

**Tender for Selection of Operation and Management of Common Incubation Centre (CIC)  
established under PMFME Scheme (MoFPI, GoI, New Delhi) at  
Tamil Nadu Agricultural University (TNAU), Coimbatore, Tamil Nadu**

**Tamil Nadu Agricultural University (TNAU), Coimbatore**

**Sealed Tenders under two cover system (Technical Bid and Price Bid)**



<b>Last Date</b>	<b>Opening of Tenders</b>
<b>02.09.2024 3.00 PM</b>	<b>02.09.2024 4.00 PM</b>

**NOTICE INVITING TENDER**

**Tamil Nadu Agricultural University**

**Agricultural Engineering College and Research Institute**

**Coimbatore – 641 003**

Telephones : **0422-6611255 / 253 (O)**  
 Fax : **0422-6611455**  
 E-mail : **deancaecbe@tnau.ac.in**  
 Web site : **www. sites.tnau.ac.in**  
**www. tenders.tn.gov.in**

**Tender for Selection of Operation and Management of Common Incubation Center (CIC) established under PMFME Scheme of MoFPI, GoI, New Delhi** at the Department of Food Process Engineering, Agricultural Engineering College and Research Institute, Tamil Nadu Agricultural University (TNAU), Coimbatore-641003, Tamil Nadu.

Sealed Tenders under two cover system (Technical bid and Price bid) in duplicate will be received till **3.00 pm on 02.09.2024** by The Dean, Agricultural Engineering College and Research Institute, Coimbatore - 641 003 for the tender for Selection of Operation and Management of Common Incubation Centre (CIC) established under PMFME Scheme.

1. Interested eligible Bidders may obtain further information from the office of The Dean, Agricultural Engineering College and Research Institute, TNAU, Coimbatore - 641 003, Tamil Nadu, India.
2. Bidding documents can be downloaded from the Websites.
  - a. Pre-bid meeting : 22.08.2024, 11.00 AM
  - b. Last date and time for Receipt of bids : 02.09.2024, 3.00 pm
  - c. Time and date of Opening of Technical bids : 02.09.2024, 4.00 pm
  - d. Place of opening of bids : Office of The Dean,  
Agricultural Engineering College and Research Institute, TNAU,  
Coimbatore - 641 003
  - e. Address for communication : The Dean,  
Agricultural Engineering College and Research Institute, TNAU,  
Coimbatore - 641 003
3. Bid documents can also be downloaded from the following websites at free of cost [www. sites.tnau.ac.in](http://www.sites.tnau.ac.in) **or** [www.tenders.tn.gov.in](http://www.tenders.tn.gov.in). All bids must be accompanied by a bid security as specified in the bid document and must be delivered to the above office at the date and time indicated above.
4. Bids will be opened in the presence of Bidders' representatives, who choose to attend on the specified date and time.

## **ABOUT HOST INSTITUTE AND INCUBATION CENTRE:**

Tamil Nadu Agricultural University (TNAU), Coimbatore is an autonomous body established through an act of Legislation vide TNAU Act 1971 and carrying out the activities *viz.*, Teaching, Research and Extension in Agriculture and allied disciplines having its Main Office at TNAU Coimbatore-641003 hereafter **called HOST INSTITUTE** (Which expression shall, whatever the context so requires or admits be deemed to mean and include the TNAU, its Scientists, Products, Science and Technology etc..) represented by the Vice Chancellor, TNAU. The HOST INSTITUTE is located at Coimbatore on Latitude 11.0122° N, 76.9354° E & Longitude 77.331955.

The Host Institute TAMIL NADU AGRICULTURAL UNIVERSITY, COIMBATORE has established Common Incubation Centre (CIC) with food processing facilities namely, Coconut oil extraction Line, Virgin Coconut oil extraction Line, Oilseeds and grains processing line, Desiccated coconut powder line, Coconut milk powder processing line and Coconut shell powder processing line. The project is being funded by Ministry of Food Processing Industries under Prime Minister Formalization of Micro Food Processing Enterprises Scheme (PMFME). As per the provision under the scheme Guidelines, the Incubation Centre, after its commissioning, would be handed over to third party/ private Operation & Management (O&M) agency for running it on commercial basis.

The processing facilities of the Incubation Centre would be made available to existing and aspiring micro entrepreneurs, SHGS, Co-operative and Groups etc. to manufacture food products by the O&M operator. In addition, these Incubation Centre and processing facilities will be utilized for imparting trainings, demonstration, and skill upgradation of the beneficiaries under the scheme and the Host Institute.

**For and on behalf of** TAMIL NADU AGRICULTURAL UNIVERSITY, COIMBATORE, Tenders (Two bid systems) are invited for Operation and management of Incubation Centre at the Department of Food Process Engineering, Agricultural Engineering College and Research Institute, TNAU, Coimbatore ([www.tenders.tn.gov.in/](http://www.tenders.tn.gov.in/), eProcurement System, Government of TAMIL NADU).

### **1. CRITICAL DATE SHEET**

<b>S/No.</b>	<b>Particulars</b>	<b>Important Dates</b>	<b>Time</b>	<b>Tender Processing Fee</b>	<b>EMD</b>
1.	Issue of Tender documents	T0	10 AM	As per TNAU norms	As per TNAU norms
2.	Pre-bid meeting and site visit at the incubation centre site	T0 + 10 days			
3.	Start date for submission of bids	T0			
4.	Last date & time for submission of tender	T0 + 20 days	4 PM		

5.	Date & time of opening of Technical Bids	T0 + 21 days	3 PM		
6.	Date & time of presentation	T0 + 28 days	Date & Time will be intimated through email who qualifies in the technical bid. The same will also be displayed in the website of the Tamil Nadu Agricultural University, Coimbatore		
7.	Publishing of technically qualified bidders	T0 + 29 days			
8.	Date & time of financial bid opening	T0 + 31 days	from the date of publishing of technically qualified bidders on CPPP / SPPP		

**1. Instructions to Bidders Eligible Bidders**

Manufacturers or their authorized representatives are eligible to participate in this tender.

**2. Cost of Bidding**

The Bidder shall bear all costs associated with the preparation and submission of its bid and, **The Dean, Agricultural Engineering College and Research Institute, TNAU, Coimbatore - 641 003**, will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

**3. Format and Signing of Bid**

The bidder shall prepare two copies of the bid clearly marking each “**Original Bid**” and “**Copy Bid**” as appropriate. In the event of any discrepancy between them, the original shall govern.

The original and all copies of the bid shall be typed or written in indelible ink and shall be signed by the Bidder or a person or persons duly authorized to bind the Bidder to the Contract. The letter of Authorization shall be indicated by written power-of-attorney accompanying the bid. All pages of the bid, except for unamended printed literature, shall be initialed by the person or persons signing the bid.

Any interlineations, erasures or overwriting shall be valid only if they are initialed by the person or persons signing the bid.

**A. Submission of Bids**

**4. Sealing and Marking of Bids**

The bidders shall seal the original and a copy of the bid in separate inner envelopes duly marking the envelopes as “**Original Bid**” and “**Copy Bid**”. He shall then place these two inner envelope in an outer envelope.

The inner envelope and outer envelopes and the cover shall be:

(a) addressed to the following address:

**The Dean,  
Agricultural Engineering College and Research Institute,  
TNAU, Coimbatore - 641 003**

(b) bear the project name (“Tender for Selection of Operation and Management of Common Incubation Centre (CIC) established under PMFME Scheme”), the

invitation for bids (IFB) number and the words “**Do not open before 4.00 PM on 02.09.2024**”.

The inner envelopes shall indicate the name and address of the bidder to enable the bid to be returned unopened in case it is declared “late”.

If the cover containing the outer envelope is not sealed and marked, no responsibility will be taken for the bid’s misplacement or premature opening.

Telex, cable or facsimile bids will be rejected.

**5. Deadline for Submission of Bids**

Bids must be received at the address not later than the time and date specified in the Invitation of Bids. **The Dean, Agricultural Engineering College and Research Institute, TNAU, Coimbatore** may, at its discretion, extend this deadline for submission of bids by amending the bid documents

**6. Late Bids**

Any bid received after the deadline for submission of bids, will be rejected and/or returned unopened to the Bidder.

**B. Bid Opening and Evaluation**

**Opening of Bids**

**The Dean, Agricultural Engineering College and Research Institute, TNAU, Coimbatore** will open only all bids, in the presence of bidder's representatives who choose to attend, at **4.00 PM on 02.09.2024** at the following location:

**Office of the Dean,  
Agricultural Engineering College and Research Institute,  
TNAU, Coimbatore - 641 003**

The bidder’s representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of bid opening being declared a holiday, the bids shall be opened at the appointed time and location on the next working day.

