

Punjab Agri Export Corporation Limited
Plot No. 2-A, Sector 28-A, Madhya Marg, Chandigarh-160002
Ph: 0172-5074210, Website: www.punjabagro.gov.in



EXPRESSION OF INTEREST

Punjab Agri Export Corporation Limited (PAGREXCO), a Punjab State Government Undertaking, invites Expression of Interest (EOI) from interested and registered Self Help Groups (SHGs)/Non-Governmental Organizations (NGOs)/Women Self Help Groups (Women-SHGs) for manufacturing, packaging and distribution of snacks. Interested SHGs/NGOs/Women-SHGs can apply with detail in sealed offer super scribing "EoI for "Empanelment of NGOs, SHGs and Women-SHGs for manufacturing, packaging and distribution of snacks under Five Rivers Brand" by 10.09.2024 up to 02:30 PM. The detailed terms & conditions can be downloaded from the website www.punjabagro.gov.in.

Corrigendum, if any, will be issued on the website only. Management reserves the right to accept/reject all/any offer without assigning any reason.

Managing Director

Punjab Agri Export Corporation Limited

Plot No. 2-A, Sector 28-A, Madhya Marg, Chandigarh-160002

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PUNJAB AGRO

'ANNEXURE-A'

EXPRESSION OF INTEREST: For Empanelment of NGOs, SHGs, and Women-SHGs for manufacturing, packaging and distribution of snacks under Five Rivers Brand.

To,

Managing Director,
Punjab Agri Export Corporation Limited,
Plot No. 2 A, Sector 28-A, Chandigarh.

Name of the organization : _____

Address : _____

: _____

: _____

PAN No. of organization: _____.

Phone Nos: _____ Fax No: _____ E-mail: _____

1. I / We have gone through the Expression of Interest published in the newspaper on dated _____.
2. I/We hereby offered our proposal against the Expression of Interest (EOI) issued for Empanelment of NGOs, SHGs and Women-SHGs for manufacturing, packaging and distribution of snacks under Five Rivers Brand.
3. My/our particulars are as follows:
 - a. Name
 - b. Complete Postal Address
 - c. GST No.
 - d. PAN No. (Copy enclosed)
 - e. FSSAI No.
 - f. Phone No.
 - g. Mobile No.
 - h. E-mail ID.
4. I/We have read all the terms & conditions of the EOI carefully and will comply with the same. We will also comply with any such term, conditions and directives which will be issued by MD, PAGREXCO from time to time during the contract period.

Signature with Seal of the Party

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Background:-

Punjab Agri Export Corporation Limited (PAGREXCO), a Punjab State Government Undertaking, is involved in the marketing of different food products and has strengthened the distribution network for the sale of juices, jams, pulp, paste, etc along with organic products at national and international level.

PAGREXCO also facilitates farmers for marketing of their produce and promotes crop diversification programmes by adding value addition to their raw material by processing through market intervention. PAGREXCO also has established a sales and distribution network for its finished processed products.

Requirement:-

PAGREXCO has an established distribution network for sales of its various processed products under the brand name "Five Rivers". PAGREXCO aims to enhance its marketing network through distribution models in Tricity. As part of this strategy, the company plans to manufacture and promote a variety of snacks, including sandwiches, burgers, patties, and other new snack items to meet the evolving demands of the market and to enhance the distribution network by adding different products.

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ANNEXURE- B

- **Scope of Work:-**

1. **Product Range:** The successful suppliers have to provide a range of Snacks like; sandwiches, burgers, patties and other new items required as per market demand after approval from PAGREXCO.
2. **Quality Standards:** All products must comply with FSSAI Food Safety Standards and applicable food regulations.
3. **Packaging:** PAGREXCO will supply the packaging material with proper branding as per food safety standards to the successful organization and design for the packaging material is to be provided by the successful organization, which must be used exclusively for the supply of Snacks through PAGREXCO distribution network.
4. **Recipe:** The participating organization has to submit the recipes for sandwiches, burgers patties etc along with ingredients as per below mentioned table:

Sr. No.	Product Name	Ingredients	Shelf Life	Approximate Weight per piece (gm)
1.	Sandwich			
2.	Burger			
3.	Patty			

5. **Packaging Material:** PAGREXCO will supply the packaging material for packing of individual snacks like sandwiches, burgers, patties etc from their existing supplier of packaging material.

Signature with Seal of the Party

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TERMS AND CONDITIONS

1. The Expression of Interest (EOI) should reach this office on or before 10.09.2024 up to 02:30 PM. The sealed offer is addressed to CEO, Punjab Agri Export Corporation Limited (PAGREXCO), Plot No. 2-A, Sector: 28-A, Madhya Marg, Chandigarh – 160002.
2. The participating organization should have to submit technical & financial offers in a single envelope by mentioning 'EOI for Empanelment of NGOs, SHGs, Women-SHG's for manufacturing, packaging and distribution of snack items under Five Rivers Brand' in a sealed envelope.
3. The participants must provide a signed copy of their FSSAI license, PAN, and GST No. along within the EOI envelope.
4. The consortium is allowed in which two or more SHGs/NGOs/Women-SHGs can participate and an agreement has to be submitted on Stamp Paper of Rs. 100/- for participating in EOI as per the proposal requested along with the domain of business of both participating organizations.
5. Both the consortium parties must be in the same line of business as per project requirements.
6. Preference will be given to SHGs/NGOs/Women-SHGs based in Tricity.
7. In the first phase of business, the existing distribution network of PAGREXCO will be used for the sale of snacks in Tricity only.
8. Each page of the document/paper submitted by the party should be duly signed by the party.
9. To participate in this 'EOI', SHG/NGO/Women-SHG/FPO has to submit a draft of Rs. 1,000/- in the name of Punjab Agri Export Corporation Limited, payable at Chandigarh along with Expression of Interest.

10. PAGREXCO can visit the kitchen of a participating or selected organization at any time to check/inspect their premises for evaluation as per FSSAI norms.
11. If at any stage it is found that the services are not satisfactory of the organization, PAGREXCO has reserve the right to terminate the contract by giving 15 days notice.
12. The packaging material is to be supplied by PAGREXCO to the successful organization and the party has to make the payment to PAGREXCO within 10 working days.
13. The successful organization has to keep a record of all the packaging material being supplied by PAGREXCO and have to maintain proper records for the same.
14. If the quantity of packaging material is not matched with the supplied material, the cost for missing packaging material will be charged from the organization as per actual cost.
15. The successful organization will pack the snacks in packaging material being supplied by PAGREXCO and sale it at the distribution outlets in Tricity.
16. The successful organization has to conduct a trial session of the proposed snacks with the mentioned ingredients for sandwiches, burgers, patties etc, and if the committee does not get satisfied with the trial session, the EOI can be rejected.
17. The participating organization has to accept all the term and conditions and scope of work as per **Annexure-A & Annexure-B**.
18. The participating organization has to quote the prices (as per **Annexure-C**) per piece for different snacks ex-delivery at delivery at distribution points in Tricity.
19. The successful organization is responsible for the delivery of snacks at distribution points/outlets in Tricity.

20. The participating organization can visit the PAGREXCO distribution points/shops which are currently run by individual vendors, to quote competitive prices and understand the market in that particular area/vicinity. The list of existing vendors can be taken from Head Office, PAGREXCO during office hours from 09:00 AM to 05:00 PM.
21. The distributor will make the payments to the successful organization after 7 days of the billing cycle with the submission of bills and no interest will be paid for any delayed payment.
22. If the selected organization fail to supply the required snacks as per recipe submitted, the successful organization will be blacklisted. The quality of supplied snacks will be checked by an independent organization/food analyst and all the related costs will be beared by a successful organization.
23. I/we will comply with all laws, statutory provisions, terms & conditions and guidelines of the government and concerned statutory authorities.
24. Over and above the terms & conditions given herein, other terms as detailed in the terms & conditions of EOI documents will also form part of this EOI.
25. The successful organization shall abide by all laws, rules, and regulations and PAGREXCO shall not be responsible for any violation.
26. The management reserves the right to reject any or all the EOI's offers without assigning any reason.
27. In case of any dispute the decision of the Managing Director, PAGREXCO will be final.
28. All disputes are subject to Chandigarh Jurisdiction.

Signature with Seal of the Party

- **Eligibility Criteria:-**

SHG/NGO/Women-SHG participating in the EOI process shall possess the following minimum prequalification/eligibility criteria:-

Sr. No.	Basic Requirement	Specific Requirement	Documents Required
1.	Legal Entity	A society/organization registered under any Central Act /Act of State, as applicable.	Copy of valid Registration Certificate
2.	Tax Registration & Clearance	1. GST Registration 2. PAN	Copy of certificates of GST & PAN.
3.	Technical Strength	Detail of technical manpower along with the number.	Detail of manpower to be submitted by the participant on their letterhead.
4.	FSSAI License	The organization must have a valid FSSAI License.	The FSSAI License registration certificate along with registration number.

- **Selection Criteria – Two Bid Format:-**

The selection will be carried out in two phases:-

Phase 1: All EOI/proposals received by the due date will be reviewed/evaluated by the constituted committee. The committee will shortlist the SHG/NGO/Women-SHG/FPOs whose documents are as per eligibility criteria and as per project requirements.

Phase 2: The financial offer of only those SHG/NGO/Women-SHG/FPOs will be considered who will qualified the technical eligibility criteria.

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ANNEXURE- C

- **Financial Offers:-**

For Empanelment of NGOs, SHGs and Women-SHG's for manufacturing, packaging and distribution of snacks under 'Five River's brand.

Sr. No.	Product Name	Price per Piece (ex-delivery at distribution shop)
1.	Sandwich	Rs.....
2.	Burger	Rs.....
3.	Patty	Rs.....

Any other snack can be added in future as per the requirement of PAGREXCO and prices will be taken accordingly from the supplier/organization.

Signature with Seal of the Party