



KARNATAKA STATE COIR DEVELOPMENT CORPORATION

Expression of Interest (EoI)

FOR

**EMPANELMENT OF “BUSINESS ASSOCIATES” FOR PROMOTING AND
SELLING COIR AND COIR ALLIED PRODUCTS**

Karnataka State Coir Development Corporation
SF-4 & SF-5, Sterling Towers, KSSIDC Industrial Estate, Rajajinagar
Bengaluru-560 010. Tel.: 080-23105866,
e-mail: kscdcm@gmail.com, website : www.karnatakacoir.co.in

Karnataka State Coir Development Corporation
SF-4 & SF-5, Sterling Towers, KSSIDC Industrial Estate, Rajajinagar
Bengaluru-560 010.

No.: KSCDC/B Associates /2022-23

Date:12.09.2022

Sub : Inviting EoIs from the eligible Agencies involved in Supply of Coir and Coir Allied Products for empanelment as Business Associates(through e - procurement Portal only)

Karnataka State Coir Development Corporation (KSCDC) is a Government of Karnataka Undertaking, involved in producing, buying and marketing of Coir & Coir Allied products and also helping Coir based activities to grow further in Karnataka.

KSCDC invites EoI for empanelment of Business Associates for development of new Domestic and International markets for Coir Allied products.

The idea behind empanelment is to connect Coir Industries and explore domestic and international markets there by generating more revenue to coir units. KSCDC would play the role of an aggregator and mediator in promotion of coir products which will yield higher economic returns to the units.

Following will be the EoI Schedule:

Uploading EoI document in e-portal	14.09.2022
Pre-bid meeting at the office of KSCDC / virtual	21.09.2022, 11.00 am
Last date and Time for submission of proposals in e-portal	03.10.2022, 4.00 pm
Time and date of opening of EOI, in e-portal.	06.10.2022, 4.05 pm

Any changes in the Schedule will be notified only in e-portal and notification will not be issued in News Papers.

Interested applicants may submit the EoI in the e-procurement portal of GoK - <https://eproc.karnataka.gov.in> before 03.10.2022 at 4.00 pm.

The Managing Director, KSCDC reserves the right to reject any or all EoIs without assigning any reason, whatsoever.

Chief Manager

Section-1 : Information for Interested Applicants

A. KEY OBJECTIVES

1. To diversify the activities of KSCDC and tap the ever increasing opportunity that exists in coir and coir allied product sector, due to it's multi advantages.
2. To channelize the sales through Business Associates who will take up the entire responsibility of sourcing, buying, market promotion, generating orders and selling the coir and coir allied products to the potential customers, both in Government and private sectors.

B. GENERAL INFORMATION:

1. The empanelled Business Associates must supply coir and coir allied products meeting with required quality and quantity as prescribed by KSCDC. (List of indicative products is given in Annexure-A)
2. Present suppliers who have been selected through tender process will continue to be in force for the specified products and no bids will be asked from empanelled Business Associates
3. Commercial bids will be floated from amongst shortlisted Business Associates at subsequent stages and the bidder quoting lowest rates (L1 bidder) will be selected for that particular supply activities.
4. The empanelled Business Associates must enter in to an agreement with KSCDC for a fixed tenure for 3 years, extendable there after on mutually agreed terms.

5. KSCDC does not guarantee any confirmed quantity/volume of orders during the Agreement period and it purely depends on market demand.
6. The prospective participants should not coerce with any other participants to derail the healthy and competitive EOI process. Such acts, if found entail to disqualification from participation.
7. KSCDC reserves the right to modify any information mentioned in this document at any stage before the last date and time of this EOI. Such details would be put in the e-portal through addendum and interested bidders shall refer the same and KSCDC is not responsible if such addenda are not noticed by the prospective bidders.
8. Proposals which do not meet eligibility criteria are liable for rejection.
9. KSCDC reserves the right to recall/withdraw the EOI process at any time at its own discretion.
10. KSCDC reserves the right to accept or reject all or any proposals without assigning any reasons thereof.

C. ELIGIBILITY CONDITIONS

1. Manufacturer / Dealer should have minimum average turnover of Rs.One crore in last five financial years (FY 2017-18 to 2021-22) in the Business of Coir and Coir Allied Products and should have made profit in atleast three years in the last five years (Turnover Certificate from the Chartered Accountant should be submitted).
2. Manufacturer / Dealer should have valid GST registration and submit a copy of the certificate.
3. Manufacturer / Dealer should have valid National Small Industries Corporation (NSIC) registration and submit a copy of the certificate.

