

Tender No: O/M-03  
Date: 12/08/2025

**Tender for Selection of Operation Maintenance and Management of Common Incubation Centre for Spice  
Processing Unit installed under PMFME Scheme,  
College of Food Technology, Vasantao Naik Marathwada Krishi Vidyapeeth  
Parbhani, 431402, Maharashtra**

Name of the Host Institution  
**College of Food Technology  
Vasantao Naik Marathwada Krishi Vidyapeeth  
Parbhani, 431402, Maharashtra**

Place  
**Parbhani, 431402**

**College of Food Technology, Parbhani, 431402,  
Vasantrao Naik Marathwada Krishi Vidyapeeth Parbhani, Maharashtra**

**EXPRESSION OF INTEREST (EOI) NOTICE**

**Notice Inviting Expression of Interest (EOI) (Third Time)**

No. TPM/CIC-O/M/759/25

Dated: 11.08.2025

Expression of Interest (EOI) (**Third Time**) is invited for selection of firm for Operation, Maintenance and Management (O&M) of recently established **Common Incubation Centre at College of Food Technology, VNMKV, Parbhani Maharashtra for Spices Processing Line**. The firm may be Individual firm/ Partnership firm/ Limited company, Self Help Group, Co-operative Farmer Producers Company/Organization, Private Agencies etc. who would be able to run Common Incubation Centre as per PMFME guidelines. The Expression of Interest (EOI) document and other details are available on website <http://mahaetenders.gov.in> and [www.vnmkv.ac.in](http://www.vnmkv.ac.in) and the same can be downloaded w.e.f. **12.08.2025**. The last date of submission of Expression of Interest (EOI) is **28.08.2025** on <http://mahaetenders.gov.in>.



Associate Dean and Principal  
College of Food Technology  
VNMKV, Parbhani

The above EOI is already published in newspaper. The summary of details of the EOI is given below. Expression of Interest (EOI) is invited for selection of firm for Operation and Management (O&M) **Common Incubation Centre at College of Food Technology, VNMKV, Parbhani, Maharashtra** with following processing line.

**A) Spice Processing Line**

The incubation centre established under PMFME Scheme at College of Food Technology, VNMKV, Parbhani, Maharashtra. It has been established by following the guidelines as per Annexure A (Follow the guidelines of PMFME MoFPI). The details of the notification and conditions etc. are available in the VNMKV university website [www.vnmkv.ac.in](http://www.vnmkv.ac.in) and <http://mahaetenders.gov.in>.

### Expression of Interest (EOI) Schedule

The last date of submission of Expression of Interest (EOI) and date of opening the Expression of Interest (EOI) will be as per following schedule:

Sr. No	Items	Start date for downloading of Expression of Interest (EOI) for applying		Last date of submission of Expression of Interest (EOI)		Date of Opening of Expression of Interest (EOI)	
		Date	Time	Date	Time	Date	Time
1.	Item (works) as per Annexure A (PMFME MoFPI). Selection of firm for Operation, Maintenance and Management of CIC established under PMFME Scheme at College of Food Technology, VNMKV, Parbhani, Maharashtra.	12.08.2025	10:00 am	28.08.2025	05:30 pm	02.09.2025	11:00 am

- 1) **Scope of Work:** Operation, Maintenance and Management of **CIC** established under PMFME Scheme at College of Food Technology, VNMKV, Parbhani, Maharashtra.
- 2) **Value of established CIC:** Total value of established CIC is approximately Rs.329.50 lakhs.
- 3) **EMD:** The earnest money of **Rs. 50,000.00 (Rupees Fifty Thousands Only)** in the form of Demand Draft payable to **Comptroller, VNMKV, Parbhani** should be deposited as per **Format-A** which is refundable after finalization of **Expression of Interest (EOI)** if rates are not approved, or after compliance of job work, in case the rates are approved.
- 4) The **Expression of Interest (EOI)** should be submitted in **three separate parts (envelopes A, B, C) and all these three envelopes A, B, C are sealed in one big envelop**. The self-attested documents with seal of the **EOI bidder** related to all the three stages must be submitted in sealed envelopes. The Expression of Interest (EOI) will be evaluated in three following stages:

#### **Stage-1 or Envelop A (Pre-qualification stage):**

This is the stage wherein following documents related to bidder qualification, Expression of Interest (EOI) fee and EMD details are to be submitted. The bidder has to submit following details.

