

**INVITATION FOR EXPRESSION OF INTEREST (EOI) FROM FIRMS FOR  
UNDERTAKING ONLINE SALE OF SPICES THROUGH THE E-SPICE BAZAAR  
PORTAL TO FACILITATE SOURCING FOR EXPORTS**

## TABLE OF CONTENTS

<b>SI No</b>	<b>Particular</b>	<b>Page No</b>
1	Letter of Invitation	3
2	About Spices Board	4
3	Overview	4
4	Objective	5
5	Expression of Interest (EoI)	5
6	Minimum Eligibility Criteria	5
7	Scope of Work / Deliverables	6
8	Documents Comprising of EoI Submission	9
9	Selection Process	9
10	Modification/Rejection/Termination of Invitation for EoI	11
11	Annexures	12

## 1. LETTER OF INVITATION

Spices Board invites sealed Expression of Interest (EOI) from competent firms to select and appoint suitable firms capable of providing end-to-end integrated solution in relation to pre-sale, sale and post sale activities for spices produced in the specified project areas or any other States/ UTs across the country through Board's e-spice bazaar portal to facilitate sourcing for exports.

The EoI Document containing the details of eligibility criteria, submission requirement, objective, scope of work, deliverables, evaluation criteria etc. can be downloaded from Spices Board's website ([www.indianspices.com](http://www.indianspices.com)) and Government e-procurement portal (<https://etenders.gov.in/eprocure/app>). **The responses to the EoI have to be submitted by post to Mr. Nithin Joe, Deputy Director, Spices Board, NH Bypass, Palarivattom – 682025 OR by email to [nithin.joe@nic.in](mailto:nithin.joe@nic.in) , before 5.00 PM on 12.05.2021.** The responses must be accompanied with necessary supporting documents, as detailed in the EoI document.

In the case of submission of physical copies the documents should be placed in a single envelope superscribing 'EXPRESSION OF INTEREST (EOI) FROM FIRMS FOR UNDERTAKING ONLINE SALE OF SPICES THROUGH THE E-SPICE BAZAAR PORTAL TO FACILITATE SOURCING FOR EXPORTS'. Any mention about the commercial bid / information along with the EoI documents shall invariably result in rejection of the EoI.

An evaluation committee of Spices Board, on receipt of the EoI will shortlist only those firms which fulfill the eligibility criteria. Request for Proposals (RfP) containing technical and commercial bids will be invited only from such shortlisted firms, so as to select the winning bidder.

S. No.	Critical Dates	Date	Time
1.	Date of Online Publication / download of EoI document	27.04.2021	16.00 hrs
2	Last Date for receipt of responses by post/email	12.05.2021	17.00 hrs

Further details, if any, may be obtained from

Mr. Nithin Joe

Deputy Director (Marketing),

Spices Board, Sugandha Bhavan,

Palarivattom. P.O, Kochi-25.

E-mail: [nithin.joe@nic.in](mailto:nithin.joe@nic.in)

Contact no: 0484 2333610, Extn: 510

Mob: 9947166844

SECRETARY

SPICES BOARD, KOCHI

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*Note: Spices Board reserves the right to cancel this request for EoI and/or invite fresh EoI/ conduct a separate process 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 the Board reserves the right to amend/add further details in the EoI.*

## **2. ABOUT SPICES BOARD**

Spices Board (Ministry of Commerce and Industry, Government of India) is the flagship organization for the development and worldwide promotion of spices and spice products from India. The Board is an international link between the Indian exporters and the importers abroad and carries out various activities for export promotion, post harvest improvement, processing & value addition of spices and also for strengthening export sourcing of spices.

## **3. OVERVIEW**

Spices Board in association with Ministry of Electronics and information technology (MeitY) had implemented a pilot project titled "e- spice bazaar" for a period of 36 months, from 2015 to 2018, for better market reach and price realization to spices farmers. The project was implemented predominantly in chilly and turmeric growing areas of Prakasham and Guntur districts of Andhra Pradesh and Khamam and Warangal districts of Telangana, through an IT enabled platform e-spice bazaar webportal. A total of 53941 chilli and turmeric farmers from Guntur & Prakasham districts of Andhra Pradesh and Khamam & Warangal districts of Telangana have registered in the portal (6052 turmeric and 22004 chilli farmers in Andhra Pradesh; 5111 turmeric and 20774 chilli farmers from Telangana).

