

HAFED DISTRICT OFFICE HISAR

E-Tender Notice for Transportation of Wheat Seed from Hafed Custom Seed Processing Mills/other location Hisar.

Hafed invites E- tenders from reputed transport contractors for transportation of Hafed Wheat Seed and loose Gunny Bags to supply at various centres/other stations for the year 2021-22 (1.4.2021 to 31.3.2022). The terms can be further extended for further period of three months i.e upto 30.6.2022.

For offering of bids, parties will have to submit the earnest money amount Rs. 50000.00 through Online alongwith bid and security amount Rs. 1.00 lacs after allotment of tenders. Earnest money will be adjusted in the security amount if tender allotted.

The tender document containing eligibility criteria and other terms & conditions is available at Haryana Single e- procurement portal at (<https://etenders.hry.nic.in/>) or Hafed website www.hafed.gov.in. The schedule of downloading of tender document & bid submission and opening of Technical & Financial Bid is as under:-

SN	Particulars	Remarks
1	Super scribed No. of Tender	Hafed/HSR/Fert./Tender
2	On line submission of EMD, Tender Fee & e-service Fee	27.02.2021 (09:00 AM) upto 12.03.2021 (9:00 AM)
3	On line Bid submission	From 27.02.2021 (09:00 AM) Upto 12.03.2021 upto 09:00 AM
4	Date and Time of opening of Technical Bids	At 11:00 AM on 12.03.2021
5	Date and Time of opening of Financial Bids of only valid Tenderer	At 1:00 PM on 15.03.2021

All bidders are required to get registered on e-tendering portal (<https://haryabnaprocurement.gov.in>) for applying of online e-tender. Technical & Financial bid will be opened at HAFED DISTRICT OFFICE HISAR and negotiations will be held on the same day. Hafed reserves the right to reject any all the tenders without assigning any reason whatsoever.

District Manager,
Hafed, Hisar.

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Under this process, the Technical Bid Application as well as online Price Bid shall be invited at single stage under two cover 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 e-Service Fee shall be made by the parties 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 <https://etenders.hry.nic.in/> (Govt. of Haryana) and also mentioned under the Tender Document.**
2. Intended parties will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **He/ She 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 parties/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 party 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**

The interested parties/bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) 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 e-Service fee (Rs.1000/-) can be made by eligible parties online directly through Debit Cards & Internet Banking.

The interested parties/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 Parties/Bidders can submit their tender documents (Online) as per the dates mentioned in the

key dates:-

Key Dates

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and Time
1		(i) Downloading of Tender Document / Online Bid Preparation. (ii) Online directly transfer of funds through RTGS/NEFT or OTC (Tender document fee Rs.1000/-, + e-Service fee Rs.1,000/-)=Rs. 2000/- and required EMD (as mentioned against each itmes)	27.02.2021 (09:00 AM) to 12.03.2021 (09:00 AM)
2	-	Submission of online Bid	27.02.2021 (09:00 AM) to 12.03.2021 (09:00 AM)
3	Opening of Technical Bid	-	12.03.2021(11:00 AM)
4	Opening of Financial Bid	-	15.03.2021 (01:00 PM)

Important Note:

- 1) The parties/bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any party/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) Party/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Party/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.

Special Instructions to the Contractors/Bidders for the e-submission of the bids online through this eProcurement Portal

