



FOOD SECURITY AND AGRICULTURE DEVELOPMENT DEPARTMENT

GOVERNMENT OF SIKKIM

Ref No-...../SOM

Dated.....2011.

NOTICE INVITING TENDER

ORGANIC CERTIFICATION

Sealed tenders, on behalf of the Governor of Sikkim, are invited from Organic Certification Agencies for Certification of area for organic farming in Sikkim.

Sl no	Tender no and date	Brief description	Area(ha)	Cost of tender form.(Rs)
1SOM/2011	Certification	18,000	5,000

Commencement of sale of tender document:- 16.08.2011

Last date of submission of tender form:- 15.09.2011

Opening of tender :- 16.9.2011

Only Technical Bidding shall be conducted.

Terms and conditions.

1. The bidder should be accredited with APEDA.
2. The bidder should have a minimum of 2-3 years experience in the field of Organic certification processes and experience in two-three states and should have issued certificate for atleast 1500 hectares or 2000 farmers.

3. The bidder is required to make a power point presentation before the committee about their organization profile and the project implementation
4. A profile of the organization with details of past performance/experience should be enclosed alongwith audited financial statements for the last three years (2007-2010).
5. A Bank Receipt / draft of Rs 5,000/- non refundable towards cost of form and TDR /draft @ at the rate of 2.50% of the value of work(refundable) should be submitted in f/o Jt Director (Accts) HCCD, Govt. of Sikkim.

The tender form can be obtained from the office of Executive Director, Sikkim Organic Mission during working hours.

The filled in forms should be submitted to the Executive Director, Sikkim Organic Mission at the date and time given.

Sikkim Organic Mission reserves the right to reject any tender without assigning any reason thereof.

Bidders will have to participate in a prefixed conference on in the Conference Hall of Krishi Bhawan Tadong Sikkim and take the bid forms.

Bidding shall be held in two stages- Technical bidding & Financial bidding. Separate forms will be available for Technical and Financial bidding.

Details alongwith forms can be downloaded from the Sikkim government website www.sikkim.gov.in . Bidders will have to submit draft of Rs.5000 for Certification bid in favour of Jt Director(Acctts) HCCD Department, Govt. of Sikkim at the time of submission of bid, if form downloaded from the website.

Address
Executive Director
Sikkim Organic Mission
Krishi Bhavan, Tadong
Sikkim-737101
Mail: d_tenzing06@yahoo.co.in
9434010087/9434084083

Executive Director

ORGANIC CERTIFICATION
TECHNICAL/FINANCIAL BID DOCUMENTS

ENGAGEMENT OF CERTIFICATION AGENCY FOR ICS ON ORGANIC FARMING IN SIKKIM.

**LAST DATE AND TIME FOR RECEIPT
OF TECHNICAL BIDS/FINANCIAL BIDS.** 15.09.2011
12.00 N

**DATE OF OPENING OF TECHNICAL/
FINANCIAL BIDS:** 16.09.2011

VENUE FOR OPENING OF BIDS: Conference /Director's Chamber
Krishi –Bhawan Tadong

1. General
2. Government of Sikkim, primarily engages Certification Agency mainly for the purpose of Organic Certification of crops like Ginger, Cardamom, Turmeric, Orange, Apple, Guava, Kiwi, and other Agri/Horti produces.
3. Services of accredited certification agency are invited for the following scope of work.

4. SCOPE OF WORK:

Certification agencies accredited by APEDA are invited to submit their technical and financial bids separately for the above activities.

Scope of work for Organic Grower Group Certification (OGGC)

- i. The agency should have sufficient experience in the field of Organic certification processes through 'Small Holder Group Certification and Internal Control System' as laid down under NPOP, Govt of India.
- ii. The agency should have experience of getting the farmer clusters certified as Organic under NPOP, Govt of India.
- iii. The agency must have the experience and expertise on the new requirement of Tracenet launched by APEDA as a tool for traceability through online data entry.

- iv. Organic Certification (NPOP, NOP and EU) of agriculture farms (and hence crops produced there on) of grower group in Sikkim.

5. TERMS AND CONDITIONS FOR ELIGIBILITY:

The Submission of technical bid should answer the following specifically along with other details. Kindly attach all relevant documentary proofs.

- APEDA accreditation
- NOP, NPOP, EU accreditation status (Direct or third party arrangement)
- Agency came into existence since which year
- Total volume of certifications of farm land done in the period of (a. April 2007 to March 2010 and b. April 2004 to March 2007)
- Number of auditors and their qualification.

6. EARNEST MONEY

An earnest money of 2.50% equivalent to the amount of work should be furnished with the technical / financial bid in form of TDR / Draft in favour of Jt Director (Accts) FS&ADD, Government of Sikkim. The earnest money of the unsuccessful bidders will be returned immediately on finalization of tender. The earnest money of the successful bidder would be adjusted towards performance security as per details given hereinafter. Bids without Earnest Money will not be entertained. No interest shall be payable on the earnest money.

In addition to aforesaid essential eligibility criteria, the bidder may also like to give additional information, which gives them additional advantage over others to qualify for this project.

7. CLARIFICATION

Clarification, if any, required in the matter can be sought from Director, Sikkim Organic Mission in during working hours on or before.....

8. EARNREST MONEY DEPOSIT /PERFORMANCE SECURITY:

The earnest money will be forfeited:-

- i. If the bidder withdraws its bid during the period of bid validity.
- ii. If the successful bidder, fails to sign the contract.

- iii. For violation of any of such important conditions of this document as would jeopardize the interests of Sikkim Government.
- iv. Earnest money of the successful bidder will be converted to security, no interest will be paid on security which will be refunded as such after successful completion of the work. Security amount will be forfeited, if the agency fails to comply with the requirements of prescribed certification norms guided by APEDA and failure to provide certificates.

9. VALIDITY OF BID

- i. For the purpose of awarding the contract, the bids shall remain valid for at least 60 days after the date of Bid Opening. A bid valid for shorter period may be rejected.
- ii. In exceptional circumstances, Department may ask for extension of validity period.

10. PREPARATION OF BID

The bidder will submit technical/ financial bid enclosed in a sealed envelop superscribed as TECHNICAL/FINANCIAL BID FOR ENGAGEMENT OF CERTIFICATION AGENCY FOR CERTIFICATION. Bid must be signed by authorized signatory. In the bid the bidder will provide profile, manpower, execution plan for completing the entire job within a specified period and any other documents in support of the company to the eligible bidder as per criterion. The bid should not have an commercial and price aspect otherwise, it will be out rightly rejected.

The technical bid must contain all the information required in point number 5 and draft of security money.

- Any Govt. body organic certification project done (or ongoing) in India.
- Any state level project undertaken
- Experience and Volume of work done in India
- Any office or representative in India
- Any event of project with drawl or transfer to other certification agency by any govt. or institutional client.
- Any relevant and material dispute or litigation decided against or pending against the agency in last three years.
- Any rejection of organic material in trade that was certified by your agency
- Number of days required to start audit after getting the offer
- Time required to issue audit report, certificate and transaction certificate after audits.

Agency must be National and International operating Inspection and Certification Agency, accredited by APEDA.

- **Agency should be experienced in certification process in at least two /three States within the country.**
- **The Certification Agency must certify as per the equivalency of NPOP and USDA system.**
- **The Certification Agency must inspect farmer's crop on regular basis.**
- **A Certification Agency must be conversant in fluency in two of the languages out of Nepali/English/Hindi.**
- **Agency must take up the works to the best satisfaction of the department within the Financial provision of the State Government.**
- **There will be Technical bidding only..**
- **The sealed tender by hand or by post should reach the office of the undersigned on the date and time as specified above.**
- **The rate approved is Rs 450/- per hectare per year inclusive of all taxes as applicable.**
- **Once the successful bidder is accepted, there will not be any upward revision of the accepted rates on account of the price escalation during the currency of the contract period. Successful bidder is required to sign a MOU with Sikkim Organic Mission in the HCCD Department accepting all the clauses incorporated in the said MOU.**
- **Applicable Income Tax shall be deducted at source.**
- **The SOM reserves the right to accept or reject any, partial or all tenders without assigning any reasons thereof.**

**Executive Director
Sikkim Organic Mission**

TECHNICAL BID FORM

CERTIFICATION AGENCY

Name of the company/firm/NGO.....

Address (head quarter).....

.....

Local address.....

.....

Company established in the year.....

APEDA accredited or not.....

Accreditation/registration/licence no.....

Certification conducted in states.....

Certification conducted in total area(Ha).....

Certification conducted of number of farmers.....

Experience in the field of certification.....

Work Experience in minimum of 3 agro climatic zone.....

Experience of market linkage of certified farmers with proof.....

Total manpower of the company.....

Experienced professionals with sound technical competence with qualification.....

.....

Manpower posted in the region.....

Experience of market linkage of certified farmers with proof.....

Pl enclose all supporting documents.....

Signature of Authorised person

Name of the company