

**GOVERNMENT OF ODISHA**  
**FOOD SUPPLIES & CONSUMER WELFARE DEPARTMENT**

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**Invitation for Expression of Interest (EOI)**

**No 15342/FSCW, Date 26.10.2021**

Food Supplies & Consumer Welfare Department, Odisha invites Expression of Interest (EOI) for 'Hiring of NABL accredited laboratory for testing of manufactured Fortified Rice Kernels (FRK) & Blended Rice (FRK with Normal Regular Rice)'. The details of Terms of Reference (ToR) can be downloaded from <http://www.foododisha.in>

Sealed proposals are invited from interested NABL accredited laboratory for testing of manufactured Fortified Rice Kernels (FRK) & Blended Rice (FRK with Normal Regular Rice) in seven districts of **Malkangiri, Baragarh, Kalahandi, Sambalpur, Subarnapur, Bolangir and Nuapada** of Odisha State. The proposals shall be submitted through Speed Post/Registered Post only, addressed to "The Additional Secretary to Government (NFSA), Food Supplies & Consumer Welfare Department, Lokaseva Bhawan, Odisha Secretariat, Sachivalaya Marg, Bhubaneswar-751001, Odisha". The Last date for receipt of proposals in all respect is on date **16.11.2021**. The authority reserves the right to cancel any or the entire selection process without assigning any reason thereof.

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**Additional Secretary to Government**

**GOVERNMENT OF ODISHA**  
**FOOD SUPPLIES & CONSUMER WELFARE DEPARTMENT**

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**Expression of Interest (EOI) for 'Hiring of NABL accredited laboratory for testing of manufactured Fortified Rice Kernels (FRK) & Blended Rice (FRK with Normal Regular Rice) in seven districts of Malkangiri, Baragarh, Kalahandi, Sambalpur, Subarnapur, Bolangir and Nuapada of Odisha State**

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**Terms of Reference for Selection of NABL Accredited Laboratories**

**1. Objectives of the Expression of Interest (EOI):**

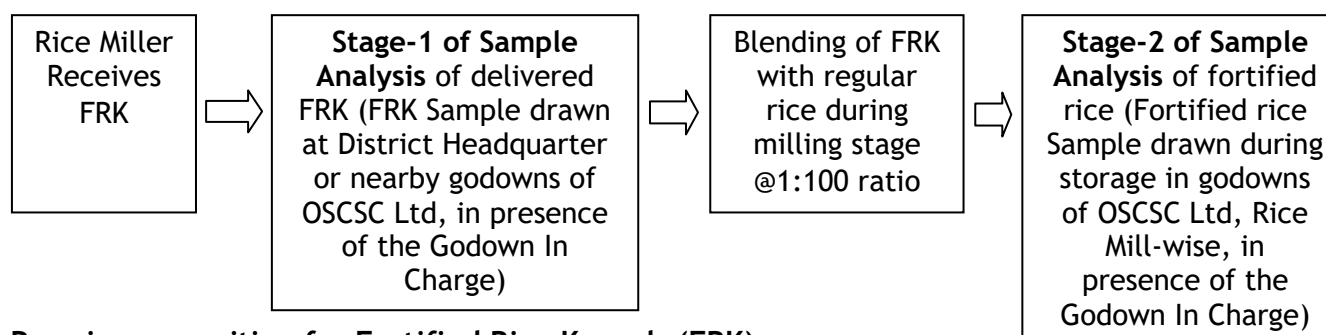
FS & CW Department intends to hire NABL accredited laboratory (s) for testing of manufactured Fortified Rice Kernels (FRK) & Blended rice (FRK granules with Regular Rice Grains) in seven districts of **Malkangiri, Baragarh, Kalahandi, Sambalpur, Subarnapur, Bolangir and Nuapada** during the KMS 2021-22.

**2. Project Location:**

In the seven districts of **Malkangiri, Baragarh, Kalahandi, Sambalpur, Subarnapur, Bolangir and Nuapada** of Odisha State.

**3. Process flow of rice fortification:**

Fortification of rice is a two-step process which involves a) Procurement of Fortified Rice Kernels (FRK) by the FS & CW Department, Government of Odisha from the Food Safety and Standards Authority of India (FSSAI) registered FRK manufacturing firms and b) Blending of procured FRK with regular rice grains in Rice Mills in the above districts, at a ratio of 1:100 (FRK:Raw Rice) (blending ratio may vary from 0.5% to 2%). Fortified Rice Kernels (FRK) are manufactured by combining rice powder and micronutrients, using appropriate extrusion technology. The micronutrient fortified rice kernels closely resemble the sheen, transparency, consistency and flavour of rice. In the given project, to fortify the rice, these fortified rice kernels will be blended with normal/regular rice in a ratio of 1:100, i.e. 1MT of FRK is mechanically blended with every 100 MTs of rice to get 101 MTs of appropriately fortified rice.



**4. Premix composition for Fortified Rice Kernels (FRK):**

(i) Iron, (ii) Vitamin B-12, (iii) Folic Acid as per guidelines of Department of Food & Public Distribution, Government of India.

**5. Strategy for Laboratory Testing & Scope of Work/Requirement for the Laboratory**

a) The FS & CW Department will procure FRK directly from the state empanelled and FSSAI licensed/registered FRK manufacturers who will submit Certificate of Analysis (COA) from

independent third party FSSAI-notified NABL laboratories for FRK and only upon validation of the COA of FRK in terms of appropriate micronutrient levels and microbiological specifications, it will be permitted for blending at mill point. (**Responsibility: Approved FRK Supplier of FS & CW Department**)

- b) **FRK Sampling-Analysis-CoA:** Two numbers of true representative sealed samples of FRK delivered at godowns of OSCSC Ltd by the FRK supplier, shall be drawn batch-wise by the authorised representative of the selected NABL accredited testing laboratory in presence of the Godown Incharge of the Depots. The above two samples shall be collected at the godown point and sent to their laboratory for analysis (content of micronutrient levels) and Certificate of Analysis (CoA) along with a clear remark on the body of the CoA as to whether “**FIT FOR BLENDING**” or “**NOT FIT FOR BLENDING**” shall be issued. (**Responsibility: Selected NABL accredited laboratory**)
- i. *Number of samples to be drawn:* 02 (two) samples from each batch weighing 100 gms each;
  - ii. *Periodicity of Sample Collection:* Immediately after delivery of FRK consignment at Depot;
  - iii. *Periodicity of issue of Batch-wise CoA:* Within three days from the date of drawal of samples (including holidays)
- c) **Blended Rice Sampling-Analysis-CoA:** Random sampling of blended rice should be done lot-wise at RRC-cum-DSC of OSCSC in the district (in case of delivery at RRC-cum-DSC for distribution through Public Distribution System) and sealed (two numbers of true representative samples) in presence of the Godown Incharge. The above two samples shall be collected by the authorised representative of the selected NABL laboratory for analysis and Certificate of Analysis (CoA) shall be issued along with a clear remark on the body of the CoA as to whether “**CONFORMING TO 1:100 RATIO (FRK:NORMAL RICE)**” or “**NOT CONFORMING TO 1:100 RATIO (FRK:NORMAL RICE)**”. (**Responsibility: Selected NABL accredited laboratory**)
- i. *Number of samples to be drawn:* 02 (two) samples from each batch weighing 500 gms each;
  - ii. *Periodicity of Sample Collection:* Immediately after delivery of lot of blended rice at Depot;
  - iii. *Periodicity of issue of Batch-wise CoA:* Within three days from the date of drawal of samples (including holidays)
- d) The laboratory shall be accredited by National Accreditation Board for Testing and Calibration Laboratories (NABL) and should be identified by FSSAI. The said parameters for the given sample type shall be covered under the NABL scope.
- e) The laboratory is expected to adhere to given below test methods and follow the same:
- i. Iron- AOAC 984.27 / AOAC 2011.14 using ICP Emission.(total iron present in ferric form)
  - ii. Microbiological parameters - Using respective AOAC/AACC methods.
- f) The selected NABL laboratory shall deploy at least two trained personnel in the assigned district for expeditious collection of samples of FRK & Blended rice, who shall remain in close contact with the District Chief Civil Supplies Officer/Civil Supplies Officer for sample collection, testing & reports sharing purpose. The name and mobile number of the trained personnel along with the name of district where deployed shall be submitted to the FS&CW Department within 7 days from the date of issue of the Work Order.
- g) The personnel for sample collection shall be trained and experienced in conducting sampling procedures. The lab is expected to adhere to FSSAI guidelines on “General Guidelines on Sampling - 2012”.

