



THE HARYANA STATE COOPERATIVE SUPPLY  
AND MARKETING FEDERATION LIMITED  
CORPORATE OFFICE, SECTOR 5, PANCHKULA HARYANA (INDIA)  
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### **Tender Notice**

#### **E-Tender Notice for Outsourcing of Maintenance and Operation of Hafed Sugar Mill, Assandh of 2500 TCD.**

Hafed invites E-Tenders from reputed Sugar Mills/Companies/Consortium of Companies to undertake various jobs of overhauling, repair & maintenance and operation alongwith co-generation and power export to the state grid of Hafed Sugar Mill, Assandh, Distt. Karnal (Haryana) for the crushing season 2021-22. The Sugar Mills/Companies/ Consortium of Companies must have experience of carrying out of all operation/jobs of crushing season and off season overhauling, repair, maintenance and operation alongwith generation of exportable power for at least two years during last three years in a Sugar Mill of minimum 2500 TCD or they should have their own Sugar Mill of minimum 2500 TCD capacity with co-generation and operated for not less than two years during last three years in India. The interested bidders may submit their technical bid and financial bids along with all supporting documents. The tender document containing details of scope of work, eligibility criteria, and other terms & conditions is available on portal **<https://etenders.hry.nic.in>** or at Hafed Website **[www.hafed.gov.in](http://www.hafed.gov.in)**. The bidders have to submit their tender documents through e-Tender portal as per dates given in the tender document. All bidders are required to get registered on e-tendering portal & obtain Digital Signature from NIC office. Technical & Financial bid will be opened at Hafed Corporate Office, Sector-5, Panchkula (Haryana) and negotiations will be held as Haryana Govt. instructions/guidelines. All the bidders are requested to be present at the time of opening of the tender for negotiations.

Hafed reserves the right to accept/reject any/all the tenders without assigning any reason whatsoever.

Managing Director,  
Hafed, Panchkula

## **Detailed Notice Inviting Tender**

Hafed invites E-Tenders from reputed Sugar Mills/Companies/Consortium of Companies to undertake all the complete jobs of overhauling, repair & maintenance and operation alongwith co-generation and power export to the state grid of Hafed Sugar Mill, Assandh, Distt. Karnal (Haryana) for the crushing season 2021-22 in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S N</b>	<b>Name of Work</b>	<b>EMD to be deposited</b>	<b>Tender Document Fees and E-services fees</b>
1.	Out sourcing of all the complete jobs of overhauling, repair & maintenance and operation alongwith co-generation and power export to the state grid of Hafed Sugar Mill, Assandh, Distt. Karnal (Haryana) for the crushing season 2021-22.	Rs. 10,00,000/- (Rupees Ten Lakh only)	Rs. 2000/- (non refundable)

- 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**

SN	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/- and Processing Fee Rs.1,000/-) and required EMD of Rs. Ten Lakh	06.07.2021 at 5.00 PM to 17.07.2021 at 5:00 PM
2	-	Submission of online Bid	06.07.2021 at 5.00 PM to 17.07.2021 at 5:00 PM
3	Opening of Technical Bid	-	19.07.2021 at 11.00 AM
4		Manual submission of additional/supporting documents only.	19.07.2021 at 11.00 AM
5.	Opening of Financial Bid		19.07.2021 at 3.00 PM

#### **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](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](tel:0172-2700275)

### **Timing:**

Technical support assistance will be available over telephone Monday to Friday (9:00 AM to 5:00 PM) (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**

### **1.1 Eligibility criteria for the tenderers:**

The Sugar Mills/Companies/ Consortium of companies must have experience of carrying out of all the operation/jobs of crushing season and off season overhauling, repair, maintenance and operation alongwith generation of exportable power for atleast two years during last three years in a Sugar Mill of minimum 2500 TCD or they should have their own Sugar Mill of minimum 2500 TCD capacity with co-generation and operated it for not less than two years during the last three years in India.

The Sugar Mills/Companies/consortium of companies will also provide RT8 (C) of such mills for two crushing season & as proof of performance.

Sugar Mills/Companies/consortium of companies should be profitable during last 2 years.

Sugar Mills/Companies/consortium of companies will submit the solvency certificate from the operating/dealing banks.

The Sugar Mills/Companies/consortium of companies should have team of competent employees to undertake the work. They will also supply the copy of the names of their employees along with their qualification, who will work for repair, maintenance, operation and cogeneration work.

