



**EXPRESSION OF INTEREST (EOI)**  
**FOR**  
**Empanelment of service provider for offering e-Bid services to HAICL for procurement of Food products or any other consumer products/services**

Ref No. HAICL/10-03-2021/Service Provider-1

**Date - 10.03.2021**

**HARYANA AGRO INDUSTRIES CORPORATION LIMITED**

CIN No. U51219HR1967SGC041080  
EPABX:0172-2561317, 2560920  
FAX:0172-2561310, 2561313  
Website : [www.haic.co.in](http://www.haic.co.in)  
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Registered Office :  
Bays No.15-20, Sector-4  
Panchkula

## **DISCLAIMER**

The information contained in this EOI document or subsequently provided to Applicant, whether verbally or in this EOI document or any other form by or on behalf of the HAICL or any of its employees or advisers, is provided to Applicant on the terms and conditions set out in this EOI document and such other terms and conditions subject to which such information is provided. This information is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The HAICL accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

This EOI document is not an agreement with the prospective applicants or any other person. This EOI document includes statements, which reflect various assumptions and assessments arrived at by the HAICL in relation to the assignment. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This EOI document may not be appropriate for all people, and it is not possible for the HAICL, its employees or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this document. The assumptions, assessments, statements and information contained in this document, may not be complete, accurate, adequate or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this Tender document and obtain independent advice from appropriate sources.

The HAICL , its employees and advisers make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this document or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of this document and any assessment, assumption, statement or information contained therein or deemed to form part of this document or arising in any way in this Selection Process.

The HAICL also accepts no liability of any nature whether resulting from negligence or otherwise however caused arising from reliance of any Applicant upon the statements contained in this document.

**Tender details :**

| Particulars  | Details  |
|--|--|
| Name of Bid Issuer   |  |
| Name of the Engagement   | EXPRESSION OF INTEREST (EOI) for empanelment of service providers for offering e-bid services to HAICL for procurement of Food products or any other consumer products/services. |
| EOI Publication Date   | 10.03.2021   |
| Pre-Bid Meeting Date   | 18.03.2021   |
| Last date & time for submission of bid                           | 25.03.2021 till 1:00 pm  |
| Last date for submission of additional document                  | 25.03.2021 till 3:00 pm  |
| Opening of the PQ cum TQ Bid, followed by Technical presentation | 25.03.2021 at 5:00 pm  |
| EOI Document Fees  | Rs. 1,000/- (Rupees One Thousand only)   |
| Earnest Money Deposit  | Rs. 50,000/- (Rupees. Fifty Thousand only).  |
| Contact Person   | Manager procurement and IT advisor   |

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## **A. About HAICL Retail Expansion Plan**

Government of Haryana is proposing to launch Retail Expansion Plan project by Haryana Agro Industries Corporation Limited for retail outlets for Consumer Goods. Broad objective of the Organization would be to provide an alternate channel to promote entrepreneurship, provide best quality products at discounted prices, to help in establishment of Government brands, promote retail policy of Haryana and generate employment across the State. Going forward, the organization would help generate market for innovative products across perishable & consumer goods that will further promote entrepreneurship and manufacturing efficiency in the State.

It has been proposed to set up 2000 retail stores/outlets across the 22 districts of Haryana, which will help in boosting the spirit of entrepreneurship and generating favourable employment. Product mix of these stores may include consumer products from Govt. Co-operatives/Self Help Group/ FPOs, leading FMCG companies and MSMEs of Haryana.

### **Objective of the EOI**

To engage panel of service provider; this EOI document is invited from eligible E Auction/E Market place service providers for offering e-Bid management and services to HAICL for procurement of Food products or any other consumer products/services.

Through this EOI, HAICL may select a panel of E-bid/E-market place service provider from technically qualified bidders. The applications are therefore being invited from prospective service providers for carrying out e-Bids on behalf of HAICL.

