



SHORT TERM E-TENDER NOTICE

EMPANELMENT OF PRIVATE ATTA CHAKKI MILLS/FLOUR MILLS WITH CHAKKI LINE FOR PRODUCTION OF FORTIFIED WHOLE WHEAT CHAKKI ATTA FOR PDS FOR AMBALA AND KARNAL DISTRICTS FOR ONE YEAR (up to 31/12/2019).

Hafed invites E-Tenders from the reputed PRIVATE ATTA CHAKKI MILLS/FLOUR MILLS WITH CHAKKI LINE of Haryana for Empanelment for processing of wheat to get Fortified Whole Wheat Chakki Atta (FWWCA) with multiple micronutrients as per FSSAI norms for distribution through PDS in various blocks of Ambala and Karnal Districts (Haryana). The quantity of **FWWCA** required for each block is mentioned in the tender document. The tender document containing detailed terms & conditions and specifications, etc. are available on portal https:// haryanaeprocurement.gov.in and at Hafed's Website www.hafed.gov.in. The tender document can be downloaded on deposit of Rs. 1000/- (nonrefundable) as tender fee and e-service fee of Rs.1000/- (non-refundable). The online tender document must be accompanied with the EMD of Rs.2.00 Lakh. The tender document and the EMD must be remitted on or before 27.12.2018 up to 5:00 PM. The date of technical and financial bids submission is up to 28.12.2018 till 11.00 AM through e-Tender portal. All the bidders are required to get registered on the e-tendering portal and obtain a Digital Signature from M/s Nextenders (India) Pvt. Ltd, Panchkula. The technical bid will be opened at 12:00 Noon on 28.12.2018 and thereafter the Mill of the Technically successful bidders will be inspected by the committee to be headed by the representative of Deputy Commissioner, not below the rank of HCS of the concerned District and consisting of DFSC, DM Hafed, representative of FDA, representative of GM District Industry Center of concerned District. The committee will physically inspect/check the Mill premises on mentioned in the tender specified parameters as document to verifv the infrastructure/facilities of the Mill. The financial bid of only those bidders will be opened / considered whose inspection report is found OK by the committee. The financial bid will be opened at 11:00 am on 07.01.2019 at Hafed Corporate Office, Sector - 5 Panchkula. The negotiations will be held as per guidelines of Haryana Govt. All the bidders are requested to be present at the time of opening of the tender for negotiations. Hafed reserves the right to accept/reject any/all the tenders or increase/decrease the tendered quantity without assigning any reason whatsoever.

> Managing Director Hafed, Panchkula.

TENDER FORM

Bidders shall submit EMD, Techanical Bid, Financial Bid and tender documents online as per the time and key dates mentioned below:-

SN	Particulars	Remarks
1	On line submission of EMD, Tender Fee & E-service Fee.	Up to 5:00 PM on - 27/12/2018
2	On line Technical and Financial Bid submission.	Up to 11:00 AM on – 28/12/2018
3	Venue of opening of Tenders (Technical and Financial bid).	Hafed Corporate Office, Sector - 5 Panchkula.
4	Date of Inspection of Chakki/Flour Mills.	From 29 th Dec to 04 th Jan 2019
5	Manual submission of additional/ supporting documents only.	Up to 12.00 Noon on 05.01.2019
6	Date and Time of opening of Technical Bids.	At 12:00 Noon on – 28/12/2018
7	Date and Time of opening of Financial bid of valid bidders	At 11:00 AM on – 07.01.2019

TERMS AND CONDITIONS FOR E-TENDERING:-

This is a two bid (technical and financial) e-tender to be submitted online e-tendering, and can be Downloaded from Hafed's website <u>www.hafed.gov.in</u> and <u>https://</u><u>haryanaeprocurement.gov.in</u>. The technical and financial bids are to be submitted online on the web portal <u>https:// haryanaeprocurement.gov.in</u>.

- The bidders will be mandatorily required to online sign-up (create user account) on the website <u>https://haryanaeprocurement.gov.in</u>. to be eligible to participate in the e-Tender. They will be required to make online payment of EMD fee with in specified period. If the bidders fails to pay EMD within the stipulated time frame, such bidders shall not be allowed to submit his/her bids for the tenders.
- 2. The bidders shall have to pay mandatorily e-service fee (Non refundable) of Rs.1000/-(One Thousand Only) and tender document fee (Non refundable) of Rs.1000/- online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

Important Note:

- The bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any bidder fails to complete his/her aforesaid stage in the stipulated online time schedule, his/her Application/bid status will be considered as 'Applications/bids not submitted'.
- 2) Bidder must confirm & check his/her Application/bid status after completion of his/her all formalties for e-bidding.
- 3) Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the

Applicant/Bidder Stage.

INSTRUCTIONS FOR BIDDER ON ELECTRONIC TENDERING SYSTEM

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the E-tendering process online are required to get registered on the centralized e-Procurement Portal i.e. <u>https://haryanaeprocurement.gov.in</u>. Visit the website for more details.

2. Obtaining a Digital Certificate:

- 2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the party/bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Govt. of India.
- 2.2 A Digital Certificate is issued after receipt of mandatory identity i.e. Applicant's PAN Card and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website https://haryanaeprocurement.gov.in.
- **2.3** The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- **2.4** The bidder must ensure that he/she comply by all the online available important guidelines at the portal https://haryanaeprocurement.gov.in for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

M/s Nextenders (India) Pvt. Ltd. O/o. DS&D Haryana, SCO-09, IInd Floor, Sector-16, Panchkula-134108 E-mail: <u>Chandigarh@nextenders.com</u> Help Desk: 0172-2582008-09, 2618292 &1800-180-2097 (Toll Free)

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus Flourck, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised to keep a backup of the certificate and also keep the copies at safe place under proper security (for its use in case of emergencies).

