

# REQUEST FOR PROPOSAL (RFP)

## Selection of a Private Sector Manufacturer for Commercialization of Triggerfish-Based Fish Cube Product

*(Prepared in accordance with the Consultancy Services Manual & Guidelines – November 2007)*

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### 1. Introduction

The National Aquatic Resources Research and Development Agency (NARA) invites Technical and Financial Proposals from eligible and qualified private sector consulting firms / entities to collaborate in the commercialization of a value-added fish cube product developed using triggerfish (*Canthidermis maculata*).

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### 2. Background of the Assignment

NARA has developed a triggerfish-based fish cube product through standardized processing techniques. The product has been scientifically evaluated and found to have acceptable sensory properties, physical stability, and chemical quality parameters, indicating its suitability for commercial-scale production.

In order to ensure effective commercialization, market penetration, and sustainability, NARA intends to engage a competent private sector manufacturer through a transparent and competitive selection process.

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### 3. Objectives of the Assignment

The objectives of this assignment are to: - Commercialize the triggerfish-based fish cube product; - Facilitate technology transfer and scale-up of production; - Ensure compliance with food safety, quality, and regulatory standards; and - Introduce the product to the market in a financially and technically sustainable manner.

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### 4. Scope of Services

#### *4.1 Responsibilities of the Selected Manufacturer*

The selected manufacturer shall be responsible for: - Commercial-scale production of the triggerfish-based fish cube product; - Procurement of raw materials and inputs; - Packaging, labeling, branding, distribution, and marketing; - Compliance with applicable food safety, quality, and regulatory requirements; - Market development and promotion activities; and - Periodic reporting on progress to NARA.

#### 4.2 Responsibilities of NARA

NARA shall provide: - Technical know-how, formulations, and processing protocols; - Technical assistance during initial scale-up and validation; and - Support in quality assurance and standardization.

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### 5. Eligibility and Qualification Criteria

Applicants shall meet the following minimum requirements: - Legal registration in Sri Lanka as a food or seafood processing / consulting entity; - Availability of adequate processing, cold storage, and distribution facilities; - Proven experience in commercialization of value-added food or seafood products; and - Demonstrated financial capacity to undertake the assignment.

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### 6. Selection Method

The selection shall be carried out using the Quality and Cost Based Selection (QCBS) method in accordance with the *Consultancy Services Manual and Guidelines – November 2007*.

The proposal with the highest combined technical and financial score shall be recommended for award.

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### 7. Proposal Submission

Applicants shall submit two separate proposals: - Technical Proposal; and - Financial Proposal.

Proposals shall be submitted by email or sealed envelope on or before **2.30 p.m. on 27<sup>th</sup>**

**February, 2026**. Late submissions will be rejected.

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### 8. Technical Proposal – Content

The Technical Proposal shall include: - Company profile and legal status; - Relevant experience in similar assignments; - Description of processing facilities and technical capacity; - Proposed technical approach and commercialization methodology; - Food safety and quality assurance systems; - Implementation schedule and work plan.

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### 9. Financial Proposal – Content

The Financial Proposal shall include: - Proposed investment and operational cost estimates; - Revenue-sharing / royalty proposal; - Pricing strategy and market projections; and - Any other financial commitments relevant to the assignment.

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## 10. Evaluation of Proposals

### 10.1 Technical Evaluation

Technical proposals will be evaluated based on the following criteria (100 marks): - Experience in similar assignments – 30 marks - Technical approach and methodology – 30 marks - Facilities and technical capacity – 20 marks - Implementation capability – 20 marks

A minimum of **70 marks** is required to qualify for financial evaluation.

### 10.2 Financial Evaluation

Financial proposals of technically qualified applicants will be opened and evaluated.

### 10.3 Weight Allocation (QCBS)

- Technical Proposal: **80%**
  - Financial Proposal: **20%**
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## 11. Contract Negotiation and Award

The applicants with the highest combined score shall be invited for negotiations. Upon successful negotiation, a **Commercialization / Technology Transfer Agreement** shall be signed outlining roles, responsibilities, intellectual property rights, and revenue sharing, duration, and termination clauses.

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## 12. General Conditions

- NARA reserves the right to accept or reject any or all proposals without assigning reasons;
  - Any attempt to influence the evaluation process will result in disqualification; and
  - The decision of NARA shall be final.
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## 13. Clarifications

Requests for clarification shall be submitted in writing to:

Senior Scientist  
Product Development Laboratory  
Post-Harvest Technology Division  
National Aquatic Resources Research and Development Agency (NARA)  
Colombo 15, Sri Lanka

Telephone: +94-71-8188605

Email: headipt@gmail.com