## **B. Eligibility criteria for e-bid service providers**

The following are the minimum eligibility criteria which the service provider should have: -

- a) The service provider may be a sole proprietorship/partnership (under partnership act 1932) firm or a company registered under the Companies Act, 1956 or Companies Act, 2013 and should be in operation for a period of at least two years as date of issue of this e-Bid.

- b) The prospective service provider shall have own electronic platform with e-bid/e-tendering facility and having capability of undertaking the complete scope of work and roles and responsibilities meant for the service provider as detailed in the Tender Document.
- c) The party should have experience of managing e-Bid of any of following products i.e. Pulses, Spices, Dry fruits, Cereal and Cereal products, Food grains or any other Agri commodities or products. The party should have handled at least 1000 e-bids and at least one Lakh MT (as certified by a Chartered Accountant) Pulses, spices, dry fruits, cereal and cereal products, food grains and any other Agri commodities or products for Central/State Government/ their Institutions, PSUs, Cooperatives or Private Trade. The bidder should have an Agri products buyer base across India with minimum 1000 buyers registered.
- d) Agriculture Marketing Cooperatives / PSUs would be exempted from the empanelment process and can offer their services.
- e) The service provider should have minimum average operational turnover of Rs. 2 Crore (Rupees Two Crore) from e-bid/e-tendering services during preceding three financial years i.e. 2017-18, 2018-19, 2019-20 which should be duly certified by the Auditor/a firm of Chartered Accountants.
- f) The bidder must comply with latest amended Indian IT Act 2000, relevant CVC guidelines and STQC Guidelines. Certificate from an independent auditor shall be provided for the same.

The E-bid portal of bidder should be STQC certified and shall be renewed timely to maintain validity of the same throughout the period of empanelment.

- g) The service provider shall not be under a declaration of ineligibility for corrupt or fraudulent practices nor should have been black-listed by any Govt. or Govt. undertaking organization at the time of submission of the bid.
- h) The service provider should have valid PAN & GST number

### **C. Scope of work**

The scope of work under this EOI relates to conducting of reverse/ forward e-bid for procurement of commodities/ food products/ non-food products/ services informed by the HAICL from time to time by the selected Service Provider which shall consist of following main activities and activities allied and incidental thereto. The scope may also include any other Agri-tech related services, detailed scope of which shall be defined based on the need to the HAICL.

**a) Pre- Bid Task**

1. Vendor/Supplier registration as per terms and conditions mutually drafted by HAICL and service provider
2. Uploading of e-Bid document
3. Providing information of market rates and trends daily/weekly/ monthly, as and in the format asked by principal agencies or Govt. of India.
4. Schedule E-Bid
5. Intimate Vendors regarding Bidding Schedule via email/text/ any other communication mode for each bidding day.

**b) Conducting e-Bid as advised by the HAICL**

**c) Post-Bid Task**

1. Share the bid summary with HAICL and provide historical bid data in table/graphical/analytical form as and when required by HAICL.
2. Declare results based on confirmations received from HAICL.
3. Release the blocked EMD of the unsuccessful bidder.
4. Ensure timely deposition of trade values by successful bidders as per terms and conditions of tender document.
5. Release of EMD of successful bidders as per instructions received from the HAICL.
6. Risk Management.

**d) Other Scope of work**

1. Each e- Bid event shall be a separate event to be supported by the proposed e-Bid system.
2. On-line advertisement of e-Bid, including e-mail & SMS alerts to buyers.
3. Cross checking of details of EMD/Sale proceeds deposited by the prospective buyers.
4. Forwarding the List of successful Bidders in a particular e-bid to the HAICL.
5. Maintenance of Party wise ledger.
6. Any other work assigned/instructions issued by the HAICL from time to time for smooth conduct of e-Bidding.