- **2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- **2.8** The same procedure holds true for the authorized users in a Private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

Opening of an Electronic Payment Account:

For purchasing the tender documents online, bidders are required to pay the tender documents fees online using the electronic payments gateway service shall be integrated with the system very soon till then it will be submitted manually. For online payments guidelines, please refer to the home page of the e-tendering portal <u>https://haryanaeprocurement.gov.in</u> and Hafed's website <u>www.hafed.gov.in</u>

3. **Pre-requisites for online bidding:**

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <u>http://haryanaeprocurement.gov.in.</u> and Hafed's website <u>www.hafed.gov.in</u>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4. Online Viewing of Detailed Notice Inviting Tenders:

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <u>https://haryanaeprocurement.gov.in</u> and Hafed's website <u>www.hafed.gov.in</u>.

5. **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e -Procurement portal <u>https://haryanaeprocurement.gov.in</u>

6. Key Dates

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7. **PREPARATION & SUBMISSION OF ONLINE APPLICATIONS/BIDS:**

Detailed tender document may be downloaded from e-procurement website (<u>https://haryanaeprocurement.gov.in</u> and Hafed's website <u>www.hafed.gov.in</u> and tender mandatorily be submitted online following the instruction appearing on the screen.

Scan copy of Document to be uploaded for Technical bid under online Technical Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats in PDF/JPEG/MS WORD format such that file size is not exceeding more than 10 MB and uploaded during the on-line submission of Technical Envelope.

8. Only Electronic Form (Refer Tender document).

FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually.

NOTE:-

Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal https://haryanaeprocurement.gov.in.

For any help manual please refer to the 'Home Page' of the e-Procurement website at <u>https://haryanaeprocurement.gov.in</u> and click on the available link 'How to...?' to download the file.

In the first instance, the online payment details of tender document fee + e-Service and EMD & Technical Envelope shall be opened. Henceforth, financial bid quoted against each of the item by the shortlisted bidder/party/Agency wherever required shall be opened online in the presence of such parties/bidders/Agency who either themselves or through their representatives choose to be present.

Guidelines for Online Payments at e-Procurement Portal of Hafed of Haryana.

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

Operative Procedures for Bidder Payments

A) Debit Card

The procedure for paying through Debit Card will be as follows:

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The E-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

B) Net Banking

The procedure for paying through Net Banking will be as follows:

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.

The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.

(xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

C) RTGS/ NEFT/OTC

The bidder shall have the option to make the EMD payment via RTGS/ NEFT/OTC. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- I. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.
- ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- iii. Each challan shall therefore include the following details that will be pre-populated:
 - Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

List of Net banking banks

- 1. Allahabad Bank
- 3. Bank of Bahrain and Kuwait
- 5. Bank of India
- 7. Canara Bank
- 9. Central Bank of India
- 11. Yes Bank
- 13. Development Credit Bank
- 15. Federal Bank
- 17. ICICI Bank
- 19. Indian Bank
- 21. Indusind Bank
- 23. J and K Bank
- 25. Kotak Mahindra Bank
- 27. Punjab National Bank
- 29. South Indian Bank
- 33. State Bank of India
- 35. State Bank of Travencore
- 37. Tamilnad Mercantile Bank
- 39. United Bank of India

- 2. Axis Bank
- 4. Bank of Baroda
- 6. Bank of Maharashtra
- 8. City Union Bank
- 10. Catholic Syrian Bank
- 12. Deutsche Bank
- 14. Dhanlaxmi Bank
- 16. HDFC Bank
- 18. IDBI Bank
- 20. Indian Overseas Bank
- 22. ING Vysya Bank
- 24. Karnataka Bank
- 26. Karur Vysys Bank
- 28. Oriental Bank of Commerce
- 30. Standard Chartered Bank
- 31. State Bank of Bikaner & Jaipur 32. State Bank of Hyderabad
 - 34. State Bank of Mysore
 - 36. State Bank Of Patiala
 - 38. Union Bank of India
 - 40. Vijaya Bank

TERMS AND CONDITIONS OF THE TENDER

1. **DEFINITIONS**

- a) **FWWCA** means Fortified Whole Wheat Chakki Atta.
- b) Fortified Whole Wheat Chakki Atta (FWWCA), popularly known as Atta in Indian subcontinent, is a coarse product obtained by grinding of wheat and contains all the parts of wheat e.g. endosperm, bran and germ. Generally, whole wheat flour obtained by grinding wheat in Chakkis is used to prepare chapati, an Indian flatbread.
- c) The Contract is between Hafed and the Chakki/Flour Miller to execute & complete the Processing of the Fortified Whole Wheat Chakki Atta (FWWCA) as per agreed terms and Specifications. This includes all attachments and annexure.
- d) The Miller means an individual/firm/registered company etc. who has submitted the Bid to process the wheat for producing Fortified Whole Wheat Chakki Atta as per specifications specified in the tender document (**Annexure-A, part 1a**).
- e) The Bidder shall submit technical bid, financial bid and other required documents online.
- f) PDS means Public Distribution Scheme.
- g) Specification means the specifications of the FWWCA, micronutrients and packing bags indicated in the tender document and any modification or addition made or approved by Hafed.
- h) Effective date of contract shall be the date of receipt of intimation of award of work to the successful bidder/s.

3. SCOPE OF WORK:

The scope of work covers the following activities:

i) The tentative requirement of processing of wheat per Block per month is as under:-

Ambala	Tentative Quantity	Karnal	Tentative Quantity (MT)
	(MT) per month		per month
Ambala City	648	Gharaunda	701
Ambala Cantt.	693	Nilokheri	357
Saha	135	Karnal	1247
Shahzadpur	266	Taraori	337
Naneola	69	Indri	490
Kesri	143	Kunjpura	265
Matheri	233	Jundla	188
		Assandh	719
		Nissing	293
Total	2187	Total	4597

ii) The Food and Civil Supplies Department will provide the wheat to the Miller at the mill and thereafter lift the Fortified Whole Wheat Chakki Atta from the mill premises itself.

- iii) Unloading of wheat bags from the vehicle, storage and shifting from Godowns to the mill for cleaning, grinding, processing, fortification, packing etc.
- iv) The bidder/Miller will quote the rate for fortification with specified micronutrients (vitamins and minerals) as per FSSAI fortification standards of 2018 mentioned at Annexure-A, (part b-i). However, if subsequently FSSAI/Government decides to continue with the FSSAI fortification standards of 2016 for fortification as mentioned at Annexure-A, part (b-ii), in that case the bidder/Miller has to do the fortification on the amended norms on the same rates without claiming any extra cost.
- v) Testing of quality of Fortified Whole Wheat Chakki Atta, as per given specifications and Parameters (**Annexure-A part 1a**).
- vi) Appropriate and scientific storage of wheat stocks, micronutrient premix, packing material and Fortified Whole Wheat Chakki Atta at the mill.
- vii) Packing of Fortified Whole Wheat Chakki Atta in 5, 10, 15, 20 and 25 kg bags made from the material and specifications as mentioned in the packing bag specifications. As and when required by the Food Deptt/ State Government, the packing of Fortified Whole Wheat Chakki Atta will be done in 2, 4, 6, 8 and 10 kg bags also. The specifications of the packing bags are mentioned at **Annexure-A**, (part 4-vii). These bags shall be further packed in master bags.
- viii) Printing on bags as per given design/format by the Food and Civil Supply Department.
- ix) Loading of Fortified Whole Wheat Chakki Atta in to the trucks/vehicles at Mill.
- x) The quality of cleaning, milling, fortification, packing etc. should be such that the shelf life of Fortified Whole Wheat Chakki Atta (FWWCA) supplied by the Miller is at least 60 days. Miller is required to guarantee 60 days shelf life stability and it shall be submitted in the form of self-attested certificate for FWWCA produced by the Miller.
- xi) Any other work not mentioned in the scope of work, but found necessary at later stage for successful completion of this job, the Miller shall be bound to execute the work without any extra cost.
- xii) The Mill must meet the safety standards as per the guidelines of the Government/FSSAI Norms.
- xiii) Preference will be given to the Miller who has weighbridge of 45 MT in the Mill premises or within 5 KM radius from the Mill premises.
- xiv) The covered storage space should be sufficient to handle wheat equivalent to approx. 15 days of processing and minimum space should be 300 MT for wheat and minimum 200 MT space for storage of 10 days of production for packed Atta. Mills having below 500 MT of covered storage capacity will not be considered.
- xv) The allocation of quantity of wheat to the successful Miller will be based on 15 days of the total production capacity of that Mill and the final decision for the total allotment of wheat and the Block/area to the Miller will be the sole discretion of Hafed.
- xvi) Allotment of wheat to Millers will be reviewed on monthly basis keeping in view their performance and timely supply. Accordingly re-allotment of wheat shall be done for the consecutive months by the committee consisting of DFSC, DM Hafed, representative of FDA, representative of Deputy Commissioner of the concerned District.
- xvii) The lab testing charges of the samples shall be borne by the respective Miller.
- xviii) The Miller will retain the empty wheat bags (Jute/HDPE) received from Food & Civil Supplies Department and will adjust its price while quoting the rates for processing.

- xix) The Miller should have all the adequate and sufficient infrastructure/equipments as per the checklist placed at **Annexure-B**.
- xx) The Miller will supply the self attested certificate regarding the details of their infrastructure i.e. capacity of Chakki, availability of storage space for wheat and Atta, availability of weighbridge, etc. as per the parameters of technical bid placed at Annexure-C.
- xxi) As per the Haryana State Public Procurement Policy for MSMEs 2016 and amendment in 2018, to encourage the new micro and small enterprises, preference will be given to such units in case the Miller/bidder fulfils all the terms and conditions mentioned in the tender document including rates and the physical inspection parameters as per Annexure-B. However, such successful Miller/bidder will be allotted a maximum of 25% of the total required quantity mentioned in the tender document and work shall be allotted only after assessing the production capacity and physical inspection report of the Mill.

SCHEDULING

- a) The wheat in 50 kg bags will be supplied by Food & Civil Supplies Department to the Miller as per the monthly requirement of fortified Chakki Atta. Miller will acknowledge the receipt of wheat and will give a certificate acceptance of quality and quantity of wheat stocks.
- b) Release order for wheat stocks for next supply shall only be issued after satisfactory processing of fortified Chakki Atta from the previous month's release order.
- c) The delivery schedule will be provided in the work order and thereafter on monthly basis after getting the schedule from Food and Civil Supplies Department. These quantities are tentative and Hafed/Food and Civil Supplies Department may change the same for administrative convenience, if required.

