REQUEST FOR PROPOSAL (RFP)

FOR

SELECTION OF OPERATING AGENCY TO OPERATE, MAINTAIN & MANAGE PRIMARY PROCESSING CENTER

AT

KINFRA SMALL INDUSTRIES PARK, MAZHAVANOOR,

Kerala Industrial Infrastructure Development Corporation
(A Statutory Body of Govt. of Kerala)
KINFRA HOUSE, TC NO.31/2312, SASTHAMANGALAM P.O,
THIRUVANANTHAPURAM-695010
www.kinfra.org

Tel: 0471-2726585
Fax: 0471-2724773
Email: kinfraannexe@gmail.com

Bid No	:	KINFRA/MFP/PPC/NLD/O&M/2026-27/002
Name of the Work	:	Selection of Operating Agency to Operate, Maintain and Manage Primary Processing Center at KINFRA Park
Locality	:	Mazhavanoor
Last date of offline Submission	:	21/11/2026. 5:00 PM
Name of Bidder	;	……
Address of Bidder	:	……
		……
		……

DISCLAIMER

All information provided as a part of this Request for Proposal (RFP) document to the prospective Applicants by the Kerala Industrial Infrastructure Development Corporation (KINFRA), is subject to the terms and conditions set out in this RFP and any addendum to the same (as and when issued in writing).

This RFP document is not an agreement by the KINFRA to the prospective Applicants or any other person. The purpose of this document is to provide interested parties with information that may be useful to them in the formulation of their Proposals.

This RFP document does not claim to contain all the information each Applicant may require. Each Applicant is advised to conduct its own due diligence and check the accuracy, reliability and completeness of the information in this RFP document and obtain independent advice from appropriate sources as deemed necessary. KINFRA makes no representation or warranty and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this RFP document. KINFRA may at their absolute discretion, but without being under any obligation to do so, update, amend or supplement the information in this RFP document.

Kerala Industrial Infrastructure Development Corporation (KINFRA)

(A Statutory Body of Govt. of Kerala)

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Press Notice

KERALA INDUSTRIAL INFRASTRUCTURE DEVELOPMENT CORPORATION (KINFRA),

Thiruvananthapuram, Kerala

RFP

KINFRA invites bids from competent & financially sound agencies/firms for the following work:

Name of work: Selection of Operating Agency to Operate, Maintain and Manage Primary Processing Centre at KINFRA Small Industries Park in Mazhuvannoor. Ernakulam.

Bid Fee	EMD	Last Date
Rs 2500.00 + GST (18%)	Rs 50,000.00	21/11/2026 at 5:00PM

The RFP document(s), can be downloaded from the website (www.kinfra.org).For more details visit the web site **www.kinfra.org**.

Place: Thiruvananthapuram **Sd/-**

Date:31/10/2026 **Managing Director**

Notice Inviting Request For Proposal

Managing Director, KINFRA invites RFP (Request for Proposal) in two cover bid system for the following work in the prescribed form, from competent and eligible agencies/firms who fulfill the eligibility criteria prescribed.

Sl No	RFP No	Name of work & Location	EMD	Period of Operation of Primary Processing Centres	Last date of submission of RFP document, EMD, RFP Document Fee & Other documents as specified	Time & Date of opening of Technical Bid
1	2	3	5	6	7	8
1	**KINFRA/MFP/PPC/NLD/O&M/2026-27/002**	Selection of Operating Agency to Operate, Maintain & Manage Primary Processing Centre in KINFRA Park at Mazhuvannoor	Rs 50,000.00	10 Years	21/11/2026 at 5:00 pm	23/11/2026 at 3:00 pm

1. The **Primary Processing Centres (PPCs)** under KINFRA Mega Food Park project (Palakkad) are infrastructural facilities for carrying out pre-processing or preliminary processing of agricultural produces, set up at KINFRA Parks in Mazhuvannoor, Koratty, Kakkancherry and Kalpetta, in line with the requirements under 'Mega Food Park Scheme' of Ministry of Food Processing Industries, Govt. of India.

2. Bidders who fulfil the following requirements shall be eligible to apply:

   i. Should have at least 2 years of experience in service business preferably primary processing of agricultural produces orsupply chain or logistics business/
   OR
   at least 2 years of experience as an O & M Agency (operation and management agency) of any utility facilities such as water treatment plants etc

OR

be a Farmer Producer Company or farmer group or farmer self-help groups registered with NABARD/Coconut Development Board/Other Govt. Bodies or Govt. Departments with experience of 2 years as a farmer group.

Experience in processing of fruits & vegetables/supplies of branded agricultural produces to niche outlets in domestic markets such as super markets etc is desirable.

ii. **TURNOVER:**Should have averageannual financial turnover of Rs 25.00 Lakhs from business/activities (as listed under [i] above) during the last three financial years ending 31 March 2025; Rs 10.00 Lakhs in case of Farmer Producer Company or Farmer Groups (Scanned copy of Certificate from CA to be uploaded). For the year2025-26, provisional statement of accounts or certificate from Chartered Accountant (CA) may be submitted.

iii. **NETWORTH:** Should have a net worth of not less than Rs 10.00 lakhs; Rs 5.00 Lakhs in case of Farmer Producer Companies or Farmer Groups (Scanned copy of Certificate from Chartered Accountant to be uploaded).

ii. **LOSS**: The Company should have reported a **profit in at least two of the last three financial years**, i.e., **2022–23, 2023–24, and 2024–25**.

iv. Should have GST Registration in Kerala.

