

**Directorate of Horticulture, Bihar**  
**STATE HORTICULTURE MISSION**  
**Pant Bhawan, 2<sup>nd</sup> floor, Bailey Road, Patna-800 015**  
**Phone+Fax (0612) 2215215**  
**e.mail: [md-hort-bih@nic.in](mailto:md-hort-bih@nic.in), [dir-bhds-bih@nic.in](mailto:dir-bhds-bih@nic.in)**  
**Web: [www.horticulture.bih.nic.in](http://www.horticulture.bih.nic.in)**

**Expression of Interest for empanelment of service provider/agency for Adoption & Certification of Organic horticultural crops.**

EOI/proposals are invited from the interested service providers/agencies of repute for empanelment for Adoption and Certification of Horticultural crops as per technical guidelines of National Standards for Organic Production (NSOP) and accredited by APEDA.-

- a. Adoption of Organic farming
- b. Certification

EOI forms including terms and conditions can be obtained from the State Horticulture Mission, Patna on all working days (Monday to Friday) between 11.00 hours to 16.00 hours by payment of a demand draft of ₹ 1000.00 drawn in favour of Bihar Horticulture Development Society, Patna. It may also be downloaded from the website [www.horticulture.bih.nic.in](http://www.horticulture.bih.nic.in). In case of a downloaded form DD, of ₹ 1000.00 has be attached with the form.

EOI should be addressed to the Mission Director, Bihar Horticulture Development Society, Patna and submitted in State Horticulture Mission, Pant Bhawan, 2<sup>nd</sup> Floor, Bailey Road, Patna.

The last date for submission of the completed EOI will be on or before 15.00 hrs. on 24-06-2013 and the EOI will be opened on the same day at 16.30 hrs in presence of the bidders or their authorized representatives who wish to attend.

Envelope of applications for Empanelment should be duly super-scribed as "Expression of Interest for empanelment of Agencies for Adoption & Certification of Organic horticultural crops."

Bihar Horticulture Development Society, Patna reserves the rights to cancel/revise/postpone the bid without assigning any reasons there of.

**Mission Director**

**Terms and Conditions  
for  
Empanelment for Adoption & Certification of Organic Horticultural crops.**

EOI/proposals are invited from the interested service providers/agencies of repute for empanelment for Adoption and Certification of Horticultural crops as per technical guidelines of National Standards for Organic Production (NSOP) and accredited by APEEDA. The selection will be through two bid system consisting of technical bid and financial bid.

**1. Eligibility Criteria**

The interested parties should submit sealed bids under the two bid system. The technical bid shall consist of all technical details along with commercial terms & conditions. The financial bid should indicate service charge for adoption and certification. The earnest money and tender document cost will be part of technical bid. The financial bid shall consist of the service charge for Adoption and certification (all inclusive).

The sealed technical bid and sealed financial bid in separate envelopes duly superscribed as technical bid and financial bid respectively should be put in a bigger envelop superscribed as "Bid for Adoption and Certification of Organic Horticulture Crops". The EOI should be addressed to Mission Director, Bihar Horticulture Development Society, Patna and submitted in The State Horticulture Mission, Pant Bhawan, 2<sup>nd</sup> Floor, Bailey Road, Patna.

The technical bid should clearly have the following information about the agency as listed below-

- I. 3 years Previous experience of working in Horticulture.
- II. 3 years Experience on Organic Adoption and Certification / ICS managements /small holder group certification
- III. Company profile, available technical and managerial support.
- IV. A sketch of how the present job (Organic Adoption & Certification) will be accomplished.
- V. Brief marketing plan for post harvest produce.
- VI. Detailed plan of the technical availability for this job manpower.
- VII. Company should be ISO certified.

**2. Documents required to be submitted along with the EOI**

- a) Company incorporation certificate.
- b) Copy of PAN card.
- c) Document in support of the past performance.
- d) Copy of the VAT Registration Certificate.

- e) Average annual turnover for the last three financial year should not be less than ₹5.00 Crs.
- f) Audited balance sheet along with annual report and IT return should be submitted for the last three years.
- g) Bidder shall submit an affidavit from Notary that "the company has not been blacklisted/ de-registered/ barred by the State Government or Union Government."
- h) Credibility of company should be proved with the copy of C-I or C-II or C-III certificate issued by APEDA/ accredited Certification body for at least two states.
- i) Work order/repeated work order for such work must be enclosed.

### **3. Responsibilities of empanelled Agencies :-**

- a) Preparation of Three year action plan for Adoption of organic farming and certification.
- b) Preparation of Year wise Action Plan and proposal for organic adoption and organic certification.
- c) Development of clear and workable/proven marketing linkage for certified horticultural produce.
- d) Write up of organic package of practice for each identified horticultural crop.
- e) Preparation of organic crops database and success stories.
- f) All technically qualified agencies shall made a presentation on work plan on organic adoption and certification.

## APPLICATION FORM

### **EOI For empanelment of service provider/agency for Adoption & Certification of Organic Horticultural crops**

<b>Sl. No</b>	<b>Pre-qualifying Criteria</b>	<b>Details</b>
1.	Company Name and Address	
2.	Establishment Date and year of Incorporation	
3.	Current Operational Areas	
4.	Type Of Accreditations taken from different agencies	
5.	MOU with Certification Agencies.	
6.	Membership/Registration with Agencies promoting Organic Agriculture.	
7.	Joint Ventures/ Partnerships with Product Certification Agencies.	
8.	Previous Experience of Similar Work. (Please attach supporting document) A. Crop Production: B. Animal Husbandry: C. Processing Units: D. Input Attestation: E. Trading House: F. Wild Collection Projects: G. Grower Group Certification (OGG)	
9.	Total Projects a. No. of Government projects Including State and Central Govt. Schemes b. No. of Service Providers Projects Under National Centre of Organic Farming	
10.	Total No. of Registered Farmers Under Certification	
11.	Total Area Under Certification Ha.	
12.	Available Manpower :- Total Inspectors and Auditors on roll for carrying out inspection with qualification. Please attach organization chart and CV of principal workers of the company	

<b>13.</b>	<p>Qualification &amp; Experience Please attach supporting document and CV of principal workers of the company of Staff.</p> <p>a. Are all the staff members are highly qualified professionals having vast experience of different inspection and certification programmes?</p> <p>b. Are all the staff members trained as per ISO standards and other mandatory standards?</p>	
<b>14.</b>	<p>Expertise Please attach supporting document</p> <p>a. Inspection and Certification of Individual Farmer, b. Nurseries and Plantations, c. Small Grower Groups and Organized Grower Groups, d. Seed Farms and Demonstration Farms e. Fair Trade</p>	
<b>15.</b>	Any other Credentials in the Subject Area	
<b>16.</b>	Empanelment fee @10000/year.	<p>Name of Bank</p> <p>Bank Draft No.                      Date</p> <p>Amount-</p>

We understand that if the details given in Expression of Interest (EOI) submitted herewith by us and the support of claims made above are found to be untrue/untenable or unverifiable or both, or bid may be rejected without any reference to us.

Yours sincerely

Authorized Signatory

Name and seal of the company

# Financial Bid

(on Letter head of the bidder)

Name of Firm:

Address:

Phone No./Mobile No.:

To,

**The Mission Director,**  
Bihar State Horticulture Mission,  
Pant Bhawan, 2<sup>nd</sup> Floor,  
Bailey Road, Patna-800 015

Sir,

I/We do hereby tender rates for adoption and certification of organic horticulture crops around 38 districts of the state of Bihar as specified in tender.

*(Rate should be quoted in per hectare)*

Sl. No.	Name of Activity	Rate charged by the agencies for adoption	Rate charged by the agencies for certification
1	2	3	4
1	Organic Adoption/Organic Certification		

The rates should be quoted in Indian Rupees only, for each item separately, both in figures and words in such a way that interpolation is not possible and all over-writings should be neatly scored out or rewritten and correction should be duly attested prior to the submission of tender. The rates should include all taxes.

**Authorized Signature & Seal of the Firm**

Dated ..... Name & Address of Firm .....