

ARIAS SOCIETY

Assam Rural Infrastructure and Agricultural Services Society

(An Autonomous Body under Govt. of Assam)

Project Coordination Unit (PCU), Proposed World Bank aided Assam Agribusiness and Rural Transformation Project (APART)

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Updated Draft TERMS OF REFERENCE (TOR)

For Hiring an Architectural Consultancy for design and Detailed Project Reports (DPRs) preparation for Up-gradation/ Renovation of Assam State Warehousing Corporation Warehouses

PROJECT BACKGROUND

1. The Government of Assam (GoA) through Government of India (GoI) has applied for a loan from the World Bank for the Assam Agribusiness and Rural Transformation Project (APART). The Assam Rural Infrastructure and Agricultural Services (ARIAS) Society, the coordinating agency for the project, now intends to apply a portion of this loan for engagement of an architectural consultancy firm for re-designing and preparing Detailed Project Reports (DPRs) for renovation of Assam State Warehousing Corporation (ASWC) warehouses.
2. The development objective of APART is “increasing value-added and improve resilience in the production and processing of selected agricultural commodities, focusing on small holder farmers and agro-entrepreneurs in targeted districts of Assam”.
3. There are four components to the APART. **The first component is Enabling Agri. enterprise Development**, with sub components being (i) enhancing state capacity to attract private investments, (ii) setting up of an Enterprise Development and Promotion Facility (EDPF) (iii) setting up of an Agribusiness Investment fund (iv) establishing stewardship councils. **The second component is Facilitate Agro Cluster Development** with sub-components being- (i) support establishment of Industry Associations (IAs), (ii) supply chain infrastructure support to establish a modern supply chain. **The third component is Fostering Market Led Production and Resilience Enhancement** with sub components being (i) developing climate resilient production clusters (ii) setting up Farmer Common Service Centres (CSCs) and market intelligence cell (iii) Facilitating access to and responsible use of financial services. **The fourth component is project Management, Monitoring and Learning.**
4. The project will achieve the proposed PDO by: (i) enabling investments in agri-enterprises, improving the investment environment and investment promotion, facilitating access to finance for agribusiness entrepreneurs, and, where appropriate, pushing for process, regulatory changes; (ii) facilitating the growth of agri enterprise clusters to increase competitiveness, revenue and employment growth; and supporting development of modern supply chains; and (iii) fostering the development of climate resilient production clusters, and improving producer access to knowledge, technologies and infrastructure so that they are able to respond to market opportunities and climate variability.
5. The project has a very robust sub-component on supply chain support with an objective of upgrading infrastructure for agricultural trade, which reduces wastage and value erosion in production and enterprise clusters and to enable producers, agri entrepreneurs, and other value chain participants to access new markets. One of the major activities to achieve this objective is modernizing and upgrading of warehouses, including introduction of electronic Negotiable Warehouse Receipts (eNWRs).
6. The focus of modernizing and upgrading of warehouses, including introduction of warehouse receipts is to provide producers and agri entrepreneurs, with high quality storage, access to finance through warehouse receipts, and option to sell via commodity exchanges through up gradation and modernization of 39 warehouses of the Assam State Warehousing Corporation (ASWC) spread out in 14 locations across eight district, to provide scientific storage; accreditation of these warehouses and registration with Warehousing Development and Regulatory Authority (WDRA); partnering with commercial banks and collateral management agencies for negotiable

warehouse receipt (NWR) financing of the stored goods; and piloting of online trading of selected commodities which allow such warehouses to be accredited as delivery centers for national electronic commodity exchanges. Other related activities would include setting up of commodity testing laboratories along with necessary facilities and accessories.

OBJECTIVE OF THE ASSIGNMENT

7. The purpose of this consultancy assignment is to have an innovative design for renovation/upgradation of the 33 warehouse units (13 complexes) of Assam State Warehousing Corporation (ASWC) so that these warehouses satisfy the requirement of accreditation and registration under Warehouse Development and Regulatory Authority (WDRA) to issue electronic negotiable warehouse receipts in collaboration with commercial banks. The pre requisites for (i) accreditation and (ii) registration under WDRA are provided in annex-1 and annex-2 respectively. The location along with brief details of warehouses is provided in annex-3. The consultant will also prepare Detailed Project Reports (DPRs) including costing as well as bid documents, for renovation of each of the warehouse units.