The bidders names, modifications, bid withdrawals and the presence or absence of the requisite bid security and such other details as the **The Dean, Agricultural Engineering College and Research Institute, TNAU, Coimbatore**, at his discretion, may consider appropriate will be announced at the opening. No bid shall be rejected at bid opening, except for late bids, which shall be returned unopened to the bidder.

The “**Price Bid**” (**Cover B**) will be opened after evaluation of “**Technical bids**” (**Cover A**) and the date and time will be intimated to bidders whose bids are responsive and who are selected.

**C. Clarification of Bids**

7. During evaluation of bids, bidder will be asked for clarification of its bid. The request for clarification and the response shall be in writing. Unless change in price due to the clarifications sought, the bidder is not permitted to alter the price furnished in the “**Price bid**” “**Cover B**”. The change in price shall be submitted in a separately sealed covers with marking in the cover “**Supplemental price bid**” before opening of the “**Original price bid**”.

## 8. Terms of Reference

Establishment of Incubation Center based on One District One Product (ODOP) is one of the important components of PMFME Scheme. Under the scheme, Common Incubation Center has been set up to facilitate the following class of activities:

- i. Entrepreneur to manufacture and assess commercial viability of new food products by using the processing and packaging facilities
- ii. Hands on training to entrepreneurs in new technology for processing, packaging, food standards/safety, hygiene etc.
- iii. Demonstration of machines, process, products, and hands on training to workers in food safety and hygiene
- iv. Usage of processing and packaging facilities by Individual entrepreneurs/ FPOs/ SHGs/ Co-operatives

Earmarking of utilization of the facilities would be done for the following type of usage of processing lines or part of thereof:

- (i) Usage by Incubatees i.e., micro entrepreneurs willing to use the facility for product development, brand development, trial of product line for commercial viability
- (ii) Training to the beneficiaries of capacity building program of PMFME Scheme or any other skill development program of government.
- (ii) At least one/two days\* in a week, shall be earmarked for usage referred to at (i) & (ii) above. The O&M Operator shall be under obligation to permit use of manufacturing & allied facilities by the Host institute for these purposes.

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\*Duration (i.e., no of days) or days of the week to be decided by Host Institute

The Host Institute would lease out the operation and maintenance of the Incubation Center to an agency on pre-qualification technical bid & competitive financial bid basis. The bidder shall give a presentation before the committee designated by the Host Institute about the experience, financial viability, roadmap, plan and vision about the operation and utilization of the Incubation Center as per the objectives of PMFME Scheme.

The presentation round will be assessed on following parameters and the bidder obtaining minimum 25 marks would be eligible to participate in financial bidding

Sl. No.	Criteria	Max. Marks
1	Experience of the bidder: 0.5 marks for each year of experience	2.5
2	Financial Strength: Turnover	
	0 Marks for below Rs 2 Lakh 5 Marks for Rs 2 Lakh to less than Rs 4 Lakh 10 Marks for Rs 4 Lakh to less than Rs 6 Lakh	20

	15 Marks for Rs 6 Lakh to less than Rs 8 Lakh 20 Marks for Rs 8 Lakh and above	
3	Business Plan and Presentation	27.5
	<b>TOTAL</b>	<b>50</b>

The Host Institute shall permit site visit of the Incubation Centre on the date of pre-bid meeting as indicated in the Critical Date Sheet. The Host Institute shall indicate the timeline for completion of the installation of facilities for which work are in progress or yet to start. Such timelines shall be included in the minutes of the pre-bid meeting

During the presentation before the committee the bidder shall provide the detail of any equipment not in place or other accessories or structural modification required. The same shall be procured and installed by the O&M Operator, unless the same have been specifically indicated by the Host Institution in the minutes of the pre-bid meeting, at their cost and risk. These assets could be taken away by the O&M operator after the termination of the agreement. No structural modification shall be allowed without the pre-approval from the Host Institute.

### **9. 1. Eligibility Criterion for the Bidder:**

I. The Bidder should be an established Partnership Firm/ LLP, Pvt. Ltd. company, Government agency / Autonomous organization / Charitable Organization / Marketing federation, Individual Proprietor, Self Help Group, Co-operative, Farmer Producer Company/ Organization, Self Help Group, or any other private agency.