4. Manufacturer / Dealer should have valid Good Manufacturing Practices (GMP) certificate and submit a copy of the certificate.
5. Manufacturer / Dealer should have valid ISO Certificate and submit a copy of the certificate.
6. Shall ensure to get Business of minimum Rs.50 lakh per year (self attested copy shall be enclosed as per Annexure-I).
7. Should submit the Security deposit amount of Rs.50,000/- (Fifty thousand only) in the form of DD or RTGS in favour of KSCDC after receipt of confirmation letter of the empanelment (self attested copy shall be enclosed as per Annexure-II).
8. Incase of dealer, the authorization letter from the Manufacturer should be submitted as per Annexure-III.
9. Declaration on non-Blacklisting from the Government on Rs.100/-e-stamp paper should be submitted.

Proposals submitted without any of the above documents are liable for rejection. However, KSCDC reserves the right to condone any lapses if they do not affect the relative ranking of others.

D. SUBMISSION, RECEIPT AND OPENING OF PROPOSALS AND OTHER KEY TERMS

1. The EOI documents must be prepared and submitted through e-Procurement platform only.
2. The participating agency shall digitally sign and submit the proposal electronically through the unified e-Procurement platform:
www.eproc.karnataka.gov.in

3. The completed documents must be uploaded in the e-Procurement platform on or before the due date for bid submission specified in the e-Procurement platform.
4. Those who have not registered in the govt. of Karnataka e-Procurement portal, may do so by registering through web site <https://eproc.karnataka.gov.in> or approach Centre for e-Governance for any clarification.
5. EOI Processing Fee: Each bidder shall pay processing fee (non-refundable) as specified in the e-portal.

Please note that payments submitted through cheque or demand draft shall not be accepted. Further details regarding e-Payment; please refer to e-Procurement website – www.eproc.karnataka.gov.in
6. **Performance Guarantee**: The empanelled Business Associates shall be required to enter into Supply Agreement with KSCDC for each supply, in case they emerged as L-1 Bidder. Business Associates shall ensure minimum Business Turnover of Rs.50 lakhs per annum as Business Associates.
7. **Duration of the Contract**: The contract with the empanelled Business Associates will be initially for a period of three years from the date of execution of the Contract, renewable thereafter on mutually agreed terms and conditions.

E. AMENDMENT TO EOI DOCUMENTS

Any time prior to the deadline for submission of proposals, KSCDC has the right to make any changes in the document or in the specification and same will be informed through addendum in the e- procurement portal.

In order to allow prospective applicants, reasonable time to take the addendum into account in preparing their proposals, KSCDC, at its discretion, may extend the deadline for the submission of tenders and issue corrigendum on e-procurement portal.

F. TERMINATION OF CONTRACT

If in the opinion of KSCDC the work of Business Associates found to be unsatisfactory or the progress is so slow that the supplier will not be able to complete the work in scheduled period or if the completion date is delayed beyond the specified period, KSCDC shall have the right to terminate the contract at the Business Associate's risk by giving notice in writing to that effect. The period of such notice shall be 15 days. KSCDC shall then have the right to award the contract to such other agencies as they may deem fit and any loss or expenses incurred on this account as assessed by KSCDC will be deducted from the money due to Business Associates.

G. PAYMENT UPON TERMINATION

If the contract is terminated because of the fundamental breach of Contract by the Business Associates, the KSCDC shall prepare bill for the value of the work done less advance payments received up to the date of the bill, less other recoveries due in terms of the contract, less taxes due to be deducted at Source as per applicable law and deductions due to deviation from standard specifications and reduce the percentage to apply to the work not completed as indicated in the Contract Note. If the total amount due to KSCDC exceeds any payment due to the Contractor, the difference shall be a debit payable to KSCDC and the same will be recovered as per company norms.

H. DISPUTES

It case of any disputes or differences or claim arising out of, or in connection with, or relating with to the present agreement or the breach, termination or invalidity thereof, shall be attempted to be resolved by mutual discussion between the parties, failing which, the same shall be referred and settled under the Arbitration Centre- Karnataka (Domestic & International) Rules 2012 by one or more arbitrators appointed in accordance with its rules and the Competent Courts at Bengaluru will have the jurisdiction for adjudication of any disputes or difference to the exclusion of other courts in India.

