



**THE HARYANA STATE COOPERATIVE SUPPLY  
AND MARKETING FEDERATION LIMITED**  
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## **TENDER NOTICE**

### **EMPANELMENT OF RICE MILLS SITUATED IN HARYANA FOR PRODUCTION OF FORTIFIED RICE FOR ICDS AND OTHER SCHEMES FOR ONE YEAR.**

Hafed invites E-Tenders from the Rice Millers of Haryana doing the work of Custom Milled Rice for FCI for empanelment with Hafed for processing of Paddy to get Fortified Rice with multiple micronutrients as per FSSAI norms for distribution through ICDS Scheme of Haryana. more Govt. schemes may be added in future. The tender document containing detailed terms & conditions and specifications, etc. are available on portal **<https://etenders.hry.nic.in>** and at Hafed's website **[www.hafed.gov.in](http://www.hafed.gov.in)**. The tender document can be downloaded on deposit of Rs. 1000/- (non-refundable) as tender fee and e-service fee of Rs.1000/- (non-refundable). The online tender document must be accompanied with the EMD of Rs.1.00 Lakh. **The tender document should be uploaded alongwith the EMD on or before 19.02.2021 up to 5:00 PM through e-Tender portal.** All the bidders are required to get registered on the e-tendering portal and obtain a Digital Signature from NIC office. The technical bid will be opened at 11:30 AM on **22.02.2021**. The financial bid of only those bidders will be opened/considered whose technical bid is found satisfactory and meets the requirement of infrastructure required. 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 bids. 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.**

### **Detailed Notice Inviting Tender**

Hafed invites e-tender for empanelment of Rice Millers for production of Fortified Rice for ICDS and other schemes Scheme for various Districts of the State in single stage two cover systems. Under this process, the Technical Bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. Technical Bid & Commercial Envelope. Eligibility of the Bidders will be first examined based on the details submitted online under first cover (Technical) with the request to eligibility and qualification criteria prescribed in the Tender document. The Price Bid under the second cover shall be opened for only those bidders whose Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- 1. The payment for Tender Document Fee and Processing Fee shall be made by the bidders online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of Govt. of Haryana and also mentioned under the Tender Document.**
- 2. Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-Tender. The bidder will be required to make online payment of required EMD in due course of time. The intended parties fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his/her bids for the respective event/Tenders.**
- 3. The interested bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance as given under Key Dates and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder/agency thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in>**
- 4. The interested bidders shall have to pay mandatorily Processing Fee of Rs 1000/- and document fee of Rs. 1000/- (Non refundable) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.**

The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.

The interested bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance before the expiry date & time of the respective events. And make payment via RTGS/NEFT to the beneficiary account number specified under the online generated challan.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:

### **Key Dates**

S.N.	HAFED Stage	Party Stage	Date & Time
1		(i) Downloading of Tender Document / Online Bid Preparation. (ii) Online directly transfer of funds of Rs.2000/- through online directly through Debit Cards & Internet Banking Accounts. (Tender document fee Rs.1000/-, Processing Fee Rs.1,000/-) and required EMD of Rs. One Lakh	10.02.2021 at 11:30 AM to 19.02.2021 at 5:00 PM
2	-	Submission of online Bid	10.02.2021 at 11:31 AM to 19.02.2021 at 11.00 AM
3	Opening of Technical Bid	-	22.02.2021 at 11.30 AM
4		Manual submission of additional/supporting documents only.	22.02.2021 at 11.00 AM
5.	Opening of Financial Bid		Shall be informed after inspection of the mills.

#### **NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “EXEMPTION” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender”**

#### **Important Note:**

- 1) The bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, 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 activities 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 TO 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 tenders process online are required to get registered on the centralized e-Procurement Portal i.e. <https://etenders.hry.nic.in> Please 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 bidder bidding online. These Digital certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- 2.2** A Digital Certificate is issued upon 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://etenders.hry.nic.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 the online available important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 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 attack, 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.
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 NIC or downloaded from the home page of the website - <https://etenders.hry.nic.in>  
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 <https://etenders.hry.nic.in>
5. **Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>
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. **Online Payment of Tender Document Fee, Processing fee & EMD fees & Bid Preparation & Submission (Technical & Commercial/Price Bid):**
- 7.1 **Online Payment of Tender Document Fee + Processing fee:** The online payment for Tender document fee, Processing Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and Processing Fee shall be made by bidders/Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT & OTC.  
The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.
- 7.2 **PREPARATION & SUBMISSION OF online APPLICATIONS/BIDS:**
- (i) Detailed Tender documents may be downloaded from e-Procurement website <https://etenders.hry.nic.in> and tender mandatorily be submitted online following the instruction appearing on the screen.
- (ii) Scan copy of Document to be submitted / 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 exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.
- (iii) **FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**8. ASSISTANCE TO THE BIDDERS**

For queries on Tenders Haryana Portal, Kindly Contact

Note: Bidders are requested to kindly mention the URL of the portal and Tender ID in the subject while emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the respective tender Inviting Authority.

Tel:-0120-4200462,0120-4001002

Mobile:88262-46593

Email:-support.etender@nic.in

For any technical related queries please call at 24x7 Help Desk number  
0120-4001002,0120-4200462,0120-4001005,120-6277787

For support related to Haryana Tenders in addition to help desk you may also contact on email ID eproc.nichry@yahoo.com, Tel:0172-2700275

**Timing:**

Technical support assistance will be available over telephone Monday to Friday (9:00am to 5:30pm) (Helpdesk Support in team shall not be contracted for online bidding on behalf of the contractors)

**Note:** Contact e-Procurement helpdesk on or before prior to 4 hours of the scheduled closing date and time of respective e-tendering event. Also, for queries related to e-payment of EMD kindly contact the helpdesk at least two days prior to closing date and time of the respective event.

Intended bidders mandatorily required to register their queries if there is any pertaining to the online bidding and the single e-Procurement portal at email address:-  
<https://etenders.hry.nic.in>

**NOTE:-**

- (A) 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://etenders.hry.nic.in>
- (B) For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...?' to download the file.

**(Online Payment Guidelines)**

**Guideline for Online Payments at e-Procurement Portal of Government 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 + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

### **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.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) 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.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

**C) RTGS/ NEFT**

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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 1,10,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

1. To choose the payment of EMD, the bidder clicks on RTGS/NEFT payment option.
2. Upon doing so, the e-Procurement portal will redirect the bidder to a page where it will generate a Challan.
3. This Challan shall include the beneficiary (virtual) account number and other details like beneficiary IFSC code each.

**RTGS / NEFT Payment Procedure**

The bidder shall be required to take a print of the challan and make the RTGS / NEFT on the basis of the virtual account number period on the challan. This provision will ensure that number confidential details regarding the bidder or tender are disclosed to the bank while remitting the RTGS/NEFT.

The bidder would remit the fund at least one day in advance to the last day and make the payment via RTGS/NEFT to the beneficiary account number as mention in the challan. SBI Bank shall receive this amount and credit the payment gateway service provider intermediary Department/PSUs Escrow Security Deposit account post validating the first part of the beneficiary account number, i.e., the client code only, In case of validation of client code is not successful, the bank shall return the fund and not credit the Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

**D) Over the Counter (OTC)**

This solution shall allow the bidder having account with SBI bank, to make the payment from any CMS enables Branch of SBI Bank in India. Bidders can make the payment via cash (if amount is  $\leq$  ₹49,999), Demand Draft or SBI Bank Cheque.

The procedure for paying through OTC mode is as follows:

- (i) Bidder selects over the counter remittance option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid. The bidder chooses the bank account number for refund of the amount.

- (iii) Bidder clicks on "Continue" Button.
- (iv) The e-Procurement portal displays the details of payment. The Bidders click on "Print Challan" and print the OTC Challan.
- (v) Bidder submits the OTC Challan at the counter of any designated bank of SBI Bank with Cash/Demand Draft/SBI Bank Cheque (Payment in Cash is allowed upto Rs. 49,999/-).
- (vi) SBI bank verifies the URL (format to be discussed and decided) and amount with e-Procurement portal prior to accepting the payment.
- (vii) On successful verification from e-Procurement portal, SBI bank accepts the payment. In case of failure, SBI bank shall return back the OTC challan and payment to the bidder.
- (viii) SBI bank commits the payment transaction (in case of successful verification from e-Procurement portal) and sends the Bank Transaction number (I-Sure Reference Number) online against the URN and Amount.
- (ix) SBI bank will generate receipt for the payment transaction and issues the same to the bidder.
- (x) The e-Procurement system update the bank transaction number against the URN and Amount based on the details sent by SBI bank online prior to generation of the receipt.
- (xi) The status of the payment will be displayed as "verification successful" in e-Procurement Portal, when the bidder clicks on the verification option in the portal.
- (xii) Bidder would be required to upload the scan copy of receipt as received from SBI Bank as part of proof in next tender portal before submitting.

## TERMS AND CONDITIONS OF THE TENDER

### 1. DEFINITIONS

- a) **Fortified Rice** means fortification of the Rice with micro-nutrients through fortified Rice Kernels (as per the FSSAI standards)
- b) **Contract** means the Contract between Hafed and the Rice Miller to execute & complete the Processing of the Fortified Rice as per agreed terms and Specifications. This includes all attachments and annexure.
- c) **The Miller** means a Rice Mills individual/firm/registered company etc. who has submitted the Bid to process the Rice for producing Fortified Rice as per specifications specified in the tender document (**Annexure-A, part 1-a**).
- d) The Bidder shall submit technical bid, financial bid and other required documents online.
- e) **FRK** means Fortified Rice Kernels.
- f) **ICDS** means Integrated Child Development Services.
- g) **WCD** means Women & Child Development Department, Haryana.
- h) **Hafed** means Haryana State Cooperative Supply & Marketing Federation Ltd.
- i) **FCI** means Food Corporation of India.
- j) **F & S** means Food, Civil Supplies and Consumer Affairs Department.
- k) **EED** means Elementary Education Department Haryana.
- l) **MDM** means Mid Day Meals scheme.
- m) **PDS** means Public Distribution System.
- n) **FCI** means Food Corporation of India.
- o) **Specifications** means the specifications of the Fortified Rice, micronutrients and packing bags indicated in the tender document and any modification or addition made or approved by Hafed (**Annexure-A, part 1-b**).
- p) **Effective date** of contract shall be the date of receipt of intimation of award of work to the successful bidder/s.

### 2. Criteria for empanelment

- a) The bidders from the entire state can bid for these e-tenders, but at present the requirement is only 7200 MT for the ICDS scheme and other state/central schemes can be added in future.
- b) In case the demand of Fortified Rice increases in future, the work can be allotted to the more empanelled Rice Millers of other district to meet out the increased demand.
- c) In case the number of millers are more to get empanelment in a particular district of centers and the demand is less, in such case the required no. of rice miller shall be selected with the draw of lots.

- d) The empanelment of the Rice Mill does not guarantee for allocation of work of Rice Fortification or paddy allotment to such empanelled millers.
- e) "Quantity of FRK may vary on request of Hafed/Food & Civil Supplies Deptt./ FCI, which shall be binding upon the miller."

**3. The eligibility conditions of the Rice Miller.**

- i) Rice mills that are already registered with the Haryana State Procuring Agencies and Food Corporation of India and doing the CMR work in the current milling season of Kharif Marketing Season 2020-21 will be empanelled for Fortification of Rice. Bidder must have minimum experience of 2 years for milling 2000 MT Paddy per year during last two years.
- ii) The Rice Mills should be self owned. The rice Mills taken on lease will not be eligible for empanelment.
- iii) The Rice Millers who have not delivered the full quantity of CMR in the past year shall not be eligible for empanelment.
- iv) The mill should not have been blacklisted by any agency of centre/state and they have to submit a certificate for this.
- v) The Rice Mill will submit the certificate issued by the FCI that stock of CMR delivered by him to FCI has never come under BRL (Beyond Rejection Limit) during last 5 years.
- vi) The Mill should have regular power connection from the State Electricity Board.
- vii) The Bidder Rice Millers should have valid FSSAI license and should adhere to all the guidelines of FSSAI for the hygiene and other parameters.
- viii) The Dozing and Blending equipment installed by the Rice Millers should be capable of making homogeneous mixture of fortified rice in the required ratio of 1:100. Flow rate of rice should be uniformly maintained before blending. 3 weeks time shall be given for installing of blender/mixing equipments to the empanelled Rice Millers after selection.
- ix) The Rice Mills with the complete infrastructure including Sortex Machines, Drier, Blender and other equipments as per the CMR guidelines would be preferred for empanelment.

**4. FCI Guidelines for Rice Fortification**

**FCI has issued the following mechanism/guidelines to be followed in procurement/acceptance of fortified rice stocks during Kharif Marketing Season (KMS) 2020-21.**

- 1. The fortified rice stocks shall be accepted/purchased as per specifications, laid down by the GOI for Kharif Marketing Season 2020-21 and issued vide Memo No. RP-02-2020 (Milling Policy KMS 2020)/16228 dated 25.09.2020 and vide letter No. QC 19/R&D/Fortification of Rice/2019 dated 18.11.2020. Stocks identify and accounting

of different categories i.e. FAQ with FRK & URS, if any, should be separately maintained at the time of receipt, storage and issue/dispatch.

2. The method of sampling is to be followed as per the BIS method of samplings of food grains, as instructed vide this office letter No. QC/2(1)/2002/Vol.I dated 13.11.2002 and 09.12.2002.
3. Each and every bag of fortified rice for inspection and acceptance must bear proper and legible stenciling/tag so that the crop year, name of supplier, lot/consignment/contract number, class/group of Fortified Rice, name of center etc. are clearly visible on the bags. All bags with fortified rice must have the (+F) logo prominently stenciled on it. Fortified rice bags/lots without proper, clear and legible stenciling/rexin flap are to be rejected out rightly by Depot staff and not to be inspected/accepted by QC staff. It should be ensured that in no case dumping/stacking of any lot of fortified rice should be allowed inside godowns before final acceptance. The stack cards attached to fortified rice stacks should have an identification mark (+F) for maintaining separate identity and in the books of records stock position of fortified rice stocks is to be maintained separately for issuance under different schemes of Gol.
4. Normal FAQ rice and fortified rice stock should be stacked separately at the time of procurement/storage/receipt through rail/road.
5. The stacks of fortified CMR should be maintained separately in the Master Ledger/Stack Register etc.
6. In case, any center is identified for acceptance of fortified CMR, then Manager (QC) would draw separate Priority list for normal FAQ rice and fortified rice of the center.
7. Whenever, movement plan is given to a particular center, and in case of movement of fortified CMR, Manager (D)/Manager (QC) should ensure separate loading of wagons/trucks. Mix loading of normal FAQ rice and fortified rice is not allowed in a wagon or trucks.
8. At the time of procurement of CMR and in the event of rejection of consignment and appeal against rejection thereof, action in accordance with the Procedure prescribed by the Ministry vide letter dated F.No.39-5/2013-S&I dated 10.10.2014, circulated by this office letter No. QC2(1)/KMS/2014-15 Vol. II dated 16.10.2014 and subsequently amended by Ministry vide its letter F.No. 39-5/2013-S&I dated 23.03.2015 & F.No. 39-5/2013-S&I dated 28.10.2015 circulated by FCI Hqrs. Vide letter No. QC 2(1)/KMS/MAP/2014-15 dated 03.11.2015 should be complied with.
9. The Assistant General Manager (QC) In-charge of Quality Control and Procurement operation of the Division, will keep a close watch on the quality of stocks being procured under his jurisdiction through a systematic and regular monitoring. He will also carry out regular checks of the stocks being procured in a manner to ensure thorough checking of at least 10% of fortified rice consignments accepted by each TA in each depot on fortnightly basis as the case may be.
10. Dispatch/issue of freshly procured fortified rice stocks should be done only after super check by at least next Higher Level Officer of Divisional office (DM/AGM(QC)/Region or after one month of storage, whichever is earlier, strictly abiding FIFO Principle.
11. The 'FRK' has been added as a parameter in the FAQ specification of Rice, necessary training may be imparted to the QC personnel engaged in procurement of rice stock for identification and analysis of FRK.
12. The paddy would be provided to the Rice Millers as per the CMR policy/guidelines of the State government.

