

**UNDER  
AGENCIES/INSTITUTIONS FOR INDEPENDENT EVALUATION OF  
THE PLAN SCHEMES OF MINISTRY OF FOOD PROCESSING  
INDUSTRIES.**

Ministry of Food Processing Industries is responsible for promoting food processing sector through creating enabling environment for setting up/expansion and diversification of food processing industries. The Ministry has implemented six Plan Schemes during the Tenth Plan. Six Plan Schemes are also under implementation in the 11<sup>th</sup> Plan. Ministry has decided to undertake independent evaluation of its Plan Schemes for a period from 2005-06 to 2008-09 through professionally competent independent agencies. Details of the schemes to be evaluated may be obtained from Under Secretary, Plan Coordination Division in the Ministry,

**2. Terms of Reference**

- (i) Physical verification of randomly selected 25% projects sanctioned under each scheme to ascertain extent of success in terms of achievement of its objectives.
- (ii) Based on sample verification, preparation of evaluation report for the scheme.
- (iii) Based on sample verification and evaluation report, suggestion to be furnished for need of amendment in the guidelines/scheme.
- (iv) Interaction with the Banks/Financial Institutions engaged in financing of projects selected for random verification.
- (v) Interaction with SNAs/District Industries Centres.

(vii) To ascertain the extent of employment generation/ export promotion/the impact of enhancement in processing level/ extent of Value Addition.

(viii) To study the existing procedure and suggest ways for improvement.

(i) Scheme-wise evaluation reports shall be furnished separately for two years of 10<sup>th</sup> Plan (2005-06, 2006-07) and two years of 11<sup>th</sup> Plan (2007-08 and 2008-09.)

### **3. Eligibility of the agencies/institutions**

Government agencies /Autonomous Organizations/ Private Organizations having at least five years experience in evaluation of Plan Schemes being implemented by at least two Central Ministries/State Governments in the relevant field.

4. Sealed Tenders are to be furnished in two separate envelopes, one for the technical and other for financial bid.

5. Envelope No.1 will have technical bid proposals and envelope No.2 will have financial bid proposals.

6. Technical evaluation of the applicants shall be carried out on the basis of the following criteria:-

- (i) Experience of evaluation
- (ii) The minimum annual turnover for the last three years should be at least Rs.10 lakhs per year.
- (iii) Presentation on evaluation methodology.
- (iv) Profile of team of professionals.
- (v) Income Tax Certificate/ Service tax clearance certificate.

7. The technical and financial bids may be submitted separately
8. Separate sealed envelope shall have scheme-wise estimated cost separately for two years of 10<sup>th</sup> Plan and 2 years of 11<sup>th</sup> Plan.

#### 9. Time Period

The evaluation of all the schemes has to be completed within three months from the date of assigning the job.

#### 10. Procedure for selection of the agency.

Ministry will decide suitable bidder giving 80% weightage to technical and 20% weightage to financial bids.

#### 11. Last date for submission of bid.

Last date for submission of the offer is 15.04.2010. This bid proposals may be submitted to the Under Secretary, Plan Coordination Division, Ministry of Food Processing Industries, Panchsheel Bhawan, August Kranti Marg, New Delhi-110049 and put in the Drop Box placed at the Reception **Bids received after the last date of submission will not be considered.**

12. The bid shall be opened on 16<sup>th</sup> April 2010 at 11.00 AM in Committee No. 120, First Floor, Panchsheel Bhawan, August Kranti Marg, New Delhi-110049. Applicants can participate in the bid opening process.

13. The earnest money shall be Rs. 50,000/- payable through Bank Draft. The earnest money shall be refunded in case of unsuccessful applicants. Bid securities of the unsuccessful bidders should be returned to them at the earliest after expiry of the final bid validity and latest on or before the 30<sup>th</sup> day after the award of the contract.


Successful bidder will have to furnish performance security valid for a period of sixty days beyond the date of completion of all contractual obligations of the supplier including warranty obligations. Bid security shall be refunded to the successful bidder on receipt of Performance Security.

14. Earnest Money Deposit shall be fore-foreited in case of non-completion of the study in the prescribed time frame or the study has not been conducted as per the terms of reference or found unsatisfactory.

15. The Ministry reserves the right to accept or reject any/ all bids in part or in full without assigning any reason.

16. Pre bid briefing meeting will be held on 29.03.2010 at 11.00 AM in Committee Room No.120, Panchsheel Bhawan, New Delhi.

F. No. 3(2)/2009-PC  
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(Kashi Nath)  
Under Secretary to the Govt. of India