4. TECHNICAL SPECIFICATIONS: -

The specifications of the FAQ wheat, Fortified Whole Wheat Chakki Atta, Micronutrients & Packing material are given at **Annexure-A**.

5. QUALITY CONTROL AND INSPECTION.

In view of the short shelf life of FWWCA, the following method of quality assurance will be followed by the Miller:

- 5.1 The Miller must, at all times, ensure that the **FWWCA** produced shall always conform to the quality standard approved/prescribed by FSSAI and additionally adhere to specifications for FWWCA as in **Annexure-A**. Strict compliance with these quality standards is mandatory and any deviations shall not be permitted under any circumstances. It will be the responsibility of the Miller to ensure that proper and correct dosage of nutrients are mixed strictly as per norms mentioned in the tender documents. Any deviation shall result in severe action/criminal proceedings against the Miller as per law.
- 5.2 To ensure successful implementation of the Food Fortification for PDS, a joint committee consisting of DFSC, DM, Hafed, of concerned District or their representative, district representative of Food and Drug Administration, representative of Deputy Commissioner, District Industry Center along with a representative of Health department (Minimum of the rank of SMO) of the concerned

District will inspect the wheat of their respective Districts after it is stacked and stored in the Mill premises.

- 5.3 Sampling of Premix, Packing Material and Fortified Whole Wheat Chakki Atta will be done by a joint committee consisting of DFSC, DM, Hafed, of concerned District or their representative, district representative of Food and Drug Administration, representative of Deputy Commissioner, District Industry Center along with a representative of Health department (Minimum of the rank of SMO) of the concerned District and any other consultant/expert may be associated with the committee. Testing of the samples of Micronutrients (Premix), Packing Material and FWWCA will be done strictly as per the BIS Standards, FSSAI norms and FDA guidelines from the reputed FSSAI approved and NABL Accredited Laboratories or as decided by the above Committee.
- 5.4 To ensure the quality of a batch of FWWCA produced by the Miller, a random sample will be drawn by the Joint Committee as mentioned above or their representatives from each batch of approximately 100 MT of FWWCA and sample will be sent for quality analysis/ testing to the reputed FSSAI approved and NABL Accredited Laboratories or as decided by the above Committee.
- 5.5 Once the result of the sample given to the authorized laboratory confirms that the FWWCA quality offered by the Miller in a batch is as per the specifications given in this tender document, the batch quantity will be accepted. Any deviation from specifications shall not be allowed. Hafed shall also be entitled to initiate any action as deemed appropriate if the quantity of FWWCA is not supplied as per the prescribed quality specifications and time limit.
- 5.6 The charges of lab testing of all samples shall be borne by flour miller.
- 5.7 Hafed also reserves the right to collect the random samples (through a joint committee) of FWWCA from Miller's premises/Godown Centers/warehouse(s) and get the same tested at the laboratory authorized by FSSAI and NABL Accredited Laboratories or as decided by the above Committee.
- 5.8 Any deterioration in quality or non-conformance to the approved specifications of the FWWCA will result in non-payment of bills or even initiating actions against the miller forfeiture of the security amount, getting the work done on his risk and cost and black listing the said party as well as initiating legal action against the Miller.
- 5.9 Miller is responsible for quality and quantity of packed bags for all times to come.

6. PROCEDURE FOR PROCESSING OF FORTIFIED FLOUR

- a) After receipt of wheat in 50 kg. bags from Food & Civil Supplies Department, the Miller shall give certificate of receipt of quantity and quality of wheat. Food department will give detail of type of bags (Jute or HDPE bags) supplied to the Miller on monthly basis. The empty bags will be the property of the miller.
- b) Proper record of processing of wheat is to be maintained and daily report of wheat stocks lifted, processed and packed will be submitted by the Miller.
- c) Choker/ Wheat Bran shall be a part of the final product and shall not be extracted/separated by the Miller.

- d) Other by-products arising out of the manufacturing of Flour shall be the property of the Miller, and any tax liability on it shall be borne by the Miller. Miller will supply Fortified Wheat Flour @ 100 % (including Choker/bran) of the total Wheat supplied i.e. the miller will supply 100 Kg of FWWCA against 100 Kg of wheat supplied.
- e) The Miller should buy required type and quantity of Vitamins & Minerals (Pre-mix) as specified in this tender from the reputed manufacturer having following criteria:
 - i) Vitamins & Minerals Pre-mix manufacturer should have minimum two years manufacturing experience,
 - ii) Manufacturer should have valid FSSAI and Food and Drug License besides other statutory approvals/licenses in vogue.
 - iii) Manufacturers having facilities and process should be audited and approved by any of the authorities like UNICEF/ WFP/ WHO/ MI/ GAIN or manufacturer must have sold vitamins/minerals to any of these institutions.
- f) The price shall be inclusive of all applicable and relevant expenses like unloading of wheat at Mill, cleaning & grinding of wheat, cost of premix, fortification using vitamins and minerals as per technical specification, packing material, packing charges, storage at mill, loading of FWWCA at mill inclusive of all Govt. duties and taxes as applicable, public liability insurance and all other incidental expenses.
- g) The Bidder/Miller has to quote separate rates for Jute and HDPE bags/bardana received with wheat from Food & Civil Department and also for different packing sizes as per the financial bid.
- h) For better mixing of premix, while preparing **FWWCA**, miller is should use microdozer and then process the **FWWCA** through Entoleter to ensure desired shelf-life.
- 7. **Delivery:** The monthly ordered quantity of the FWWCA as per the quality and packing specifications should be made ready for supply latest by 10th of every month. The overall period required for the preparation of required monthly quantity of FWWCA should not exceed 15 working days. As soon as the required FWWCA is ready, it is to be communicated in writing to Hafed and Food and Civil Supplies Department.

Late Delivery: The late delivery of the stock will be accepted for the period of maximum 7 working days from the last day of delivery schedule after deducting late delivery charges at the rate of 2% of the processing charge per day of late delivery period for the late delivered quantity.

8. PACKING, MARKING, LABLES

- 8.1 Packing must be in accordance with the Technical Specifications as mentioned in at **Annexure-A**, (part 4-vii) and must ensure sufficient protection of the product to prevent its damages or deterioration during transit to their final destination. The packing shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, sunlight, humidity, salt and precipitation during transit, storage the remoteness of the Goods' final destination during transport and storage under adverse climatic conditions.
- 8.2 Packing and labeling shall conform to all applicable laws and regulatory requirements and other provisions mentioned in this tender document **Annexure-A**, (part 4 and 5). To ensure the quality of packing material for packing of FWWCA by the Miller, a

random sample will be drawn by the Joint Committee from the bales of packing material and it will be sent for quality analysis/ testing to the laboratory authorized by Food and Drugs Administration / Government

8.3 Failure on the part of the Miller to meet with the packing and labeling requirements **(Annexure-A)** shall entitle the Hafed to reject the goods. In the event that the failure is continuing and is not rectified by the Miller within 15 days after the failure noticed by Hafed, then Hafed shall be entitled to terminate the contract and also to lodge financial and other claims against the Miller as may be warranted. Hafed will not be liable to make any payment to the Miller for any goods that have been rejected or for any other claims that the Miller may make for damages or otherwise following the termination of the Contract.

9. Security:

- i) Miller has to deposit a security amount equivalent @ 5% of the value of wheat in the block allotted to the Miller and the rate of wheat will be considered as Rs.2000/- per qtl. including EMD in the shape of DD in favour of the Haryana State Cooperative Supply & Marketing Federation Limited.
- ii) In addition, two post dated cheques of Rs. 50 Lakh each shall be submitted by the Miller to Hafed.
- iii) Surety from two reputed Arthias having their own shop and running license of previous 3 years shall be provided by the Miller. Surety will be equally/jointly responsible for any default found/done by the Miller at any stage.
- iv) In the event of failure to adhere to the terms & conditions by the Miller or any other loss caused to Hafed will lead to forfeiture of security amount and realization of losses by producing post dated cheques besides recovering the losses as per laws & ligation.

10. **PAYMENT TERMS:**

The Miller will submit bills to the concerned DM, Hafed, Ambala or Karnal accompanied by an invoice describing, FWWCA delivered and services performed with complete documents stipulated in the contract. All payments to the Miller(s) shall be made by Hafed as per the following procedure:

- Approved processing charges shall be paid to the Miller within fifteen (15) days from the date of submission of bills along with required documents. The receipt of the FWWCA confirmed by documentary evidence signed by the DFSC that the Goods have been received in full quantity and in good conditions.
- Payments to the miller will be made for the monthly quantity delivered and accepted and shall be released against submission of following documents;
 - o Batch wise Original Invoice.
 - o Quantity reconciliation statement for Wheat, FWWCA certified by Hafed and Food Civil Supply Department.
 - o Quality Test Certificate issued by authorized laboratory batch wise confirmation of quality of the concerned batches of supply (Original)
 - o Any other document required by Food, Civil Supplies and Consumer Affairs Department, Govt. of Haryana/Hafed
 - o All payments shall be made through RTGS only.

11. **DELEGATION**

The Hafed may delegate any of its duties and responsibilities to other Officers' agencies or experts after notifying the Miller and may cancel any delegation after notifying the Miller.

12. HAFED'S DECISIONS AND INSTRUCTIONS

Except where otherwise specifically stated, the Hafed decision shall be binding on the Miller. The Miller shall carry out all instructions of Hafed pertaining to the contract and comply with the applicable laws.

13. SUB-CONTRACTING

Subletting of the work to any other party is strictly prohibited.

14. **STANDARDS**

The Fortified Whole Wheat Chakki Atta produced under this Contract shall conform to the standards mentioned in the Technical Specifications (Annexure-A).

15. FLOUR MILLER'S RISK

All risks of loss of or damage to health, property, personal injury or death which may arise during and in consequence of the performance of the contract or any commercial risks other than the excepted risks which are the specified responsibility of the Miller. The Miller shall be liable for forfeiture of its security, liquidated damages, termination for default, if and to the extent that, it's delay in performance or other failure to perform its obligations under the Contract is the result of conditions defined as expected risks.

16. CHANGE ORDERS

The Hafed may at any time, by written order to the Miller can make changes within the general scope of the Contract in the specifications of the FWWCA and the timing of supplies.

17. **INSURANCE**

- a) The Miller shall provide insurance cover from the start date to the end of contract period, in the amounts and deductibles as decided by the Hafed.
- b) Insurance policy of the value of goods shall be taken to cover the losses/theft/ damage to the wheat or FWWCA during storage and processing.
- c) Loss or damages due to any claims in connection with the Contracts.
- d) Loss due to any personal injury or death to the employees/worker/labour of the Flour miller.