II. The bidder having experience of working / running /consultancy of Agro or Food Processing Plant/ distributor/ trading/ marketing of food products shall be preferred. In case of partnership firms, the lead partner may have the above-mentioned experience. The experience of running related activities like processing of agriculture commodities including primary processing would also be considered.

III. The bidder should have registration/ incorporation certificate, PAN, GST Registration, ITR for last three years, as applicable in their case and should submit a copy of each of these documents along with acknowledgement copies of the IT Returns.

### **Financial Evaluation of Bidders:**

- i. The financial bids will be evaluated for the bidders quoting highest proportion of revenue sharing with the Host Institute subject to rent per month per processing line payable to Host Institute for individual processing lines**
- ii. The bidders would be permitted a gestation period of 3 months for reaching full operation during which no lease rent would be payable. However O&M operator has to pay charges towards the usage of electricity, water and other if any.

### **Revenue Streams for the O&M Operators/ Host Institute:**

These Incubation Centers are to run as commercial processing lines. The O&M operator will be allowed to run the facilities on revenue sharing basis. The revenue stream will be from the following sources:

Sl. No.	Processing line	EMD (Rs.)	Minimum rental amount/ month (Rs.)	Security deposit (Rs.)	Minimum production quantity / month for revenue sharing calculation (kg/units)
1	Coconut oil extraction line	1,100	10,000	1,00,000	1000 litres
2	Virgin coconut oil extraction line	1,100	10,000	1,00,000	500 litres
3	Oilseed and grains processing line	1,100	10,000	1,00,000	800 litres
4	Desiccated coconut powder processing line	1,100	10,000	1,00,000	300 kg
5	Coconut milk powder processing line	1,100	10,000	1,00,000	1000 kg
6	Coconut shell powder processing line	NA	5,000	1,00,000	100 kg

- i. Sales of processed/ manufactured food products to be shared with the Host Institute as per the outcome of the tender
- ii. Facilities to be used by the Incubatees: to be fixed by Host Institute to maximize utilization of the period earmarked for incubation.
- iii. Facilities to be used for Training / Demonstration: As per the rates fixed for capacity development for training of stake holders under PMFME scheme. The Host Institute shall be free to fix the user fees for other trainees. Such revenue generated shall be levied and retained by Host Institute.

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**Table : Operating terms and conditions**

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**10. Roles & Responsibility of Stake Holders**

**Host Institute:**

- i. Providing complete list of processing lines along with equipments as Annexure- I.
- ii. Continuous monitoring of the operation of the Incubation Center by the O&M operator.
- iii. The Host Institute will arrange the supply of electricity and water, for which the O&M operator will bear the actual cost. However, if there is any failure to supply the electricity and water for which is beyond the control of institute, the O&M agency shall not claim any damages from the institute for such failure.
- iv. Host Institute would provide workstation to the incubates for managing their operation. The workstation would be in well-ventilated area for sitting of 2 persons



- v. Conducting of training of entrepreneurs, workers, and FPOs/ SHGs/ Co-operatives under capacity building program of PMFME scheme and any other scheme during the earmarked days of training.
- vi. The Host Institute to facilitate the raw material and consumables to be used while providing hands-on training.
- vii. Ensuring the utilization of facilities of Incubation Center by maximum number of micro enterprises as per the earmarking of the usage mentioned in para. No. 1.2
- viii. Attracting the incubates through promotional activities.
- ix. To ensure the making of only good quality products safe for human consumption by Incubatees.
- x. Record keeping of utilization and revenue generation from the Incubation Center and submitting the monitoring report to State Nodal Agency Time to time.

#### **O&M Operators:**

- i. To operate and maintain the Incubation center on commercially viable basis as per the scope of work.
- ii. Making available IC to Host Institute for incubation, training and demonstration/ exposure visits.
- iii. Ensuring utilization of facilitates to its maximum capacity
- iv. Ensuring compliance with the norms for pollution, food safety and quality, labor laws etc.
- v. Maintaining records of utilization, revenue, inventory of man and material for Incubation as per the earmarked usage mentioned earlier and submitting reports to Host Institutes at periodic interval.
- vi. Maintaining the equipment in bests of its condition, ensuring regular repair and maintenance of facility by the O&M operator.
- vii. Ensuring availability of consumables required to run the processing lines all the time.
- viii. Timely payment of lease rent for 11 months in advance to the Host Institute as per the terms and conditions agreed upon.
- ix. Engagement of Manpower as detailed in para of scope of work.
- x. The Plant maintenance Engineer appointed by O&M Operator would ensure good maintenance of the processing lines & other infrastructure, smooth handover between different users, timely and efficient cleaning of equipment and premise, timely maintenance of the processing lines, efficient utilization of utilities such as electricity and water etc. in the processing, maintenance of records as per the lease agreement.

