

Corrigendum - II

Subject: Pre-bid meeting regarding Engagement of a Professional agency to identify strategies for enhancing the export potential of spices and value-added spice products from India and extension of bid submission & opening date of tender

**Ref: 1. GEM Bid no. GEM/2026/B/7345987
2. Corrigendum dt: 08-04-2026**

A. The queries received during pre-bid meeting and reply against the same is placed below.

Sl. No.	Existing Clause	Query/Suggestions	Reply
1	4. Methodology ii) Field Research: Primary surveys in major states of production, processing and export of spices and value-added spice products and key clusters (a minimum of 20 responses each from growers; FPOs/FPC/growers associations; traders; exporters etc. need to be collected)	Query1 Please clarify if 20 responses has to be for each of the 170 spice type and value-added product type mentioned in the Annexure or a sample representation from the product basket maybe taken up. This will accordingly help to account for survey related costings in the proposal.	Minimum of 20 written responses from each of the three stakeholder groups given below needs to be collected. i) spice growers; ii) FPOs/FPCs/grower associations; iii) Traders, exporters; The written responses need not be collected spice wise.

2	<p>4. Methodology</p> <p>iii) Stakeholder Interaction: Structured consultations with exporters, producers, stakeholders in supply chain etc. (a minimum of 5 consultations/meetings each with growers / FPOs / FPCs / growers associations; exporters / exporter associations / trade support organizations; traders, APMC / AMC representatives; Agri / Horti Universities / Research Institutions / Govt departments / organizations etc.)</p>	<p>Query 1</p> <p>i) a minimum of 5 consultation each with stakeholders would imply 5 stakeholder consultation workshops attended by a combination of all the various categories mentioned in the methodology. Or does it imply 5 detailed consultation meetings with each category mentioned – and if so can this 5 number be within the 20 primary survey sample or it needs to be over and above that?</p> <p>ii) Are there any regions or clusters identified by the Board which the study survey must cover, or any minimum number of regions/clusters to be covered?</p> <p>Query 2</p> <p>Please provide clarity if this would mean 5 meetings each according to stakeholder type and/or if some of the stakeholder groups maybe taken up together.</p> <p>Query 3</p> <p>Whether sampling approach can be optimized based on statistical justification and field realities, subject to approval. Whether virtual consultations/interviews will be acceptable where required.</p>	<p>Minimum of 5 exclusive structured consultation meetings, in physical mode, with each of the four stakeholder groups given below needs to be conducted .</p> <ul style="list-style-type: none"> i. growers / FPOs / FPCs / growers associations ii. exporters / exporter associations / trade support organizations; iii. traders, APMC / AMC representatives; iv. Agri / Horti Universities / Research Institutions / Govt departments / organizations; <p>The stakeholder meetings shall be in addition/ exclusive of the 20 responses, mentioned in Sl. No 1 above.</p> <p>The regions or clusters which the study survey must cover, and any minimum number of regions/clusters to be covered etc will be worked out in consultation with the selected agency.</p>
3	<p>6. Timelines</p> <p>7. Expected outcomes</p>		<p>May be read as 6.A Timelines and 6.B Expected Outcomes</p>

4	<p>7. Eligibility for Submission of Bids: 7.1.1 Professional Consulting Agencies/ research organizations / academic institution / public / private organizations, which are in existence for last five financial years and more and meeting the following criteria in execution of the similar type of studies - policy research, export market studies and possessing sound financials, may participate in the bid process</p>	<p>Query 1 The existing eligibility clause uses broad terminology that does not clearly define the legal form of eligible participating entities. We request that the eligible bidder criteria be revised as proposed below. The Bidder should be a Company/firm registered in India under the Companies Act, 1956/2013 or a partnership firm registered under the partnership act 1932 or a firm registered under Limited Liability Partnership Act 2008 or a Proprietorship firm operating since last 5 years as on date of publication of tender and meeting the following criteria in execution of the similar type of studies.</p>	<p>The bidder should be a proprietorship firm / partnership firm / company registered under the Companies Act or a Joint Venture / Consortium with a valid Joint Venture / Consortium Agreement, which has been in existence for the last five financial years or more and meets the following criteria in the execution of similar types of studies such as policy research and export market studies, and possesses sound financials, to participate in the bid process.</p>
		<p>Query 2 Kindly clarify whether Joint Venture (JV)/Consortium participation is permitted.</p>	<p>Yes. However, change in the JV/Consortium character/ members after submission of the bid will not be permitted.</p>
5	<p>7. Eligibility for Submission of Bids: 7.2.1 The agency should have earned annual turnover of Rs. 50,00,000/- (Rs. Fifty Lakhs) each during any three years out of last five financial years from consultancy operations. The details of turnover from consultancy operations shall be in the name of applicant organization only and not in the name of group/ sister organizations. (A certificate as per Annexure-2, with the details of turnover from consultancy operations, by a</p>	<p>Query 1 Since RFP seeks to commission a comprehensive national study, the assignment directly influences India's export competitiveness, global market share, and strategic trade positioning. We humbly request the Authority to consider enhancing the turnover requirement to ensure participation of agencies with adequate financial strength, technical capacity, and global expertise. A higher turnover criterion helps ensure that only well established, financially strong and experienced agencies participate, improving the overall quality of the deliverables. We request the Authority to kindly reconsider and increase the minimum Annual Turnover criteria from the Rs.</p>	<p>As per the tender document</p>