1. Bidder should do Online Enrolment in this Portal using the option Click Here to Enroll available in the Home Page. Then the Digital Signature enrollment has to be done with the e-token, after logging into the portal. The e-token may be obtained from one of the authorized Certifying Authorities such as eMudhraCA/GNFC/IDRBT/MtnITrustline/SafeScript/TCS.
2. Bidder then logs into the portal giving user id / password chosen during enrollment.
3. The e-token that is registered should be used by the bidder and should not be misused by others.
4. DSC once mapped to an account cannot be remapped to any other account. It can only be Inactivated.
5. The Bidders can update well in advance, the documents such as certificates, purchase order details etc., under **My Documents** option and these can be selected as per tender requirements and then attached along with bid documents during bid submission. This will ensure lesser upload of bid documents.
6. After downloading / getting the tender schedules, the Bidder should go through them carefully and then submit the documents as per the tender document, otherwise, the bid will be rejected.
7. The BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for that tender. Bidders are allowed to enter the Bidder Name and Values only.
8. If there are any clarifications, this may be obtained online through the eProcurement Portal, or through the contact details given in the tender document. Bidder should take into account of the corrigendum published before submitting the bids online.
9. Bidder, in advance, should prepare the bid documents to be submitted as indicated in the tender schedule and they should be in PDF/XLS/RAR/DWF formats. If there is more than one document, they can be clubbed together.
10. Bidder should arrange for the EMD as specified in the tender. The original should be posted/couriered/given in person to the Tender Inviting Authority, within the bid submission date and time for the tender.
11. The bidder reads the terms and conditions and accepts the same to proceed further to submit the bids
12. The bidder has to submit the tender document(s) online well in advance before the prescribed time to avoid any delay or problem during the bid submission process.
13. There is no limit on the size of the file uploaded at the server end. However, the upload is decided on the Memory available at the Client System as well as the Network bandwidth available at the client side at that point of time. In order to reduce the file size, bidders are suggested to scan the documents in 75-100 DPI so that the clarity is maintained and also the size of file also gets reduced. This will help in quick uploading even at very low bandwidth speeds.
14. It is important to note that, **the bidder has to Click on the Freeze Bid Button, to ensure that he/she completes the Bid Submission Process. Bids Which are not Frozen are considered as Incomplete/Invalid bids and are not considered for evaluation purposes.**
15. In case of Offline payments, the details of the Earnest Money Deposit(EMD) document submitted physically to the Department and the scanned copies furnished at the time of bid submission online should be the same otherwise the Tender will be summarily rejected
16. The **Tender Inviting Authority (TIA)** will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues.
17. The bidder may submit the bid documents online mode only, through this portal. Offline documents will not be handled through this system.
18. At the time of freezing the bid, the eProcurement system will give a successful bid updation message after uploading all the bid documents submitted and then a bid summary will be shown with the bid no, date & time of submission of the bid with all other relevant details. The documents submitted by the bidders will be digitally signed using the e-token of the bidder and then submitted.
19. After the bid submission, the bid summary has to be printed and kept as an acknowledgement as a token of the submission of the bid. The bid summary will act as a proof of bid submission for a tender floated and will also act as an entry point to participate in the bid opening event.
20. Successful bid submission from the system means, the bids as uploaded by the bidder is received and stored in the system. System does not certify for its correctness.

21. The bidder should see that the bid documents submitted should be free from virus and if the documents could not be opened, due to virus, during tender opening, the bid is liable to be rejected
22. The time that is displayed from the server clock at the top of the tender Portal, will be valid for all actions of requesting bid submission, bid opening etc., in the e-Procurement portal. The Time followed in this portal is as per Indian Standard Time (IST) which is GMT+5:30. The bidders should adhere to this time during bid submission.
23. All the data being entered by the bidders would be encrypted at the client end, and the software uses PKI encryption techniques to ensure the secrecy of the data. The data entered will not be viewable by unauthorized persons during bid submission and not viewable by any one until the time of bid opening. Overall, the submitted bid documents become readable only after the tender opening by the authorized individual.
24. During transmission of bid document, the confidentiality of the bids is maintained since the data is transferred over secured Socket Layer(SSL) with 256 bit encryption technology. Data encryption of sensitive fields is also done.
25. The bidders are requested to submit the bids through online eProcurement system to the TIA well before the bid submission end date and time (**as per Server System Clock**).

Performa No -II

Terms & Conditions for the transportation work of Wheat Seed from Hafed CustomSeed Processing mill / other location and loose Gunny Bags etc to different centre's within district and outside district in Haryana for the period for the year 2020-21

Price of the tender documents:- The tenderer/bidder shall have to deposit an amount of Rs.1000/-.

Sale of tender:- Sale of tender shall start on 27.02.2021 at 09:00 AM and closed on 12.03.2021 at 09:00 AM.

Opening of tender:- Technical Bid shall be opened on 12.03.2021 at 11:00AM and the Financial Bid of the tenderers/bidders who qualified in the Technical Bid shall be opened on 15.03.2021 at 01:00PM. These Bids shall be opened at **District office Hafed Hisar** in the presence of tenderer who may wish to be present.