7. The service provider shall continue to enroll prospective buyers with a view to broaden the customer base and have larger participation in the auction process.
- e) **The engaged party shall adhere to the standard operating procedure as prescribed by the HAICL from time to time.**
- f) **The party should have provision to integrate the e-bid portal with web site of HAICL.**

#### **D. Bid evaluation process**

- a) As part of the Bid Process, in the first step, the Technical Bids of all Bidders shall be evaluated to determine as to whether they meet the Minimum Eligibility Criteria as set forth in Section B of this EOI.
- b) Once it is determined that the Bidder has fulfilled the Minimum Eligibility Criteria, the total score of the qualified bidder as per the bidding criteria mentioned in Section E of this EOI shall be evaluated by the committee constituted by the HAICL.
- c) The Qualified Bidder with the highest score as per the scoring criteria mentioned in Section E of this EOI shall be the Selected Bidder for the Project. Thereafter, the HAICL shall proceed to execute the Service Agreement with the Selected Bidder.

#### **E. Scoring Criteria**

Post ascertaining that the Technical Bids of the respective Bidders meet the Minimum Eligibility Criteria specified in Section-C, the Technical Bids of such Bidders shall be scored and evaluated as per the scoring criteria set forth herein below ("Scoring Criteria"). Out of 70 marks allotted in Technical criteria, service provider must secure 50 marks to get eligible for the product technical demonstration. For the purposes of scoring, the Bidder shall furnish the following details along with the supporting documents prescribed therein.

| <b>S. No.</b> | <b>Scoring Criteria</b>   | <b>Supporting documents / Proofs to be submitted as evidence of the claim</b>                                  | <b>Score Assigned</b>                   | <b>Max. Scores</b> |
|---------------|---|--|---|--------------------|
| 1             | Number of years of experience of SP or its associate in Agri business/ IT / e-Market Business<br>- 3 years<br>- 3 to 5 years<br>- more than 5 years | Experience Certificates from Government / Quasi Government organizations or Certificate from statutory Auditor | 5 Marks<br><br>10 Marks<br><br>15 Marks | 15                 |



|   |  |   |                                 |    |
|---|--|---|---------------------------------|----|
| 2 | Number of Government Institutions clients related to Agri-Tech solutions offered by SP<br>2 to 3 Government Institutions clients<br>4 to 5 Government Institutions clients<br>6 & above Government Institutions clients                                | Certificate from Government/ Quasi Government Organizations or Certificate from Private entity Customer along with Certificate from statutory Auditor | 5 Marks<br>10 Marks<br>15 Marks | 15 |
| 3 | Experience in handling financial transactions during last 3 financial years<br>≤ Rs. 100 Crore<br>Rs. 101 Crore to Rs. 501 Crore<br>Rs. 501 Crore & above  | CA certificate  | 5 Marks<br>10 Marks<br>15 Marks | 15 |
| 4 | Presence in the state of the SP or its associate in State of Haryana.<br>-own Commodity Laboratory for assaying of the sourced commodities in the State<br>- Storage capacity (either leased or owned)<br>- Existing manpower in State of more than 10 | - Address proof along with proof of operations of the lab<br>- Proof of ownership/ lease agreements<br>- List of manpower with proof of employment    | 5 Marks<br>5 Marks<br>5 Marks   | 15 |
| 5 | Data Centre Certification<br>Data Centre Certification – Tier 2<br>Data Centre Certification – Tier 3 or above   | Uptime Institute Standard Certificate or its equivalent issued by accredited agency.  | 2 Marks<br>5 Marks              | 05 |
| 6 | STQC certified e-bid platform  | Copy of STQC compliance certificate from STQC or its authorized auditors  | 5 marks                         | 05 |
| 7 | Technical presentation on proposed solution and demo of the existing system  | Evaluation by technical committee of the Institution  | 30 marks                        | 30 |

For the purposes of this EOI, Associate means, in relation to the Bidder, a person who controls, is controlled by, or is under common control with such Bidder (the “Associate”). The expression “Control” means, with respect to a person which is a company or corporation, the ownership, directly or indirectly, of more than 50% (fifty

per cent) of the voting share capital of such person, and with respect to a person which is not a company or corporation, the power to direct the management and policies of such person, whether by operation of law, contract/agreement or otherwise.