- h) Samples should be labeled appropriately and carry details like the date and location of sample collection, Method of preparation and/or storage, Batch number, Lot Number, any other observations.
- i) Sample collection and delivery of samples to the location of analysis is the laboratory's responsibility.
- j) Sample collected for microbiological analysis should be put for analysis the same day or maximum by the following day.
- k) Samples (FRK & Blended rice separately) should be collected in duplicate, one for the lab and one for the facility/Government of Odisha from where the samples are picked.
- l) The laboratory is expected to share the test results for each sampling activity as per the timeline mentioned above.
- m) The Certificate of Analysis (CoA) should be scanned and shared through email with the FS&CW Department followed by hard copies of the reports which should be sent via registered post/speed post.
- n) In case FS&CW Department is not satisfied with the results and re-testing of sample is requested, it should be done without any additional cost.
- o) Samples collected should be retained for a period of one month under the controlled conditions so that if need be it could be retested.
- p) To lift and analyze samples of FRK & blended rice for iron content, microbiological parameters and 1:100 blending ratio as explained above.

#### 6. Parameters to be Tested:

Type	Source of sample	Parameters to be tested:	No. of samples to be tested	Collection of Samples for Analysis
1. Fortified Rice Kernels	Collected from RRC-cum-DSCs in the District as per direction of the District Civil Supplies Office	1. Iron 2. T.P.C. 3. Coliforms 4. E. Coli 5. Yeast & mould 6. Folic Acid 7. Vitamin-B12	Two true representative samples drawn from each consignment of FRK delivered at RRC-cum-DSCs	Composite FRK sample drawn delivered at RRC-cum-DSCs in presence of the Godown In Charge
2. Blended Rice	Collected from the blended rice consignments (lot-wise delivered by Miller) at RRC-cum-DSCs	Blending ratio @1 (FRK):100 (Regular Rice)	Two true representative samples drawn from each lot of blended Rice delivered by the Miller	Composite sample drawn from each lot of blended rice in presence of the Godown In Charge

## **7. Other Requirements of EOI:**

FS & CW Department is seeking proposals for the above mentioned parameters, however the final decision to test/or not to test any particular parameter, will rest with the FS & CW Department.

## **8. Pre-qualification of the Laboratory:**The pre-qualification criteria for empanelment as testing lab is are as under:

- a) The Laboratory should hold a valid NABL License.
- b) The laboratory should be listed in FSSAI approved laboratories.
- c) Iron, Folic Acid and Vitamin B-12 and microbiological parameters should be covered under the NABL scope of the laboratory.
- d) The laboratory should have adequate trained personnel for sample collection, testing & sharing of reports.

## **9. Documents to be furnished:**

- a) The copy of Incorporation certificate/Laboratory Registration Certificate.
- b) The attested copy of the Income Tax returns of last three financial years ending with 31st March 2020 duly certified with a copy of a PAN card attested by authorized signatory.
- c) The copy of relevant past experience in the field of sampling & testing.
- d) The attested copy of Certificate of registration under GST Act as applicable shall be submitted.
- e) The attested copy of the valid NABL Accredited Certificate and other documents supporting pre-qualification criteria of the Lab.
- f) An affidavit on Rs 100 non-judicial stamp paper and attested by the Notary:
  - i. Not having been prosecuted for violation of rules/laws under any such law or orders there under in any court of law.
  - ii. Not having been black listed by any organization or Government for non-performance of contractual obligation.
- g) The Laboratory Unit should furnish letter of authority or power of attorney for having authorized the person to sign the documents on behalf of firm or society or corporate body. Attestation of signature of such authorized signatory from the bank where the firm is having its account is essential.
- h) The address proof of the authorized signatory viz Telephone bill/copy of pass port/ electricity bill/voter ID proof should be submitted along with the application. The address proof in respect of the firm shall be either certificate of registration or certificate of incorporation issued by the concerned authority.
- i) The attested copy of Bank account details of the Laboratory unit along with IFSC code, Branch details, address shall be furnished in the letter head of the firm.

**10.Pre-Bid clarification:** Interested bidders (laboratories) may post their pre-bid queries on or before 31<sup>st</sup> October 2021 through mail [mqhaque786@gmail.com](mailto:mqhaque786@gmail.com)/[domains.pmutpds@gmail.com](mailto:domains.pmutpds@gmail.com), [finance.pmutpds@gmail.com](mailto:finance.pmutpds@gmail.com) which will be further clarified (if required) through a return mail.

**11.Mode of Submission:** The proposals shall address all the requirement of this expression of interest and must be submitted in English language. The intending laboratory has to submit the 'FINANCIAL' proposal in one sealed envelope, duly super-scribed in bold mark as “**Expression of Interest for hiring of NABL accredited laboratory for testing of manufactured Fortified Rice Kernels (FRK) & Blended Rice (FRK with Normal Regular Rice)**”. The proposal shall be prepared in indelible ink. It shall contain no interlineations or overwriting, except as necessary to correct errors made by the bidder itself. Any such corrections must be initialled by the person (or persons) who sign (s) the proposals. The proposals shall be submitted through Speed Post/Registered Post only to “**Additional Secretary to Government (NFSA), Food Supplies & Consumer Welfare Department, Lokaseva Bhawan, Odisha Secretariat, Sachivalaya Marg, Bhubaneswar-751001, Odisha**”. No hand receipt of the proposal will be entertained. FS&CW Dept would not be responsible for any delays caused by the registered post/speed-post in this matter.

**12.Method of Selection of Proposal:** The lowest valid bid once approved by the FS&CW Department will be declared as successful L-1 bidder and the same will be communicated by e-mail to the successful bidder. However, FS&CW Department reserves the right to accept or to reject all or any bid including lowest bid, without assigning reason thereof.

**13.Time Schedule:**

Sl No	Item	Tentative date schedule
A	Publication of Advertisement in News paper	27.10.2021
B	Publication of Eol in the Website	27.10.2021
C	Last Date for submission of bid for the Eol	16.11.2021
D	Date for Opening & Evaluation of the Bid	17.11.2021 (at 4:30 PM)
E	Tentative date for issuance of Letter of Intent (LoI) to the Selected Bidder	25.11.2021

**14.Signing an agreement:** The Laboratory Unit will be required to sign an agreement for the established protocol as well as timelines for collection of sample, preparation, testing as well as submission of report which constitutes the entire end-to-end process. Any slippage will invoke penalties to be decided as deemed proper and be included as a part of the contract.

**15.Validity of the Contract:** The agreement will be valid for 01 (one) year and may be extended on mutual consent. FS&CW Department reserves the right to revoke the contract for non-performance by the Laboratory Unit. The performance of the Laboratory Unit may be reviewed as per the terms and conditions mentioned in this contract on monthly basis.

**16. Submission of Certificate of Analysis (CoA):** CoA shall be scanned and shared through email with the FS&CW Department followed by hard copies of the reports (i.e. prepared in indelible ink in a official letter pad affixing with official seal & signature), which would be sent via registered post/speed post.

**17. Penalty Clause:** FS & CW Department shall levy penalty as deemed appropriate in case of delay in delivering of reports beyond the maximum permissible time limit mentioned above.

**18.** The interested laboratory unit shall always refer to the official website <http://www.foododisha.in>, for any changes/modifications/amendments in this Expression of Interest (EOI).

**19.** The authority reserves the right to cancel any or the entire selection process without assigning any reason thereof.

**20. Placement of Work Order:**

The work order to the selected laboratory shall be placed as per the district wise L1 approved rates. The selected Laboratory shall be in a position to start their process for collection and testing of samples from their respective assigned districts within 7 days of issue of work order. Any delay in responding to the work order within the defined scheduled date may attract penalty as deemed appropriate and further it may lead to cancellation of contract agreement. FS&CW Department shall be the final decision making authority for distribution of districts among the selected Laboratories.

**21. Mode of Payment :**

After executing the activities, the firm shall submit bill in triplicate, raised on quarterly basis, in favour of the 'Managing Director, Odisha State Civil Supplies Corporation Ltd., C/2 Nayapalli, Bhubaneswar' addressed to "The Additional Secretary (NFSA), Food Supplies & Consumer Welfare Department, Loka Seva Bhawan, Sachivalaya Marg, Bhubaneswar-751001, Odisha" alongwith all necessary supporting documents like Certificate of Analysis (CoA) of FRK & Blended rice & GST Challan copy etc. or any other documents as will be required during the processing of payment. The payment shall be released periodically within 30 days after submission of all documents to this Department. No advance payment shall be released prior to testing & submission of reports. The payment shall be released on actual basis.

## APPLICATION FORMAT FOR EOI

Particulars	Details of Documents
1. Name of the Laboratory Unit	
2. OfficeAddress of the Laboratoty Unit <ul style="list-style-type: none"> <li>▪ TelephoneNo.</li> <li>▪ FaxNo</li> <li>▪ Mobile No.</li> <li>▪ e-mail</li> <li>▪ website</li> </ul>	
<ul style="list-style-type: none"> <li>▪ Laboratory Unit Address</li> <li>▪ Telephone</li> <li>▪ Fax</li> </ul>	
3. Permanent Account Number (PAN No)	
4. GSTIN No. & date	
5. Registration Details <b>If Partnershipfirm</b> a) Name & Address of all Partners <b>If Registered under Companies Act,</b> a)Name of the Chairmanand Managing Director with full address <b>If Proprietorship Firm,</b> a)Name& Address of Proprietor if Proprietor concern	
6. Year of Establishment of the firm/Company/Laboratory Unit	
7. NABL Accredited Certificate No.& Its Validity period	
8. Name of the Authorized signatory (a copy of the authorization to be enclosed wherever necessary)	
9. Name of the Districts Applied for	
10.Year of Relevant past experience in the field of sampling & testing (Optional)	

