



SELCO Foundation – Call for Vendors

SELCO Foundation – Procurement Officer

690, 15th Cross Rd, Jeewan Griha Colony, 2nd Phase,
J P Nagar, Bengaluru, Karnataka 560078
procurement@selcofoundation.org

SELCO Foundation hereby invites bids to conduct Landscape Study of Decentralized Cold Storage(s) in India and Assessment of Deployed Decentralized Agri Cold Storage(s) from 25th March to 30th September 2023.

Estimated Value of Tender is approximately ₹ 45,00,000/- (Rupees Forty-Five Lakhs Only)

The link for the tender is: <https://selcofoundation.org/tender/>, the tender can be downloaded from the aforesaid link from 9th March-2023. All the bids as per the terms and conditions herein should be submitted to the undersigned, at the address mentioned herein by 4 PM IST on or before 21st March, 2023.

**Chief Executive Officer
SELCO Foundation**



SELCO FOUNDATION

TENDER NOTIFICATION

to conduct

Landscape Study of Decentralized Cold Storage(s) in India and
Assessment of Deployed Decentralized Agri Cold Storage(s)

Address for Communication:

SELCO Foundation

#690, 15th Cross Rd, J P Nagar – 2nd Phase

Bangalore, Karnataka – 560078

Telephone: 080-26493145

e-mail: procurement@selcofoundation.org

TENDER DOCUMENT

DISCLAIMER

NIT No: 15/2022-2023

This tender by SELCO Foundation is to shortlist vendors to conduct a Landscape Study of Decentralized Cold Storage(s) in India and Assessment of Deployed Decentralized Agri Cold Storage(s).

NOTE:

SELCO Foundation has the right to award the work under this tender to single or multiple vendors provided that the applicant enterprise meets the criteria, suitability of the assessment and evaluation approach on the lowest quote ascertained through this tender.

Though adequate care has been taken while preparing this Notice Inviting Tender (NIT) document, the Bidders are requested to satisfy themselves as to the completeness of this document in all aspects. Intimation of any discrepancy shall be given to the address mentioned above immediately. If no intimation is received from any Bidder within seven (7) days from the date of this NIT, it shall be considered that the NIT is complete in all aspects and has been received by the Bidder.

SELCO Foundation reserves the right to cancel/ withdraw this NIT without assigning any reason and shall bear no liability whatsoever consequent upon such a decision.

SELCO Foundation reserves the right to modify, amend or supplement this NIT.

While this NIT has been prepared in good faith, neither SELCO Foundation nor their employees or advisors make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness or reliability of information, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this NIT.

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List of Documents to be Submitted in Second Cover (In financial bid)

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SELCO FOUNDATION

#690 15th Cross J P Nagar 2nd Phase
Bangalore - 560078
Telephone: 080-26493145
e-mail: procurement@selcofoundation.org

TENDER No: 15/2022-2023

Dated 9-03-2023

NOTICE INVITING TENDER

Chief Executive Officer of SELCO Foundation, Karnataka State, India hereby invites bids to conduct a Landscape Study of Decentralized Cold Storage(s) in India and Assessment of Deployed Decentralized Agri Cold Storage(s)

1.	Tender Ref No.	15/2022-2023
2.	Last date & time for the bid submission	21-03-2023, 4.00 PM
3.	Opening date of first cover (technical bid) & second cover (financial bid)	22-03-2023, 4.00 PM
4.	Venue of acceptance and opening of tenders.	SELCO Foundation, Bangalore

Interested and eligible bidders may furnish the Technical & Commercial Bids for the work to conduct a **Landscape Study of Decentralized Cold Storage(s) in India and Assessment of Deployed Decentralized Agri Cold Storage(s)** to the below mentioned address:

SELCO Foundation - Tender Ref No - 15/2022-2023

#690 15th Cross J P Nagar 2nd Phase

Bangalore - 560078

Telephone: 080-26493145

e-mail: procurement@selcofoundation.org

Any further information or clarification may obtain either in person or through phone during office hours from the office of the SELCO Foundation Ph: 080-2649 3145 or through the email – procurement@selcofoundation.org

sd/-

**Chief Executive Officer
SELCO Foundation**

INSTRUCTION TO BIDDERS

Scope of the Work

The broad scope of the work is to conduct a **Landscape Study of Decentralized Cold Storage(s) in India and Assessment of Deployed Decentralized Agri Cold Storage(s)**.

Eligibility Criteria for Participating in the Bidding:

1. Bidding Organization or Bidder must be a Company (incorporated under Indian Companies Act, 1956/2013) or a Partnership Firm (registered under Indian Partnership Act, 1932) or a Sole Proprietorship Firm
2. The bidding organizations must have an average annual turnover of 1.5 Crores for the last two (2) financial years, and must have employed as on 31st December, 2022 at least five (5) full time employees. As proof of this, the bidder must submit the turnover certificate certified by Chartered Accountant.
3. Bidders shall not subcontract any work provided in this NIT.
4. Bidders should have maintained an audited IT return, certified by practicing Chartered Accountant for last three (3) financial years.
5. Bidders should have a valid PAN card for the Organization.
6. Bidder Should have a GST certificate of the Organization.
7. Net Worth of the bidder in the last Financial Year (2021-22) should be **Positive**.
“Net Worth”, for purpose of this NIT and as per section 2 (57) of the Companies Act, 2013 means the aggregate value of the paid-up share capital and all reserves created out of the profits and securities premium account, after deducting the aggregate value of the accumulated losses, deferred expenditure and miscellaneous expenditure not written off, as per the audited balance sheet, but does not include reserves created out of revaluation of assets, write-back of depreciation and amalgamation.
8. The bidder shall have at least two (3) or more cumulative experience of executing contracts of said nature in the field of agriculture and allied livelihoods sectors. As proof of such experience, the bidder must submit the work completion certificates in the format below in favour of each work order issued. If the work order is from any private firm, then it is mandatory to submit TDS certificate which mentions the bidder’s name, along with completion certificate issued by private firm.

SL. No.	Name of the Organization/ Beneficiary	Reference of Work Order/Supply Order issued	Nature of service provided	Date of project completion	Reference of Work Completion Certificate

The Bidder must have Technical experience as follows:

1. The Bidder should have a minimum of five (3) years of experience in conducting research/ study/ evaluation/ monitoring in agri and allied livelihoods sector.
2. The Bidder team should have an experience in the design and management of program evaluation, landscape research studies, implementation research. Demonstrated expertise in research, evaluation, and monitoring skills is required, including developing complex and large-scale evaluation/research/monitoring designs, and methodology.
3. The Bidder should have skilled persons with proven expertise in research, impact evaluation, and core thematic areas of agri cooling, value chain
4. Bidder should have a pan-India presence and proven track record of on-time performance on assignments of similar scale.
5. Bidder should have in-house capacity to execute the field assignment.
6. The Bidder should have a track record of an effective system for internal quality assurance and ethical review.
7. Bidder shall provide at least three (3) client references and contact information. The references should be limited to work done within the past five years and specific to India in relevant fields.

Cost of bidding:

The bidder shall bear all costs associated with the preparation and submission of Bid to the Chief Executive Officer, SELCO Foundation will in no event be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

Technical proposal shall contain:

1. Particulars of the Firm as per Annexure - 2
2. Checklist of Documents to be submitted in First Cover as per Annexure - 3
3. The bidder has to sign all the pages of the documents as token of acceptance of all terms and conditions.

Financial bid shall contain:

1. The rate quoted to conduct a Landscape Study of Decentralized Cold Storage(s) in India and Assessment of Deployed Decentralized Agri Cold Storage(s).
2. All taxes levied by the State & Central Govt., travel costs for physical meetings, printing, designing of any reports, external party costs etc if any.

Structure of the proposal

1. The proposal should contain a very brief of bidder profile followed by a detailed approach and methodology to execute the landscape study and the impact assessment.
2. The proposal should also contain the project timeline highlighting milestones and deliverables.

3. The proposal should elaborate the roles and responsibilities of the different team members and backstop arrangement available for suggested human resource in the proposal.
4. The entire proposal including approach and methodology proposed, CVs etc., needs to be in English. Each CVs need to be in uniform format with a maximum of three pages.

Price schedule:

The Bidder shall complete the price schedule as per **Annexure 4**, indicating the total cost to conduct the **Landscape Study of Decentralized Cold Storages in India and Assessment of Deployed Decentralized Agri Cold Storages** as per scope and deliverables mentioned in **Annexure 1**. SELCO Foundation will not pay any extra charges over and above rate quoted by the Bidder.

Fixed price:

Prices quoted by the Bidder are firm, final and binding and not subject to variation on any account. A bid submitted with an adjustable price quotation will be treated as non-responsive and will be rejected. The quotation will remain valid till 31st March 2024 from the date of opening of the second cover (financial bid). A Bid valid for a shorter period shall be rejected by the SELCO Foundation as non-responsive.

Format and Signing of Bid:

The Bidder *shall give a set of hard copies of all the documents* in the sealed cover. The Bids could be submitted by hand or post/courier to the below mentioned address:

**Procurement Officer- Tender Ref No - 15/2022-2023,
SELCO Foundation,
#690, 15th Cross, 2nd Phase, JP Nagar, Bengaluru- 560078.**

Deadline for Submission of Bids:

Bids must be received by SELCO Foundation not later than the time and date specified in the invitation for Bids (Section I). The SELCO Foundation may, at its discretion, extend this deadline for submission of bid by amending the bid Documents in which case all rights and obligations of the SELCO Foundation and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

Tender Opening and Evaluation:

The Technical & Financial bids will be opened on same day itself or later separately at the discretion of SELCO Foundation. The Purchase committee may contact the bidders to seek clarifications on the proposed methodology and understanding of scope of works submitted along with the technical bid. The financial bids (Second Cover), of only technically qualified bidders will be opened. The Bidders Names, Bid Modifications, or Withdrawals, bid prices, Discounts and the presence or absence of the requisite details as the SELCO Foundation, at its discretion, may consider appropriate will be

recorded by the Purchase Committee of SELCO Foundation. No Bid shall be rejected at bid opening, except for late bids, which will be rejected.

Proposal evaluation scores:

The proposals submitted by the Bidder firm will be evaluated and examined by an expert in-house committee through a scoring process as follows:

1. **Experience of firm – 20 points:** Firm should have at least five (5) years of experience in conducting evaluation research in development sector, specifically in agri and allied sector, along with having conducted at least two (2) evaluation studies preferably using mixed methods approach.
2. **Human resources allocated - 20 points:** Professionals with capabilities and experience, and essential qualifications to carry out the tasks (as specified in **Annexure 1**).
3. **Approach and methodology proposed – 40 points:** Understanding the requirement of the Tender, a study design, with appropriate methods and approach to collect quality data to fulfil study objectives, timelines and deliverables.
4. **Budget proposed- 20 points:** Realistic and efficient budget to complete all the activities involved in completion of the research.

The final selection will rest with competent authority of SELCO Foundation. Eligible/Interested firms are requested to submit their Expression of Interest (EOI) with all supporting documents listed as per Annexure 2 and Annexure 3.

Clarification of Bids:

During evaluation of Bids, the SELCO Foundation may, at its discretion, ask the Bidder for a clarification of its bid. The request for clarification and the response shall be in writing and no change in prices or substances of the Bid shall be sought, offered or permitted.

SELCO Foundation may invite shortlisted organizations to present their technical presentation and approach to a committee which will help SELCO Foundation in making final selection.

Preliminary Examination:

The SELCO Foundation will examine the Bids to determine whether they are complete, whether any computational errors have been made, whether required sureties have been furnished, whether the documents have been properly signed, and whether the bids are generally in order.

Arithmetical errors will be rectified on the following basis: If there is a discrepancy between words and figures, the lowest of the two shall prevail and the bid shall stand corrected to that effect. The SELCO Foundation may waive any minor infirmity or non-conformity or irregularity in a bid, which does not constitute a material deviation, provided such a waiver does not prejudice or affect the relative ranking of any bidder.

Acceptance or rejection of bids:

Chief Executive Officer, SELCO Foundation reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of contract, without there by incurring any liability or any obligation to inform the affected bidder or bidders of the grounds for the said action.

Any Bid with incomplete information is liable for rejection.

SCOPE AND DELIVERABLES

ANNEXURE 1: TERMS OF REFERENCE

Terms of Reference (TOR)- Landscape Study of Decentralized Cold Storage(s) in India and Assessment of Deployed Decentralized Agri Cold Storage(s)

Project Title:

Landscape Study of Decentralized Cold Storage(s) in India and Assessment of Deployed Decentralized Agri Cold Storage(s).

About SELCO Foundation

SELCO Foundation is an open-source, not-for-profit organization that engages in field-based R&D and ecosystem building for the deployment of clean energy solutions that alleviate poverty in tribal, rural, and urban poor areas. The organization works closely with practitioners in the social sector, energy entrepreneurs, and partners from various developmental sectors.

Context

Indian farmers incur loss of INR 92,651 crore per year in post-harvest losses alone, the primary cause of which are poor storage and transportation facilities. Other issues include limited technical know-how on good agricultural practices, lack of market knowledge and inadequate market access. In the absence of proper storage facilities, farmers of perishable commodities such as fruits and vegetables have been rendered devoid of their livelihoods in both the immediate and the long term.

The DRE-based cold storage units at the farm level can help reduce post-harvest agricultural losses, improve farmer profits and provide climate co-benefits. Powered by renewable energy like solar PV or biomass, these solutions can reduce reliance on diesel, overcome grid reliability issues, and be made available in geographies where grid infrastructure is still non-existent. But the high upfront capital expenditure associated with DRE-based cold storage facilities has constrained adoption, hence restricting the market scale of these solutions. There is a recognized need to pilot different types of business models which can improve the affordability of these solutions for different categories of end users, primarily individual farmers, Farmer Producer Organisations (FPOs), and other grass-roots community-led organizations.

Within the agriculture vertical at SELCO Foundation, decentralized agri cooling has emerged as one of the primary priorities for the organization in terms of building replicable and scalable models across different geographies. SELCO Foundation with its technology partners has deployed solar power cold storage at 62 locations. These are designed to store fresh fruits, vegetables, flowers, processed food, and other perishable commodities. A small-scale solar-powered cold room enables both pre-cooling and storage of perishable - thereby helping preserve their freshness and maximizing their shelf life. The system is a solar standalone operation and consists of a solar + DG/Grid hybrid operation. The smart control system helps maintain the

temperature, humidity, and air quality parameters precisely as per the product requirement. It consists of a battery-less compressor operation (small battery for auxiliary loads and control system) and a thermal backup due to the PCM plates (24-30 hours). It is a completely portable unit and has very minimal maintenance. So far SF has deployed approximately 69 solar-powered cold storage across 11 states of India. The first cold storage was deployed in the year 2018. Most of the cold storage was adopted by FPOs or cooperatives. The size of the cold storage varies from 2 MT to 30 MT.

