

COMMON FACILITY CENTRES

Pre- Bid Meeting on EOI held on 18th November,2016 at 3 PM

Ref : NIT No. 03/NJB/CFC-EOI/2016-17 dated 4th November 2016

Minutes forming part of the EOI documents

Invitation of Expression of Interest for Selection of Operating Agency for establishment of Common Facility centre for Empowerment of un employed men and women through promotion of JDPs.

Attendance : The meeting was attended by the following representatives :

1. Shri Sunil Kumol
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Following officials of NJB were present :

1. Sri Arvind Kumar M.- Secretary, NJB
2. Sri N. Sengupta – CFO
3. Sri P.K. Sahu – CMO

At the outset, Secretary, National Jute Board briefly outlined the objective of CFC and role of Operating Agencies. The financial implication of CFC Project was also highlighted. Replying to specific queries the clarification were given as under :

- (i) Each CFC should have one specific product as mentioned in the EOI.
- (ii) CFC can operate in hired premise till permanent space / building is available.
- (iii) Operating Agencies will select trainee's specifically unemployed youth /women. WSHGs etc. interested in taking up JDP activities having valid UID/Aadhar However mode of such selection should be transparent system preferably NRLM compliance.
- (iv) The payment to trainees /beneficiaries should be strictly through Direct Bank Transfer (DBT).

- (v) NJB would extend support under administrative & establishment Expenditure, Operational Expenditure, market Promotion and Support, Direct Assistance to artisans /WSHGs etc.

Following specific queries raised by the representatives were replied:

Q1 : Can CFC be operated in other districts/ places of West Bengal?

Answer : CFC activities can only be undertaken in the 7 districts of 3 states at preferred locations/area. Other districts/states are not approved for CFC activities.

Q2 : Can all the listed jute products be made in any CFC?

Answer : One CFC one product. The EOI covers major categories of jute diversified products which can be produced in CFCs. A CFC has to select one product for production and promotion

Q3 : Are all the listed machinery is required for setting up the CFC?

Answer : The list of machinery given in the EOI is indicative. Once the product is selected, machineries should be decided accordingly.

Q4 : What is the benefit of the CFC?

Answer : The Operating Agency is the overall coordinator of the CFC which is responsible for all related activities starting from the selection of trainees, organization of training programmes, commercial production, market promotion, marketing on sustainable basis. The Operating Agency would be entitled for financial support of Rs. 30,000/- per month to meet administrative and establishment expenses for the first 4 quarters. In next 4 quarters support will be linked based on performance and will be paid @10% of the earnings passed on to the trainees.

Q5 : Eligibility of the Operating agency?

Answer : Details may be seen at Col 3 at page 3 of the EOI document.

Q6 : Can applicant make own choice of beneficiary?

Answer : Selection of Trainees / beneficiaries should be logical and consistent following a clear transparent system preferably NRLM compliance.

Q7 : Page 4 under Para 5: responsibilities of Operating Agency - (j) is not clear to the applicant?

Answer : Each CFC shall have the target of 200 trainees / beneficiaries during the CFC period (2 years). The target of CFC scheme is to empower 1000 members in total.

Q8 : At Page 5, Sl. No.Para 7(c) –Support to the Operating Agency-what is the 10% of the earning passed to the trainees ?

Answer : NJB will extend financial support to the Operating Agency to meet administrative and establishment expenses. After 4th qtr, this would be linked to quarterly basis performance on order generation and 10% of earnings would be passed on to the trainees.

Q9 : Table –II Rs.1,65,000/- are for 30 days (Basic and Advance) training?

Answer : The budget provision of Rs. 1,65,000/- as given at Table – II at page 8 of EOI is indicative and for one training programme only.

Further , Dr.U. K Niyogi , I-Lead organization has raised following questions :

Q1 : What is the income of us?

Answer : Initially there shall be no income of the Agency. However , with effective implementation of scheme, the beneficiaries would be skilled labour force who would act like an asset for sound supply chain to meet the growing demand for JDPs in future. This would result in continuous income generation for both Operating agency and beneficiaries on sustainable basis.

Q2 : The Operation Cost of Rs. 30,000/- may be considered for enhancement.

Answer : This could not be considered for the present.

Further, Ms. Tania Sarkar , Ecotex raised following question :

Q1 : Is it really necessary to take Master Trainers from NJB empanelment?

Answer : NJB maintains a list of product specific master trainers which may be seen at NJB website *jute.com*. However, if any trainers who are required to be taken from outside, NJB may be consulted with full resume etc. for the purpose.

A few more questions raised by following 2 organizations in hand written form during the Pre- bid meeting which are as follows :

Sri Dipak Kumar Bhunia, Green EDP Promotion & Services :

Q1 : Whether we can submit only one low cost sanitary Napkin (Jute Based) entirely for our CFC in North 24 Parganas ?

Answer : Yes , a specific Product for a particular CFC

Q2 : Whether we can exclusively train the beneficiaries in relation of the above?

Answer : Yes

Q3 : Whether Master Trainers will be available from NJB ?

Answer : Presently, NJB do not have any empanelled Master Trainers for production of Jute Sanitary Napkin . However, they can contact IJIRA (Indian Jute Industries Research Association) at Taratolla for technical guidance and Trainers in this field.

Q4 : Whether we can introduce “Social Business Model “if marketing of the proposed product Introducing that CFC if selected?

Answer : Organizations those have adopted the social business model utilize social media tools and social networking behavioral standards across functional areas for communicating and engaging with external audiences, including customers, prospective customers, prospective employees, suppliers, and partners. There has been no bar in adopting Social Business Model but necessary clearance must be taken from Health Department/ related department regarding the health norms before marketing the products. In case of NGO – necessary registration as required by NITI AYOOG and obtaining of UID is a pre requisite.

Q5 : We are Registered proprietorship firm (not Pvt. Ltd.) Company. Whether we can eligible for application?

Answer : Registered Proprietorship Firm can participate as MSME for CFC.

Shri Kaustav Pratihari Jigacha, Smile Welfare Society :

Q1 : Will you consider multiple CFCs in a given Area / Location (Sunderban)

Answer : Operating Agency(OA) may establish CFC in in other areas of the declared District with different cluster of WSHGs for different categories of JDP

Q2 : Any Organisation having experience in other Training / skill Development Sector (NCVT/PBSSD/ SE & SHG Dep. Govt of WB) will be considered?

Answer : Yes

Q3 : Is there any online Tender Submission process ?

Answer : No

Q4 : Will all the papers for Tender need to put in a single Envelope and submitted as hard copy at this office?

Answer : Yes

With this the pre bid meeting ended with thanks to the participants. Since the questions raised are related to the objective of the CFC and scheme details as mentioned in the EOI, **there has been no change in the EOI.**