18. TAXES AND DUTIES

The rates quoted by the Miller shall be inclusive of prevailing Govt. duties and taxes, (if any) and other duties and taxes leveled by the State from time to time. Miller shall

be responsible for all statutory and regulatory compliance and for obtaining any permits, licenses or other statutory documents required by Government /Hafed authorities in connection with the supply of the Goods.

19. **PENALTY:**

- a) If it is found that there is a short fall in the use of Premix in the batch, compared to the prescribed limit of usage mentioned in the tender document the batch will be rejected and no deviation will be accepted. The short fall will be assessed from the QC report of the premix parameters for the batch.
- b) If it is found that Miller has diverted the wheat provided for preparation of FWWCA legal actions under the Essential Commodity Act or any other law in force shall be initiated against the Miller.

20. LABOUR

The Miller shall, unless otherwise provided in the Agreement, make his own arrangements for the engagement of all staff and labour, local or otherwise, and for their payment, housing, welfare, transport and other statutory requirements.

21. COMPLIANCE WITH LABOUR REGULATION

During the continuance of the Agreement, the Miller shall abide at all times by all existing labour enactments and rules made there under, regulations, notifications and bye laws of the State or Central or local authority.

22. LIQUIDATED DAMAGES

In the event of the Miller failing to supply the ordered quantity as per the quality specifications and in conformity to the requirement within given time limit than Hafed shall be at liberty to get the work done on the risk and cost of the Miller. In such case, Hafed will forfeit the security amount besides black listing the Miller.

23. TITLE AND RISK

- a) All risks, liabilities and obligations in the product as related to product shall be borne by the Miller. The Miller shall always ensure that the goods supplied by it under this contract shall be free from any lien, charges or other claims.
- b) In case the Miller fails to complete the processing and supply of the fortified wheat flour, Hafed shall be at liberty to get the work done from the third party on the risk and cost of the Miller and the difference of expenses/amount shall be recovered from the Miller.

24. FORE CLOSURE

The Hafed reserves the right to foreclose the contract without assigning any reason. In such case the miller will not be entitled to any compensation for non-supply or loss profit or any incidental costs of any kind.

25. NEGOTIATIONS:

The negotiations will be held as per Haryana Govt Guidelines/instructions. All the bidders are requested to be present at the time of opening of tender for negotiations.

26. APPLICABLE LAW AND ITS JURISDICTIONS

The contract shall be governed as per laws of Republic of India and shall be subject to jurisdiction of Courts in Haryana. If any document/information submitted by the Miller is found to be fake/incorrect or not as per the tender document then criminal proceedings may be initiated against the bidder and the EMD will be forfeited without giving any notice to the party/bidder

27. **ARBITRATION**

In case of any disputes arising out of the contract the same shall be referred to M.D. Hafed or his/her nominee as arbitrator and his decision shall be final and binding on both the parties.

TECHNICAL SPECIFICATIONS

1. FORTIFIED WHOLE WHEAT CHAKKI ATTA:

 a) FWWCA should be made by processing whole wheat and free from dirt, filth, filling and added coloring matter. It should conform to the standards for whole wheat flour, within the specification of FSSAI –

Particulars	Range		
(a) Moisture -	Not more than 12.0 percent (when determined by heating at 130-133'C for 2 hours).		
(b) Total ash	Not more than 2.0 per cent (on dry weight basis)		
(c) Ash insoluble in dilute HCL	Not more than 0.15 per cent (on dry weight basis)		
(d) Crude fibre	Not more than 2.5 per cent (on dry weight basis)		
(d) Gluten (on dry weight basis)	Not less than 6.0 per cent		
(e) Alcoholic acidity (with 90 per	Not more than 0.18 per cent at the time of		
cent alcohol) expressed as	production		
H2SO4 (on dry weight basis)			

*Note: All specifications shall accord to the latest IS standards as amended by the government from time to time.

b) For producing FWWCA, whole wheat flour, produced as above should be fortified with Iron, Folic Acid and Vitamin B₁₂, as per the fortification standards specified by FSSAI.

i) As per FSSAI 2016 standards, One Kg FWWCA contains:

Micronutrient	Form	Level of Micronutrient in 1.00 Kg Flour
Iron	Sodium Iron (III) Ethylene diamine tetra Acetate, Trihydrate (Sodium federate – Na Fe EDTA).	20 mg
Folic Acid	Folic acid	1300 ug
Vitamin B ₁₂	Vitamin B _{12,} Cyanocobalamine, Hydroxycobalamine	10 ug

ii) As per FSSAI 2018 standards, One Kg FWWCA contains:

Micronutrient	Form	Level Micronutrient	
		1.00 Kg Flour	
Iron	Sodium Iron(III) Ethylene diamine tetra Acetate	14 mg-21.25 mg	
	Trihydrate (Sodium feredetate- Na Fe EDTA)		
Folic Acid	Folic acid	75 ug-125 ug	
Vitamin B ₁₂	Vitamin B _{12,} Cyanocobalamine, Hydroxycobalamine	0.75 ug – 1.25 ug	

The miller must have the consent of the Food, Civil Department before finalizing the design of the packing material. Failure to include any of the above information may result in rejection of the consignment and non-payment of the invoices against supplies. Miller will supply samples of packing and all labels for approval prior to first dispatch.