The Sugar Mills/Companies/consortium of companies will submit audited Balance Sheets and ITRs for last two years certified by the CA.

The Sugar Mills/Companies/consortium of companies should be registered with the concerned competent authority, so as to meet the statutory requirements of the Provident Fund, The Labour Department and any other applicable authority and shall submit copies of the same.

The Sugar Mills/Companies/consortium of companies must be submitted along with the copies of a valid Service Tax registration with the Central Excise Department, PF registration and PAN Card.

The tenderers will produce the copies of past work orders & satisfactory completion certificate from competent authority as proof of work experience.

The Sugar Mills/Companies/consortium of companies should submit the authority letter of their authorized person for signing and participation in the tender from their company Secretary/ BOD resolution.

The Sugar Mills/Companies/consortium of companies shall be responsible for all the laws applicable presently or laws made applicable by Central Govt., State Govt. or any other statutory authority during the contract period.

The Sugar Mills/Companies/consortium of companies will submit a certificate that all terms and conditions mentioned in the tender document are acceptable to them.

The financial bids of only those parties will be opened, who qualifies the technical bid.

## **1.2 Scope of Work:**

The scope of work will involve entire operations of the Sugar Mill during the cane crushing season during off season and operation of the Mill during the season along-with co-generation and power export work with preventive maintenance along-with co-generation and power export work with preventive maintenance and annual overhauling, repair & maintenance during the off season. In case of expansion of crushing capacity the party will also provide necessary assistance in expansion of crushing capacity. The scope of work indicating responsibility of the party have been indicated in **Annexure-A**.

**The detailed scope of work is highlighted below:**

### **Overhauling, Repair & Maintenance:**

For smooth functioning/operation of the Mill, off season overhauling, repair and maintenance of all sections/stations from cane unloading in to final sugar bagging involving all machinery & equipments including mechanical, electrical & instrumentation work from cane un-loader to final molasses storage tank including sugar stacker & belt conveyor system have to be checked and repaired by the party.

For details of works, the interested party may inspect the Mill for assessment of work.

The successful tenderer will prepare a report of assessment of work and will supply a copy of report along with consumables/spare parts /materials within two weeks of receiving final work order.

All material required by the party will be arranged by the mill at the earliest after receiving indent/requirement.

The Party will also supply a list of manpower to be engaged to complete the work for completing the repair works, indicating their qualification and experience.

Any other work which is not specified in Annexure A, but required for smooth functioning of the mill, will also be done by the party.

All the overhauling repair & maintenance work of the mill should be done by the party latest by end of October every year. The party shall execute the work in prescribed time frame failing which Hafed shall levy a penalty @ 10% on the basis of section/ work wise time schedule given by the party.

If the party fails to deliver the work allotted as per scope and the terms and conditions of the tender, Hafed shall get the work executed from any other agency at the risk and cost of the party.

## **1.3 Operation of Mill during crushing season and off season:**

The scope of work for operation during the crushing season will involve all the jobs required for operation of Mill at all the stations and sections from unloading of

sugarcane to bagging of sugar and including demineralization Plant with R.O. Plant, Laboratory and Work shop, including following jobs which will also be in the scope of successful bidder.

- Cane Carrier Labour
- Mill Bed Coolie
- Wet Scrubber & boiler ash shifting
- Store material unloading
- Boiler cleaning during the off season.
- Dismantling and overhauling of all equipments from cane carrier to drier house, dismantling of all equipments, indenting of spares, cleaning, repairing and assembling of equipments and trial of the Sugar Mill.
- Supply of Cane Carrier Labour for cleaning of the Cane Carrier/Chain.
- Supply of Mill Bed Coolie for cleaning of the Kundi/tray.
- Bagasse handling at the bagasse yard and feeding of bagasse at the Bagasse Carrier.
- Cleaning of Wet Scrubber & boiler ash and shifting to the proposed site.
- E.T.P. operation before & after one month of crushing season including scada system and getting clearances of air and water from HSPCB.
- Unloading of Store material in store as well as other godowns of Sulphur and lime.
- Tube cleaning during the off season and season.
- Maintenance of factory light, street light, Tubwell and other lighting work of campus.
- Plumber work of mill campus.
- Lime and sulphur shifting during the season.
- Scraping of sugar from boiling house equipments, scraping of floor. Washing of mill, boiler & boiling house after close of crushing season.
- Internal and external cleaning of boiling house equipments and painting works.
- Cleaning and white washing work of spray pond, Injection channel, E.T.P., Service water tank, DM Water Tank and cooling tower etc.
- All the A.M.C.'s of turbine, DG Sets, VFD's, mill & centrifugal drives, cane weigh bridges and all other machinery and instrument such as DM & RO plant of boiler, centrifugal machines, DCS, Air compressor, sugar weighing machine and all other related and necessary machinery and instruments.
- Cleaning from Cane Carrier to Drier house including drains in plant, gutter, roofs. Shifted of scarp from different houses to scrap yard during the season and off season.
- Internal & external cleaning of boiler during the off season & season.
- 30% labour component of rewinding of motor including spares and standby motor during the season and off season shall be borne by bidder/firm/company.
- Any other repair/modification work including all fabrication erection & commissioning work which is required for smooth operation of the mill will be borne by bidder/firm/company.
- Dismantling of mill house, motors, cane carrier, rake carrier, inter rake carrier, bagasse elevator, MBC & RBC etc after one week of closing of crushing season.
- Regular cleaning to disinfect/sanitize the mill from bacteria/germs in the mill

