

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

DEVELOPING AND IMPLEMENTING A WEB BASED SOFTWARE FOR
SPICE SAMPLING, EXPORT RETURNS & WEEKLY PRICES

No.EDP/PSW/08

Date: 5.8.2008

Sealed quotations are invited for developing and implementing a web-based software for the following :

- sampling of spice consignments for export and payments to sampling agencies(surveyors)
- submission of export returns by Exporter
- dissemination of weekly prices to subscribers and subscriber maintenance

Detailed requirement of the proposed system is given in Annexure I. Terms and conditions are given in Annexure II.

Sealed quotation shall reach EDP Dept. of the Board latest by 5.00 p.m. on 13th Aug 2008. The sealed cover shall be super-scribed with "Quotation for web-based software – EDP Dept - Due on 13th Aug 2008" and addressed to Dy.Director(EDP), Spices Board, Cochin-682025. The quotations will be opened at 11.00 on 14th Aug 2008 in the presence of available quotationers . The Board reserves the right to reject any or all quotations without assigning any reasons.

Deputy Director(EDP)

REQUIREMENT

1.SPICE SAMPLING AND PAYMENTS TO SAMPLING AGENCIES(SURVEYORS)

- o A web enabled software with data entry screens, reports and alerts for different entities/clients namely Exporter, Surveyors, Board's Office/Dept, Staff, Quality Lab etc
- o Facility to get data in a suitable format for data transfer between new System and an existing Database (MS SQL Server) maintained in Board's Quality Lab for Sample Receipt, Analysis and disposal.
- o Facility for data archiving

The proposed system shall cover the following activities.:

1. Intimation by Exporters to Board's Offices for drawing samples from their export consignment for analysis in Board's Evaluation Lab. See Annexure III.
2. Assign designated Surveyors / Board's staff by Board's Office to draw samples.
3. Collect samples and prescribed analytical charges from Exporters by the Surveyors. The analytical charges are collected by local cheque and sent, with a statement detailing the cheque against which the sample has been drawn, to the concerned Regional offices of the Spices Board from where the sampling intimation has been communicated to the Agency.
4. Samples drawn from different regions are sent to the Spices Board Laboratory with Sampling Report (Annexure III) . A unique ID (a running serial number with an indication of sample location) is generated for each sample. Board's Laboratories are situated in Kochi & Mumbai and samples are distributed for analysis as shown below
Spices Board Laboratory, Kochi : samples collected from Kerala, Coimbatore, Pollachi, Wallayar, Tuticorin, Chennai, Erode, Bangalore, Andhra Pradesh, Orissa, Delhi, Amritsar,
Spices Board Laboratory, Mumbai: samples collected from Mumbai & Surban areas, Gujarat, Kolkata & West Bengal Border areas
5. Submit Cheque by Board's Office to AXIS Bank . See Annexure IV.
6. Receive samples by Quality Lab

7. After analysis, Quality Lab sends analytical report to Marketing Dept of the Board in case of 'Not cleared' consignments. Marketing Dept advise Exporters not to ship such consignments.
8. In case of 'Cleared' consignments, Quality Lab fax analytical report to Exporters with a copy of analytical report to Board's Marketing Dept. On receipt of fax, Exporters send container stuffing intimation to Board's Offices. See Annexure-V
9. Board's Office or Marketing Dept, then directs the designated Surveyors or Board's Officials to supervise the stuffing process and to hand over the original analytical report to Exporters. Surveyor/staff endorse the stuffing particulars and send the stuffing report (Annexure VI and VII) to Board's Office.
10. Charges for conveyance and fee for sampling & stuffing approved for various locations and surveyors, from time to time, are required to be maintained. Charges incurred by Surveyors for dispatching samples to Board's Lab also need to be maintained. The system shall generate statements for releasing payments to Surveyors.

