

SPICES BOARD

(Ministry of Commerce & Industry, Govt. of India)
N.H.By Pass, Palarivattom.P.O, Kochi 682 025

TENDER NOTICE

Date. 19.06.2008

Competitive tenders are invited in sealed cover super scribed as “Tender for undertaking sampling of spice consignment and supervision of container stuffing ” from reputed Surveyors so as to reach the same to the Jt. Director [Marketing], Spices Board, Sugandha Bhavan, Palarivattom P.O., P.B. No. 2277, Kochi: 682025 [Fax: 0484 2334429/2331429] on or before 31st of July, 2008.

The terms and conditions of the work involved and the prescribed application form can be had from the Spices Board, Kochi or from the website of the Board www.indianspices.com.

Only those firms with required infrastructure, qualified personnel for sampling & stuffing, experience and office/communication network will be considered.

Approximate number of samples that are likely to be drawn from different areas (only indicative) are also furnished for your reference.

Courier charges for forwarding samples to the respective offices of the Spices Board will be reimbursed subject to production of bills from the courier company.

Service Tax as applicable at the rate prescribed by the Govt. of India will be paid extra.

The Board reserves the right to accept or reject any tender without assigning any reason.

SPICE SAMPLING AND CONTAINER STUFFING SUPERVISION OF EXPORT CONSIGNMENTS

TERMS AND CONDITIONS

Exports of chilli, chilli powder, products containing chillies and turmeric powder are subject to mandatory sampling, quality analysis and certification prior to exports from India. The products are tested for the following parameters at Spices Board Laboratories functioning at Kochi and Mumbai.

Sl. No.	Products	Test required	Number of samples to be drawn	Destination	Indicative regionwise total samples drawn during 2007-08
1	Chilli [whole]	Aflatoxin	200 gms x 3	All overseas destinations	Kerala – 2750 Tuticorin – 1000
2	Chilli powder	Sudan I,II,III & IV and Aflatoxin	200 gms x 3	All overseas destinations	Chennai – 6100
3	Products containing chillies	Sudan I,II,III & IV and Aflatoxin	200 gms x 3	All overseas destinations	Bangalore – 420 Mumbai – 5100
4	Turmeric powder	Sudan I,II,III & IV	200 gms x 3	European Union, USA, North America, Australia, Newzealand and Japan	Andhra Pradesh- 110 Ahmedabad – 960 Delhi/Amritsar/UP-400 West Bengal/Orissa-1500

Samples drawn from different regions are to be sent to the Spices Board Laboratory situated in Kochi & Mumbai as shown below

Spices Board Laboratory, Kochi

Kerala, Coimbatore, Pollachi, Wallayar, Tuticorin, Chennai, Erode, Bangalore, Andha Pradesh, Orissa, Delhi, Amritsar,

Spices Board Laboratory, Mumbai

Mumbai & Surban areas, Gujarat, Kolkata & West Bengal Border areas

Sampling norms

Samples are to be drawn from the exporter's godowns/bonded warehouses as per the E.U norms (copy enclosed). Samples drawn should be packed in food grade polyethene pouches of 200 grams each, tie it with twine with the tag containing details of the samples viz .Name of the exporter, place from where the samples have been drawn, name of the product, lot/shipping marks, port of discharge, date of sample drawn, the person by whom the sample has been drawn & sampling report number. Immediately after the sampling, the lot has to be stack sealed with the sampling tag. The sample drawn should be sent immediately to the Spices Board, Marketing Department in Kochi and Mumbai as the case may be along with two copies of the sampling report either by special messenger or through courier.

Analytical charges

The analytical charges as per the prescribed rate shall be collected from the exporters or from their CHAs by local cheque drawn in favour of SPICES BOARD, and sent separately with a statement detailing the cheque against which the sample has been drawn to the concerned Regional offices of the Spices Board, Marketing Department from where the sampling intimation has been communicated to the Agency. In case of Mumbai region, the sampling charge shall be by local cheque of the exporter concerned and cheque from the CHAs/Agents will not be accepted.

SAMPLING PROCEDURES CONFORMING TO EU NORMS

In supercession of previous directions, the following sampling procedure would apply to drawal of samples under the mandatory pre-shipment inspection put in place by Spices Board under the Spices Board (Registration of Exporters) Amendment Regulations 2004.

Separate set of samples are to be drawn from each lot (of 25 MT) of the commodity offered for sampling provided that if the lot offered for sampling at any given time are different in terms of origin, variety type of packing , packer, consignor or makings, they have to be considered **as separate lots**. For example, (a) If the commodity offered for sampling distinguished by origin, variety, type of packing, packer, consignor or markings exceeds a maximum weight of 25 MT, **each 25 MT should be considered as a separate lot**; (b) If the commodity offered for sampling consists of different varieties of products each variety shall be considered to be a separate lot if the respective weights are 25 MT or less ; (c) If the total weight of any given variety for example, is 35 MT, the first 25 MT will form the first lot and the remaining 10 MT will form the second lot.

Sampling Frequency

From a given lot, the quantity of material to be drawn for constituting the **aggregate sample** will be determined on the basis of sampling frequency determined by the following formula.

Sampling Frequency (SF) =

$$\frac{\text{Weight of a lot (in kg) x 0.1}}{\text{Required weight of the aggregate sample X weight of the unit of packing}}$$

The weight of the material to be drawn from each unit (incremental sample) carton, bag, retail pack or any other packing unit) will be 100 gm.

Thus if the offered and identified lot has a weight of 18 MT and if the material is packing into 50 Kg packs, the sampling frequency would be

$$\frac{\text{Weight of the lot (in kg) (18000 x 0.1)}}{\text{Required weight of the aggregate sample (in kg) (10) x weight of the unit of packing in kg (50)}} = 3.6$$

In this case, incremental sample of 100 grams has to be drawn from every third or fourth bag and number of bags to be opened for making the aggregate sample would be 100. If on the contrary, the total weight of the lot is 18 MT and the unit weight is 25 kg (material packing in 25 kg bags), the sampling frequently would be

$$\frac{18000 \times 0.1}{10 \times 25} = 7.2$$

Every 7th or 8th bag should be opened and in all 100 bags should be opened, and from each bag 100 grams should be collected and the total weight of the aggregate samples would be 10 kg. If the total weight of a differentiated lot is 10 MT consisting of 800 cartons of 12.5 kg each and each carton contains 120 packs of 100 gm each (500 grams being the allowance given for the weight of the empty carton), the sampling frequency will be $10000 \times 0.1/8 \times 12.5 = 10$. In this case every tenth carton should be opened and from each carton, one pack each of 100 gms would be taken as incremental sample. If the consumer packing is in 50 gram packs, two packs of 50 gm each shall constitute the incremental sample.

How to determine the required number of incremental samples and required weight of aggregate samples.

The number of incremental sample to be taken is determined by the total weight of the differential lot/sub-lot and is to be calculated as per the following table:

Lot weight (tones)	No. of incremental samples	Total weight of the aggregate sample
100 kg or less	10	1 kg
More than 100 kg upto 200 kg	15	1.5 kg
More than 200 kg upto 500 kg	20	2 kg
More than 500 kg upto 1 M.T.	30	3 kg
More than 1 M.T. upto 2 M.T.	40	4 kg
More than 2 M.T. upto 5 M.T.	60	6 kg
More than 5 M.T. upto 10 M.T.	80	8 kg
More than 10 M.T. upto 25 M.T.	100	10 kg

If on the contrary, if the individual packing is of more than 100 gm, instead of picking out the full pack, 100 gm each may be drawn from every 8th carton. However, in such cases some discretion can be exercised provided the minimum requirements are met.

Thus, depending upon the weight of the lot/sub lot being sampled, the aggregate weight of the samples drawn would vary between 1 kg to 10 kg.

Preparation of laboratory samples

To prepare the laboratory samples, the material constituting the aggregate sample should be thoroughly ground and mixed to make it homogeneous.

From such homogenized aggregate sample three laboratory samples should be prepared, each consisting of 200 g. One sample of 200 gm should be given to the exporter and two samples are to be sent to Spices Board.

Lots of less than 100 kg

In case the lot weight is less than 100 kg, incremental samples should be drawn from 10% of the bags/cartons/packing units.

Separate set of samples for each separate lot of 25 MT

As stated earlier, in case the total weight of the identified lot is more than 25 MT, separate set of samples should be drawn from every additional 25 MT or less,

Features which characterize separate lots

Irrespective of weight, material which can be distinguished on the basis of origin, variety, type of packing, packer, consignor or markings should be treated as separate lots for sampling.

Background notes and definitions

A detailed set of norms and definitions forming background of the above directions are enclosed.

The above prescribed sampling procedure will come into force with immediate effect for all consignments.

APPLICATION FOR ENLISTING SURVEYORS FOR SAMPLING OF EXPORT
CONSIGNMENT OF SPICES AND CONTAINER STUFFING SUPERVISION.

To

The Jt. Director [Marketing]
Spices Board
"Sugandha Bhavan"
N.H. By Pass, P.B. No.2277
Palarivattom P.O.
KOCHI – 682025
Fax: 0484 – 2331429/2334429
E-Mail: spicesboard@vsnl.com

Sir,

We give below the quotation for undertaking the sampling of export consignments of spices and the container stuffing supervision as per the terms and conditions of the Board.

1	Name & address of the organization Tel: No. Fax No. E-mail: Name of the contact person:	
2	Name & address of the Branch offices Tel: No. Fax No. E-mail: Name of the contact persons:	
3	Whether having Quality Control Laboratory, and if so, the details and test conducted.	
4.	Whether the Quality Control Laboratory is accredited, and if so the copy of certification.	
5	Year of establishment	

6	Number of qualified surveyors in each centre	
7	Infrastructural facilities/conveyance available for sampling/supervision work - Location-wise	
8.	List of clientele at each location	
9.	Quotation for sampling/stuffing supervision – quotation shall be submitted specifically for major metro cities and other locations.	
	<ol style="list-style-type: none"> 1. Sampling inclusive of delivery of sample to the Spices Board office, per consignment irrespective of number of items to be sampled per invoice. [No conveyance charge will be admissible if the sampling place is within the metro city. 2. Sampling inclusive of delivery of sample to the Spices Board office, per consignment irrespective of number of items to be sampled per invoice for places outside the metro city. 3. Conveyance charge to be quoted separately per visit. [If sampling and stuffing operation are done in the same location, only one conveyance will be admissible] 	

	<ol style="list-style-type: none">4. Stuffing supervision per container [No conveyance charge will be admissible if the stuffing takes place within the metro city]5. Stuffing supervision for additional container [No conveyance charge will be admissible if the stuffing takes place within the metro city]6. Stuffing supervision per container outside the metro city 7. Stuffing supervision for additional container outside the metro city8. Conveyance charge for stuffing supervision for places outside the metro city.	
--	---	--

Place:

Date:

Name:

Designation: