



TEA BOARD

**14, Biplabi Trailokya Maharaj Sarani
Kolkata – 700001**

Tender Notice No. T-22(21)/Stats/2016

Tea Board, under Ministry of Commerce and Industry having its headquarters at Kolkata intends to avail the services on data analysis for its in-house use. Interested service provider may submit their **technical and financial bid as per the given proforma (in a sealed cover)** to the Secretary, Tea Board, 14, BTM Sarani, Kolkata-700001 on or before 3.00 pm on 23rd September, 2016.

Scope of Service: The Board will provide raw data on weekly auction sale details (auction centre wise, quantity Offered, sold with average prices), monthly production and exports of Indian tea and international tea data on price, production and exports in excel sheet. The service provider will analyse the same and submit the following reports on supply and demand.

1. Weekly Review of Tea Auction Prices and The Outlook – Two reports per week only

The weekly reports should include

- Review the tea auctions held at all auction centres in India and comment on the trends
- Project the likely price range for the next two – three weeks
- Provide key findings

2. Reports on Tea Production, Tea Exports from India and International Markets – 4 reports per month only.

Reports should include

- Review of tea production in India
- Review of tea exports from India
- Outlook on tea production in India in the coming 2 months and driving factors
- Outlook on tea exports from India in the coming 2 months and driving factors
- International (mainly Kenya and Sri Lanka) production trends, auction price trends and export trends
- Weather trends (needs to be sourced by the service provider) and outlook pertaining to tea growing areas
- Currency outlook (Indian rupee, Sri Lankan rupee, Kenya Shilling and US dollar index)
- Upcoming events in tea across the world (to be sourced by the service provider)
- Any other India specific policy news

3. Annual Reports on Tea – Annual report would cover period from January till December and also April to March - Two reports only

Annual Report on Tea would include

- Crop production trend across the world and prospects
- Market (exports and imports) trends in volume and value; analysis and shifts etc
- Market (domestic) trends in volume and value; any new trends as well
- Technology section (innovations in process / packaging technologies)
- Policy / regulatory changes (India / Sri Lanka / Kenya etc.,)
- Data section (auction price / sales data, export and import data of India and select statistics from abroad.
- Any other information based on the suggestion of Tea Board

Note:

1. Tea Board would make available the auction details latest by Tuesday/ Wednesday.
2. Tea Board would make available the monthly production and export details by end of month.
3. Tea Board would give the ITC Monthly report, print copy, for International data.
4. The timeline indicated above are contingent on timely availability of information from Tea board and the reports are expected within 24 hours by email in an editable format.
5. All the reports should be supported with graphical format also.
6. The contract is for one year.
7. Report would be exclusively prepared for Tea Board and will not be shared with anyone else.
8. Tea Board would have the right to amend/modify partially or fully its requirement.
9. The data sourced for the project from Tea Board would be used only for the project.
10. All confidentiality would be maintained on the data and information provided.
11. In case, any breach of confidentiality the Tea Board has every right to terminate the contract and claim damages as deemed fit;
12. In case, the Board feels that the services offered are not in satisfactory for its requirements has a right to terminate the contract by giving a month's notice in advance.

Bidder's eligibility:

- a. Service provider is an independent body with expertise in agri-business/business analytics solutions, consulting, and commodity/ sector research. Copy of company profile should be attached.
- b. Bidder neither buys nor sells tea. It helps in bringing out un-biased commentary and outlook on markets.
- c. Bidders should have experience and expertise in the above field for more than five years. Copy of the experience should be enclosed along with technical bid.
- d. Bidder should have sound knowledge/ competency on understanding and interpreting markets and making valuable suggestions to the Board's requirement. Copy of research analyst profile should be submitted as a part of the technical bid.
- e. Bidder must have its branch office at Kolkata (contact details may be provided)
- f. Bidders must have a sound technical knowledge of application of statistical tools for analysis of the raw data and the projections.
- g. Bidder must specify the nature of statistical and visualisation applications to be used for its analysis.

07.09.2016


(Priyanka Basu mgty)
Secretary

Proforma for Financial Bid

Ref. No. T-22(21)/Stats/2016

Dt.....

Sub:- Financial bid for data analysis reports for Tea Board

S.No	Item Description	Price in Rs.
1	For Sl.No.1 of the scope of services	
2	For Sl.No.2 of the scope of services	
3	For Sl.No.3 of the scope of services	
4	Additional charges per report for Sl.1 (optional)	
5	Additional charges per report for Sl.2 (optional)	
6	Additional charges per report for Sl.3 (optional)	
7	Total	

(Rupees only)

- Note:-** 1. Prices should be inclusive of all tax/service tax and other expenses etc., No additional cost would be considered.
2. Tea Board will have the right accept the bids either fully or partially or to cancel at their own discretion.

Date:

(Signature of the Bidder with Office seal)

Place:

(To be submitted along in a sealed cover)