



**Request for Proposal : Document For
Selection of Agency/Individual Units for Implementation,
Operation and Maintenance of NAVY Project**

Date: 03 /01/2022

Export Promotion Bureau Uttar Pradesh
**Nodal Agency for NAVY (NIRYAT AWASTHAPNA VIKAS YOJNA) Scheme of
Government of Uttar Pradesh**

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DISCLAIMER

The information contained in this Request for Proposal document or subsequently provided, whether verbally or in documentary or any other form by or on behalf of the Export Promotion Bureau, is provided to applicants on the terms and conditions set out in this and such other terms and conditions subject to which such information is provided.

This document includes statements, which reflect various assumptions and assessments arrived at by the Export Promotion Bureau in relation to the Assignment. Such assumptions, assessments and statements do not purport to contain all the information that each applicant may require. The assumptions, assessments, statements and information contained here may not be complete, accurate, adequate or correct. Each applicant should therefore, conduct own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained here and obtain independent advice from appropriate sources.

Export Promotion Bureau 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. The issue of this document does not imply that Export Promotion Bureau is bound to select an applicant or to appoint the selected applicant or for implementation of the project under NAVY Scheme, as the case may be, for the assignment and the Export Promotion Bureau reserves the right to reject all or any of the applicant or proposals without assigning any reason whatsoever.

1. Introduction

Objectives of the Scheme

The objective of the scheme is to involve special purpose vehicles in export effort by providing assistance to the PSU under State Government / GoI , export promotion councils /commodity boards /recognized apex trade body under EXIM policy of GoI & export oriented individual manufacturing / services enterprises for creating appropriate infrastructure for development and growth of exports. Such involvement will be based on the projectised approach and projects are to be prioritized by GoUP to address the critical link both at the point of production and the point of evacuation in the industrial cluster, largely within the contour of the first mile and the last mile consideration.

1.1 Requests for Proposal

Export Promotion Bureau invites applications for implementation, operation and maintenance of Projects selected under NAVY Scheme to undertake the assignment as defined on the Terms and Conditions mentioned in this document.

1.2 Procurement of Document

Document can be downloaded from the official website of the Export Promotion Bureau at <http://www.epbupindia.in> or can be procured from the office of the Deputy Commissioner, District Industries Promotion And Entrepreneurship Development Centres as well as office of The Export Promotion Bureau, 8 Cantt Road, Qaiser Bagh, Lucknow.

1.3 Validity of the Proposal

The Proposal shall be valid for a period of 90 days from the due date of submitting of the proposal.

1.4 Brief description

- 1.4.1. The applicant may apply for the enlisted projects in para-5 with a maximum capping of Rs 10.00 Cr. per project exposure (excluding the cost of land) considering state assistance of 70% under the NAVY scheme to the total cost of project as competent assessment. The cost of encumbrance free land shall be borne by the applicant. The applicant's proposals shall be evaluated on the basis of comprehensive detailing of its quality and its due impact on exports.
- 1.4.2. Applicants, whose total cost is more than that of the specified limit should note that the assistance under the scheme is limited as given in para 1.4.1. Such applicants, if selected, shall have to bear the additional cost by themselves.

2. Selection Process.

- 2.1. All applications shall be submitted to the Deputy Commissioner, District Industries Promotion And Entrepreneurship Development Centres of the concerned district where the project is proposed upto 31.01.2022 till 17:00 Hrs. under separate sealed cover for each project indicating the name of project in the front of envelope. Additionally, the proposals can also be directly submitted in the office of the Export Promotion Bureau ,8-Cantt Road ,Lucknow by the due date .
- 2.2. Deputy Commissioner, District Industries Promotion And Entrepreneurship Development Centres shall deliver all applications, received in their offices, in sealed cover to Export Promotion Bureau on 01-02-2022
- 2.3. All the applications received till the final date of submission i.e.31-01-2022 by **17.00 Hrs** shall be scrutinised by the screening Committee on 04-02-2022 at **15.00 Hrs** at the office of the Export Promotion Bureau, 8 Cantt Road,Lucknow.
- 2.4. After examining the applications, if required, the screening committee may ask the applicant for presentation of the project, on a separate date which shall be intimated separately Final report will be presented to SLEPC after evaluation.
- 2.5. Decision taken by SLEPC will be final and binding.