**F. No Business Guarantee**

There shall be no guarantee regarding the number of e-bid events to be conducted by the HAICL during the currency of contract. During the currency of the contract, the HAICL reserves the right to conduct purchase of products from time to time through any other mode in addition to e-bid, without taking the services of the Service Provider and, in these cases, the Service Provider shall have no claim for any losses or damages whatsoever against the HAICL.

**G. Number of agencies for e-bid**

The HAICL reserves the right to determine the number of empanelled agencies conducting e-bid at any given point of time, based on turnover volume, efficiency of operations or any other factors as determined by the HAICL.

**H. Period of engagement of the Service Provider**

The engagement of the service provider will be for a period of 2 years from the date of agreement which may be mutually extended on yearly basis on the same terms and conditions subject to satisfaction of the HAICL.

**I. Language & validity period of Tender**

Application shall be submitted in English only. Tenders shall remain valid for acceptance up to 60 days from the date of opening of applications. However, the Application validity period can be extended by another 15days at the sole discretion of the HAICL which shall be binding on Service Provider. Offers of any Service Provider not kept open for the prescribed period shall be summarily rejected and their EMD shall be forfeited.

**J. Disqualification conditions**

- a) Service Provider who has been blacklisted or otherwise debarred by the HAICL or Central/State Govt. will be ineligible to submit their application during the period of such blacklisting/debarment.
- b) Any Service Provider whose contract has been terminated before the expiry of the contract period for breach of any terms and conditions or whose Earnest Money Deposit and/or Security Deposit has been forfeited or adjusted against any damages/compensation payable, in the case of any Contract entered into by the Service Provider with the HAICL or Central/State Govt. during the preceding five years, for breach of any terms and conditions, will not be eligible.

- c) While considering ineligibility arising out of any of the above clauses, incurring of any such disqualification in any capacity whatsoever (even as a Partner, Member in another Firm, Partners of LLP or as a Director of a Company etc.) will render the Tender disqualified.

#### **K. Signing of Tenders**

- a) The authorized signatory shall possess The HAICL Letter for submission of EOI documents. The authorized signatory signing the application shall state in what capacity he/she is/ they are, signing the application, e.g., Director/Partner having the HAICL to bind all the partners in all matters pertaining to the contract. In case of limited Company/Firm, the names of all the Directors/Partner shall be mentioned, and a copy of the Resolution passed by the Company/Firm authorizing the person signing the tender to do so on behalf of the company/LLP/Firm shall be produced along with a copy of the Deed/Memorandum of the LLP/Company/Firm and Articles of Association of the Company/Firm.
- b) The authorized signatory signing the application, or any documents forming part of the application, on behalf of another, or on behalf of a firm shall be responsible to submit a proper authority letter in his favour, stating that he has the authority to bind such other person, or the firm, as the case may be, in all matters, pertaining to the Contract. If the authorized person so signing the application fails to provide the said authority letter his application shall be summarily rejected without prejudice to any other right of the HAICL under the law.
- c) The authority letter should be signed by all the partners in case of a partnership concern and by the person who by his signature can bind the company/LLP/Firm in the case of a limited company/Firm, the authority letter duly signed should be provided along with the application.

#### **L. Documents Comprising the Tender**

The EOI shall comprise of all its Annexure, Appendices and all supporting documents and attachments. The application, complete in all respect including all attachments, annexure and appendices as prescribed in this EOI Document shall be provided by the authorized signatory as stipulated in the EOI.

The filled and signed Appendices are to be enclosed along with the application.

#### **M. Submission of Application**

- a) The application shall be submitted in hard copy of EOI document duly signed by the Authorized Signatory with self-attested copies of the supporting documents in sealed envelopes at the above-mentioned address. Service Provider must submit their application well within the stipulated date & time and no opportunity shall be given to

Service Provider to alter, modify or withdraw any offer at any stage after submission of the application.

