



NAFED
60 Years in Service

**NATIONAL AGRICULTURAL COOPERATIVE MARKETING
FEDERATION OF INDIA LTD. (NAFED)
NAFED House, Siddhartha Enclave
Ashram Chowk, Ring Road
New Delhi-110014**

NAFED INVITES REQUEST FOR PROPOSAL FROM ELIGIBLE APPLICANTS

For

Opening of NAFED Bazaar Stores and NAFED Cafes across Delhi NCR locations.

RFP No.: - HO/RBD/153/IOCL/2024-25/01

Dated: 07.03.2025

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National Agricultural Cooperative Marketing Federation of India Ltd. (NAFED), Ashram Chowk, Ring Road, New Delhi-110014 invites sealed Request for Proposal (RFP) from Eligible Applicants for Opening of NAFED Bazaar Retail Stores and NAFED Cafes across Delhi NCR, with a view to expand its presence in retail sector for regional, national and international markets. The application must be accompanied with processing fees (non-refundable) of Rs. 5900 (Five Thousand Nine Hundred only including 18% GST) by means of DD/ NEFT/ RTGS to NAFED. Interested parties can submit their application along with copies of all required documents/profile etc. by Post/ Courier or by Hand at NAFED, Head Office on or before the last date and time prescribed in this RFP which shall be opened in the presence of parties or their authorized representatives on the same date and time as prescribed in this RFP. NAFED reserves the right to accept or reject any or all applications without assigning any reason thereof. For any query and clarification kindly contact Manager, Retail Business Division (RBD).

Manager

Retail Business Division, NAFED, 2nd Floor,

NAFED House, Ashram Chowk,

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E-Mail :ranjan@nafed-india.com, Ph-011-26341810

SECTION I

NOTICE OF DISCLAIMER

1. The information contained in this RFP document or subsequently provided to intending applicant(s) whether verbally or in documentary form by or on behalf of National Agricultural Cooperatives Marketing Federation of India Ltd. (NAFED) or any of its employees or officers (referred to as “NAFED Representative”) is provided on the terms and conditions set out in this RFP document and all other terms and conditions subject to which such information is provided.
2. No part of this RFP and no part of any subsequent correspondence by NAFED, or NAFED Representatives shall be taken neither as providing legal, financial or other advice nor as establishing a contract or contractual obligations. Contractual obligations would arise only if and when definitive agreements have been approved and executed by the appropriate parties having the authority to enter into and approve such agreements.
3. The RFP document has been prepared solely to assist prospective applicants in making their decision for applicants. NAFED does not purport this information to be all- inclusive or to contain all the information that a prospective applicant may need to consider in order to submit an RFP. The data and any other information wherever provided in this RFP documents is only indicative and neither NAFED, nor NAFED Representatives, will make or will be deemed to have made any current or future representation, promise or warranty, express or implied as to the accuracy, reliability or completeness of the information contained herein or in any document or information, whether written or oral, made available to a applicant(s), whether or not the aforesaid parties know or should have known of any errors or omissions or were responsible for its inclusion in or omission from this RFP documents.
4. Neither NAFED nor NAFED representatives make any claim or give any assurance as to the accuracy or completeness of the information provided in this RFP document. Interested applicant(s) is advised to carry out their own investigations and analysis or any information contained or referred to herein or made available at any stage in the RFP process in relation to the supply. Applicants have to undertake their own studies and provide their RFP.
5. This RFP documents is provided for information purposes only and upon the express understanding that such parties will use it only for the purpose set forth above. It does not purport to be all-inclusive or contain all the information about the supply in relation to which it is being issued.

6. The information and statements made in this RFP document have been made in good faith. Interested applicants should rely on their own judgments in participating in this RFP process. Any liability is accordingly expressly disclaimed even if any loss or damage is caused by any act or omission on part of the aforesaid, whether negligent or otherwise.
7. The RFP document has not been filed, or approved in any jurisdiction. Recipients of this document should inform themselves of and observe any applicable legal requirements. NAFED makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of the RFP Document.
8. NAFED reserves the right to reject all or any of the RFP submitted in response to this RFP invitation at any stage without assigning any reasons whatsoever.
9. All applicants are responsible for all costs incurred by them when evaluating and responding to this document and any negotiation costs incurred by the recipient thereafter. NAFED may in its sole discretion proceed in the matter it deems appropriate which may include deviation from its expected evaluation process, the waiver of any documents and the request for additional information. Unsuccessful applicants will have no claim whatsoever against neither NAFED nor its employees, officers.
10. NAFED reserves the right to modify, suspend, change or supplement this RFP at any stage. Any change to this RFP documents shall be uploaded on NAFED website <http://NAFED-india.com>
11. Mere submission of an RFP does not ensure selection of the applicants as Successful applicants.

END OF SECTION-I

SECTION – II

INTRODUCTION AND OVERVIEW

1 About NAFED

- 1.1 National Agricultural Cooperatives Marketing Federation of India Limited (NAFED) is an apex organization of Marketing Cooperatives in India. NAFED is also one of the central nodal agencies for procurement of notified agricultural commodities under Price Support Scheme (PSS). NAFED is also procuring Pulses for Buffer Stocking under Price Stabilization Fund (PSF) Scheme of Government of India.
- 1.2 NAFED has ventured into Consumer Marketing as a step towards diversification of its activities to make available essential items of daily need to the consumers at affordable rates. In the sixty years of its existence, NAFED has become a brand name amongst the farmers and consumers. The NAFED brand of pulses, spices, tea, food grains and other products are quite popular amongst the consumers owing to superior quality. NAFED deals in all kinds of pulses and spices produced in India. The blending and packaging of tea is done at its own unit located in Guwahati.
- 1.3 NAFED is also supplying grocery and other items to prestigious institutions in the country including reputed Hospitals, Public Sector Undertakings, Schools, Hostels, Ministries, IITs.
- 1.4 NAFED branded products like NAFED Tea, NAFED Pulses, Rice, Besan, Spices, Rice Bran oil and Mustard oil are very popular among the consumers and have received an overwhelming response owing to which NAFED has decided to venture in the General Trade market by developing and expanding its distribution channel to establish a supply chain, where in the sourcing, procurement, packaging, storage and distribution / supply takes place. List of NAFED Branded SKUs in existence is stipulated at Annexure – X.
- 1.5 One District One Product (ODOP): Ministry of Food Processing Industries (MoFPI), Government of India in collaboration with National Agricultural Cooperative Marketing Federation of India (NAFED) launched various one District One Product (ODOP) brands and ODOP Products under the Pradhan Mantri Formalisation of Micro Food Processing Enterprises (PMFME) scheme in New Delhi. List of ODOP SKUs in existence is stipulated at Annexure – X.
- 1.6 International Year of Millets (IYM-2023): NAFED is the nodal organisation under the Ministry of Agriculture & Farmers Welfare (MoA&FW) for the International Year of Millets-2023 (IYM-2023). The Ministry and NAFED are working together to build support, organise and forge effective marketing linkages for millet-based products to maximize the value capture of IYM-2023 across the country. NAFED will work towards realizing the vision of promoting India as the millet capital of the world through an array of initiatives including publicizing millet-based products in general trade and through its stores.

- 1.7 As per the Government of India's Scheme to provide affordable Atta, Rice, and Dal nationwide, the Department of Food & Public Distribution (DFPD) and Department of Consumer Affairs (DoCA) has directed NAFED to execute and implement the scheme on a large scale across the country to reach maximum consumers through their existing distribution channels and to explore potential channels and retail network to increase the sales and distribution of Bharat Dal, Bharat Atta and Bharat Rice.
- 1.8 NAFED's robust advertising, branding and marketing strategy ensures continued sales growth benefiting all the parties involved. NAFED will leverage its existing and upcoming retail, institutional and direct sales channel to make the products readily accessible to retail and institutional buyers for purchase. NAFED's networking is second to none and has all the right ingredients available to successfully run PAN India Projects. Our extensive network, diversifying all across India is a critical factor, having opened and successfully running retail outlets covering various geographical locations.
- 1.9 NAFED has planned to circulate RFP for opening its NAFED Bazaar retail stores and also run a new model of NAFED Cafes at different locations across Delhi NCR with the objective to enhance and sustain the presence with the Customers satisfaction.
- 1.10 The current strength of the NAFED Bazaar Stores is around 25 Stores, which is expected to go up to 500 Stores by 2025 end.

2 Necessity for this RFP

With the aim of further expanding its Retail Business and to enhance the presence in the national markets in line with the futuristic outlook, it is of utmost importance that positive changes be brought about at the earliest for achieving of the same.

This RFP is thus necessary for ensuring and sustaining the following aspects:

- (a) DELHI NCR presence of NAFED stores, NAFED Brand Products and other products promoted by NAFED.
- (b) Enhanced customer satisfaction through best possible availability of the NAFED Products and other products promoted by NAFED across the network.

3 Goals of this RFP

NAFED invites proposals to (1) expand its retail network through new stores across Delhi NCR and (2) establish a new form of NAFED Cafes to build more engagement with potential visitors and make a stronger brand image of NAFED in the retail space.

The selected agency will ensure timely opening of NAFED Bazaar stores and NAFED Cafes, at the specified locations provided by NAFED, with a view to supporting NAFED's retail sales

expansion across Delhi NCR markets. The RFP intends to bring out the details with respect to scope of services that are deemed necessary to share with the interested Applicants.

4 Tentative Calendar of Events

The following table enlists important milestones and timelines for completion of activities:

Date of Uploading of Documents on NAFED's website	07.03.2025
RFP Submission Start Date and Time	07.03.2025 (06:00 PM)
Pre-bid meeting date	17.03.2025 (3:00 PM)
RFP submission End Date and Time	24.03.2025 (2:00 PM)
RFP opening date and time	24.03.2025 (4:00 PM)

5 Overview

- 5.1 In order to further expand its Retail Business, NAFED hereby invites Selection of Agency for Opening of NAFED Retail Stores and NAFED Cafes across Delhi NCR for Sales and distribution of Nafed Brand and other approved products for retail sales in regional and national markets (hereinafter called as "Franchisee Partner").
- 5.2 The Corporation / Company/ Firm/ LLP / Trust / Society (including FPO/Cooperatives) fulfilling eligibility criteria shall be allowed to open the network of NAFED Bazaar Retail Stores and the NAFED Cafes at pre-approved locations, being provided by Indian Oil Corporation Limited (IOCL) in an open container format or any other space provided by NAFED.
- 5.3 The Applicant shall be an Indian PROPRIETORSHIP/ PARTNERSHIP FIRM/ CORPORATION / COMPANY / FIRM / LLP / TRUST / SOCIETY (INCLUDING FPO/COOPERATIVES) registered under appropriate act of Indian Law.
- 5.4 The Applicants shall submit their RFP as a single entity or as a Consortium of not more than three members, for jointly participating in the selection process. Applicants who are members of a Consortium shall only submit their RFP through this Consortium and not individually and/ or through any other Consortium, either directly or indirectly or through any of their associates. Only the documents submitted by the Lead Applicant of the Consortium shall be evaluated for the RFP.
- 5.5 Applications from SPVs shall not be considered in this RFP.
- 5.6 Interested and eligible parties under the RFP shall be required to submit a copy of each of

the required documents before the last date & time given in this RFP document.

After scrutiny of RFP, NAFED shall shortlist the eligible applicants as per NAFED procedure and inform them. The companies fulfilling eligibility criteria shall be selected and job of opening NAFED Bazaar Retail Stores and NAFED Cafes will be awarded to Corporation / Company / Firm / LLP / Trust/ Society (including FPO/ Cooperative).

- 5.7 NAFED reserves the right to accept or reject any or all RFP without assigning any reason thereof. The issue of this RFP document does not in any way commit or otherwise obliges NAFED to proceed with all or any part of RFP process.
- 5.8 NAFED may, at its sole discretion, declare a panel of successful Applicant(s) after the technical and financial evaluation of all the proposals.
- 5.9 Selection of the Franchisee Partner shall be done as per NAFED procedures. One applicant can submit only one application.
- 5.10 NAFED has a network of its Branches across the country and the selected Franchisee Partner shall work with these branches and fulfill the requirements of the business objectives of NAFED.

END OF SECTION II

SECTION -III

GENERAL CONDITIONS AND INSTRUCTIONS TO APPLICANTS

1. Scope of Work

- 1.1. Through this RFP, NAFED intends to select Franchisee Partner across Delhi NCR for opening stores and Cafes under NAFED Brand wherein, space for opening such stores may be provided by Indian Oil Corporation Limited (IOCL) in an open container format (with washroom space) or any other space provided by NAFED. A list of tentative locations offered by IOCL is at Annexure-XII
- 1.2. Franchisee Partners operating franchisee stores can continue their operations if they match the Terms and Conditions of the highest bidder discovered through the current RFP. While applying afresh, they are required to submit an undertaking stating that existing empanelment shall be terminated if they are selected as per the terms and conditions of this RFP, and they will have to fulfill all contractual obligations of current RFP or as decided.
- 1.3. Prior to engaging in the services to be rendered, the Franchisee Partner shall ensure it has all the necessary workforce and personnel with relevant field exposure related to the scope of work at hand.
- 1.4. It shall be incumbent upon the Franchisee Partner to obtain appropriate licenses, registrations, approvals, NOCs, if any required, pertaining to its responsibilities as per the prevalent Government Rules and Regulations. Any liability falls upon Nafed in lieu thereof same shall be recoverable from the selected Franchisee Partner.
- 1.5. The Franchisee Partner shall ensure deployment of requisite number of personnel at all different locations where such NAFED Bazaar Stores and NAFED Cafes are established during the term of the services.
- 1.6. Conduct all surveying and research at the prospective locations for the NAFED Bazaar Stores and NAFED Cafes to ensure efficient understanding of functioning requirements.
- 1.7. Ensure all necessary equipment, related infrastructure for the operations and maintenance of the Stores/Cafes are made available at all times to ensure uninterrupted services.
- 1.8. Assign competent representatives to be the source of communication to NAFED regarding the day-to-day operations of the Stores/Cafes.
- 1.9. The Franchisee Partner shall comply with all applicable laws, regulations, and guidelines related to petroleum safety, including but not limited to the prohibition of open flames during performance of any work.

- 1.10. The Franchisee Partner will bear all the costs in relation to the operation and management of the NAFED Bazaar Stores and NAFED Cafes, including but not limited to, cost of any equipment, manpower, raw material, inventory management and other related expenses.
- 1.11. An amount equal to the monthly rental cost shall be reimbursed by the Selected Franchisee Partner on Monthly basis to NAFED.
- 1.12. For stores/cafes opened under IOCL, the Selected Franchisee Partner shall pay the following Minimum Guarantee License Fee (MGLF) and Revenue Share to NAFED, which shall further be paid to IOCL by NAFED:

Market Class	Monthly MGLF per sqft of Carpet Area (in Rs.)	
	NAFED Bazaar Store (Store Model)	NAFED Cafe (Kiosk Model)
Tier-1	20	15
Tier – 2	15	10
Tier – 3/4, Highway, Rural	10	5

Revenue Share as percentage of Net Sales shall be applicable on monthly basis:

Market Class	Revenue Share as % of Net Sales					
	NAFED Bazaar Store (Store Model)			NAFED Cafe (Kiosk Model)		
	Yr -1	Yr-2	Yr-3 Onwards	Yr -1	Yr-2	Yr-3 Onwards
Tier-1	3.00	3.25	3.50	2.00	2.25	2.50
Tier – 2	2.00	2.50	3.00	1.50	1.75	2.00
Tier – 3/4, Highway, Rural	2.00	2.50	3.00	1.50	1.75	2.00

The Net Sales shall be defined as the total sales realized excluding/minus VAT, GST, value of the sales returns and/or cancellations, value of credit notes issues and discounts.

NAFED shall charge GST and other statutory taxes and levies, as applicable, over and above the MGLF and revenue share amounts as mentioned above. Presently GST is charged @ 18% on both MGLF and revenue share.

Note: The financial bids of the bidders shall take into account the MGLF and revenue share to be paid on a monthly basis, which will further be paid to IOCL by NAFED. Therefore, Bidders are advised to quote financial bids in addition to the revenue share to be paid to NAFED on a monthly basis.

- 1.13. Franchisee Partner shall agree to reimburse the costs to NAFED in case NAFED arranges to provide the space/infrastructure etc.
- 1.14. Franchisee Partner has to deposit an amount equivalent to cost incurred by

purchase/arrangement of Fixture and Furniture to NAFED within 15 days of signing of the agreement.

- 1.15. The proposed stores/cafes shall be titled/named only under brand name of Nafed, with specified design/colour scheme provided by Nafed, and no other name or alternation of any forms shall be allowed to be displayed at these stores/cafes.
- 1.16. All the locations and sizes of the proposed Nafed stores/Cafes shall require the approval of Nafed before commencing any business.
- 1.17. All the products and goods offered at the proposed NAFED stores shall be made available by Nafed directly or through selected distribution network including CFAs / distributors available at that time. Any product(s)/good(s), which are not supplied/made available by Nafed, shall not be kept at these stores without prior approval of Nafed. In case, it is not logistically or commercially viable for Nafed or Franchisee Partner to supply / receive the goods required at shop same can be obtained from third parties with intimation and permission of NAFED.
- 1.18. Franchisee Partner shall also ensure that only NAFED approved ready-to-eat food products will be made available at the NAFED Cafes.
- 1.19. The Franchisee Partner shall agree to operate the software for billing and inventory management, if provided by Nafed, at costs of the Franchisee Partner. Hardware, Training and other related expenses in this respect shall be borne by the respective Franchisee Partner.
- 1.20. The Franchisee Partner shall have its own/hired/leased godown for receiving the Nafed Brand and other brand products at one place for further supply to its NAFED retail stores managed by the respective Franchisee Partner in the state (s)/ area(s)/ district(s) allocated to him. Further terms & conditions will be elaborated in the specific SLA between NAFED and the Franchisee Partner.
- 1.21. The Billing of the products will be done only through Software provided by Nafed only. Some daily use items like Fresh fruits and vegetables, milk, bread etc. are not dealt by RBB Branch of Nafed. Therefore, Franchisee Partner will be allowed to keep these items on its own on prior approval of NAFED.
- 1.22. The Stores/Cafes shall be equipped with POS equipment and SAP software for proper collection and analysis of data. No cash sales should be allowed.
- 1.23. The Franchisee Partner shall submit all the records related to the sales, purchase, receipts etc. for the products offered for sale at these stores to Nafed on a monthly basis.
- 1.24. Any supplementary income generated out of any activity from the store shall be counted in the gross income/sales of the store and shall be included for the administrative cost mentioned in the financial bid.

- 1.25. The Franchisee Partner will intimate about the day's sale and deposit the sale proceeds in a dedicated bank account opened for the store/café and share the details of the same on a monthly basis with NAFED along with summary of bank statements.
- 1.26. The Franchisee Partner will set up a customer complaints mechanism and maintain a record of consumer complaints if any received from consumers and try to solve the same immediately on his own or intimate the same to Retail Business Division (RBD) at NAFED, HO for appropriate remedial action.
- 1.27. Franchisee Partner shall not obtain any loan or cash/credit facility from Bank or financial institution against the Franchisee Partner store/café or stocks of stores/café.
- 1.28. It shall be incumbent upon Franchisee Partner to maintain a complaint book in the store/café for the consumers for recording their complaints and grievances and it shall prominently be displayed in the store that complaint book is with Franchisee Partner Owner.
- 1.29. Follow strict personal hygiene at all times, maintain cleanliness and undertake timely garbage disposal.
- 1.30. Franchisee Partner will prominently display the name of the retail stores as "NAFED Bazaar" as approved by NAFED. Franchisee Partner will also indicate on the display board that it is a franchise partner of NAFED along with its name. The name to be displayed for the NAFED Cafes shall be intimated to the Franchisee Partner in due course of time.
- 1.31. Franchisee Partner shall ensure that any employee appointed by them in NAFED Bazaar / NAFED Café has no relation with NAFED in any manner.
- 1.32. Nafed shall allow use of its name "Nafed Bazaar" in making collateral with written prior permission of Nafed only. However, Franchisee partner shall not misuse the name or trade mark of Nafed Bazaar.
- 1.33. The design and colour scheme of the proposed store(s)/café(s) shall be as per the approved design and colour scheme of Nafed and shall be carried out through empanelled Architect(s) of Nafed.
- 1.34. Product placement: Emphasis will be made on keeping the product range as per business requirement of the franchise partner store/café.
 - (i) Not less than 40% of the stock shall be from Nafed brand products.
 - (ii) Preference shall be given to Nafed branded products and all varieties of Nafed branded products are to be kept at all Franchisee Partner stores without any fail.
- 1.35. The selected Franchisee Partner will ensure proper availability of Nafed stock in NAFED Stores/cafes. All-time availability of stocks at NAFED stores / cafes shall be ensured by the Franchisee Partner and kept in proper storage conditions.

