

**The Haryana State Co-operative Supply & Marketing Federation Ltd.  
(HAFED)**

**EXPRESSION OF INTEREST**

Expression of Interest is invited from the leading tea manufacturers having own Modern tea plantations capable of providing desired blend (for empanelment and entering into MoU/Agreement with Hafed) for arranging, processing and packing of tea in Hafed brand and its marketing in India.

The details of eligibility criteria, procedure of selection, other terms & conditions and required documents can be seen at Hafed website at [www.hafed.nic.in](http://www.hafed.nic.in) .

The parties fulfilling the eligibility criteria may submit their technical proposals address to Managing Director, Hafed Panchkula up to 5:00 PM on 24.02.2022 along with the required documents attached with EOI to be submitted in person at Hafed Corporate Office, Sector-5, Panchkula or through email [hafedmarketing1@gmail.com](mailto:hafedmarketing1@gmail.com) and after analyzing the technical proposals, the shortlisted parties will be asked to submit the financial proposals and Power Point Presentation. The MoU/Agreement may be signed with more than one eligible party as per the suitability/ requirement of Hafed.

**MANAGING DIRECTOR, HAFED.**

## **EXPRESSION OF INTEREST**

Expression of Interest is invited from the leading tea manufacturers having own Modern tea plantations capable of providing desired blend (for empanelment and entering into MoU/Agreement with Hafed) for arranging, processing and packing of tea in Hafed brand and its marketing in India.

The details of eligibility criteria, procedure of selection, other terms & conditions and required documents can be seen at Hafed website at [www.hafed.nic.in](http://www.hafed.nic.in) .

The parties fulfilling the eligibility criteria may submit their technical proposals address to Managing Director, Hafed Panchkula up to 5:00 PM on 24.02.2022 along with the required documents attached with EOI to be submitted in person at Hafed Corporate Office, Sector-5, Panchkula or through email [hafedmarketing1@gmail.com](mailto:hafedmarketing1@gmail.com) and after analyzing the technical proposals, the shortlisted parties will be asked to submit the financial proposals and Power Point Presentation. The MoU/Agreement may be signed with more than one eligible party as per the suitability/ requirement of Hafed.

**MANAGING DIRECTOR, HAFED.**

## **INTRODUCTION**

Hafed is the largest apex cooperative federation of Haryana State in India. It came into existence on November 1<sup>st</sup>, 1966 with the formation of Haryana as a separate State. Since, then it is playing a leading role in serving the farmers of the State as well as customers in India and overseas by providing hygienic and safe quality consumer products.

Hafed intends to empanel Tea/Coffee Manufacturers, who are meeting the minimum eligibility criteria for a period of one year which may be further extended with mutual consent from time to time.

## **ELIGIBILITY CRITERIA**

1. The bidder should be a reputed manufacturer and should have its own Tea plantations capable of providing desired blend and a complete white label marketing solution.
2. The bidder should be registered company with at least 10 years' experience in the line.
3. The bidder should have an average sales turnover of 10 lac kg tea per annum in the last three years and turn over should be minimum of Rs.20 crores per annum.
4. The bidder should have well equipped testing facility at packing godown to check various parameters related to quality. There should be a third-party micro verification regularly. The product should be manufactured under hygienic conditions and good manufacturing practices (GMP). The bidder should have well trained manufacturing staff and there should be regular quality audit of the product.
5. The bidder should have ISO 22000, HACCP certificate and FSSAI central license.
6. The bidder should have experience of consumer packing of 250 gm, ½ kg & 1 kg and other packs and bidder must offer different varieties and blends of tea in said packing size.
7. The bidder should have experience in selling its own brand in open domestic market and as well as government sector.
8. Copy of balance sheet duly certified from CA must be attached.
9. The bidder should have valid GST along with PAN.
10. The bidder must submit samples along with Test Report of each variant to HAFED at the time of submission of EoI (for which he is evincing E.O.I).

## **GENERAL TERMS AND CODITIONS**

1. The bidder may apply for supply of HAFED Brand in 250 gms, ½ kg & 1 kg and other packs and bidder must offer different varieties and blends of tea in said packing size separately in Tea bags.
2. Earnest money of Rs.25000/- (refundable) is to be deposited online through net banking. It will be returned to the unsuccessful bidder in their account. The successful bidder will have to deposit Rs.1,75,000/- thereby making the total of Rs.2,00,000/- (Rs.25000/- EMD to be adjusted) as security (refundable) within 7 days of award of contract. No interest will be paid on the security. The violation of any term and condition of the contract shall result into forfeiture of security and payable bills of bidder/supplier.
3. The stocks shall be delivered on FOR basisat Hafed Rice Mill, G.T Road Taraori. (Distt. Karnal)
4. Period for release of payment will be 20 days after the receipt of Tea Stock at Hafed Rice Mill, Taraori.
5. The Expression of Interest should be submitted in English Language only.
6. In case, the product is not found as per FSSAI specifications and any complaint regarding the quality of product is reported from the Market or otherwise the bidder/supplier shall have to immediately replace the same at their own expenses not later than three days. In case of any failure of the supplier / bidder to replace the product, HAFED reserves the right to terminate the contract / agreement.
7. The bidder should not have been blacklist by any State or Central Government agencies. The bidder shall be responsible for the quality and quantity of the products. In case of any default or any action is taken by the Govt. authorities, the bidder shall be responsible for the same which includes criminal proceedings or any compensation and legal expenses etc.
8. After the submission of technical proposals by the prospective bidder, HAFED will evaluate submission of technical proposals on a pre-defined mandatory/ supporting criterion. Only the shortlisted party would be asked to submit the financial proposal and Power Point Presentation.
9. Conditional proposal will not be entertained.
10. The bidder shall be permitted to submit any query/ clarification pertaining to EoI document in writing delivered by hand or email not later than 15 days of floating of EOI, after that no clarification sought by the applicant will be entertained.
11. Hafed reserves the right to accept/reject any or all offers without assigning any reason.

### **PROCEDURE OF SELECTION:**

1. The agencies will submit the samples (with test report) to Hafed along with their technical proposals.
2. The sample so provided, will be got tested by Hafed as per the Govt. and FSSAI guidelines/specifications.
3. Based on the quality test report, rates quoted and other terms and conditions mentioned in the EOI, the agency shall be empanelled with Hafed for supply of Tea and manufacturer will be informed through email or Dak.
4. Consequent upon the selection of successful vendor, HAFED will form its team to visit the factory premises of the bidder to verify the production capacity hygiene and other, facilities like lab facilities, FSSAI regulations etc. which were offered by the bidder.

### **RESOLUTION OF DISPUTE:**

In case of any dispute arising out of this contract the same shall be referred to and determined by arbitration as per the Arbitration and Conciliation Act, 1996, as amended from time to time.

Unless otherwise provided all disputes or difference between the parties shall be referred to an Arbitral Tribunal comprising of three members, wherein one shall be nominated by the M.D., HAFED and one shall be appointed by the agency, the third arbitration shall be jointly appointed by the nominated arbitrators.

The award of such arbitration shall be final and binding on the parties to this contract. The courts at the place of signing the contract shall have exclusive jurisdiction of Chandigarh/Panchkula, according to Indian Laws for the time being in force.

## Annexure-I

### **TECHNICAL PROPOSAL**

Sr. No.	Particulars	Detail
1	Particulars of the Applicant with Name of the manufacturer with address, phone/ email.	
2	Self-attested copy of manufacturing valid license issued by the government approved regulatory authorities/DIC and valid FSSAI License No. and ISO 22000, HACCP certificate (Certificate to be attached).	
3	Self –attested copy of the certificate indicating that manufacturing capacity of the unit tea per day	
4	Pan No., GST No.& AADHAR	
5.	Self –attested certificate of the Manufacturer to guarantee the shelf –life of their product (TEA).	
6.	Copy of balance sheet duly certified from CA must be attached.	
7.	Samples along with Test Report of Tea	
8.	The applicant will submit the self - attested certificate declaring that he has not been debarred or blacklisted from any state/central authority (in any other firm also) till the due date of submission of application.	

I/We hereby agree to abide by all the terms and conditions as contained in the EOI documents.

Place:.....

Date:.....

Signature of the Manufacturer

Name \_\_\_\_\_

Designation \_\_\_\_\_

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

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

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

## Annexure-II

### Mandatory Criteria for Evaluation

Name of the party:

Contact No.:

Sr.no.	Requirement	Remarks	
1.	The bidder should be reputed manufacture and should have its own Tea Plantations.	Yes	No
2.	The bidder should be registered company with at least 10 years experience	Yes	No
3.	The bidder should have an average sales turnover of 10 lac kg per annum in the last three years.	Yes	No
4.	The bidder should have ISO 22000, HACCP certificate and FSSAI central license.	Yes	No
5.	The bidder should have turnover not less than Rs.20 crore per annum. Copy of balance sheet duly certified from CA must be attached.	Yes	No
6.	Earnest Money of Rs.25000/- per variant have been deposited by the bidder	Yes	No
7.	The bidder should have well equipped testing facility (lab) at packing godown to check various parameters related to quality.	Yes	No
8.	The bidder should have well trained manufacturing staff and there should be regular quality audit of the product (TEA)	Yes	No
9.	The bidder should have experience of consumer packing of 250 gms, ½ kg and 1 kg.	Yes	No
10.	The bidder should have experience in selling in its own brand in domestic market.	Yes	No
11.	The bidder should have valid GST number along with PAN number	Yes	No
12.	The bidder must submit 10 samples or each variant to HAFED	Yes	No