For more information please contact : Shri. O.T.S.Nambiar, Jt.Director(Mktg) or Shri Radhakrishnan, Asst Direct(Mktg) Phone 0484-2333604 or 2333610,

2. SUBMISSION OF EXPORT RETURNS BY EXPORTER

Submission of quarterly export return is mandatory for all licensed Exporters. If there are is no export, it is compulsory to submit a NIL return. There are three types of return. Their formats are given Annexure IX

1. Facility for Exporters to log-in and submit their quarterly Returns or Nil returns .
2. Facility for data validation/checking on data submitted online
3. A status report indicating the receipt of the return and details such as whether the return is nil, the quarters/months for which the exporter has submitted the returns, the date of submission, etc. shall be provided Status shall be available to individual exporters. Defaulter's list required for each quarter.

4. A stand-alone module shall be developed for offline data entry by Exporter so that direct uploading of data from their database to the new System is possible.
5. The database shall conform to the main export database (existing) in oracle so that direct loading of data is possible after verification. Data dump in a suitable format is required for loading the data in the main oracle data base.
6. Existing master databases of exporter, country, item, port, state and zone shall be used.

For more information please contact : Shri Sreekumar, Dy Dir(TIS) or Shri Roy Joseph, Asst Director(Stat). Phone 0484-2438266 or 2333610

3.DISSEMINATION OF WEEKLY PRICES

- 1 Maintenance of subscribers, subscriber name, address, validity of subscription etc (subscription management),. Report on subscription expiry & alert to subscribers
2. Facility to upload weekly prices in PDF format
3. Facility for subscribers to view and download prices
4. Archival of weekly prices .

For more information please contact : Shri Sreekumar, Dy Dir(TIS) or Shri Roy Joseph, Asst Director(Stat). Phone 0484-2438266 or 2333610

TERMS AND CONDITIONS

1. Sampling of Spices, submission of Export returns and dissemination of weekly prices are independent activities. But Exporter, Country, Port data are common and hence they need to be shared.
 2. Spices Board will not make any payments for the initial study required for the purpose of submitting quotations. However the cost of initial study, if any, may be mentioned in the proposal which will be reimbursed in case the proposal is accepted by the Board.
 3. The Software shall be developed for open source platform preferably Linux , Apache, MySql and PHP (LAMP) and the source code shall be provided to the Board with proper documentation.
 4. The developed Software shall be under warranty for a period of 6 months from date of implementation.
 5. Deliverables shall include source code, system documentation and user manual.
 6. Proposal shall include
 - ☞☞ Scope of work
 - ☞☞ Requirements and specifications of Hardware, Software (OS/RDBMS etc) and networking
 - ☞☞ Cost of software development
 - ☞☞ Cost of implementation on an external web server
 - Cost of 10 GB Web Server Space (including Mysql DB) per year and cost of additional server space / 10GB
 - Cost of 1GB data traffic/month and cost of additional traffic per GB
 - Data base maintenance charges per year
 - Any other cost
 - ☞☞ Cost of implementation on Board's existing Web Server (LAMP) - Optional
 - ☞☞ Cost of configuring LAMP on a new web server - Optional
 - ☞☞ Annual support charges for the web enabled application
 - ☞☞ Validity of quotation
 - ☞☞ Payment terms
 - ☞☞ Time required for software development and implementation
 - ☞☞ Details of similar projects executed
 - ☞☞ Details of existing customers and their contact nos.
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ANNEXURE-III SAMPLING NOTIFICATION AND SAMPLING REPORT.