- c) Vitamins and minerals used in the manufacture and supply of FWWCA should be from 100% vegetarian source. The minimum shelf life of the finished product (FWWCA) should be 60 days from the date of production. The FWWCA must be produced in accordance with relevant Good Manufacturing Practices Standards.
- d) Certificate of Analysis: A copy of the Certificate of Analysis from the Govt. Approved and Authorized Laboratory, accredited by NABL, should be provided, for each batch of 100 MT of the **FWWCA**.
- e) As per the provisions of FSSAI (regulation 2011), each bag of FWWCA should have the list and quantities of added micronutrients on the label.
- f) It shall have a good smell.

2. Manufacturing Process:

- i. The product shall be manufactured from fresh ingredients of good quality, which shall be free from foreign materials, substances hazardous to health, excessive moisture, insect damages and fungal contamination. The ingredients must be stored under dry, ventilated and hygienic conditions.
- b) The production process shall be in accordance with the Code of good Manufacturing Practices and Code of Hygienic Practice for Foods for Infants and Children.
- c) The product is manufactured according to the following recipes. Ingredients: Wheat and micronutrients as specified.
- d) The FWWCA shall be manufactured using the following processing method
- i. Cleaning of wheat by separator, de-stoner, scourer, aspiration and magnetic system.
- ii. Milling Process: Grinding of clean Wheat by Chakki Mill and milled into fine flour/course flour (as per requirement) by using modern technology
- iii. Micronutrient fortification: The FWWCA is homogeneously mixed with the vitamin/mineral premix using microdoser and then processed through the entolator.
- e) Miller is required to submit details of the premix manufacturers and quality reports of premix from NABL Certified/Govt. recognized/ Department of Food and Civil Supplies recognized laboratory. Department of Food and Civil Supplies may verify the details and all claims submitted with reference to the premix which will be used for fortification of wheat flour and its results in the FWWCA after processing the whole wheat with the premix. For the purpose the Department may ask samples of premix to be used for fortification at the time of award of the contract. If results from such tests are not as per the required standards and specifications, then the Miller may not be considered for award of the contract.

3. Recording of Inventory:

- (a) Grain received from Food, Civil Department.
- (b) Wheat outgoing register for processing.
- (c) Premix Incoming Usage Register.
- (d) FWWCA Dispatch Register.
- (e) Quality Testing of FWWCA.

4. PACKING:

- i) The bag size of FWWCA should be 5, 10, 15, 20 and 25 kg weight for PDS schemes as per requirement of Food, Civil Department.
- ii) As and when required by the state government, packing of Fortified Whole Wheat Chakki Atta in 2,4,6,8 and 10 kg bags made with material as per packing guidelines and parameters.
- iii) FWWCA should be packed in a laminated HDPE /PP woven sack bag. All packing shall be food grade material appropriate for the packing of FWWCA. Packaging must be properly sealed and machine-stitched.
- iv) The bag of FWWCA shall bear label as prescribed by giving details like shelf life of the FWWCA, date of packing, expiry, micronutrients added, batch no. etc. and labeled as:

"FOR PDS IN HARYANA ONLY. NOT FOR SALE IN OPEN MARKET"

Millers should buy the packing material/ packing bags (inner as well as outer) from reputed manufacturers only.

SN Packing Size of Weight Size Weight of IS of standard PP Bag Master Master of material to bag Bag be used 24" * 44" 2 kg. PP Bag 12" * 12" 18 gm IS 9733/2003 1. 80 gm 4 kg. PP Bag 12" * 17" 27 gm 24" * 44" IS 9733/2003 2. 80 gm 12" * 18" 3. 5 kg. PP Bag 30 gm 24" * 44" 80 gm IS 9733/2003 12" * 20" 24" * 44" 6 kg. PP Bag 4. 35 gm 80 gm IS 9733/2003 15" * 22" 24" * 44" 8 kg. PP Bag IS 9733/2003 5. 43 gm 80 gm 10 kg PP Bag 24" * 44" 15" *23" IS 9733/2003 6. 45 gm 80 gm 17" * 26" 15 kg. PP Bag IS 9733/2003 7. 55 gm NA NA 20 kg PP Bag 19" * 28" 65 gm NA NA IS 9733/2003 8.

v) The specification of bags and Master Bags is mentioned below:

*Note: All specifications shall accord to the latest IS standards as amended by the government from time to time.

5. LABELLING: The exact detail of labeling will be given by Department at the time of awarding the contract. However, the label shall contain the following information in English/ Hindi.

PACKING:

- a) Miller's name and address
- b) Date of Manufacture/ Packing Date
- c) Batch No.
- d) Net Weight
- e) Best before 60 days
- f) The wording "Fortified Whole Wheat Chakki Atta with Iron, Folic Acid and Vitamin B -12" followed by + Fortification logo as specified in the Schedule II of the Food Fortification regulations issued by FSSAI, on the label.

g) Any other requirement under FSSAI Rules and applicable packaging act or any other details as required under the existing rules/orders or as may be communicated subsequently.

6. SAMPLING PROCEDURE TO GET REPRESENTATIVE SAMPLE OF FORTIFIED WHOLE WHEAT CHAKKI ATTA FROM A BATCH:

The fundamental procedure mentioned in **IS 14818: 2000** shall be followed to get the representative sample from the **batch**/ **lot of approximately 100 MT FWWCA** produced. The sample shall be taken from different bags of that lot randomly. Approx. 2.5Kg to 3.0Kg of **FWWCA** should be collected to get the representative sample having weight of 500 Grams by "sample divider" or "coning and quartering method" for quality checking and keeping the sample for reference in the presence of representative of the Miller.

7. Testing Method:

All such tests necessary to determine the conformity of the product with prescribed standard specifications will be conducted. The quality of FWWCA of the representative samples drawn from the offered stock for supply shall be tested as specified by FSSAI.