3. The intending bidder must read the terms and conditions of **RFP document** carefully. He should only submit his bid if he considers himself eligible and he is in possession of all the documents required.

4. Information and instructions for bidders posted on website shall form of bid document.

5. The tender document may be downloaded free of cost from the KINFRA's website (www.kinfra.org). No payment is required for downloading the tender documents from the above website however a bid submission fee (tender fee), as mentioned below in this document, is required to be remitted through demand draft and submitted along with bid documents. Only those bidders fulfilling eligibility criteria, on the date of bid submission, shall submit bids.

6. Tender fee of **Rs 2500.00/- + GST at 18 %**shall be remitted through demand draft payable at Thiruvananthapuram and drawn in favour of Managing Director, KINFRA and submitted along with RFP documents to KINFRA.

7. Earnest Money Deposit (EMD) amounting to **Rs 50,000.00**(Rupees Fifty Thousand only) is to be remitted through demand draft payable at Thiruvananthapuram and drawn in favor of Managing Director, KINFRA. The EMD of all unsuccessful Bidders will be returned within a period of thirty (30) days from the date of issuing the work order with the successful Bidder. The EMD of any Bidder, whose Bid is rejected on account of being Non-Responsive or Non-Reasonable in accordance with the RFP, will be returned within a period of thirty (30) days from the date of intimating the rejection of bid by KINFRA to the Bidder.

8. **Security Deposit**, the amount collected at the time of executing contract agreement, will be the quoted amount payable in the first twelve months and the deposit will be retained till 3 months after the expiry of contract agreement. The successful bidder shall make an interest free security deposit either by demand draft or in the form of bank guarantee from a scheduled bank towards the due performance of the obligation of the Operator under the agreement and for recovery of any damages caused to the building, equipments or its fittings. The validity of BG shall be up to 3 months after period of operation mentioned in the document.

9. Manpower: The Operating Agency is required to employ the following manpower to ensure the smooth operations of the facility at Primary Processing Centre. Compliance to this condition is a mandatory requirement, failing which the Operating Agency shall lose their right to operate, maintain and manage the facility.

   Primary Processing Centre (PPC): Each PPC should have (i) key Technical Person/s with supervisory experience of over 2 years in agro/food processing, preferably in fruit and vegetable processing, for shift-wise operations (qualified with diploma in engineering or equivalent course), and (ii) forklift operator with two years' experience and with LCV driving license having endorsement for fork-lift operation.

10. All bids submitted shall consist of a Technical Bid and a Price Bid and should be submitted in two separate sealed envelopes, super scribed "Technical Bid for Selection of Operating Agency for operation, maintenance and management of Primary Processing Centre in KINFRA Small Industries Park, Mazhuvannoor " (Ref Annexure B) and "Price Bid for Selection of Operating Agency for operation, maintenance and management of Primary Processing Centre in KINFRA Small Industries Park Mazhuvannoor" (Ref Annexure C) respectively, which will then be enclosed in one single sealed envelope clearly super scribed "Technical Bid & Price Bid for Selection of Operating Agency for operation, maintenance and management of Primary Processing Centre in KINFRA Small Industries Park, Mazhuvannoor of KINFRA Mega Food Park at Palakkad". **This sealed cover shall be addressed to ThePark Manager KINFRA Hi-Tech Park, Opp. Co-**

operative Medical College, HMT Colony P.O, Kalamassery, Cochin- 683503 Ph: 0484 2559790, 7510100206 on or before 21/11/2026 , 5:00PM

11. The tender in the prescribed format along with EMD and other required details in sealed cover should reach **ThePark Manager KINFRA Hi-Tech Park, Opp. Co-operative Medical College, HMT Colony P.O, Kalamassery, Cochin- 683503 Ph: 0484 2559790, 7510100206 on or before 21/11/2026 , 5:00PM**. Bids submitted by facsimile or telex will not be accepted.

12. The bidder is advised to submit the bids well before the stipulated date & time. In this regard, KINFRA shall not be responsible for any kind of issues faced by bidder.

13. The bidders, who submit their bids for this tender shall accept that they have clearly understood and agreed to the terms and conditions including the Form/ Annexures of this tender. Mention of price details at any place other than the designated place, shall disqualify the bid and the bid shall be summarily rejected.

14. The Bids should be duly signed by the bidder. The bids shall be typed or written in indelible ink. The bidder shall initial any corrections/ amendments made to the bid. Any material change to a submitted Bid, must be received before the Bid due date. Material changes in the Bid will not be permitted after the bid due date.

15. **Certificate of Financial Turnover:** At the time of submission of bid, bidder may enclose Affidavit/ Certificate from **CA** mentioning Financial Turnover for the period as specified in the bid document. The documents related to account statements shall be submitted along with Technical Bid.

16. The Technical bid shall be opened first on due date and time as mentioned above. The time and date of opening of financial bid of bidders qualifying the technical bid shall be communicated to them at a later date.

17. Pre Bid meeting shall be held in the **KINFRA Hi-Tech Park, Kalamassery, Ernakulam (Ph 0484-2559790, 9747383204) on 06/11/2026 at 02.00 PM** to clear the doubt of intending bidders, if any.

18. The competent authority on behalf of Managing Director, KINFRA does not bind itself to accept the highest or any other bid and reserves to itself the authority to reject any or all the bids received without the assignment of any reason. All bids in which any of the prescribed condition is not fulfilled or any condition including that of conditional rebate is put forth by the bidders shall be summarily rejected.

19. Canvassing whether directly or indirectly, in connection with bidders is strictly prohibited and the bids submitted by the bidders who resort to canvassing will be liable for rejection.

20. The competent authority on behalf of Managing Director, KINFRA reserves to himself the right of accepting the whole or any part of the bid and the bidders shall be bound to perform the same at the rate quoted.

21. The bid submitted shall become invalid andtender fee shall not be refunded if:
    i. The bidder is found ineligible.
    ii. The bidder does not submit all the documents as stipulated in the bid document.
    iii. The Bids not accompanied by EMD and tender cost will be summarily rejected.

22. ***The bid shall remain open for acceptance for a period of One hundred twenty (120) days from the date of opening of technical bid.*** If any bidders withdraws his bid before the said period or issue of work order, whichever is earlier, or makes any modifications in the terms and conditions of the bid which are not acceptable to KINFRA, then KINFRA shall, without prejudice to any other right or remedy, be at liberty to forfeit 100% of the said earnest money as aforesaid. Further the bidders shall not be allowed to participate in the rebidding process of the work.

23. This notice inviting Bid shall form a part of the contract document. The successful bidder/contractor, on acceptance of his bid by the Accepting Authority shall within 15 days from the stipulated date of start of the work, sign the contract consisting of:-

    The Notice Inviting Bid, all the documents including additional conditions, specifications and drawings, if any, forming part of the bid as submitted at the time of invitation of bid and the rates quoted at the time of submission of bid and acceptance thereof together with any correspondence leading thereto.

IMPORTANT INFORMATION

S. No	Information	Details
1	Date of Issue of Tender Document	31/10//2026
3	Pre-Bid meeting	06/11/2026 at 02:00PM
5	Last date of submission of Bid offline	21/11/2026 at 05:00PM
6	Earnest Money Deposit (EMD)	Rs. 50,000.00
7	Bid Submission Fee (Non-refundable)	Rs 2500.00+GST
9	Technical Bid Opening	23/11/2026 at 03:00PM

INVITATION FOR BIDDING

INTRODUCTION

1.1. Kerala Industrial Infrastructure Development Corporation (KINFRA), a Statutory Body established by Govt. of Kerala has been the leader in providing industrial infrastructure for the State of Kerala. It has established a chain of Industrial Parks across the length and breadth of the State which include industry specific theme-based parks/special economic zones. For the Food Processing Industry, five Food Parks namely, KINFRA Food Processing Park (KIFPRO) at Kakkancherry, Special Economic Zone (Agro Food Processing) at Kakkancherry, Food Zone at KINFRA Small Industries Park (KSIP) at Mazhuvanoor, KINFRA Food Park at Adoor, and Seafood Park at Aroor have been established.

1.2. KINFRA has also set up a Mega Food Park under the Mega Food Park Scheme (MFPS) of Ministry of Food Processing Industry (MoFPI), Government of India. The main objective of the scheme is to provide modern infrastructure facilities along the value chain from the farm to the market. The main facility called the 'Centralized Processing Center (CPC)' consisting of developed land for food processing units is located in an area of about 79.42 acres at Elapully and Pudussery villages near Walayar in Palakkad. The CPC is further supported by four Primary Processing Centers at Mazhavanoor (Ernakulam District), Koratty (Thrissur District), Kakkancherry (Malappuram District) and Kalpetta (Wayanad District) for undertaking pre-processing or primary processing activities of agro produces to facilitate the linkage of agricultural production in the region with food processing activities.

1.3 KINFRA Mega Food Park has excellent connectivity being located in the industrial belt of Palakkad region (*road connectivity with national highway NH 544 @ 5.5 kms, and with state highway SH 52 @ 9 kms; railway connectivity with Palakkad Junction railway station @ 20 kms; seaport connectivity with Kochi seaport @ 162 kms; airport connectivity with Coimbatore airport @ 40 kms*).Similarly, the Primary Processing Centres (PPC) too are situated in locations having good road connectivity - (PPC at KINFRA Small Industries Park, Mazhavanoor at 8 kms from Muvattupuzha Town; PPC at KINFRA Small Industries Park, Koratty at about 1 km from the National Highway; PPC at KINFRA Food Processing Park at Kakkancherry is on the highway; PPC at KINFRA Small Industries Park, Kalpetta at is also on the highway).

1.4 The Park provides basic enabling infrastructure like road network, sewerage system, power supply, water distribution system, as well as common processing facilities etc. The developed land is allotted to food processing units on long term lease basis.