1. (a) The tenders shall deposit earnest money of Rs. 50,000/- or 2% of last year volume of work, whichever is higher, rounded up to the nearest of Rs. 1000/-. The payment earnest money can be made online directly through RTGS/NEFT to the beneficiary account number specified under online generated challan available at Single e-Procurement Portal of Govt. of Haryana.
- (b) In case of centre's having working Rail Head, security of transport contractor will be 5% of the previous year volume of work of the centre or Rs. 1.00 Lac per centre (Minimum) whichever is higher between the two.

In case of centre's of Non Rail Head, security of transport contractor shall be 5% of the previous year volume of work of the centre or Rs. 50,000/- per centre (Minimum) whichever is higher between the two.

In case the transportation and labour work is handled by one party /firm at centre of working Rail Head, the security will be obtained 5% of the total volume of previous year work of transportation and labour work of the centre or Rs.1,20,000/- per centre(Minimum) whichever is higher between the two.

- In case the transportation and labour work is handled by one party /firm at centre of working Non-Rail Head, the security will be obtained 5% of the total volume of previous year work of transportation and labour work of the centre or Rs. 60,000/- per centre (Minimum) whichever is higher between the two.
- (c) The transportation security for Kaithal, Karnal, Palwal, Khori centre will be Rs. 1.20 Lac per centre (Minimum) or 5% of the total volume of previous year of these centres, whichever is higher.
2. The tender without earnest money and conditional tender will be rejected.
3. The successful tenderer shall have to deposit the full amount of security within 5 working days of acceptance of tender, in case the lowest tenderer does not deposit the amount of security in time, the next lowest tenderer can be asked to deposit the security within next 48 hours. No interest will be paid on security amount and security will be released after successful completion of the contract and internal audit.
4. The successful tenderer/transporter may execute an agreement on a stamp paper of Rs. 100/- with DM concerned with in five working days of acceptance of tender. He shall also furnish two sureties each of equal amount of security, from two reputed local persons/Arthias possessing sufficient immovable property.

5. Penalty and contract termination:

- (a) In the event of contractors having been adjudged insolvent or going into liquidation or winding up their business or making arrangements with their creditors or failing to observe any of the provisions of this contract or violation of any of the terms and conditions governing the contract, the District Manager Hafed shall be at liberty to terminate the contract forthwith without prejudice to any other right or remedies under the contract and law and get the work done for the unexpired period of contract at the risk and cost of the contractor/contractors and to claim from the contractors any resultant loss sustained or cost incurred. In case of any violation of terms and conditions of the tender documents, D.M, Hafed will serve a 7 days notice to the contractor at his address and in case satisfactory reply is not received, DM Hafed will be at liberty to cancel the agreement. Security of the contractor will be forfeited besides blacklisting and debarring the contractor from undertaking and kind of Hafed work in future and his remaining amount of pending bills apart from security will be forfeited. Debarring and blacklisting orders will be sent to all food processing agencies at head office companies also. Under such circumstances, DM Hafed will retender so that work may not suffer.
- (b) The DM Hafed shall have without prejudice to other rights and remedies, the right in the event of breach of the contract of any of the terms and conditions of the contract to terminate the contract forthwith and to get the work done for the unexpired period of the contract at the risk and cost of the contractor.
- (c) The contractor shall be responsible to supply adequate and sufficient trucks/vehicles for transport and carrying out any other services under the contract in accordance with the instruction issued by the DM Hafed or an officer acting on his behalf. If the contractor failed to supply the requisite number of trucks, the Dm Hafed shall be at his entire discretion, without terminating the contract be at liberty to engage the trucks etc.

at the risk and cost of the contractors who shall be liable to make good to the Hafed all additional charges, expenses, costs or losses that Hafed may incur or suffer hereby. The contractor shall not however be entitled to any gain resulting from entrustment of the work to another party. Decision of Hafed shall be final and binding on the contractor.

6. The Transporter will be responsible for providing the sufficient trucks in time, as per requirement of Hafed (to be assessed by the contractor in consultation with DM and FI) for transportation of Fertilizer. In addition, he will be responsible to compensate any loss caused to Hafed for non-delivery of stock at destination in time. In case sufficient no. of trucks are not provided by the contractor, the responsibility of wharf age if any imposed by railway authorities, will be of the transport contractor.
7. If the transporter fails to provide the required trucks as per requirement of Hafed/CMS officials then the work will be got done at his risk and cost of the transporter.
8. The committee constituted for negotiation/finalization with the transport contract will keep in view that liability of service tax to be borne by Hafed.
9. The transporter will be responsible for any type of transit shortage/loss of material after loading the same in the truck. He will be responsible for the safe delivery of stocks.
10. The dala charges, if any will be paid by the transporter with mutual settlement with labour. Hafed work should not be suffered due to dispute of any problem; otherwise the tenderer/ transporter will be responsible for the losses suffered by Hafed in this regard.
11. As and when the fertilizer rake placed at station/rake point then the transporter has to provide sufficient trucks.
12. The transporter will have no objection for utilization of Hafed/CMS trucks for the transportation of fertilizer any where.
13. The transporter will be paid the transportation charges on the basis of actual distance (Shortest motor able route) from each loading point (in the District) to each destination centre, where the fertilizer is to be supplied.

Standing committee of DM concerned, Accounts Incharge, Centre Incharge and one official/officer of audit section (in case of non availability of audit person, may associate manager CMS/RHA) headed by DM will measure the distance as under:

- (i) Distance from rake point to each godown of Hafed/CMS/PACS or any other sale centre in the district.
- (ii) Distance from each godown of Hafed/ CMS/ any other Hired godown to the PACS/any other sale point in the district.

The same committee will measure the distance in the case on any new centre or in the case of change in motor able shortest route. In case of any inter-district shifting of fertilizers, payments of transportation charges shall be made on the basis of distance certified by Haryana Roadways and Local distance will be certified by local level committee.

14. Contractor shall have to execute an agreement on judicial paper of Rs. 100/-

15. If Committee considered that the rates are not genuine, then negotiation will be held by the committee.
16. Any dispute in this regard will be referred to the worthy MD, Hafed, Panchkula and his decision will be final and binding on both the parties.
17. New tender will be finalized for the financial year starting from April to March every year. The labour and transport tender of fertilizer will be cart for one year period the period can be extended by Hafed for a period up to 3 months on the terms and conditions settled with Hafed.

Technical Criteria

1. Tenders for both the operation i.e. Tpt and labour shall be called jointly. Committee will give preference to the one party for both the operations (Tpt and labour), if the rates for both the operation (separately) are lowest after negotiation.
2. Each tenderer will submit the proof of physical availability of ten trucks with copy of RC of trucks or agreement of availability/providing of trucks from any truck union/Company.
3. Transport/labour should furnish two surety two reputed parties/ Arthias after accepting the tenders.

TECHNICAL BID FOR TRANSPORTATION OPERATION

Sr. No.	Documents to be uploaded	Bidder Response (Yes/No)
1	Certified copy of Partnership Deed/Registration of firm & Power of attorney	
2	Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender(signature dully attested)	
3	Certificate of work experience of minimum 2 years from concerned DC/Head of agency	
4	Copy of PAN Card	
5	Each tenderer will submit the proof of physical availability of ten trucks with copy of RC of trucks or agreement of availability/providing of trucks from any truck union/Company	
6	Certificate regarding acceptance of all the term & conditions as mentioned in the DNIT/tender documents	

FINANCIAL BID					
Sr. No.	Description of work	Name of Centre	Basic Rates of Transportation		Offered Rate % above SOR
			Distance	Basic Rates	
1	Transportation work	Hisar	1. Local cartage and tpt up to 8KM will be the responsibility of labour contractor		
			2. Above 8Km to 25Km	Rs. 2.50 per qtl + Rs. 0.25 per qtl per KM.	
			3. Above 25Km to 35Km	Rs. 6.75 per qtl + Rs. 0.20 per qtl per KM.	
			4. Above 35Km to 60Km	Rs. 8.75 per qtl + Rs. 0.15 per qtl per KM.	
			5. Above 60Km	Rs. 12.50 per qtl + Rs. 0.10 per qtl per KM.	