13. The WCD Department would be informed about the location from where the fortified rice would be lifted for distribution under ICDS Scheme.

## **5. SCOPE OF WORK:**

Fortified Rice will be used to prepare nutritious food for Anganwadi children under the ICDS scheme of WCD Dept. across the state. HAFED intends to empanel Rice Millers of the State catering the supply of Fortified rice to all the districts under ICDS Scheme through the empanelled Rice Mills. The annual requirement is approx. 7200 MT of ICDS Scheme other centre/state Govt. Schemes can be added in future. Fortified rice is produced by blending fortified rice kernels (FRK) with regular rice through use of various blending solutions in the ratio of 1:100.

- i) Rice millers will invest towards up gradation of existing milling line for performing blending and fortification operations. The Rice Miller has to install its own equipments/machinery in the covered space to carry out the processing of paddy, packing, blending/mixing of FRK with the normal rice (CMR) and storage. The cost, of investment will vary from mill to mill depending on the volume of fortified rice produced. The miller is advised to bid/quote the rates of per qtl. of Fortified rice produced after blending in the ratio of 1:100 of FRK with the normal inclusive of all the all the taxes(including GST etc.). The cost shall include the price of FRK (with recommended level of three micronutrients – Iron, Folic Acid and Vitamin B12) as per FSSAI procured by rice miller for rice fortification).
- ii) To be able to produce fortified rice the rice miller should have a valid milling license and a valid license for processing of fortified rice under category 6.0 of Indian Food Categorization System (Food Safety & Standards Act, 2006) and should get the fortified logo endorsed by FSSAI.
- iii) The quality of cleaning, milling, fortification, packing etc. should be such that the shelf life of Fortified Rice supplied by the Miller is at least 1 year. Miller is required to guarantee 1 year shelf life stability and it shall be submitted in the form of self-attested certificate for Fortified Rice produced by the Miller.
- iv) The Mill must meet the safety standards as per the guidelines of the Government/FSSAI Norms. The Food Safety and Standards Authority of India (FSSAI) have released regulations called Food Safety and Standards (Fortification of Foods) Regulations, 2018 in the Gazette of India, Extraordinary, Part III, Section 4.
- v) The lab testing charges of the samples shall be borne by the respective Rice Miller.
- vi) All relevant policies of Haryana Government/FCI/Food Department/Hafed related to the scope of work will be applicable and as amended from time to time.
- vii) The Rice Mill for this purpose would be empanelled for a minimum period of 3 years or till the continuation of the schemes whichever is earlier.
- viii) 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

## 6. PROCEDURE:

- i) Paddy will be supplied to Rice Millers by State food grain procuring agencies or FCI for custom milling. Fortification of rice in the Scheme has to be done at source i.e. at the milling stage. In the existing arrangement for paddy processing at the rice mill, the fortified rice kernels (FRK) should be blended with milled rice in a ratio of 1:100 to produce the fortified rice in a single continuous line without any break in the process. Before bagging rice for further delivery to the FCI godowns at the allocated locations/centers
- ii) The Rice Millers will purchase the FRK from the producers who are using extrusion method for producing Fortified Rice Kernels (FRK). Under this method, the rice is grinded into a powder form, mixing of pre-mix, making paste and finally Fortified Rice Kernels (FRK) are produced.
- iii) The millers will procure the FRK directly from the FSSAI empanelled/authorized FRK manufacturers who will be required to submit Certificate of Analysis from independent third-party NABL laboratories for the FRK to the respective State Food Safety Authorities and its District officers before the FRK is moved to the mills for blending.
- iv) The FRK should only be used only after validation of the Certificate of Analysis (CoA) of FRK, in terms of appropriate micronutrient levels and microbiological specifications for blending with regular rice. Paddy will be converted to rice and blending operations will be carried out immediately after it at the rice mill itself using a blending machine. FRK and CMR will be mixed in a ratio of 1:100 by rice millers.
- v) +F logo to be used per the FSSAI standards and gazette notification on food fortification
- vi) Fortified rice will bagged in the jute bags of 50 kg specified by HAFED Govt./FCI with proper labeling as per FSSAI guidelines to distinguish fortified rice from regular rice.
- vii) The Miller will quote the rate for fortification with Fortified Rice Kernels as per FSSAI fortification standards of 2018 mentioned at **Annexure-A** (b) in ratio of 1:100. Micronutrients are to be added in the FAQ rice as per FSSAI standards of 2018.
- viii) Testing of quality of Fortified Rice, as per given specifications and Parameters (**Annexure-A part 7**).
- ix) Appropriate and scientific storage of Rice stocks, Fortified Rice Kernels, packing material and Fortified Rice at the Mill.
- x) Printing on the tags to be fixed on each bag during stitching should be as per given design/format by the WCD or concerned Department.
- xi) Criteria for procurement of premix for FRK production:  
FRK manufacturer should procure the premix for FRK production from the vendors having valid FSSAI license of 99.5 categories. The chemical salt of the vitamin and minerals, used for FRK production, should be in line with the ones mentioned in FSSAI guidelines. Certificate of Analysis (CoA) of the premix to be used for FRK production should also be shared with the respective State Food Safety Authorities