SAMPLING REPORT

**DETAILS OF PROPOSED EXPORT OF CHILLI & PRODUCTS
CONTAINING CHILLI & TURMERIC POWDER (CIRCULAR
NO.MD/CHI/01/03 DATED 9-10-2003)**

Notification No :.....
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Date :

1.	Name & Address of the Exporter (with Phone & Fax No.)		
2.	Registration No.		
3.	Name & address of the Processor, if different from the exporter	Tel. No. : Fax No. :	
4.	Details of product(s) notified		
	Products	Quantity (MT)	Value (FOB) Rs./Kg.
5.	Packing Description		
6.	Address of the place where sampling is to be done		
7.	Lot No. & Shipping Marks		
8.	Container No. & Size		
9.	Central Excise/Customs Seal No.		
10.	Invoice No. & Date		

11.	Port of Shipment	
12.	Port of Country of discharge	
13.	Sampling Date & Time	
14.	Date of Stuffing & Time	
15.	No. of Samples & quantity drawn	
16.	Clearing Agent's Name Tel No.	
	Signature : Representative of Sampling Agency	

ANNEXURE IV

AXIS BANK LTD.,

To be filled up by Client/Client's Representatives				CASH MANAGEMENT SERVICES				SLIP NO. 1 3 0 0 0 1	
				DEPOSIT SLIP FOR LOCAL CHEQUES					
Pick up Location & Centre : Client Branch Office Name: Client's Branch Office Code:				Client Name: Client Code:				Date of Deposit: Bank & Branch Where Deposited	
Sl. No.	Cheque No.	Cheque Date	Drawee Bank, Branch	Drawee Location	Cheque Amount (Rs.)	Ps.	Drawer	Exporter Name	Sample Code
1.									
2.									
3.									
4.									

Amount in words:

Signature of Client/ Client's Representative:	Courier's/Co-ordinator's Acknowledgement		Bank's/Correspondent Bank's Acknowledgement
FOR USE AT CCPH/OPERATING BRANCH ONLY DATE:	ENTERED BY	VERIFIED BY	(Bank's Seal with Date)

ANNEXURE IV Continued

AXIS BANK LTD.,

To be filled up by Client/Client's Representatives				CASH MANAGEMENT SERVICES				SLIP NO. 1 3 0 0 0 1	
				DEPOSIT SLIP FOR OUTSTATION CHEQUES					
Pick up Location & Centre : Client Branch Office Name: Client's Branch Office Code:				Client Name: Client Code:				Date of Deposit: Bank & Branch Where Deposited	
Sl. No.	Cheque No.	Cheque Date	Drawee Bank, Branch	Drawee Location	Cheque Amount (Rs.)	Ps.	Drawer	Exporter Name	Sample Code
1.									
2.									
3.									
4.									

Amount in words:

Signature of Client/ Client's Representative:		Courier's/Co-ordinator's Acknowledgement		Bank's/Correspondent Bank's Acknowledgement	
FOR USE AT CCPH/OPERATING BRANCH ONLY DATE:		ENTERED BY	VERIFIED BY	(Bank's Seal with Date)	

ANNEXURE V

INTIMATION FOR REMOVAL OF SEAL AND CONTAINER STUFFING

Date:

To,
Spices Board/Regional Office.

1.	Customer Reference No.			
2.	Name & Address of the Exporter			
3.	Date of sampling/stack sealing			
4.	Sample Code/Application No. & Date of analytical report			
5.	Date & time of container stuffing			
6.	Address off pre-shipment sampling/stack sealing/stuffing point.			
7.	Details of items to be stuffed into the container (Chilli/Products containing chilli)	Name of item	Qty (MT)	FOB Value (Rs/Kg.)
8.	Lot No. & Shipping Marks			
9.	Packing description (Consumer packing/bulk packing size)			
10.	Port of shipment			
11.	Port & Country of destination			
12.	Invoice No. & Date.			

Signature
Name & designation

ANNEXURE VI

CERTIFICATE (stuffing)

Certified that samples have been drawn by a designated agency from the below mentioned consignment of Chillies/Chilli Products in compliance with the Circular No:MD/CHI/01/2003 dated 9.9.2004, issued under the provisions of Spices Board [Registration of Exporters] Amendment Regulations, 2004. It is further certified that the consignment has been **stuffed and sealed** in the presence of the functionary of the designated agency.

