methodology to delineate apportioned investments in various sectors into agriculture should be based on a proper methodological framework. The study should reflect sector wise private investment and its linkage (crowding in effect) with public investment ‘in’ and ‘for’ agriculture and also to gauge their impact on agriculture GDP/income.
- (iv) To recommend policy measures to attract and encourage private household and corporate investments in agriculture and allied sectors. The report should identify shortcomings and bottlenecks in the implementation of the existing agri-investment policies of the government of India. The focus can be on public investment in infrastructure as per the needs of the private sector, encouraging Farmers Producer Organizations (FPOs), institutional Credit, reforms in legislation (APMC 2003; APML 2017 and ECA 2010; 2015) to improve agriculture marketing etc.
- (v) To assess and furnish the views on the impact on the investment landscape for agriculture in country of newly introduced Central Sector Scheme-Agriculture Infrastructure Fund (AIF) and two acts namely the Farmers (Empowerment and Protection) Agreement on Price Assurance and Farm Services Act, 2020” and “The Farmers’ Produce Trade & Commerce (Promotion and Facilitation) Act, 2020” .
- (vi) Investments in secondary agriculture (bee keeping, lac production sericulture etc.) for encouraging value addition to primary agriculture production systems, alternative enterprises and wastes of primary agriculture, bamboo, agro forestry should be suggested.
- (vii) To suggest a roadmap for attracting Rs. 25 lakh crore of public investment in agriculture-rural sector in the next five years, taking into account the investments being made by farmers with support of government under the PMKSY, PM Kisan Sampada Yojana RKVY-RAFTAAR, etc of DAC &FW and rural development, (including MGNREGA) programmes.
- (viii) Appropriate methodology needs to be developed based on available data. As per methodology devised, proxies may be developed. No primary survey is required.

#### **4. Database and Methodology & Approach**

The agency/organization/institution shall submit Methodology and Approach to conduct the proposed study. Statistics on public and private capital formation published by the government agencies – NAS, ASI, input-output tables, RBI, MOA&FW, NSS-AIDIS, unincorporated enterprises, etc. can be taken at the all India level. To bifurcate public investments ‘in’ and ‘for’ agriculture, the published reports by the FAO, UNDP, NAS-Sources and Methods should be referred to find appropriate methodology and the coefficients. A mapping of public investments ‘for’ agriculture is to quantify various investments in agriculture/rural areas for which an appropriate methodology should be developed & report of income support schemes such as PM-KISAN, risk mitigation schemes such as PMFBY, credit schemes through KCC

& purchase through MSP should also be targeted. To estimate this support/expenditure given to agriculture under various programmes. Data may be collated from 2011-12 onwards.

It may kindly be noted that arranging access to data for the study will entirely be the responsibility of the selected agency and this Department bears no responsibility for the same. However, this Department will issue letters(if required) to facilitate the selected agency for availing relevant documents/information/ requisite data to the study Team from the concerned Ministries / Departments/Sources.

## **5. Budget/ Payment Schedule**

**The terms of payment for assignment will be as under:**

- I. **First installment: 30 percent** of the contract amount on signing of the agreement shall be paid as mobilization advance.
- II. **Second installment of 40 percent** on submission of interim report within three months and
- III. **Third and final installment: 30 percent** on submission of final report and acceptance by competent authority.

Agency shall make presentation before senior officers of this Department before release of final payment.

It is not possible to furnish an indicative budget for the proposed study/ assignment by this Deptt

## **6. Period of Engagement**

The Study shall be completed within a period of **4 months** from the date of signing of the memorandum of understanding of award of study. Selected agency shall submit 20 physical copies along with soft copy of report to this Department i.e. DAC&FW.