processing area.

**4.0. Manpower:**

- 4.1. Firm should have well qualified experts and staff as per Sugar Industry Standards.
- 4.2. The firm should attach a list of key technical experts indicating their qualification/experience and core strength etc. and give an undertaking in writing to deploy Minimum manpower required to perform the work and as per requirement given in Annexure-B.
- 4.3. All persons engaged by the firm directly or indirectly shall be employees of the firm and it is obligatory on the part of the firm to cover all their employees under workman compensation Act and other Acts.
- 4.4. The firm will be responsible for deduction of EPF/ any other such liability from their employees and Hafed will not be responsible for any monetary claim or payment to

the firm employees or statutory authorities under the employees provident fund, Family pension Fund or any other liabilities.

- 4.5. Group insurance of the employees of the firm will be the responsibility of the Firm and Hafed will not be responsible for any claim which may be made under the workmen compensation Act and other Acts.
- 4.6. In the event of any accident/causality etc. of the employees of the firm and Hafed will not be responsible and Firm will ensure all safety measures for its employees.
- 4.7. The firm shall ensure that the age of their employees will not be less than 18 years in any case.
- 4.8. The firm/ party shall withdraw those Employees, who are not performing the work to the satisfaction of the Hafed or for their misconduct and such employees will be replaced as may be suitable to Hafed. However, the firm will not transfer the duty of its employees without the consent of the Hafed.
- 4.9. In case due to shortage of manpower, some maintenance jobs are not likely to complete in time, Hafed will have the right to outsource the same to the third Party or Hafed employees at the risk and cost of the firm/party.
- 4.10 The party should engage/ employee the man power for the season as well as off season as per the requirement of Engg., manufacturing and all other departments.

**5.0 Accommodation:**

Rent free accommodation in Sugar Mill Colony will be provided to the party as per availability. The electricity and water will be provided at the cost by Hafed without A.C. and electric heater. Their staff will not misuse the electricity and water. Action shall be taken for misuse of electricity, water and damaged if any, to the mill property. All other arrangements for food etc will be made by the Party.

**6.0 Arrangement of Materials and consumables:**

A list of all material and consumables will be provided by the Party to the General Manager of Assandh Sugar Mill within two weeks after signing the agreement. The brand/type & specifications of the material will be recommended by the party which will be finally decided by the General Manager of Hafed Sugar Mill, Assandh.

The Hafed Sugar Mill, Assandh, will procure the material and consumables at the

earliest after receiving the indent/requirement.

All the consumable items such as HSD, Bagasse, K.Oil. Lubricants, Welding Electrodes, wire bunch, energy paper, energy tape, energy paste, nut & bolts etc and all spare parts required for repair & maintenance will be provided by Hafed free of cost. All the tools & tackles will also be provided by Hafed.

**7.0 Supply of Sugarcane:**

The supply of sugarcane as per indent of the party at Mill gate up to cane carrier will be the responsibility of Cane Department of the Hafed Sugar Mill, Assandh. The indent will be issued two days in advance.

**8.0 Performance Parameters:**

The performance targets in respect of various main parameters like stoppage, losses, Capacity utilization, Quality of sugar, Sugar Recovery, power export and minimum man power requirement is given as under :-

**Stoppage:**

Maximum 2 % stoppage will be admissible other than No cane, inclement weather, farmer's agitation, General Cleaning, failure of HSEB supply etc.