- b) A Service Provider can submit only one application. If a Service Provider submits more than one application, all such applications shall be rejected summarily.
- c) The Service Provider shall not incorporate any condition in the application as conditional, which are not submitted strictly in accordance with the EOI terms shall be rejected.
- d) While preparing the application, Service Provider is expected to provide correct and relevant information. If at any stage it is found that the information supplied by the Service Provider is incorrect /forged, the HAICL reserves the right to initiate appropriate legal proceedings including Termination of the contract.
- e) The Application shall include the following:
  - 1. EOI document duly stamped, signed as a token of Acceptance of all terms and conditions of the tender.
  - 2. Self-certified Certificate of incorporation.
  - 3. Audited Balance Sheet of three years as mentioned above.
  - 4. Copy of STQC Certificate.
- f) Certificate from Chartered Accountant of the experience of managing auction (e-bid only) of procurement, disposal and processing of agricultural Commodities.
- g) In case of partnership firm, scanned copy of original or an attested copy of the registered partnership deed.
- h) In case of limited company, the names of all the Directors shall be mentioned, and a copy of the Resolution passed by the Company authorizing the person signing the application to do so on behalf of the company shall be scanned and uploaded along with a copy of the Memorandum and Articles of Association of the Company.
- i) Hard copy of all other relevant documents in support of eligibility criteria.
- j) All supporting documents have to be submitted along with the application.
- k) The Service Provider shall bear all costs associated with the preparation and submission of its application. The HAICL will in no case be responsible or liable for these costs, regardless of outcome of the empanelment process.
- l) The HAICL is not responsible for non-submission of application within the specified date and time due to any reason.
- m) Service providers are requested to read the terms and conditions carefully before the submission of application.

- n) Any attempt by Service Provider to change the format of any appendix of EOI document while submitting his application liable for cancellation and his subsequent blacklisting.
- o) EOI document not accompanied by all the Schedules/Annexure intact and duly filled in and signed shall be rejected.
- p) The HAICL shall not be liable for any omission, mistake or error on the part of the Service Provider in submitting the Application.

**N. Earnest Money Deposit & Tender Fee :**

The Service Provider shall submit together Earnest Money Deposit (EMD) of Rs. 50,000/- (Rupees fifty thousand only) and EOI (processing) Fee of Rs. 1000/- (Processing Fees Rs. 1000/-) which must be submitted electronically through NEFT/RTGS/other electronic means to the HAICL bank account with **PUNJAB AND SIND BANK PANCHKULA SECTOR 5**, Account no **09151100731596** & IFSC code **PSIB0000915** of the concerned Branch. The Service Provider has to indicate transaction no. (UTR No.) Of such payments in application letter. Non-submission of EMD & Tender Fee will lead to rejection of the application. The EMD of unsuccessful Service Provider shall be returned to them at the earliest but not later than a month of final award of contract and shall carry no interest. EMD in case of successful Service Provider shall be returned on award of the contract.

**O. Modification and Withdrawal of Offers**

Service Provider shall not modify or withdraw the application after its submission. In the event of withdrawal/modification of the offer after last date and time of submission of application by Service Provider, the EMD shall be forfeited, without prejudice to any other legal recourse. In case any of the information furnished by them is found to be incorrect or false, the Earnest Money deposited by them is liable to be forfeited, without prejudice to any other rights and remedies of the HAICL under the Contract and Law. He will also be debarred from participating in any other Tender Enquiry with the HAICL for a period of three years.

**P. Clarification on Offers:**

To assist in the scrutiny, evaluation and comparison of applications, the HAICL may, at its discretion, seek from any or all Service Provider(s) clarification(s) in respect of any particulars furnished in their offer. The request for such clarifications and the response will be in writing. If deemed necessary, the Service Provider may be required to give a presentation on the proposed solution offered.

**Q. Technical Inspection and Performance Evaluation:**

The HAICL reserves the right to carry out a technical inspection and performance evaluation of the system offered by the participating prospective Service Provider.

**R. Verification**

The HAICL reserves the right to verify any or all statements made by the Service Provider in the application by referring to the third parties and to inspect the Service Provider's facilities to satisfy itself about the Service Provider's capacity to perform the job.