#### **State Nodal Agency:**

- i. Continuous monitoring of the operation of Incubation center
- ii. Mapping & mobilization of beneficiaries, SHGs, FPOs etc. for training and demonstration at Common Incubation centers through its DRP network, District Nodal Department, SLTI or training agency.
- iii. Timely disbursement of funds to the O&M agency for providing hands on training and demonstration to the beneficiaries of the Scheme
- iv. Ensuring the availability of the processing lines, common facilities and incubation services to the micro entrepreneurs and groups such as SHGs, FPO.

The Institute shall issue Letter of award to the successful bidder and the bidder shall take the possession of the Incubation Center within a period as may be specified in Letter of award. No extension shall be allowed to the O&M agency to delay the possession/ operation.

The Host Institute shall enter into an agreement with the selected O&M Agency and incorporate appropriate clause of General Condition of Contract and all other conditions in line with GFR guidelines. In order to bring more clarity, the agreement can be added more clause other than this tender to safeguard the interest of both.

The successful bidder/ processor shall be designated as "O&M Agency". Host Institute would levy lease in terms of revenue sharing on monthly basis. The monthly revenue share shall be paid by the O&M Agency along with the applicable taxes before 10th of the month. The O&M Agency shall be liable to pay penalty @5% of the payable revenue share if paid before 20th of the month and under no circumstances it can be delayed beyond the 20th of the month. It will be treated as violation of the rental agreement and can lead to termination of the same.

The selected O&M agency shall make security deposit of Rs. 1,00,000/- (Rs. One Lakh Only) for each line in the form of DD for the security of equipment. Such amount shall be deposited with the institute before taking the possession for operation. No extension shall be allowed for this purpose. **The security deposit will be either adjusted or refunded after expiry of lease agreement but in case of any outstanding at the time of termination of agreement, the same will be adjusted. In case of non-payment of monthly lease amount and the profit sharing amount by the O&M operator for a period of successive three months is liable to terminate the agreement and the security deposit will be adjusted for the pending payment.**

The O&M operator must take prior permission of Host institute to display the name of his/her organization in the premises on incubation center.

**Leasing Period:** Initially the rental will be given for a period which may be renewed/ terminated as per the terms and conditions of lease agreement b/w Host Institute and O&M agency.

**Scope of Work:** The Agency would be responsible for Operation and Management of the Common Incubation Center for a period of 11 months. The detailed scope of work is as following:

- i. Operation & Maintenance of Processing line and auxiliary equipment: Ensuring the commercial utilization and timely maintenance of the processing lines as per the seasonal availability of raw material in the region. Complete cost of operation for running the incubation center would be borne by the O&M agency.
- ii. The Host Institution to ensure that the Incubation Center is utilized by a large number of micro enterprises. The complete processing line or a part of it would be made available to Individual Entrepreneur/ SHGs/ FPO/ FPC etc. on user charge basis.
- iii. The O&M agency would ensure the availability of the Incubation Center for the purpose of hands-on training, demonstration and exposure visit to the beneficiaries of PMFME Scheme and its Capacity Building Activities as well as other State and Central
- iv. The O&M agency will be responsible for ensuring the supply of requisite essentials such as fuel, refrigerant, and other necessary needs for manufacturing the products by incubates and for Hands on Training conducted by Host Institute on the actual cost.

Raw material and ingredients for making the products shall be arranged by the incubatees themselves. In case of hands on training the raw material and ingredients would be arranged by Host Institute.

- v. Engagement of Manpower for Operation and Management of Processing Lines: Following personnel would be recruited / appointed by the selected agency O&M Operator at the incubation Center. The requisite qualification for these personnel is also listed under:

<b>S/No.</b>	<b>Job Role</b>	<b>Qualification</b>
1	Plant Maintenance Engineer	Diploma / Undergraduate
2	Unskilled labors	2 unskilled labors must be available

The above qualification may be relaxed/ modified as per the requirement of Job Role and by the Host Institute. Additional manpower may be deployed by the selected bidder for smooth running of the center as per their requirement.