and its District Officers for the final approval for its use for FRK production. FRK should be packaged in High density polyethylene (HDPE) laminated bags of 20/25 Kg with the mandatory information printed on the bag based on the FSSAI guidelines on labeling of fortified foods. FRK should be delivered to the rice mill once the satisfactory COA is received from the 3rd party NABL accredited laboratory and the COA has been approved by the Committee at the District/State level so constituted under the chairmanship of Food Secretary/District Collector (refer section 7.1 and 7.2 trailing below). The report should mention the levels of all micronutrients which were added for FRK production. FRK should resemble the regular rice in its colour, sheen, consistency and texture. The sample of FRK should also be shared with Committee at State level for reference and record. Mode of delivery of FRK should be such that the material is delivered in the bags which are intact and without any physical damage.

**(xii) Criteria for procurement of the blending equipment:**

- (1) The capacity of the blending unit procured should be aligned to the milling capacity of the rice mill.
- (2) All the equipment used in the rice fortification process should be of food grade mild steel with the enamel finish and should provide a blending efficiency of at least 90%. Supporting equipment/devices such as compressor, voltage stabilizer would be required for functioning of the blender / feeders. Specification of the same will depend on the capacity of the equipments for which it is required.
- (3) The miller shall be required to install the required equipments/machine for blending the FRK with the Custom Milled Rice within three weeks from the date of finalizations communication from Hafed.

**7. Transport of Fortified Rice by WCD Department and terms of payment.**

- i) WCD will make arrangement for transportation of Fortified Rice from FCI godown to their required centers/destination for distribution under ICDS scheme.
- ii) WCD will give the delivery schedule of Fortified Rice to FCI authorities concerned requirement quarterly.
- iii) WCD shall release the payment of processing charges fortification charges and 5% service charges of Hafed within 15 days of submission of the bills. For any delay in payment, the interest @ CCL shall be charged / recovered from the concerned department.

**8. Quality Control and Inspection:**

Quality Assurance mechanism will operate at following levels:

- i) **At the Mill level** – Miller will have to provide certificate of analysis of FRK procured from FRK manufacturer. Rice millers will have to maintain batch wise record of FRK procurement and its usage for rice fortification. The committee constituted by HAFED will have to verify the 'Certificate of Analysis' in respect of every FRK consignment/batch
- ii). **At every blending point** – The quality control method to test the homogeneity of blended rice will be done by the rice miller.
- iii) **Post blending** - Random sampling of fortified rice may be done at the source / rice mills at least one sample in a month by the competent official in the committee

constituted by HAFED for quality control, from each blending point and will be sent for analysis at independent third-party NABL laboratory. Cost of Lab charges will be borne by Rice Miller. **(enclose FCI letter)**