**S. Opening and evaluation of Applications:**

The applications will be opened by the HAICL as per schedule indicated in the EOI. The Service Provider will be at liberty to be present either in person or through an authorized representative at the time of opening of applications.

The evaluation will be carried out on the basis of the prescribed EOI terms and conditions. It will be the responsibility of the appointed Service Provider to customize the system as per requirement of The HAICL.

**T. Award of Contract**

The contract shall be awarded to the selected Bidder through the issuance of acceptance letter by the HAICL by post/e-mail/hand delivery under acknowledgment and the Concerned Service Providers shall immediately act upon such acceptance letter received by them. Acceptance conveyed by the HAICL will constitute the contract between the service provider and the HAICL.

A service Level Agreement will be executed post award of work. The Contract shall come into effect from the date of agreement with the HAICL or such later date as may be specified in the agreement.

**U. Charges from Bidders to e-bid**

The engaged/empanelled service provider will not be eligible for payment of any administrative/service charges from HAICL or its nominated / assigned agencies for conducting the e-Bid services from their portal. However, they may collect reasonable service charges from the successful buyers participating in thee-Bid, which shall be approved by HAICL. The service provider to enclose a document mentioning service charges to be taken from successful buyers and HAICL reserves the right to negotiate on quoted service charges.

**V. Completeness of the contract**

The contract shall be deemed as incomplete if any event is not completed within the stipulated time period or the event is not successfully completed in the manner as specified by the HAICL or if any act/event/incident takes place which is attributable to Service Provider(s), which results in delay/incompletion of an event or which results in a financial, reputational or other loss to the HAICL.

## **W. Termination**

- a) There would be a regular review of the performance of Service Providers in the panel.
- b) In the event of the Service Provider having been adjudged insolvent or going into liquidation or winding up his business or making arrangements with his creditors or failing to observe any of the provisions of this contract or any of the terms and conditions governing the contract, HAICL shall be at liberty to terminate the contract forthwith without prejudice to any other rights or remedies under the contract and law and to get the work done for the unexpired period of the contract under risk & cost and to claim from the service Provider any resultant loss sustained or costs incurred by the HAICL .
- c) The HAICL shall also have without prejudice to other rights and remedies, the right, in the event of breach by the Service Provider of any of the terms and conditions of the contract to terminate the contract. The decision of the HAICL shall be final and binding on the Service Provider.
- d) The HAICL reserves the right to terminate the contract at any time by giving one month's notice in writing to the Service Provider if the policy guidelines, on which the contract is dependent, are modified or the existing policy of using electronic platform/Spot Exchanges for e-Bid is discontinued, in which event no fee, costs, expenses, damages etc. shall be payable.
- e) If at any time during the currency of contract, it comes to the notice of the HAICL that the Govt./ Regulator has reported any default or violation of any Rules/Regulations/Guidelines in respect of the services offered by the Service Provider, agency of Govt. of India reserves the right to summarily terminate the contract.
- f) The HAICL reserves the right to forthwith cancel any supplies under this contract if Service Provider is blacklisted by the GST authorities.

## **Annexure-I**

### **Format of Application Form**

(On Applicant Organization's Letterhead)

To,

Managing Director,  
Haryana Agro Industries Corporation  
Limited, Bays no.15-20, Sector4,  
Panchkula.

**Subject: - Expression of Interest (EOI) for Empanelment of service provider for offering e-bid services to HAICL for procurement of Food products or any other consumer products/services**

Dear Sir/Madam,

This has reference to the advertisement published on [www.haic.co.in](http://www.haic.co.in) pertaining to the above captioned subject.

We are interested in submitting our Expression of Interest for the same.

We would like to clearly state that we qualify for this work as our organization meets all the eligibility criteria indicated by you and our organization is not under a declaration of ineligibility for corrupt or fraudulent practices.

We understand that this EOI is being submitted for the purpose of selection of suitable Bidder for the intended objectives as mentioned in this EOI only.