- a) Expression of Interest (EOI) fee (in Format A) amounting of **Rs. 2000/-** in the form of DD. (In favour of **Comptroller, VNMKV, Parbhani**) (for CIC)

- b) **EMD:** EMD and detail of EMD related to firm/company/FPOS, /SHGs etc. with amount, bank detail, DD number etc. to be submit in **Format 'A'**.
- c) Firm registration certificate (**enclose registration certificate issued by Govt. of India/Concerned State for having registered**)
- d) The bidder should attach the details of experience in terms of processing plant run by bidder - Proof of recent past experience continuously of 2 years of in operating and/or managing food processing activities/plants/dealing in similar field (food processing/ technology). The proof i.e. photo copy of performance and satisfactory reports issued by the organizations/institutions of state government/central government undertaking/public sector, universities and private organization etc. to prove the performance. **Work order / work done / work completion reports, certificate from organization for satisfactory performance etc., shall be enclosed and detailed in Format B.**
- e) Goods and Services Tax (GST)/Service Tax Number/Udhyog Adhar/Udyam registration certificate etc.
- f) PAN card
- g) A self-declaration for having not been disqualified / black listed / suspended from empanelment or from participation in any Expression of Interest (EOI) from Government or Quasi Government agency in the union of India in letter head duly signed. Also agencies should not have any litigation and the same shall be declared on letter head.
- h) The agency should have a minimum financial turnover in anyone year financial year i.e. 2022-23, 2023-24 and 2024-25 not less than 5 lakhs. **Turn over certificate from the Chartered Accountant** for the same years (2022-23, 2023-24 and 2024-25) shall be enclosed (**Balance sheets, Profit and loss accounts details will not be considered**).
- i) Income tax return for the past three financial years (2022-23, 2023-24 and 2024-25) or for assessment year (2022-23, 2023-24 and 2024-25).
- j) **Undertaking:** The bidder needs to submit an undertaking in the **Format-'C'**

**Note:** The bidder who qualifies in pre-qualification stage will only be entertained for Stage-II i.e. **Technical bid.**

#### **Stage II or Envelop B (Technical bid):**

This is the stage for technical evaluation of the bidder. The bidder has to submit following details:

- a) Valid Authorization Certificate from the firm/manufacturer/company/ distributor etc. Registered Branded Manufacturers/Authorized dealers can also quote with authorization.
- b) Certificate on letter head by firm that quoted rates will be valid till one year.
- c) The bidder should attach the details of experience in terms of processing plant run by bidder - Proof of recent past experience continuously of 2 years of in operating and/or managing food processing activities/plants/dealing in similar field (food processing/ technology). The proof i.e. photo copy of performance and satisfactory reports issued by the organizations/institutions of state government/central government undertaking/public sector, universities and private organization etc. to prove the performance. **Work order / work done / work completion reports, certificate from organization for satisfactory performance etc., shall be enclosed and detailed in Format 'B'. (Enclosed same here also as in Stage-1).**
- d) Performance report of at least two year for operating/dealing in food processing field - proof of recent past experience continuously 2 years of operating and/or managing food processing activities/plants/dealing in similar field. The proof i.e. photo copy of performance and satisfactory reports issued by the organizations/Institutions of state government /Central government undertaking/public sector, universities

and private sector to prove the performance. **Work order / work done / work completion reports etc shall be enclosed. Self-declaration on letter pad for owned food processing plants/business.**

- e) The bidder will make a presentation and assessed as per experience, financial turnover and presentation made on business plan. In this the bidder obtaining minimum 25 marks would be eligible for **financial bid i.e. Stage-III.**

**Note:** The bidder who qualifies in Stage-II i.e. Technical bid will only be entertained for the Stage III i.e. **financial bid.**

### **Stage III or Envelop C (Financial Bid):**

This stage is for **financial evaluation of the bidder**, for which the bidder has to submit financial bid separately i.e. **revenue percentage to be shared in separate sealed envelope marked "Financial Bid"**. At this stage following details and documents are to be submitted:

- a) The financial bid must be submitted as per the **Format 'D'**.
- b) **The financial bid should include the revenue percentage to be shared with host organization (College of Food Technology, VNMKV, Parbhani).**

### **5. Other terms and condition:**

- a) The Expression of Interest (EOI) received late or without Expression of Interest (EOI) fee and Earnest Money (EMD) or submitted on wrong address or incomplete in any respect will not be considered.
- b) The firm/company/FPOs/SHGs etc. should provide/give the correct and true information while submitting the Expression of Interest (EOI). In case of incorrect/false information found at any stage, the Expression of Interest (EOI)/bid will be cancelled and legal action will also be initiated.
- c) The applicable taxes, octane, and other charges should be paid by the selected O&M to the applicable agencies within stipulated period.
- d) **Signing of agreement** - After finalization of rates and work order, bidder and host organization will sign an agreement for smooth functioning of plant (CIC) within **20** days, but well before start of actual plant.
- e) **Validity** The offer must be **valid up to one year** and which may be further extended with the mutual consent of the respective firms and CFT VNMKV for one year.
- f) **Successful Expression of Interest (EOI) should deposit a sum of Rs. 3,00,000/- (Rs. Three Lakh only)** as Security Deposit (FDR) in addition to Earnest Money Deposit. The same will be returned after performance period completion, after settling the dues of M&O after leaving the job/work. Otherwise, the FDR will be forfeited.
- g) **The successful bidder has to deposit six (6) month rent i.e. Rs. 25,000/- (Rupees Twenty Five Thousand) per month in advance prior to the operation of actual plant.**
- h) The successful bidder has to submit duly signed Pre-Contract Integrity Pact to Indenter in prescribed format.
- i) Non-compliance by the Expression of Interest (EOI) to any of the conditions will entail forfeiture of EMD and rejection of Expression of Interest (EOI).
- j) The lease period may vary as per the CFT, VNMKV, Parbhani requirement.
- k) In case of any dispute arising out of this contract, the decision of the CFT, VNMKV, Parbhani is final.
- l) The agency should quote the price in Indian currency only. The Expression of Interest (EOI) with quotes other than the Indian rupee will be rejected without further notice.

