

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 No.: AYCL/TEA/CONSULTANT_MIM/47/2022 dated 09.12.2022

Andrew Yule & Co. Ltd, a Central Public Sector Enterprise (CPSE), invites tender for contracting a Consultant for Mim Tea Estate, the sole Tea Estate under Andrew Yule & Co Ltd in Darjeeling. The tender consists of two parts - i) Technical Bid and ii) Price Bid from Bidders for the post of a Consultant to Mim Tea Estate.

SCHEDULE OF TENDER (SOT)

a. NIT Number	AYCL/TEA/CONSULTANT_MIM/47/2022
b. NIT Date & Time	09.12.2022 at 16.00 pm
c. Mode of Tender	Offline submission of Part I - Technical Bid and Part II - Price Bid
d. Date of publication of Tender through AYCL websites and Central Public Procurement Portal	09.12.2022 at 16.00 pm
e. Date of availability of NIT to the Vendors for downloading	09.12.2022 at 16.00 pm
f. Earnest Money Deposit	<ul style="list-style-type: none">• An “Earnest Money Deposit” of Rs.12000.00 (Rupees Twelve Thousand only) to be paid by D.D. (Demand Draft) in favour of Andrew Yule & Co Ltd., payable at Kolkata.• Price Bid to be submitted in a separate sealed envelope marked as Price Bid.
g. Last date of submission of Tender Document	23.12.2022 upto 16:00 Hrs.
h. Date of opening of Part-I Technical Bid	23.12.2022 at 17.00 Hrs.
i. Date of opening of Part- II Financial Bid	To be intimated to the technically eligible vendors only by email
j. Validity of Rate	30 Days

ANDREW YULE & COMPANY LIMITED
(A Government of India Enterprise)
Tender No: AYCL/TEA/CON
8, Dr. Rajendra Prasad Sarani
Kolkata – 700 001

ANDREW YULE & CO. LTD. (AYCL) wishes to appoint a Consultant for Mim Tea Estate having in-depth knowledge of Darjeeling tea manufacture and the local markets. Said Consultant will provide important inputs in manufacturing and field operations and also boost local sales by visiting vendors in Darjeeling, Siliguri and adjoining areas.

The scope of work for the Consultant will be as below:

- (a) Increase turnover of the assigned Tea Estate.**
- (b) Implement various field development utilities (uprooting, replanting, block infilling & rejuvenation of aging tea bushes) for long term viability of the assigned Tea Estates.**
- (c) Implement cost control mechanism and surveillance.**
- (d) Introduce modern energy conservation and management practices.**
- (e) Brand building through promotion and marketing of specialty and green tea in international market as well as widening domestic network of packet tea sales for further value addition.**
- (f) Ensure healthy and cordial industrial relation at the Tea Estates.**
- (g) Help the local Management/ Retail marketing team to develop the local market at Siliguri, Darjeeling & adjoining areas for retail sale.**
- (h) Any other task and responsibilities as may be assigned by the management from time to time.**
- (i) The consultant has to visit the Tea Estate for a minimum of 3 days a week & the necessary to & fro transportation cost will have to be borne by the individual. The Price bid quoted should include this transportation cost as well. Food & Lodging during the stay at garden will be arranged by the garden.**
- (j) A report has to be submitted to Manager of the assigned Garden with a copy to DGM(Operations & Marketing) after every visit.**

Eligibility Criteria:

- (i) The consultant must have a graduate degree from a recognized College or University.
- (ii) The consultant should have an experience of working as Manager in Darjeeling Tea Estates for at least a period of 20 years.
- (iii) The consultant should be registered with valid Trade license for Consultancy services.

Earnest Money Deposit-Rs. 12,000/- (Rupees Twelve Thousand only) to be paid by D.D. favouring Andrew Yule & Co Ltd, payable at Kolkata.

OTHER TERMS & CONDITIONS:

CONFIDENTIALITY OF DATA AND DOCUMENTS:

- i) The Consultant 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 consultant 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 consultant 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 consultant 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) Consultant is unable to address the assigned work;
 - ii) Quality of the work is not satisfaction of the concerned Trade/service divisions;
 - iii) The consultant fails in timely achievement of the milestones as finally decided by the Management.
 - iv) Consultant is found lacking in honesty and integrity.
 - (b) AYCL reserves the right to terminate the engagement by serving 15 days written notice on the consultant. Termination shall be affected on the day right after the completion of 15 days of delivery of such notice.
- (iv) **Payment Terms:** Consultant will be paid on monthly basis based on the rate as mentioned in the Work Order placed on him/agency.

Submission of Offer: The offer should be submitted in TWO part bid i.e. Techno-commercial offer along with acceptance of NIT terms including supporting documents fulfilling the eligibility condition and Price Bid in the given format. Interested bidders fulfilling the above eligibility criteria prescribed hereinabove, may apply with these terms of reference on or before closure of business hours (16:00 hrs), 23rd Dec'2022 along with all supporting documents, in a sealed envelope super scribing as "Offer for Consultant to Mim Tea Estate" to reach the following address:

**Deputy General Manager (Operations & Marketing),
ANDREW YULE & COMPANY LIMITED
(A Government of India Enterprise)
General Division,
8, Dr. Rajendra Prasad Sarani
Kolkata – 700 001**

FORMAT FOR PRICE BID
(To be printed in the letter head)

To,

**Deputy General Manager (Operations & Marketing),
ANDREW YULE & COMPANY LIMITED
(A Government of India Enterprise)
General Division,
8, Dr. Rajendra Prasad Sarani
Kolkata – 700 001**

Dear Sir,

This has reference to tender no. AYCL/TEA/CONSULTANT_MIM/47/2022 dated 22.11.2022, we are pleased to submit the Price Bid in the below format:

Description	Basic Price [inclusive of transportation to and fro Mim] in (Rs.) (a)	GST in (Rs.) (b)	Total in (Rs.), (a+b)
Consolidated charges for Consultancy to Mim Tea Estate.			

Signature of the Bidder along with their Organization Seal: _____