



SINCE 1966
HAFED

**THE HARYANA STATE COOPERATIVE SUPPLY
AND MARKETING FEDERATION LIMITED**

CORPORATE OFFICE, SECTOR 5, PANCHKULA HARYANA (INDIA)

TEL: 2590520-24, FAX: 2590711 e-mail: hafed@hry.nic.in

Web-site: www.hafed.gov.in

Short Term e-Tenders / e-Auctions for purchase of approx. 20,000 MT Mustard Seed.

Hafed invited e-Tenders/e-Auctions for purchase of **approx. 20,000 MT** Mustard Seed through the e-tendering portal of the State Government (<https://etenders.hry.nic.in>). In addition, the e-Auctions are also invited through the other e-Auction Portals i.e. M/s Star Agribazaar Technology Limited, Noida (www.agribazaar.com), M/s NCDEX–NeML Markets Ltd., New Delhi (<https://market.neml.in>) and M/s MSTC, Panchkula (<https://www.mstcecommerce.com>). The Technical & Financial bids on the above e-tendering portal will be opened on **28.04.2021** at Hafed Corporate Office, Sector-5, Panchkula (Haryana) in the presence of the bidder(s), who wish to be present. The financial bids of only the technically qualified bidder(s) will be opened on the e-tendering portal whereas on the e-Auction portals, only the registered parties with these Portals can participate in the e-auctions. 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 Short Term e-Tenders

1. Hafed invited e-Tenders/e-Auctions for purchase of **approx. 20,000 MT** Mustard Seed through the e-tendering portal of the State Government (<https://etenders.hry.nic.in>). In addition, the e-Auctions are also invited through the other e-Auction Portals i.e. M/s Star Agribazaar Technology Limited, Noida (www.agribazaar.com), M/s NCDEX–NeML Markets Ltd., New Delhi (<https://market.neml.in>) and M/s MSTC, Panchkula (<https://www.mstcecommerce.com>). The Technical & Financial bids on the above e-tendering portal will be opened on **28.04.2021** at Hafed Corporate Office, Sector-5, Panchkula (Haryana) in the presence of the bidder(s), who wish to be present. The financial bids of only the technically qualified bidder(s) will be opened on the e-tendering portal whereas on the e-Auction portals, only the registered parties with these Portals can participate in the e-auctions. HAFED reserves the right to accept/reject any/all the tenders or increase/ decrease the tendered quantity without assigning any reason whatsoever.
2. **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 GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
3. 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. **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.**
4. 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>**
5. The interested bidders shall have to pay mandatorily **Processing Fee (under document fee – Non refundable) of Rs.1,000/- (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.5,000/-)** and **Processing Fee (Rs.1,000/-)** 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

SN	Party Stage	Date & Time
1	(i) Downloading of Tender document / Online bid preparation. (ii) Online directly transfer of funds of Rs.6,000/- through online directly through Debit Cards & Internet Banking Accounts (Tender document fee Rs.5,000/-, Processing Fee Rs.1,000/-) and required EMD	19.04.2021 from 14:00 hrs to 26.04.2021 up to 17:00 hrs
2	Submission of online Bid	19.04.2021 from 14.01 hrs to 28.04.2021 up to 11:00 hrs
3	Opening of Technical Bid	28.04.2021 at 14:00 hrs
4	Opening of Financial Bid	28.04.2021 at 15:00 hrs

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](tel:0120-4200462), [0120-4001002](tel: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](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 along with 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 Tech process 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 the tender.

e-Tenders document for purchase of Mustard Seed required for Hafed Oil Mill, Rewari and Narnaul.

1.0 Quantity required:

20,000 MT (10,000 MT each for Hafed Oil Mill Rewari, Narnaul or at any other storage locations to be decided by HAFED, on F.O.R. basis. Minimum quantity to be offered by the bidder will be 200 MT and thereafter it can be in multiples of 200 MT.

2.0 Invitation of Bids:

2.1 Hafed is looking reputed parties/bidders for supply of Mustard Seed F.O.R. basis at Rewari, Narnaul and at any other storage locations to be decided by HAFED.

2.2 Bidders are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the bidder's risk and may result in the rejection of the bid.

2.3 The Payment for Tender Document Fee **Rs.5,000/- (Rs. Five thousand only)** and **E-service Fee of Rs.1,000/- (Rs. one thousand only)** both are Non-refundable can be made by eligible parties/bidders online directly through Debit Cards or Internet Banking etc.

The Payment for EMD of **Rs.500/- per MT of the offered quantity** can be made online directly through RTGS / NEFT / OTC. Please refer to "Online Payment Guideline" available at the e-Procurement portal of GoH (Govt. of Haryana).

- 2.4 No interest shall be payable by Hafed on the EMD amount deposited by the party.

3.0 Procedure for submission of Bids

- 3.1 The bids shall be submitted online in two separate envelopes:

“Envelope 1: Technical Bid

The parties/bidders shall upload the required details online in the Technical Bid

“Envelope 2: Commercial Bid”

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the technical and financial bid in the prescribed online format only. No manual bids shall be entertained.**
- 3.2 The bidders are required to quote the price on F.O.R. basis for HOM, Rewari and Narnaul or at any other storage locations to be decided by HAFED, inclusive of all taxes/levies and as per Hafed's specifications, terms & conditions.
- 3.3 HAFED is empowered to increase/decrease the quantity keeping in view the market trend of prices of Mustard Seed etc.
- 3.4 Any conditions of the party sent along with the bids, if any, shall not be binding on Hafed.
- 3.5 On acceptance of tender, the date of supply of material should be strictly adhered to failing which Hafed reserves the right to cancel the tender and make purchases at the risk and cost of suppliers besides forfeit the earnest/security money of the tenderer.
- 3.6 Hafed reserves the right to reject any/all tenders without assigning any reason whatsoever.

3.7 Negotiations will be held on the same day after opening the financial bids. Bidders are therefore, requested to remain present at the time of financial bid and negotiations.

4.0 Validity of offer :

The offered rates should be valid for a period of **Five (05)** working days from the date of opening of e-tender.

5. OTHER TERMS & CONDITIONS :

The other Terms and conditions of tender are as under:

5.1 EARNEST MONEY AND SECURITY :

Sealed tenders must be accompanied with earnest money of **Rs.500/- per MT** for total quantity offered by the bidder. The minimum quantity to be offered by the bidder will be **200 MT and further its multiple of 200 MT**. The earnest money is subject to forfeiture if after submitting the tender; the tenderer resiles from or modifies any of the terms and conditions of the tender and also if the tenderer fails to furnish the requisite security deposit within three days of the issue of the supply order. The successful tenderers shall have to furnish **security equivalent to 5%** of the total cost of ordered quantity in the shape of Bank Draft/RTGS within **3 (three) bank working days** from the date of issue of supply order. Earnest money of successful tenders can be adjusted towards security deposit for the satisfactory execution of the order. No interest will be payable on EMD/security deposit. Any earnest money already lying with Hafed on account of any other contract (s) shall not be adjusted against the earnest money / security amount of this tender.

5.2 RATE :

The rate offered by tenderers shall be on 42% Oil Content basis having moisture content max. 6% and foreign matter up to max. 0.5% & Acid value 1.5% maximum, F.O.R. Hafed Oil Mill Rewari/ Narnaul or at any other storage locations to be decided

by HAFED, inclusive all taxes Like GST, Market Fees , Dami, packing and forwarding charges etc). The rates will be quoted in Rs. per quintal in 50 kg. net in serviceable sound jute bags. The Jute bags must be free from any mildew/ fungal growth should be free from cuts, holes & tears, sun fading etc., Mustard Seed when filled in bags, it should not bleed out, i.e. there should not be any rain loss from the filled bags. Seams of the bag should be intact after filling of Mustard Seed. Bags should not be repaired and should be pest free, dust free, odour free of the pulses, grains packed earlier and free from any other foreign materials.

If the jute bags are found below the above prescribed specifications, the Hafed Oil mills will reject the consignment, however, if minor deviations are found by the authorized officials/ officers of Hafed Oil Mills, they can accept the material after imposing the cut @ Rs.5/- per bag.

5.3 NEGOTIATIONS:

Negotiations will be held on the same day after opening the financial bids. However, the negotiations could be held upto L-3 bidder, if the difference between L-1 quoted rate and those quoted by L-2 and L-3 is within 5% of the L-1 quoted rate. In case where the L-1 bidder refuses to further reduce his offered price and the L-2 or L-3 bidders come forward to offer a price which is better than the price offered by the L-1 bidder, the bidder whose price is accepted becomes the L-1 bidder. However, in such a situation, the original L-1 bidder may be given one more opportunity to improve upon the discovered price. In case, the original L-1 bidder further improves upon the price discovered during the negotiations, he would be treated as L-1 bidder. As regard the apportionment of the quantity of the supplies, the finally determined L-1 bidder would be accorded due preference and the allocation of the order may be decided by Hafed subject to information available in the DNIT for example his offered quantity, capacity to supply, sales turnover, orders in hand, past performance etc. or any other rational parameter. The balance order may be apportioned between the L-2 and L-3 bidders, if they accept the final L-1 rates on the basis of identical information, for example their offered quantity, capacity to supply, sales turnover,

orders in hand, past performance etc. which may be decided by Hafed on case to case basis.

5.4 QUANTITY:

Hafed intends to purchase **20,000 MT** Mustard seed (10,000 MT for each Hafed Oil Mill at Rewari & Narnaul or at any other storage locations to be decided by HAFED) which can be increased / decreased or can split the quantity according to the requirement of the Hafed.

5.5 DELIVERY:

The party will deliver the material at Hafed oil Mill Rewari/ Narnaul as per requirement **within 10 days** from the date of the confirmed order. Loading at the station of the dispatch will be that of the firm and unloading and stacking at consignee end will be arranged by concerned consignee/indenting officers.

5.6 SPECIFICATIONS:

- a. Oil Content : 42%
- Moisture content : 6% maximum
- Foreign matter : 0.5% maximum
- Acid Value : 1.5% maximum

b. Rebate/ rejection :

The material can be accepted with rebate if the oil content is found below 42%, minimum up to 38% with pro rata cut. Similarly, the mustard seed can be accepted with rebate if the moisture is found above 6% maximum upto 8% with pro data cut.

The material will be rejected if the foreign matter is found above 0.5% or Acid value is found above 1.5%.

5.7 PENALTY:

If the supplier(s) fails to supply ordered quantity of Mustard Seed within 10 days, penalty @ 1% per week or part thereof subject to maximum 2% shall be charged. In case, the supplier(s) fails to supply the ordered quantity within two weeks after the permitted 10 days delivery period, then the supply order shall be treated as cancelled and the EMD/ Security would be forfeited without any notice. HAFED reserve the right to purchase such quantity of Mustard Seed on the risk and cost of the Supplier(s)

5.8 SAMPLING AND INSPECTION:

Sampling and Testing of the material supplied shall be done by the officials of HAFED Oil Mills Rewari/ Narnaul in the presence of the representative of the Suppliers at the time of receipt of stocks.

In case, the representative of the supplier does not agree with the results of the tests, then three random samples of about 250 gms each shall be drawn from each Truck which will be sealed and duly signed by both the parties. Out of these three samples:

- One sample will be sent by HAFED to any reputed FSSAI/NABL approved Lab for testing. The lab result of the approved lab will be acceptable and binding on both the parties.
- One sealed sample will be given to the supplier.
- One sample will be retained by the Mill itself as referee sample.
- In such case, the testing charges shall be borne by the supplier.

5.9 PAYMENT:

Within three working days, 80% payment shall be made on actual receipt of goods in good condition and as per specifications by the GM, Hafed, Oil Mill Rewari / Narnaul. Balance 20% payment shall be released within 15 days or on receipt of satisfactory

test report, whichever is earlier. Bank charges shall be deducted from the payment of the supplier, if any.

5.10 REFUND OF SECURITY:

Security amount shall be released /refunded without interest, on satisfactory completion of supplies strictly as per the terms and conditions of the tender document.

5.11 GENERAL TERMS

- i. Hafed will have the right to issue supply order in phases to any one or more tenderer whose tenders are accepted and rates finally agreed.
- ii. Hafed reserves the right to accept or reject any or all tenders without assigning any reason.
- iii. Any loss of quantity occurred due to poor quality of bags shall be recovered from the supplier.
- iv. All the successful suppliers are required to comply with all the statutory requirements of the APMC Act etc.
- v. The validity of the offer will be for 5 working days from the date of opening of tender.

6. Arbitration:

The disputes, if any, arising between the Supplier(s) and HAFED, shall be resolved amicably, failing which it shall be referred to an Arbitrator, mutually

acceptable to both parties, appointed by the Managing Director, HAFED, as per the relevant provisions under the Arbitration and Conciliation Act, 1996 and his decision shall be binding on both the parties. The Civil court shall have no jurisdiction in case of dispute between the parties.

7. TECHNICAL BID

Sr. No.	Documents to be uploaded
1	Authority letter for signing of all the documents on behalf of the Company / Firm etc.
2	Copy of the GST Registration Certificate.
3	Copy of PAN Card.
4	Self attested undertaking to the effect that the bidder is not blacklisted by any Central / State Govt. / Institutions or any Co-operative Agency in Central / State etc.
5	Certificate regarding acceptance of all the Terms & Conditions as mentioned in the e-Tenders notice / document.
6	Duly signed statement stating the Quantity (in MT) offered by the Bidder(s).

8. FINANCIAL BID

(Mustard Seed on Oil Content 42% basis, Moisture 6% Maximum, Foreign Matter 0.5% Maximum & Acid Value 1.5% maximum packed in 50 kg. net sound jute bag as mentioned in the tender document).

Particulars	Offered Quantity (in MTs)	Offered Rates (Rs. per MT including GST/all taxes)
Mustard Seed (F.O.R. at Hafed Oil Mill Rewari or Narnaul or at any other storage locations to be decided by HAFED)		

The offered rates of Mustard Seed should be inclusive of GST / all taxes / Octroi etc. & on F.O.R. basis at Hafed Oil Mill, Rewari / Narnaul or at any other storage locations to be decided by HAFED.