- m) The University reserves all rights to accept or reject any or all Expression of Interest (EOI) in part or full without assigning any reason thereof. For any dispute, College of Food Technology, VNMKV, Parbhani shall be the final authority and its decision shall be final and binding on both the parties.
  - n) The VNMKV reserves all right to place or not to place order(s) to any of the company/firm/ dealer etc., though the rates are approved by CFT, VNMKV, Parbhani and no correspondence will be entertained in this respect.
  - o) All bidders shall get updated with corrigendum / addendum received from time to time during the entire Expression of Interest (EOI) process.
  - p) As a host institute is being an educational institute, the bidder should allow the academic staff and students to carry out their research work in the Food Testing Laboratory.
  - q) For more details, other updates and notifications entered in website, please visit the university website [www.vnmkv.ac.in](http://www.vnmkv.ac.in) But however, the Expression of Interest should be submitted on <http://mahaetenders.gov.in>
6. **Any bidder/firm interested in submission of Expression of Interest (EOI), may visit CIC site on any working day during 11 am to 4 pm.**

7. **Court of Jurisdiction:** Parbhani, Maharashtra.



**Associate Dean and Principal  
College of Food Technology  
VNMKV, Parbhani**

**Format – A**

(Details of EMD and EOI Fee)

<b>Sr. No.</b>	<b>Name of Firm/ Company/ FPOs/ SHGs etc.</b>	<b>Details of EMD and EOI fee submitted</b>		
		<b>Amount (Rs.)</b>	<b>Name of Bank, Branch, IFSC Code</b>	<b>DD number and date</b>

**Signature and Seal of Bidder**

**Format – B**

(Details of work experience in relevant field and attach the related documents)

<b>Sr. No.</b>	<b>Firm/ Company/ Organization Name in which worked</b>	<b>Description of work</b>	<b>Experience (Years)</b>	
			<b>From Date</b>	<b>To Date</b>

**Signature and Seal of Bidder**



**Format – C**

**UNDERTAKING BY THE FIRM/BIDDER**

This is certified that all the terms and conditions mentioned in this **Expression of Interest (EOI)** form have been understood and accepted by us. We are submitting all the documents duly filled in, signed and stamped on each page.

Date:

Place:

Signature and Seal of Bidder

Full Name and Address with seal

Phone No and Email address

**Format – D**

Financial Bid (Mention the separate revenue share percentage of turnover for processing line)

<b>Sr. No.</b>	<b>Name of Firm/ Company/ FPOs/ SHGs etc.</b>	<b>Revenue Share Percentage of turnover</b>

**Signature and Seal of Bidder**

NOTICE INVITING TENDER

**Tender for Selection of Operation, Maintenance and Management of Common Incubation Centre for  
Spice Processing Line under PMFME Scheme College of Food Technology  
Vasantrao Naik Marathwada Krishi Vidyapeeth  
Parbhani, 431402, Maharashtra**

**Address:**

**Associate Dean and Principal,  
College of Food Technology,  
Vasantrao Naik Marathwada Krishi  
Vidyapeeth, Parbhani 431402 Maharashtra.**

The Host Institute

The College of Food Technology was sanctioned by the Government of Maharashtra in 1975 and the full fledged College of Food Technology was established in May 1976 as one of the constituent college, of Vasantrao Naik Marathwada Krishi Vidyapeeth Parbhani, first of its kind in the country to fulfil the academic and practical aspirations of the people of Maharashtra. It is one of the unique and premier institutions particularly in concern with food technology education, research and extension in the field of Food Science and Technology and also offering B. Tech (Food Technology) degree programme of four years duration including In-plant Training of one semester in food and allied industries. This faculty also offering PG and Ph.D. degree programs in Food Processing Technology. Food Science and Technology lies in the fact that it has the capability and creditability to provide more food through apt scientific conservation, eliminating avoidable losses and making available more nutritious safe food and high value products from low grade raw materials by processing, preservation, packaging, transport, marketing and also to produce by-products by utilization of waste and using an integral approach.

**College of Food Technology, Parbhani, 431402** is establishing **of Common Incubation Centre for Jaggery, Spices and Sugarcane Juice Processing Unit** with common food processing facilities for Jaggery Processing Line, Sugarcane Juice Processing Line, Spice processing line, Food Testing Laboratory and other necessary infrastructures. 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 Maintenance & Management (O&M) agency for running it on

commercial basis.