SCOPE OF WORK& TASKS TO BE PERFORMED

8. The scope of the work includes studying the existing status of warehouses, arrivals, occupancy levels (by capacity), occupancy period, utilization capacity, services being provided to users (farmers, traders etc), facilities and infrastructure, usage levels and coming up with best suited design of warehouses along with the cost estimates for renovation. The consultant will submit a detailed project report on design improvement and renovation of each warehouse along with the cost estimate. Specifically, the assignment output will include the following-
 - a. Site plan: The proposed site layout plan indicating the location of the buildings, inter modal transport facilities, surface parking, approach facilities, landscaping area including the green belt surrounding the warehouse structure, roads etc.
 - b. Conceptual Design: the consultant shall submit conceptual designs with necessary plans, sections, elevations, details with their merits and demerits and preliminary estimate based on their practical survey work.
 - c. Drawings/pictures: Working drawings shall be submitted in 1:100, 1:50, 1:25 or any other large scale as required. The working drawings shall contain all the details required for the construction. Any suggestions/changes desired by the client shall be incorporated in the drawings free of cost.
 - d. Cost estimates: the consultant shall submit the detailed estimate for the civil and electrical work, landscaping, bidding and other relevant details required.
 - e. The Consultant shall prepare drawings, designs, outline specifications and estimate of costs based on APWD /CPWD plinth area rates with current costs index for Guwahati and premium for escalation per year of construction period as specified by APWD/CPWD. In the absence of rates in the aforesaid schedule, the same shall be arrived at by actual analysis. The Consultant shall also prepare schedule of items with quantities and detailed technical specifications and detailed estimate based on APWD/CPWD schedule.
 - f. The Consultant shall assume full responsibility for the design and specifications for items defined in the scope of work. ARIAS Society/ASWC will have full access to the details of the calculations and the structural designs for purpose of scrutiny for satisfying themselves as to their correctness.
 - g. The Consultant shall also prepare bid documents including invitation for bids for renovation/upgradation (technical, financial), evaluation criteria, validity, letter of bid submission, ToR including payment and execution schedule, supervision and oversight mechanism and various formats for submission of bids etc.

METHODOLOGY

9. The study would cover ASWC warehouses located in 7 districts of Assam i.e. Nagaon, Kamrup, Lakhimpur, Darrang, Goalpara, Golaghat and Karbi Anglong (undivided districts as of 1st April, 2016). The consultant will carry out a

detailed survey of 33 warehouse units located in 13 locations. The questionnaires to be used for survey will be shared in the inception report and shall be vetted by ASWC and ARIAS Society. The filled in questionnaires will be supplemented by photographs, sketches, drawings etc. The suggested design will be as per the project requirement, arrivals, occupancy rate, nearness to production pockets, connectivity, requirement of quality testing and assaying facilities and commodities grown/coming from the area. Apart from physical design, the consultant may also suggest changes to SKUs, inbound/outbound logistics, design of receiving and despatch bays, holding areas, parking lots, deployment of IT tools, materials handling operations, disinfection methods, innovative roofing (like vented/dyna roof), flooring design in addition to being energy and environment efficient as well as quake proof with fire protection features. The report will contain drawings comparing the proposed and existing structure and their specifications. The field survey will be carried out in three phases covering roughly 11 warehouses units in each phase of approximately one month. The entire field survey needs to be completed in three months.

DURATION OF THE ASSIGNMENT:

10. The duration of the assignment shall be 180 days from date of agreement signing.

DELIVERABLES& TIMELINES

11. The deliverables and timelines for the assignment are given in the table below-

SI	Deliverables	No of days from contract signing	% of Payment of the contract price	Remarks
1	Inception Report – with clear explanation of methodology, questionnaires, tools and applications to be used etc	15	10%	Three hard copies and soft copy of each
2	Preliminary report based on primary data gathering	100	30%	
3	Draft Report presentation and submission	150	30%	
4	Final report submission & presentation based on inputs from ARIAS Society & ASWC	180	30%	

KEY PROFESSIONALS WHO'S CVs WILL BE EVALUATED

13. Table below shows the list along with qualifications, experience and role of key professionals whose CV will be evaluated:

Sl.	Designation	Desired Qualifications and Experience	Role
1	Team Leader (1 position)	A Bachelor's in Architecture/ Civil or Construction Design or a closely related field At least 15 years of relevant experience in designing of warehouses/godowns and other storage structures.	Overall coordination, managing the team and will be the touch point of ARIAS Society for all correspondence. Will ensure that the assignment id completed on time and will provide inputs, progress status and other information as and when so desired by ARIAS Society.
2	Agri Business Specialist (1 position)	Post-Graduate in Agribusiness/ Agribusiness Management/ Agricultural Marketing & Cooperation/ Agribusiness Economics or a closely related field from any recognized university/ approved Institutions	Will be instrumental in providing inputs on storage conditions required for different agricultural commodities, arrivals, dispatches, special features to be introduced in warehouses for certain

