

Uttarakhand State Cooperative Federation Ltd.
“UCF Sadan”, Vishnu Vihar, Deep Nagar Road, Dehradun – 248 001
E-mail: ucfdehradun@gmail.com Website: ucf.org.in

Request for JV proposals to establish supply chain and produce waste by-products of coconut in Uttarakhand

1. UCF background

Uttarakhand State Co-operative Federation Ltd (UCF) is the multipurpose Federation of Uttarakhand. UCF was registered on 15th July 2002 after bifurcation from U.P. Co-operative Federation Ltd, (PCF) Lucknow as a result of formation of Uttarakhand State on 9 November 2000. The Federation made a humble start with 16 employees of PCF working on deputation with a share capital of 12,000.00 only. The present turnover of the Federation is Rs 20,123.00 lacs. The Federation is working in the following areas:

- i. Distribution of Chemical Fertilizer, Bio fertilizer, certified seeds & pesticides to farmers through PACS
- ii. Purchase of wheat & Paddy through PACS under MSP Scheme.
- iii. Supply of Consumer Items to state offices/cooperative societies.
- iv. Warehouse operation viz renting of godowns etc.
- v. Supply of Ayurvedic medicines in the government hospitals all over India. UCF has its own drug manufacturing unit at Ranikhet (Almora).

2. Objectives of this initiative

Under the provisions and mandate of Uttarakhand Co-operative Societies Act 2003 and Uttarakhand Co-operative Societies Rules 2004, UCF has taken this initiative to establish supply chain and produce waste by-products of coconut in Uttarakhand through Joint Venture.

3. Eligibility criteria

The JV partners should be:

- i. Legal entity as per Indian law
- ii. They should be Indian entities
- iii. They should have been in existence at least from 1.8.2022
- iv. Should not have been debarred for doing business with any central or any state government or undertakings in last three years and same is effective on the day of submission this proposal
- v. Should have supply chain experience in coconut product based business for minimum three years on the day of submission of this proposal

4. Technical qualifications –

- (i) Minimum experience of five years in agri-based industry on the day of bid submission.
- (ii) Minimum experience of three years in cocopeat based processing on the day of bid submission.

- (iii) Minimum supply chain experience of any one agriculture commodity for one year on the of bid submission.
- (iv) Should have required plant and machinery for processing coconut based solid waste.

5. **Financial qualification** – Turnover of Rs. 2 (two) crores average for three years during FY 2021-22, 2022-23, 2023-24 and 2024-25 with Positive net-worth as on 31st March of last audited financial year. In case 2024-25 is not yet audited, a provision certificate will also be considered. However, 2024-25 audited financial statement should be submitted before signing the contract.

6. **Main features of JV**

- **SPV** (to be drafted through legal vetting in consultation with JV partner for each facility separately)
- **Shareholding**- 51% UCF and 49% partner
- **Board of Directors** – 3 each. With Chairman from UCF and MD by partner
- **UCF responsibility** – quality assurance, storage facility, branding & marketing promotion.
- **Partner responsibility** - Technical collaboration, procurement of Raw material, supply to kiosks, statutory clearances for manufacturing (if required), plant and machinery, parking of kiosks, manning kiosks, operation and management, packing as required, and development of new products .
- **Pricing** - as per SPV provisions

7. **Revenue sharing** - net revenue 51% UCF and 49% partner

8. **Contract period** - as per SPV provisions

9. **Submission of proposal:**

- (i) **Document Fee** Rs. 1,000/-. Exempted for micro and small industries.
- (ii) **Bid Security** – not less than equivalent to Rs. 5 lakhs through FDR from any RBI scheduled bank or Uttarakhand State Cooperative Bank duly pledged to UCF. Otherwise, proposal shall be summarily rejected. Exempted for micro and small industries.
- (iii) **Bid Validity** - 180 days from the last date for submission
- (iv) **SPV** may be incorporated from among the eligible bidders within a period of 6 months.
- (v) **Original Documents only (a) Original Power of Attorney** (as per format), **(b) Original Affidavit** (as per format) and **(c) Original affidavit for litigation history** (as per format)
- (vi) Right to Accept and to Reject Any or All Bids. Notwithstanding anything contained in the RFP, the UCF reserves the right to accept or reject any Bid and to annul the Bidding Process and reject all Bids at any time without any liability or any

obligation for such acceptance, rejection or annulment, and without assigning any reasons, therefore.