1.5 Animportant objective of Mega Food Park is to facilitate higher value addition of the

agriculture produce. In order to bring about this, **Primary Processing Centres (PPCs)** have been set up at various locations in the region around the Mega Food Park. The Primary Processing Centres (PPCs) are facilities for undertaking primary-processing or pre-processing of agricultural produce. Primary processing such as cleaning and grading etchelps in adding value to the agricultural produce through appropriate segregation as well as preliminary processing for complying with the needs or requirements (specifications) of potential users or customers. The potential users/customers of pre-processed agricultural produce may include food processing companies requiring raw material for higher/further value addition OR exporters of fresh agro-produces OR supply chain for institutional buyers/retail chains etc.

The Districts of Wayanad, Kozhikode, Malappuram, Palakkad, Thrissur and Ernakulum constitute the 'Project Implementation Zone' for the Mega Food Park for focus on value addition activity through pre-processing or primary processing of agricultural produce. Under KINFRA Mega Food Park, there are four Primary Processing Centres located at Mazhuvannoor (Ernakulam District), Koratty (Thrissur District), Kakkancherry (Malappuram District) and Kalpetta (Wayanad District).

The spread of primary processing facilities across the Project Implementation Zone at multiple locations bring these facilities nearer to farms, resulting in less transportation distance for the produce, less time taken, better preservation of natural quality of perishablesetc, in addition to the advantage of better prices for farmers. On the other hand, aggregation of produce at PPCs facilitates primaryvalue addition on a viable basis, enabling the various stakeholders such as food processing sector/exporters/institutional buyers/retail chains/other stakeholders to procure their requirements according to their specific needs.

The unique feature of Mega Food Park concept is that facilities are not restricted to a single location i.e. in the Centralized Processing Centre (CPC) *(at Palakkad as in KINFRA Mega Food Park)*, as is the case in conventional Food Parks.

BIDDING

2.1 KINFRA wishes to select Operating Agency for operation, maintenance and management of Primary Processing Centre at KINFRA Small Industries Park in Mazhuvannoor through a transparent, competitive two-bid process and invites Technical Bids including business development plans& Price Bids from interested parties in accordance with this "Request For Proposal (RFP)".This RFP has been prepared to assist prospective Bidders in taking suitable decision regarding the bid.

2.2 KINFRA invites offers from Bidders for operating, maintaining and managing Primary Processing Centre at KINFRA Small Industries Park in Mazhuvannoor as per the conditions stipulated in the RFP document.

2.3 KINFRA shall fix **Minimum** or **Reserve Monthly Lease Price** for Primary Processing Centre at Mazhuvannoor. The Bidder shall quote an amount higher than the minimum or reserve monthly lease price for the Primary Processing Centre. Bids below the fixed minimum or reserve monthly lease price would be summarily rejected. The bidder who quotes highest bid would be selected.

2.4In this RFP, the term "Bidder" refers to the interested party for operation, maintenance and management of Primary Processing Centre at KINFRA Small Industries Park in Mazhuvannoor and who submits Technical Bids including business development plans& Price Bids for the Primary Processing Centre operations as per this RFP. Bidders should provide information sought herein in the prescribed formats in order to accurately establish their qualification for operation of the Primary Processing Centre in KINFRA Park.

2.5 Correspondence in response to this RFP as well as related queries must be addressed to The Managing Director, KINFRA House, TC 31/2312, Sasthamangalam, Thiruvananthapuram- 695010.

2.6Details of facilities:

PROFILE – PRIMARY PROCESSING CENTRE at Mazhuvannoor (Ernakulam District):

PACKHOUSE FACILITY

- Capacity: 2 MT per hour of fruits and vegetables:

Section	Area
Primary Processing Centre	600.24 square metre *(including pack house and ripening chamber)*

- *Sorting Conveyor*– Provided with conveyor for feeding of raw material into the process line and inspection of raw material for sorting out non-conforming material; provided with flat belt conveyor.

- *Washing*–Provided with Washing Tank in which the raw materialis washed by the agitating action of forced and pressurised air with moving weaved mesh belt conveyor, and an inclining conveyor to facilitate draining of the raw material. Spray nozzles are provided to supplement the washing activity.

- *Drier* – Electric hot air drierwith moving weaved mesh belt conveyor, provided with provisions for blowers, heaters and provided with temperature control system.

- *Waxer* – Waxing equipment provided with wax sprayer with wax dosing pump and bristle rollers. The controls are also provided with bypass mode option.

- *Size Grader* – Grader with provision for 3 level grading.

- All equipment are made of stainless-steel make.

All the equipment are movable and positions can be interchanged or new equipment can be added to the Pack House line depending on requirements of the market.

All equipment are controlled by single control board panel (by one single operator) with separate controls provided for each equipment.

In view of the above, it is proposed that the facility be offered for operation and maintenance under an as-is-where condition of the existing building, infrastructure, utilities, and equipment available at the site .