Study Rationale and Objectives

The agri cooling program at SELCO Foundation is hinging towards the scaling stage, and needs to account for learnings from and beyond the current program design before being rolled out at scale. In order to scale a viable and sustainable model of DRE agri cooling, it is pertinent to learn from the successes, best practices, challenges and gaps in existing programs being implemented in India. To ensure a comprehensive capture and understanding of the indicators relating to cold storage, SELCO Foundation proposes to compartmentalize the study into two major Study Objectives:

OBJECTIVE 1: To understand the landscape of decentralized agri cold storage in India

OBJECTIVE 2: To evaluate the impact of DRE-based agri cold storages deployed by SELCO Foundation

Objective 1: The landscape study aims to answer the following research questions:

- A) What are the best practices and learnings for design and implementation of decentralized agri cooling in India?
- B) Who are the key stakeholders at the national and regional levels for:
 - a. Decentralized agri cooling technology
 - b. Financial and business models for decentralized agri cold storage
 - c. Backward and forward linkages
- C) What are the key financial and business models adopted by decentralized agri cold storage stakeholders? (and the rationale for the same)
- D) What are the best practices being followed for OnM of decentralized agri cold storage in India?
- E) What is the human resource and training requirement for successful design, procurement, installation, and OnM for agri cold storages in India?
- F) What are the policy level priorities of decision making persons for agri cooling in India? (and rationale for the same) What is the awareness levels of decentralized agri cooling in decision making persons?

Objective 2: The evaluation aims to capture the following:

The proposed study shall make an attempt to dig into the aspects such as **short and long-term impacts on farmer communities, the level and type of benefits when**

compared to the grid electricity or diesel-powered cold storage, and the financial feasibility of the solution. The evaluation study should provide insights into to what extent DRE-based cold storages are efficient in reducing post-harvest losses (PHL) of rural farmers and increasing their profit margins. The key research questions include the following:

- a) To what extent the smallholder farmers in the catchment area of the solar-powered cold storage benefitted due to the intervention?
 - Increased value to the crop
 - Reduction in post-harvest loss
 - Reduction in the distance of the cold storage facility
 - Availability of better or regular market
 - Diversification of crops
 - Increases agriculture productivity in the catchment area
 - Changes in storage practices as well as growing practices
- b) How did Solar powered cold storage influence the ecosystem of local agriculture businesses?
 - Backward and forward linkages - traders, retailers, grocery stores
 - Better quality products
 - Improved shelf life
- c) What are the key strengths and weaknesses of cold storage entrepreneurs which contributed to the success or failure of their business?
 - Ownership profile- FPO/FPC vs Individual owner,
 - Entrepreneur's skills, network, and aspirations
 - Business model and strategies: Service and trader model vs mix model
 - Storage capacity, Commodities handled
 - Local crop patterns and seasonality
- d) Program design -What key project design components have demonstrated higher effectiveness?
 - What worked and didn't work?
 - Local factors (triggers and barriers) affected the program's success
 - Financial leverage
 - Technical and Implementation partners
 - Cost-effective measures for system-level adoption of the model
 - Using program results for advancing policy discourse to scale up the solar-powered cold storage.

Research Design:

- Bidder to propose a separate, robust evaluation design and methodologies for both research objectives. This may entail a mixed methods approach, involving qualitative interviews, and a desk review. A detailed proposal needs to be prepared by the bidder on how the information will be collated by supplementing the desk review, and secondary information with the data that will be captured through survey, In-depth interviews (IDIs) and observations and FGDs.

- For Objective 2, the following aspects must be accounted for in the research design:
- **Comparison arm:** Interested bidders are encouraged to propose an appropriate methodology to select the comparison arm. SELCO Foundation will get access to non-intervention sites.
- **Sample Size:** The Bidder is free to suggest a representative sample size by looking at the scope of work as outlined in above objectives. The Bidder is encouraged to include key informants such as cold storage entrepreneurs, farmers, traders /retailers, and value chain players in the study respondent group. The total number of DRE-based cold storage units deployed is sixty-nine (69), which are spread across geographies in the following manner:

State	COLD STORAGE CAPACITY								Grand Total
	2MT	5MT	6MT	8MT	10MT	15MT	20MT	30MT	
Andhra Pradesh/Telangana		1							1
Assam		3			1				4
Gujarat								1	1
Jharkhand		2		1	3				6
Karnataka		14	1	3	3		1		22
Madhya Pradesh		2	1						3
Maharashtra	1								1
Manipur		3							3
Meghalaya		13							13
Odisha	1	8			1	1			11
Rajasthan		1							1
Tamil Nadu		1							1
Telangana		2							2
Grand Total	2	50	2	4	8	1	1	1	69

Scope of Work: Objective 1

The scope of work for the landscape study is as follows:

1. Stakeholder mapping for finance, business models, ownership models, backward and forward linkages, training, policy, and other key aspects of the ecosystem for decentralized agri cooling in India (secondary + primary)
2. Examine and analyze models for decentralized agri cold storages in India based on above factors
3. Select 4-5 program models for deep-dive analysis – based on a developed selection criteria for the same
4. In-depth analysis of program design, implementation for 4-5 selected programs in terms of ownership model, financial models, operational model, HR, training, learnings, gaps and challenges. Enablers and barriers in the ecosystem need to be understood. (Primary study)
5. Collate and present overall, and model-wise findings and analysis on learnings, best practices, gaps, challenges and opportunities for decentralized agri cooling in India

Aspects to be considered should encompass (but not be limited to) the following:

1. Stakeholder Mapping

- Technology:
 - DRE Technology Benchmarking
 - Comparison with the other Grid based Technologies
 - Reach of DRE Tech and Grid based Tech (geography + commodity + usage)
 - Supply chain and servicing
- Finance
 - Financial Products (Agri Assets and Cold Storage specifically)
 - Philanthropies or Global Aid Agencies - Program Mapping
 - On-Paper vs Deployment (Process and Learnings)- Supply side understanding (geographical spread and customer profile)
 - DRE and Grid Unlocking (Process and Learnings)- Demand side finance mix and unlocking process
- Backward and Forward Linkages
 - Commodities
 - Aggregation Size
 - Seasonal Use
 - Catered Markets
 - Position in the Agri Chain
 - Position in the Cold Chain
- Human Resource
 - Demand from the Operator: technical knowledge (agri + cold storage)
 - Profile of Operator of Agri Cold Storage
 - Training and Hand-holding Programs and Status
- Policy
 - Priorities and awareness
 - Certifications (DRE vs Grid)
 - Empanelments (DRE vs Grid)
 - Subsidies (DRE vs Grid)
 - Training (DRE vs Grid)

2. Deep-dive 4-5 Programs i.e. Philanthropy Programs, Financial Schemes, PPP models, etc

- Structure of the program
- Deployment process and Actual deployment
- Impact
- Learnings

Tasks and Deliverables: Objective 1

The key deliverables for the Landscape Study are as proposed:

1. Inception report – with final methodology for stakeholder mapping, criteria for program selection for program deep dive study, and methodology for deep dive
2. Stakeholder map/list
3. Draft report of key findings on learnings, best practices, gaps and challenges – overall and program-wise

4. Final report of key findings on learnings, best practices, gaps and challenges – overall and program-wise
5. PPT summarizing key findings

Scope of Work and Deliverables: Objective 2

KEY TASK	SUB ACTIVITIES	DELIVERABLES
INCEPTION STAGE	<ul style="list-style-type: none"> • Inception meeting • Site visits • Development of inception report <ul style="list-style-type: none"> ➤ Literature review report ➤ Expectations of the assignment ➤ Team composition and roles and responsibilities within the Consultant team ➤ Any refinements and elaboration to study questions, Methods – qualitative and quantitative, sample size ➤ Research matrix linking questions – methods & tools – data sources and indicators (Proposed List of Stakeholders and Methods / Tools to be applied with each stakeholder) ➤ Analysis plan containing dummy tables addressing all objectives and indicators ➤ Outline of the study report ➤ Ethical considerations ➤ Quality control mechanism ➤ Gantt chart and work plan 	<ul style="list-style-type: none"> ➤ Inception report ➤ Presentation
STUDY TOOLS	<ul style="list-style-type: none"> • Development of study tools • Field testing of study tools • Presenting the findings from field testing and feedback • Finalising the study tools • Translation of study tools 	<ul style="list-style-type: none"> ➤ Findings from field testing ➤ Final data collection tools – Translated

TRAINING DATA COLLECTION TEAM	<ul style="list-style-type: none"> • Development of training agenda (Qualitative and quantitative) • Classroom training • Field practice • Debriefing 	➤ Brief training report
FIELDWORK DATA COLLECTION	<ul style="list-style-type: none"> • Field work plan • Debriefing meeting after one round of data collection for course corrections • Data quality assurance 	<ul style="list-style-type: none"> • Field work plan • Field work completion report
TOP-LINE FINDINGS AND DATA SETS	<ul style="list-style-type: none"> • Top-line findings to be discussed with SF in a debrief meeting • Submission of raw and clean quantitative and qualitative data sets • Submission of audio recordings, transcription, and photographs 	<ul style="list-style-type: none"> • Top-line findings • Data sets
STUDY REPORT AND DISSEMINATION	<ul style="list-style-type: none"> • Data Analysis • Development and submission of the draft report • Feedback and comments from SF • Submission of the final report • Final presentation on the study findings 	<ul style="list-style-type: none"> • Analysis table • Final report • Final presentation (ppt) • Dissemination

Other tasks:

- a) Approvals: Bidder shall identify the stakeholders and seek approvals for data collection. SELCO Foundation can support in facilitating connections and will provide the possible support.
- b) Reporting of progress and submission of deliverables: the Bidder will be expected to regularly interact, communicate and update SELCO Foundation on the various activities undertaken in an agreed format. The bidder will be responsible for submitting high-quality deliverables to SELCO Foundation on time, based on the schedule decided during the subsequent contract agreements.

Personnel/ Human resource requirement

Assignment of human resources by human days throughout the duration of the study

The bidder is required to assign the following role and number human days spread across six (6) months:

Role	No of personals	Human days-spread across 6 months (approximate)
Research lead		
Thematic expert		
Research Manager - Quantitative research specialist		
Research Manager - Qualitative research specialist		
Field Coordinator		
Supervisors		
Enumerators- Quantitative		
Enumerators- Qualitative		

Terms of Contract:

Amongst other things, the relation between the SELCO Foundation and selected Bidder (collectively “Parties”) will be governed by the following terms which will be incorporated in a formal Agreement:

The contractual relationship shall commence on the date it is signed by all Parties and shall remain valid for 6 months unless changed and agreed by either party in writing.

1. Timeline and Delay:

- (i) Table of timeline

Activities	Objective 1	Objective 2
Inception and Preparation	Month 1	Month 1
Stakeholder mapping and selection for deep dive	Month 2	NA
Data collection tools	Month 2	Month 2
Field Activities/Data Collection	Month 3 & 4	Month 3 & 4
Data analysis and preliminary findings	Month 5	Month 5
Reporting and Dissemination	Month 6	Month 6

- (ii) In the event of this timeline not being met, or the Bidder is not able to give the deliverables on time, the Bidder shall explain the delay in writing to the SELCO Foundation and obtain written permission from the SELCO Foundation for such delay. In case of such explanation is not given and written permission is not sought by the Bidder, and where the SELCO Foundation refuses to give permission for extension of timeline for any reason, the same shall be construed as “delay” in adhering to the Timeline.
- (iii) A delay beyond 30 days is subjected to a Penalty equivalent to 5% of the fee payable for such deliverable; and the SELCO Foundation shall deduct this amount from the fee payable to the Bidder..

- (iv) A repeated delay of more than 30 days, in more than two (2) instances is treated as non-adherence of the Agreement and the Foundation is at liberty to terminate the relationship on the ground of repeated delay in deliverables.

2. Sub-contracting: In the event that the Bidder requires the services of subcontractors to perform any obligations under the Agreement, the Bidder shall obtain the prior written approval of the SELCO Foundation. Any rejection or non-performance of the sub-contractor shall not, in and of itself, entitle the Bidder to claim any delays in the performance, or to assert any excuses for the non-performance, of any of its obligations under the Agreement, and the Bidder shall be solely responsible for all services, obligations and deliverables performed by its subcontractors

3. Financials & Reporting

The total project cost will be Rs. _____/- (Rupees _____ Lakhs Only) including GST, cost of travel and accommodation. The above fees will be paid by the SELCO Foundation to the Bidder on achieving the milestones mentioned below. TDS will be deducted on the fixed amount as per Income Tax Act and Rate of Percentage. The above fee shall be inclusive of all statutory duties & taxes applicable if any, such as GST etc. and Transport, payable for the services rendered by the Bidder. Bidder will be reporting to the Senior Program Manager-SELCO Foundation, on activities & progress achieved on deliverables. Invoice will be processed further to the approval of Associate Director-SELCO Foundation.

The proposed payment schedule for Project is as shared below:

Disbursement	Milestone
40%	Signing of contract
30%	Milestone 1 <ul style="list-style-type: none"> • Submission of Inception report (Month 1) • Submission of final study tools (Month 2) • Submission of raw data sets (Month 4)
30%	Milestone 2 <ul style="list-style-type: none"> • Submission of preliminary findings (Month 5) • Submission of final clean data sets (Month 6) • Submission of Final report (Month 6) • Dissemination workshop and Submission of dissemination deck (Month 6)

4. Indemnification

Bidder shall indemnify and hold the SELCO Foundation and its Trustees and representative officers, employees, agents harmless from and against any and all

claims, demands, actions, losses, liabilities, charges, damages, costs and expenses (including but not limited to reasonable attorney's fees) arising out of or resulting from (1) any claims arising in connection with activities undertaken by the Bidder in connection with the project or (2) Bidder's gross negligence or willful misconduct or breach of any undertaking, covenant, representation or warranty contained in this agreement and/ or the actual infringement of any patent, trademark, copyrights, trade secret or any other intellectual property right of the third party.

5. Patent, Copyright and other Proprietary Rights

- (i) Except as is otherwise expressly provided in writing in the Contract, the Foundation shall be entitled to all intellectual property and other proprietary rights including, but not limited to, patents, copyrights, and trademarks, with regard to products, processes, inventions, ideas, know-how, or documents and other materials which the Bidder has developed for the SELCO Foundation under the Agreement and which bear a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the Agreement. The Contractor acknowledges and agrees that such products, documents and other materials constitute works made for hire for the SELCO Foundation.
- (ii) All photographs, reports, estimates, recommendations, documents, and all other data compiled by or received by the Bidder in performance of the Agreement or otherwise shall be the property of the SELCO Foundation and shall be made available for use or inspection by the SELCO Foundation at reasonable times and in reasonable places and shall be treated as confidential, and shall be delivered only to the SELCO Foundation's authorized officials on completion of work under the Agreement, or on demand in writing.
- (iii) The Bidder will treat all information given to him/her as information with proprietary value and will not disclose the same to competitors or any outsiders. The Bidder will not at any time, except under legal process, divulge any trade or business secret relating to the SELCO Foundation or any customer or agent of the SELCO Foundation, which may become known to him by virtue of his position as consultant, save in so far as such disclosure shall be necessary in the interest and for the benefit of the said SELCO Foundation and will be true and faithful to the SELCO Foundation in all dealings and transactions whatsoever relating to the SELCO Foundation.
- (iv) Reports or other data that are developed specifically for the performance of the Agreement shall be the property of SELCO Foundation and Bidder shall deliver reports and data to the Foundation as per the milestones stated above. Dissemination of the reports and any information related to performance of Agreement or developed as part of Agreement, shall only be done with written approval from SELCO Foundation. The SELCO Foundation reserves the right to publish any deliverables/output of the impact study. The Bidder shall not to publish on its own the outputs, process, outcomes or impacts of this project without prior permission or co-authorship of the SELCO Foundation. Materials and products (deliverables) provided under the Agreement will be the property of the SELCO Foundation, as per the SELCO

Foundation 's general conditions of contract. All deliverables will have the logos of SELCO Foundation and the Bidder on the cover pages, unless otherwise stated by SELCO Foundation.

6 Publicity, use of name & Logo of the Foundation: The Bidder shall not advertise or otherwise make public for purposes of commercial advantage or goodwill that it has a contractual relationship with the SELCO Foundation, nor shall the Bidder, in any manner whatsoever use the name, emblem, logo or official seal of the SELCO Foundation in connection with its business or otherwise without the written permission of the SELCO Foundation.

7 Observance of Law:

- (i) The Bidder shall comply with all laws, ordinances, rules, and regulations bearing upon the performance of its obligations under the Contract.
- (ii) The Bidder will provide surety that neither it, its parent entities, partners or subcontractors nor any of its subsidiary or affiliated entities (if any) is engaged in any practice inconsistent with the rights set forth in the *Child Labour (Prohibition and Regulation) Act of 1986*, which, *inter alia*, requires that a child shall be protected from performing any work that is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral, or social development.
- (iii) The Bidder shall agree to adhere to the mandates prescribed under the *Sexual Harassment of Women (Prevention, Prohibition & Redressal) Act, 2013*, which requires all workplaces to have a Policy and Internal Committee to address complaints of sexual harassment that women may face at the workplace

8. Termination:

Parties will have terminate the Agreement by giving a notice in writing to the other party stating their intention to terminate the same on the expiration of thirty (30) days from the date of such notice. In addition, SELCO Foundation may also terminate the Agreement in the event of any fraud, misconduct or neglect of duties on the part of the Bidder. Upon the termination of the Agreement and payment of the said fees due up to such termination, and payment of all disbursements and out-of-pocket expenses incurred up to the date thereof (provided the same have been incurred after obtaining prior approval), the Bidder shall deliver all deeds, documents and paper in its possession relating to the business of the SELCO Foundation or relating to the Project or as the SELCO Foundation shall direct, and shall continue to afford him all reasonable assistance for concluding pending matters at the date of such termination without making any charge thereof.

9. Force Majeure:

- (i) *Force majeure* as used in the Agreement will mean any unforeseeable and irresistible act of nature, any act of war (whether declared or not), invasion, revolution, insurrection, terrorism, or any other acts of a similar nature or force, *provided that* such acts arise from causes beyond the control and without the fault or negligence of the Bidder.
- (ii) In the event of and as soon as possible after the occurrence of any cause constituting *force majeure*, the affected Party shall give notice and full particulars in writing to the other Party, of such occurrence or cause if the affected Party is thereby rendered unable, wholly or in part, to perform its obligations and meet its responsibilities under the Agreement. The affected Party shall also notify the other Party of any other changes in condition or the occurrence of any event which interferes or threatens to interfere with its performance of the Agreement. Not more than fifteen (15) days following the provision of such notice of *force majeure* or other changes in condition or occurrence, the affected Party shall also submit a statement to the other Party of estimated expenditures that will likely be incurred for the duration of the change in condition or the event of *force majeure*.
- (iii) On receipt of the notice or notices required hereunder, the Party not affected by the occurrence of a cause constituting *force majeure* shall take such action as it reasonably considers to be appropriate or necessary in the circumstances, including the granting to the affected Party of a reasonable extension of time in which to perform any obligations under the Agreement.
- (iv) If the Bidder is rendered unable, wholly or in part, by reason of *force majeure* to perform its obligations and meet its responsibilities under the Agreement, the Foundation shall have the right to suspend or terminate the Agreement on the same terms and conditions as are provided for in this Agreement.

10 Both the SELCO Foundation and the Bidder fully and freely intend to create an independent Contractor relationship under the Agreement. Nothing in the Agreement shall be deemed to establish a partnership, joint venture, association or employment relationship between the parties. Both parties agree that the Bidder has the right to sole and exclusive control over the manner and means employed in performing their activities under the Agreement.

11 Settlement of disputes:

- (i) The Parties shall use their best efforts to amicably settle any dispute, controversy, or claim arising out of the Agreement or the breach, termination, or invalidity thereof.
- (ii) Any dispute, controversy, or claim between the Parties arising out of the Agreement or the breach, termination, or invalidity thereof, unless settled amicably, within sixty (60) days after receipt by one Party of the other Party's written request for such amicable settlement, the matter shall be referred by either Party to arbitration in accordance with the Arbitration and Conciliation Act, 1996. The Language of Arbitration shall be English and the venue of the

arbitration shall be at Bangalore. Likewise, the jurisdiction will vest with courts in Bangalore.

Note:- These terms of contracts outlines the formal relation between the Parties. However, SELCO Foundation is not bound to incorporate all of the above mentioned terms in the final Agreement to be executed between the Parties.

ANNEXURE 2: DETAILS OF THE BIDDER TO BE SUBMITTED

1	Name of the Organisation	
2	Year of starting the organization & registration number (photocopy of registration certificate or any other relevant document to be enclosed)	
3	Name of the authorized signatory for agreement with Designation	
4	Address of the Service Provider/bidder (along with phone no.& pin code)	
5	Legal Status of Service provider/Bidder	Proprietorship / Partnership/ Pvt Ltd / Limited/others
5	GSTIN PAN No. of Income Tax Dept. (Photocopy of Income Tax (IT)) returns for the last three (3) Financial Year to be enclosed	
6	Audit reports for the last three (3) Financial year (Certified copy of Chartered Account' report in P&L account to be enclosed)	
7	Particulars of total strength of staff available in the organization	

Signature of the bidder and address with seal

Date:

ANNEXURE 3: CHECKLIST FOR ANNEXURES

Sl.No.	Description	Whether the Document is enclosed or not	Page No. From and to
1	Details of Organization as per Annexure 2	YES/NO	
2	Copies showing the legal status, places of registration and principal place of business of the firm	YES/NO	
3.	Turnover certificate certified by Chartered Accountant for last two (2) financial years.	YES/NO	
4.	Copies of audited financial statements for the last three (3) financial years	YES/NO	
5.	Copies of GST registration and GST returns filled in the last three (3) financial years	YES/NO	
6.	Copies of income tax registration and income tax returns filled in the last three (3) financial years.	YES/NO	
7.	Letter of declaration to confirm that the bidder has not been black listed by any entity or institution	YES/NO	
8.	Proposal outlining the approach and methodology, key activities, timelines, and budget	YES/NO	
9.	Organizational profile and past experience relevant to this project/assignment	YES/NO	
10.	Three (3) Sample reports of previous work in agri and allied sector	YES/NO	
11.	CVs of project personnel who would be involved in this project	YES/NO	
12.	At least three client references and contact information	YES/NO	

I abide by all the above terms & conditions.

PLACE:

DATE:

SIGNATURE OF THE BIDDER and with office seal

ANNEXURE 4: PRICE SCHEDULE

Particulars to be submitted in the financial bid (second cover).

Price schedule for to conduct a landscape study of decentralized cold storages in india and assessment of deployed decentralized agri cold storages

The rate quoted to SELCO FOUNDATION should include all taxes levied by the State & Central Govt., travel costs for physical meetings if any.

<u>Financial Proposal</u>		
SI No	Fee Particulars	Amount In INR
1	Professional Fees (A)	
2	Field Expense (B)	
3	Data Management (Transcription and analysis) – C	
5	Any Additional Expenses (D)	
	Sub Total (A+B+C+D)	
	GST@ %	
	Grant Total	

Price Breakups

Professional Fees (A)

S no	Proposed Position	Number of Person	Unit Price (INR)	Proposed Days	Amount
Total					

Other cost (B,C,D)					
	Description	Unit	Quantity	Unit Price (INR)	Total Amount
B1					
B2					
B3					
Sub Total (B)					
C1					
C2					
C3					
Sub Total (C)					
D1					
D2					
D3					
Sub Total (D)					

CONDITIONS:

If our tender is accepted, we here by undertake to abide as per the stipulated Terms and Conditions, to provide services narrated in the Annexure 1.

We agree to abide by this tender for and if the award is made to us, in executing the above contract we will strictly observe the laws against fraud and corruption in force in India namely “Prevention of corruption Act, 1988”.

We understand that you are not bound to determine the price based on the lowest offer that you may receive.

We accept that all disputes between parties will be adjudicated by a competent court in Bangalore, India.

I, _____ (Name of signatory) on behalf of the bidder _____ (Name of the bidder), hereby certify that I have noted the scope and deliverables mentioned and the prices quoted above are as per the details specified and in compliance with Annexure 1.

Dated this..... day of.....2023

Signature

(Name and Address of the Bidder with seal)

(In the capacity of..... Duly authorized to sign the Tender for and on behalf of _____)