3. Instructions to Applicants

3.1 Scope of Proposal

- 3.1.1 Detailed description of the objectives, scope of services and other requirements relating to services are specified in this document.
- 3.1.2 The selection of agency for implementation of the Project under the Scheme shall be on the basis of an evaluation criteria as mentioned in para 20.1. Applicant shall be deemed to have understood and agreed that no explanation or justification for any aspect of the selection process will be given and there will be no right of appeal whatsoever.

4.0 Eligible Agencies

- 4.1 Public Sector undertakings of Central / State Governments
- 4.2 Other agencies of Central / State Governments
- 4.3 Export Promotion Councils / Commodity Boards
- 4.4 Apex Trade bodies recognized under the EXIM policy of Government of India and other apex bodies recognized for this purpose by the Empowered Committee
- 4.5 Individual Production/ Service Units dedicated to exports.

5. List of Available Projects Selected and included under NAVY scheme -

S.No	Name of the Project	District	Interventions expected from the project SPV
1	C.F.C. FOR RAW MATERIAL BANK	Aligarh	<ul style="list-style-type: none">• Raw material bank for ingots of brass, zinc & copper from scrap metal & ferrous metals• Aggregation of the demand from the cluster• The applicant may also propose other interventions that can be taken up by the proposed facility
2	CFC FOR PVD COATING	Aligarh	<ul style="list-style-type: none">• Setup a common processing center for PVD coatings• Based on market demand, maintain a supply of base reagents to be made at competitive market prices• Availability of state of the art machines to service the processing demand from the cluster• The applicant may also propose other interventions that can be taken up by the proposed facility
3	CFC FOR WOOD HANDICRAFT	Amroha	<ul style="list-style-type: none">• Develop a common production centre which shall facilitate the key processes in wood handicraft, treatment etc.• The facility shall be equipped with state of the art machinery for log sawing, treatment capsules, Seasoning kiln, pressing, etc. and manual crafting on wood• The applicant may also propose other interventions that can be taken up by the proposed facility
4	CFC FOR HERBAL EXTRACTION	Bareilly	<ul style="list-style-type: none">• Facilitate processing of herbal crops and raw material like, Giloy, Ashwagandha, Kapur, Kachri, Basil, Neem, Stevia, etc. into herbal extracts• The key activities that shall be undertaken by the CFC shall include extraction, crushing, drying, testing, packaging etc.• Develop backward linkages for procurement of raw material from farmers locally or in cluster proximity and organize workshops with farmers on organic farming• To function as a Centre of Excellence for exports of this sector with strong backward and forward linkages• The applicant may also propose other interventions that can be taken up by the proposed facility
5	C.F.C. FOR YARN SPINNING CUM RAW MATERIAL BANK	Chandauli	<ul style="list-style-type: none">• Establish a common processing center equipped with state of the art yarn spinning machines with a focus on cotton and polyester fabric• Support the small and micro scale industries as a raw material bank• Provide marketing and business development support to weavers• The applicant may also propose other interventions that can be taken up by the proposed facility
6	CFC FOR BED SHEET PRINTING	Hapur	<ul style="list-style-type: none">• Development of a common production center for bed sheet printing, design development and quality conformity assistance

			<ul style="list-style-type: none"> • Undertake export quality raw material procurement for the MSME units of the cluster • The applicant may also propose other interventions that can be taken up by the proposed facility
7	CFC FOR STUFFING FIBER FILLING MATERIAL CENTRE CUM TESTING LAB FOR MINI TOYS PARK	Jhansi	<ul style="list-style-type: none"> • Facilitate supply of natural cotton fibers, synthetic polyester fibers, quality stuffing material for soft toys with breathable and hypoallergic properties • Equip the proposed CFC with material stuffing machines for consistency in product quality and testing facilities to evaluate product quality conformity with international market standards • The applicant may also propose other interventions that can be taken up by the proposed facility
8	CFC FOR Readymade Garments Metal Accessories	Pilibhit	<ul style="list-style-type: none"> • The proposed CFC shall be equipped with machines for accessory manufacturing like, mold making, spinning, cutting, bending, welding, polishing and finishing • The facility shall also support in development of new designs as per industry requirement. • The applicant may also propose other interventions that can be taken up by the proposed facility
9	Un-Plasticized Polyvinyl Chloride Profiles Production Centre	Ghaziabad	<ul style="list-style-type: none"> • Establish a center equipped with machines and equipment for profile production • The proposed facility shall ensure design compliance as per the inputs from the industry and on-time delivery of orders • The applicant may also propose other interventions that can be taken up by the proposed facility

6. Cost of the Document

This Document can be procured from the office of Export Promotion Bureau, 2nd Floor, Niryat Bhawan, 8 Cantt Road, Lucknow or the office of Deputy Commissioner, District Industries Promotion And Entrepreneurship Development Centres. The document can be also downloaded from the website "www.epbupindia.in". While submitting the proposal it should be accompanied with a demand draft of Rs. 1000/- in favour of Export Promotion Bureau payable at Lucknow. Proposals without the cost of document, shall not be considered for evaluation. However no fee will be charged from Central and State Government Organisations.

7. Acknowledgement by Applicant

It shall be deemed that by submitting the Proposal, the Applicant has:

- made a complete and careful examination of the document;
- acknowledged that it does not have a Conflict of Interest; and
- agreed to be bound by the undertaking provided by it under and in terms hereof.

8. Right to reject any or all Proposals

- Notwithstanding anything contained in this document, the SLEPC reserves the right to accept or reject any Proposal and to annul the Selection Process and reject all Proposals, at any time without any liability or any obligation for such acceptance rejection or annulment, and without assigning any reasons thereof.
- Applications are liable to be rejected if :
 - at any time, a material misrepresentation is made or uncovered, or
 - The applicant does not provide, within the time specified the supplementary information sought for evaluation of the Proposal.
- Such misrepresentation/ improper response may lead to the disqualification of the applicant.

9. Clarifications

Applicants requiring any clarification may send their queries to the EXPORT PROMOTION BUREAU by e-mail latest by 5.00 PM till 18.1.2022. The Export Promotion Bureau shall prepare clarifications of all queries received within due time and post them on its website by 04.00 PM on 24.01.2022.

10. Amendment / Modification

- At any time prior to 24.01.2022.at 4.00 PM, the EXPORT PROMOTION BUREAU may, for any reason, whether at its own initiative or in response to clarifications requested by the applicant, modify the document by the issuance of Modified /Addendum/ Amendment through posting it only on its website and clarifications to queries will be considered as amendment of this document.

- 10.2 All such amendments/modification will be posted only on the Website and shall not be published in any news paper and will be binding on all applicants.
- 10.3 In order to afford the applicant a reasonable time for taking an amendment into account, or for any other reason, the EXPORT PROMOTION BUREAU may, in its sole discretion, extend the Proposed Due Date.

11. Submission of Proposal

- 11.1 Applicant shall submit their proposal in the format at Appendix-I
- 11.2 While submitting the Proposal, the applicant shall, in particular, ensure that Power of Attorney for signing of proposal have been submitted;
- 11.3 The EXPORT PROMOTION BUREAU reserves the right to verify all statements, information and documents, submitted by the applicant in response to the proposal.
- 11.4 The applicant shall submit the Proposal in hard bound form with all pages numbered serially and by giving an index of submissions. Each page of the submission shall be signed by indelible ink by the Authorized Representative.
- 11.5 The Proposal will be sealed in an outer envelope bearing the address of the concerned Deputy Commissioner, District Industries Promotion And Entrepreneurship Development Centres, or Export Promotion Bureau, 8 cantt road ,Lucknow depending upon the office to which the application is being submitted along with the name and address of the applicant. The envelope should be clearly marked as "Proposal Under Niryat Awasthapna Vikas Yojna "
- 11.6 The Proposal shall only be made in the Forms specified in this document. Any attachment to such Forms must be provided on separate sheets of paper and only information that is directly relevant should be provided. This may include photocopies of the relevant pages of printed documents.

12. Proposal Due Date

- 12.1 Proposal should be submitted up to 17:00 hrs on 31st Jan 2022 at the address, provided in para 11.5 in the manner and form as detailed in this document.
- 12.2 The DEPUTY COMMISSIONER or Export Promotion Bureau shall give a receipt of receiving the sealed application cover in the concerned office indicating date and time of receipt and the sequence number of the receipt of application in the office.
- 12.3 The EXPORT PROMOTION BUREAU may, in its sole discretion, extend the Proposal Due Date by issuing a Corrigendum in accordance

13. Modification/ substitution/ withdrawal of Proposals

No Proposal shall be modified, substituted, or withdrawn by the applicant after its submission.

14. Evaluation of Proposals

- 14.1 Prior to evaluation of Proposals, the EXPORT PROMOTION BUREAU will determine whether each Proposal is responsive to the requirements of the document. A Proposal shall be considered responsive only if submitted on proper application format with all enclosures, Bank Draft of the cost of document; Proof of fee from government organisations is not required.

15. Clarifications

To facilitate evaluation of Proposals, the EXPORT PROMOTION BUREAU may, at its sole discretion, seek clarifications from any applicant regarding its Proposal.

16. Penalty Clause:

- 16.1 If the progress of assignment is found to be non-satisfactory or delayed at any point of time, Export Promotion Bureau reserves the right to impose penalty. The total amount of penalty shall not exceed 5% of total assigned cost.

17. Objective

The broad objectives of the assignment are:

- 17.1. To create export related infrastructure which has overwhelming impact on growth of export.
- 17.2. To ensure efficient implementation and running of the project.

18. Scope of Work

The Scope of work shall include the following stages :

- 18.1 To Prepare Detailed Project Report within 2 month From the date of approval of the project.
- 18.2 To create export infrastructure as per DPR approved by competent authority within a period of two years from the date of financial sanction.
- 18.3 To implement and run the project and provide the services of infrastructure created under the scheme as per Terms and Condition laid down in agreement

19. Criteria and procedure of approval and evaluation of the project :

- 19.1 Land free from all encumbrances is prerequisite for consideration of projects for assistance under the scheme.
- 19.2 The proposals must show a direct linkage with the exports. The proposed investments should also not duplicate the efforts of any existing organization in the same field. The funding for the project shall be on cost -sharing basis, if the assistance is being provided to a non-government agency. Assistance to non government agencies will be limited to 70% of the assessed project cost as provided in para 1.4

20. Evaluation criteria for Proposal/Marking Scheme :

- 20.1. Evaluation of the proposal shall be based on the material provided with the application and presentation made before the Screening Committee.

Sl. No	Description	Max. Marks
1	Likely Impact on Export growth	50
2	Availability of encumbrance free, sufficient Land	25
3	Category of Projects (whether the project is) : a. R&D, Testing Lab, Skill Development, Design Studio etc. b. Quasi Developmental CFC/Hardware Park/Expo Mart c. More commercial venture, CFC etc.	15
4	Need of the Project in the region (Whether there is no similar project/facility in the region)	10
	Total Marks	100

20.2 Evaluation of Proposal

In case, there are more than one applicants for a project, the applicant securing highest marks will be enlisted for that project. If there is only one applicant for a project, he will also be enlisted. All enlisted applicants will be arranged in the descending order of their marks. The top most applicants on this descending order list will be selected depending on the availability of funds, subject to the decision taken by SLEPC.