	Chartered Accountant (CA) shall be submitted)	50,00,000/- (Rs. Fifty Lakhs) to Rs. 50,00,00,000/- (Rs. Fifty Crores) (in any three of the last five financial years) from consultancy operations.	
6	<p>7. Eligibility for Submission of Bids: 7.2.2 The agency should have carried out a minimum of three assignments of similar type for Government Departments or Organizations / Multilateral agencies (eg: UN and UN related bodies, IMF, WTO, ITC, ADB etc) during the last five financial years. Only completed projects will be considered. (Please attach work order and completion certificate of such assignments).</p>	<p>Query 1</p> <p>The agency should have carried out a minimum of three assignments of similar type for Government Departments or Organizations / Multilateral agencies (eg: UN and UN related bodies, IMF, WTO, ITC, ADB etc) / Corporates / Financial Institutions / Funds during the last five financial years. Only completed projects will be considered. (Please attach work order and completion certificate of such assignments or CA certificate).</p> <p>Query 2</p> <p>Acceptance of Letter of Award (LoA), Contract Agreement, or Work Order as proof of engagement is aligned with standard public procurement norms as these documents constitute the primary legally binding instruments that formalize the award and commencement of a project.</p> <p>We request the authority that for demonstrating eligible assignments, Copies of the Contract Agreement/ Work Order/ Letter of Award be accepted as proof of engagement, ensuring consistency with established procurement practices, avoiding unnecessary exclusion of credible bidders, and enabling fair, transparent, and competitive participation, while still providing the Authority with adequate verification of experience.</p> <p>We request the authority that for demonstrating eligible assignments, the look-back window period be increased from five financial years to last ten years, as a rigid 5 financial year window (FY2021 – FY2025) may exclude highly relevant projects simply due to their timeline. For proof of completion, since formal Completion Certificates</p>	<p>As per the tender document.</p> <p>It is clarified that Government Organisations include Export Promotion Councils / Public Sector Undertakings (PSU) in India at Central / State Level. Only completed projects, supported by communications regarding award of work and completion, will be considered.</p> <p>Further, projects which were started before the last five financial years but were completed during the last five financial years (as referred in note after 7.2.6 in tender document) will be considered.</p>

		<p>are not always issued by clients, we propose that either a Completion Certificate issued by the client or, in its absence, an undertaking signed by the Applicant's Authorized Signatory on the company letterhead confirming completion of the assignment be accepted as valid proof . We request the authority to please provide a clear definition for similar type assignments.</p> <p>Query 3 We request CA certificates specifying that the payments received against a specific project shall also be considered as proof of completion. Additionally, please confirm if projects which were started before the five years but were completed during the last 5 FY will also be considered.</p> <p>Query 4 Considering the highly specialized and niche nature of value chain studies and strategy formulation, we kindly request relaxation of the eligibility criteria to allow either: (i) a minimum of two completed assignments specifically in value chain studies of agricultural commodities or (ii) a cumulative value of assignments primarily in value chain studies, along with closely aligned policy/strategy formulation work, amounting to at least INR 1 crore. In absence of completion certificate, please consider CA-certified proof of ≥80% completion. Kindly consider relevant assignments executed for reputed private sector/CSR/PSU clients.</p>	
7	<p>7. Eligibility for Submission of Bids: 7.2.4 The team of the agency working on the study, if assigned by Spices Board, shall have a team leader and 2 team members/ associates who can fulfill the role of i) Agri</p>	<p>Query 1 The team of the agency working on the study, if assigned by Spices Board, shall have a team leader and 2 team members/ associates who can fulfill the role of i) Agri / horti export specialist, ii) Economist, iii) Statistician iv) Market Analyst</p>	As per tender document