RIPENING CHAMBER FACILITY

- Capacity 15 Tons/day (60 tons per batch); with four chambers

SL.NO.	***DESCRIPTION***	***SPECIFCATION***
1	Room Size	8.5 x 5.5 x 3.5m
2	No. of Ripening rooms	04 Nos.
3	Designed Room Temperature	14-20°C
4	Qty of Product stored per Day / Chamber	15MT
5	Type of Refrigerant	R404A (Freon)
6	Type of Condenser	Air cooled
7	Type of Humidification	Centrifugal, Mist type
8	Ethylene Application System	Gas type (95% Nitrogen + 5% Ethylene)
9	Sensors	Temperature sensor, Relative Humidity sensor, CO2 Level Sensor, Ethylene level sensor
10	Control System	Micro-Processor Controller, One No. for each Room

- *Other Items provided in the Pack House:*
  Forklift – 1 No
  Tables – 4Nos of stainless-steel tables
  Crates – 4697Nos
  Pallets – 154Nos,
  Hand-operated Pallets Trucks – 4Nos.

- *Fire Detection System* – Complying with the norms approved by Fire Inspectorate

SCOPE OF SERVICES TO BE OFFERED BY OPERATING AGENCIES AT PRIMARY PROCESSING CENTER

3.1 The Operating Agency will operate, maintain and manage the facilities for a minimum period of 10 years (initially for 5 years and renewable for further 5 years based on satisfactory performance).

3.2 The Operator will manage the day to day operations of the Primary Processing Centre and will keep the facilities in safe and proper working condition.

3.3 The Operating Agency for Primary Processing Centre shall offer 'pre-processing services' or 'primary processing services' that involve collection of raw materials, its cleaning and sorting into various categories based on requirement of processors, exporters, retail/super markets etc using the Packhouse facility.

The Operating Agency shall offer services for ripening of fruits using the Ripening Chamber.

The Primary Processing Centre operations may include a backward linkage component for procurement of raw materials from producers through a network of Collection Centres (to be identified and managed by the Operating Agency) and a forward linkage component including customers such as food processing companies in Mega Food Park/other food processing companies / exporters / retailers / supermarkets / institutional buyers etc.

3.4 The Operating Agency shall be responsible for managing the entire operations including payments and receipts of proceeds from the operations to the farmers/suppliers/customers.

3.5 The Operating Agency shall undertake all necessary documentation associated with receipt, storage, handling of the stock, including inventory and material balance documentation.

3.6 The Operating Agency may co-ordinate the transportation of agriculture produces as well as the transportation of pre-processed material.

3.7 The Operating Agency shall be responsible for periodic repair and maintenance of the equipments at Primary Processing Centre.

3.8 The Operating Agency shall follow Good Post-harvest/Manufacturing Practices, as applicable.

3.9 The specific requirements for pre-processing or primary processing of different fruits and vegetables may vary from case to case. The facilities provided at Primary Processing Centres are as per the general requirements of a Packhouse. The Packhouse line consists of equipments which are detachable and can be rearranged to suit any changes required in production line. The Operating Agency may, if required, also bring in additional equipment at their own cost to meet specific needs of pre-processing of any particular fruit or vegetable.

3.10 The Operator will adhere to all the Terms and Conditions mentioned in this RFP document.

SELECTION PROCEDURE

4.0 Selection of the Operating Agency for operation, maintenance and management of Primary Processing Centre will be through a transparent, competitive two-bid process consisting of Technical Bids and Financial Bids.

Pre-Qualification Criteria

4.1 The Technical Bid would be evaluated on the basis of the following eligibility criteria and valid documents furnished by the bidder. The financial proposal of only pre-qualified bidders would be opened.

4.2 The bidders must be Companies incorporated in India or registered partnerships in India or proprietary concerns.

4.3.1 Experience

i. Should have at least 2 years of experience in service business preferably primary processing of agricultural produces or supply chain or logistics business/

OR

at least 2 years of experience as an O & M Agency (operation and management agency) of any utility facilities such as water treatment plants etc

OR

be a Farmer Producer Company or farmer group or farmer self-help groups registered with NABARD/Coconut Development Board/Other Govt. Bodies or Govt. Departments with experience of 2 years as a farmer group.

Experience in processing of fruits & vegetables/supplies of branded agricultural produces to niche outlets in domestic markets such as super markets etc is desirable.

ii. **TURNOVER:**Should have average annual financial turnover of Rs 25.00 Lakhs from business/activities (as listed under [i] above) during the last three financial years ending 31 March 2025; Rs 10.00 Lakhs in case of Farmer Producer Company or Farmer Groups (Scanned copy of Certificate from CA to be uploaded). For the year2025-26, provisional statement of accounts or certificate from Chartered Accountant (CA) may be submitted.

iii. **NETWORTH:** Should have a net worth of not less than Rs 10.00 lakhs; Rs 5.00 Lakhs in case of Farmer Producer Companies or Farmer Groups (Scanned copy of Certificate from Chartered Accountant to be uploaded).

iv. **LOSS**: The company should have reported a **profit in at least two of the last three financial years**, i.e., **2022–23, 2023–24, and 2024–25**.

v. Should have GST Registration in Kerala.