I. OTHER GENERAL CONDITIONS

- i) The Company reserves the right to accept or reject any proposals either partially or in full without assigning any reasons whatsoever.
- ii) The Empanelled Business Associates shall enter into an agreement with KSCDC for the specific period and with the terms and conditions as decided by KSCDC.
- iii) All the terms and conditions mentioned above are binding on all participants and any other counter terms and conditions by them are not accepted.
- iv) The decision of the Evaluation Committee of KSCDC on short listing for empanelment will be final & binding on all bidders.
- v) KSCDC reserves the right to accept or reject or annul the EOI process at any time without any liability or obligation for such rejection or annulment without assigning any reasons, whatsoever.
- vi) The KSCDC reserves the right to reject any proposals, if at any time it is found that the participant has made misrepresentation or does not respond

promptly to request for supplementary information that may be required for evaluation.

- vii) Termination of Contract–KSCDC reserves the right to cancel the contract placed on the bidder and forfeit the Security Deposit if (a) The bidder commits breach of any of the terms and conditions. (b) The bidder goes in to liquidation voluntarily or otherwise. (c) The service is found unsatisfactory. (d) If the bidder withdraws its bid during the period of bid validity.
- viii) Applicant should not have any Rate Contract or empanelment related to coir and allied products in any of the Government Agencies within Karnataka. A self declaration on this aspect to be enclosed as at Annexure-IV.

The applicants must abide by The Competition Act 2002, Rules and instructions of Competition Commission of India. Visit <https://www.cci.gov.in>.

J. COST OF EOI PREPARATION

The Applicant shall bear all costs associated with the preparation and submission of their EOI and/ or any subsequent events/activities related to this document. KSCDC will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

K. RIGHT OF KSCDC TO ACCEPT OR REJECT EOIS

Notwithstanding anything contained in this “Request for EOI” document, KSCDC reserves the right to accept or reject any or all EOIs at any time without assigning any reasons therefore and without any liability or obligation for such acceptance, rejection or annulment.

L. FRAUD AND CORRUPT PRACTICES

- The Applicants and their respective officers, employees, agents and advisers shall observe the highest standard of ethics during the Bidding Process. Notwithstanding anything to the contrary contained herein, KSCDC may reject an application without being liable in any manner whatsoever to the Applicant if it determines that the Applicant has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the selection Process.
- Without prejudice to the rights of KSCDC hereinabove, if an Applicant is found by KSCDC to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the selection Process, such Applicant shall not be eligible to participate in any Tender or EOI issued by KSCDC during a period of 2 (two) years from the date such Applicant is found by KSCDC to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- Misrepresentation/ Improper Response by any Applicant may lead to disqualification of the Applicant. If any such disqualifications are detected even after their selection and empanelment, such Applicants will be blacklisted.

- For the purposes of this Section, the following terms shall have the meaning hereinafter respectively assigned to them:
 - (a) **“Corrupt practice”** means the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the selection Process
 - (b) **“Fraudulent practice”** means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the selection Process;
 - (c) **“Coercive practice”** means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person’s participation or action in the selection Process
 - (d) **“undesirable practice”** means establishing contact with any person connected with or employed or engaged by KSCDC with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the selection Process;
 - (e) **“Restrictive practice”** means forming a cartel or arriving at any understanding or arrangement among Applicants with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

M. DUE-DILIGENCE BY APPLICANTS

Each Applicant should conduct its own study and analysis in order to respond to this “Request for EOI” document. KSCDC makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations on any claim the potential Applicant may make in case of failure to understand the requirement and respond to the “Request for EOI”

document. KSCDC may, in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this “Request for EOI” document.

N. CONFLICT OF INTEREST

KSCDC requires that Applicant should provide professional, objective, and impartial advice and at all times hold KSCDC's interests paramount, strictly avoid conflicts with other Assignment/jobs or their own corporate interests and act without any consideration for future work.

O. BLACKLISTED APPLICANTS

The Applicant should not have been Blacklisted by Government of India or any State government / PSU over the last ten years from the last date of submission of EOI. Such Applicants would not be eligible to submit EOI either themselves or through their associates.

P. CONFIDENTIALITY

- After the opening of EOIs/ Bids, information relating to the examination, clarification, evaluation and comparison of EOIs/Bids, and recommendations concerning the award of Contract shall not be disclosed to Applicants or other persons not officially concerned with such process.
- Any effort by an Applicant to influence KSCDC or others connected in the process of examination, clarification, evaluation and comparison of

EOIs/ Bids, and in decisions concerning the award of Contract, may result in the rejection of its EOI/Bid.