## **7. Method of selection of the evaluation agency:**

After online submissions of bids (i.e. both technical and financial) on Central Public Procurement Portal by an agency, physical copy should be submitted in two separate sealed envelopes one each for Technical Bid and Financial Bid by the prescribed closing date/ time fixed by DAC&FW. EMD should be submitted in a separate envelope placing all three packet in a big envelope. In case, any bidder submits more than one bid, his bid will be summarily rejected without assigning any reason. Joint Venture entity is not eligible to apply for carrying out the proposed study.

## **8. Technical Bid shall contain the following information:**

### **(i) Details of the experience of the applicant institution including–**

- a) Name & Short Curriculum Vitae (C.V.) of Principal Officers/ Team Leader including his educational qualification & experience etc. in years etc.
- b) Ownership details & organizational Structure
- c) List of at least one or more completed studies / consultancy (related to attracting public investment including private in agriculture & allied sector related to the Central Government/ State Govt/ International Organization/ Multilateral Organization) in last five years ending 31.03.2020 along with documentary evidence (**i.e. Completion certificate or**

***Final payment order copy etc) OR***

- d) List of at least two or more completed studies / consultancy on any scheme of agriculture & allied sector operational in ten (10) more States related to Govt of India in last five years ending 31.03.2020) along with documentary evidence (***i.e. Completion certificate or Final payment order copy etc***)
- e) C.V. of all the Consultants/Subject Experts to be engaged from outside on study
- f) Any other information to highlight their strength and the claim to undertake the Consultancy.
- g) Details / supporting documents regarding minimum annual turnover of Rs. 50 crore (Rupees Fifty crore) during each of the last three Financial Years (up to 31.3.2019). However, for **startups/MSE** registered organization, supporting document regarding minimum annual turnover of **Rs. 25 crores (Rupees twenty five crore)** during each of the last three Financial Years (up to 31.03.2020) need to be submitted . The startups/MSE registered organization will have to submit the valid certificate of MSE registration.
- h) Joint Venture entity is not eligible to apply for carrying out the proposed study
- i) In case more than prescribed assignments are provided, only the valid/ relevant assignments will be considered to assess eligibility for the purpose of evaluation.

**(ii) Number & Educational Qualification of key personnel of the team shall be as under:**

- I. Two(2) persons with Doctorate with post-doctoral experience of minimum five (5) years in Statistics / Economics/ Agricultural economics/ Financial Economics or MBA/ PGDBM (Full time) in Agri-Business Management /Rural Management/Finance Management as Team Leader.
- II. Four (4) persons- Research Associate/Researcher with Post graduate/M.A. /M.Sc./ Statistics / Economics/ Agricultural economics/ Financial Economics or MBA/ PGDBM (Full time) in Agri-Business Management /Rural Management/Finance Management with minimum two year relevant experience.

Along with the above information, details regarding agency's credentials, research team's composition, infrastructure, qualitative and quantitative research skills and experience of the organization/institution in undertaking similar evaluation studies etc is also required to be provided. The organization should also provide evidence in support of their experience in evaluation of Government programmes and schemes. Technical bid should be given as per **Annexure – A** in addition to the details in the project documents.

**9. Financial Bid shall contain:**

The financial bid shall include all liabilities including GST etc. Cost of study should be given in format as per **Annexure -B**. DAC&FW also reserves the right to negotiate with the agency in the interest of the Government, if required.

**10. Selection process:**

- a) Opening of Technical Bids (Envelope-1) will be done on the prescribed / intimated date and time in the Department of Agriculture Cooperation and Farmers Welfare in presence of bidders, if they desire to be present.
- b) Evaluation of technical bids will be done by the Screening Committee / Tender Evaluation Committee of the Department of Agriculture Cooperation and Farmers Welfare.
- c) Financial bids of only the technically qualified agencies / organizations / institutions will be opened in their presence, if they desire to be present, on the prescribed / intimated



- date and time.
- d) Agency obtaining a total score of 60 (on a scale of maximum of 100) or more on the basis of evaluation criteria would be declared technically qualified.
  - e) Financial bids of only technically qualified agencies/organizations/institutions will be opened.
  - f) The bid validity will be 12 months from the date of uploading on procurement portal.

#### **11. Bid Evaluation:**

The bids will be evaluated as per Combined Quality Cum Cost Based System (CQCCBS) method based on Manual of Policies and Procedure of Employment of Consultants, Ministry of Finance, Government of India.

Under CQCCBS, the technical proposals will be allotted weightage of 60% while the financial proposals will be allotted weightages of 40%. Proposal with the lowest cost may be given a financial score of 100 and other proposals given financial scores that are inversely proportional to their prices. The total score, both technical and financial, shall be obtained by weighing the quality and cost scores and adding them up. The proposed weightages for quality and cost shall be specified in the RFP.

Highest points basis: On the basis of the combined weighted score for quality and cost, the consultant shall be ranked in terms of the total score obtained. The proposal obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the proposals securing lesser marks as H-2, H-3 etc. The proposal securing the highest combined marks and ranked H-1 will be invited for negotiations, if required and shall be recommended for award of contract.

#### **12. Evaluation of Technical bids:** Technical Bids will be evaluated by awarding marks for the following parameters. Format of marking sheet of technical bid is annexed (**Annexure-C**)

- (i) Past experience of successfully completing at least one or more similar assignments/ studies / consultancy handled by the firm related to attracting investment including private in agriculture & allied sector related to the Central Government/ State Govt/ International Organization/ Multilateral Organization) in last five years ending 31.03.2020. **(15 marks) OR**
- (ii) Past experience of successfully completing at least two or more studies / consultancy on any scheme of agriculture & allied sector operational in 10 or more States related to Government of India in last five years ending 31.03.2020 ( **20 marks**)
- (iii) **Methodology and Approach (30 marks)**
- (iv) Educational qualifications and experience of the key professionals **(25 marks)**
- (v) Annual financial turnover of last three year ending 31.03.2020 of Rs 100 crore or more (10 marks)

The Department of Agriculture Cooperation and Farmers Welfare reserves the right to accept/reject any offer in part or full received without assigning any reason whatsoever. Department also reserves the right to amend or cancel the present RFP without assigning any reasons whatsoever.

The agency/organization/institution would also give the undertaking that the information collected in respect of the schemes of Department of Agriculture Cooperation and Farmers Welfare will not be disclosed/presented anywhere without obtaining prior permission of the

Ministry. Therefore, material etc. generated/collected during the study shall be the property of Department of Agriculture Cooperation and Farmers Welfare who will have proprietary rights. Department of Agriculture, Cooperation & Farmers Welfare has the right to terminate the contract at any time if it comes to know that the contract has been procured fraudulently or misrepresented and corrupt practices and forfeit the security/ bank guarantee etc.

### **13. Penalty**

If the selected agency is not able to complete the study in time and/or is unable to furnish the reports in time, the agency would be liable to be penalized as follows:

For delay: 0.5% of contract fee (excluding taxes) per half month or part of it subject to a maximum of 10% of contract value (excluding taxes).

DAC & FW may consider the exemption in penalty subject to justified reasons furnished by the selected agency. However, selected agency can not claim its right for exemption in penalty. Decision of DAC&FW will be final and binding.

### **14. Court Jurisdiction**

In case of any dispute, this shall be subject to the exclusive jurisdiction of Court at Delhi/New Delhi.

### **15. Data, Services and Facilities to be Provided by the Department of Agriculture, Cooperation and Farmers Welfare**

It may kindly be noted that arranging access to data for the study will entirely be the responsibility of the selected agency and this Department bears no responsibility for the same. However, this Department will issue letters(if required) to facilitate the selected agency for availing relevant documents/information/ requisite data to the study Team from the concerned Ministries / Departments/Sources.

Department of Agriculture Cooperation and Farmers Welfare will provide the available documents/information which fall under its purview and required by the study Team.

### **16. Earnest Money Deposit**

The Earnest Money Deposit(EMD) amounting to Rs.1,00,000/-(Rupees one lakh)in the form of Demand Draft/Bankers cheque drawn in favour of Pay & Account Officer, Department of Agriculture Cooperation and Farmers Welfare payable at New Delhi should be sent in a separate envelope to Under Secretary (RKVY), Deptt of Agriculture, Cooperation &FW, Room No-527, Krishi Bhawan, New Delhi by 5:00 P.M. of the prescribed closing date for submission of the technical bid. The EMD would be forfeited if the bidder withdraws his/her bid during the validity period. PSUs, Central/ State Government organizations and MSME are exempted from furnishing EMD. EMD of bidder will be returned after process of selection is over.

## **17. Submission of Bank Guarantee**

The selected agency shall be required to furnish a performance bank guarantee equivalent to 10% of the contract value rounded off to the nearest thousand Indian Rupees in the form of an unconditional and irrevocable bank guarantee from a scheduled commercial bank in India in favour of PAO (Sectt.I), Department of Agriculture, Cooperation & Farmers Welfare payable at New Delhi for the period of contract with 60 days claim period beyond the completion of all contractual obligations. The bank guarantee must be submitted after award of contract but before signing of the consultancy contract. The successful bidder has to renew the bank guarantee on same terms and conditions for the period up to contract including extension period, if any. Performance Guarantee would be returned only after successful completion of tasks assigned to them and only after adjusting/ recovering any dues recoverable / payable from / by the Consultant on any account under the contract.

## **18. Other terms and conditions:**

The other general terms and conditions applicable to each assignment under this study will be:

- (i) The Government shall not pay any extra amount for any escalation in the cost of the assignment beyond the time period stipulated in the agreement.
- (ii) The total fee for the study as agreed with the organization will include GST, if any, and the liability of payment of the tax will be of the agency conducting the study.
- (iii) During the currency of the assignment, Government may modify the ToR and other terms and conditions of the assignment, if necessary, in order to strengthen/ deepen its scope/coverage.
- (iv) The draft/final reports and the contents thereof would be the intellectual property of the Government and would not be published by the institution concerned without prior approval of the Government.
- (v) In case of change of consultant/team leader during the currency of study, the new consultant/team leader may be appointed by the Institution with the prior approval of the Ministry.
- (vi) The raw data/ processed data findings should not be disclosed by the Institution to any third party without prior approval of the Government.
- (vii) The confidentiality obligations shall survive the termination of this Contract / completion of services for a period of one (1) year.
- (viii) DAC & FW shall not recover from the Consultant, in contract or tort, under statute or otherwise, any amount with respect to loss of profit, data or goodwill, or any other consequential, incidental, indirect, punitive or special damages in connection with claims arising out of this Agreement or otherwise relating to the Services, whether or not the likelihood of such loss or damage was contemplated. DAC & FW shall not recover from the Consultant, in contract or tort, under statute or otherwise, aggregate damages in excess of the fees actually paid for the Services that directly caused the loss in connection with claims arising out of this Agreement or otherwise relating to the Services

## **19. Conflict of Interest (COI):**

- (i) All information/data/report collected from DAC & FW during the period of study will be confidential between the consultancy and DAC & FW.
- (ii) The fund released by DAC & FW should be exclusively spent for the purpose of study.
- (iii) Consultancy/agency may be in a conflict of interest situation if their position or their personal interests could improperly influence their duties for study.

- (iv) The consultancy cannot provide biased professional advice to a client in order to obtain from that client an undue benefit during the period of study. The employee engaged with the study work will not involve in any personal gain during the duties.
- (v) In case of any dispute, the same shall be subject to jurisdiction of the courts/s at New Delhi.
- (vi) The DAC & FW will have no responsibility in case of any loss caused to life or property due to accident or any cause during the period of conducting study.
- (vii) The DAC & FW, reserves the right to close the study at any stage, if it is convinced that the grant is not being utilized proper for the study purpose. In such situation, DAC & FW will be free to ask the refund of funds released to the agency.
- (viii) The consultant /agency key persons assigned for conducting study should not be a member or employee of the DAC & FW.
- (ix) In completion of the work described, the consultancy should not have other professional interests that might result in a real or apparent conflict of interest.

## **20 Liability clause**

“Purchaser/Client agrees that Consultants total liability for all claims connected with the services or this agreement (including but not limited to negligence), whether in contract, tort, statute, indemnities or otherwise, is limited to one time the professional fees paid / payable for the services. Purchaser/Client agrees that Consultant will not be liable for (i) loss or corruption of data from your systems, (ii) loss of profit, goodwill, business opportunity, anticipated savings or benefits or (iii) indirect or consequential loss.”

## **21 IPR clause**

“Notwithstanding anything to the contradictory in this agreement, Consultant will retain the ownership of its pre existing intellectual property rights (including any enhancement or modification thereto) even if such IPRs are used for creating deliverables, are incorporated in the deliverables, etc. To the extent such pre-existing IPRs are included/incorporated in the deliverables, upon receipt of all due and payable payment in full, the Consultant shall grant a nonexclusive, perpetual and fully paid up license to the Purchaser/Client to use such pre-existing IPRs for use of deliverables for the purpose for which such deliverables are meant for client's internal business operations.”

\*\*\*

**LETTER OF PROPOSAL SUBMISSION**

**Location:**

**Date:**

To,

Under Secretary (RKVY),  
Ministry of Agriculture & Farmers Welfare,  
Room No. 527, Krishi Bhawan,  
New Delhi -110001

Dear Sir,

We the undersigned, offer to provide the Consultancy assignment/job for conducting Study on..... in accordance with your Request for Proposal dated\_\_\_\_\_. We are hereby submitting hard copies of the same, which includes this technical Proposal, and a Financial Proposal sealed under a separate envelope, and requisite EMD. We hereby declare that all the information and statements made in this Proposal are true and we understand that any misinterpretation contained in it may lead to our disqualification.

We understand you are not bound to accept any Proposal you receive.

Yours sincerely,

Authorized signature (in full and details):

Name and Title of Signatory:

Name of Organisation /Entity:

Address:

**CONSULTANT'S ORGANISATION AND EXPERINCE**

**A- Consultant's Organization**

(Provide here a brief description of the background and organization of firm/institution/entity and each associate for this assignment/job. The brief description should include ownership details, date and place of incorporation of the consultancy (attach certificate), objectives of the consultancy etc.)

**1. General Information**

**1.1 Information about the Consultancy (s)**

Name

Address

Telephone Number

Fax Number

Email Address

**1.2 Size of the Consultancy(s)**

Provide turn-over figures with supporting document and employee strength for the last three financial years.

**1.3 Geographic Presence**

Provide geographical spread of your firm/entity, especially presence in different regions in India

**B- Consultant's Experience**

**2.1 Specific experience of Programme study with Central Government**

(Using the format below provide information on each assignment for which your consultancy have provided support to program evaluation as required under this assignment. In case, the information required by MoA& FW is not provided by the consultant, MoA& FW shall proceed with evaluation based on information provided and shall not request the consultant for further information. Hence, the responsibility for providing information as required in this form lies solely with the consultant.)

Assignment Name:				Approx. value of the contract (In Indian Rupees) : (Mention contract value in INR or provide range values: Upto Rs. .... lakh, Rs ..... lakh, Rs ..... Cr, Rs..... > ..... Cr.
Country	Location	within the	country	Duration of assignment/study (months):
Name of the Employer:				Total no. of staff-months of the assignment:
Address:				Approx. value of the services provided by your consultancy under the contract: (In INR):
Start	Date	(month/year)	Completion date (month/year):	No. of professional staff-months provided by associates Consultants:
Name of associated Consultants, if any:				Name of senior professional staff of your consultancy involved and functions performed

Narrative description of Project:

Description of actual services provided by your staff within the assignment:

TEAM COMPOSITION AND TASK ASSIGNMENT/ JOBS

Professional Staff

S. No.	Name of Staff	Area of Expertise



**CURRICULUM VITAE (CV) FOR PROPOSED PROFESSIONAL STAFF**

1. Proposed Position:
2. Name of Firm/entity:  
(Insert name of consultancy proposing the staff):
3. Name of Staff:  
(Insert full name):
4. Date of Birth:
5. Nationality:
6. Education:
7. Membership of Professional Associations:
8. Other Training:
9. Countries of Work Experience:
10. Languages Known:
11. Employment Record:  
[Starting with present position, list in reverse order every employment held by staff member since first employment, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.]:

From-To	Employer	Positions Held	Work Undertaken*

\*Work Undertaken that best illustrates capability to handle the Tasks assigned: [Among the Assignment/jobs in which the staff has been involved, indicate the information for those Assignment/ jobs that best illustrate staff capability to handle the tasks ]

Name of Assignment/ job or project:

Year:

Location:

Main project features:

Positions held:

Activities performed:

**Certification:**

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:

Place:

[Signature of staff member or authorized representative of the staff]

[Full name of authorized representative]:

## Financial Proposal submission form

Summary of Costs

<b>S. No.</b>	<b>Particulars</b>	<b>Amount in Indian Rupees(In words)</b>	<b>Amount in Indian Rupees (In figures)</b>
1	Remuneration		
2	Reimbursable		
3	Miscellaneous expenses		
4	Taxes and Duties		
5	Total		

Authorized Signature:

Name:

Designation:

Name of firm/entity:

Address:

**ANNEXURE-C**

**Evaluation criteria to be used for technical evaluation**

<b>S.N.</b>	<b>Criteria</b>	<b>Total marks</b>
<b>1(a)</b>	Past experience of successfully completing at least one or more studies / consultancy (related to attracting public investment including private in agriculture & allied sector related to the Central Government/ State Government/International Organization/ Multilateral agency ) in last five years ending 31.03.2020)	<b>15 marks</b>
(i)	For one study completed	7.5 marks
(ii)	For two and more studies completed	7.5 marks
<b>1(b)</b>	Past experience of successfully completing at least two or more studies / consultancy on any scheme of agriculture & allied sector operational in ten (10) and more States related to Govt. of India in last five years ending 31.03.2020	<b>20 marks</b>
(i)	For two studies completed	5 marks
(ii)	For three studies completed	5 marks
(iii)	For more than three studies completed	10 marks
<b>2</b>	<b>Methodology and Approach</b>	<b>30 marks</b>
<b>3</b>	<b>Educational qualifications and experience of the key professionals</b>	<b>25 marks</b>
i)	Key Personnel (two)	15 marks (7.5 mark for each key personnel)
ii)	Research Associate / Researcher ( four )	10 marks ( 2.5 mark for each RA/ Researcher )
4	Annual financial turnover of last three year ending 31.03.2020 of Rs 100 crore or more	10 marks
	<b>Total ( 1+2+3+4)</b>	<b>100 marks</b>

**ANNEXURE D**

**To whomsoever it may concern**

I/We hereby certify that I/We am/are an authorized signatory in the Agency/Society/ Company/Trust and hereby declare that "Our Agency/Society/Company/Trust does not face any sanction or any pending disciplinary action from any authority. Further, it is also certified that our firm does not have any unsatisfactory track record resulting in adverse action taken by any Government in India. In case of any further changes which effect this declaration at a later date, we would inform Department of Agriculture, Cooperation and FW [DAC&FW].

Authorized Signatory (with seal)