

**INVITING REGISTERED INDIAN CONSULTING AGENCIES TO  
PREPARE A VISION DOCUMENT ON  
AGRI BUSINESS INCUBATION  
AT R. V. S. K. V. V., GWALIOR, M. P.**

Interested organizations fulfilling the given criteria may submit a proposal on or before July 15, 2020 to Director Extension Services; R. V. S. K. V. V., Gwalior. Details are available at University website: [www.rvskvv.net](http://www.rvskvv.net) and Dr. Sudhir Singh Bhadauria, Nodal Officer may be contacted at 7489407897 for any clarifications.

## **REQUEST FOR PROPOSALS**



**INVITING REGISTERED INDIAN CONSULTING AGENCIES TO  
PREPARE A VISION DOCUMENT ON**

**AGRI BUSINESS INCUBATION**

**AT RVSKVV UNIVERSITY, GWALIOR, MADHYA PRADESH**

**Date of Issue: JUNE 20<sup>th</sup>, 2020**

## **GENERAL**

Rajmata Vijayaraje Scindia Krishi Vishwa Vidyalaya (RVSKVV), Gwalior, M. P. invites sealed quotations from well established, experienced, reputed and professionally run consulting companies in India possessing requisite technical capabilities and in-house incubation experts and fulfilling other eligibility criteria for creation of Vision Document for promotion of Agri Entrepreneurship in the country by way of establishing an Agri Business Incubator at RVSKVV, Gwalior. Interested organizations fulfilling the given criteria may submit a technical and financial proposal, not exceeding INR 1.0 Lakhs on or before July 15, 2020 by registered post to Director Extension Services; Rajmata Vijayaraje Scindia Krishi Vishwa Vidyalaya, Gwalior (M. P.) – 474002. Dr. Sudhir Singh Bhadauria, Nodal Officer at E. may be contacted at 7489407897 for any clarifications.

Date of Issue: June 20, 2020

Date of Submission of Quotation: July 15, 2020

Date of Opening of Quotations: July 16, 2020

Beginning date of Assignment: July 20, 2020

Submission of draft document for review: August 20, 2020

Submission of Final Document: August 30, 2020

## **TERMS AND CONDITIONS**

### **Eligibility Criteria:**

- 1)The agency should have minimum three years experience in the field of entrepreneurship, agri business development, incubator advisory,
- 2)The agency should have in-house expertise in planning and operationalising incubators, team recruitment & training and raising funding through various government schemes,
- 3)The Agency should be registered with the concerned tax authorities such as TIN/ TAN, PAN, GST as applicable from time to time; copy of certificate to be submitted along with financial & Technical quotation.
- 4)The Agency/ firm/ individual must submit a list of Universities & Organisations/ Government departments/ Ministries for whom they

have undertaken similar projects segregated as completed, in-process & upcoming respectively.

- 5) The Agency shall provide undertaking for maintaining Privacy, for avoiding Conflict of Interest, Statement for Non-Vested Interest & for maintain high levels of standards & professionalism in providing latest & updated information/ technology to RVSKVV, Gwalior particularly in respect of any change taking place subsequent to the tender submission.
- 6) The Agency shall provide certificate that the firm or organisation or corporate or any person associated with the operation & management are not Black-Listed by any Government Department or Ministry and no criminal case/ complaint is pending against them anywhere in India or abroad, copy of the certificate may be attached with the bid.
- 7) The Successful bidder/s shall have to enter into separate agreement with RVSKVV, Gwalior as and when engaged for the assignment.
- 8) The agreement will be valid for 2 years and can be extended further based on the performance.
- 9) The agency must have in-house incubation experts, advisors and staff who have established atleast 2 other incubation centers or Agri entrepreneurship centers.

#### **Performa for submission of Quotation**

- a) Technical quotation highlighting proposed approach of assignment.
- b) Agency profile and list of institutions for whom similar nature of work has been done (Minimum 3)
- c) Copy of PAN card, GST number.
- d) Copy of registration certificate/ TIN Number.
- e) Staff/ experts bio-data who are involved in agri-entrepreneurship or incubation advisory.
- f) Scope of services to be mentioned in quotation with financial bid.
- g) Earnest money of Rs. 2000 (Two Thousand Rupees, Only) must be submitted in the form of Demand draft payable to Director Extension Services; R. V. S. K. V. V., Gwalior.

**APPLICATION LETTER (Annexure 1.)**

(On the letter head of the Agency)

Date: .....

To  
The Director Extension Srvices,  
Rajmata Vijayaraje Scindia Krishi Vishwa Vidyalaya,  
Gwalior (M. P.) – 474002.

**SUB.:** Quotation for creation of a Vision document for Agri Business  
Incubation.

Dear Sir,

Being duly authorized to represent and act on behalf of.....  
(Hereinafter referred to as "the Bidder"), and having reviewed and fully  
understood all of the requirements of the department, the undersigned  
hereby apply for the project referred above.

I/ We are enclosing the following documents with the details as per the  
requirements of the RFP document

- i. All other document/ information's relating to Technical quotation  
and financial quotation with supporting documents wherever  
necessary.

I/ We understand that concerned authorities of RVSKVV, Gwalior reserves  
the right to reject any application without assigning any reason.

I/ We also understand that application along with annexure and formats  
not completed in all respects is liable to be rejected.

Yours Sincerely

Signature  
Name (Authorized Signatory)  
<Company/ Consortium Name>  
Date: .....

Encl.: .....