- No Applicant shall contact KSCDC on any matter relating to its EOI/Bid, from the time of the opening of EOI to the time the Contract is awarded. Any effort of the Applicant to influence KSCDC in its decision in respect of EOI/ Bid evaluation, EOI/ Bid comparison or award of the Contract shall result in the rejection of the EOI/ Bid. During the EOI/Bid preparation process, Applicants will focus their inquiries and communications, if any, to only the authorized representative of KSCDC as mentioned in clause “Address of Correspondence”.
- Canvassing in connection with “Request for EOI” is strictly prohibited. The submitted EOI of the Applicant who resorts to canvassing is liable to be rejected. EOI containing uncalled remarks or any additional conditions are liable to be rejected.

Q. Applicant to obtain his own information

- The Applicant shall for all purposes deemed to have independently obtained all necessary information for the purpose of preparing his EOI. The “Request for EOI” document is for information purpose only and to help the Applicant to prepare his EOI.
- The Applicant shall be deemed to have examined the “Request for EOI” document and to have obtained his own information in all matters whatsoever that might influence carrying out the EOI preparation and satisfied himself to the sufficiency of his EOI.

- The verbal agreement or inference from conversation with any employee of KSCDC before, during or after the submission of the EOI shall not in any way affect or modify the terms and obligations herein contained.

R. Disclaimer

- This “Request for Expression of Interest” document (also referred as “Request for EOI”) is not an agreement and is neither an offer nor commitment by KSCDC to any Applicant or any other person. The purpose of this document is to provide information to the potential Applicants to assist them in submitting EOI. Though this document is prepared with sufficient care to provide maximum information to the potential Applicants, they may need more information than what has been provided. In such cases, the potential Applicant is solely responsible to seek the information required from KSCDC, at his / her own cost. KSCDC reserves the right to provide such additional information at its sole discretion
- In order to respond to this “Request for EOI” document, if required, and with the prior permission of KSCDC, the potential Applicant may conduct his own study and analysis, as may be necessary. KSCDC reserves the right to withdraw the “Request for EOI” document and change or vary any part thereof at any stage.
- Information provided in this document to the Applicant(s) is on a general range of matters, some of which may depend upon interpretation of law. The information given is not intended to be an

exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. KSCDC accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on law expressed herein. KSCDC may, in its absolute discretion but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this document.

- The issue of this “Request of EOI” document does not imply that KSCDC is bound to select and short-list pre-qualified Applications for Bid Stage or to appoint the selected Bidder, and KSCDC reserves the right to reject all or any of the Applications or Bids without assigning any reasons. Applicant shall bear all its costs associated with or relating to the preparation and submission of its EOI.

Section-2 : Scope of Work / Terms of Reference

The scope of work for the Business Associate shall be as follows:

- The Business Associate shall be responsible for sourcing the agreed products, buy them by making their own investment and KSCDC would purchase the same based on market demand.
- The Business Associate shall store, identify the buyers for KSCDC, transport, arrange to sell and get the payment released from the concerned parties on behalf of KSCDC.
- KSCDC would only act as facilitator with no investment whatsoever. The final selling price to the market would include KSCDC's margin which shall be decided on case-to-case basis depending upon market conditions. Decision of KSCDC in finalizing its margin is final and binding on Business Associates.
- The Business Associate, at his own cost and expense, is required to do all i.e. required to canvass and collect orders on behalf of KSCDC from the market and dispose off/ liquidate the products bought from different sources.
- The entire modalities of the tie-up with the shortlisted Business Associates shall be worked out by KSCDC once the empanelment process through this EoI is over.
- KSCDC does not guarantee any confirmed business as it depends purely on market trend/response.

LETTER OF SUBMISSION

From:

(Name of the Bidder and address)

To:

Managing Director
Karnataka State Coir Development Corporation
SF-4 & SF-5, Sterling Towers,
KSSIDC Industrial Estate, Rajajinagar
Bengaluru-560 010.

Dear Sir,

Sub: Supply and marketing of Coir and Coir Allied products as Business Associates.

With reference to your EOI Notification No. KSCDC/B.Associates/2022-23 dated: 12.09.2022 inviting applications for empanelment of supplier of Coir and Coir related products, we are pleased to submit our proposal through e-portal.

I / We, hereby accept all the terms & conditions forming part of the EOI and subsequent modifications if any.

Signature with seal of the Applicant

Place:

Date:

Self Declaration

To

Karnataka State Coir Development Corporation
SF-4 & SF-5, Sterling Towers,
KSSIDC Industrial Estate, Rajajinagar
Bengaluru-560 010.

Dear Sir

Sub: Supply and marketing of Coir and Coir Allied products as Business Associates.

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With reference to your EOI notification No. KSCDC/B.Associates/2022-23 dated: 12.09.2022 inviting applications for empanelment of supplier of Coir and Coir related products, we here by ensure we will do Rs.50 Lakhs of business per year, if incase failed to do the same, the security deposit shall be retained by KSCDC.

Signature and seal of the Applicant

Security deposit self declaration

To:

Managing Director
Karnataka State Coir Development Corporation
SF-4 & SF-5, Sterling Towers,
KSSIDC Industrial Estate, Rajajinagar
Bengaluru-560 010.

Dear Sir

Sub: Supply and marketing of Coir and Coir Allied products as Business Associates.

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With reference to your EOI notification No. KSCDC/B.Associates/2022-23 dated: 12.09.2022 inviting applications for empanelment of supplier of Coir and Coir related products, we hereby ensure the security deposit of **Rs.50,000/- (Fifty thousand only)** through DD or RTGS in favour of KSCDC once we are selected for empanelment.

Signature and seal of the Applicant

Annexure-III

MANUFACTURERS' AUTHORIZATION FORM

No.

dated:

To

Managing Director

Karnataka State Coir Development Corporation

SF-4 & SF-5, Sterling Towers, KSSIDC Industrial Estate,

Rajajinagar

Bengaluru-560 010.

Dear Sir

We _____ who are established and reputable manufacturers of _____ (name and description of goods offered) having factories at _____ do hereby take responsibility on the quality of the goods provided and authorize M/s. _____ (name of the tenderer) to participate in the floated EOI of KSCDC and to use our documents for clarification when and where necessary.

Signature and seal of the manufacturer

Note: This letter of authority should be on the letterhead of the manufacturer and should be signed by a person competent and having the power of attorney to legally bind the manufacturer. It should be included by the Tenderer in its tender.

Self Declaration

To:

Managing Director
Karnataka State Coir Development Corporation
SF-4 & SF-5, Sterling Towers,
KSSIDC Industrial Estate, Rajajinagar
Bengaluru-560 010.

Dear Sir

Sub: Supply and marketing of Coir and Coir Allied products as Business Associates.

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With reference to your EOI notification No. KSCDC/B.Associates/2022-23 dated: 12.09.2022 inviting applications for empanelment of supplier of Coir and Coir related products, we hereby declare that, we do not have any rate contract arrangement or empanelment related to coir and coir related products with any Government agencies within Karnataka.

Signature and seal of the Applicant

List of indicative coir and coir related products

- 1) Coir table
- 2) Coir Yarn
- 3) Geo Textiles
- 4) Coir pith/Manure
- 5) Two Tier cot (coir)
- 6) Coir composite Board/Foldable desk/dual Desk/Computer and Library Table
- 7) Fibre Foot mat
- 8) Coir tufted mat
- 9) Coir Scrub pads
- 10) Coir garden hanging pots
- 11) Coir Flower pots
- 12) Coir Cleaning Brush
- 13) Coir toilet cleaning brush and pan cleaning brush
- 14) Coco peat
- 15) All other products which are coir based.

DETAILS OF APPLICANTS

1. (a) Name of the firm/agency :
(b) Address of the registered office :
(c) Date of registration/incorporation:
(d) Date of commencement :
(e) Proprietorship/partnership/company:
2. Details of individual(s) who will serve as the point of contact / communication with KSCDC, Bangalore:
(a) Name :
(b) Designation :
(c) Address :
(d) Telephone Number :
(e) E-mail address :
(f) Mobile number :
3. Name, designation, address and phone numbers of Authorized Signatory of the Bidder :
(a) Name :
(b) Designation :
(c) Address :
(d) Telephone Number :
(e) E-mail address :
(g) Mobile number :
4. Experience in manufacturing supply of :
Coir and Coir Allied Products.

5. **Turnover of the manufacturer/dealer during last 5 financial years:**

Financial year	Turnover (Rs. In Lakhs)
2017-18	
2018-19	
2019-20	
2020-21	
2021-22	

6. **List of supplies made during the last 3 years:**

Sl. No.	Financial Year	Client(s) Name & Address	Qty.	Value of the supply (Rs. In Lakh)
1	2019-20			
2	2020-21			
3	2021-22			