	<p>/ horti export specialist, ii) Economist, iii) Statistician etc. The agency shall submit name and details of the team members fulfilling the above role, indicating role / position / designation (team leader, associate/member etc) along with CVs.</p>	<p>v) Management Professionals etc. The agency shall submit name and details of the team members fulfilling the above role, indicating role / position / designation (team leader, associate/member etc) along with CVs.</p> <p>Query 2 The existing clause specifies team roles of Agri/Horti Export Specialists which are oriented towards production side agricultural studies. Further, in our prior experience, team associates with Graduate degree and relevant experience in field work with regard to value chain studies, cluster diagnosis and data analysis and insights generation have been part of such studies. Since this is a study concerned with the demand side as well, we request that the team composition be revised to assess the collective team experience in conducting studies for value-added products from MSMEs, field surveys, cluster diagnosis and providing actionable recommendations to Government agencies – this will provide flexibility to agencies to put forward teams with capability to deliver outcomes in an effective and efficient way.</p>	
8	<p>7. Eligibility for Submission of Bids: 7.2.5 The Team Leader should be (a) Doctorate/ MBA or Post-Graduation in Marketing / International Business / Agri business and possessing a minimum experience of 10 years in the field.</p>	<p>Query 1 The Team Leader should be (a) Doctorate/ MBA or Post-Graduation in Marketing / International Business / Agri business / Business Administration and possessing a minimum experience of 10 years in the field.</p> <p>Query 2 Please confirm if team leader CVs with Executive MBAs but aligned experience will be considered. Also, Post Graduate Diploma in Management (PGDM) and MBA degrees offered by reputed institutes do not mention specialization in their</p>	<p>Clause 7.2.5 may be read as The Team Leader should be Doctorate / MBA / PGDM or Post-Graduation in</p> <ul style="list-style-type: none"> a. Marketing / International Business / Agri business/ Business Administration and b. Possessing a minimum experience of 10 years in the field. <p>PGDM / MBA certificates offered by reputed institutes without</p>

		<p>certificates. Please confirm if CVs with PGDM maybe considered eligible</p> <p>Query 3 Whether PhD in relevant domain (Agriculture Economics/Economics/Trade) is acceptable as equivalent qualification.</p>	<p>mentioning specialization will be considered eligible, if supported by relevant additional documents to prove the required specialization.</p>
9	<p>7.Eligibility for Submission of Bids: 7.2.6 The Team Associates/Members should be Post Graduate in Marketing/ International Business/ Agri business/ Agriculture/ Economics / Statistics having specialization in analysis of trade data.</p>	<p>Query 1 MBA is a widely recognized postgraduate qualification, MBA programs include specializations in Marketing, International Business, Analytics, Operations, and Economics, which are directly relevant to trade data analysis. Many professionals with strong analytical, business, and datadriven backgrounds hold MBAs. Including MBA will allow the Authority to access a wider pool of highly competent resources. We request the Authority to kindly include MBA (Master of Business Administration) as an eligible educational qualification for Team Associates/Members.</p> <p>Query 2 Please consider Post Graduate Diploma in Management (PGDM) degrees offered by reputed institutes do not mention specialization in their degree certificate. as eligible qualification. Please consider PGDM/Executive MBA as an eligible qualification for Team Lead. Further, we request if team associates with Graduate degree and prior experience in field work with regard to value chain studies, cluster diagnosis and data analysis and insights generation can be proposed.</p>	<p>PGDM / MBA certificates offered by reputed institutes without mentioning specialization will be considered eligible, if supported by relevant additional documents to prove the required specialization</p>