The project envisaged enabling an electronic platform (<http://www.espicebazaar.in>) for individual spice farmers to connect to traders/exporters, thereby ensuring better market reach and price realization to the farmers. Some of the additional features of the e-spice bazaar project web portal were advisory services (Package of practices, address of testing labs, link to important sites, etc), Information Services( weather information, latest price, directory of registered farmers and buyers, managing harvesting schedule for bulk offer surveillance, provision for uploading quality testing and other relevant reports, etc) and traceability services (Global Farm Identification(GLN) to each farm for traceability). The pilot project was completed in 2018 and all the objectives were accomplished during the implementation of the pilot project, except the incorporation of payment gateway in the portal. The e-spice bazaar portal was well accepted by the farmers in the region where it was implemented and the portal was able to establish trade. However, a major part of the resultant trade got effected outside the portal due to the relative lack of expertise of the farmers, at that point, in conducting online transactions as well as the non incorporation of payment gateway.

Spices Board proposes to strengthen the e-spice bazaar web portal by engaging suitable service providers. Also, Spices Board is collaborating with UNDP for developing a "Blockchain Traceability Interface for Indian Spices. It is proposed to integrate this interface with the e-spice bazaar portal, once the interface is developed by UNDP.

Once the e- spice bazaar portal is strengthened, Spices Board will continue to own the e-spice bazaar portal, oversee the online sale of spices by the service providers, monitor their performance, issue directions to take specific action to meet the objectives of the project and take suitable steps as deemed necessary to increase the trade volume and overall efficiency of the system. The service providers shall offer their services on a business model and are responsible for addressing the grievances of the buyers/sellers.

#### 4.OBJECTIVE

The objective of the EoI is to select and appoint suitable service provider(s) capable of providing end-to-end integrated solution in relation to pre-sale, sale and post sale activities for spices produced in the specified project areas or any other States/ UTs across the country through the e-spice bazaar portal to facilitate sourcing for exports. It is proposed to pilot the project in growing areas of chilly, turmeric, other spices etc in Andhra Pradesh and Telangana, and further extend to other states/regions across the country.

The service provider shall undertake online sale of spices through a customized and secured public electronic platform of their own, which shall be integrated to the e-spice bazaar web portal. The online sale of spices shall be undertaken through the platform in accordance with the guidelines to be issued by Spices Board. Also the platform shall have a provision for incorporating a payment gateway / settlement mechanism.

The service provider shall promote the e- spice bazaar portal, register buyers and sellers in the e-spice bazaar portal, enable and monitor sale of the produce through the portal, facilitate availing of necessary support services, such as logistics, warehousing/cold storage, quality evaluation / assaying and reporting etc by the stakeholders and act as a link between the buyer and the seller. Also, the service provider shall ensure that the spices finally supplied to the buyer, match with the quality and quantity of spices offered for sale by the seller and further shall ensure that payments are effected within the prescribed time.

The eligible firm(s) shall be empaneled, positively for a period of 3 years, which may be extended based on mutually agreed terms and conditions.

#### 5. EXPRESSION OF INTEREST (EOI)

Spices Board invites EoI from competent firms for the work of undertaking online sale of spices through customized and secured public electronic platform of their own. **The service provider shall own / shall have full rights to operate the electronic platform.** The platform of the service provider shall be integrated to the e- spice bazaar portal of the Board and the service provider shall provide end to end integrated solutions for domestic sales of spices, through the platform. Firms interested to take up the role service provider **shall come up with a user friendly and effective business model** for facilitating sale of spices through an electronic platform.

#### 6. MINIMUM ELIGIBILITY CRITERIA

Sl. No.	Minimum Eligibility Criteria	Supporting Document
1	The applicant shall be a legal entity, registered as a Company, Firm or Society under respective acts in India & should have been in existence in India for the last 2 years.  A consortium of firms (maximum three), which meet the criteria given above may also participate in the EoI.	Company Incorporation Certificate or Registration Certification from ROC or any other relevant document.  MoU/ LoI / Agreement for