I hereby agree to abide by terms & conditions stipulated for submission of expression of interestfor hiring NABL accredited laboratory for testing of fortified rice. The duly signed terms and conditions of EOI document is enclosed to this application along with relevantdocuments.

**Date**

**Place**

**Signature of the Applicant**



## Template for Submission of Financial Proposals

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Name of the District Bidding For \_\_\_\_\_

Sl No	Details of samples to be collected	Cost for Collection of Sample, Sample Analysis & Submission of Analysis Report i.e. Per Sample Drawn from Each Consignment of FRK/Each Lot of Blended Rice excluding GST (in 'INR')
A	B	C
I	<b>FRK Sample</b> i. Iron ii. TPC iii. Coliforms iv. E. Coli v. Yeast & mould vi. Folic Acid vii. Vitamin-B-12	In Word _____ In Figure _____
II	<b>Blended Rice Sample from Mill Point</b> Blending Ratio @1% FRK:100% Regular Rice	In Word _____ In Figure _____
<b>Total (I+II)</b>		In Word _____ In Figure _____
<b>Date</b> <b>Place</b> <div style="text-align: right; margin-top: 20px;"><b>Signature of the Applicant</b></div> <ul style="list-style-type: none"> <li>• Separate Sheet shall be used for applying more than one district.</li> </ul>		

**Note:**

1. The bidder shall use separate Sheet for applying more than one district. However the adjacent districts like 'Kalahandi & Nuapada' and 'Bolangir & Subarnapur' shall be treated as one unit district as far as quotation of rate is concerned. Bidder shall quote a single rate for each such adjacent unit district respectively.
2. **Parameter for Financial proposals:** Cost for collection of samples, laboratory testing & issue of CoA, in respect of 02 (two) representative samples, drawn from each Batch of FRK/Lot of Blended Rice (FRK & Blended Rice separately) excluding GST.
3. The bidder shall quote a single rate for analysis of two representative samples (*two representative samples shall be treated as one activity*), each of FRK & Blended Rice, its collection from RRC-cum-DSC point, laboratory testing & issue of CoA, which shall be the parameter (i.e. L1 rate) for selecting a laboratory.

4. The laboratory unit is required to submit rate, which would be inclusive of all incidental and ancillary cost (GST as applicable shall be payable extra) including the following:
  - a) Collection of samples from RRC-cum-DSC point, b) Sample preparation for analysis at laboratory point, c) Sample analysis, d) Transportation cost of sample, e) Human resource deployment & their trainings (if any), f) Any other logistics like equipments or any sampling kit etc and g) Issue of Certificate of Analysis (CoA).
5. The Laboratory unit is required to procure the consumables, equipment, tools and other logistics etc. as required during the sample preparation & analysis. The charge and maintenance of these equipment must be borne by the Laboratory.
6. FS & CW Department shall not be responsible for providing any accommodation or food facilities to the Laboratory's personnel.
7. Any safety training or safety equipment as required for personnel/labour must be borne by the Laboratory unit.
8. The bidder shall use separate sheet for quoting rates for different districts out of the listed seven districts of **Malkangiri, Baragarh, Kalahandi, Sambalpur, Subarnapur, Bolangir and Nuapada** of Odisha State.
9. The bidder shall clearly mention the name of the district for which it intends to quote the price in the above Financial proposal format.
10. All the prices to be quoted in the above financial proposal table formats are in accordance with the detail terms of reference (ToR) as specified in this EoI document.
11. Each district shall be taken as separate unit. Hence, the district wise lowest unit cost quoted at column 'C' of the table shall be the deciding factor for selection of laboratory for each district.
12. Any conditional quotation will not be accepted.
13. The quoted price should be expressed in Indian rupees only.
14. Committee reserves the right to make any amicable decision on distribution of district unit with the same L1 rate quoted by more than one bidder (if any), in the interest of public.
15. FS & CW Department shall be the final decision making authority for such recommendation of the tender committee.

**Date**  
**Place**

**Signature of the Applicant**