Application for NAVY Project

1	Profile of the Exporting Cluster for which project has been proposed (detailed profile of the cluster including no. of mfg. units, no. of exporting units, total production, total export, total employment, products, markets and no. of units owned by SC / ST / OBC / minority and women's)	
2	Name and complete address of the proposing organization	
3	Name and complete address of the implementing organization	
4	Status of the implementing agency - whether Public Sector undertakings of Central / State Governments, other agencies of Central / State Governments, Export Promotion Councils / Commodity Boards, Apex Trade bodies recognized under the EXIM policy of Government of India and other apex bodies recognized for this purpose by the Empowered Committee or Individual Production/ Service Units dedicated to exports.	
5	Total cost of the project (Building, Plant & Machinery) - please exclude land cost	
6	Financing pattern of applicant's component	
7	Total requirement of land (sq. mt.),	
7A	Cost of land and source of funds for land cost.	
8	If encumbrance free land as required is available and in possession.	
9	Scope of work of applicant	
9.1	Type of infrastructure/facilities activity wise (Pl. add rows if required or give a separate sheet)	
A		
B		
C		
9.2	Present status of above facilities and services (How is the need presently being fulfilled ? Is there an existing organisation doing similar activity in the vicinity ? Where is such an organisation nearest at present ?)	
A		
B		
C		

9.3	Activity Proposed under the project (To determine the category of project)	
A		
B		
C		
9.4	Main benefits accruing from the project	
A	Growth in Export (growth % of the project related commodity) (Give basis for statement and figures)	
B	Growth in Production (Give basis for statement and figures)	
C	Growth in Employment (Give basis for statement and figures)	
D	Development of new Markets (Give basis for statement and figures)	
E	Increase in New Export Items (Give basis for statement and figures)	

Encl :

1. Proof of availability of encumbrance free land.
2. Articles of Association/constitution of the proposing organisation
3. List of members/directors of the proposing organisation
4. . Reliable data of exports and Justification regarding above point 9.4
5. Detail cluster profile (No. of units and their status of exports located in the area/district, being benefited with the project)
6. Proof of financial credential of the proposing organisation.(enclose bank certificate about the promoters/company/SPV)
7. Summary detail of project.
8. Power of attorney for signing the application if not signed by applicant himself.

Authorized Signature :
Name and Title of Signatory :
Name of Proposing Organisation
Address :

Letter of Proposal
(On Applicant's letter head)

Dated:

The Export Commissioner,
Export Promotion Bureau, U.P.
Lucknow-226010

Sub: Selection of competent institution/organization for implementation and running of the Project under NAVY Scheme.

Dear Sir,

1. With reference to your document dated....., we, have examined and understood the contents, and hereby submit our Proposal for the aforesaid Assignment. We are keen to create/establish following infrastructure/facility to promote exports from the state. This proposal is unconditional.
2. All information provided in the **Proposal** and in the Appendices is true and correct.
3. This statement is made for the express purpose of qualifying as applicant for undertaking the Assignment.
4. We shall make available to the Export Promotion Bureau any additional information it may find necessary or require to supplement or authenticate it.
5. We acknowledge the right of the EXPORT PROMOTION BUREAU to reject our Proposal without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. We certify that in the last three years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
7. We declare that:
 - A. We have examined and have no reservations to the rules, including any Addendum issued by the Government of U.P.
 - B. We do not have any conflict of interest in accordance the RFP document;
 - C. We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as defined in the RFP document, in respect of any tender or request for proposal issued by or any agreement entered into with the EXPORT PROMOTION BUREAU or any other public sector enterprise or any government, Central or State; and
 - D. We hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
8. We understand that you may cancel the selection at any time and that you are neither bound to accept any Proposal that you may receive nor to invite the applicant for the Assignment, without incurring any liability.
9. We declare that we are not a part of any other applicant submitting a Proposal for the projects under NAVY scheme
10. We certify that in regard to matters other than security and integrity of the country, we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the Assignment