Sl.	Designation	Desired Qualifications and Experience	Role
		At least 10 years of professional experience, with a minimum experience of 05 years in Agricultural Agro logistics /Warehouse Management/ Supply Chain Management / Value Chain Development or closely related areas	commodities. Assaying and quality testing facilities to be provided in the warehouses vis-a-vis major commodities arriving. He will also provide inputs on possibilities of introducing commodity trading in certain warehouses.
3	Banking Specialist (1 position)	A Post graduate in Banking/ Finance/ Economics/ Business Administration or a closely related field At least 10 years professional experience in the field of retail banking, financial product design, rural credit, agri lending, microfinance or a closely related field. Experience of working on electronic Negotiable Warehouse Receipts (eNWR) would be an advantage	Will be instrumental in providing inputs on electronic negotiable warehouse receipt financing, requirements of the commercial banks, pre-requisites, collaboration with commercial banks and linking of banks with warehouses etc.
4	Collateral Management Specialist (1 position)	Post Graduate degree/diploma in Agri Warehousing and Supply chain Management/ Materials Management/ Cold Chain Management/ Logistics Management/ Agribusiness Management or a closely related field At least 10 years of relevant experience in warehouse management including the system of negotiable warehouse receipts	<ul style="list-style-type: none"> • Inputs on warehouse re-design so as to satisfy the pre-requisites for enabling issue of electronic Negotiable Warehouse Receipts (eNWRs). • Inputs on systematizing issue of eNWRs • Inputs on assaying, quality testing, weighing, handling, grading, sampling and pest management/disinfection facilities • Inputs on insurance requirements of the warehouses • Inputs on designing of online cash margin payment portal
5	Civil Engineer (1 position)	Degree in Civil Engineering from a recognized institute/ University At least 10 years of relevant experience in civil engineering works which includes storage structures	Drawings of the warehouses and providing inputs in design and DPR, inputs on quality assurance in civil structure design, prescribing various tests for storage structures, inputs on system of inspection of the built structures

Services to be provided by the Client

12. The Client would provide the following:

- a. Access to existing relevant documents/reports/data/background information etc about the project
- b. Need based access to warehouse premises of ASWC and concerned Government offices
- c. Necessary cooperation of ASWC and any other State Government Department concerned will be ensured
- d. No other services and/or facilities whatsoever will be provided by the client.

Note: This is draft ToR which may be modified at RFP stage.

Annex-1

Pre-requisites for accreditation of warehouses (in brief)

A certificate of accreditation shall be granted by an accreditation agency only when a warehouse complies with the:

- (i) The construction standards of warehouse(s) as per BIS standards/CWC/FCI specifications;
- (ii) Adequately positive networth with documentary evidence;
- (iii) Storage and handling requirements as specified in the Warehouse Manual;
- (iv) The availability of trained manpower;
- (v) Insurance policies of the warehouse and the goods stored in the warehouses ;
- (vi) Proper maintenance of records in the warehouses and timely reporting thereof, and Any other requirement for conduct.

Any other requirement for conduct of business under the Warehousing Development and Regulation Act (2007) rule and regulations; Check list to be filled up by the examiners of accreditation agency may also be seen. Ref: Warehouse Manual for Operationalizing of Warehousing (Development & Regulation) Act 2007 (37-2007) published by Warehouse Development and Regulatory Authority (WDRA).

Annex-2

Pre-requisites for registration of warehouses by WDRA (in brief)

No registration certificate shall be issued unless:

- (i) Proof of ownership or registered lease deed or rent agreement and receipt of the warehouse has been provided in accordance with the requirements of these rules and as may be determined by the Authority from time to time;
- (ii) The warehouse is storage worthy for specified goods to be stored for which registration has been obtained;
- (iii) The warehouse is constructed as per the Bureau of Indian Standards /FCI/CWC specification or as specified and notified by the Authority;
- (iv) The warehouse is equipped with all necessary equipment's and apparatus for weighing, handling, sampling, grading, fire fighting and insect pest management. A list of equipment and items required for a warehouse and for setting a physical analysis laboratory is given in Annexure–IV of the Warehouse Manual published by WDRA;
- (v) The warehouse has adequate trained staff with expertise and knowledge for the scientific storage of goods to be stored in the warehouse;
- (vi) Warehouse should have adequate security arrangements and
- (vii) The warehouse should be adequately insured as per the requirement of WDRA.

Annex-3

List of Warehouses to be renovated

Sl.	Location	Name of undivided district	No of warehouse units	Capacity in M.T
1	Rangia	Kamrup	1	1850
2	Paschimborgaon	Kamrup (M)	2	4000
3	Maidamgaon	Kamrup(M)	7	15050
4	Goalpara	Goalpara	2	3516
5	Howraghat	Karbi-Anlong	2	4532
6	Langhin	Karbi-Anlong	1	1500
7	Haiborgaon	Nagaon	3	9000
8	Hojai	Nagaon	4	6097
9	Raha	Nagaon	2	4000
10	North Lakhimpur	Lakhimpur	1	2000
11	Khrupetia	Darrang	6	7583
12	Golaghat	Golaghat	1	2500
13	Sarupathar	Golaghat	1	2500
Total			33	64128