- 1.36. The selected Franchisee Partner will sell the goods at prices fixed by NAFED. In case it is found that any undercutting or overcharging is being practiced, appropriate action including termination of contract can be taken/done by NAFED.
- 1.37. Nafed may appoint its representatives, time to time, to inspect and check the inventory and other relevant records of the above said proposed Nafed stores, central warehouse, distribution centres and supply chain networks such as the packaging units, its equipment, warehousing, logistics and manpower.

Terms and Conditions in relation to rendering services prescribed under Scope of Work

- 1.38. The selected Agency / Franchisee partner shall submit an interest free security amounting to 5% of the total estimated contract value. The Security Deposit shall be refunded without any interest after 30 days of termination accepted by Nafed.
- 1.39. If Nafed wants Franchisee Partner to leave the shop, then Security Deposit shall be refunded after deducting the depreciation @ 10% per annum on the amount mentioned in the SLA signed with the Franchisee Partner.
- 1.40. The selected Franchisee Partner shall establish CRM that will help in building relationships with individual people including customers, service users, colleagues, or suppliers throughout your lifecycle with them, including finding new customers, winning their business, and providing support and additional services throughout the relationship.
- 1.41. The Franchisee Partner shall enter into a separate agreement/SLA defining the roles, responsibilities and requirements for rendering of the services.
- 1.42. NAFED shall provide products to the selected Agency / Franchisee Partner at respective rates / terms decided upon in the Service Level Agreement (SLA), and NAFED shall fix the rates at which the products are to be sold by the Franchisee Partner. It is incumbent upon the Franchisee Partner to adhere to the rates prescribed by NAFED. No deviation from the prices fixed by NAFED will be entertained.
- 1.43. Business targets shall also be fixed for the Franchisee Partner and the details for the same shall be included in the SLA. Penalties on the basis of performance of the selected Franchisee Partner and other necessary details for the rendering of services shall also be determined in the SLA.
- 1.44. The SLA shall be valid for a period of 3 years, which will be further extendable to be reviewed for renewal on mutually acceptable terms, whereas a review shall be conducted every year from signing of the agreement subject to satisfactory performance of the selected Agency / Franchisee partner.
- 1.45. NAFED shall be at liberty to terminate the contract with the selected Agency / Franchisee partner prematurely in the event of breach of any of the clauses contained in this

agreement by the selected Agency / Franchisee partner. In such an event, the selected Agency / Franchisee partner shall render and shall clear all accounts with NAFED within 30 days from the date of termination notice, failing which NAFED will be entitled to revoke the bank guarantee furnished by the selected Agency / Franchisee partner without making any reference to this effect.

- 1.46. Insurance: Insurance of shops including stocks factory premises, plant and machinery, warehouses, shops including stocks shall be taken by the selected Agency / Franchisee partner and payment on account of premium shall be borne by selected Agency / Franchisee partner itself.
- 1.47. Nafed shall be paid by the Franchisee partner, a certain percentage of sales turnover of the respective NAFED store/cafe on monthly basis as per the financial bid submitted by the Franchisee Partner.
- 1.48. NAFED shall deploy its own quality monitoring system and the Franchisee Partner shall extend full cooperation for its implementation.
- 1.49. In case any sample is drawn by an inspector from health, food or any such Government department, the intimation thereof should be given to Nafed, HO related branch office of NAFED by the selected Agency / Franchisee partner immediately. Any complaint for items not delivered by NAFED, selected Agency / Franchisee partner shall be responsible for any penalty imposed for the same.
- 1.50. The selected Agency / Franchisee partner will strictly abide by all statutory rules and regulations including obtaining license/permit etc. if any required to run the business from the said premises. All rules and regulations pertaining to compliances of MCD or Local Governing Body shall be observed and complied in latter and spirit by the selected Agency / Franchisee partner and any burden on NAFED on account of such violation on the part selected Agency / Franchisee partner, same shall be borne by the selected Agency / Franchisee partner at its risk and cost.
- 1.51. Electricity connection & Telephone and Internet connection:
 - (i) The Electricity connection will be taken by Franchisee Partner.
 - (ii) Telephone / Internet connection will taken by Franchisee partner.
 - (iii) Payment of Electricity and telephone/ Internet Charges will be made by the Franchisee partner.
- 1.52. The selected Agency / Franchisee partner will neither misuse nor do anything that tarnishes the image and jeopardize the interest of NAFED.
- 1.53. Bank Account: A separate Bank account shall be opened for the business and each shop/cafe in the nearby area by the Franchisee partner where the Franchisee partner shall deposit cash and maintain sales account. Bank statements tallying with SAP/ERP Reports to be submitted.

- 1.54. Franchisee Partner will maintain record of books of accounts for minimum 8 years from closure of financial years. NAFED reserves the right to inspect the premises and Books of Accounts.
- 1.55. The selected Agency / Franchisee partner will not be entitled to assign or transfer the benefit of this RFP to any other person/firm without the prior written consent of NAFED.
- 1.56. The selected Agency / Franchisee partner will regularly, diligently and faithfully discharge duties incumbent upon them by virtue of this RFP and confirm to carry such orders, instructions and directions as are received from NAFED by them from time to time.
- 1.57. Franchisee partner will not be entitled to assign or transfer the benefit of this RFP to any other person/firm without the prior written consent of NAFED. Franchisee partner may appoint a professional OM&M (Operation, Marketing and Managing) partner for day to day running of stores with prior approval of Nafed and Nafed shall separately assess their suitability to run and manage day to day operation of such stores under the overall supervision of franchise / Franchisee partner.
- 1.58. If required, the Franchisee Partner may be allowed to use NAFED logo with specifically mentioning the purpose of association and may write “Franchisee Partner of NAFED” on their sign boards, visiting cards, letter heads, emails and other forms of communication for business purposes.

2. **Contact Person**

Manager, Retail Business Division, NAFED,

NAFED House, Siddhartha Enclave,

Ashram Chowk, Ring Road, New Delhi-110014.

3. Minimum Eligibility Criteria

S. No.	Criteria	Supporting Documents
1.	The Applicant shall be an Indian Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative).	<ul style="list-style-type: none"> • Registration of Firm • Certificate of Incorporation • Document from Registrar of Societies
2.	This RFP is limited to single entity or consortium and to support this, the Applicants have to be registered under the same name and submit only one RFP document. As consortium is allowed, the Lead Applicant nominated from the consortium can meet the eligibility criteria. The consortium can consist of maximum of three members and any member can become the lead member/applicant. A consortium undertaking (as per format given in this RFP document) has to be attached with the RFP document.	<ul style="list-style-type: none"> • Consortium Undertaking as per format prescribed.
3.	Applicant should have previous experience of working for supply of FMCG Products in the retail industry	Copies of relevant agreements/documents signifying the relevant experience along with undertaking on Applicant's letterhead
4.	Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) should not be insolvent and have positive net worth in the last 3 years.	Undertaking as prescribed in this RFP.
5.	Applicant should have an average annual turnover of minimum Rs. 50 lakhs in any three of the last four financial years ending March, 2024 and should have positive net worth. This criterion is applicable for the lead applicant nominated by the consortium partners. For this criterion, Applicant shall be required to attach a certificate issued by	Audited Profit and Loss and Balance Sheet for the last four financial year ending on 31.03.2024.

	Chartered Accountant certifying the year-wise turnover of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative). Turnover and net worth certificate shall also be accepted for the financial year ending in March, 2024.	Average annual turnover and Net worth certificates issued by Chartered Accountant.
6.	Annual Audited balance sheets for any of the three financial years out of last four years, ending in March 2024, shall be enclosed as supporting document.	Duly signed copies of Balance Sheets for therelevant years.
7.	Applicant should possess a valid FSSAI License to operate retail stores and cafes.	Duly signed copy of FSSAI license
8.	Applicant should hold a valid Goods and Services Tax (GST) registration certificate, as applicable.	Duly signed copy of GST Certificate.
9.	Applicant should hold a valid Permanent Account Number (PAN), as applicable.	Duly signed copy of PAN.
10.	Applicant should not have been debarred/ blacklisted by any Govt. Department/ PSU/ FPO/Cooperative Society for corrupt and fraudulent practices and shall have to submit a declaration to this effect.	Undertaking in the format prescribed in this RFP.

Note: Startups with relevant registration certificates shall be exempted from the Minimum Eligibility Criterion relating to Turnover.

4. Technical Evaluation Criteria

SNO.	EVALUATION CRITERIA	MAXIMUM MARKS
1	Specific Capability / Experience of the Applicant relevant to the assignment (Similar work Executed)	60
1.1	Average Annual Turnover	30
1.1.1	50 lakhs	10
1.1.2	51 lakhs – 2 crores	15
1.1.3	2.1 crores – 4 crores	20
1.1.4	4.1 crores – 8 crores	25
1.1.5	Above 8 crores	30
1.2	Prior Experience of executing similar projects Experience in operating cafes, stores, canteens, food hubs, or restaurants (Work orders/Completion Certificates to be submitted)	30
1.2.1	Under 2 Similar Projects	10
1.2.2	2 – 3 Similar Projects	20
1.2.3	Above 3 Similar Projects	30
2	Approach and Methodology	40
2.1	Details of Methodology and Approach - Understanding of the project objectives - Proposed implementation plan and timeline - Innovation and creativity in store operations Presentation to be made to the Technical Evaluation Committee of NAFED	40
	<i>The marks for Approach and Methodology will be given by the Committee based on the Detailed Project Proposals and presentations submitted by the Applicants.</i>	

5. Process of Evaluation of Proposals

5.1 The Evaluation Committee (the “Committee”) shall evaluate the Proposals / bids. This may involve the representations from NAFED and/or other department’s experts. The decision of the Evaluation Committee in the evaluation of the proposals/bids shall be final.