The O&M agency shall be responsible to comply with the labor laws. Staff/ labour appointed by the O&M agency would not be having any right to make any claim from Host Institute.

There will be no restriction for the official visitors from the State Nodal Agency, State Level Training Institute and Ministry of Food Processing to visit the premise even during the operation.

Maintenance of Incubation Center including the machinery shall be the responsibility of O&M operator. For operation and maintenance, the O & M Agency shall use genuine consumables and spare parts as mentioned in the manuals supplied by the manufacturer. The parts should be changed in the presence of Host Institute's staff.

O&M agency shall comply with all laws applicable to the operation, maintenance and management of the facility and the performance of the service including GMP and GHP (for cleanliness).

O&M agency shall apply for and obtain, and Host Institute shall assist in applying for and obtaining all necessary permits, licenses and approval required to allow O&M agency and incubates to do business. O&M Agency should also file such reports, notices and other communications as may be required by any government agency regarding the project to Host Institute.

The O&M agency shall be responsible for disposal and management of solid waste & otherwaste disposal as per the Pollution Control Board's regulation and inform Host Institute about the same. The O&M agency shall be liable for any penalty or fine is levied by any authority for such violation and the institute shall recover the penalty, fine, damages, cost, if any, paid by the institute for waste disposal.

The O&M agency shall maintain at a location acceptable to Host Institute, the Incubation Center operating logs, records, reports, document the operation and maintenance of the facility in

all forms and substance sufficient to meet Host Institute's reporting requirement under the lease agreement.

The O&M agency shall be working within the demarcated floor area only. The O&M agency may approach to the host institute for additional floor area which shall be given by O&M agency on payment of the approved charges.

The O&M agency shall give an undertaking of ensuring the making of only good quality products safe for human consumption.

The lease agreement may be terminated by either side after giving due notice in writing of 45 days.

After completion of the tenure, the O&M agency will hand over all the assets and belongings of Host Institute in the good working condition and shall compensate the institute for any damage or loss of the equipment of the Incubation Center.

In the event of any dispute in the interpretation of the terms of the agreement or difference in opinion on any point in the agreement, the parties hereto shall use their best efforts to settle amicably by mutual negotiations.

10.4.10. The production hours permitted at CIC will be from 9.00 am to 5.00 pm on all working days. The extension of production activity, prior permission should be obtained from the concerned authority well in advance.

**A. Details of Processing Lines****1. Coconut oil extraction line**

Description of item	Capacity
1. Coconut dehusker (Power operated)	250 nuts/h
2. Coconut water extraction machine with coconut water collection	250 nuts/h
3. Coconut splitter	250 nuts/h
4. Copra dryer (Solar and electricity powered/ biomass fired)	1 tonne / day
5. Copra cutter	50 kg/h
6. Steam blancher	50 kg/h
7. Oil expeller	50 kg/h
8. Filter press	35 l/h
9. Settling tank with clarifier	50 Litres
10. Micro filter	50 l/h
11. Filling/Packaging unit (FFS)	Min. 5 packs/min
12. Weighing balance	100 kg
13. Weighing balance	200 kg

**2. Virgin Coconut Oil processing line**

Description of item	Capacity
1. Coconut desheller	250 nuts / h
2. Coconut dehusker (Power operated)	250 nuts / h
3. Coconut Testa removing machine	250 nuts / h
4. Pulveriser	100 kg/h
5. Screw type milk expeller	100 kg/h
6. Centrifuge	100 l/h
7. Micro filter	50 l/h
8. VCO Cooker	50 l/batch
9. Vacuum dryer	10 kg/batch

**3. Oil seeds and grain processing line**

Description of item	Capacity
1. Destoner	250 kg/h
2. Seed cleaner	250 kg/h
3. Oil expeller	50 kg/h
4. Filter press	50 l/h
5. Storage tank	500 Litres
6. Groundnut Decorticator	200 kg/h
7. Roaster	20 kg/h
8. Flaking machine	20 kg/h
9. Explosion puffing machine	5 kg/ batch
10. Non- IBR- Electrical Boiler	100 kg / h steam

#### 4. Desiccated Coconut Powder Processing line

Description of item	Capacity
1. Tray dryer	10 kg / batch
2. Vibro-sieve (Grader cum lump separator)	50 kg/h
3. Lump breaker (Pulveriser with motor)	10 kg/h
4. Powder Packing Machine (Both Solid and liquid filling)	Min. 10 packets per min
5. Washing Unit	100 kg/h
6. Disintegration unit	100 kg/h
7. Walk-in cold storage / Chilling unit	0.5 tonne