- or which relates to a grave offence that outrages the moral sense of the community.
11. We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
 12. We further certify that no investigation by a regulatory authority is pending either against us or against our Associates or against our CEO or any of our members and employees.
 13. We undertake that in case due to any change in facts or circumstances during the selection Process, we are attracted by the provisions of disqualification in terms of the guidelines referred to above, we shall intimate the EXPORT PROMOTION BUREAU of the same immediately.
 14. We hereby irrevocably waive any right which we may have at any stage howsoever arising to challenge or question any decision taken by the EXPORT PROMOTION BUREAU/SLEPC in connection with the selection or in connection with the Process itself, in respect of the above mentioned Assignment and the terms and implementation thereof..
 15. In the event of our being declared as the successful applicant, we agree to enter into an Agreement to be provided. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
 16. We have studied all the document carefully. We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the EXPORT PROMOTION BUREAU
 17. We agree and understand that the Proposal is subject to the provisions of the Document. In no case, we shall have any claim or right of whatsoever nature if the assignment is not awarded to us or our Proposal is not opened.
 18. We agree and undertake to abide by all the terms and conditions of the document and all the guidelines of GoUP under NAVY scheme.

In witness thereof, we submit this Proposal under and in accordance with the terms of the document.

Yours faithfully,

Date: Signature of the Authorized signatory)

Place: (Name and designation of the of the Authorized signatory)
Name and seal of Proposing Organisation

Brief Summary of the Project Cost**A. Fixed Investment :**

1. Land cost

(a) Cost of Land Rs.

(b) Site Development (if required) Rs.

2. Building

Details of building with area and purpose of utilization.

3. Machinery/Equipment cost (complete list) Rs.

4. Preliminary & preoperative expenses

B. Working Capital :

(For one operational cycle including raw material, labor cost and other expenses required)

C. Total fixed cost of the project**D. Profitability/sustainability calculation****E. Means of Finance**

1. SPV contribution

2. NAVY fund

3. Working capital arrangements.

(Expenses of non capital nature will not be a part of project cost for funding purpose under NAVY Scheme)

Particulars of Proposing Organisation

1. Name of the Proposing Organisation :
2. Registered Office:
3. Date of Incorporation:
4. Constitution of Proposing Organisation:
5. Core business activities:
- 6 Detail of members/directors of the Proposing Organisation
7. Details of main branches/offices/workshop/factory:
8. Details of contact persons
9. Any other details

Name :

Designation :

Contact tel. No. :

Mobile no. :

Fax no. :

Email id :

Postal address :

(Signature of Authorized
signatory)

FINANCIAL PROPOSAL

(On Applicant's letter head)

[Location, Date]

FROM: [Name of Proposing Organisation]

.....
.....

To

The Export Commissioner,
Export Promotion Bureau
Lucknow-226010.

Sub: Selection of For implementation of the Project under NAVY Scheme for Long Term Export Promotion Programme of Uttar Pradesh

Dear Sir,

We, the undersigned, offer to provide the services as For implementation, operation and maintenance of the Project under NAVY Scheme in accordance with your advertisements. Our Financial contribution to the project will be to provide encumbrance free sufficient land and the SPV contribution as mentioned in G.O. No 1366/18-4-2016-13(ASIDE)/15 dated 11 Aug. 2016 Our Financial Proposal shall be binding upon us up to the expiration of the validity period of the Proposal, i.e. (Date).

Yours sincerely,

Authorized Signature :
Name and Title of
Signatory :
Name of Proposing
Organisation : Address :

**Write up on Project Conceptual Clarity and Approach
(To be submitted in a Separate Sheet)**

In this write up the firm should propose its understanding of the project, the action plan it intends to follow, the matrix of staff deployment as per timeline, the deliverables and their time line, the mobilisation of extra resources and value addition proposed for the assignment. The practical difficulties and obstacles which can possibly arise during the course of assignment and how to address them should also be highlighted.

Authorized Signature [*In full and initials*]: _____

Name and Title of Signatory: _____

Name of Applicant: _____

Address: _____