Yours sincerely

Signature

|                                       |   |
|---------------------------------------|---|
| Name                                  | : |
| Designation                           | : |
| Contact Address                       | : |
| Telephone Number                      | : |
| E-mail & seal of authorized signatory | : |
| (Seal & Signature of)                 |   |



## **Annexure-II**

### **Profile of Service Provider**

Details filled in this form must be accompanied by sufficient documentary evidence, in order to verify the correctness of the information.

| <b>S. No.</b> | <b>Item</b>  | <b>Details</b> |
|---------------|--|----------------|
| 1             | Name of Organisation   |                |
| 2             | Date of Incorporation  |                |
| 3             | Incorporated Address   |                |
| 4             | Postal Mailing Address   |                |
| 5             | Name, Designation, Tel, Mobile, Official e-mail of Authorised Signatory                |                |
| 6             | Income Tax PAN No.   |                |
| 7             | Goods and Services Tax registration Number   |                |
| 8             | Whether using own product/services or is a licensee                                    |                |
| 9             | Details of Server location; whether owned or leased                                    |                |
| 10            | Details of Data recovery site location; whether owned or leased                        |                |
| 11            | Brief Description of support service facilities<br>(Add additional sheet, if required) |                |

### Annexure-III

List of Documents to be submitted with technical bid :

| S. No. | List of documents   | (Page no.) |
|--------|---|------------|
| 1      | Scanned copy of the prescribed Bid document comprising of Part- A complete in all respect along with all Attachments including Appendices, Annexure, and Supporting Documents etc. duly filled and signed on each page. |            |
| 2      | Self- attested copy of documents in support of the minimum eligibility criteria stipulated in the Bid Document  |            |
| 3      | Proof of payment of Tender fee by RTGS / NEFT/ Electronic Mode  |            |
| 4      | Proof of payment of EMD RTGS / NEFT/ ELECTRONIC MODE  |            |
| 5      | "Particulars of " as prescribed   |            |
| 6      | Declaration as per specified format   |            |
| 7      | Certificate of Incorporation, Memorandum& Articles of Association and certificate of incorporation of company, etc. as applicable   |            |
| 8      | Power of Attorney in respect of Authorized signatory for signing the bids, if applicable  |            |
| 9      | Resolution passed by the Company authorizing the person signing the Bid to do so on behalf of the company, if applicable  |            |
| 10     | Self -attested copy of PAN card of the firm.  |            |
| 11     | Self -attested copy of proof of Service Tax registration number of the firm   |            |
| 12     | CA certificate as per Annexure IV   |            |
| 13     | Self- attested copy (in PDF format) of duly audited P&L Account and Balance Sheet of last 2 financial years i.e. 2019-18 & 2018-17  |            |
| 14     | Declaration of service charge to be taken from successful bidders   |            |

## Annexure-IV

### Certificate for Financial Turn-over

Certified that M/s\_\_\_\_\_having its Registered Office at\_\_\_\_\_having financial turnover of at least Rs. 50 Crores during each of the last 3 Financial Years from agribusiness services. The details are as under :

| Financial Year | Turn Over e-Bid Services (Rs. Crore) | Total volume of Agri-Commodities handled (in MT) | Total volume of Agri-Commodities handled for procurement of grains (Wheat, Paddy, Rice, Maize etc.) (in MT) | Total volume of Agri-Commodities handled for processing auctions of Agri Commodities (in MT) |
|----------------|--------------------------------------|--|---|--|
| 2017-18        |                                      |  |   |  |
| 2018-19        |                                      |  |   |  |
| 2019-20        |                                      |  |   |  |

This certificate is issued based on documentary evidence and audited Accounts produced to me and copies of which are available with me which I shall be able to produce if required by the MD HAICL. The certificate is true and correct to the best of my knowledge and belief.

|                                 |  |
|---------------------------------|--|
| Signature                       |  |
| Name of the person signing      |  |
| Designation                     | Company Secretary/Chartered Accountant |
| Name of the firm                |  |
| Registration No./Membership No. |  |
| Address                         |  |
| Email address                   |  |
| Contact Numbers                 |  |

Date :

Place :