The processing facilities of the Incubation Center would be made available to existing and aspiring micro entrepreneurs, FPOs, SHGs, Co-operative, ELP students and Groups etc. to manufacture food products by the O&M operator. In addition, this Incubation Center will be utilized for imparting trainings, demonstration and skill up gradation of the beneficiaries under the scheme. For and on behalf of **College of Food Technology, Parbhani, 431402, Vasantrao Naik Marathwada Krishi Vidyapeeth Parbhani,** Tenders (Two bid systems) are invited for Operation and management of Common Incubation Center.

## 1. CRITICAL DATE SHEETS

No	Particulars	Important Dates	Time (Hrs)	EMD (Rs.)
1.	Issue of tender documents	12.08.2025	10:00 am	50,000/-
2.	Pre-bid Meeting and Site visit at the Incubation Center Site	Date and time will be intimated through email or telephone		
3.	Start date for submission of bids	12.08.2025	10:00 am	
4.	Last date & time for submission of tender	28.08.2025	05:30 pm	
5.	Date & time of opening of Technical Bids	02.09.2025	11:00 am	
6.	Date & time of presentation	Date and time will be intimated through email or telephone	-	
7.	Publishing of technically qualified Bidders	12.09.2025	10:00 am	
8.	Date & Time of Financial Bid opening	19.09.2025	11:00 am	

## Terms of Reference

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

- Entrepreneur to manufacture and assess commercial viability of new food products by using the processing, packaging, testing facilities
- Hands on Training to entrepreneurs in new technology for processing, packaging, food standards/safety, hygiene etc.
- Demonstration of machines, process, products and hands on training to workers in food safety, hygiene
- Usage of processing, packaging and testing 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 Incubates 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 state/central government.
- (iii) At least two consecutive days in a week, *Viz.* Monday and Tuesday 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.
- (iv) Exposure Visits and Demonstration of Experiential Learning Program could be organized by the Host Institute on any of the days of the week.

The Host Institute would lease out the operation and maintenance of the Common 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.

**Table: Criteria for the evaluation of bidders**

No	Criteria	Max Marks
1.	Firm registration certificate ( <b>enclose registration certificate issued by Govt. of India/Concerned State for having registered</b> )	5
2.	Performance and satisfactory reports issued by the Institutions of state government /Central government undertaking/public sector and universities to prove the performance. <b>Work order / work done / work completion reports etc., shall be enclosed.</b>	5
3.	GST Registration Certificate.	5
4.	PAN card.	5
5.	Income Tax returns for three years i.e. for <b>2022-23, 2023-24 and 2024-25</b>	10
6.	GST-RI returned file for 6 months of recent year (For the financial year 2024-25) (enclose filed copy)	5
7.	A declaration for having not been disqualified / black listed / suspended from empanelment or from participation in any tender from Government or Quasi Government agency in the union of India in letter head duly signed.	10
8.	The agency should have a minimum financial turnover in anyone year i.e. <b>2022-23, 2023-24 and 2024-25</b> not less than 5 lakhs. Turn over certificate from the Chartered Accountant for the years i.e. <b>2022-23, 2023-24 and 2024-25</b> shall be enclosed (Balance sheets, Profit and loss accounts details will not be considered).	10
	<b>5 Marks for Rs 5 lakh Turnover</b>	
	<b>10 marks for Rs 6 lakh to Rs 10 lakh Turnover</b>	
9.	The bidder should attach the details of experience in terms of processing plant run by bidder.	10
10.	The agencies should not have any litigation and the same has to be declared on the firm letter head duly signed.	10
11.	Business plan and Presentation	25
	<b>Total</b>	<b>100</b>

**The presentation round will be assessed on above mentioned parameters and the bidder obtaining minimum 70 marks would be eligible to participate in financial bidding**

The Host Institute shall permit site visit of the Incubation Center 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 shall 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.

#### **Eligibility Criterion for the Bidder:**

- i. The Bidder should be an established Partnership Firm/ LLP, Pvt. ltd. company, Proprietorship firm, Self Help Group, Co-operative, Farmer Producer Company/ Organization or any other private agency.
- ii. The bidder should be having experience of working of and/ or running a Agro Processing Plant for at least 2 years. In case of partnership firms, the lead partner should have the above mentioned experience. The experience of running related activities like processing of agriculture commodities.
- iii. The bidder should have registration/ incorporation certificate or Udhdyog Aadhar/ Udyam registration, 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 for the last three financial years. Income Tax return is exempted for tribal tenders.

#### **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 a minimum lease rent **Rs. 25,000/- per month** payable to Host Institute. (The minimum lease rent may be determined by the host institute in a manner that it should be a profitable venture for the selected O&M operator.)
- ii. The bidders would be permitted a gestation period of 2 months for reaching full operation during which no lease rent would be payable.
- iii. **The successful bidder has to deposit six (6) month rent i.e. Rs. 25,000/- (Rupees Twenty Five Thousand) per month in advance prior to the operation of actual plant.**
- iv. The successful bidder has to pay Rs. 25,000/- (Rupees Twenty Five Thousand) per month, weather the plant is working or not working.

#### **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:

- i. Sales of processed or manufactured food products to be shared with the Host Institute as per the outcome of the tender

ii. User fee from usage of common facilities. The revenue shall be levied and retained by the O&M Operator.

iii. User Charges for Common Facilities such as food testing laboratory, etc./ conversion charges shall be market determined. The revenue shall be levied and retained by the O&M Operator.

iv. As a host institute is being an educational institute, the bidder should allow the academic staff and students to carry out their research work in the Food Testing Laboratory without any charges.

V Facilities to be used by the Incubate: to be fixed by Host Institute to maximize utilization of the period earmarked for incubation.

Vi 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. The revenue for (i) & (ii) shall be levied and retained by Host Institute.

## **Role & Responsibility of Stake Holders**

### **Host Institute:**

- I. Providing complete list of processing lines along with the layout of facility as Annexure- A.
- 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 work station to incubate for managing their operation. The work station would be in well ventilated and adequately lit area with separate work tables for sitting of 2 persons with an electricity point.
- V. Conducting 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 arrange 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.
- VIII. Attracting incubate through promotional activities.
- IX. To ensure the making of only good quality products safe for human consumption by Incubates.

- X. Record keeping of utilization and revenue generation from the Incubation Center and submitting the monitoring report to State Nodal Agency Time to time by the institute nominated In-charge of the concerned processing line

**O&M Operators:**

- i. To operate and maintain the Incubation center on commercially viable basis as per the scope of work.
- ii. Making available Incubation Center to Host Institute for incubation, training and demonstration/ exposure visits for the duration indicated in the Request for Proposal.
- 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 i.e. after one month.
- vi. Maintaining the equipment in bests of its condition, ensuring regular repair and maintenanceof facility.
- vii. Ensuring availability of consumables required to run the processing lines all the time.
- viii. Timely payment of lease rent to the Host Institute as per the terms and conditions agreed upon.
- ix. The plant manager 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 center 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 **10<sup>th</sup> of the month**. The O&M agency shall be liable to pay penalty **@5%** of the payable revenue share if paid before 20<sup>th</sup> of the month and under no circumstances it can be delayed beyond the **20<sup>th</sup> of the month**. It will be treated as violation of the lease agreement and can lead to termination of the same.

The selected O&M agency shall make security deposit of **Rs. 3,00,000/- (Rs. Three Lakh only)** in the form of bank guarantee/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.

The O&M operator will not be allowed to display the name of his/ her organization in the premises on incubation center.

**Leasing Period:** After award of work order, it is mandatory to operate the plant **continuously for the period of one year** and on the basis of performance of O&M operator the lease will be given for a period of **next two years which may be renewed or terminated** as per the terms and conditions of lease agreement between Host Institute and O&M agency depending upon the performance of the O&M agency.

**Scope of Work:** The Agency would be responsible for Operation and Management of the Common Incubation Center for a period of 3 years. The detailed scope of work is as following:

- i. Operation & Maintenance of Processing line and auxiliary equipment and food testing laboratory: 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. It is mandatory for the O&M agency to 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 incubates 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: Minimum 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:

Sr. No	Job Role	Qualification
1.	Plant Manager	Graduate/Post graduate in Food Technology/ Food Processing Technology/ Food Engineering from reputed Institution/ University with 4 yrs. of experience in food production management, procurement, quality, packaging, documentation etc.
2.	Plant Maintenance Engineer	Diploma/ Under graduate in Mechanical Engineering/ Electrical Engineering with 2 yrs. of experience in handling food plant maintenance.
3.	Food Testing Lab Technician	B. Tech Food Technology/ Post graduate in Food Technology/ Equivalent. with 1 yrs. of hands on experience in handling all kinds of food testing analysis such as Nutritional, Microbial hands on experience in handling the microbial testing

- 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. Staffs/ labors 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, Host institute, 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.

- The tenderer would ensure the list of machineries (Appendix-A) before filling the tender, the host institute will not provide any additional and modifications in the existing machineries.
- The 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 cGMP 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 & other waste 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 under hygienic condition with 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.

## Annexure- A

### A. Details of Processing Lines

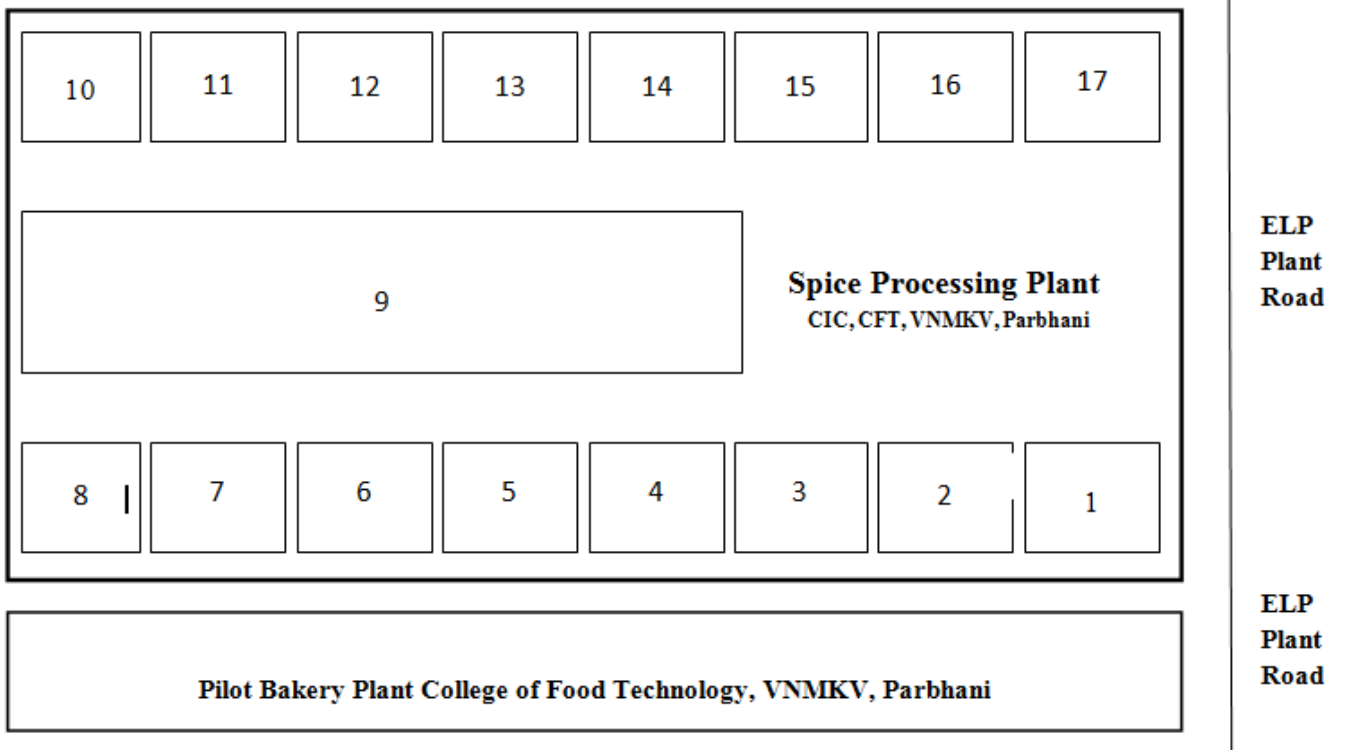
#### Spice Processing Line

S. No.	Name of Equipment/ Machine	Specification	Quantity
1.	<b>Turmeric/Ginger/Garlic washer cum peeler</b>	<ul style="list-style-type: none"> <li>Capacity : 75-100 kg/hr</li> <li>Make: All contact parts should be made of SS-304</li> <li>Discharge chute, spray piping with nozzle, With feed hopper</li> <li>With emery roller</li> <li>The machine is equipped with rotating brushing mechanism</li> <li>It should be batch type of operation</li> </ul>	1
2.	<b>Slicer (Ginger &amp; Turmeric)</b>	<ul style="list-style-type: none"> <li>Capacity : 100-150 kg/hr</li> <li>Suitable for fresh turmeric rhizomes, ginger rhizomes, garlic bulbs etc.</li> <li>Automatic and continuous type of operation</li> <li>Make : All contact parts should be made of SS-304</li> <li>Geared arrangement for cutting process, machine should have arrangement to adjust size of cut pieces</li> <li>Motor : 1-1.5 HP</li> </ul>	
3.	<b>Roaster</b>	<ul style="list-style-type: none"> <li>Spices Rotary type roaster</li> <li>Electrically operated</li> <li>Tilting type</li> <li>Make – SS-304</li> <li>Capacity: 50-100 kg/batch <ul style="list-style-type: none"> <li>with control panel (PID)</li> </ul> </li> <li>Motor with gear box</li> </ul>	1
4.	<b>Micro pulveriser</b>		
	<b>i) Impact pulveriser / pin mill</b>	<ul style="list-style-type: none"> <li>Capacity 100 kg/hr</li> <li>For turmeric dried polished rhizomes</li> <li>Should contain vibratory feeder, cyclone separator, dust collector, rotary air lock valve and vibratory sealing machine with appropriate conveying and connection arrangements</li> <li>Turmeric powder fine size: 80-90 mesh</li> </ul> <p>Details of components are given below:</p> <p>A. Vibratory feeder</p> <ul style="list-style-type: none"> <li>1. Feed hopper of storage capacity 100-150kg/hr</li> <li>2. Should have vibratory feeder arrangement</li> <li>3. Should have proper mounting stand</li> </ul> <p>B. Grinding mill (Hammer type with air swept)</p> <ul style="list-style-type: none"> <li>1. Grinding mill hammer type capacity 100-150kg/hr</li> <li>2. Should have appropriate size feed hopper.</li> <li>3. Should be fitted with appropriate capacity electric motor 10-20 hp, three phase AC supply</li> <li>4. All the contact parts are made up of food grade materials.</li> </ul>	1