10	<p>7.3 Earnest Money Deposit (EMD) and Performance Security: 7.3.1 An interest-free Earnest Money Deposit (EMD) in the form of DD for Rs. 2,00,000/- (Rupees Two Lakh) drawn in favor of “Spices Board” payable at Kochi shall be submitted along with the technical bid. The EMD received from unsuccessful bidders will be returned after the selection process is complete. The EMD received from successful bidder will be processed as per Para 7.3.4.</p>	<p>Query 1 An interest-free Earnest Money Deposit (EMD) in the form of DD / Bank Guarantee for Rs. 2,00,000/- (Rupees Two Lakh) Rs. 1,00,000/- (Rupees One Lakh) drawn in favor of “Spices Board” payable at Kochi shall be submitted along with the technical bid. The EMD received from unsuccessful bidders will be returned after the selection process is complete. The EMD received from successful bidder will be processed as per Para 7.3.4.</p>	As per the tender document.
11	<p>8.3 Evaluation of Bids: 8.3.4 (ii) Experience in conducting similar type of studies during last five years at national /international level for Government Departments or Organizations / Multilateral agencies (eg: UN and UN related bodies, IMF, WTO, ITC, ADB etc). (Only completed projects will be considered and each completed project will be awarded 4 marks. However, maximum marks will be 20.)</p>	<p>Query 1 (ii) Experience in conducting similar type of studies during last five years at national / international level for Government Departments or Organizations / Multilateral agencies (eg: UN and UN related bodies, IMF, WTO, ITC, ADB etc) / Corporates / Financial Institutions / Funds. (Only completed projects will be considered and each completed project will be awarded 4 marks. However, maximum marks will be 20.)</p> <p>Query 2 For national-level strategic studies—like those described in this RFP—ongoing engagements with Government Departments, Export Boards, Multilateral Organizations, and Trade Bodies reflect - Active research capacity, Updated methodologies, Real-time exposure to trade dynamics, Continued trust of government clients. Hence, ongoing projects are often more indicative of current expertise than completed ones. Assignments involving trade analytics, export competitiveness, SPS/TBT compliance, FTA impact, agriculture value-chains, and global benchmarking often -</p>	As per tender document

		<p>Extend beyond 12–24 months, span multiple financial years, may include phased deliverables, are renewed or extended based on evolving policy needs. A rigid 5-year window may artificially exclude highly relevant projects simply due to their timeline. We request the authority to increase the look-back window period from 5 years to 10 years and considering ongoing assignments allows the Authority to attract Firms with deep domain expertise, Organizations that have handled large national-level studies, leading to stronger bids, higher-quality proposals, and better strategic outcomes.</p>	
		<p>Query 3 As per our understanding, studies performed for export promotion councils and State Government Departments and agencies may also be submitted, please confirm the same</p>	<p>It is clarified that Government Organisations include Export Promotion Councils / Public Sector Undertakings (PSU) in India at Central / State Level.</p>
12	<p>8.3 Evaluation of Bids: 8.3.4 (iii) Experience of Team Leader in conducting studies in the field of agriculture / horticulture exports — (A) 10 years to 12 years 8 Marks (B) More than 12 years 10 Marks</p>	<p>Query 1 (iii) Experience of Team Leader in conducting studies in the field of agriculture / horticulture exports / consumer / life sciences / food processing — (A) 10 years to 12 years -8 Marks (B) More than 12 years - 10 Marks</p> <p>Query 2 Assignments related to export promotion, market access, competitiveness, and trade analytics involve a wider set of expertise beyond agriculture/horticulture alone. Including domains like strategy and vision formulation /policy formulation and implementation / services trade, international trade and development / industry and commerce / trade promotion /trade facilitation, or trade analytics widens the pool of senior experts, ensuring</p>	<p>Clause 8.3.4 (iii) may be read as Experience of Team Leader in conducting studies in the field of agriculture / horticulture/ food products exports</p>

		<p>stronger strategic direction and higher-quality outputs for the Authority. We request the Authority to kindly broaden the experience criteria for the Team Leader by including wider but relevant domains, as leadership roles in trade-related consulting often span cross-sectoral and interdisciplinary areas.</p> <p>Query 3 The current qualification criteria for the Team Leader mentions experience in conducting studies in the field of agriculture / horticulture exports specifically ; We request that experience of Team Leader in conducting studies in the field of handloom/handicrafts, food processing may also be considered. There are synergy and commonalities between challenges and aligned programmatic interventions required.</p>	
13	<p>8.3 Evaluation of Bids: 8.3.4 (iv) Experience of Team Associate/Member in conducting studies in the field of agriculture/ horticulture exports —</p>	<p>Query 1 (iv) Experience of Team Associate/Member in conducting studies in the field of agriculture / horticulture exports / consumer / lifesciences / food processing —</p> <p>Query 2 Assignments related to export promotion, market access, competitiveness, and trade analytics involve a wider set of expertise beyond agriculture/ horticulture alone. Including domains like strategy and vision formulation /policy formulation and implementation / services trade, international trade and development / industry and commerce / trade promotion /trade facilitation, or trade analytics widens the pool of seasoned experts, ensuring stronger strategic direction and higher-quality outputs for the Authority. We request the Authority to kindly broaden the experience criteria for the Team Associate/Member by including wider but relevant domains.</p>	<p>8.3.4 (iv) may be read as Experience of Team Associate/Member in conducting studies in the field of agriculture/ horticulture/ food products exports</p>

