

**Expression of Interest (EoIs) for Geographical Indication (GI)
Registration of Handicrafts/ Handloom/ Food Items of Gujarat
during the year 2023-2024**

Published By



**ENTREPRENEURSHIP DEVELOPMENT INSTITUTE OF INDIA,
AHMEDABAD**

Bid No: EDII/ADMN/HSY/2022-2023/07

ENTREPRENEURSHIP DEVELOPMENT INSTITUTE OF INDIA (EDII)

**(Via Ahmedabad Airport & Indira Bridge); P.O. Bhat 382 428 - Dist. Gandhinagar Gujarat - India
Phone: +91-79-6910 4900/4999/5000; Fax: +91 79 23969164; Email: admin@ediindia.org ;
Website: www.ediindia.org**

The Institute invites Quotations from agencies for the selection of Agency (ies)/ Institution(s) for taking up of consultancy service for Geographical Indication (GI) Registration under Hastkala Setu Yojana a Government of Gujarat project

INTRODUCTION:

Gujarat is a land of art and craft; one can see its diversity through the collection of art it possesses. Each district of Gujarat specializes in a different art form. These handicrafts present a beautiful amalgamation of stitches, colours, patterns, and embroidery. The vast ethnic communities residing in the state of Gujarat maintain their unique cultural form of handicraft, including embroidery, bead-work, textile printing, Bandhani (tie-dye), leather work, pottery, woodwork, stonework, etc.

Total 25 Handicraft/Handloom/Food Item of Gujarat are either GI approved or in the various stages of approval for the GI registration.

Entrepreneurship Development Institute of India (EDII) invites Expression of Interest (EOI) for taking up of consultancy service for Geographical Indication (GI) Registration of goods under Registration & Protection Act, 1999 on behalf of Hastkala Setu Yojana, a Government of Gujarat sponsored project for registering GI (5-10) per year for the next 2 years.

ABOUT EDII:

Entrepreneurship Development Institute of India (EDII), Ahmedabad was set up in 1983 as an autonomous and not-for-profit Institute with support of apex financial institutions – the IDBI Bank Ltd., IFCI Ltd., ICICI Bank Ltd. and State Bank of India (SBI). The Government of Gujarat pledged twenty-three acres of land on which stands the majestic and sprawling EDII Campus. EDII has been recognized as the Centre of Excellence by the Ministry of Skill Development and Entrepreneurship, Govt. of India.

About the Project:

“Hastkala Setu Yojana” is a Commissionerate of Cottage and Rural Industry, Government of Gujarat initiated project. This project aims to build a favorable entrepreneurial ecosystem in Gujarat for creating successful grassroot entrepreneurs, primarily focusing on traditional arts and crafts. The project spans across 33 districts of Gujarat and has around 13422 artisans enrolled under it.

The project Hastkala Setu Yojana acts as a bridge between the artisans/ budding entrepreneurs by creating incubating facilities to link them to potential markets. This project envisages designing and implementing an integrated model to enable rural entrepreneurs with entrepreneurial opportunities for their livelihood generation and sustainable development.

Entrepreneurship Development Institute of India (EDII), has been appointed as the knowledge and implementation partner by the Commissionerate of Cottage and Rural Industry to implement the Hastkala Setu Yojana across all the districts of Gujarat.

Entrepreneurship Development Institute of India (EDII), a not-for-profit organization, is an acknowledged National Resource Institute for Entrepreneurship Education, Research, and Training & Institutions Building.

Terms of Reference (ToR)

EDII invites sealed quotations from agencies for the “Geographical Indication (GI) Registration of Handicrafts/ Handloom/ Food Items of Gujarat”.

The last date to submit tender is , 21/08/2023 by 16.00 hours. Tenders received after the last date of submission will not be considered. The tender document should be addressed to:-

Sr. Manager (Administration)
Entrepreneurship Development Institute Of India;
(Via Ahmedabad Airport & Indira Bridge); P.O. Bhat 382 428
Dist. Gandhinagar Gujarat – India

Guidelines on Bid submission:

1. All bids to be submitted in single envelopes containing Technical and Financial bid and super scribed with Tender No. and title of the tender i.e. **“Selection of Agency (ies)/ Institution(s) for taking up of consultancy service for Geographical Indication (GI) Registration”**.
 - i) Technical Bid: - should be super scribed with Tender No., title of the tender i.e. **“Selection of Agency (ies)/ Institution(s) for taking up of consultancy service for Geographical Indication (GI) Registration”** and word **“TECHNICAL BID”** (prescribed hereinafter).
 - ii) Financial Bid: - should be super scribed with Tender No., title of the tender i.e. **“Selection of Agency (ies)/ Institution(s) for taking up of consultancy service for Geographical Indication (GI) Registration”** and word **“FINANCIAL BID”** containing rate quoted by the party duly signed by authorized representative.
2. Loose papers shall not be accepted and outright rejected. Hard bound copy only shall be accepted.
3. The Bid documents submitted must be without any overwriting, interlineations, corrections, double typing, etc. The Employer or its appointed committees may however, at its discretion, consider any document with any overwriting or corrections if the same has been duly initialled and dated by the Authorized Representative of the Tenderer.

Sr. No.	Key Information	Details
1.	Bid document available to download	The bid document can be downloaded from 18/07/2023 from website: www.ediindia.org
2.	Last Date and Time for submission of the physical documents	21/08/2023 by 04:00 PM Submitted to: Sr. Manager (Administration) Entrepreneurship Development Institute of India (Via Ahmedabad Airport & Indira Bridge) P.O. Bhat 382 428 - Dist. Gandhinagar Gujarat – India
4.	Submission of Bid	The bid must be submitted in two sealed envelopes as follows: Envelope 1: Technical Bid Envelope 2: The Financial Bid Envelope 3: Keep envelope 1 and envelope 2
6.	Validity of the Bid	180 days from the bid submission date

Documents Submission along with the Bid Documents

- 1) The bidders are to submit requisite work done certificate/ report of similar nature works issued by concerned authority along with copy of work order.
- 2) The bidders are to submit copy of Registration, PAN card, GST.

QUALIFICATION:

- 1) An organization/society/agency or entity worked for more than 10 GI Registration in any State with success stories.
- 2) An individual or entity contributed by way of awareness on GI at local and international level.

SCOPE OF WORK:

- 1) Collection of data from authentic sources.
- 2) Preparation of appropriate literature.
- 3) Interaction with the field level individuals.
- 4) Coordination with the officials of both at EDII & Field Level.
- 5) Filing of application.
- 6) Obtaining G.I certificates.
- 7) Travelling and Interaction with the Community

Confidentiality of EoI submissions:

The Contractor shall strictly treat and maintain the Employer's Confidential Information as "Confidential Information".

TERMS & CONDITIONS:

- 1) The Rates quoted should be clearly written in figures and words per GI with timeline.
- 2) In case of same rate is quoted by two or more valid bidders and found to be lowest, the Committee's decision will be final and binding upon the bidders.
- 3) The bid without Cost of Bid document will summarily be rejected.
- 4) Travel and Stay should be the part of the overall cost as mentioned.
- 5) The vendor should agree to indemnify and hold harmless Customer (EDII) from all damages, costs, and expenses, including reasonable attorneys' fees arising out of any infringement or claim of infringement of patents, trademarks, or copyrights arising out of the use of any Products that are the subject of this Agreement.
- 6) The vendor shall be solely responsible for any breach of IPR if arising thereto. The Vendor shall indemnify and hold the Customer harmless of any and all breach of IPR and/or any claims arising thereto.
- 7) Payment terms: One month after submission of the bill. The rates quoted should be all-inclusive including GST. Submit a copy of Goods and Services Tax Registration documents along with your offer. The original invoice is to be submitted for release of payment. The invoice should contain invoice no., date, GST number of both the parties along with GST bifurcation, seal and sign. The Rates quoted should inclusive of Consultancy fees, Govt. fees and any other fees as required, Taxes, levies etc . Details of break up should be given.

- 8) The successful firm/entity shall inform the authority time to time about the progress of the work in writing.
- 9) No escalation of prices will be allowed in any circumstances.
- 10) TDS will be deducted as per the applicable as per rules.
- 11) Taxes as applicable will be deducted from the bill. The Tenderer shall be responsible for the taxes, duties, cess, fees, and other impositions payable by it under the Applicable Laws.
- 12) The authority reserves the right not to proceed with the bidding process at any time without notice or liability and to reject the bid without assigning any reason.
- 13) The successful bidder will have to execute an agreement with the undersigned. The EoI Bid Document itself will be a part of Agreement.
- 14) The bid(s) received after expiry of the deadline of the bid as indicated in the EoI Notice will not be entertained for evaluation.
- 15) The authority is not bound to allot the work to the lowest bidder.
- 16) The Agency should sign all the pages of the documents before submission, as a token of having read & accepted the terms and conditions.
- 17) Any dispute, difference, or objection about any matter relating to this contract shall be referred to the Sole Arbitration of any person appointed by the EDII at the time of reference.
- 18) **The Institute will NOT ACCEPT ANY TENDERS THROUGH EMAIL.**
- 19) Amendments to Notice Inviting EoI, if any, would be published on the website only, and not in the newspaper.
- 20) EDII reserves the right to terminate the contract if the services are not found satisfactory, by giving one months' notice and if the party wants to terminate the contract, they will be required to give one months' notice in writing giving reasons thereof.
- 21) EoI shall be submitted in English language. All correspondence for the assignment shall be in English language.
- 22) Jurisdiction for all legal matters will be at Gandhinagar, Gujarat State.

Sd/-

Authorized Signatory

Annexure-1
DECLARATION
(On Agency / Institution letter head)

To,

Location,
Date

The Director-General,
Entrepreneurship Development Institute of India
(Via Ahmedabad Airport & Indira Bridge);
P.O. Bhat 382 428
Dist. Gandhinagar, Gujarat – India

Subject: Selection of Agency(ies) for taking up G.I Registration work of Handloom/Handicraft/Food Item of Gujarat.

Sir,

With reference to the EoI Document for Selection of Agency(ies) for taking up G.I Registration work of Handloom/Handicraft/Food Item of Gujarat.

Sir,

1. dated, I/we, having examined the offer Document and understood their contents, hereby submit my / our offer for the captioned assignment. The Offer is unconditional and unqualified.
2. All information provided in the Offer and in the Appendices is true and correct.
3. This statement is made for the purpose of qualifying as an executor for undertaking the captioned assignment.
4. I / We shall make available to the Authority any additional information it may find necessary or require to supplement or authenticate the Offer.
5. I / We acknowledge the right of the Authority to reject our offer without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. We certify that in the last 03 (three) years, we have neither failed to perform on any contract, as evidenced by imposition of a penalty 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. We certify that we have not been barred by Government of Gujarat, or any other State Government in India (SG) or Government of India (GoI), or any of the Agency(ies) of Government of Gujarat / SG / GoI from participating in their projects.
8. I / We have examined and have no reservations to the EoI Document, including any Addendum issued by the Authority.

9. I / We do not have any conflict of interest in accordance the EoI Document.
10. 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 assignment issued by or any agreement entered into with the Authority or any other public sector enterprise or any Government, Central or State; and
11. I / We hereby certify that we have taken steps to ensure that 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.
12. I / We understand that you may cancel the Selection Process at any time and that you are neither bound to accept any offer that you may receive for the captioned assignment, without incurring any liability to the Agency(ies).
13. I / We certify that we have not been convicted by a Court of Law or indicted or adverse orders passed by a regulatory authority which could cast a doubt on our ability to undertake the captioned assignment.
14. I / We further certify that in regard to matters relating to security and integrity of the country, we have not been charge-sheeted by any Agency of the Government or convicted by a Court of Law for any offence committed by us or by any of our Associates.
15. I / We hereby irrevocably waive any right which we may have at any stage at law or howsoever otherwise arising to challenge or question any decision taken by the Authority in connection with the selection of the Agency / Institution, or in connection with the Selection Process itself, in respect of the captioned assignment and the terms and implementation thereof.
16. I / We have studied the EoI Document carefully and also understood the scope of the assignment. We understand that we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or concerning or relating to the Selection process including the award of assignment. 17. The Fee / Price has been quoted by me / us after taking into consideration all the terms and conditions stated in the EoI Document.
18. I / We agree and undertake to abide by all the terms and conditions of the EoI Document / Declaration. In witness thereof, I / we submit this Offer under and in accordance with the terms of the EoI Document.

Yours sincerely,

Authorized Signature with Seal Name of the Signatory: _

Designation: _

Name of Firm: _

Address: Seal of the Bidder

AGENCY INFORMATION SHEET

1.	Name of the Agency	:	
2.	Address of Registered Office/Head Office: (With telephone no.)	:	
3.	Contact Person/Mobile No.	:	
4.	Email address	:	
5.	Year of Establishment	:	
6.	Constitution of the Organization/Society/Agency or Entity: (Public Ltd./Private Ltd./Partnership/ Proprietorship, etc.)	:	
7.	Name of the Proprietor/Partners/ Directors: (Strike out whichever is not applicable)	:	
8.	PAN card No.	:	
9.	GST Registration No.	:	
10.	Experience in a number of years in handling various accounts	:	
11.	Annual Turnover of the firm during the last financial year. Attach a copy of the certified audited statement of accounts or a certificate of the agency's Chartered Accountants.	:	
12.	Infrastructure available in Gujarat and other cities in India	:	
13.	Attach a statement of employees, including technical and administrative staff, etc.	:	
14.	Attach a statement showing list of clients (Names, address, contact person's name and phone nos., etc.) <i>(please refer Annexure –II)</i>	:	

DETAILS OF WORK EXPERIENCE CERTIFICATES

Sr. No.	Name, Address, Contact Person & Phone No. of the Client	Date and No. of Completion Certificate	Date of Start	Date of Completion	Cost of Work on Completion	Reference and Page No. of Documentary Proof of the detail missing in completion certificate

FINANCIAL DETAILS

Sr. No.		1 st FY	2 nd FY	3 rd FY	4 th FY	5 th FY
		Rs. (In Lacs)	Rs. (In Lacs)	Rs. (In Lacs)	Rs. (In Lacs)	Rs. (In Lacs)
		A	b	c	d	e
1	Profit / Loss					
2	Gross Annual Turnover of Previous 5 Financial Years ending as on 31st March of last FY					
3	Average Annual Turnover for previous 5 financial years(Rs in Lacs) = $(a+b+c+d+e) / 5$					
4	Net Worth (paid up capital + reserves) as on 31st March of last FY					

- Summarised page of Audit Profit & Loss Amount of previous five Financial Years duly certified by the chartered account, is to be submitted.
- Summarised page of Audited Balance Sheet of last Financial Year (ending 31st March of preceding FY) duly certified by the chartered account, is to be submitted.

Note: This Form -C is to be submitted in original

Signature of Tenderer with Seal

Signature of Chartered Accountant with Seal

Undertaking by the Service Provider

I/We have gone through the tender terms and conditions and they are acceptable to us.

Place:.....

Date:.....

Name:

Address:.....
.....

Signature:.....

(Signature of Authorized Person of Agency / Company with Official Seal)

Email:..... Mobile:.....

Financial Bid

S.No.	Name of the Activity	Unit	Per Unit Cost	Total amount in figures & words (Rs.)
	No. of GI's to be registered			
1.	Preparation of GI Application along with the requisite documentation per GI			
2.	Submission of Application to GI authority under Geographical Indications of goods (Registrations and protection) act 1999. Post submission activities per GI			
3.	Follow-up with office at Controller General of Patent, Trademarks, Designs and Registrar of Geographical indication and Preparation and submission of Progress report about further communication from GI registry per GI.			
4.	Issuing of Final GI Certificate from GI authority, Chennai and handover to concerned authority per GI			

Signature:.....

(Signature of Authorized Person of Agency / Company with Official Seal)

Email:..... Mobile:.....

Date:.....



VENDOR REGISTRATION FORM

ENTREPRENEURSHIP DEVELOPMENT INSTITUTE OF INDIA
(Via Ahmedabad Airport & Indira Bridge),
P.O. Bhat 382 428, Dist. Gandhinagar, Gujarat, India.

1	Name of the Vendor/Client (Please submit valid proof for the same)	
2	Type :	<input type="radio"/> Company <input type="radio"/> Firm <input type="radio"/> Proprietorship <input type="radio"/> Trust Others Please Specify _____
3	Status of Vendor :	<input type="radio"/> Manufacturer <input type="radio"/> Authorised Dealer <input type="radio"/> Service Provider <input type="radio"/> Stockist/Traders Others Please Specify _____
4	Registered Address :	
5	State	
6	Name Of Contact Person :	
7	Designation Of Contact Person :	
8	Contact Number:	
9	Official E Mail Address :	
10	PAN (Please attach copy for the same) :	
11	Status of Vendor under GST :	<input type="radio"/> Registered <input type="radio"/> Un-registered
12	GST No./Provisional ID Number : (Please attach copy for the same)	
13	Payment Terms	
14	Are you associated or having relationship with any of the EDII employee?	<input type="radio"/> Yes <input type="radio"/> No
15	If YES, please provide the relationship details :	
16	Have you ever worked with the EDII before :	<input type="radio"/> Yes <input type="radio"/> No

17	If YES, please provide the reference of transaction done :	
18	Name of the Bank :	
19	Address of the Branch :	
20	Beneficiary Name : (The Bank account to which any payment will be made,preferably, should not be on Individual's name. In case of proprietorship proper KYC should be submitted where name must match with the name provided in 1st row)	
21	Bank Account No. :	
22	Bank Account Type :	
23	IFSC Code for RTGS/NEFT :	
	List of Documents to be provided	
	1. Copy of PAN	
	2. Copy of GST registration Certificate (All 3 pages) - If registered under GST	
	3. Cancelled Cheque / Bank Passbook 1st page containing Bank details	
	4. If Company, Certificate of Incorporation	
	5. If Partnership firm / LLP, List of Partners	

Date: _____

Prepared by

Approved by