4.4The technically qualified bidders, who satisfies the eligibility criteria as above will be evaluated on the basis of the price bid. The price bid will have only one unconditional offer, i.e. the monthly lease rental payable by the bidder. All other financial conditions shall be fixed and no deviation shall be allowed. They are as follows:

- **'Minimum** or **Reserve Monthly Lease Rent'** for **Primary Processing Centre at Kinfra Nellad is Rs 72,000.00 per month**

  Bidders are required to quote above minimum or reserve monthly lease rent and any quote below this amount will be summarily rejected.
- Lease rent to be paid monthly in advance plus applicable GST or such rates as fixed by Govt. of India/Kerala from time to time on or before the 7th day of each month. If there is any delay in payment, the Agency shall pay interest @10.50 % per annum from date of bill till date of payment.
- **Lease rent will be escalated once every two year @ 12%.**

- **Lease deposit (Security Deposit) of twelve months lease to be deposited** (Security Deposit) on signing the contract.
- Operation, maintenance and management contract shall be for a period of 5 years, renewable for a further period of 5 years on satisfactory performance.
- GST will be applicable for lease rent.

4.5The **Technical Bid** should be submitted with a covering letter as per Annexure A and should include all the required details in the format as given in Annexure B.

- Documents proving that the bidders must be companies incorporated in India or registered partnership in India.
- Certificate issued by CA proving average annual financial turnover during the last three financial years ending 31 March 2025.
- Certificate issued by CA showing current net worth of the bidder.
- Business Plan should indicate proposed utilization of the Primary Processing Centres, the investment proposal, i.e. amount of proposed investments, and operational plan consisting of projected income and projected expenditure for 3 years.

4.6 The **Financial Bid** shall be submitted in the format given as ANNEXURE C.

4.7 The technical qualification documents will be evaluated to assess if the applicant satisfies the minimum eligibility criteria required to qualify to bid for operating and maintaining the Primary Processing Centres. The financial bids of the proposals received would be opened and evaluated of only those bidders who satisfy the above eligibility criteria.

4.8 The bid will be selected on the basis of the highest monthly lease rent bidder.

4.9 The Successful Bidder shall be issued Work Order. After issue of the work order and acceptance of the same by the Successful Bidder within 7 (seven) days, the Successful Bidder shall enter into an O&M Contract with the KINFRA within 10 (ten) days of receipt of work order and carry out his further responsibilities/ obligations.

TERMS & CONDITIONS

5.1 The Primary Processing Centre will be given to the Operating Agency for operation, maintenance and management of the facility. No external additions, alterations, modifications to the existing building/equipment's shall be made in any manner without the written consent of KINFRA. Any additional equipment/requirement (such as food processing equipment, crates, fork-lifts, racking system, weighing machines, high pressure jet washing machine etc), if desired by the Operating Agency shall be procured, installed and maintained at Operating Agency's own cost with prior consent from KINFRA.

5.2 The Operating Agency shall maintain the Primary Processing Centres, and supporting equipment, electrical installations etc handed over by KINFRA in good tenable condition and shall compensate KINFRA for any damages to such properties with its replacement value. The Operating Agency ensure the adoption of standard operation and maintenance practices of all equipment to ensure that equipment's are not deteriorated beyond regular wear and tear.

5.3 The Operating Agency shall undertake preliminary value addition activities. The Operating Agency shall offer Primary Processing services, which includes (i) Pack house facility, involving activities such as collection of raw materials from producers, its cleaning, sorting and grading etc and (ii) Ripening Chamber facility involving activities such as collection of fruits and ripening of fruits. These activities may be based on requirement of processors, exporters, retail/supermarkets etc. The scope of the activities may also include transportation of the produce. Agricultural produces being seasonal in nature, the Operating Agency shall operate, maintain and manage the Primary Processing Centres as per the demand for its services, if required, on round the clock and all seven days of the week.

5.4 The Operating Agency shall include a backward linkage component for procurement of raw materials. The backward linkage shall be with producers andif required the Operating Agency may set up a network of Collection Centres (to be identified and

managed by the Operating Agency). The Collection Centres may be facilities meant for collection and aggregation of agri-produce from farmers of the locality and temporary storage till the materials are transported to the Primary Processing Centres. These Collection Centres may be facilities that are either own or leased or tied up with stakeholders associated with Operating Agency based on mutually agreed terms.

5.5 The Operating Agency shall follow Good Post-Harvest Practices and Good Manufacturing Practices while offering service to its clients.

5.6 The Operating Agency shall undertake all necessary documentation associated with taking delivery, handling, pre-processing, storage, delivery of primaryprocessed stock, including inventory and material balance documentation.

5.7 The Primary Processing activities shall be undertaken in line with all statutory requirements and regulations in force. The Operating Agency shall also arrange to secure mandatory registrations and licences that are required for operation of Primary Processing Centres. The Operating Agency shall indemnify KINFRA for all claim for damages or any action taken by any persons against KINFRA for any injury or losses caused or suffered by any person due to any act or omission on the part of the Operating Agency in providing services at the Primary Processing Centres and for any claim for damages arising out of such action of the Operating Agency and / or his employees. The Operating Agency would be responsible for the payments arising out of any Third Party claims.

5.8 The Operating Agency shall not move out or transport material handling items such as "pallets" out of the Primary Processing Centre building. However, material handling items such as "crates" may be used by Operating Agency to transport products only in vehicles directly operated by the Operating Agency itself. Such crates can be used only for transportation and should be returned back to the Primary Processing Centre; such crates shall not be put to use at any outside/third party facilities. However, the use of crates owned by KINFRA is not permitted for use in outside vehicles, not under the direct control of Operating Agency.

5.9 The Operating Agency shall market their services and collect payments for the primary processing services rendered by it as per rates fixed by it. The rates shall be fixed by the Operating Agency in consultation with KINFRA.

5.10 The Operating Agency shall not sublet, under let, lease, assign or transfer the operation of the Primary Processing Centre to any other agency and shall not encumber the properties by way of pledge, hypothecation, mortgage, charge, lien, lease, leave and license or in any other manner without authorization from KINFRA. The Operating Agency shall not sell, mortgage, hypothecate or otherwise deal in, create security interest over or use in any way the stocks under its custody.

5.11 The Operating Agency shall employ his own employees for running the Primary Processing Centre and KINFRA will not be liable for any claim in respect of such employees.

5.12 There is no employer and employee relationship between KINFRA and the employees engaged by the Operating Agency, and employees engaged by the Operating Agency shall be his own employees for all statutory laws such as Minimum Wages, Gratuity Act, Payment of wages Act, Bonus Act, Workmen Compensation act, Employees Provident Fund Act, ESI Act, Shop and Commercial Establishment Act and all other labour laws whether central or State and the Operating Agency shall comply with all the requirements of such laws.

5.13 The employees engaged by the Operating Agency shall be courteous in their behaviour towards the guests and employees of the KINFRA and if any complaints are received about their behaviour, the Operating Agency shall take immediate step to remove such employees from the premises on a notice from KINFRA.

5.14 All employees engaged by the Operating Agency shall be given proper identification card with photo to identify them from other employees of other units functioning in the Park.

5.15 The Operating Agency should cover his establishment under the Employees Provident Fund and Miscellaneous Provision Act, 1952 (Central Act XIX of 1952) and the Employees State Insurance Act, 1948 (Central Act of XXXIV of 1948).

5.16 KINFRA will not be vicariously liable for any act of the Operating Agency and Operating Agency shall alone be liable for violation of any law and the Operating Agency agrees to indemnify KINFRA from all claims.

5.17 The Operating Agency shall obtain power connection directly from KSEB. The Operating Agency shall also pay the electricity charges to KSEB as per applicable tariff fixed by KSEB from time to time.

5.18 The Operating Agency shall pay the water charges to KINFRA as per tariff fixed by KINFRA from time to time.

5.19 All statutory clearances and sanctions, rates, taxes including GST, building tax during the lease period and all assessments, charges, claims, consent fee levied by the Pollution Control Board if applicable, demands and outgoing shall be borne by the Operating Agency at his cost.

5.20 All expenses incurred in connection with operation, maintenance and management of Primary Processing Centre, including repair and maintenance works shall be borne by the Operating Agency.

5.21 The Operating Agency shall not set up any title over the building and or on its equipments, fixtures and other fitting handed over to the Operating Agency adverse to the title of the owner and shall not be entitled to claim any compensation for any addition or modifications made on the building.

5.22 All sanctions, permissions, no objections, letters of intent, consent, licenses, statutory clearances, approvals etc. shall be obtained by the Operating Agency at his cost and such documents shall be kept effective and in force during the tenure of the lease period.

5.23 The building, equipment's, furniture and fittings excluding additional equipment's exclusively acquired out of the funds of the Operating Agency if any, shall be kept insured against fire, theft, burglary, tempest, rioting and other possible calamities and the insurance policy shall be taken in the joint names of KINFRA and the Operating Agency and the insurance policy shall be kept renewed and shall be in force at all times during

the lease period and the insurance premium shall be borne by the Operating Agency. A copy of the insurance policy shall be furnished to KINFRA within 7 days of its renewal. The additional equipment'sexclusively acquired out of the funds of the Operating Agency may be kept insured by a separate insurance policy by the Operating Agency.

5.24 The Operating Agency shall maintain the Primary Processing Centre and its premises in good sanitary condition and undertake annual maintenance of the building at his cost at regular intervals.

5.25 KINFRA shall have the right to inspect the premises and building at all reasonable time without notice to take note of the condition of the building, equipments, fittings and fixtures and it is the responsibility of the Operating Agency to repair or replace all damaged furniture and fittings at his own cost.

5.26 The Operating Agency may at any time terminate the agreement before the expiry of the lease period for violation of the terms of the agreement by giving three months' notice to KINFRA and in such event the Operating Agency shall not be entitled to get refund of the security deposit.

5.27 The Operating Agency shall be bound by the provisions of the Land Disposal Regulations framed by KINFRA as well as any modifications thereof from time to time.

5.28 In case the Operating Agency makes default in payment of the lease rent and any other amount due and the same is not paid on demand by the Operating Agency, KINFRA has the right to proceed against the Operating Agency and all its assets under the provisions of the Kerala Revenue Recovery Act 1968 made applicable to KINFRA as per notification in SRO No 772/2010 dated 2nd August 2010 published in Kerala Gazette Extra Ordinary dated 6th August 2010.

