



**Embassy of India
Warsaw**

War/Com/202/1/2018

Date: 23.02.2018

Invitation for Tender

Embassy of India, Warsaw(Poland) invites competitive bids/quotes/offers from the reputed international consultancy agencies to prepare detailed and analytical study reports on specified sectors of bilateral economic cooperation between India and Poland as per following details:-

Scope of Work

- i. The works primarily involves towards preparation of two(2) Flash reports(roughly 10-12 pages report) for identifying trade potential and growth possibilities in the following areas :-
 - Identification of areas of energy cooperation between India and Poland & Lithuania including the possibilities of technologies transfer especially in fields related to green and renewable energy resources; and
 - Opportunities for Indian pharmaceutical companies in Poland and Lithuania.
- ii. A rough outline of the suggested project contents and scope of work is attached alongwith this notice at Annexure 1.
- iii. The reports should be professionally designed with suitable indexing, graphics and presentation of information in the format as per satisfaction of the Embassy.
- iv. The final reports are to be submitted bilingually i.e. both in English as well as in Polish variant, with soft copies, Embassy would have full right to freely use the contents of the reports for commercial purposes.

General

- i. The reports have to be completed within a specified period of max 45 days from the award of work.
- ii. The bidding agency should have wide experience and qualification for completion of such work and would have to produce the proof for the same alongwith the bids and should have performed similar reports for Embassy/Mission/International organizations.

- iii. Bidders would also be required to submit their draft plan of action, likely list of contents etc. to prove their effectiveness in preparing the reports.
- iv. The prices/offers must be offered only in local currency i.e. PLN.
- v. At various stages and final vetting of reports, meetings would be required to analyze the directions and progress of works to make the reports more comprehensive and useful , thus it's highly advisable that consultancy firms preferably having local offices in Poland should apply for this job.
- vi. The reports would be printed alongwith the logos provided by Embassy and the bidding firm should not expect to use these report for their marketing purposes.
- vii. While selecting the lowest bidder both technical and financial criteria would be taken into account. In any case, the decision of Embassy would be final and binding.
- viii. Bidders are advised to attach documentary proof towards their financial soundness like balance sheet and profit made during past few years, alongwith their offers.

The last date of receipt of bid in the prescribed format with all enclosures and supporting documents will be **12 March 2018 up to 1700 p.m.**

For further details following may be contacted:-

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Suggested Project context and scope of work

Proposed report structure and content

1 Sector headlines

- ▶ Executive summary of conducted analyses including trends describing market dynamics and technologies, including;
- ▶ Business model development (assessment of common trends within business development and technologies used); and
- ▶ Key customer trends (review of key factors influencing customer demand).

2 Key trends

Analysis of market, key market players and their development, including:

- ▶ Market segmentation and sizing;
- ▶ Market dynamics assessment (annual growth rate); and
- ▶ Key market players profiling (market shares, key financials, development strategy, value proposition).

3 Competitive landscape

Forecasted market development, including:

- ▶ Key factors influencing market development (PESTEL analysis).

4 Prospects & Export potential of key items based on production capacity, statistical data and yearbooks, including:

- ▶ Domestic production volume;
- ▶ Import-export balance in Poland;
- ▶ Review of possible gaps between domestic production and customer demand development;
- ▶ Review of key current exporters to Poland; and
- ▶ Review of key imported items with insignificant share of import from India.

5. Export potential to Poland

- ▶ Review of technologies available or emerging within the sector on the Polish market.

6 Technologies to India and Market development

Further market development, including:

- ▶ Review of market players searching for geographical expansion (strategy/ business model review);and
- ▶ Identification of key market players that export to India but their operations are not yet present in India.

7. **Suggested areas of opportunity**

Trade, Investment and technology transfer (in consultation with Embassy)