#### 5. Coconut Milk Powder Processing Line

Description of item	Capacity
1. Stirrer tank	100 Litres
2. Heat Exchanger	100 l/h
3. Homogenizer	50 l/h
4. Vacuum Assisted Evaporator	10 l/h
5. Spray drier	5 kg/h
6. Storage (SS 304) container / storage bin	500 Litres
7. Grinding unit with accessories	50 kg/h
8. Circle vibratory filter	50 l/h
9. Clarifier	50 l/h
10. Non- IBR Electric Boiler	100 kg/h

#### 6. Coconut Shell Powder Processing Line

Description of item	Capacity
1. Hammer mill	100 kg/h
2. Storage bin	1000 kg
3. Cyclone separator	50 l/h
4. Briquetting machine	10 l/h
5. Dryer	5 kg/h

## Annexure - II

**Tender Form (Technical Bid)**

(To be submitted by the bidder on their letter head. All Columns must be filled in. Relevant documents in relation to these must be enclosed with the technical bid. The bid will be examined on the same. Should be submitted in separate sealed cover by writing “**Technical Bid**” on the same)

<b>Sl. No.</b>	<b>Particulars</b>	<b>Details (to be filled by the bidder)</b>	<b>Enclosure page no.</b>
1	Name of Firm with address, mobile/phone no. & e- mail.		
2	EMD details (Amount, DD no., Bank Name, date) [DD drawn in favour of the The Dean, Agricultural Engineering College and Research Institute, Coimbatore - 641 003 payable at Coimbatore branch has to be enclosed]		
3	Bid security declaration		
4	Type of Firm (Proprietor/ Partnership/ Pvt. Ltd./ Public Ltd.		
5	Registration Number (Copy to be enclosed)		
6	Year of Incorporation of the agency (copy to be enclosed) along with the latest registered address of corporate office		
7	Length of relevant experience in years		
8	GST Registration (Copy to be enclosed)		
9	PAN No. (Copy to be enclosed)		
10	Please enclose details of experience in terms of processing plant run by bidder, capacity and through put. Please also enclose either PO or experience performance certificate for the bidders having experience as O&M agency at Govt. Organization / aided organization.		
11	Annual Turnover of the company in Lakhs of Indian Rupees during last three years. (Copy to be enclosed or certificate issued by CA) Financial Year 2020-21 Financial Year 2021-22 Financial Year 2022-23		
12	A complete list of manpower being proposed as per TOR along with detailed CVs and the list of additional manpower proposed by the bidder.		
13	The bidders should attach successful satisfactory completion certificates issued by the clients (during last 5 years) as documentary evidence in support to above eligibility criteria. The certificate should		

	contain date of start, date of completion; value on completion etc.		
14	Business Details		
15	<b>Please tick mark the processing line to opt for</b>		
	1. Coconut oil extraction Line		
	2. Virgin Coconut oil processing Line		
	3. Oilseeds and grains processing line		
	4. Desiccated coconut powder processing line		
	5. Coconut milk powder processing line		
	6. Coconut shell powder processing line		
16	Copies of Income Tax Return of last 3 Financial Years ending FY (2022-2023)		
17	An authorization letter of the firm in favor of the person signing the tender documents		
18	Tender document with Annexure – I to Annexure VII duly signed and stamped on each page as acceptance of the terms and condition laid down by Host Institute's authority		

The above documents must be enclosed with proper pagination.

Signature.....

Name .....

Address .....

Mobile: .....

Seal of firm                      Date:- .....



**Annexure - III****Tender Form (Price Bid)**

(To be submitted by the bidder on their letter head. All Columns must be filled in. Should be submitted in separate cover by writing “**Price Bid**” on the same.)

<b>Sl. No.</b>	<b>Processing line</b>	<b>Rental amount/ month (Rs.)</b>	<b>Minimum production capacity (quantity) per month for revenue sharing calculation (kg/units)</b>	<b>Percentage revenue sharing for each line  (%)</b>
1	Coconut oil extraction line			
2	Virgin coconut oil extraction line			
3	Oilseed and grains processing line			
4	Desiccated coconut powder processing line			
5	Coconut milk powder processing line			
6	Coconut shell powder processing line			

Signature.....

Name .....

Address .....

Mobile: .....

Seal of firm      Date:- .....

## Annexure- IV

**Evaluation Sheet**

**To be filled by the tenderer, this will be verified by the Bid Evaluation Committee / Technical Evaluation Committee:**

<b>Sl. No.</b>	<b>Criteria</b>	<b>Max. marks</b>	<b>Marks claimed by the Tenderer</b>	<b>Marks verified by the Committee</b>	<b>Page No. Proof</b>
1	Experience of the Bidder 0.5 marks of each year of experience	2.5			
2	Financial Strength: Net Worth and Turnover (Enclose C.A. Certificate & Balance sheet)				
	i. 0 Marks (below Rs 2 Lakh) ii. 5 Marks (Rs 2 Lakh to < 4 Lakh) iii. 10 Marks (Rs 4 Lakh to < 6 Lakh) iv. 15 Marks (Rs 6 Lakh to 8 Lakh) v. 20 Marks for Rs 8 Lakh and above	20			
3	Business Plan and Presentation	27.5			
	<b>Total</b>	<b>50</b>			

**TENDER CONDITIONS ACCEPTANCE LETTER**  
**(To be given on Company Letter Head)**

Date:

To,  
Dean (Agrl. Engg.) - Nodal Officer  
AEC&RI, Tamil Nadu Agricultural University,  
Coimbatore – 641003

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No: .....

Name of Tender / Work: TENDER selection of Operation and Management Company Common Incubation Centre at Dept. of Food Process Engineering, Agricultural Engineering College and Research Institute, Tamil Nadu Agricultural University, TNAU, Coimbatore

Dear Sir,

1. I/We have downloaded / obtained the tender document(s) for the above mentioned Tender / Work from the website(s) namely: Dept. of Food Process Engineering, Agricultural Engineering College and Research Institute, Tamil Nadu Agricultural University, TNAU, Coimbatore as per your advertisement, given in the above-mentioned website from <https://tnau.ac.in/>
2. I / We hereby certify that I / we have read entire terms and conditions of the tender documents from Page No. 01 to ..... (including all documents like annexure(s), schedule(s), etc.), which form part of the contract agreement and I / we shall abide hereby the terms / conditions / clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ organizations too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above-mentioned tender document(s) / corrigendum(s) in its totality /entirety.
5. In case any provisions of this tender are found violated, your department/ organization shall be at liberty to reject this tender/bid including the forfeiture of the full said Security Deposit absolutely and we shall not have any claim /right against department in satisfaction of this condition.

Yours Faithfully,

(Signature of the Bidder with Seal)

**Annexure -VI****UNDERTAKING**

To,

Dean (Agrl. Engg.) - Nodal Officer  
AEC&RI, Tamil Nadu Agricultural University,  
Coimbatore – 641003

Sir,

1. I/we the undersigned, certify that I/we have gone through the terms and conditions mentioned in the tender documents and undertake to comply with them.
2. It is further certified that our firm has not been blacklisted by any agency in India or abroad.
3. We will run the Incubation Center in accordance to the clauses of the Terms of Reference and the Agreement. At any stage if it is found that the substandard/deviation from the stipulated utilization of the Incubation Center has been done by us, we shall be liable for penalty and legal action.

Dated : .....

**SIGNATURE OF THE TENDERER WITH SEAL**

**NAME OF THE TENDERER WITH ADDRESS**

**NOTE:** Certificate as per above must be submitted only on non-judicial stamp paper of Rs. 100/- (Rs One Hundred only)

**Annexure - VII****Form: Bid Security**

Date:

Bid No.:

To,  
(insert complete name and address of the bidder)

I/ We. The undersigned declare that: I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- (a) have withdrawn/modified/amended, impairs, or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- (b) having been notified of the acceptance of our Bid by the O&M Agency during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.
- (c) I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of
  - i. the receipt of your notification of the name of the successful Bidder; or
  - ii. thirty days after the expiration of the validity of my/our Bid.

Signed: **(insert signature of person whose name and capacity are shown) in the capacity of (insert legal capacity of person signing the Bid Securing Declaration).**

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of: **(insert complete name of Bidder)**

Dated on day of (insert date of signing) Corporate Seal (where appropriate)

(Note: In case of a Joint Venture, the Bid Securing Declaration must be in the name of all partners to the Joint Venture that submits the bid)