- iv) **During Storage**– Concerned officers/officials of FCI at the godown level will inspect the stacks of Fortified Rice and accordingly will accept the rice for storage on the pattern of CMR as mentioned under the heading **Role of FCI**.
- v) **Distribution of Rice:** Once the fortified rice is distributed to the respective Districts, the concerned committees constituted by Hafed/FCI/Food Department may consider the collection of random samples each quarter from selected Anganwadis for its analysis through NABL laboratory.
- vi). As per Clause no. 2.4.1 of the Food Safety and Standards (Laboratory and Sample Analysis) Regulations, 2011, the sample shall be dispatched forthwith in the following manner:
  - a) The sealed container/packet of one part of sample for analysis along with memorandum in Form VI shall be sent in a sealed packet to food analyst under appropriate condition to retain the integrity of the sample.
  - b) The sealed container/packet of second and third parts of the sample and two copies of memorandum in Form VI shall be sent to Designated Officer by any suitable means.
  - c) The sealed container/packet of the remaining fourth part of the sample and a copy of memorandum in Form VI shall be sent to an accredited laboratory along with fee prescribed by Authority, if so requested by the Food Business Operator, under intimation to the Designated Officer, provided that the fourth part also shall be deposited with Designated Officer if FBO does not request to send the sample to an accredited lab.
- vii). **If required, random samples of FRK supplied** by FRK producers can also be sent for testing to NABL Accredited Labs. Samples to be collected from rice millers before FRK is used for fortification.

## **9. AGREEMENT**

A proper milling agreement shall be executed between Hafed and Rice Millers for milling of paddy with a separate clause to be inserted regarding packaging and stenciling of '+F' logo on Jute bag and rexin slip.

## **10. PAYMENT TERMS:**

The Miller will submit bills to the concerned District Head of Hafed/DFSC/HWC or any other procuring agency accompanied by an invoice describing, Fortified Rice delivered and services performed with complete documents stipulated in the contract. DM Hafed shall immediately submit the bills with the District Program Officer, WCD Department on the pattern of bills of custom milled rice and District Program Officer, WCD Department shall release the payment of processing charges and 5% service charges of Hafed on the CMR pattern.

- Payments of processing charges to the Miller(s) shall be made by Hafed within 7 days of the receipt of the payment from District Program Officer, WCD Department or as the case may be. The receipt of the Fortified Rice

confirmed by documentary evidence signed by the FCI staff at the storage godowns that the goods have been received in full quantity and in good conditions.

**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. RICE 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.

**14. 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.

**15. 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 rice provided for preparation of Fortified Rice legal actions under the Essential Commodity Act or any other law in force shall be initiated against the Miller.

**16. 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.

**17. VALIDITY OF THE TENDER:**

The validity of the contract period is **one year** from the date of the allotment of the work. However the contract can be extend for next one year if the performance of the rice miller is satisfactory and after approval of the competent authorities.

**18. 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.

**19. 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.

**20. 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 rice, 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.

**21. 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.

**22. 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.

**23. 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

**24. 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**

The general guidelines for paddy procurement and its milling during KMS 2020-21 as mentioned in memo NO RP-02-2020 (Milling policy KMS 2020/16228) dated 25<sup>th</sup> Nov 2020 shall be applied for rice

**1. FORTIFIED RICE:**

- a) **Fortified Rice** should be made by processing whole rice blended with fortified rice kernels in the ratio of 1:100 and free from dirt, filth, filling and added coloring matter. It should conform to the standards for whole rice, within the specification of KMS as referenced above.
- b) For producing Fortified Rice, produced as above should be fortified with Iron, Folic Acid and Vitamin B<sub>12</sub>, as per the fortification standards specified by FSSAI depending on the relevant standards applied by the State Department.
- i) **As per FSSAI 2018 standards, One Kg Fortified Rice contains:**

Micronutrient	Form	Level of Micronutrient in 1.00 Kg Fortified rice
Iron	Ferric Pyrophosphate,	28 mg – 42.5 mg
	Or Sodium Iron(III) Ethylene diamine tetra Acetate Trihydrate (Sodium ferredetate- Na Fe EDTA)	14 mg-21.25 mg
Folic Acid	Folic acid	75 ug-125 ug
Vitamin B <sub>12</sub>	Vitamin B <sub>12</sub> , Cyanocobalamine, Hydroxycobalamine	0.75 ug – 1.25 ug

The Miller must have the consent of the ICDS 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 Fortified Rice should be from 100% vegetarian source. The minimum shelf life of the finished product (**Fortified Rice**) should be 6 months from the date of production. The **Fortified Rice** 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 **Fortified Rice**.
- e) As per the provisions of FSSAI (regulation 2011), each bag of Fortified Rice should have the list and quantities of added micronutrients on the label.
- f) It shall have a good smell.