5.29 On the expiry of lease period or otherwise on termination of the lease, the Operating Agency shall surrender vacant possession of the building together with its equipments, fixtures and fittings in good condition and also any future structures constructed by the Operating Agency except additional equipment exclusively acquired out of the funds of the Operating Agency's, with due permission from KINFRA within three months from the

date of termination of the agreement and the Operating Agency shall remove all the interior alterations, partitions and other fittings, erections made to the building at the cost of the Operating Agency, within the above three months, failing which KINFRA shall remove such alterations, partitions and other erections and the cost of such removal will be recovered from the Operating Agency or from the security deposit lying with KINFRA.

5.30 In case of any dispute between the parties only the Court in Thiruvananthapuram have jurisdiction to entertain any such dispute.

ANNEXURE A
Format of Letter by Applicant

To:
The Managing Director,
Kerala Industrial Infrastructure Development Corporation,
KINFRA House, TC 31/2312, Sasthamangalam,
Thiruvananthapuram- 695010

Sub: Request for Proposal for Operation, Maintenance and Management of Primary Processing Centre at KINFRA Small Industries Park at Mazhuvannoor–Technical Proposal.

Dear Sir,

We, the undersigned Applicant have read and examined in detail the RFP Bid document for operation, maintenance and management of Primary Processing Centre at KINFRA Small Industries Park at Mazhuvannoor.

We confirm having submitted all the details in support of qualifying criteria as required by you along with this Application and all other necessary documents. In case you require any further information in this regard, we agree to furnish the same.

We hereby declare that the Statements made in this proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

We hereby declare that we were never blacklisted by any Central/ State Government/PSU/Public Authority or Organization.

We understand that you are not bound to accept all or any RFP bid you receive.

Yours sincerely,

…… .....
Name (Company) **Signature**

....
Name of Signatory (Printed) **Title of Signatory (Printed)**

.....
Date of transmittal of this form

ANNEXURE B

Technical Bid
Operation, Maintenance & Management of Primary Processing Center in

KINFRA Small Industries Park at Mazhuvannoor

No	Description	Provide details with supporting documents
1	**Name & Address of the firm**	
2	**Email Id**	
3	**Contact Number**	
4	**Details of EMD** Rs 50,000.00	
5	**EXPERIENCE** 1.Should have at least 2 years of experience in service business preferably primary processing of agricultural produces or supply chain or logistic business OR At-least 2 years of experience as an O & M Agency (operation and management agency) of any utility facilities such as water treatment plants etc. OR Be a farmer producer company or farmer group or farmer self-help groups registered with NABARD/Coconut Development Board/Other Govt. Bodies or Govt. Departments with experience of 2 years as a farmer group. OR Experience in processing of fruits & vegetables/supplies of branded agricultural produces to niche outlets in domestic markets such as super markets etc is desirable.	

No	Description	Provide details with supporting documents
6	**TURNOVER** Should have annual financial turnover of Rs. 25.00 Lakhs from business/activities (as listed under 4.3.1 above) during the last three financial years ending 31st March 2025; Rs 10.00 lakhs in case of Farmer Producer Company or Farmer Groups (Scanned copy of CA certificate to be uploaded). For the year 2025-26, provisional statement of accounts or certificate from Chartered Accountant (CA) may be submitted. *2022-23*, *2023-24*, *2024-25*	
7	**NETWORTH** Should have a networth of not less than Rs 10.00 lakhs; OR Rs 5.00 Lakhs in case of Farmer Producer Companies or Farmer Groups (Scanned copy of Certificate from Chartered Accountant to be uploaded).	
8	**LOSS** The company should have reported a profit in at least two of the last three financial years, i.e., 2022–23, 2023–24, and 2024–25.	
9	**PAN Number**	
10	**TAX REGISTRATION** Should have GST Registration in Kerala	
11	**Details of Tender Fee** Rs 2500.00 + GST = Rs 2,950.00	
12	**Manpower Details**	

No	Description	Provide details with supporting documents
13	**Entity**	
14	**Business Plan for 3 years**	
15	**Annexure A**	
16	**Annexure B**	

Note: Additional data may be provided if required, in separate sheets.

I / We hereby declare that all the terms & conditions stipulated by KINFRA with regard to this PROJECT have been gone through carefully and are acceptable to me /us.

Place:

Signature

Date: **Name & Address of Authorized Signatory**

ANNEXURE C

Total fixed minimum or reserve monthly lease rent for Primary Processing Centre at KSIP Mazhuvannoor		**Monthly Lease rent offered for Primary Processing Centre**	
Amount in figures (Rs)	Amount in words (Rs)	Amount in figures (Rs)	Amount in words (Rs)
72,000.00	Seventy-Two Thousand only		

Lease rent quoted will be escalated every two year @ 12%.

GST will be extra

I / We hereby declare that all the terms & conditions stipulated by KINFRA with regard to this PROJECT have been gone through carefully and are acceptable to me /us. The maximum payment offered by me/us in lieu of the lease of the Primary Processing Centre at Mazhuvannoor is furnished above. We are also willing to accept the instructions issued by the Managing Director, KINFRA, anytime with regard to the operation, running and maintenance of the Primary Processing Centre.

Place:
Signature

Date:

Name &Address of authorized signatory

Note: *The Monthly Lease Rent offered should be higher than the Total Minimum or Reserve Monthly Lease Rent for Primary Processing Centre at KSIP Mazhuvannoor fixed by KINFRA.*