	The firm performing the role of service provider shall be the lead member of the consortium, who will be responsible for providing the services and Spices Board will deal only with the lead member of Consortium. However, all the members of the consortium shall sign the EoI document..	forming the consortium
2	The applicant must be registered in India with appropriate tax and other administrative authorities	GST Registration PAN Card
3	The applicant shall have an average business turnover of Rs. 1 crores or above during the last three assessment years (AY 2018-19, 2019-20 and 2020-21) and must be a profitable firm in the last 3 assessment years	A copy of the annual report, audited profit and loss statement of the company and balance sheet along with a certificate from CA showing compliance to be submitted.
4	The applicant shall have experience in conducting similar electronic sale of commodities through an online platform / any other similar processes in reputed Govt./Govt. Undertaking / PSU's / Private organisations for the last 2 years.	Work Order and details of the project handled shall be submitted along with supporting documents as mentioned at Annexure-3.  The details of projects taken over but yet to be implemented, if any should also be provided as additional information.
5	The applicant should have technically qualified and well experienced strong in house resource base, including IT professionals	A general profile of qualification, experience and number of key staff shall be furnished
6	The company should not have been blacklisted / barred / disqualified / suspended by any State / Central govt. / UT Administration/ Semi Government Organization / PSU or any company.	Self-Certification / declaration

## 7. SCOPE OF WORK / DELIVERABLES

1) Spices Board intends to obtain services from capable and experienced firms for undertaking online sale of spices through customized and secured public electronic platform of their own, which shall be integrated to the e-spice bazaar web portal through suitable Application Programming Interfaces (APIs). The firms shall be ready to infuse modifications on their existing platform and introduce features as recommended by the Board, for the sake of uniformity and for meeting various objectives of the project. **The firm shall own / shall have full rights to operate the electronic platform** and should be able to provide services, best practiced in the industry clubbed together with latest technology.

2) The firm shall be responsible to facilitate online sale of spices **using a user friendly and effective business model and electronic platform**. The proposed model shall be innovative in nature and shall be able to accommodate large number of buyers and sellers and in the process ensure fair price discovery in a transparent and secured manner. Further, the business model proposed by the firm shall facilitate availing of necessary support services, such as logistics, warehousing/cold storage, quality evaluation / assaying and reporting etc in a transparent manner by the sellers and buyers, for which adequate provisions shall be provided in the electronic platform.

3) The business model of the firm shall provide for enabling traceability of the spices and shall have provisions for monitoring the movement of the produce between various nodes of the supply chain.

4) The firm shall promote use of the e- spice bazaar portal among the spice growers, exporters, processors, traders, other stakeholders etc.

5) The firm shall be responsible for identifying the spice growers as well as FPOs/ Societies/Groups who can aggregate various spices and facilitate sale of spices by the farmers/ FPOs/Societies/Groups through the web portal. The Board will extend possible support for identification spices growers as well as FPOs/ Societies/Groups etc.

6) The firm shall facilitate registration of growers, FPOs/ Societies/Groups, traders and exporters of Spices in the web portal, by drawing support from Spices Board's Offices, other line departments & organizations etc.

7) The firm, with the approval of the Board shall provide to FPOs / groups necessary provisions in the platform for maintaining the details of individual farmers who are members of the FPO/ group so as to enable traceability of the lots which are put up for sale/ sold through the portal.

8) They firm may charge the users of the platform for their services, as approved by the Board.

9) The electronic platform will have to be integrated in the e-spice bazaar portal of Spices Board and will be known as the Board's platform.

10) Spices Board is collaborating with United Nations Development Programme (UNDP) for developing a "Blockchain Traceability Interface for Indian Spices". This interface, once developed by UNDP, is proposed to be integrated with the e-spice bazaar portal. Hence, the platform of the firm, in addition to enabling integration with e-spice bazaar portal, should have facility for seamless integration with the traceability interface as well as with other system/s of Spices Board and other third parties, as and when required.

11) The provision for facilitating quality evaluation of the spices put up for sale through the platform as well as display of analytical results shall be incorporated to the business model and electronic platform.

12) The firm's platform shall enable making online payment and shall have a provision for payment gateway, with the facility to route the applicable charges/amount to various stakeholders / parties using a settlement mechanism / escrow system/ other suitable mechanism.

13) The firm shall provide operational training for a period of at least 1 week to the designated officers of Spices Board and other stakeholders identified / approved by the Board.

14) The firm shall provide all the materials/documents in regard to the business model, modus operandi of business etc to Spices Board and other stakeholders identified / approved by the Board.

15) All the contents of the electronic platform should be in English as well as in Hindi/ local language.

16) The firm shall facilitate updation of real time trade data in the e-spice bazaar portal and shall also provide to the Board system generated reports/logs, as and when required.

17) The firm shall provide dedicated resources for managing the effective implementation of the business model as well as the electronic platform on a day to day basis. The firm should have technical as well as non-technical resources. Also, the firm shall designate the Branches/Offices that will handle the business on a day- to-day basis.

18) Any change at the policy or technical level should be intimated by the firm to Spices Board on a real time basis.

19) The firm shall provide 24x7 help desk. The help desk should be responsible to receive the calls & reply to e-mails of the stakeholders. Any matter which could not be resolved by the help desk should be immediately referred to the dedicated team or next level for early solution & prompt redressal.

20) The firm shall provide access to the platform to Spices Board for testing, prior to acceptance of the platform by the Board.

21) An official of the firm shall be designated to interact with Spices Board and other stakeholders of the industry as a Single Point of Contact (SPOC).

## **8. DOCUMENTS COMPRISING OF EOI SUBMISSION**



The EoI submitted by the firms shall comprise the following;

1. EoI submission form (Annexure 1) in letterhead of the firm with duly signed copy of the EoI
2. Company Profile
3. Declaration in the prescribed format (Annexure 2)
4. Documentary Proof for meeting Minimum Eligibility Criteria
5. Copy of Registration/ Certificate of Incorporation/ or any other relevant document.
6. Copy of PAN
7. Copy of Tax Registration ( GST)
8. Copy of Annual Report, audited Balance Sheet and Profit & Loss Account of the last 3 assessment years
9. Copy of IT returns for the last 3 assessment years and certificate from the chartered accountant of the firm
10. Proof of experience (Annexure 3) with copy of relevant work orders
11. Preferred Area of Operation (Annexure 4)

**Note**

EoIs received by post/email after the closing date and time mentioned in the document will be rejected without any further communication on the matter.

Spices Board India reserves the right to call for any further information. Any information furnished by the firm ,if found to be incorrect at any stage, would result in the firm being declared ineligible.

The Board shall not be responsible for any postal delay. Incomplete responses to EoI will summarily lead to rejection of the response. The Board shall have the right to reject any or all the responses without assigning any reasons thereof.

**9. SELECTION PROCESS**

The selection process will be carried out in two stages.

Stage I: Receiving Expression of Interest (EOI)

On receipt of the responses to the EoI, an evaluation committee of Spices Board, will short-list only those firms which fulfill the eligibility criteria given at clause No. 6.

Evaluation of responses to the EoI

Sl. No.	Criteria	Score	
	Sub-criteria	Criteria Total	Sub criteria
1	Past experience of the Firm (track record)	70	

a	Number of year's relevant experience of firm in conducting similar online sale of commodities through an electronic platform / any other similar processes in reputed Govt./Govt. Undertaking / autonomous bodies / PSU's / Private organisations  4 or more years : 30 marks 3 years to less than 4 years : 20 marks 2 years to less than 3 years : 10 marks		30
b	Number of projects carried out for conducting similar online sale of commodities through an electronic platform / any other similar processes  2 or more projects : 20 marks 1 project : 10 marks		20
c	Number of projects carried out for conducting online sale of agri/horti commodities through an electronic platform 2 or more projects : 10 marks 1 project : 5 marks		10
d	Past Experience in carrying out projects for electronic sale of commodities through an online platform / any other similar processes for government sector, public sector undertaking, autonomous bodies, etc.  2 or more projects : 10 marks 1 project : 5 marks		10
2	Overall financial strength of the firm in Terms of turnover  Average Annual Turnover during last 3 assessment years  More than Rs. 4 crore : 30 marks Rs. 2 crore to less than 4 crore : 20 marks Rs.1 crore to less than 2 crore : 10 marks	30	

The maximum marks that can be scored would be 100. The firms will be ranked based on their scores. For conducting online sale of spices in particular region/state, it is proposed to shortlist not more than **three** firms positively, for further stages of the tendering process. However, the Board at its discretion shall consider shortlisting of more than three firms, on need basis.

If deemed necessary, SPICES BOARD will seek clarifications on any aspect of EoIs submitted by the firms. If a response is requested, it must be provided within 3 days by email. Response

received beyond 3 days, if any, will not be considered. However, this would not entitle the firm to change or cause any change in the substances of their EOI document already submitted. Spices Board will also make enquiries to establish the past performance of the firms in respect of similar projects. All information submitted in the application or obtained subsequently will be treated as confidential.