		<p>5. machine should be fitted on sturdy mounting pads/framework/platform</p> <p>6. Should include starter, main switch, ampere meter, capacitor for motor</p> <p>C. Cyclone separator with dust collection unit</p> <p>1. Grinding unit should have provided with cyclone separator with dust collector to make the environment dust free.</p> <p>2. Should have bag housing and bottom chute and set of air balloon, venture, cage, solenoid valve, air piping and air filter.</p> <p>3. Galvanized MS, Powder coated, Non peel off, Non-contact surface</p> <p>4. Motor Mounting, Machine Base, Dust Collector, Dust Collector Stand: MS</p> <p>5. Cotton bag</p>	
	<b>ii) Spice mill</b>	<ul style="list-style-type: none"> <li>Capacity 100-150kg/hr</li> <li>For all types of spice powder</li> <li>Should contain vibratory feeder, cyclone separator, dust collector, rotary air lock valve and vibratory sealing machine with appropriate conveying and connection arrangements</li> </ul> <p>• Details of components are given below:</p> <p>A. Vibratory feeder</p> <p>1. Should have vibratory feeder arrangement</p> <p>2. Should have proper mounting stand</p> <p>B. Grinding mill (Hammer type with air swept)</p> <p>1. All the contact parts are made up of food grade materials.</p> <p>2. machine should be fitted on sturdy mounting pads/framework/platform</p> <p>3. Should include starter, main switch, ampere meter, capacitor for motor</p> <p>C. Cyclone separator with dust collection unit</p> <p>1. Grinding unit should have provided with cyclone separator with dust collector to make the environment dust free.</p> <p>2. Should have bag housing and bottom chute and set of air balloon, venture, cage, solenoid valve, air piping and air filter.</p>	1
5.	<b>Steel container</b>	<ul style="list-style-type: none"> <li>Make SS-316</li> <li>Capacity: 100-150 kg</li> <li>For mixing spice mix powder</li> </ul>	6
6.	<b>Scoops</b>	<ul style="list-style-type: none"> <li>Capacity: 1-2 kg</li> </ul>	6
7.	<b>Trolley</b>	For handling and transportation of spices	2
8.	<b>Stainless steel trays</b>	<ul style="list-style-type: none"> <li>Capacity: 100 kg</li> <li>Make SS-304</li> <li>For mixing of spices in a batch</li> </ul>	6
9.	<b>Vibro sifter</b>	<ul style="list-style-type: none"> <li>Contact part: SS-304</li> <li>Non contact part: MS</li> <li>Mesh size 30</li> <li>Capacity: 100 kg/hr</li> <li>Motor: 1-1.5 HP, vibrio type</li> <li>Screen arrangement</li> <li>Type: single deck</li> </ul>	1

		<ul style="list-style-type: none"> <li>Should used to sieve ground powder to get appropriate size finished product.</li> </ul>	
10.	<b>Mixer cum ribbon blender</b>	<ul style="list-style-type: none"> <li>Capacity: 100-150 kg/ batch</li> <li>Batch ribbon blender with oil spray and lump breaking arrangement with collection bins for discharge</li> <li>Fully automatic and continuous</li> <li>The blender comprises a “ U” tank, shaft with two sets of spiral ribbons, one inside the other</li> <li>Inner and outer ribbons are perfectly arranged, that during rotation, the material reaches each corner of the trough and imparts radial and linear motion to the whole of the material to be mixed</li> <li>All contacts part should be made up of SS-304</li> </ul>	1
11.	<b>Continuous form, fill and seal machine</b>	<ul style="list-style-type: none"> <li>Capacity: (30-60 pack and pouches /min)</li> <li>Size of pouches 50-500g</li> <li>Pillow pouch packing type</li> <li>This machine should have augur type feeding system</li> <li>Contact part should made of SS-304 controller by PLC</li> <li>Provision for Nitrogen gas filling</li> <li>Operated on volume/weight time basis</li> <li>With arrangement of packaging roll material on back side</li> <li>Suitable for turmeric, chilli, coriander and spice mix powder</li> </ul>	1
12.	<b>Continuous Dehydration Unit</b>	<ol style="list-style-type: none"> <li>Capacity- 500 kg/day of dried products.</li> <li>Products- Various spices &amp; vegetables.</li> <li>Description- Continuous Dehydration Oven to dry various spices &amp; vegetables in the close chamber with 5-layer conveyor in Primary dehydration chamber. Secondary dehydration chamber with 3-layer conveyor.</li> <li>Controls- Airflow, temperature, humidity &amp; Speed.</li> <li>Heating media electrical- Chamber material MS, Product contact area SS or food grade nylon.</li> </ol>	01
13.	<b>Storage rack</b>	<ul style="list-style-type: none"> <li>MS in angles with perforated racks</li> <li>Height: <math>6^{\text{ft}} \times 4^{\text{ft}} \times 2.5^{\text{ft}}</math></li> <li>With bottom wheel for movement</li> </ul>	10
14.	<b>Ginger and garlic paste making machine</b>	<ul style="list-style-type: none"> <li>Make: SS- 304</li> <li>With front door opening</li> <li>Action zone part SS with feed hopper</li> <li>Capacity: 50-60 kg/hr</li> <li>Replaceable sieve mechanism</li> </ul>	1
15.	<b>Working table</b>	<ul style="list-style-type: none"> <li><math>6 \text{ (L)} \times 4 \text{ (W)} \times 3 \text{ (H)}^{\text{ft}}</math> – 3 no</li> <li>Working top: SS-304</li> </ul>	3
16.	<b>Mini oil fryer</b>	<ul style="list-style-type: none"> <li>Capacity: 30-50 lit/batch</li> <li>Make SS</li> <li>Electric frying fan</li> </ul>	1
17.	<b>Weighing balance</b>	<ul style="list-style-type: none"> <li>Capacity 1g – 5kg,</li> <li>Capacity 1kg- 100kg</li> <li>Capacity 500kg</li> </ul>	3