1	Name of the Exporter		
2	Address		
3	Registration No:		
4	I.E.Code No:		
5	Details of Products Sampled:	Product	Quantity [MT]
6	Packing Description		
7	Place of Stuffing		
8	Date of Stuffing		
9	Invoice No:		
10	Date		
11	Lot No:		
12	Shipping Marks		
13	Container No:		
14	Port of Shipment		
15	Port and Country of Discharge		
16	Sampling Date		
17	Name of the Spices Board Supervisor/Sampler		

Place:
Date :

Signature of the Authorised
Officer/Agency
Name:
Designation:
[Stamp]

ANNEXURE VII

CONTAINER STUFFING SUPERVISION REPORT

Certified that we have supervised stuffing of consignment into the container for export as detailed below :

Sample Code/Customer Ref. No.

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1.	Name of the Exporter		
2.	Registration No.		
	Name of Products	Qty. (MT)	FOB Value (Rs./Kg)
	1		
	2		
	3		
	4		
	5		
	6		
	Total		
3.	Analytical Report No. & Date		
4.	Place of Stuffing		
5.	Date & Time of Stuffing		
6.	Container No. & Size		
7.	Customs Seal Number		
8.	Invoice No. & Date		
9.	Port of Shipment		
10.	Port & Country of Destination		
11.	Name of Shipping Agent		
12.	Name of Supervisor		

Received the Analytical Report

Signature :

QUARTERLY RETURN OF SPICES EXPORT

FORM - B

Name of the Firm/Company :

Spices Board Regn.No : (Apr-Jun) [], (Jul-Sep) [], (Oct-Dec) [], (Jan-Mar) [],(Year)

Sl No (1)	Month of Shipment (2)	Name of Spice/ Spice Product Exported (3)	Indian Port of Shipment (4)	Country to which Exported (5)	Pack Size * (Kgs or Grams Per Pack) (6)	Quantity Exported (Kgs) (7)	FOB Value (Rs) (8)	FOB Unit Value (Rs/Kg) (9)	Cess paid (Rs) (10)

Declaration : I/We declare that the information given above are true to the best of my/our knowledge and belief.

Place:

Signature of the Authorised Person

Date :

Name :

Note * : Column No. (6) need be filled up only for exports in consumer packs of 2.5 Kgs (5 Lbs) or less.

: Report for the quarter should be sent before the 15th day of the succeeding quarter

FORM – B1

QUARTERLY RETURN OF STATE -WISE ORIGIN OF SPICES / SPICE PRODUCTS EXPORTED

Name of the Company/ Firm :

Spices Board Regn. No

: (Apr-Jun) [], (Jul-Sep) [], (Oct-Dec) [], (Jan-Mar) [],(Year)

SLNO	NAME OF THE SPICE	NAME OF THE STATE FROM WHERE SPICE WAS SOURCED	QUANTITY (KGS)	PURCHASE VALUE (RS)
(1)	(2)	(3)	(4)	(5)

QUARTERLY RETURN OF DUTY FREE IMPORT OF SPICES AND VALUE ADDED RE-EXPORTS THERE ON

FORM -
B2

Name of the Company/ Firm :

Spices Board Regn. No : (Apr-Jun) [], (Jul-Sep) [], (Oct-Dec) [], (Jan-Mar) [],(Year)

NAME OF THE SPICE	COUNTRY FROM WHERE IMPORTED	OPENING STOCK AS ON	IMPORT DURING THE		RE-EXPORT		VALUE ADDITION	CLOSING STOCK AS ON
		1 ST DAY OF THE QTR.	QUARTER		DURING THE QTR.		PROCESS UNDERTAKEN	LAST DAY OF THE QTR.
(1)	(2)	QTY (MT) (3)	QTY (MT) (4)	CIF VALUE (RS.LAKHS) (5)	QTY (MT) (6)	FOB VALUE (RS.LAKHS) (7)	(8)	QTY (MT) (9)