- 5.2 Proposals which are late / vague / conditional / incomplete / not confirming to the laid down procedure in any respect shall be rejected.
- 5.3 Evaluations of proposals / bids shall be only on basis of information provided by the Applicants in the proposals, or any additional information provided by the Applicants against specific requests for clarifications asked by NAFED during evaluation the process.
- 5.4 The evaluation committee will check if the Applicant has deposited RFP Document fee and the EMD along with the pre-qualification Proposal and the same are found to be in order.
- 5.5 The documentation furnished by the Applicant as given in **MINIMUM ELIGIBILITY CRITERIA FOR RFP** will be examined prima facie to see if the Applicant's capacity, skill base and other Applicant's attributes as claimed therein are consistent with the needs of this project.
- 5.6 The Applicants' technical solution proposed in the Proposal document shall be evaluated as per the requirements specified in this RFP and adopting the evaluation criteria spell out in this document.
- 5.7 The Applicants are required to submit all required documentation in support of the evaluation criteria specified (e.g. detailed project citations and completion certificates, audited financial statement, profiles of project resources and all others) as required for technical evaluation.
- 5.8 The TEC constituted by NAFED may invite qualified Applicants to make a presentation on a date, time and venue determined by NAFED to make a presentation of their Proposal. The purpose of such presentations would be to allow the Applicants to present their methodology, unique capabilities if any, the project plan and governance structure and the quality of the project team etc.
- 5.9 The presentation of the Proposal should be made by the proposed Program /Project manager of the Applicant for this Project with some of the key team members to support the project manager as part of the presentation team, instead of the sales representative or the senior executive of the organization.
- 5.10 The Technical presentation must include the following:
- Understanding of the Project Requirements.
 - Highlights of the Proposed Solution.
 - Proposed Approach & Methodology.
 - Detailed Project Plan.
 - Proposed Distribution Network Infrastructure.
 - Proposed Team Composition.
 - Live Demo of the similar projects or solutions delivered, if any.
- 5.11 Each Technical Bid will be assessed for technical score on a scale of 1 (minimum) to 100 (maximum) points.
- 5.12 The Applicant with less than 70 score in technical evaluation will not be eligible for further Financial Evaluation of the bids.

6. Clarifications During Evaluation of Proposals

- 6.1 During the time of the evaluation of the Proposals / Bids, NAFED may seek clarifications from the Applicant on specific items in the proposals / bids submitted by them. All such clarifications will be sent to the contact persons indicated in the proposal either by email or in personal in given time.
- 6.2 The primary role of clarifications in the evaluation process is to clarify ambiguities and uncertainties arising out of the evaluation of the Proposal documents. The clarifications provide the opportunity for NAFED to state its requirements clearly and for the Applicant to, more clearly, state its proposal.
- 6.3 If such clarifications are oral in nature, they will only be considered in the form of minutes of the meeting duly signed/agreed to by all participants.
- 6.4 The Applicant has the option to respond or not respond to these queries. If the Applicant fails to respond within the stipulated time period, NAFED has the right to make assumptions on the Proposals/Bids submitted by the Applicant and if such assumptions lead to disqualification of the Proposals/Bids, NAFED is not accountable for these omissions.
- 6.5 All the responses to the clarifications will be part of the Proposal of the respective Applicants, and if the clarifications are in variance with the earlier information in the proposal, the information provided in later stages will be the part of the contract for implementation between Applicant and NAFED.
- 6.6 Evaluations of Proposals/Bids will be only on basis of information provided by the Applicants in the proposals, or any additional information provided by the Applicants against specific requests for clarifications sent by NAFED during the evaluation process.
- 6.7 If any of the responses by the Applicant to the queries sent by NAFED has commercial implications, these commercial aspects will not be accommodated in the evaluation process.

7. Evaluation of Technically Qualified Bids

- 7.1 Evaluation of the bids will be done in two-stages namely Technical Evaluation (comprising pre-qualification check and technical score evaluation) and financial evaluation based on QCBS basis.
- 7.2 In deciding the final selection of the agency, the technical bid of the proposal will be given a weightage of 70% and the financial bid will be given a weightage of 30%.
- 7.3 The financial bids of only those bidders who qualify for the technical evaluation will be opened.

8. **Evaluation of Financial Bids**

8.1 The Applicants shall submit their financial bids as per the format prescribed in Annexure-XI. The Applicants shall submit the “Margin Percentage offered to NAFED” as the financial bid.

8.2 Weightage to the margin percentages while calculating the Financial Score are as follows:

Weightage for Margin % from sales of NAFED Bazaar (**M_L**): 30%

Weightage for Margin % for sales of NAFED Cafes (**M_S**): 70%

Composite margin % for calculating the Financial Score (F): ($M_L * 0.3$) + ($M_S * 0.7$)

8.3 The proposal with the highest cost (margin %) will be given a score of 100 and the other proposals will be scored on a pro-rata basis, inversely proportional to the offered financial bid i.e., lower marks for lower priced offers.

8.4 The Financial score of each Applicant shall be assigned as follows:

$$F = (F_A / F_{max}) * 100$$

Where F = Financial Score of the Applicant, F_A = Composite Margin % of the Applicant,

F_{max} = Highest Composite Margin % Received

8.5 **TOTAL SCORE:** (on QCBS basis) The total score shall be obtained by weighing the quality and cost scores and adding them.

Total Score = Technical Score of the Applicant *70/100 + Financial Score of the Applicant *30/100

8.6 The Applicant with the highest total score shall be declared as the Successful Applicant.

8.7 NAFED may, at its sole discretion, declare a panel of successful Applicant(s) after the technical and financial evaluation of all the proposals.

9. **Rejection Clause**

9.1 The Proposal has to be submitted in the form of printed document. The Proposals submitted by Telex, fax or email shall not be entertained.

9.2 Any condition put forth by the Applicant non-conforming to the Proposal requirements will not be entertained at all and such Proposal will be rejected.

9.3 If a Proposal is not responsive and not fulfilling the conditions, it will be rejected by NAFED and shall not subsequently be accepted even if it is made responsive by the Applicant by correction of the non-conformity. No further communication will be made in this regard.

10. Intimation To the Successful Applicant(s)

- 10.1 NAFED will intimate the successful Applicant(s) well before the validity of the RFP through email or fax or phone.
- 10.2 Acceptance letter will be issued with price confirmation (if any) and other required details via email.
- 10.3 The selected Agency / Franchisee partner shall also sign a separate Service Level Agreement (SLA) for revenue sharing with NAFED within 5 (five) working days of selection.
- 10.4 NAFED may, at its sole discretion, declare a panel of successful Applicant(s) after the technical and financial evaluation of all the proposals.

11. Availability of RFP Document

- 11.1 The RFP documents can be downloaded from NAFED's website (www.nafed-india.com).

12 Submission

- 12.1 Proposals and relevant documents, in their complete form, in all aspects, are required to be submitted to:

Address To	Manager, RBD
Address	NAFED House, Siddhartha Enclave, Ashram Chowk, Ring Road, New Delhi-110014.
Telephone	Ph-011-26341810
Email ID	ranjan@nafed-india.com

13 Cost for Preparation

- 13.1 The applicant shall bear all costs associated with the preparation and submission of the RFP. NAFED will, in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the RFP process.

14 Queries on the RFP Document

- 14.1 All prospective applicants before the last date & time of submission of RFP may get clarification on their queries, if any from the Manager (RBD) NAFED, Head Office, New

Delhi Email: ranjan@nafed-india.com. The queries received after due date/ time will not be considered.

14.2 NAFED will hold a pre bid meeting, through video conferencing, with the prospective applicant(s) at the given time and date (as given in the schedule) to discuss the requirement and purpose of the RFP.

- i. The queries can be addressed to Manager, NAFED via e-mail to ranjan@nafed-india.com with the subject “Request for Proposal (RFP) for Opening of NAFED Bazaar Stores and NAFED Cafes across Delhi NCR locations – Queries” (e-Mail with any other subject will not be entertained).
- ii. Only queries received before 3 days of pre bid meeting date will be entertained in the pre-bid meeting.
- iii. Maximum of two representatives of each Applicant shall be allowed to participate.

15 Amendment of RFP Documents

15.1 At any time prior to the last date for submission of RFP application, NAFED, may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective applicant, modify this RFP document by a corrigendum.

15.2 Any corrigendum (if any) shall be deemed to be incorporated into this RFP.

15.3 Applicants are advised to keep viewing the NAFED website for any corrigendum/ change.

15.4 Also, in order to provide prospective applicants reasonable time to take the amendment into account for preparing their RFP, NAFED may, at its discretion, extend the last date for the receipt of RFP and/or make other changes in the requirements set out in this RFP document.

16 Period of validity of RFP

16.1 The application/offers under this RFP shall be valid for 3 months from the date of submission of RFP application. An RFP valid for a shorter period shall stand rejected.

16.2 In exceptional circumstances, NAFED may request the consent of the applicant for an extension to the period of RFP validity. The request and the response thereto shall be made in writing.

17 Currency of Payment

Payment to the selected Agency / Franchisee partner shall be made in Indian Rupees (INR) only.

18 Statutory Duties and Taxes

Income Tax deductions shall be made from all payment made to the selected Agency / Franchisee partner as per the rules and regulation in force, in accordance with Income Tax act prevailing from time to time. GST /PF /ESI and any other taxes may be applicable on the selected Agency / Franchisee partner as per the relevant acts at prevailing rates from time to time.

19 Procedure for Submission of RFP

- 19.1 The complete application in respect of this RFP shall be submitted to Manager, Retail Business Division, NAFED, NAFED House, Siddhartha Enclave, Ashram Chowk, Ring Road, New Delhi-110 014. For this RFP other forms of application will not be accepted under any circumstances.
- 19.2 Intending Companies/Parties shall submit Request for Proposal documents in original downloaded form, duly signed and stamped at each page as token of acceptance of all terms and conditions. Proposals received over Fax/Email shall be summarily rejected.
- 19.3 The application must be accompanied with processing fees (non-refundable) of Rs. 5900 (Five Thousand Nine Hundred only) (including 18% GST) by means of DD/ NEFT/ RTGS to NAFED. NAFED reserves the right to accept or reject any or all applications without assigning any reason thereof. The issue of this document does not in any way commit or otherwise obliges NAFED to proceed with all or any part of RFP process. The RFP is not the subject of any process of contract or any contractual obligations between NAFED and prospective Applicant. The processing fees shall be valid for a period of 6 months from the date of submission of Proposal document, or beyond any period of extension if requested.

BANK ACCOUNT DETAILS FOR PROCESSING FEES

BENEFICIARY NAME	: NAFED
ACCOUNT NUMBER	10060002037
NAME OF BANK	:IDFC FIRST BANK
ADDRESS OF THE BANK	:NEW FRIENDS COLONY BRANCH SOUTH DELHI
IFSC CODE	: IDFB0020102

- 19.4 Bid must be accompanied with interest free Earnest Money Deposit (EMD) of INR 25,000/- (Rupees Twenty Five Thousand only) by way of RTGS / NEFT/ ELECTRONIC MODE to the NAFED as per following bank details and a proof of payment must be provided along with the application.

BANK ACCOUNT DETAILS FOR EMD/SD

NAME OF THE BENEFICERY	:NAFED
ACCOUNT NUMBER	:10060654277
NAME OF BANK	:IDFC FIRST BANK
ADDRESS OF THE BANK	: NEW FRIENDS COLONY BRANCH SOUTH DELHI
IFSC CODE	:IDFB0020102

- 19.5 Startups with relevant registration certificates shall be exempted from submission of EMD.
- 19.6 Interest free EMD submitted at the time of bid submission may also be converted into the interest free SD by the selected Applicant.
- 19.7 The Proposals must contain the name, designation and place of Business of the person with Phone, Email ID and Fax Nos. of persons making the proposals and must be signed and sealed by the Prospective Agency / Franchisee Partner with his usual signature.

- 19.8 The signatory of the application qua this RFP shall be authorized to sign and submit the RFP to bind the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative).
- 19.9 Each page of RFP has to be numbered consecutively and signed & stamped, as a token of acceptance of all terms and conditions.
- 19.10 In case any documents uploaded under this RFP are found to be tempered/ modified in any manner, RFP will be summarily rejected and RFP processing fee would be forfeited and the applicant would be liable for any suitable action.
- 19.11 NAFED reserves, at its sole discretion, the right to approve or reject any or all RFP application(s) without assigning any reason.

20 Following documents have to be submitted along-with Application/ RFP in a sealed cover:-

- 20.1 Complete RFP document stamped and signed by authorized signatory of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative).
- 20.2 Application Letter and Application Form duly filled, stamped and signed by authorized signatory of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative as per format “Annexure-I” & “Annexure-II” respectively of this RFP document.
- 20.3 Self attested & stamped copy of last three out of four years till financial year 2023-24, audited Balance Sheet and Profit & Loss Account of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) and copy of ITR.
- 20.4 Self attested & stamped copy of GST registration certificate.
- 20.5 Self attested & stamped copy of PAN of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative).
- 20.6 Self attested & stamped copy of valid Registration Certificate of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative)
- 20.7 Self attested & stamped copies of some of the documents / supply orders / Invoices which shows the experience of the applicant in sales and distribution of FMCG products in retail sector, financial year wise, for every financial year of the total experience ending up to 31st March, 2024 (also see Annexure III).
- 20.8 Undertaking on letterhead of the Applicant stating years of experience in distribution of FMCG Products to be submitted.
- 20.9 Self attested & stamped copy of valid address proof of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative), in case of proprietorship shall be telephone bill / copy of passport / electricity bill, for partnership firm shall be certificate of registration whereas in case of others relevant certificate of incorporation issued by the concerned authority.
- 20.10 Self attested copy of Aadhar card of authorized signatory.
- 20.11 Copy of the Board Resolution (in case of company) or Authorization Letter (in case of partnership firm) in favour of the Authorized Signatory.
- 20.12 Turnover and net worth certificate for any three of the last four financial years, ending March, 2024, issued by Chartered Accountant as per format “Annexure-IV”.
- 20.13 Undertaking with details of existing Stores of the Applicant shall be shared on letterhead of Applicant.
- 20.14 Address proof with details of PAN India premises of Applicant to be submitted.
- 20.15 Work orders/Completion Certificates for projects to be submitted.

- 20.16 Self attested & stamped copy of this RFP document as a token of acceptance of terms & conditions of this RFP document.
- 20.17 List of Directors / Partners of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) as per attached format at “Annexure-V”.
- 20.18 Self Declaration on letter head of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) for not been blacklisted by any State/Central Govt. body/ Public Sector Undertaking at any point of time in India.
- 20.19 Self Declaration on letter head of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) for not been involved in any major litigation that may have an impact of affecting or compromising participation of the party in the e- auctions.
- 20.20 Self Declaration on letter head of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) for not been prosecuted for violation of rules / laws under Essential Commodities Act or any such others laws or orders there under in any court of laws.
- 20.21 Self declaration on letter head of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) for not being under liquidation, court receivership and/or similar proceeding.
- 20.22 Self declaration on letter head of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) for not being under a declaration of ineligibility for corrupt and fraudulent practices.
- 20.23 Bank account details of Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) (copy of cancelled cheque/ passbook).
- 20.24 Undertaking for consortium as per Annexure – VII.
- 20.25 Undertaking for Integrity Pact as per Annexure – VIII.
- 20.26 Non-Refundable Participation fee: Interested Applicant(s) shall require to pay non-refundable fee of Rs.5900/- (Rs. Five Thousand Nine Hundred Only) (inclusive of 18% GST) for participation in this RFP. Fee can be paid through DD/RTGS/NEFT in favour of NAFED as per bank account details given in the RFP document.
- 20.27 Declaration cum Undertaking pursuant to section 206AB of the Income Tax Act,1961, as per Annexure-IX. Audited provisional shall be allowed for the financial year ending in March, 2024.
- 20.28 Annexure-I Annexure-II, Annexure-III, Annexure-IV, Annexure-V, Annexure-VI, Annexure VII (if applicable), Annexure-VIII, Annexure-IX, Annexure-XI duly filled in, signed and stamped.

21 Declarations and Undertakings

- 21.1 It shall be incumbent upon all Applicants/intending bidders to submit following declarations on the letter head of their entity(ies):
 - a) The intending Applicants/intending bidders is/are/was/were neither in litigation with Nafed at any point of time regarding any business and trade activity of Nafed nor was/were it/they ever blacklisted by Nafed on account of such litigation(s) or otherwise.
 - b) Any of the present and past directors/proprietor/partners/promoters etc of Applicants/intending bidders was/were or is/are not part of such other and separate entity(ies) which was/were/ is/are in litigation with Nafed in present or past or/and such other entity (ies) has/have/had ever been blacklisted by Nafed in the past for any reason.

c) The intending Applicants/intending bidders have not been/ are not convicted of any criminal offenses and acknowledge that they will be liable for any false information they provide.

21.2 If intending Applicants/intending bidders is/are/was/were in litigation (s) with Nafed in present/past, it shall be incumbent upon such bidder(s)/applicant(s) to furnish the details of such litigation(s) and consequent blacklisting, if any, on the letter head of the entity(ies). In such scenario, the declaration as mandated above at (a, b, c) shall not be required.

21.3 If any of the intending Applicants/intending bidders or their promoters are found involved in litigation(s) with Nafed whether in past and present or they have/had been blacklisted by Nafed or/and any of the promoters of intending Applicants/intending bidders was/were part of the management of such other and separate entity(ies) which was/were/ is/are in litigation(s) with Nafed in present or past or/and such other entity (ies) has/have/had ever been blacklisted by Nafed in the past for any reason, Nafed shall have sole discretion to decide on the selection of such applicant(s)/bidder(s) even if such intending Applicants/intending bidders fulfilling eligibility criteria and Nafed's decision either to select or reject such intending Applicants/intending bidders shall be final and binding and no further communication/grievance against such decision shall be entertained in this regard.

22 Integrity Pact

The Successful Applicant will be required to sign an Integrity Pact. It will be assumed that successful Applicant has gone through the Integrity Pact (Annexure- VIII of this RFP) and have no objections whatsoever in signing the contract.

23 Authorized Signatory

The person signing the RFP documents should be the duly authorized representative of the Applicant and whose signature should be verified and certificate of authority should be scanned and submitted. The power or authorization or any other document consisting of adequate proof of the ability of the signatory to bind with the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) should be scanned and annexed to the RFP. All certificates and documents (including any clarifications sought and any subsequent correspondences) received hereby, shall, as far as possible, be furnished and signed by the Authorized Representative.

24 Nafed's Right to amend the Scope of Work

24.1 If, for any unforeseen reasons, NAFED would require to change the Scope of work, this change shall be acceptable to the Applicant without change in application submitted under this RFP.

24.2 NAFED reserves the right to reject one/ all the RFP applications or cancel the RFP without assigning any reasons thereof.

25 Other Terms & Conditions

By submitting a response, the applicant represents and warrants to NAFED that, as on the date of submission:

25.1 The applicant has fully disclosed to NAFED in its responses all information which could

reasonably be regarded as affecting, in any way, the evaluation of the response.

25.2 All information contained in the applicant's response is true, accurate and complete and not misleading in any way.

25.3 No litigation, arbitration or administrative proceeding is presently taking place, pending or to the knowledge of the applicant threatened against or otherwise involving the applicant which could have an adverse effect on its business, assets or financial condition or upon NAFED'S reputation if the response is successful.

26 Precedence of Documents:

If there is any inconsistency between the terms of this RFP and any of its appendices, schedules or attachments then, unless the contrary is explicitly stated in this RFP, the terms of the RFP will prevail to the extent of any inconsistency.

27 Corrupt or Fraudulent Practices

27.1 It is expected that the Applicants who wish to RFP for this supply have highest standards of ethics.

27.2 NAFED will reject RFP if it determines that the Applicant recommended for award has engaged in corrupt or fraudulent practices while competing for this RFP.

27.3 NAFED may declare an Applicant ineligible, either indefinitely or for a stated duration, to be awarded or contact if it at any time determines that the vendor has engaged in corrupt and fraudulent practices during the execution of contact.

28 Interpretation of the clauses in the RFP Document

In case of any ambiguity/ dispute in the interpretation of any of the clauses in this RFP Document, NAFED's interpretation of the clauses shall be final and binding on all Applicants/parties.

END OF SECTION III

SECTION -IV

GENERAL PROVISIONS AND APPLICABLE LAWS

1. Applicable Law, Jurisdiction And Dispute Resolution

- 1.1. This RFP documents and award of work/Purchase order under this RFP documents shall be constituted and the legal relation between the parties hereto shall be determined and governed according to the laws of the Republic of India and only courts at Delhi and High court of Delhi shall have the jurisdiction in all the matters arising out of / touching and/or concerning this agreement and parties to this agreement agree to irrevocably submit to the exclusive jurisdiction of those courts for purpose of any such proceeding. The aforementioned exclusive and irrevocable jurisdiction of aforesaid court is irrespective of place of occurrence of any course of action pertaining to any dispute between the parties.
- 1.2. All or any dispute arising out or touching upon or in relation to the terms of this RFP documents including the interpretation and validity of the terms thereto and the respective rights and obligations of the parties shall be settled amicably by mutual discussion failing which the same shall be settled through arbitration. The arbitration proceedings shall be governed by the Arbitration and Conciliation Act of 1996 (as amended up to the date) or any statutory amendments / modifications thereof for the time being in the force. The seat & venue of the arbitration shall be at New Delhi, India and language of arbitration shall be English.

2. Force Majeure

Should any extra-ordinary and unforeseen circumstances arise, like fire, flood or anyother natural calamities, strike, riot, civil commotion, epidemic, plague, accident and/or ware preventing either contracting party from fully or partially carrying out the obligations under the RFP , party so prevented shall inform in writing the other party of the causes of such failure within 3 (three) days from the beginning thereof and shall not be liable for performance of the contract wholly or to the extent of non-performance, as the case may be.

3. Holiday Listing

NAFED's policy for Holiday-Listing, which is available on the website of NAFED must be acceptable to the Applicants. Notwithstanding anything contained in this RFP document is mutatis mutandis applies to this and in the event, the agency(s) while discharging its obligations under the RFP/Agreement or otherwise, come(s) within the ambit of the said policy, NAFED at its sole discretion reserves the right to suspend/discontinue dealings or take any curative measures with agency (s) in accordance with the policy in force.

4. Indemnity

The Successful Applicant shall indemnify NAFED and keep indemnified against any loss or damage, claims, compensation, penalty, fine, levies, etc. on account of slackness, deficiency, failure to observe any obligations under the contract, failure to comply with statutory/mandatory provisions pertaining to the contract by the Agency in respect of the services provided etc., whatsoever.

5. Prevention of Fraud and Corruption

- 5.1. The applicant(s) shall be bound to take all measures necessary to prevent Fraud and Corruption while dealing with NAFED. Applicant(s) agree and undertake to observe the principles/ provisions as laid down in “Integrity Pact” of NAFED (As per Annexure-VIII) during their participation in the RFP process, during the process of RFP and in any other transaction with NAFED.
- 5.2. The Applicant(s) shall not, directly or through any other person or firm, offer, promise or give or otherwise allow any of NAFED’s employees any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the RFP process or during the process of RFP .
- 5.3. The Applicant(s) shall not enter with other Applicant(s) into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of RFPs or any other actions to restrict competitiveness or to introduce cartelization in the import process.
- 5.4. The Applicant(s) shall not commit or allow any employees of NAFED to commit any offence under the relevant provisions of IPC/Prevention of Corruption Act; further the Applicant(s) will not use improperly or allow any employee(s) of NAFED, for purposes of competition or personal gain, or pass onto others, any information or document provided by NAFED as per of the business relationship, including information contained or transmitted electronically.
- 5.5. The Applicant(s) shall not instigate third persons to commit offences / activities outlined in Fraud Prevention Policy or be an accessory to such offences.
- 5.6. The Applicant(s) if in possession of any information regarding fraud/suspected fraud hereby agree and undertake to inform NAFED of same without any delay.

6. Interpretation of the Clauses in this Agreement

In case of any ambiguity/ dispute in the interpretation of any of the clauses in this Agreement, NAFED's interpretation of the clauses shall be final and binding on Applicant(s).

7. General Provisions

- 7.1. Violation in any terms & conditions of this Agreement is not allowed.
- 7.2. At any stage of the supply process, if it is found that Applicant(s) has given incorrect and misleading certificate/information/document(s), NAFED shall free to take suitable action including cancellation of RFP, forfeiture of security / RFP security amount.
- 7.3. The current RFP shall be independent of any previous ongoing/completed contract that may have been entered into between NAFED and the Applicant(s).
- 7.4. NAFED reserves the rights to call for any additional information/documents from Applicant(s) and same shall be submitted by the Applicant(s) to NAFED within given time period.
- 7.5. NAFED reserves the right to cancel this RFP in totality without assigning any reason.
- 7.6. NAFED reserves the right to increase or decrease the quantity of this RFP without assigning any reason.
- 7.7. This RFP shall be governed and construed in accordance with the Indian Laws.
- 7.8. NAFED reserves the right to call additional parties at the time of inviting proposals at later stages, as deemed necessary.
- 7.9. Timing and sequence of events resulting from this RFP shall ultimately be decided by NAFED.
- 7.10. No oral conversations or agreements with any official, agent, or employee of NAFED shall affect or modify any terms of this RFP.
- 7.11. The proposal and all correspondence and documents shall be written in English.
- 7.12. Eligibility criteria, Technical Evaluation and Presentation will be used for assessing the capability and the competence of the Applicants.
- 7.13. Keeping in mind the requirements laid down in the eligibility criteria, the Applicants are suggested to assess their own capability and competency before submitting the proposals.
- 7.14. Keeping in mind the requirements laid down in the eligibility criteria, the Applicants are suggested to assess their own capability and competency before submitting the proposals.
- 7.15. The Applicants participate in the bidding process with a clear understanding and

unambiguous undertaking that, their proposals are liable to be returned back to them, without opening and any assessment, if they fail to meet the eligibility criteria.

7.16. The criteria, which are prescribed as eligibility criteria for Applicants interested in undertaking NAFED's RFP, over and above the eligibility criteria / conditions, the Applicant must also possess the technical know-how and the financial wherewith that would be required to successfully provide the services sought by the NAFED for the entire period of the contract.

7.17. Proposals/Bids received after the due date and the specified time (including the extended period if any) for any reason whatsoever, shall not be entertained and shall be returned unopened.

END OF SECTION IV

Annexure I

Application Letter (on letter head of the Corporation / Company / Firm / LLP / Trust/ Society
(including FPO/Cooperative)

To,

Manager (RBD),

NAFED, Head Office

Siddhartha Enclave, Ashram Chowk

Ring Road, New Delhi -14.

Dear Sir,

I / We, submit processing fee for Opening of NAFED Bazaar Stores and NAFED Cafes across
Delhi NCR locations.

I / We have thoroughly examined and understood all the terms and conditions as contained in the
Request for Proposal (RFP) and agree to abide by them.

I / We hereby declare that the I / Corporation / Company / Firm / LLP / Trust/ Society (including
FPO/Cooperative) am / is duly authorized to sign and submit this application.

Yours Faithfully,

Authorized Signatory

Name :

Designation :

Mobile Number :

Email ID :

Date :

Annexure -II Application Form

Name of the Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative)	
Firm type (Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative)	
Registered office	
Email Id of Authorized signatory	
Registration No.	
PAN no. of Corporation / Company / Firm / LLP / Trust/ Society (including FPO/ Cooperative)	
GST Registration No.	
License/Certification, if any	
Name of Authorized signatory along with designation	
Mobile Number of Authorized signatory	
Bank Account Number	
Branch and address of Bank	
Bank IFSC Code	

Financials

(Rs. In Lakhs)

Particulars	FY-----	FY----	FY ----
Total Turnover			
Net worth			

Annexure –III

Work Experience of Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) / Consortium partners

(If required Extra sheet may be taken for providing information)

- 1) Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) Introduction:
- 2) Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) is Manufacturer / Trader / Distributor:
- 3) Name of Brand / Product deals in:
- 4) Organizational Structure:
- 5) Current operational area (Nation wise / State(s) wise / district (s) wise):
- 6) Number of Existing Grocery Retail Stores, Cafes etc. (State(s) wise/District(s) wise/Ares(s) wise):
- 7) Details of any other infrastructure available:

Annexure-IV

Format of certificate to be issued by Chartered Accountant

To,
Manager (RBD),
NAFED, Head Office
Siddhartha Enclave, Ashram Chowk
Ring Road, New Delhi -14.

We hereby certified that M/s..... having registered office at..... is engaged in the business of..... and their turnover and net worth for any three of last four financial years, ending March 2024, from the above business is as per details given below :-

S. No	Particulars	F.Y.....		F.Y.....		F.Y	
		Qty (MT)	Value (Rs. in lakh)	Qty (MT)	Value (Rs. in lakh)	Qty (MT)	Value (Rs. in lakh)
01.	Total Turnover						
02.	Net Worth	-----		-----		-----	

For (Name of the Chartered Company /Firm)(Name of the Signing Authority)

Designation

Membership No.

Mobile No.:-

Place of Issue:

Annexure-V

**(On the letterhead of the Corporation / Company / Firm / LLP / Trust/ Society
(including FPO/Cooperative)**

Details of Director(s) / Partner(s)

S. No.	Name of the Director/Partner	Residential Address	Mobile No. & Email ID	Aadhar No.

Annexure –VI

Undertaking from Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) (to be submitted on the letter head)

Date: -

To

The Managing Director,

National Agricultural Cooperative Marketing Federation of India Ltd.NAFED

House, Sidhartha Enclave, Ashram Chowk

New Delhi-110014

Dear Sir,

This has reference to the RFP reference no. _____ datedpublished in the website of NAFED. In response to the said RFP, I/ we have submitted our RFP at your office.

In connection with the above RFP, I / we hereby declare and undertake as under: -

- (i) That we are neither related to any member(s) of your Board of Directors, Officers and other employees nor do we have any financial, commercial or other interests with any of the above persons in any capacity whatsoever.
- (ii) That we have read this RFP documents completely and all terms & conditions given in this RFP documents are acceptable to me/us.
- (iii) That we have not been blacklisted by any State/Central Govt. body/ Public Sector Undertaking at any point of time in India.
- (iv) That we have not been involved in any major litigation that may have an impact of affecting or compromising participation in this RFP.

(v) That in case of any violations to the above declarations at any stage of the RFP, NAFED reserves the sole right to cancel the candidature under this RFP.

(vi) That we have not been insolvent in the last three financial years.

For and on behalf of

(Authorized Signatory with Corporation / Company / Firm / LLP / Trust/ Society (including FPO/Cooperative) seal/Stamp)

ANNEXURE VII:

ON THE LETTERHEAD OF THE APPLICANT / LEAD MEMBER OF CONSORTIUM

TO WHOMSOEVER IT MAY CONCERN

This is to state that for the purpose of the RFP for Opening of NAFED Bazaar Stores and NAFED Cafes across Delhi NCR locations.

We have agreed to form a Consortium as under:

S. No.	Name Of Agency / Franchisee Partner	Name of Signing Authority Along With Designation	Role in Consortium
1			Lead Applicant
2			Supporting Applicant
3			Supporting Applicant

Signature Party 1:

Signature Party 2:

Signature Party 3:

Please Note:

1. NAFED leaves it to the applicants to have separate operational agreement.
2. The Lead Applicant shall be responsible for all compliances to NAFED.

ANNEXURE VIII:

INTEGRITY PACT

National Agricultural Cooperative Marketing Federation of India Ltd. (NAFED), an apex level Co-operative Marketing Federation, registered under the provisions of Multi State Cooperative Societies Acts, 2002 (as amended up to date), having its Head Office at Nafed House, Siddhartha Enclave, Ashram Chowk, New Delhi-110014 through (hereinafter referred to as the "The Principal", as the context may require or admit, which expression shall, unless excluded by or repugnant to the subject or context or meaning thereof, be deemed to mean and include its representatives, nominees, affiliates, successors and permitted assigns) of the ONE PART And

And

.....a company incorporated under the Companies Acts, 1956 or 2013 or Partnership Firm duly registered vides Deed of Partnership dated or Proprietorship Firm, through its Director/Partner/Proprietor Mr. / Mrs. and having its registered office at _____(hereinafter referred to as "Vendor/Bidder/Contractor") which expression shall, unless repugnant or contrary to the context or meaning thereof, be deemed to mean and include its successors, authorized signatories and permitted assigns) of the OTHER PART,

PREAMBLE

- A. The Principal intends to award, under laid down organizational procedures, contract/s for The Principal values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness/transparency in its relations with its Bidder(s) and/or Contractor (s).
- B. In order to achieve these goals, the Principal will appoint Independent External Monitors (IEMs) to monitor the tender process and the execution of the contract with the bidders/contractors/vendors for compliance with the principles mentioned in this Integrity Pact.

Article: 1- Commitments of the Principal

1. The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:-
 - a) No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand; take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - b) The Principal will, during the tender process treat all Bidder (s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential/additional information through which the Bidder(s) could

obtain an unfair advantage in relation to the tender process or the contract execution.

- c) The Principal will exclude from the process all known prejudiced persons.
2. If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Acts, or if there be a substantive suspicion in this regard, the Principal will inform the Chief Vigilance Officer and in addition can initiate disciplinary actions.

Article: 2 – Commitments of the Bidders(s)/Contractor(s)

1. The Bidder(s)/Contractor(s)/Vendor(s) commit themselves to take all measures necessary to prevent corruption. The Bidder(s)/Contractor(s) /Vendor(s) commit themselves to observe the following principles while participating in the tender process and during the contract execution.
 - a) The Bidder(s)/Contractor(s)/Vendor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
 - b) The Bidder(s)/Contractor(s)/Vendor(s) will not enter with other Bidders into any undisclosed agreements or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.
 - c) The Bidder(s)/Contractor(s)/Vendor(s) will not commit any offence under the relevant IPC/PC Acts; further the Bidder(s)/Contractor(s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
 - d) The Bidder(s)/Contractor(s)/Vendor(s) of foreign origin shall disclose the name and address of the Agents/representatives in India, if any. Similarly the Bidder(s)/Contractor(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. **Further details of Indian Agents of Foreign Suppliers shall be disclosed by the Bidder(s)/Contractor(s)/Vendors. Further, all the payments made to the Indian agent/representative have to be in Indian Rupees only.**

- e) The Bidder(s)/Contractor(s)/Vendor(s) while presenting their bid, will disclose any and all payments made, are committed to or intend to make to agents, brokers or any other intermediaries in connection with the award of the contract.
 - f) Bidder(s)/Contractor(s)/ Vendor(s) who have signed the Integrity Pact shall not approach the Courts while representing the matter to IEMs and shall wait for their decision in the matter.
2. The Bidder(s)/Contractor(s)/Vendor(s) will not instigate their persons to commit offences outlined above or be an accessory to such offences.

Article: 3 – Disqualification from tender process and exclusion from future contracts

If the Bidder(s)/Contractor(s)/Vendor(s), before award or during execution has committed a transgression through a violation of Article 2, above or in any other form such as to put their reliability or credibility in question, the **Principal is entitled to disqualify the Bidder(s)/Contractor(s) from the tender process or take action as per the laid down procedure.**

Article: 4- Compensation for Damages

1. If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Article 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.
2. If the Principal has terminated the contract according to Article 3, or if the Principal is entitled to terminate the contract according to Article 3, the Principal shall be entitled to demand and recover from the Contractor/vendor liquidated damages of the Contract value or the amount equivalent to Performance Bank Guarantee.

Article: 5 – Previous transgression

1. The Bidder declares that no previous transgressions occurred in the last three years with any other firm/Company/organization in any country conforming to the anti-corruption approach or with any Public Sector Enterprise in India that could justify its exclusion from the tender process.
2. If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or action can be taken as per the procedure mentioned in “Guidelines on Banking of business dealings”.

Article: 6-Equal treatment of all Bidders / Contractors /Subcontractors

1. In case of Sub-contracting, the Principal Contractor shall take the responsibility of the adoption of Integrity Pact by the Subcontractor.
2. The principal will enter into agreements with identical conditions as this one with all Bidders and Contractors.
3. The Principal will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Article: 7 - Criminal charges against violating Bidder(s) / Contractor(s) / Subcontractor(s)

If the Principal obtains knowledge of conduct of a Bidder, Contractor or subcontractor, or if an employee or a representative or an associate of a Bidder, Contractor or Subcontractor which constitutes corruption, or if the Principal has substantive suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Article: 8 - Independent External Monitor

1. The Principal appoints competent and credible Independent External Monitor for this Pact after approval by Central Vigilance Commission. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this Integrity Pact.
2. The Monitor is not subject to instructions by the representatives of the parties and performs his/her functions neutrally and independently. The Monitor would have access to all Contract documents, whenever required. It will be obligatory to him /her to treat the information and documents of the Bidders / Contractors as confidential. He /she will report to the Managing Director, Nafed.
3. The Bidder(s)/ Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor will also grant the Monitor, upon his/her request and demonstration of a valid interest, unrestricted and unconditional access to their project documentation. The same is also applicable to Sub- contractors.
4. The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/ Sub-contractor(s) with confidentiality. The Monitor has also signed declarations on 'Non- Disclosure of confidential Information' and of 'Absence of Conflict of interest'. In case of any conflict of interest arising out at a later date, IEM shall inform the Managing Director, Nafed and recues himself/herself from that case.
5. The Principal will provide to the Monitor sufficient information about all the meetings among the parties related to the Project provided such meetings could have any impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
6. As soon as the Monitor notices, or believes to notice, violation of this agreement, he/she will so inform the management to discontinue or take corrective action, or to take relevant action. The monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
7. The Monitor will submit a written report to the Managing Director, Nafed within 8 to 10 weeks from the date of reference or intimations to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.

8. If the Monitor has reported to the Managing Director, Nafed, a substantiated suspicion of an offence under relevant IPC/PC Acts, and the Managing Director, Nafed has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioners.
9. The word “Monitor” would include both singular and plural.

Article: 9 – Pact Duration

1. This pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.
2. If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by the Managing Director, Nafed.

Article: 10 – Other provisions

1. This agreement is subject to Indian Laws. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. New Delhi.
2. Changes and supplements as well as termination notices need to be made in writing.
3. If the contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
4. Should one or several provisions of this Integrity Pact turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
5. Issues like Warranty/Guarantee etc. shall be outside the purview of IEMs.
6. In the event of any contradiction between the Integrity Pact and its Annexure, the Clause in the Integrity Pact will prevail.

(For & on behalf of the Principal)

(For & on behalf of Bidder/Contractor)

(Office Seal)

(Office Seal)

Place: _____

Date _____

Witness 1:

(Name & Address) _____

Witness 2:

(Name & Address) _____

ANNEXURE - IX

(ON YOUR COMPANY'S LETTER HEAD)

Declaration cum Undertaking pursuant to Section 206AB of the Income Tax Act, 1961

To,
M/s NAFED
India.
Dear Sir/Madam,

Subject: Declaration confirming filing of Income Tax Return for immediate 3 preceding years

I, Ms/Mr/M/s. _____ in capacity of Self/Proprietor/Partner/Director of
_____ (Name of entity) having TMID _____, PAN _____
(PAN of Entity) registered office/permanent address at
_____ do hereby confirm that our income
tax return filing status for any 3 of the last 4 Financial Years ending in March 2024, is as
given under:

Financial Year for which Income Tax Return was due as per Section 139(1)	Filed / Not filed	Date of Filing	ITR Acknowledgement No.	TDS/TCS is Rs. 50000/- or more (Yes/No)
2023-24				
2022-23				
2021-22				
2020-21				

*Provisional for the financial year ending in March 2024 shall be accepted.

I/We hereby undertake to indemnify M/s NAFED for any claim/loss/liability/cause of action fully including any Tax, interest, penalty, etc. that may arise due to inaccurate/false/incorrect reporting of any of the above information.

For _____ (Name of Entity)

Signature: _____

Name of person: _____

Designation: _____

Place: _____

Date: _____

NAFED's SKUs & States of Operations**NAFED Branded SKUs**

<i>S.No.</i>	<i>Products Name</i>
1	NAFED PISTA DODI DRY FRUITS 500 GMS
2	NAFED ALMOND DRY FRUITS 500 GMS
3	NAFED KAJU-320 DRY FRUITS 500 GMS
4	NAFED KISHMISH DRY FRUITS 500 GMS
5	NAFED AKHROT GIRI DRY FRUITS 500 GMS
6	NAFED MAGAJ TARBOOJ 1 KGS
7	NAFED PEANUT DRY FRUITS 500 GMS
8	NAFED MAKHANA DRY FRUITS 250 GMS
9	NAFED AKHROT GIRI DRY FRUITS 200 GMS
10	NAFED ALMOND GIRI DRY FRUITS 200 GMS
11	NAFED CHUHARA DRY FRUITS 500 GMS
12	NAFED KAJU-320 DRY FRUITS 200 GMS
13	NAFED KISHMISH DRY FRUITS 200 GMS
14	NAFED MUNAKKA DRY FRUITS 200 GMS
15	NAFED PISTA DODI DRY FRUITS 200 GMS
16	NAFED BESAN 500 GMS
17	NAFED MUSTARD OIL 1 KLR
18	NAFED MUSTARD OIL 5 KLR
19	NAFED BHARAT ATTA 10 KGS
20	BHARAT CHANA DAL 1 KGS
21	NAFED BHARAT RICE 10 KGS
22	SOYABADI 1 KGS
23	NAFED SABUDANA 500 GMS
24	NAFED CHIDWA 500 GMS
25	NAFED SOYA BADI 200 GMS
26	NAFED TEA PREMIUM CTC 250 GMS
27	NAFED TEA PREMIUM CTC 500 GMS
28	NAFED TEA REGULAR CTC 250 GMS
29	NAFED TEA REGULAR CTC 500 GMS
30	NAFED TEA REGULAR NAFED CTC TEA 100 GMS
31	NAFED ARHAR DAL WHOLE PULSES 1 KGS
32	NAFED ARHAR DAL WHOLE PULSES 500 GMS
33	NAFED GRAM WHITE WHOLE PULSES 1 KGS
34	NAFED GRAM WHITE WHOLE PULSES 500 GMS
35	NAFED GRAM BLACK WHOLE PULSES 1 KGS
36	NAFED GRAM BLACK WHOLE PULSES 500 GMS
37	NAFED DRY GREEN PEAS WHOLE PULSES 1 KGS
38	NAFED DRY GREEN PEAS WHOLE PULSES 500 GMS
39	NAFED LOBIYA WHOLE PULSES 1 KGS
40	NAFED LOBIYA WHOLE PULSES 500 GMS

41	NAFED MALKA RED WASHED PULSES 1 KGS
42	NAFED MALKA RED WASHED PULSES 500 GMS
43	NAFED MASOOR BLACK WHOLE PULSES 1 KGS
44	NAFED MASOOR BLACK WHOLE PULSES 500 GMS
45	NAFED MOONG WHOLE PULSES 1 KGS
46	NAFED MOONG WHOLE PULSES 500 GMS
47	NAFED MOONG DAL CHILKA 1 KGS
48	NAFED MOONG DAL CHILKA PULSES 500 GMS
49	NAFED MOONG WASHED PULSES 1 KGS
50	NAFED MOONG WASHED PULSES 500 GMS
51	NAFED RAJMA CHITRA WHOLE PULSES 1 KGS
52	NAFED RAJMA CHITRA WHOLE PULSES 500 GMS
53	NAFED RAJMA RED WHOLE PULSES 1 KGS
54	NAFED RAJMA RED WHOLE PULSES 500 GMS
55	NAFED URAD WHOLE PULSES 1 KGS
56	NAFED URAD WHOLE PULSES 500 GMS
57	NAFED URAD CHILKA PULSES 1 KGS
58	NAFED URAD CHILKA PULSES 500 GMS
59	NAFED URAD WASHED PULSES 1 KGS
60	NAFED URAD WASHED PULSES 500 GMS
61	NAFED GRAM DAL WASHED PULSES 1 KGS
62	NAFED GRAM DAL WASHED PULSES 500 GMS
63	NAFED GRAM DAL ROASTED WASHED PULSES 500 GMS
64	NAFED SUPREME BASMATI RICE 1 KGS
65	NAFED MANBHAWAN BASMATI RICE 1 KGS
66	NAFED PERMAL RICE 5 KGS
67	NAFED PERMAL SILKY RICE 5 KGS
68	NAFED MANBHAWAN BASMATI RICE 5KGS
69	NAFED DUBAR BASMATI RICE 5 KGS
70	NAFED SPECIAL BASMATI RICE 5 KGS
71	NAFED SUPREME BASMATI RICE 5 KGS
72	NAFED MIRCH POWDER 100 GMS
73	NAFED SODA SWEET POWDERED 1 KGS
74	NAFED AMCHUR POWDER 100 GMS
75	NAFED GARAM MASALA 100 GMS
76	NAFED HALDI POWDER 100 GMS
77	NAFED DHANIA POWDERED 100 GMS
78	NAFED KASOORI METHI WHOLE SPICES 25 GMS
79	NAFED HING POWDER 50 GMS
80	NAFED AJWAIN WHOLE 200 GMS
81	NAFED BLACK PEPPER WHOLE 100 GMS
82	NAFED DALCHINI WHOLE 100 GMS
83	NAFED DHANIA WHOLE 200 GMS
84	NAFED ELAICHI BIG WHOLE 100 GMS
85	NAFED ELAICHI SMALL WHOLE 100 GMS
86	NAFED JEERA WHOLE 200 GMS
87	NAFED LOUNG WHOLE 100 GMS

88	NAFED METHI DANA WHOLE 200 GMS
89	NAFED MUSTARD WHOLE 200 GMS
90	NAFED MIRCH WHOLE 200 GMS
91	NAFED SOUNF WHOLE 200 GMS
92	NAFED TEJ PATTI WHOLE 100 GMS
93	NAFED SUGAR 1 KGS
94	NAFED SUGAR 5 KGS
95	NAFED SUGAR DIAMOND 1 KGS
96	NAFED AJINOMOTO WHOLE 1 KGS
97	NAFED COCONUT POWDER 1 KGS
98	NAFED WHITE TILL 1 KGS
99	NAFED KAJU 4PC DRY FRUITS 500 GMS
100	NAFED DHANIA POWDER -ORD 500 GMS
101	NAFED DHANIA WHOLE 500 GMS
102	RAJDHANI WHEAT ATTA 10 KGS
103	RAJDHANI ATTA 50 KGS
104	MOHAN JI WHEAT ATTA 10 KGS
105	MOHAN JI ATTA 50KGS
106	RAJDHANI BESAN 1 KGS
107	NAFED SUJI 500 GMS
108	NAFED MAIDA 500 GMS
109	SHRI LAL MAHAL TIBAR BASMATI RICE 25 KGS
110	ROOP MAHAL ULTIMATE SELLA RICE 20 KGS
111	ROOP MAHAL MOGRA BASMATI RICE 20 KGS
112	SHRI LAL MAHAL MOGRA NO 4 BASMATI RICE 25 KGS
113	TATA SALT IODISED SALT 1 KGS
114	NAFED DALIYA 1 KGS
115	NAFED BLACK SALT 200 GMS
116	NAFED HALDI POWDER -ORD 500 GMS
117	NAFED IMLI -TAMRIND 1 KGS
118	TOPS TOMATO KETCHUP 1KG BOTTLE
119	TOPS MIXED FRUITJAM 475 GMS
120	TOPS MIXED PICKLES 900 GMS
121	TOPS MIXED PICKEL 4.5 KGS

ODOP PRODUCTS

1	CHATPATA MAKHANA
2	PLAIN MAKHANA
3	WHOLE WHEAT MILK RUSK
4	MILK RUSK (SMALL POUCHES)
5	WHOLE WHEAT COOKIES
6	AMLA JUICE
7	CHATPATA DRIED AMLA
8	MULTIFLORA HONEY
9	LEMON HONEY
10	CORIANDER POWDER

11	CHAAT MASALA
12	RAGI FLOUR
13	RAGI COOKIES
14	KASHMIRI LAL MIRCH
15	MASALA PASTE
16	JAGGERY POWDER
17	MASALA JAGGERY (GUR)
18	MANGO PICKLES
19	MIXED PICKLE
20	SPICY DRIED PINEAPPLE
21	SPICY FRUIT BAR

Note: Distribution of Ready to eat and Ready to cook Millet-based products promoted by NAFED. The list for the same will be provided once the Franchisee Partner is onboarded.

Annexure – XI

Format for Financial Bid

(On the letterhead of the Applicant/Lead Bidder in case of Consortium)

S. No.	Item	Margin Percentage (to be offered to NAFED)	No. of Stores/Cafes proposed to be opened (Minimum 20)
1.	Percentage of sales from operations of NAFED Bazaar stores		
2.	Percentage of sales from operations of NAFED Cafes		

Note: The Margin percentages shall carry weightages while ascertaining the Financial score of the bidders. The weightages for the percentage of sales from operations of NAFED Bazaar and percentage of sales from operations of NAFED Cafes is stated under clause “**8. Evaluation of Financial Bids**”

Annexure – XII

List of IOCL locations across Delhi NCR

SALES ORG_NAME	SALES OFF_NAME	SALES AREA_NAME
Delhi & Haryana SO	Delhi DO	Delhi West RSA
Delhi & Haryana SO	Delhi DO	Delhi East RSA
Delhi & Haryana SO	Delhi DO	Delhi East RSA
Delhi & Haryana SO	Delhi DO	Delhi East RSA
Delhi & Haryana SO	Delhi DO	Delhi West RSA
Delhi & Haryana SO	Delhi DO	Delhi North RSA
Delhi & Haryana SO	Delhi DO	Delhi East RSA
Delhi & Haryana SO	Delhi DO	Delhi East RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon West RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon West RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Rewari North RSA
Delhi & Haryana SO	Gurgaon DO	Rewari IV RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon South RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon South RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Jhajjar RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon North RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon West RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon South RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Faridabad RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Jhajjar RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon West RSA
Delhi & Haryana SO	Gurgaon DO	Rewari IV RSA
Delhi & Haryana SO	Gurgaon DO	Faridabad RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon South RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon South RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon South RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon South RSA
Delhi & Haryana SO	Gurgaon DO	Mewat RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon West RSA
Delhi & Haryana SO	Gurgaon DO	Rewari IV RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon North RSA

Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Faridabad RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon West RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon West RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Narnaul RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon West RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon South RSA
Delhi & Haryana SO	Gurgaon DO	Gurgaon South RSA
Delhi & Haryana SO	Gurgaon DO	Mewat RSA
Delhi & Haryana SO	Gurgaon DO	Mewat RSA
Uttar Pradesh SO -II	NOIDA DO	Noida RSA
Uttar Pradesh SO -II	NOIDA DO	Noida RSA
Uttar Pradesh SO -II	NOIDA DO	Meerut East RSA
Uttar Pradesh SO -II	NOIDA DO	Saharanpur North RSA
Uttar Pradesh SO -II	NOIDA DO	Meerut East RSA
Uttar Pradesh SO -II	NOIDA DO	Muzzafarnagar RSA
Uttar Pradesh SO -II	NOIDA DO	Noida RSA
Uttar Pradesh SO -II	NOIDA DO	Muzzafarnagar RSA
Uttar Pradesh SO -II	NOIDA DO	Muzzafarnagar RSA
Uttar Pradesh SO -II	NOIDA DO	Muzzafarnagar RSA
Uttar Pradesh SO -II	NOIDA DO	Noida RSA
Uttar Pradesh SO -II	NOIDA DO	Saharanpur South RSA
Uttar Pradesh SO -II	NOIDA DO	Saharanpur South RSA
Uttar Pradesh SO -II	NOIDA DO	Saharanpur South RSA
Uttar Pradesh SO -II	NOIDA DO	Meerut East RSA
Uttar Pradesh SO -II	NOIDA DO	Saharanpur South RSA
Uttar Pradesh SO -II	NOIDA DO	Noida RSA
Uttar Pradesh SO -II	NOIDA DO	Saharanpur South RSA
Uttar Pradesh SO -II	NOIDA DO	Ghaziabad RSA
Uttar Pradesh SO -II	NOIDA DO	Meerut East RSA
Uttar Pradesh SO -II	NOIDA DO	Noida RSA
Uttar Pradesh SO -II	NOIDA DO	Meerut East RSA
Uttar Pradesh SO -II	NOIDA DO	Meerut East RSA
Uttar Pradesh SO -II	NOIDA DO	Meerut East RSA
Uttar Pradesh SO -II	NOIDA DO	Meerut East RSA