



**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](http://www.hafed.gov.in)**

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**Tender notice**

**E-tender for providing of Cane Development Services for Hafed Sugar Mill, Assandh, Distt. Karnal (Haryana) for increasing high sugarcane variety, identification of high sugar yielding variety, sowing, improving sugarcane quality and quantity.**

The Haryana state Co-op supply & Marketing Federation Limited, invites E-Tender from reputed Registered Companies / Corporate Bodies for providing of Cane Development Services for Hafed Sugar Mill, Assandh, Distt. Karnal (Haryana) for increasing high sugarcane variety, identification of high sugar yielding variety, sowing, improving sugarcane quality and quantity for minimum 3 years.

The tender document containing detailed terms & conditions and specifications, etc. are available on portal [https:// etenders.hry.nic.in](https://etenders.hry.nic.in) and at Hafed's website [www.hafed.gov.in](http://www.hafed.gov.in). The tender document can be downloaded on deposit of Rs.1000/- (non-refundable) as tender fee and e-service fee of Rs.1000/- (non-refundable). The online tender document must be accompanied with the EMD of Rs. 2,50,000 Lakh. The tender document and the EMD must be remitted on or before **10.03.2023 up to 10:00 AM**. The date of technical and financial bids submission is up to **28.02.2023 till 10.03.2023 at 10:30 AM** through e-Tender portal. All the bidders are required to get registered on the e-tendering portal and obtain a Digital Signature from NIC office. **The technical bid will be opened at 11 AM on 10.03.2023 and the Financial bid at 2.30 PM on 10.03.2023 in Hafed Corporate office, Sector-5, Panchkula.**

Hafed reserves the right to reject any/all tenders without assigning any reason whatsoever. The bidders are advised to study the document and visit Mill site before submitting their tender.

**MANAGING DIRECTOR, H A F E D**

### **Tender Key Dates**

The Parties/Bidders can submit their tender documents as per the dates mentioned in the key dates:-

SN	Particulars	Remarks
1	On line submission of Tender Fee & e-service Fee of Rs. 2000/- (non refundable) and EMD of Rs. 2.5 Lakh /- (Rs. Two Lakh Fifty Thousand Only).	28.02.2023 at 12:00 PM to 10.03.2023 at 10:00 AM
2	On line Bid submission	28.02.2023 at 12:00 PM to 10.03.2023 at 10:30 AM
3	Manual submission of additional/ supporting document only.	10.03.2023 at 10.45 AM
4	Date and Time of opening of Technical Bids	10.03.2023 at 11.00 AM
5	Date and Time of opening of Financial Bids only valid Bidders	10.03.2023 at 2:30 PM
6	Mode of selection	Quality-cum-Cost Based Selection (QCBS) (80:20)

#### **1. Background:**

The Haryana State Cooperative Supply and Marketing Federation Limited (hereinafter referred as 'HAFED') is the Haryana's largest cooperative federation serving farmers and consumers since 1966.

Hafed invites E-Tenders from reputed Companies/Corporate Bodies for Cane Development Services for increasing high sugarcane variety, identification of high sugar yielding variety, sowing, improving sugarcane quality and quantity at Hafed Sugar Mill, Assandh, Distt. Karnal (Haryana) for minimum 3 years 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):-

## **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 / Postmaster / 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 Hafed.

**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 shiel 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 (9:00am 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  $\leq$  Rs. 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 updates 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.



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**General**

**E-tender for providing of Cane Development Services for Hafed Sugar Mill, Assandh, Distt. Karnal (Haryana) for increasing high sugarcane variety, identification of high sugar yielding variety, sowing, improving sugarcane quality and quantity.**

**1.1 List of Requirements**

1	<b>Name of plant</b>	HAFED SUGAR MILL ASSANDH , HARYANA
2	<b>Period</b>	For 3 years.
4	<b>Bid EMD</b>	Rs. 2,50,000/ (Rupees Two Lakh Fifty Thousand only) through RTGS/NEFT/ in favour of "The Haryana State Cooperative Supply & Marketing Federation Limited (HAFED).
5	<b>Security deposit</b>	5% amount of the contract value(including EMD)

## **Terms and Conditions**

### **1. Scope of Work:**

Hafed Sugar Mills Ltd, Phaprana, Assandh invites bidders for Cane Development Services for increasing high sugarcane variety, identification of high sugar yielding variety, sowing, improving sugarcane quality and quantity at Hafed Sugar Mill, Assandh, Distt. Karnal (Haryana). Proposals are invited for cane development program for following aspects:

