

ANDREW YULE & CO.LTD.
(A Govt of India Enterprise)
8, Dr.Rajendra Prasad Sarani, Kolkata - 700001
Phone No. (033)2242-8210/8550 Fax No. (033) 2242-9770
Website:www.andrewyule.com

NOTICE INVITING TENDER

ANDREW YULE & CO. LTD, a listed Central Public Sector Enterprise (CPSE), under Ministry of Heavy Industries, Government of India. invites Expression Of Interest for engagement of Consultant for obtaining Rainforest Alliance certification Sustainable Agriculture Standards auditfor the Financial Year 2023-24 in two-part system (**Techno-Commercial Bid and Financial Bid**). **These documents should be submitted in a separate envelop superscribing "Technical Quote" for Appointment of Consultant for Rain Forest SAS audit** the details of which regarding eligibility criteria, scope of work, method of evaluation etc. are available in annexures specified in list of Annexures. Interested party who comply with the eligibility criteria mentioned hereinafter, may quote as per the specified instructions furnished hereunder.

Tender documents may be downloaded from AYCL website www.andrewyule.com. Corrigendum, addendum or clarifications, if any, shall be hosted on the above-mentioned website only.

CRITICAL INFORMATION

Availability of EOI document	EOI/Consultant for RA/64/2023
Last date for acceptance of queries	17.04.2023
Last date for receipt of EOI document	02.05.2023 at 15:00 hrs
Place, time and date of opening of technical proposals	02.05.2023 at 16:00 hrs AYCL office
Place, time and date of opening of financial proposals	To be informed later (only to technically qualified bidders)
Validity of EOI document	90 days from the date of opening
Timeline to complete job	Before expiry of the existing RA certificate
Contact Person for queries	Dy. General Manager (Operations & Marketing), Tea Division, Yule House, Andrew Yule & Co. Ltd. Kolkata-700001 Tel:(+91)9051844469 Email Id . debajit.nag@andrewyule.com , debajitnag6975@gmail.com
Submission of EOI addressing to	Dy. General Manager (Operations & Marketing), Tea Division, Yule House, Andrew Yule & Co. Ltd. Kolkata-700001 Tel:(+91)9051844469 Email Id . debajit.nag@andrewyule.com , debajitnag6975@gmail.com

Note: AYCL will use website as a primary mode of communication and will upload all relevant information on AYCL website (www.andrewyule.com).

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BRIEF BACKGROUND OF THE COMPANY:

The present business of Andrew Yule comprises of Tea, Electrical and Engineering.

The Company's Engineering Division manufactures and supply (industrial activity code-wise) Industrial Fans, Air Pollution and Water Pollution Control equipment, Tea Machinery Spares, Turn-key projects involving the above products under NIC CODE 29199.

The Company's Electrical-Chennai Operation manufactures Power Transformers from 5MVA 11kV to 63 MVA 220 kV Class, Auto Transformers up to 100 MVA 220 kV Class and Generator Transformer up to 40 MVA 132 kV Class under NIC Code of 27102.

The Company's Tea Division is engaged in the business of tea growing and manufacturing under NIC Code of 01271.

Manufacturing activities are undertaken in the following units:

- 1) Electrical- Chennai Operations (Perungudi, Chennai, Tamilnadu)
- 2) Engineering Division (Kalyani, West Bengal)
- 3) Tea Division (West Bengal and Assam)

Selling activities are undertaken on PAN India basis.

SCOPE OF WORK

- A.** To arrange Inception meeting with AYCL after award of contract, briefing the approach, methodology and synopsis to finish the awarded work within the timeline.
- B.** To visit and conduct Gap Audit as per the latest standards of RA, SAS in the 8 Tea Gardens of Assam & West Bengal namely -
Rajgarh Tea Estate, Assam . 786612
Tinkong Tea Estate, Assam - 786611
Desam Tea Estate, Assam - 786610
Basmatia Tea Estate, Assam - 786010
Khowang Tea Estate, Assam - 785670
Murphulani Tea Estate, Assam - 785621
Hoolungooree Tea Estate, Assam - 785634
Mim Tea Estate , West Bengal . 734221 and train and update the garden management, staff and workers about implementation and meet all the requisite standards for obtaining RA certificate through the auditing process by the authorized certification body.
- C.** To arrange for Virtual/remote audit if any sort of natural calamities occurs so that there is no lapse for certification.
- D.** Assist in preparing all requisite policies, formats, registers and files for the RA Audit.
- E.** Must be able to implement and close all the NCø without any additional charges and also must be able to present during the audit by the certification body and also must be available within 3 working days as and when required by the management regarding the issues related to RA.