## **2. Manufacturing Process:**

- a) 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: Rice and micronutrients as specified.
- d) The Fortified Rice shall be manufactured using the following processing method
  - i. Cleaning of rice by separator, de-stoner, and magnetic system
  - ii. Hulling process using rubber roll hullers and paddy table
  - iii. Milling Process: Vertical whitening and horizontal polishing with a min of three passes, cone whitening may be permitted for parboiled. Rice after polishing should be graded for broken and colour sorted.
  - iv. Micronutrient Fortification: The Fortified Rice is homogeneously mixed with the vitamin/mineral premix kernels using micro dozer and then packed. Blending of kernels should be done just prior to packing. Blenders can be batch or continuous however maintaining dosing accuracy and blending uniformity is important.
- e) Miller is required to submit details of the premix kernel 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 rice and its results in the Fortified Rice after processing the whole rice with the premix. For the purpose the Department may ask samples of premix kernels 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) Paddy received from concerned State Department.
- (b) Rice outgoing register
- (c) Premix kernel Incoming - Usage Register.
- (d) Fortified Rice Dispatch Register.
- (e) Quality Testing of Fortified Rice

## **4. PACKING:**

- i) The bag size of Fortified Rice should be 50 kg weight in Jute Bags for ICDS Schemes as per requirement of ICDS Deptt.

- ii) Fortified Rice should be packed in a Jute bag. All packing shall be food grade material appropriate for the packing of Fortified Rice. Packaging must be properly sealed and machine-stitched.
- iii) Tag of Fortified Rice shall bear label as prescribed by giving details like shelf life of the Fortified Rice, date of packing, expiry, micronutrients added, batch no. etc. and labeled as:

**“FOR ICDS IN HARYANA ONLY. NOT FOR SALE IN OPEN MARKET”**

- 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) Rice Miller's name and address
- b) Date of Manufacture/ Packing Date
- c) Batch No.  
Net Weight
- d) Best before 12 months.
- e) The wording "Fortified Rice 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.
- f) 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.
- 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 RICE FROM A BATCH:**

The fundamental procedure mentioned in **IS 14818: 2000** shall be followed to get the representative sample from Lot/wagon of **Fortified Rice delivered to FCI Godowns** produced. The sample shall be taken from different bags of that lot randomly. Approx. 2.5Kg to 3.0Kg of **Fortified Rice** 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. Iron spot test and kernel % measurement may be used for quick checks. The quality of Fortified Rice of the representative samples drawn from the offered stock for supply shall be tested as specified by FSSAI.

**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	Proof of registration with the Haryana State procuring agencies and Food Corporation of India and doing the CMR work in the current milling season of kharif-2020.	
7.	Proof of Minimum experience of CMR of 2000 MT per year during last two years.	
8.	Proof of ownership of Rice Mill	
9	The Bidder has to submit the Bank Solvency Certificate.	
10	PAN No	
11	GST NO	

12	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.	
13	Proof of delivery of full quantity of CMR in the past year	
14	Copy of certificate issued by the FCI that stock of CMR delivered by miller to FCI has never come under BRL (Beyond Rejection Limit) during last 5 years	
15	Valid FSSAI License No. and attach the Certificate.	
16	Power :The Miller must have ensure sufficient Power load connection from state electricity board according to the milling capacity of the Mill.	
18	Copy of certificate certifying the safety standards as per the guidelines of the Government/FSSAI Norms	

**ANNEXURE-C****FINANCIAL BID**

SN	Rate for rice fortification as per FSSAI Standards 2018 Guidelines and packed in 50 Kg Jute Bags. Rate in Rs. /- Per qtls
1	

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

**Place:**.....

**Date:**.....

**Signature of the Rice Miller,**

**Name** \_\_\_\_\_

**Designation** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone/Mobile No.** \_\_\_\_\_

**E-Mail:** \_\_\_\_\_