- a) **Cane Plantation** - For increasing cane plantation from the present land to higher cane area acre by 5% a year for a period of 3 years from 2023-24.
- b) **Seed Nursery program** – To put up a seed nursery program in the sugar mill area with improved varieties. Varieties shall be procured from different sugarcane research stations and they will be screened for cane yield and quality under Assandh Sugar mill zone. Screening should lead to seed availability for various zones of the mill and should be spread into general cultivation through two-tier seed program.
- c) **Varietal Improvement** - Proper varietal balance in order to have higher recovery and uniformity in the season, i.e. requirement of early and mid-maturing high sugar variety of sugar cane in the area. This shall be done through adaptive trials for the latest varieties in the farmer's field.
- d) **Ratoon Management** – To achieve ideal sugarcane ratoon and plant crop ratio of 50:50, modern ratoon management practices need to be demonstrated in the sugar mill zone area.
- e) **Irrigation Management**- To have maximum yield and with efficient use of water, various methods of irrigation to be demonstrated in the mill zone area.
- f) **Latest Agro Technologies** – Latest trend of sugar agro techniques need to be adopted for yield and quality improvement. This includes:
  - i. Sugarcane fertilizer Management
    - ii. Planting Time
    - iii. Row Sowing
    - iv. Inter Culture Operations
    - v. Management of Soil Health and Crop Health

The above need to be demonstrated at sugar cane farmers field by laying out demonstration plots which will improve awareness of Sugarcane growing area.
- g) **Mechanization** – Whenever there is a scope of improvement in mechanization in sugarcane farming, then that needs to be demonstrated to the farmers. This will not only reduce labour dependence of farmers but also save the cost and time.

- h) **Deliverables** - As a result of above activities after implementing cane development program following results are expected to be achieved.
  - i) Improvement in cane area.
  - ii) Increase in availability of cane crushing
  - iii) Increase in cane yield
  - iv) Increase in pole % cane by 0.5 to 1% per year for the season 2023-24.
  - iv) Increase in farmers income by adopting inter cropping techniques.
- i.
  - i) Bidder should be responsible to arrange site visits by sugar cane scientist & experts during the cane development program as per the requirement.
  - j) Bidder should bear Rent for Jeep / Motorcycles/cycles.
  - k) During the cane development program of 3 years, the expenses of the visiting experts will be borne by the bidder.

Bidder will bear the fuel expenses on actual for his team for the period of 3 years.

The HSM Assandh will arrange all the cane development expenses on time to achieve the targets such as seeds, fertilizers, pesticides etc. as per the Cane Development Plan.

## 2. **STRATIGIES FOR CANE DEVELOPMENT**

### I. **CANE AREA EXPANSION:**

- Identifying potential irrigated area and farmers for cane cultivation within thegate area and cane command area.
- Fixing the planting target and KPI based on the potential of the area. Conduct village meeting for motivating farmers for cane planting.
- Arranging seeds, Agriculture inputs and chemicals for cane planting by HSM, Assandh, as per the cane development plan.
- Conducting intercropping demo and wet land planting demo to create interestamong the farmers for cane planting.
- Arrange crop loan to reduce financial burden on the farmers by HSM Assandh, as per the cane development plan.
- Introducing drip irrigation system for increasing no. of ratoon and cane area. Timely extension services for good management practices.

## II. VARIETAL IMPROVEMENT PROGRAM FOR HIGH SUGAR & HIGH YIELD

- Identifying suitable HSV varieties through varietal Screening program, small mill test and big mill test i.e.) quality, yield, pest & diseases resistance, erect and selfde-trashing.
- Sourcing the quality seeds of HSV from research station, breeding centers and nearby sugar mills for developing seed nursery and commercial planting.
- Planning the seed requirement based on the planting target for next five years.
- Raising primary and secondary nursery in the various zones of the gate area for multiplication and easier distribution.
- Monitoring seed plot periodically to ensure purity, pest and disease-free seedmaterials.
- Conducting varietal demo in all the zones for showing the superiority of HSV varieties over other rejected varieties for motivating the farmers.
- Developing self-nursery concept for faster development of HSV varieties.
- Monitoring seed distribution of HSV to farmers by coordination with cane team. Ensuring all commercial planting under HSV varieties.

