



GOVERNMENT OF MEGHALAYA
Meghalaya Institute of Entrepreneurship
MATI Building, IGP,
Shillong- 793001

Phone no: (0364) 2501407
MIE 649/2017-18/1608

Email: mieshillong@gmail.com
Dated: 20th June, 2018

Expression of Interest (EOI)

Expressions of Interest (EOI) are invited from interested locally registered agencies / individuals / firms / companies / societies willing to run and manage a showroom cum sale space measuring 1596 sq. ft at Gallery No 9 in the Rajiv Gandhi Handicrafts Bhawan, Baba Kharak Singh Marg, New Delhi – 110 001 which has been taken on rent by the Meghalaya Institute of Entrepreneurship (MIE), Government of Meghalaya, for marketing and promotion of agriculture products of Meghalaya with special focus on organic/natural products like honey, turmeric, processed fruits, vegetables etc including handicrafts. Detailed terms and conditions may be downloaded from the website of the MIE at [http:// www.mieshillong.org](http://www.mieshillong.org).
The last date of submission of responses to the EOI is 10/07/2018.

EOI No: MIE 649/2017-18/1608
Dated: Shillong, 20th June 2018

Signature

Director
Meghalaya Institute of Entrepreneurship
Govt. of Meghalaya

**EXPRESSION OF INTEREST (EOI)
FOR SELECTION OF AGENCY FOR MANAGEMENT OF
SHOWROOM PREMISES**

MEGHALAYA INSTITUTE OF ENTREPRENEURSHIP (MIE)

Government of Meghalaya

Shillong, Meghalaya

20th June 2018

EOI No: MIE 649/2017-18/1608

Date: 20th June, 2018

Expression of Interest (Eoi) for Selection of Agency for management of Showroom Premises

A) Background

Promotion of natural resource based micro enterprises is seen as a definitive growth driver for Meghalaya. A paradigm shift in thinking and strategy on development is sought to be brought about by moving away from a beneficiary oriented model to an enterprise promotion model. The belief is that citizens of the state can become successful entrepreneurs if the state creates a conducive eco system for enterprise building which involves a systematic engagement with existing and aspiring entrepreneurs of the state, providing for skill building and technology up gradation, access to finance, access to markets and development of value chains. Meghalaya has redefined entrepreneurship by choosing to view every individual of the state who produces anything for the market as an entrepreneur. To bring about such a paradigm shift the Meghalaya Institute of Entrepreneurship (MIE) has been positioned to be the Nodal institution in the State for facilitating rapid economic transformation through entrepreneurship education and promotion of micro enterprises involving the youth, women and other critical target groups in the State. In this regard and in an effort to explore markets outside the state and promote the indigenous products of the state, the MIE has been putting in place various initiatives to enable access to bigger markets for unorganized artisans, craft persons, SHGs, SMEs and individual entrepreneurs by linking such enterprises to markets through the facilitation of enterprise / entrepreneur driven value and supply chains that will backwardly integrate with and catalyze the growth of locally viable, remunerative income generating activities through the harnessing of the rich entrepreneurial potential of promising sub sectors such as apiculture, agriculture, horticulture, floriculture, pisciculture, aromatic and medicinal plantations, animal husbandry, handloom, handicrafts, tourism and other nonfarm enterprises etc. To this end a space measuring 1596 sqft at Gallery No 9 of the Rajiv Gandhi Handicrafts Bhawan, Baba Kharak Singh Marg, New Delhi – 110 001 has been taken on rent by MIE for promotion of indigenous products of Meghalaya with special focus on organic/natural products like honey, turmeric, processed fruits, vegetables etc including handicrafts.

B) Terms and conditions

MIE is inviting expression of Interest from interested locally registered agencies / individuals / firms / companies / societies who are willing to run and manage the above premises as per the following terms and conditions:-

- (i) That Gallery No. 9 totalling 1596 sq ft. has to be gainfully utilised
- (ii) That adequate representation of the products of unorganised artisans, craft persons, SHGs, SMEs, individual entrepreneurs, Govt Sponsored agencies and organisations, whether organised or not are displayed and put up for sale in conformity with the Guidelines of the DC Handicrafts.
- (iii) That a travel desk is provided within the premises for assistance and promotion of tourism in Meghalaya that is backwardly integrated with private tourism operators, home stays and tourism entrepreneurs in Meghalaya.
- (iv) That local youths of the State are employed in the premises
- (v) That a variety of products from the State are on display and for sale

- (vi) That no unusable or expired edibles are to be kept in the showroom
- (vii) That in the case of edibles only FSSAI marked / certified products are to be displayed or sold
- (viii) That no brought out item from any other place other than Meghalaya can be displayed or sold.
- (ix) That only those products curated jointly by the MIE and the Agency will be permitted to be put on display and for sale to ensure quality and conformity with the guidelines of the DC Handicrafts.
- (x) That the MIE will be inspecting the premises and the products on display from time to time.

C) Roles and responsibilities of the Agency

- (i) To keep the premises in a presentable and attractive manner
- (ii) To make proper display of the products from Meghalaya
- (iii) To follow all the conditions mentioned in the agreement entered into with the Office of the DC Handicrafts
- (iv) The Agency has to maintain proper records of sales and purchases made and the MIE is entitled to inspect the same through its authorised officers on due intimation to the Agency.
- (v) The Agency will not keep any item that is prohibited, explosives, inflammable, alcohol, tobacco, kwai and the like.
- (vi) The Agency will be liable to pay MIE an amount of Rs. 2,00,000/- (Rupees two lakhs) per month towards sales made by 5th of the succeeding month. In case no payment is received till the 12th of the month, MIE is entitled to revoke the agreement and seize all the products in the premises.
- (vii) The monthly sales figure would be reworked after one year of the contract.
- (viii) The Agency is required to do a thorough check of the background of the employees before engaging them in the premises and is to share the details of all the employees with MIE.

D) Evaluation of responses to the EOI

S.No.	Technical Capacity criteria	Maximum Score (Total 100)
1.	Relevant Experience of running Shops /outlets Above 3 years : 2 marks for every additional year completed up to maximum 10 marks for a period of 5 years beyond 3 years	10
2.	Regarding having office / branch in Delhi and Shillong 1. both Delhi and Shillong office with required infrastructure (10 marks, only one office 5 marks) 2. Number of staff on regular pay role	15

	(Below 5 persons: 0 marks, Above 5 persons : 5 marks)	
3.	Turnover 1. Average Turnover of Rs. 30 Lakhs per year in 2014-15, 2015-16 and 2016-17 (5 marks for each year) 2. Average Turnover above 40 lakhs for 2014-15, 2015-16 and 2016-17 (10 marks for each year) 3. Average Turnover above 60 lakhs for 2014-15, 2015-16 and 2016-17 (15 marks for each year)	45
4.	Qualification of the person running the outlet (in case of MBA in Marketing or specialisation in sales / marketing – 10 marks else 0)	10
5.	Brief write-up on the products of Meghalaya and value / supply chain linkages in Delhi	20
(Total: 100 marks)		

E) Submission Details

Eligible agencies are invited to send their bids in sealed envelopes superscribed with “**EOI for Management of Showroom Premises**”, so as to reach the address stated below on or before **10th July, 2018** (by 15:00 Hrs).

Meghalaya Institute of Entrepreneurship
Top Floor
MATI Building
Shillong – 793001
Meghalaya
Email – mieshillong@gmail.com



Director
Meghalaya Institute of Entrepreneurship
Govt. of Meghalaya