F. No. E-11011/1/2020-ED
Government of India
Ministry of Food Processing Industries
Panchsheel Bhawan, August Kranti Marg
New Delhi-49
***

Date: 16th June 2021

Subject: Minutes of the Pre Bid meeting regarding the Request for Proposal (RFP) for conducting "**Study on Assessment of Exports Potential of Indian Processed Food into European Union (EU)**"

Ministry of Food Processing Industries (MoFPI) desires to engage the reputed consulting firms or expert institutions for conducting "Study on Assessment of Exports Potential of Indian Processed Food into European Union (EU)." Accordingly, RFP has been floated on 08.06.2021 on Central Public Procurement Portal (CPPP) at https://eprocure.gov.in/eprocure/app and on the website of MoFPI at https://www.mofpi.nic.in

2. For the purpose of providing clarifications to the queries of the bidders regarding the RFP document, a Pre-Bid meeting was held under the chairmanship of Economic Adviser, FPI though DVC mode on Tuesday, 15.06.2021 at 3:00 pm onwards. The representative from the interested agencies like PwC, NCML, KPMG, IIFT, Athena Infonomics, Yes Bank, Mott MacDonald etc. participated in the meeting.

3. Clarifications w.r.t the queries/suggestions received vide email and during the Pre-Bid meeting may be seen at **Annex**.

This issues with approval of the Competent Authority.

s/d-

(Naveen Kumar)
Deputy Director
Tel: 011-26406542
Email ID: nk.nandal@gov.in

To

All Concerned.

Annex

Clarification to the queries raised via email(s) and during the Pre-Bid meeting held on 15.06.2021 at 3:00pm onwards for the RFP for "Study on Assessment of Export Potential of Indian Processed Food in European Union (EU)"

Sr. No.	Point No./ Page No.	Description	Queries/Suggestions	Response of MoFPI
1	Technical Criteria Point 11.3, Sub point A, Page 13	Number of research studies related to international trade matters including FTAs/PTAs/WTO in the last 10 years	We are a Multi-National Company with offices across the world and we engage in such studies which are collaborated with multiple offices and multi locations. Kindly confirm whether the studies in International Trade which are conducted by our organisation in other regions of the world be considered for evaluation. Moreover, we work and collaborate with Industry and Trade Associations, Corporates, Financial Institutions, International bodies etc. to carry out studies and projects on expansion amongst various industries including Food Processing to international destinations for their products and services, encompassing major scope covering International trade figures, export potential, trade competitiveness, etc. Kindly confirm whether such studies wi	Only the Company/Firm/Institution etc registered/incorporated in India will be considered. Studies conducted by that India registered company for any country/economy in the specified area of Trade/ FTAs/PTAs/WTO etc. will be considered. Documentary evidence e.g. MoA/ LoA signed by the agency/ company/ institution for **completed studies only** may be enclosed for consideration.

			ll be considered for ev aluation	
2	Technical Criteria Point 11.3 , Sub poin t C, Page 1 3	Relevant qualification and experience of team leader a nd team members	We would request Mo FPI to kindly consider revising the education al qualification requir ement for Team Leade r from Doctorate/Ph.D . to Masters in Econo mics/Masters in Mana gement/MBA/PGDB M preferably with spe cialisation in Internati onal Business/trade.	**At this juncture, no chan ge is envisaged due to spe cialised nature of the stud y**
3	Payment t o the cons ultant, Poi nt 18 Page 15	Point 18.1	We would request Mo FPI to consider the fol lowing payment terms for the assignment: - 40% upon finalisation of methodology and sta tistical tools and submi ssion of 2 fortnightly re ports (T + 30 days) 40% upon submission of draft report (T+75 d ays) 20% upon completion of study and final repor t (T+ 90 days) (where T - Date of Aw ard of Contract)	The 2 installment criteria h ave been decided in consul tation with the Finance Wi ng of MoFPI and is not con sidered for any change. Als o there is a 15 days' reporti ng requirement covering br ief list of processed food it ems with potential for expo rt to EU.
4	-	Consortium	Request you to please clarify whether it is po ssible to form a conso rtium of two or more o rganisations to bid for the assignment	This is a short duration sp ecialized study to be done b y an agency/ institution wit h proven expertise in intern ational trade matters & dat a. Hence, no requirement o f consortium is being envis aged.
5	-	Contract Terms and Condit ions	We didn't come acros s detailed contract pro vided in the RFP docu ment. Usually, the ter ms and conditions car	The T & C included in the RFP are standard points. A draft MoA is normally shar ed with the selected agency and any issue/ clause that t

			ry details like limitation of liability, insurance requirements for the services, indemnification based clauses etc. Request you to please clarify and share the contract terms and conditions.	he institution desires to include may be considered, if the same is not in conflict with the Ministry's position. Views of the Ministry on this matter will be final.
			While working with the Central Government Ministries and Departments in the past, we have submitted proposal with our standard terms and conditions that have been accepted. Kindly clarify if we can submit the technical proposal with our Standard terms and conditions.	
6.	7.1.3. Eligibility	The agency must have a minimum average annual turnover of Rs. 5.00 Crore during the last three financial years. Last three years' balance sheet/Audited Statements of Account shall need to be submitted.	The agency must have a minimum average annual turnover of **Rs. 50.00 Crore** during the last three financial years. Last three years' balance sheet/Audited Statements of Account shall need to be submitted.	This is a standard threshold followed by the Ministry and has nothing to do with technical merits of the proposal.
7.	7.1.6 HQ in Delhi/NCR	The Bidder should have Head Office or a Local office located in Delhi or NCR which has been operational for the last three years or more.	The Bidder should have Head Office or a Local office located in Delhi or NCR which has been operational for the **last ten (10) years** or more.	Clause being followed by the Ministry and no change is envisaged.
8.	8.1.1 Brief Description of the Selection Process	The Agency shall be selected through an OPEN competitive bidding process. A two-stage selection process of Least Cost Selection will	Agency(s) will be selected based on **Combined Quality Cum Cost Based System (CQCCBS) of bid in the ra**	The modality has approval of Integrated Finance Wing of MoFPI

		be adopted in evaluating th e Proposals. The consultant s have to submit their best t echnical and financial prop osals in separate envelopes.	**tio of Technical 80% and Financial 20%**.	
9.	11. Evalua tion Proce ss	The Technical Evaluation: * Team leader must have D octorate degree in Economi cs (preferably with speciali sation in international econ omics). * Team members must be p ost-graduate/ professional d egree holder in Economics/ Business Economics/Appli ed Economics; with at-least one member having special isation in international trad e. Team leader and team mem bers experience in similar s tudies on international trade issues must be listed (highe r marks will be given on th at basis)	Elaborate on the expe rience of team leader a nd team members. Thi s will help in estimate the financials better.	Experience on dealing with projects/ research studies re lating to international trade matters preferably having s ome experience on internat ional trade of agri-food pro ducts.
10.	Notice inv iting tende r (page 1)	Last date and time of the su bmission of the bid (Techni cal & Financial)- 22.06.202 1	**Request you to kindl y extend th e bid submission date by 1 week** Last date and time of t he submission of the b id (Technical & Financia l)- 29.06.2021	As the instant India-EU ne gotiation and discussions w ith stakeholders are on-goi ng, there is urgency to com plete the study.
11.		Mode of EMD & Processi ng Fee Payment	Alternative mode of p ayments for EMD & Processing Fee	No alternative mode of payment is possible.