Moisture	Foreign	Other food	Damaged	Slightly	Shrivelled
	Matter %	grains %	grains %	damaged	Broken
		-	-	grains %	grains %
12%	0.75%	2.00%	2.00%	4.00%	6.00%

ANNEXURE-B

INSPECTION CHECKLIST OF CHAKKI/FLOUR MILLS.

- 1. **Mill location:** Free from encroachments, environmental issues, should not be on low level to prevent water logging, and adequate drains and pollution controls.
- 2. **Mill access:** Should allow movement of large multi-axle trucks to deliver 20 MT and above.
- 3. Access to weighbridge: The miller should be able to make weighments preferably in a radius of about 5 Km
- 4. **Covered Storage Space:** The storage space should be adequate to store wheat requirement for 15 days processing and minimum should be 300 MT for wheat and 10 days of production for packed Atta (Min 200 MT). Mills below 500 MT of covered storage space will not be considered.

SN	Equipment/Machinery	Yes/No	If Yes, mention number/Capacity
1	Emery Roller M/C		
2	Vibro Separator		
3	De-stoner		
4	Reel M/c		
5	Conveyor		
6	Stone Chakki (24/30/36'')		
7	Centrifugal Suction M/c		
8	Premix Feeder		
9	Entoleter		
10	Elevators		
11	Packing Machines		
12	Vibro Shifter		

5. Process equipment: The following equipment and Machineries are required:

- 6. **Mill and operating condition:** The mill should be capable of operation for more than 20 hours/day. This would be to ensure generator backup.
- 7. **Quality Control Laboratory:** The equipments to check the moisture content of grain and atta as per the specifications, mainly sieves to check the granulation should be available in the Mill.
- 8. Operational Chakki Milling Capacity:Tonne Per Day.
- 9. **FSSAI Requirements:** Mill hygiene, sanitation and safety standards should be as per the norms set by FSSAI.

ANNEXURE-C

Technical Bid

SN	Particulars	Detail
1	Particulars of Bidder/s	
	a. If proprietorship	Name of the Proprietor with address, phone/ email no.
	b. If Partnership firm	Name of all the Partners with their address, phone/fax/email nos. Is partnership deep registered Yes/No If yes, Date of registration and name of registering authority (copy of same to be enclosed)
	c. If a Ltd., Company under Indian Companies Act, etc.	Please state Organization detail: Pvt. Ltd/Ltd Registered Name & Office Address,
2	Self attested copy of acceptance of all the terms and conditions of the tender document.	
3	Power of Attorney/Letter of authorization of the Signatory of the bid document if necessary.	
4	Name & Location of Mill, Year of establishment	
5	Self attested copy of manufacturing license issued by the government approved regulatory authorities/DIC and should be valid on the date of applying of the tender, the bidders whose license has expired and have applied for renewal shall not be considered.	
6	Self attested details of functional Chakkis with stone size of each Chakki and the actual production/working capacity to be mentioned in Ton Per Day (TPD).	
7.	Self attested copy of the certificate indicating that manufacturing capacity of the Chakki Mill/Flour Mill with Chakki line is minimum 20 MT per day.	
8.	Copies of Balance Sheets/ Profit & Loss Accounts for the last two years financial year 2016-17 & 2017-18 certified by a chartered accountant.	
9	PAN No	
10	GST NO	

11	Self attested certificate of the	
	Miller to guarantee the shelf life	
	of 60 days of FWWCA, from the	
	date of packing.	
12	Company Profile or details of	
	premix manufacturer and	
	supplier to the bidder.	
13	The bidder/party/proprietor/firm	
	will submit the self attested	
	certificate declaring that he has	
	not been debarred or blacklisted	
	from any state/central authority	
	(In any other firm also) till the due	
	date of submission of bid.	
14	Self attested certificate stating	
	minimum covered storage space	
	300 MT for wheat and minimum	
	200 MT for packed Atta (Mills	
	below 500 MT of total covered	
	storage capacity will not be	
	considered.)	
15	Weighbridge of 45 MT installed in	Yes/No
	the Mill premises.	103/110
		Vaa/Na
	Weighbridge of 45 MT is within	T ES/INU
	the 5 KM radius from the Mill	
	Premises.	

ANNEXURE-D

FINANCIAL BID

Name of the District/Block	Tentative quantity of wheat (MT/ Month)	tender document. (Rs. per quintal of wheat inclusive of all taxes). (Wheat supplied in Jute bag)		Rate for the complete operations as per the scope of work and the tender document. (Rs. per quintal of wheat inclusive of all taxes). (Wheat supplied in HDPE bag)	
		For 2, 4, 6, 8 and 10 KG Bags.	For 5, 10, 15, 20 and 25 KG Bags		For 5, 10, 15, 20 and 25 KG Bags.
Ambala District.					
Ambala City	648				
Ambala Cantt.	693				
Saha	135				
Shahzadpur	266				
Naneola	69				
Kesri	143				
Matheri	233				
Total	2187				
Karnal District					
Gharaunda	701				
Nilokheri	357				
Karnal	1247				
Taraori	337				
Indri	490				
Kunjpura	265				
Jundla	188				
Assandh	719				
Nissing	293				
Total	4597				
Grand Total	6784				

I/we hereby agree to abide by all the terms and conditions laid down in the tender documents.

Place:....

Date:....

Signature of the Miller,

Name _____

Designation _____

Address: _____

Phone/Mobile No._____

E-Mail:	
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