



**EXPRESSION OF INTEREST (EOI) DOCUMENT FOR “  
DESIGNING, MANUFACTURING , SUPPLYING AND AFTER  
SALE SERVICES OF DOMESTIC TYPE AND COMMUNITY  
TYPE IMPROVED BIOMASS COOKSTOVES(UNNAT  
CHULLAHS) FOR ARUNACHAL PRADESH DURING 2014-15**

- |   |   |                            |
|---|---|----------------------------|
| 1. COST OF DOCUMENT                     | : | Rs.2500/-                  |
| 2. EOI PROCESSING FEE                   | : | Rs.10,000/-                |
| 3. LAST DAY OF SALE OF EOI DOCUMENT     | : | 02.02.2015 (UPTO 12.00 PM) |
| 4. LAST DATE OF RECEIPT OF EOI DOCUMENT | : | 06/02/2015 (TILL 12.00PM)  |
| 5. OPENING DATE OF EOI                  | : | 06/02/2015( AT 3.00 PM)    |

**Adress For Communication:**

**(1) Postal Address**

**FLIGHT ONLY):**

Director, APEDA  
At/PO: Urja Bhawan, Tadar Tang Marg  
Post Box No.124,  
Dist:Papumpare, Itanagar-791111  
India.

**(2)FOR COURIER SERVICE (FIRST**

Director, APEDA  
At/PO: Urja Bhawan, Tadar Tang Marg  
Post Box No.124,  
Dist:Papumpare, Itanagar-791111  
India.

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**OFFICE OF THE DIRECTOR  
ARUNACHAL PRADESH ENERGY DEVELOPMENT AGENCY  
( A STATE GOVERNMENT AGENCY )  
URJA BHAWAN, TADAR TANG MARG  
POST BOX NO. 124, ITANAGAR – 791 111**

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No.APEDA/W-476/UCA/2014-15

Dated Itanagar, the 15<sup>th</sup> Jan.2015

**NOTICE INVITING EXPRESSION OF INTEREST**

Director of Arunachal Pradesh Energy Development Agency ( APEDA ), invites this Expression of Interest (EOI) from reputed registered BIS/ISI certified/ MNRE approved/empanelled manufacturers of Improved Biomass cookstoves (Unnat Chullahs)(fuel wood) with three years experience for the work of “Designing ,manufacturing, Supplying and after sale services of 2500 Nos. of household type and 200 Nos. of community type Improved Biomass cookstoves (Unnat Chullahs)(fuel wood)suitable for Arunachal Pradesh”. Only those manufacturers with MNRE approved models/certificates may apply.

Interested parties are requested to submit their EOI documents in the prescribed format along with all supporting documents/credentials and prototype samples .

The EOI document can be downloaded from our website “www.apeda.org.in”

Last date of submission of EOI document : 06/02/2015 till 12.00pm  
Last date of Sale/Purchase of EOI document : 02/02/15 till 12.00 P.M.

Sd-  
(Er. Marki Loya)  
Director,  
APEDA, Itanagar

No.APEDA/W-476/UCA/2014-15 /1319-26

Dated Itanagar, the 15<sup>th</sup> Jan.2015

Copy to :

1. The Commissioner (P & NRE ), Govt. of Arunachal Pradesh, Itanagar for information.
2. The Director, IPR, Govt. of A.P., Naharlagun with a request to publish above NIT in any one of the leading National Dailies and in the local dailies at the earliest.
3. The Chairman APEDA for kind information
4. The Deputy Directors APEDA, Division Tezu, Aalo, Bomdila, Yachuli for information.
5. Notice Board.
6. Office copy.

(Er. Marki Loya)  
Director,  
APEDA, Itanagar

## CHECKLIST

**Please note:**

To help you prepare the best application possible, all items below need to be considered and ticked off. This will also assist us with assessment of your application.

During EOI submission, please Keep this page after the cover page.

(Put  $\sqrt{x}$  in the appropriate box under remarks

column)

**Have you checked and enclosed:-**

Sl no.	Description	Page No.	Remarks
1	Photocopies of credentials/supporting documentary evidence.		
2	Photo-copies of VAT/ST Registration Certificate		
3	Photo-copies of Provident Fund Registration Certificate		
4	Photo-copies of IT PAN		
5	Photo-Copies of Service Tax Registration Certificate		
6	Annexure-1		
7	Annexure-2		
8	Annexure-3		
9	Annexure-4		
10	Annexure-5		
11	Annexure-6		
12	Annexure-7		
13	Annexure-8		
14	Annexure-9		
15	Annexure-10		
16	Final Envelope containing all the above		



Important Information for submitting the offer:

### **How to Obtain EoI**

In person

Director, APEDA  
At/PO: Urja Bhawan, Tadar Tang Marg  
Post Box No.124,  
Dist:Papumpare, Itanagar-791111  
India.

**During Office working Hours from 11.00  
AM to 3.00 PM**

Website link

www.apeda.org.in”

Cost of EOI document (INR) through DD in  
favour of Director APEDA,Itanagar payable  
at Itanagar

Rs.2500/-

### **How to Submit EoI**

Demand Draft in favour of

Director APEDA,Itanagar payable at Itanagar

EoI Processing fees

Rs.10,000/- per application submitted for  
processing / evaluation

Submission of EoI in one set of hardcopy and  
one softcopy (both)

Last Date of sale of EoI application /  
documents: 02/02/2015

Time Up to 12.00 PM

### **Opening of EoI**

Date for EoI application receipt / opening

06/02/2015 at 3.00 PM

Venue

Urja Bhawan, Tadar Tang Marg  
Post Box No.124,  
Dist:Papumpare, Itanagar-791111

Time

3.00 PM

### **For any clarification contact via email only**

Last date for receiving email

Atleast 5 days prior to opening of EoI date

Name

Er. Marki Loya

Designation:

Director,APEDA,Itanagar

Telephone No:

9436050884

Email

[apeda79@gmail.com](mailto:apeda79@gmail.com)



### **Bidder's Organization & Experience:**

The Bidders must have the following qualification criteria:

**1. Credentials:**

The Bidder must have inline experience in designing, manufacturing and supplying Improved biomass cookstoves of both types, i.e. forced draft type and natural draft.

The Bidder must submit documentary evidence (work order & performance certificate) in support to the above.

**2. Commercial:**

Bidder must have an average annual turnover of 30 (thirty) lakhs rupees during last 3 (three) years.

The Bidder must submit the following with the above maintained criteria:

- a) Photo copies of VAT/ST Registration Certificate, Provident Fund Registration Certificate, IT PAN and Service Tax Registration Certificate.
  - b) Annual turnover and balance sheet of last three years.
3. Test certificates:  
The Bidder must submit all the test certificates separately for domestic type and community type improved biomass cookstove from MNRE approved test centres.
4. The specimen sample should be brought /submitted as a part of the bid .



## **CRITERIA FOR EVALUATION & SELECTION PROCESS**

The interested bidders who qualify in the technical bid through EOI shall be called to Itanagar, at APEDA Directorate office to give their demonstration of samples. Based on the credentials and Demo, the agencies shall be shortlisted. RFQ (Request for Quotation) shall be invited only from the listed bidders.

Note:

EOI must contain the name of the company/firm, credentials, name of the contact person with address, contact number (Cell no., Fax no., E-mail ID etc.).

APEDA reserves the right to accept/reject any Expression of Interest (EOI) from parties without assigning any reasons whatsoever.



## **Annexure-1**

### **GENERAL INFORMATION OF THE BIDDER**

Note: separate sheets may be used wherever necessary.

1. Name and Address of the Bidder:
2. Name & designation of the concerned officer to whom all references shall be made.
3. Fax nos.:
4. Phone nos./Mobile No.:
5. E-Mail Id
6. Chief of the Organization:  
E-Mail Id:  
Telephone:
7. Total No. of Employees/Manpower Strength:
8. Type of the organization (Public Sector/Limited/ Private Limited/Partnership/Proprietary/Manufacturer/Society/Any Other.)
9. No. of Officer/Centers(Enclose The List):
10. Bidder's Proposal No. & Date:
11. Particulars of Past Experience of Similar Works Furnished.
12. Any other information that bidder may like to give in order to highlight his bid.
13. Name & address of local representative, if any:

Place:

Signature Of Party:

Date:

Name In Full:

Designation/status:

Company seal:





**Annexure-2**

**Name of the Bidder:**

**DETAILS OF WORK AND SERVICES OF SIMILAR NATURE DONE BY THE PARTY DURING THE LAST FIVE YEARS(which best illustrate qualification):**

Sl no.	Name of Company	Description of work	Value of work	Period		The work is done directly or through sub contractor	Remarks
				From	To		

Note: Photocopy of Performance Certificate/Completion Certificate of Owner in Support of the work mentioned above is required to be enclosed.

Note: separate sheets may be used wherever necessary.

**THE BIDDER**

**SIGNATURE OF**

**SEAL OF THE BIDDER**



**Annexure-3**

**Name of the Bidder:**

**CONCURRENT COMMITMENT**

<b>Sl no.</b>	<b>Full postal address of client &amp; name of officer-in-charge with contact details</b>	<b>Description of the work done</b>	<b>Value of contract</b>	<b>Date of commencement of work</b>	<b>Scheduled/Revised completion period</b>	<b>% age completion as on date</b>	<b>Expected date of completion</b>	<b>Remarks</b>

Note: separate sheet/credentials may be used/enclosed wherever necessary.

**OF THE BIDDER**

**SIGNATURE**

**SEAL OF THE BIDDER**



#### **Annexure-4**

#### **Name of the Bidder:**

The bidder shall indicate herein his annual turnover preceding 3 years based on the audited balance sheet/profit & loss account statement.

Financial Year	Annual Turnover (Rs.)	Net Worth(Rs.)
Previous to previous year		
Previous year		
Present year		

#### **NOTE:**

1. Copies of audited balance sheets with profit and loss account of 3 years shall be submitted along with the Technical bid in support of above entries.
2. Bidder shall work out Net worth on the following basis:

**Net worth:    reserve + capital – accumulated loss.**

Note: separate sheet/credentials may be used/enclosed wherever necessary.

**BIDDER**

**SIGNATURE OF THE**

**SEAL OF THE BIDDER**



**Annexure-5**

**Name of the BIDDER:**

**ORGANIZATION CHART SHOWING NO. OF QUALIFIED ENGINEERS & SUPERVISORY PERSONAL ETC. IN THE EMPLOYMENT OF CONTRACTOR & TO BE DEPLOYED**

Sl no.	Class of manpower/engineer/supervisor	Details of personnel to be deployed on this work		No.
		Available with contractor	To be employed	

**Note:** Names and short resume of their qualification & experience may also be given for key personnel in the prescribed format at Annexure-6

The tentative chart of your site organization as above furnished by you shall be subject to variation to suit the construction/maintenance/operation programmed requirement and as directed by owner/ engineer-in-charge.

Note: separate sheet/credentials may be used/enclosed wherever necessary.

**BIDDER**

**SIGNATURE OF THE**

**SEAL OF THE BIDDER**



**Annexure-6**

**Name of the Bidder:**

<b>Name of the firm/Company/Agency:</b>			
<b>Name of the Employee:</b>			
<b>DATE OF BIRTH(DD/MM/YYYY):</b>			
<b>Year with Firm(in years):</b>			
<b>Nationality:</b>			
<b>Detailed Task Assigned:</b>			
<b>Key Qualifications:</b>			
<b>Education:</b>			
<b>Institution:</b>			
<b>Year:</b>			
<b>Course:</b>			
<b>Employment Record:</b>			
<b>Summary Of Relevant Experience:</b>			
<b>Language Proficiency:</b>			
<b>Language</b>	<b>Speaking</b>	<b>Reading</b>	<b>Writing</b>
<b>Certification:</b>			
I, the undersigned, certify that these data correctly describes my qualifications, experience and confirms my availability to the firm for the proposed work should we be awarded the tender.			
<b>[Signature of Employee]</b>			<b>Date:</b>
<b>[signature of authorized representative of the firm]</b>			<b>Date:</b>
<b>Full Name of Employee:</b>			
<b>Full Name of Authorized Representative:</b>			

**NOTE:** Separates sheets may be used wherever necessary.

**THE BIDDER**

**SIGNATURE OF**

**SEAL OF THE BIDDER**





**Annexure-8**

**Name of the BIDDER:**

**Details of Suggestion/Deviation, if any:**

<b>Sl no.</b>	<b>Page no.</b>	<b>Description</b>	<b>Remarks/Reasons/Alternatives</b>

**Note:** Separate sheet/credentials may be used/enclosed wherever necessary.

**SIGNATURE OF THE BIDDER**

**SEAL OF THE BIDDER**



**Annexure-9**

**Name of the BIDDER:**

**Safety, Health & Environment Compliance & Highlights:**

<b>Sl no.</b>	<b>Description</b>	<b>Remarks</b>

**Note:** Separate sheet/credentials may be used/enclosed wherever necessary.

**SIGNATURE OF THE BIDDER**

**SEAL OF THE BIDDER**





## Annexure-10

**Name of the BIDDER:**

Sl. No.	Item Description	Information to be supplied by the Manufacturer
1	Name	
2	Address	
3	Contact Person (with Telephone number & E-mail id)	
4	Company Profile/Experience in the field of improved biomass cookstoves, including states currently present in	
5	Annual Turnover (last 3 years) (if the company has other streams of revenues, please also specify revenues from improved biomass cookstoves alone)	
6	Details of any existing improved biomass cookstove activity in state Arunachal Pradesh, including presence of office, distributor network, etc.	
7	Stove Details: Product Name	
	Intended Customer (Household/ Community)	
	No. of persons/meal	
	Type (Natural/ Forced)	
	Thermal Efficiency	
	CO/CO <sub>2</sub>	
	TPM	
	Power Output	
	Cost/Price (with detailed breakup)	
8	Brief Description of work plan and implementation (include stove type, proposed <b>number of stoves to be sold per month</b> against target above, areas/districts to be covered, office/distribution set up to achieve proposed sales numbers, potential partners, etc)	



**Minimum Technical Specifications required:**

Standard performance parameters	Type of Biomass cook stove(NaturalDraft)fuel wood	
	House hold cook stove	Community cook stove
1. Thermal Efficiency ((%)	>25	>25
2. CO(g/mjd)	<5	<5
3. PM(mg/mjd)	<350	<350
4. Loading capacity	40 kg	100kg
5. Cooking capacity	7 Persons	50 persons
6. Power output	4kw	4kw
7. Co/Co2	0.013	0.015
8. Total Quantity (Nos.)	2500	200
9. Minimum inner combustor Diameter	150 mm	400mm



### Undertaking

**I have read the above terms and condition along with technical standards and accept the same. We hereby declare that all the information and statements made in here are true and understand that the above information is accepted by APEDA in good faith, and if found false will lead to our disqualification from the EOI/LOI at any stage.**

**Authorized signatory:**

**Signature:**

**Official seal:**