- (vii) UCF reserves the right to reject any Bid and appropriate the Bid Security if:
 - (a) at any time, a material misrepresentation is made or uncovered,
 - (b) or In case it is found during the evaluation or at any time before signing of the SPV or after its execution and during the period of subsistence thereof one or more of the pre-qualification conditions have not been met by the Bidder or the Bidder has made material misrepresentation or has given any materially incorrect
- (viii) The UCF reserves the right to verify all statements, information and documents submitted by the Bidder in response to the RFP or the Bidding Documents. Failure of the UCF to undertake such verification shall not relieve the Bidder of its obligations or liabilities hereunder nor will it affect any rights of the UCF thereunder.
- (ix) **Clarifications** - Bidders requiring any clarification on the RFP may notify the UCF in writing by above given e-mail. The responses will be uploaded in the e-tender website. UCF reserves the right not to respond to any question or provide any clarification, in its sole discretion, and nothing in this Clause shall be taken or read as compelling or requiring the UCF to respond to any question or to provide any clarification. The pre-submission meeting is scheduled at **2.00 PM on 29th September 2025** at the above address. Interested parties may also seek clarification through above e-mail.
- (x) **Right to amend RFP** - The UCF may also on its own motion, if deemed necessary, issue interpretations and clarifications to all Bidders. All clarifications and interpretations issued by the UCF shall be deemed to be part of the Bidding Documents. Verbal clarifications and information given by UCF or its employees or representatives shall not in any way or manner be binding on the Authority. All such Addendum / Corrigendum will be posted on website “ucf.org.in” only. No news paper advertisement will be given.
- (xi) The Proposals may be submitted till **5:00 PM on 09th October 2025** through email “ucfdehradun@gmail.com”.
- (xii) **Opening of proposals** – UCF shall open the Technical Proposals on the next working day at 11:00 AM, at the above address in the presence of the Bidders who choose to attend. The presentation of proposals shall be intimated separately.
- (xiii) **Evaluation of Bids** – UCF reserves the right to enter into MOU or SPV as many as possible or necessary depending upon the requirement and manufacturing capacity of partners. As part of evaluation, UCF reserves the right to seek from the bidders a presentation of the proposal including Eligibility and Technical criteria.
- (xiv) **Dispute jurisdiction** - All disputes shall be subject to High Court of Judicature in Uttarakhand.

Managing Director
Uttarakhand State Co-operative Federation
Dehradun

Annexure 1 - LETTER COMPRISING THE PROPOSAL

Dated:

To,

Managing Director
U C F
Dehradun

Sub: Proposal for Project - [Title]

Dear Sir / Madam,

1. With reference to the RFP document dated*, I/we, having examined the RFP document and understood its contents, hereby submit my/our Proposal for the aforesaid project. The Proposal is unconditional and unqualified.
2. I/ We acknowledge that the UCF will be relying on the information provided in the Proposal and the documents accompanying such Proposal of the Bidders, and we certify that all information provided in the Proposal and Annexures are true and correct; nothing has been omitted which renders such information misleading; and all documents accompanying such Proposal are true copies of their respective originals.
3. This statement is made for the express purpose of qualifying as a Bidder for the said RFP
4. I/ We shall make available to the UCF any additional information it may find necessary or require to supplement or authenticate the Proposal statement.
5. I/ We acknowledge the right of the UCF to reject our Proposal without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. I/ We certify that in the last three years, have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial UCF or a judicial pronouncement or arbitration award, nor been expelled from any project or contract nor have had any contract terminated for breach on our part.
7. I/ We declare that:
 - a. I/ We have examined and have no reservations to the RFP document, including any Addendum issued by the UCF,
 - b. I/ We do not have any conflict of interest with this project in any manner, and
 - c. I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, in respect of any tender or request for proposal issued by or any agreement entered into with the UCF or any other public sector enterprise or any government, Central or State; and

* All blank spaces shall be suitably filled up by the Bidder to reflect the particulars relating to such Bidder

- d. I/ We hereby certify that we have taken steps to ensure that in conformity with the provisions of the RFP document, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice.
8. I/ We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Proposal that you may receive nor to invite the Bidders to Bid for the Project, without incurring any liability to the Bidders.
9. I/ We undertake that in case due to any change in facts or circumstances during the Bidding Process, we are attracted by the provisions of disqualification in terms of the provisions of this RFP; we shall intimate the UCF of the same immediately.
10. The Statement of Legal Capacity as per format provided at Annexure of the RFP document, and duly signed, is enclosed.
11. I/ We hereby irrevocably waive any right or remedy which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the UCF in connection with the selection of the Bidder, or in connection with the selection/ Bidding Process itself, in respect of the above-mentioned Project and the terms and implementation thereof.
12. I/ We agree and undertake to abide by all the terms and conditions of the RFP document.

In witness thereof, I/ we submit this proposal under and in accordance with the terms of the RFP document.

Yours faithfully,

Date: (Signature, name and designation of the Authorised Signatory)

Place: Name and seal of the Bidder

Annexure 2 - DETAILS OF BIDDER

1.	a. Name: b. Country of incorporation: c. Address of the Corporate headquarters and its branch office(s), if any, in India: d. Date of incorporation and /or commencement of business:
2.	Brief description of the Company including details of its main lines of business and proposed role and responsibilities in this Project:
3.	a. Details of individual(s) who will serve as the point of contact/ communication for the Authority: b. Name: c. Designation: d. Company: e. Address: f. Telephone Number: g. E-Mail Address: h. Fax Number:
4.	a. Particulars of the Authorised Signatory of the Bidder: b. Name c. Designation: d. Address: e. Phone Number: f. Fax Number:
5	Technical capacity details
6	Financial capacity supported by CA certificate

Signature of Authorised Signatory

Annexure 3 - POWER OF ATTORNEY FOR SIGNING OF PROPOSAL

Know all men by these presents, We..... (name of the firm and address of the registered office) do hereby irrevocably constitute, nominate, appoint and authorise Mr/ Ms (name), son/daughter/wife of and presently residing at, who is presently employed with us and holding the position of, as our true and lawful attorney (hereinafter referred to as the “Attorney”) to do in our name and on our behalf, all such acts, deeds and things as are necessary or required in connection with or incidental to submission of our Proposal for the [Title] proposed or being developed by the [Company] (the “UCF”) including but not limited to signing and submission of all Proposals and other documents and writings, participate in Pre-Proposal Conference and other conferences and providing information/ responses to the UCF representing us in all matters before the UCF signing and execution of all contracts including the Concession Agreement and undertakings consequent to acceptance of our Proposal, and generally dealing with the UCF in all matters in connection with or relating to or arising out of our Proposal for the said Project and/ or upon award thereof to us and/or till the entering into of the Concession Agreement with the Authority.

AND we hereby agree to ratify and confirm and do hereby ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Attorney pursuant to and in exercise of the powers conferred by this Power of Attorney and that all acts, deeds and things done by our said Attorney in exercise of the powers hereby conferred shall and shall always be deemed to have been done by us.

IN WITNESS WHEREOF WE,, THE ABOVE NAMED PRINCIPAL HAVE EXECUTED THIS POWER OF ATTORNEY ON THIS DAY OF 2022

For

.....

(Signature, name, designation and address)

Witnesses:

1.

2.

(Notarised)

Accepted

.....

(Signature)

(Name, Title and Address of the Attorney)

Notes:

- The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, laid down by the applicable law and the charter documents of the executant(s) and when it is so required, the same should be under common seal affixed in accordance with the required procedure.
- Wherever required, the Bidder should submit for verification the extract of the charter documents and documents such as a resolution/ power of attorney in favour of the person executing this Power of Attorney for the delegation of power hereunder on behalf of the Bidder.
- For a Power of Attorney executed and issued overseas, the document will also have to be legalised by the Indian Embassy and notarised in the jurisdiction where the Power of Attorney is being issued. However, the Power of Attorney provided by Bidders from countries that have signed The Hague Legislation Convention 1961 are not required to be legalised by the Indian Embassy if it carries a conforming Apostille certificate.

Annexure 4 - LITIGATION HISTORY

(On not less than Rs. 100/- stamp paper)

*[**Note:** Bidder/Proposer shall provide the certification or information as per format given below. Failure to provide such certification or information (fully and accurately) may result in a determination that the Bid/Proposal is non-responsive.]*

NO LITIGATION CERTIFICATION

I, _____,
hereby certify that
(person responsible for submission of Bid/Proposal)

(Bidder/Proposer name as shown on Bid/Proposal)

has not been involved in any litigation for five (5) years preceding the date of submittal of this Bid/Proposal.

LITIGATION HISTORY INFORMATION

(1) Name of Case:

Court case identification number:

Jurisdiction in which case was filed:

Outcome of the case:

(2) Name of Case:

Court case identification number:

Jurisdiction in which case was filed:

Outcome of the case:

DECLARATION:

I declare under penalty of perjury that the foregoing is true and correct.

Executed this _____ day of _____ (month and year) at _____

by

(signature of person responsible for submission of Bid/Proposal)

Annexure 5 – AFFIDAVIT

On not less than Rs. 100/- stamp paper)

I / We, who is / are Authorised to sign and submit the proposal against your tender [title and reference number of the Invitation for proposals] do hereby undertake as follows:

- i. all the statements, documents, testimonials, certificates, etc., uploaded are genuine and the contents thereof are true,
 - ii. any of our personnel, representatives, sub-consultants, sub-Service Providers, service providers, Service Provider s and/or their employees will not directly or indirectly, engage in any activity that may intervene, interfere and/or influence the procurement process at any stage,
 - iii. indemnify and compensate the Uttarakhand State Co-operative Federation from any penalties and costs that may be incurred due to lapse/s on our part including incorrect / misrepresented / forged documents or statements,
 - iv. our firm / company, M/s. and our Principal M/s. are not blacklisted by any ministry / department / undertaking of Government of India, any State government and / or any Union territory administration in India.
2. If we are found contravening this undertaking even after award of contract in our favour or anyone else, we accept disciplinary action by the Uttarakhand State Co-operative Federation including rejection of our proposal, annulment of contract and blacklisting.

Authorized signatory for the Bidder

Signed: _____

Name: _____

Designation: _____

Date: _____

(Notarised)

(Name, Title and Address of the Attorney)

Accepted

.....

(Signature)

Witnesses:

1.

2.

Duly Authorised to sign this Authorization on behalf of: *[insert complete name of Bidder]*