## B. Layout of Spice Processing Line



Where as

- |   |  |    |   |
|---|--|----|---|
| 1 | Working table                            | 10 | Spice mill                                |
| 2 | Weighing balance                         | 11 | Impact pulveriser / pin mill              |
| 3 | Turmeric/Ginger/Garlic washer cum peeler | 12 | Vibro sifter                              |
| 4 | Slicer (Ginger & Turmeric)               | 13 | Mixer cum ribbon blender                  |
| 5 | Ginger and garlic paste making machine   | 14 | Continuous form, fill and seal machine    |
| 6 | Micro pulveriser                         | 15 | Induction Sealing machine                 |
| 7 | Roaster                                  | 16 | Storage rack                              |
| 8 | Mini oil fryer                           | 17 | Stainless steel trays, scoops and Trolley |
| 9 | Continuous Dehydration Unit              |    |   |

### Annexure- I

(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.)

No	Particulars	Details (to be filled by the tenderer)	Enclosure Page no.
1.	Name of Firm with address, mobile/phone no. & e- mail.		
2.	Tender fee details (Amount DD no., Bank Name, Amount date)		
3.	EMD details (Amount, DD no., Date, Bank's Name a/c no. a/c holder name, Branch IFSC code)- (as per the mode of submission)		
4.	Bid security declaration		
5.	Type of Firm (Proprietor/ Partnership/ Pvt. Ltd./ Public Ltd.		
6.	Registration Number (Copy to be enclosed)		
7.	Year of Incorporation of the agency (copy to be enclosed) along with the latest registered address of corporate office.		
8.	Length of relevant experience in years		
9.	GST Registration(Copy to be enclosed)		
10.	PAN No. (Copy to be enclosed)		
11.	Please enclose details of experience in terms of processing plant run by bidder, capacity and through put Please also enclose either PO or performance certificate for bidders having experience as O&M agency		
12.	Annual Turnover of the company in Lakhs of Indian Rupees during last three years. (Copy to be enclosed or certificate issued by CA)		
	a) Financial Year 2022-23		
	b) Financial Year 2023-24		
	c) Financial Year 2024-25		
13.	A complete list manpower being proposed as per the ToR along with detailed CVs and list of additional manpower proposed by the bidder		
14.	Business Details		
15.	PAN No.		
16.	GST No.		
17.	Copies of Income Tax Return of last 3 Financial Years ending FY 2024-25)		



18.	An authorization letter of the firm in favor of the person signing the tender documents.		
19.	Tender document with Annexure –I to Annexure V duly signed and stamped on each page as acceptance of the terms and condition aid down by Host Institute’s Authority		

The above documents must be enclosed with proper pagination.

Signature.....

Name .....

Address .....

Mobile: .....

Seal of firm.

Date:- .....

## Annexure- II

### Evaluation Sheet

To be filled by the tenderar, which will be verified by Bid Evaluation Committee /Technical Evaluation Committee:

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

**Annexure-III**

**EXPRESSION OF INTEREST (EOI)  
CONDITIONS ACCEPTANCE LETTER  
(To be given on Company Letter Head)**

Date:.....

To, .....  
.....  
.....

Sub: Acceptance of Terms & Conditions of  
Tender.Expression of Interest (EOI)

Reference No:.....

Name of Expression of Interest (EOI)/Work: **EXPRESSION OF INTEREST (EOI) selection of Operation and Management Company CommonIncubation Centre at College of Food Technology, Parbhani, 431402, Vasantrao Naik Marathwada Krishi Vidyapeeth Parbhani, Maharashtra.**

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned Tender/Work from the web site(s) namely:..... as per your advertisement, given in the above mentioned website(s).
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/institute in satisfaction of this condition.

Yours Faithfully,  
(Signature of the Bidder, with Official Seal)

## **Annexure-IV**

### **UNDERTAKING**

To, ..... (Host Institute)

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 EXPRESSION OF  
INTEREST (EOI)  
WITH SEAL**

**NAME OF THE EXPRESSION OF  
INTEREST (EOI)  
WITH ADDRESS**

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

## **Annexure-V**

### **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 purchaser 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)**