Stage II: Request for Proposals (RfP)

In the second stage, Request for Proposals (RfP) containing technical and commercial bids will be invited only from such shortlisted firms to select the winning bidder. The technical bid shall comprise of the business model of the firm and other relevant details, which will be specified in the RfP . The commercial bid refers to the transaction fees to be collected by the service provider from sellers and buyers respectively. The details and formats in this regard will be provided to the shortlisted firms as part of the RFP.

**10. MODIFICATION/REJECTION/TERMINATION OF INVITATION FOR EOI**

Spices Board reserves the right to withhold or withdraw the process at any stage. Also, the Board reserves the right to change/ modify/ amend/ cancel any or all provisions of this document. Such revisions to the EoI document, will be made available on the website of Spices Board and CPP portal.. No charges, whatsoever can be claimed/will be paid to the firms for participation in the EoI.

## **ANNEXURES**

**Annexure I- EoI Submission Form (to be submitted in company letter head)**

SI No	Particulars	Details
1	Name of the firm	
2	Year of Establishment	
3	Place of Incorporation	
4	Address of Registered Office	
5	Head of the organization along with designation, address, contact details and email id	
6	Name, designation, address, phone no. and email id of contact person handling this proposal	
7	Name, designation, address, phone no. and email id of the Authorized Signatory	
8	Website of the company	
9	Company profile (including general profile of qualification, experience and number of key staff)	
10	Legal status of Bidder (proprietor / partnership / private Ltd / public Ltd / PSU / other etc)	
11	GST Registration (enclose copy)	
12	PAN No (enclose copy)	
13	Work experience in conducting similar electronic sale of commodities through an online platform / any other similar processes in reputed Govt./Govt. Undertaking / PSU's / Private organisations for/ in last 2 years	
14	Turnover for the last 3 assessment years (attach supporting documents)	AY 2018-19: AY 2019-20: AY 2020-21:

(Signature of the authorized representative)

Full Name:

Designation:

Name and Address of the Firm:

Seal:

Place:

Date:

**Annexure 2- DECLARATION (to be submitted in company letter head)**

I/We(Name) \_\_\_\_\_ (designation) \_\_\_\_\_  
of (Firm) \_\_\_\_\_ do hereby solemnly affirm and declare that the  
individual/firm/company is not black listed by any Government Department /PSU/ Autonomous  
body / Private Organization. Further, no litigation enquiry is pending and / or initiated against us  
by any Government Department /PSU/Autonomous body / Private Organization or Court of Law.

I / We (Name) ..... (Designation .....  
of (Name of the Firm) ..... have read and understood the  
invitation for Expression of Interest (EoI) from firms for enabling sale of spices through the e-  
spice bazaar portal and hereby accept to abide by its contents.

(Signature of the authorized representative)

Full Name:

Designation:

Name and Address of the Firm:

Seal:

Place:

Date:

**Annexure 3- Experience Format (to be submitted in company letter head)**

I/We (Name of the Firm) have successfully conducted electronic sale of commodities through an online platform / any other similar processes in reputed Govt./Govt. Undertaking /Autonomous bodies/ PSU / Private organisations given below, to the satisfaction of the organizers.

I/we also enclose copies of certificates of our experience (project completion certificate and performance certificate of the concerned organizations, duly self-certified along with the name, designation, email id & contact details of the nodal person handling the project in the concerned organization).

Sl. No.	Name and address of the organization for which the work has been completed	Nodal person's name, designation, e-mail ID and contact no. of the concerned organization	Details of Work completed	Order No. with Date	Commodities that are sold through the platform	Value of the order	Date of completion of the work	Remarks

(Attach copy of relevant work orders)

*The details of projects taken over but is yet to be implemented, if any, should also be provided as additional information.*

(Signature of the authorized representative)

Full Name:

Designation:

Name and Address of the Firm:

Seal

Place:

Date:

**Annexure 4 - Preferred Area of Operation (to be submitted in company letter head)**

I/We (Name of the Firm) am interested in conducting electronic sale of spices through an online platform which is to be further integrated to the e-spice bazaar portal of Spices Board in the following States/UTs of India.

Sl. No	Name of State/UT	Spices for which online sale is proposed to be undertaken*

\*Non mandatory field. The firms may indicate spices (other than cardamom), which are proposed to be sold through the platform

*(Rows may be added if required)*