

Minutes of
Pre-Bid Meeting on Request for Proposals (RFP)
For Capacity Building of UCF MSMEs to Develop Bankable Business Plans
to Apply Loans from BFIS.
Ref: UNDP/RFP/07/2018

Day and Date : Wednesday, 9 May 2018

Time : 1500 Hrs (Nepal standard Time)

Venue : UNDP Meeting Room, UN House Pulchowk, Lalitpur, Nepal

Following participants as well as officials from UNCDF and UNDP were present: -

S.No.	Participant's Name (Bidders)	Organizations/Firms	Remarks
1	Mahesh Khanal	SM Consulting Co. Pvt. Ltd.	
2	Shikhar Sitaula	SM Consulting Co. Pvt. Ltd.	
3	Kriti Baidya	Practical Action Consulting	
4	Milan Kr. Joshi	Practical Action Consulting	
5	Arjun Chalise	Smart Pvt Ltd.	
6	Rabi Aryal	Smart Pvt. Ltd	
7	Sanam Chitrakar	Biruwa Advisors Pvt. Ltd.	
8	Nishu Baral	Biruwa Advisors Pvt. Ltd.	
9	Anup Tamang	Biruwa Advisors Pvt. Ltd.	
10	Tej R. Bista	AP Pvt. Ltd	
11	Ramesh Shrestha	Avant Garde Solution	
12	Prasanna Bajracharya	Chaudhary Foundation	
13	Pankaj Pradhan	CG NSB	
14	Keshab Prasai	TP Adhikari & Associate	
15	Rajendra Gyawali	TP Adhikari & Associate	

FROM UNCDF/UNDP

1	Saroj Nepal	UNCDF	
2	Monisha Shrestha	UNCDF	
3	Rajendra Lakhe	UNDP	

The meeting started with a brief highlight on the need for timely submission with proper sealing, marking and obtaining bids submission receipt from UNDP. Technical and financial proposals for each of the bidding cluster should be presented in separate envelopes with clear marking on the envelope indicating the cluster number applied for. It was also informed that the minutes of the pre-bid meeting would be uploaded in the UNDP Procurement website and that UNDP will not respond to any queries received after the pre-bid meeting.

Mr. Saroj Nepal, National Programme Coordinator, UNCDF, Nepal and Ms. Monisha Shrestha, Fund Mechanism Officer, UNCDF Nepal briefed about the requirements dealing with the technical aspects.

Responding to the queries, following points were clarified during the pre-bid meetings.

1. Proposals must be submitted on or before **5:30 pm** on Wednesday, May 16, 2018, via courier or hand delivery in UNDP Nepal Office.
2. A single bidder can submit bids for all 3 clusters.
3. List of MSMEs cluster wise were missing in the RFP. Therefore, the list would be uploaded along with the Pre-bid meeting minutes. (attached).
4. The typo on RFP documents page no 9 under Expertise of the Firm, 1.2. "Evidence of having successfully conducted Business Acceleration/Incubation services a country or regional level with proven excellent results with an experience for at least 5 years." **should be read as "..... at least 3 years"**.

	Cluster 1		
S.N.	Name of grantee	District	Contact person
1	Nepal Ginger Producer and Traders Association	Jhapa	Hemanta Raj Bohora
2	Eastern Nepal Tea Processing Pvt. Ltd.	Jhapa	Raju Sherma
3	Kattenbung Green Tea Pvt. Ltd.	Ilam	Subash Rai
4	The Mountain Range Tea Garden Pvt. Ltd.	Ilam	Bhupendra Kattel
5	Jaubari Tea Estate Pvt. Ltd.	Ilam	Vivek Koirala
6	Mirmire Organic Tea Processing Factory	Ilam	Mitra Lal Sapkota
7	Ilameli Tea Cooperative Ltd.	Ilam	Krishna Pd. Subedi
8	Dajubhai Hate Chiya Udhog	Ilam	Suryamani Paudel
9	Green Hill Orthodox Tea Factory	Ilam	Tanka Dahal
10	Garmin Tea Udhog Pvt. Ltd.	Ilam	Debendra Sharma
11	Jasbire Tea Factory	Ilam	Sharad Subba
12	Nawa Arya Tara Tea Pvt. Ltd.	Ilam	Gyanendra Gurung
13	Sandakphu Tea Processprs Pvt. Ltd.	Ilam	Chandra Bhusan Subba
14	Barboteli Chiya Utpadak Sahakari Sanstha Limited	Ilam	Mohan Acharya
15	PaniDhap Chiya Prasodhan Uddhyog	Ilam	Yuddha Bahadur Poudel
16	Miteri Organic Tea Processing	Ilam	Ajaya Chamlagain
17	Kanyam Valley Laghu Tea	Ilam	Chhatra Ghale
18	LoksomTea Industry	Ilam	Raju Subba
19	Laligurans Hate Chiya Udhog	Ilam	Megh Bdr Bista

	Cluster 2		
S.N.	Name of grantee	District	Contact person
1	Kanyam Milk Chilling Center	Ilam	Ekaram Pradhan
2	Uccha Padahi Cheese Udhog	Ilam	Tej Bahadur Rai
3	Laliguras Agriculture Cooperative	Ilam	Tok Bahadur Basnet
4	Acharya Livestock and Dairy Farm	Ilam	Mohan Prasad Acharya
5	Brihattar Livestock and Agriculture Cooperative	Ilam	Netra Prasad Rijal
6	Ilam Aduwa Prasodhan Udhog	Ilam	Ushadevi Niraula
7	Monkshood Krishi Farm	Ilam	Rabin Rai
8	Sherpa Dairy Udhog	Ilam	Rinjee Phurba Sherpa
9	Lucky Dairy Udhog	Ilam	Tulu Kami Thing
10	Shree Nobel Samudahik Krishi Sahakari Sanstha Ltd. (149-C2A)	Taplejung	Bhagiman Sunuwar
11	Shree Suryodaya Krishi Sahakari Sanstha Ltd. (62-D2)	Taplejung	Bhingmare Limbu
12	Shree Pathivara Chiya Utpadak Sahakari Sanstha Ltd (39-T2)	Taplejung	Bhadra Bhakim
13	Kanchanjunga Himalica Krishi Uddhyog	Taplejung	Bhim Gurung
14	Lekali Organic Tea Industry, Ranke	Panchthar	Karuna Rai
15	Pathivara Tea Estate (P) Ltd, Phidim	Panchthar	Chandra Prasad Bhattarai
16	Himali Chiya Utpadak Sahakari, Subhang-9	Panchthar	Laxmi Prasad Suhang
17	Shree Aagejung Chiya Utpadak Sahakari, Panchami-1	Panchthar	Harkaboli Linkden
18	Pauwabhanjyang Agriculture Dairy and Cheese Production Center Pvt Ltd, Phidim	Panchthar	Tirtha Raj Misra
19	Annapurna Dugda Bikas Dairy Udhog, Rabi-5	Panchthar	Thamansing Rana Magar

	Cluster 3		
S.N.	Name of grantee	District	Contact person
1	Kepchaki Multipurpose Nursery	Terhthum	Tek Bahadur kepahaki
2	Chhattar Dairy (Chilling) Cooperative Ltd.	Terhthum	Buddi Man Khulal
3	Tinjure Milk Production Cooperative	Terhthum	pream Bhattari
4	Chhatthar Dairy Parikar Udhhyog	Terhthum	Amar Krishna Basnet
5	Singhadevi Chiya Utpadak Sahakari Sanstha Ltd.	Terhthum	Khem bahadur Kepchaki Shankar Khanal
6	Sikidim Chiya Utpadak Sahakari Sanstha Ltd	Terhthum	Rishi Thapa
7	Mamling Dairy Cooperative Ltd, Mamling, VDC	Sankhuawsabha	Mr. Uday Chandra Paudel (President)
8	Lohokot Multipurpose Agriculture and Livestock Firm Pvt. Ltd, Lohakot, Chainpur	Sankhuawsabha	Mr. Eka Raj Trital (Prop)
9	Kalika Krishi Sahakari Sanstha, Yafu VDC	Sankhuawsabha	Mr. Motilal Rai (President)
10	Makalu Tea and Coffee Producer Cooperative Ltd., Tamafoke (Leader)	Sankhuawsabha	Mr. Bhim Linkha (President)
11	Baneshwor Tea Factory (consortium partner - Makalu), Chainpur	Sankhuawsabha	Mr. Ghana Nath Trital (Prop)
12	Ma Laxmi Dairy	Dhankuta	Mr Dharma Poudel
13	Mulkharka Agriculture Farm/Project	Dhankuta	Mr Narad Katuwal
14	Nisan Dairy	Dhankuta	Mr Lekhnath Rijal
15	Makalu Cow Farm	Dhankuta	Mr Bharat Gurung
16	Dhankuta Chamber of Commerce- Cardamom Warehouse project	Dhankuta	Umesh Ghimire
17	Mina With Jyoti Achar Udhhyog	Bhojpur	Budhhi Man Rai
18	Thamdanda Temke Silichung cooperative	Bhojpur	Ganesh Rai