		<p>Query 3 The current qualification criteria for the Team Associate/ Member mentions experience in conducting studies in the field of agriculture / horticulture. Please consider Experience of team associate to include conducting studies for value-added products from MSMEs including handloom./handicrafts, food processing, conducting field surveys, cluster diagnosis etc also may be considered.</p>	
14	<p>8.4 The selection shall be made on Least Cost Selection (LCS) method from among the shortlisted applicants after technical evaluation, whose financial bids are opened. The applicant quoting the lowest amount for undertaking the study, from among the shortlisted applicants, will be selected.</p>	<p>Query 1 LCS may attract bidders who quote low prices to win, possibly affecting quality. Given the strategic importance, complexity, and national relevance of the assignment, QCBS encourages competition among firms based on substance, capability, and expertise, leading to higher-value outputs for the Authority. We request the Authority to consider adopting the Quality and Cost Based Selection (QCBS) method with a weightage of 80:20 (Technical: Financial) for selection of the bidder, which aligns with standard procurement practices for high-quality consulting assignments and ensures superior delivery, deeper insights, and more reliable study outcomes for the project.</p>	As per the tender document
15	<p>13. Terms of Payment</p> <p>(a) On award of Study.....30% (b) On submission of Inception Report 20% (c) On submission of first Draft Report 20% (d) After presentation to Spices Board and stakeholders and on approval of the Final Report.....30%.</p>	<p>Query 1 Request clarification whether additional milestone (post field survey completion) can be considered to support field-intensive work</p>	As per tender document

16	14. Performance Assurance	Query 1 Kindly clarify the evaluation criteria and methodology for performance assessment and deductions.	Performance shall be evaluated based on the clause 3.6 and 5
17	15. Guidelines for Submission of Bids: (a) Demand Draft: This will contain the following documents: (Upload in GeM and send original by post) (i) Demand Draft of Rs.2,00,000/- (Rupees Two Lakhs) in favor of Spices Board, payable at Kochi as Interest-free Earnest Money Deposit (EMD),	Query 1 (a) Demand Draft: This will contain the following documents: (Upload in GeM and send original by post) (i) Demand Draft / Bank Guarantee of Rs.2,00,000/- (Rupees Two Lakhs) Rs.1,00,000/- (Rupees One Lakhs) in favor of Spices Board, payable at Kochi as Interest-free Earnest Money Deposit (EMD),	As per tender document
18	Annexure-1 Details of Agency Details of Demand Draft for Interest-free Earnest Money Deposit “EMD” for Rs.2,00,000/- (Rupees Two Lakh) in favour of Spices Board, Kochi.	Query 1 Details of Demand Draft / Bank Guarantee of Rs.2,00,000/- (Rupees Two Lakhs) Rs.1,00,000/- (Rupees One Lakhs) in favor of Spices Board, Kochi. Query 2 The maximum marks for eligible assignments are 20 marks (4 marks per assignment). The scoring should be based on the number and nature of relevant assignments. We request the Authority to kindly remove the “Year” column from the experience details table to avoid ambiguity and ensure clarity in submission.	The format in the tender document may be followed.
19	Annexure – 2 Proforma for CA Certificate	Query 1 The eligibility requirement relates to annual turnover from consultancy operations during each of the last three years across the last five financial years. This can be validated through financial year and Turnover (in Rs) making the assignment count column redundant. We request the Authority to kindly remove the ‘Number of assignments executed’ column from the turnover table to ensure clarity and avoid ambiguity.	The format in the tender document may be followed.

B. The Bid Submission Date/Time and Bid Opening Date/Time is further extended, as detailed hereunder:

Description	Original Date & Time	Extended date & Time	2 nd Extension date & Time
Bid End Date / Time	13-04-2026, 19:00:00	21-04-2026, 19:00:00	18-05-2026, 19:00:00

The bid shall be opened on 19.05.2026 at 11:00 AM.

Director (Mktg)