ELIGIBILITY CRITERIA

- a) Preference will be given to those who has experience in services for Govt/ PSU's/Corporate in this field with documentary evidence, **Self-attested copy of work order issued by Govt/ PSU's/Corporate in this field of preparation of relevant audit.**
- b) The Consultancy firm should be registered with valid Trade license for Consultancy services. **Trade License copy to be attached.**
- c) The Consultancy firm must have registered office in India. **Self-attested copy of document showing location of Headquarters/ Branch Office at Kolkata.**
- d) Average Annual Turnover of Rs. 5 lakh or more in the past 3 years till 31st March,2022. **Self-attested copy of Annual Income Tax Returns of the last 3 years i.e. for financial years 2019-20, 2020-21& 2021-22.**
- e) Bidders must submit proper KYC documents like certificate of incorporation, PAN, Trade License and GST certificate (optional), to qualify for the bidding process.
- f) Must have minimum Five (5) years of experiences in providing similar type of consultancy services and well versed with both Assam and Darjeeling (West Bengal) Tea gardens of India.
- g) In case the Consultancy firm has been suspended by any of the Govt. Agencies and in case suspended during the contract period, it would be the liability of the firm to engage another competent firm without any additional cost, so that the RA certificate does not get withheld for the entire (8) eight tea gardens of AYCL.

TIMELINE OF THE Consultancy Service

- The Consultancy firm would deploy required quantum of personnel and teams with applicable skill sets (as per suitably identified requirements) and additional expert consultants.
- The time frame is under normal situation and in case any constraints arise beyond the purview or due to factors / regulatory aspects imposed by State Government / Central Government be it with respect to ongoing pandemic or other environmental concerns, suitable extension is to be given and shall be chargeable on pro-rata ba
- Deliverables under the contract will include detail report touching upon every aspect as mentioned under %Scope of Work+.

FINANCIALS / BUDGET

The payments shall be made after obtaining the RA Certificate issued by Rain Forest Allianc

CONFIDENTIALITY OF DATA AND DOCUMENTS:

- i) The Certification Body engaged, shall utilize or publish or disclose or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of his assignment or during the course of assignment for AYCL, without the express written consent of the Competent Authority.
- ii) The Consultancy firm shall be bound to return/hand-over all the records of assignment to authorized officer/ authority before the expiry of the contract and before the final payment is released by AYCL.

CONFLICT OF INTEREST:

- a) The shortlisted Consultancy firm engaged by AYCL shall in no case represent or give opinion or advise others in any matter which is averse to the interest of AYCL nor he will indulge in any activity outside the terms of contractual assignments.
- b) In case the services of Consultancy firm are found in conflict with the interest of the Company, his/her services will be discontinued by terminating the contract without assigning any reason.

TERMINATION OF ENGAGEMENT:

- a) AYCL may terminate the contract of engagement of the consultant in following conditions:
 - i) Consultancy firm is unable to address the assigned work;
 - ii) Quality of the work is not satisfaction of the concerned division/units;
 - iii) The Consultancy firm fails in timely achievement of the milestones as finally decided by the Management.
 - iv) Consultancy firm is found lacking in honesty and integrity.

- b) AYCL reserves the right to terminate the engagement by serving 15 days written notice on the Consultancy firm. Termination shall be affected on the day right after the completion of 15 days of delivery of such notice.

RESOLUTION OF DISPUTES:

In the event of any dispute, question of difference arising during the contractual period, efforts will be first made to settle the dispute by amicable settlement through discussion, failing which the decision of the Chairman and/or Director-Finance, Andrew Yule & Company Limited will be considered as final. All the disputes are subjected to Kolkata jurisdiction only.

ASSIGNMENT OF CONTRACT:

The bidder shall not assign the contract or any part thereof to anyone else.

ANDREW YULE & COMPANY LIMITED
Tea Division
Ref. Tender No.

Declaration of Non-Ineligibility (By the Bidder)

I/We, M/s o o o o o o o o o o o o o o (Name of bidder) hereby certify that I/we have not been banned/de-listed/de-barred from business by any PSU/Govt. Department during the last 03 (three) financial years (2019-20 to 2021-22).

(Signature of the Authorized Signatory)
Office Stamp/Seal

Place:
Date: