

## **SUPPLYCO**

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### **INVITATION FOR EXPRESSION OF INTEREST**

Sealed Expression of Interest (EOI) are invited from business units located in Kerala interested to lease the factories for processing, packing and distribution of Sabari Brand Puttu Podi, Appam Podi etc. More details can be downloaded from Supplyco website [www.supplycokerala.com](http://www.supplycokerala.com). Interested parties may submit the EOI in the prescribed format (Annexure I) along with the required documents on or before 26-04-2021 at 5 PM to the undersigned. Opening of EOI on 27.04.2021 at 11.00 AM.

Sd/-

Chairman and Managing Director

**The Kerala State Civil Supplies Corporation Ltd. (SUPPLYCO) invite Expression of Interest from business units located in Kerala interested to lease the factories for processing, packing and distribution of Sabari brand Puttu Podi, Appam Podi etc under the following Terms and Conditions.**

### **1 Introduction**

Supplyco is engaged in market intervention operation to control the prices of essential commodities in the state of Kerala. Apart from this core objective, Supplyco is also marketing branded food products under brand name of Sabari. Considering the demand for Rice powers in the open market and as part of the programme to increase the portfolio of Sabari brand products, Supplyco is intend to market Appam podi and Puttu podi in Sabari brand in Kerala.

Expression of interest is called from firm having the manufacturing facility and willing to lease the factory to Supplyco on lease. Firms will be shortlisted based on the technical evaluation and shortlisted the firms will only be considered for participating in the price bid.

### **2 Scope of work**

The scope of work will include receiving the Raw Rice Sortex as per purchase order issued by Supplyco ensuring the quality specification, Storage, processing the rice to Puttupodi and Appampodi, packing and distribution of the rice powders to depots/Outlets of Supplyco.

### **3 Validity of Offer**

The offer for EOI as per this document shall be valid for a period of three (3) months initially which may be extended further if required by Supplyco.

### **4. Instructions**

The Expression of Interest is to be submitted in the manner prescribed below:-

- a) Hard copy of duly filled, signed Annexure I showing the expression of Interest along with the copy of the supporting documents as specified in Annexure I is to be submitted in sealed envelopes superscribed, as ***"EOI for providing factories on lease for processing, Packing and distribution of Puttu podi and Appam Podi "***.
- b) Soft copies of the Annexure I and supporting documents as specified in Annexure I.

All information to be submitted and failure to furnish complete information as mentioned in the EOI (Annexure I) or submission of the proposal not substantially responsive to the EOI in every respect will be at the Bidder's risk and may result in rejection of the proposal.

## **5. Terms and Condition**

### **A) Pre Qualification Criteria**

Following will be the minimum pre-qualification criteria. Each applicant should possess all the following pre-qualification criteria. EOI not meeting the minimum pre-qualification criteria is liable to be rejected and will not be evaluated. Applicants meeting the qualification criteria may be invited for presentation / proposal before the selection committee of Supplyco. Detailed tender document will be subsequently issued to the short listed applicants only.

- a. Minimum production capacity should be 5 MT per day or more to make steamed Puttu podi, Appam podi, rice powder etc exclusively for Supplyco.
- b. The rice Puttupodi/Appampodi etc. shall be manufactured through the process of washing, soaking, draining, powdering and roasting the Sortex Raw Rice and shall conform to quality of other leading brands available in the market. Puttupodi is to be processed after steaming. Process Description is given as Annexure II
- c. The lessor shall have all the required machineries for processing the raw material and packing of finished goods as per Annexure III with sufficient capacity to process as per clause (a)
- d. Sufficient godown capacity for storing the raw materials and finished goods should be available.
  - (i) Minimum Raw Material Storage Area required is 3000-5000 Sq. Ft or area sufficient to store minimum 100 MT Raw Rice at a time initially and for storage of packing Materials.
  - (ii) Minimum Finished Goods (Packed) Storage Area required is 3000 Sq. Ft / sufficient to store 100 MT packed Puttupodi and Appampodi in different Stock Keeping Units (500 gm, 1 Kg etc.) initially.

## **B) Technical Evaluation Criteria and method of evaluation**

Supplyco will evaluate EOI of the parties considering their experience of handling similar type of projects, Plant & Machinery, Technology used, Accessibility, Financial Strength, Quality Certifications etc. For evaluating the expression of interest submitted by the parties, Supplyco will avail the help of experts in this field preferably from a Government agency. Decision of the Selection Committee will be final.

Based on the marks/grade scored in the evaluation parties will be shortlisted. The Marks for evaluation will be as per **Annexure IV**.

Firms who qualify as per the eligibility conditions will be required to participate in a limited tender containing all the details, date of which will be published later.

Supplyco will take up references and reserves the right to pay due heed to the bidder's performance elsewhere and any past experience from Supplyco. financial strength of firm, Quality certifications.

## **C) Other Criteria**

- 1) After the technical evaluation and short listing of the Tenderers, Supplyco will invite bid from the short listed units and agreement will be executed with the L1 lessor.
- 2) The lessor will be paid lease rent and other rates quoted on the basis of tender conducted within the short listed lessors after the evaluation of EOI submitted.
- 3) The lease period may be for a minimum period of 3 years which can be extendable for another 2 years upon mutual consent.
- 4) The raw rice will be purchased by Supplyco and except raw rice all other materials to be purchased by the L1 tender as per specifications given by Supplyco according to the requirement and demand . Specifications will be given separately.
- 5) The manufacturer will have to receive the Raw Rice and process the Rice to Puttupodi Appam Podi on the basis of requirement.
- 6) Separate Labour contract will be entered for the labour requirement for processing and packing of the powders.

- 7) Separate Transport contract to be executed for transportation of goods from leased units to depots/Outlets
- 8) Lessor has to keep the plant and machinery in running condition at all the time. In case of repair of plant arises, the lessor has to make necessary arrangement for the repair and replacement of machinery in case required. The inordinate delay in the production process due to fault of machinery will have to be compensated appropriately by reducing lease rent or other charges as arises.
- 9) The production process and the quality of the product will be directly monitored by Supplyco.
- 10) Supplyco may recruit a qualified staff on contract as Supervisor who have knowledge and adequate experience for the overall supervision of the leased unit. For the day to day affairs of the leased unit adequate number of support staff provided by Supplyco. The nearest depot to the leased unit will be identified as parent depot for the day to day work of the Unit.
- 11) Process should follow the Good Manufacturing Practices norms.
- 12) All the requirement related to licenses and certificates from Panchayat, Pollution Control Board, Factories and Boilers Dept. etc are to be made available.
- 13) Availability of Food Safety License as per Food Safety and Standards Act, 2006 (FSS Act) and amendment thereto
- 14) Units with latest technology/new units will be preferred.

#### **7. EOI Response**

- 1) Bidders must ensure that in their Bid all the details is submitted as per Annexure I.
- 2) Special comments on the objectives and scope of the service projected in the enquiry may also be submitted along with the offer.

#### **8. Condition under which EOI is called.**

The EOI is not an offer and is issued with no commitment. Supplyco reserves the right to withdraw EOI and or vary any part thereof at any stage. Supplyco further reserves the right to disqualify any bidder, should it be so necessary at any stage.

**9. Last date of submission of EOI:**

- a) Last date and time of submission of EOI - up to 5 PM on 26-04-2021
- b) EOI Opening Date & Time - 11.00 AM on 27-04-2021

**10. Deadline for submission of EOI proposal**

EOI proposal, in its complete form in all respects as specified in the EOI, must be submitted to the address specified herein earlier. In exceptional circumstances and at its discretion, Supplyco may extend the deadline for submission of proposals by issuing an amendment to be made available on the Supplyco website, in which case all rights and obligations of Supplyco and the bidders previously subject to the original deadline will thereafter be subject to the deadline as extended.

*Note: Supplyco or any of its designates reserves the right to cancel this request for EoI and/or invite afresh with or without amendments, without liability or any obligation for such request for EoI and without assigning any reason. Information provided at this stage is indicative and Supplyco reserves the right to amend/add further details in the EoI.*

### Annexure I

#### Expression of Interest to lease factories to undertake processing, packing and distribution of Sabari brand Puttu Podi, Appam Podi

Sl. No	Particulars	Details
1	Name of the Company and registered address	
2	Factory address	
3	Constitution of ownership ( proprietorship/partnership firm /Co-operative Society /Company etc)*	
4	Authorised signatory / power of attorney*	
5	PAN/GSTIN*	
6	Specify other business/ sister concerns if any	
7	Annual financial statements attached of last 3 years (Yes/No)*	
8	Valid ISO 22000 certificate (Yes/No)*	
9	Total capacity per month in Tonnes	
10	Automated or not (Yes/No)*	
11	List of Machinery attached (Yes/No)*	
12	Packing facility( No of Machines)	
13	Storage area for	
	(i) Raw material ( Sq. Ft)	(i) Sq. Ft
	(ii) Packed goods (Sq. Ft)	(ii) Sq. Ft

14	No. of vehicles for distribution and tonnage	
15	Testing facility (Yes/No)*	
16	FSSA Number*	
17	Manpower available (Numbers)	
18	Current business in the location	
19	Facility for fortification (Yes/ No)	
20	Distribution area (entire Kerala/specify districts)	
21	Experience in relevant field (No. of years)	Years
22	a) Whether black listed by any Central Govt. / State Govt. / PSU/Govt. bodies (Yes/ No. ) b) If No, attached Self Declaration (Attached/ Not Attached)	
23	Name and mobile number and Email id of the contact person	Name: Mobile No.: Email Id:
24	Details of documents submitted (Please Specify)	

Date

Signature

Name

Particulars marked with asterix(\*) are to be backed with supporting documents which are to be attached.

\*\*The firm blacklisted by any Central Govt. / State Govt. / PSU/Govt. bodies is not eligible to submit the EOI and should submit self declaration to that effect.

Any other documents relevant to the EOI may be attached. Suggestions if any, may be attached in a separate sheet.



## Annexure II

### PROCESS DESCRIPTION

#### A) Manufacturing

The Rice Puttupodi and Appampodi are to be manufactured as per the process mentioned below. Raw Rice sortex shall be clean and free from any impurities and shall be of uniform size and colour with a moisture content below 10%.

##### **1. Intake hopper**

Raw rice is kept in **raw material stores** under proper storage conditions till used for production is to be taken to the hopper during production

##### **2. Elevator**

From the hopper, raw rice is fed to the washing tank through **the Elevator**.

##### **3. Washing**

Raw rice is cleaned with water until it is ready for further processing.  
(Cleaning time: Approximately 15 to 20 minutes)

##### **4. Draining**

For clearing the excess water washed raw rice is to be drained  
(Draining time: Approximately 15 to 20 minutes)

##### **5. Steaming**

After draining, raw rice is taken to the **Steamer** for steaming to make the final product more soft and acceptable to the consumers.  
(Steaming time: Approximately 25 to 30 minutes)

##### **6. Roasting**

Steamed raw rice is roasted in the **Roaster** as required.

##### **7. Pulverizing**

After roasting, rice is powdered in **Pulverizer / Hammer mill**. Based on the requirement steamed raw rice can be pulverized before the roasting process.

### **8. Cooling**

Powdered rice is cooled in the **Cooling system** to the required temperature.

### **9. Sieving**

Sieving of the powdered and cooled rice powder is to be done using **specific sieves** considering the specifications for rice Puttupodi and Appampodi.

### **10. Quality**

Product samples are to be submitted to the **laboratory** for quality control checks and other observations.

## ***B) Packing/Packaging/Storage***

### **1. Packing**

Packing of the product is done using **Automatic Filling machines**. Automatic weighing system and metal detector are attached in the packaging line.

### **2. Packaging**

Packaging to be done as per requirement of different SKUs (500 gm 1 Kg etc).

### **3. Storage**

Packed products in different SKUs are stored in clean and well maintained Storage godown. The product is released for sales after getting clearance from Quality Control /Assurance Department.

### **Annexure III**

The list of machineries required for manufacturing and Packing are given below

#### **A) *Manufacturing equipments***

- a) Hopper for storage or raw rice
- b) Elavator
- c) Grain Destoner Aspirator
- d) Rice Washing Machine
- e) Rice Rinsing Machine
- f) Rice Steaming Machine
- g) Clean Steam Generator
- h) Drum Roaster
- i) Pulverizer/ Hammer mill.
- j) Powder Cooling Machine
- k) Vibro Shifter
- l) Vibro Sifter
- m) Powder Cooling Machine with ID Fan and Filter

#### **B) *Packing Machine***

- a) Fully Automatic Packing Machine (Pneumatic) for Puttupodi and Appapodi
- b) Belt Conveyor and other accessories

# Annexure IV

## Technical Evaluation Criteria

Sl. No.	Criteria	Particulars	Max Marks
1	Experience	For experience 2 mark per year and maximum marks is limited to 20	20
2	Technology used	Latest Technology used maximum 10 Marks else 5 Marks as per Committee evaluation	10
3	Accessibility	a) Within 30 Kms from Head office, Supplyco - 10 Marks b) Above 30 Kms from Head office, Supplyco - 5 Marks	10
4	Quality of Packing Material used	Rating 1 to 5 scale 2 marks per scale point max 10 marks (Good/better/best)	10
5	Quality Certification	ISO 22000 - 10 Marks	10
		Total	60