**Sugar Losses:**

Maximum 1.95 % total losses on cane are admissible on account of loss in Bagasse, press mud, molasses and unknown.

**Capacity Utilization:**

Minimum 100 % capacity utilization should be achieved at the end of crushing season. The party shall also ensure trouble free services to crush at least 2500 tones cane per day during the season.

**Quality of Sugar:-**

The quality of sugar will be of M-30/M-31 color with minimum 70% bold grain.

**Sugar Recovery:-**

10.50 % sugar recovery should be achieved at the end of the season.

**Power Export**

1. 2 M.W. power to be exported to HSEB per hours in a day.
2. No power will be exported during stoppage of mill house and the period of break down will be considered as dead period for power export.

**9 Penalty:-**

For not achieving the above parameter mentioned at Para No. 8, penalty of Rs. 7,00,000/- (Rupees Seven Lakh only) for failing to achieve any/each parameter will be recovered from the party.

Any loss due to strike of bidder/firm/company staff the same will be recovered from the bidder/firm/company after discussion of General Manager, Hafed Sugar Mill, Assandh.

**10 Damage to Machinery:-**

Any damage of machinery during overhauling, repair & maintenance & operation, if occurred due to negligence of staff of the party, the same will be recovered from the party. If machinery is damaged due to manufacturing defects then loss will be borne by the Mill or supplier, as the case may be.



**11 Payment terms**

The rates for operation of plant during the season will be paid on monthly basis. The firm will submit the invoice for payment once in a month (after completion of month). 90 % payment will be made at the end of the month within seven days after submission of invoice/bill. Balance 10 % will be made at the end of the crushing season after finalization of R.T. (8)C, Cleaning and washing of tube cleaning work and any penalty amount etc. will be recovered from the dues /EMD of the party. TDS as applicable will be deducted at source. All taxes as applicable shall be paid extra.

**12 Contract Period:**

The contract period is for crushing season 2021-22 commencing from allotment of work and continues till the end of crushing season every year after cleaning and washing of boiling house and off season tube cleaning of evaporator, pans and juice heater etc. The contract period can be extended for 2022-23 on the mutual consent and Hafed's final decision on the basis of performance.

The period of Repair & Maintenance of plant will start immediately after allotment of work. Period of crushing season shall be considered as one week before start of crushing season and one week after closer of crushing operations.

**13 Misc:**

In case any directions are received from the Hon'ble High Court or any other Court relating to the retrenched employees of Cooperative Sugar Mill, Panniwala Mota & in any other case, the direction/decision of the Court will be complied with by the Party.

**14 Arbitration Clause:**

In case of any dispute arising between the parties, the matter shall be referred to the Managing Director, Hafed, Panchkula for arbitration, whose decision shall be final and binding upon both the parties.

## **TECHNICAL BID**

S N	Name of Tenderer	
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 deed 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	Proof of deposit of EMD & Tender document fee and e-service fee	
4	Power of Attorney/Letter of authorization of the Signatory of the bid document if necessary.	Attach experience certificate
5	Name & Location of Mill/Firm/ Consortium of Companies.	
6	Solvency Certificate from Bank	
7	Proof of experience	
8	List of Technical Staff	
9	Audited Balance sheets of 2 years duly certified by the CA.	
10	ITRs of 2 years with competition statement.	
11	Proof of registration with PF Department.	
12	Copy of GST registration No.	
13	Copy of PAN No.	
14	Copy of past work order with completion certificate.	
15	Copy of agreement made with companies/own Sugar Mill and copy of RT8 (C) of mills for two crushing season as proof of performance.	
16	Certificate of acceptance of all terms & conditions of tender.	
17	Proof of valid Service Tax Registration with Central Excise Department	

Accepted

Seal & Signature of the authorized Person on behalf of the tenderer.

Name: \_\_\_\_\_

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

\_\_\_\_\_

E-mail: \_\_\_\_\_

Contact No. \_\_\_\_\_

Mobile No. \_\_\_\_\_

### **Financial Bid**

**Financial Bid for Operation and Maintenance services for 2500 TCD Sugar Mill with co- generation and Export of Power during the crushing season 2021-22**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Amount in Rs. (Taxes as applicable will be paid extra)</b>
		<b>Season 2021-22</b>
1	Annual Overhauling, repair & maintenance during off season (Price to be quoted in lumpsum)	
2	Complete Operations for cane crushing upto sugar production in the Sugar Mill during the season (price be quoted per month)	

Annexure A			
Services			
S.No.	Description	Responsibility of Party	
		Maintenance	Operation
A	Mill House		
I	Cane Unloader No. 1	*	*
	Gear Box	*	*
	Bridge Wheel	*	*
	Trolley Wheel	*	*
	Grab	*	*
ii	Cane Unloader No. 2	*	*
	Gear Box	*	*
	Bridge Wheel	*	*
	Trolley Wheel	*	*
	Grab	*	*
iii	Chopper	*	*
	Knives	*	*
	Bearing	*	*
iv	Leveler	*	*
	Knives	*	*
	Bearing	*	*
V	Fibrizor	*	*
	Hammer	*	*
	Bearing	*	*
	Oil Cooling System	*	*
vi.	Pusher	*	*
	Gear Box	*	*
	Bearing	*	*
vii.	Cane Carrier	*	*
	Slates	*	*
	Drive & Non Drive Shaft	*	*
	Chain Link	*	*
	Gear Box	*	*
viii	Main Rake Carrier	*	*
	Rake	*	*
	Drive & Non Drive Shaft	*	*
	Gear Box	*	*
ix	Inter Rake Carrier No. 1	*	*
	Rake	*	*
	Drive & Non Drive Shaft	*	*
	Gear Box	*	*
x	Inter Rake Carrier No. 2	*	*
	Rake	*	*
	Drive & Non Drive Shaft	*	*
	Gear Box	*	*

xi.	Inter Rake Carrier No. 3	*	*
	Rake	*	*
	Drive & Non Drive Shaft	*	*
	Gear Box	*	*
xii.	BC & RBC Chain	*	*
	Rake	*	*
	Drive & Non Drive Shaft	*	*
	Gear Box	*	*
xiii	Baggasse Elevator	*	*
	Rake	*	*
	Drive & Non Drive Shaft	*	*
	Gear Box	*	*
xiv	Rotary Screen	*	*
	Gear Box	*	*
	Pump	*	*
xv	Belt Conveyer	*	*
	Gear Box	*	*
	Bearing	*	*
xvi	GRPF No. 1	*	*
	Roller	*	*
	Crown Pinion	*	*
	Drive side Gear	*	*
	Lubricator	*	*
xvii	GRPF No. 4	*	*
	Roller	*	*
	Crown Pinion	*	*
	Drive side Gear	*	*
	Lubricator	*	*
xviii	Mill No. 1	*	*
	Roller	*	*
	Crown Pinion	*	*
	Trash Plate	*	*
	Scraper	*	*
	Drive Side Gear & Pinion	*	*
	FMG Gear Box	*	*
	Lubricator	*	*
xix	Mill No. 2	*	*
	Roller	*	*
	Crown Pinion	*	*
	Trash Plate	*	*
	Scraper	*	*
	Drive Side Gear & Pinion	*	*
	FMG Gear Box	*	*
	Lubricator	*	*
xx	Mill No. 3	*	*
	Roller	*	*

	Crown Pinion	*	*
	Trash Plate	*	*
	Scraper	*	*
	Drive Side Gear & Pinion	*	*
	FMG Gear Box	*	*
	Lubricator	*	*
xxi	Mill No.4	*	*
	Roller	*	*
	Crown Pinion	*	*
	Trash Plate	*	*
	Scraper	*	*
	Drive Side Gear & Pinion	*	*
	FMG Gear Box	*	*
	Lubricator	*	*
xxii	Juice Pump	*	*
<b>B.</b>	<b>Boiler House</b>	*	*
I	Boiler Cleaning		
ii	Valve	*	*
iii	Pump	*	*
iv	Fan	*	*
v	Bagasse Feeder	*	*
vi	Economizer	*	*
vii	Air Heater	*	*
viii	Air Compressor	*	*
ix	Wet Scrubber	*	*
	<b>D.M.Plants</b>	*	*
<b>C.</b>	<b>Boiling House</b>	*	*
	<u>Quad Section</u>	*	*
	1Quad Bodies and Juice Heater	*	*
	2Valve	*	*
	3Hydraulic Testing	*	*
	4Pump	*	*
	<b><u>Clarifier House</u></b>	*	*
	1Juice Sulphiter	*	*
	2Syrup Sulphiter	*	*
	3Lime Station	*	*
	4Vaccum Filter	*	*
	5Clarifier	*	*
	6Sulphur Furnance	*	*
	<u>Pan Station</u>	*	*
	1Valve	*	*
	2Mollasses Gear Boxes and Conditioners	*	*
	<b>3Hydraulic testing</b>	*	*
	<u>Crystalizer Station</u>	*	*
	1Planetary Gear Box	*	*
	2Valve	*	*

	<u>Hot &amp; Cold Over Head tank</u>	*	*
	Valve	*	*
	<u>Mollasses Storage Tank &amp; Pump</u>	*	*
	1Valve	*	*
	2Pump, Gear Box and Lines	*	*
	<u>Pan Condensate pump and Condensers</u>	*	*
	1Valve	*	*
	<u>Injection House</u>	*	*
	1Pump	*	*
	2Valve	*	*
	<u>Service Pump</u>	*	*
	1Pump	*	*
	2Valve	*	*
	<b><u>Tubewells and their pipe lines</u></b>	*	*
	1Plumber work in mill and campus	*	*
	<u>Spray Pond</u>	*	*
	1Pump	*	*
	2Vavle	*	*
	3Nozzles	*	*
	<b><u>Melter</u></b>	*	*
	1Drive System	*	*
	2Pumps	*	*
	3Vavle	*	*
	<b><u>Batch Type Centrifugal Machine</u></b>	*	*
	1Basket	*	*
	2Accessories	*	*
	<u>Air Compressor</u>	*	*
	size 8 x5	*	*
	size 14 x7	*	*
	Screw Type & Air Blower	*	*
	<u>Sugar Grader</u>	*	*
	1Drive System	*	*
	2Replacement of screen		
	<u>Sugar Elevator</u>	*	*
	<u>Continuous Machine B &amp;C</u>	*	*
	<u>Pug Mill</u>	*	*
	<u>Hopper &amp; Blower</u>	*	*
	<u>Magma &amp; masscuite pump with gr,</u>	*	*
	<b><u>E. T. P.</u></b>	*	
	<b><u>Work Shop</u></b> (Lathe machine, shaper, planer and drill machine).	*	*
	<b><u>Electrical</u></b>	*	*
	1Motor	*	*
	2M.C.C.	*	*
	3Cables	*	*
	4Starter	*	*



5E.T.P.	*	*
6D.C drive Motors & Panel	*	*
7VFD at various locations	*	*
<b>Power House</b>	*	*
1Incoming and Outgoing Cables	*	*
2Bus Bar	*	*
3A.C.B	*	*
4Capacitor Bank	*	*
5Change Over	*	*
6Alternator	*	*
7Excitor	*	*
8AVR of both Alternator	*	*
<b>Power Turbine No 1 BM/4643/B</b>	*	*
1H.P. Valve	*	*
2L P Valve	*	*
3Oil Filter	*	*
4Heat Exchange	*	*
5Cooling System	*	*
6PRDS	*	*
7Alternator	*	*
8AVR	*	*
<b>Power Turbine No 2 BM/4804/B(New)</b>	*	*
1H.P. Valve	*	*
2L P Valve	*	*
3Oil Filter	*	*
4Heat Exchange	*	*
5Cooling System	*	*
6PRDS	*	*
7Alternator	*	*
8AVR	*	*
		*
9Lighting work in mill campus	*	
<b>Instrumentations</b>		
1Mill House	*	*
2Boiler House	*	*
3Power House	*	*
4Boiling House	*	*
5Centrifugal House	*	*
6DCS System	*	*
7Co-Generation	*	*
8Laboratory	*	*
9CCTV Cameras and their cables	*	*

Note: Any other work which is not defined above and necessary to do for smooth running of the mill will be done by the party.

**Annexure-B**

**List of Tools and Tackles to be provided by HAFED to the Party**

<i>Sr. No</i>	<i>Name of Tools and Tackles</i>
1.	Tool Box
2.	Double end and Ring Spanners from 6 to 32 mm
3.	Cutting-Plier
4.	Nose-Plier
5.	Hack Saw
6.	Chisel
7.	Hammer
8.	Center Punch
9.	Measuring Tape
10.	L-End Key Set
11.	Pipe Wrench
12.	Screw Drivers
13.	Circlip-Plier
14.	Steel Rule
15.	Hammering Spanners
16.	Straight Edge
17.	Vernier Calipers
18.	Master Level
19.	Feeler Gauges
20.	Dial Gauges
21.	Rectifier Welding Machines
22.	Cutting Sets and
23.	Water Tubes etc.

Note: Numbers and list of tools will be reviewed from time to time.