## III. CANE YIELD IMPROVEMENT:

- Introducing Best Management Practices for Soil Management, Land Preparation, Planting, Weed Management, Irrigation Management, Pest and Disease Management.
- Introducing suitable cane varieties according to the soil type, season and pest infestation.
- Timely arrangement of Agro-chemicals for the weed, pest and disease management by HSM, Assandh, as per the cane development plan.
- Conducting field and method demonstration at Village level for the dissemination of agriculture technologies.
- Conducting Farmers Training at Village level to increase the awareness about theimproved agronomic practices.

- The expenses for conducting survey for the incidence of pest and disease to be borne by the bidder.
- Survey, bonding of cane crop shall be carried out by the bidder.

#### IV. INTRODUCING LOW-COST TECHNOLOGIES

- Introducing Self Nursery Concept to reduce the cost and transport of seed materials.
- Introducing Single Bud Nursery Planting to reduce the cost of seed material. Introducing location specific, High Yielding and High Sucrose Varieties.
- Introducing Green Manures like Sun hemp, Daincha and Cow Pea to increase the soil organic content and to reduce the application of chemical fertilizers.
- Introducing Minimum Tillage Concept to preserve the soil organic matter and reduce the land preparation cost.
- Introducing Cost effective farm machineries and Implements for the timely weed management and inter cultivation.

#### V. HARVEST PROGRAM:

- Cane Production and Recovery forecast.
- Brix survey, small mill and big mill test.
- Implementing age wise, variety wise, plant – ratoon wise and maturity wise harvest program in coordination with cane supply people.
- Introducing best harvest management practices i.e.) bottom cane harvest, clean cane harvest, whole stalk harvest, reducing tops, avoids in-field loading and freshcane deliveries.

#### VI. PREPARING CANE DEVELOPMENT PROGRAM & BUDGET:

- Preparing detailed Cane Development Program for THREE Years in consultation with the Top Management.
- Preparing Budget requirement for the Cane Development and submission to the management.

**NOTE :**

**The Cost of Agriculture Inputs like Seed Materials, Fertilizers, Herbicides, Pesticides, Fungicides, Extension Materials and any other materials which are required for the cane development shall be borne by the Sugar Factory Management /Cane Farmers.**

**3. Eligibility criteria for the tenderers:**

- a) Bidder must have at least 4 years of experience in outsourced cane development services in India or Overseas.
- b) The field staff should stay in the cane area throughout the assignment.
- c) Bidder should be able to provide following people with necessary qualification:
  - i) One chief cane manager
  - ii) Two cane managers
  - iii) Ten cane development officers / field executives
  - iv) The team of experts should have required qualifications preferably diploma holders / Graduates/Post Graduates/ Doctorates in Agriculture who will work for development of Cane.
  - v) The bidder shall provide particulars of the key personnel as per **Annexure –IV** along with the CV of key personnel.
- d) The bidder should submit Balance Sheet which should be profit making during last 2 years.
- e) Bidder will submit the solvency certificate from the operating/dealing banks.
- f) Bidder should have a minimum of Rs. 2 Crores turnover for the last 2 years each i.e. from 2020-21 to 2021-22. Details to be filled as **Annexure – III**.
- g) Bidder will submit audited Balance Sheets and ITRs for last two years certified by the CA.
- h) Bidder 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.
- i) Bidders Company must be registered under applicable laws.
- j) Bidder must submit along with the copies of a valid GST registration, PF registration, ESIC registration and PAN Card.

- k) Bidder will produce the copies of past work orders from competent authority as per **Annexure – V**.
- l) Bidder should submit the authority letter of their authorized person for signing and participation in the tender from their company Secretary/ BOD resolution.
- m) Bidder 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 and attach certificates where ever necessary.
- n) Bidder will submit a certificate that all terms and conditions mentioned in the tender document are true and acceptable to them as per **Annexure -I**.
- o) The bidder shall attach all the documents duly self attested as per **Annexures**.
- p) The financial bids of only those parties will be opened, who qualifies the evaluation criteria.

#### 4. Evaluation Criteria

Particulars	Marks	Documents required
A) The bidder must have experience in Cane Development Services consultancy / DPR in India and Overseas. Upto 4 years – 5 Marks More than 4 Years – 10 Marks	10 Marks	Certificate of Incorporation & work order.
B) Minimum Turnover. 1 -3 Crores - 5 Marks More than 3 Crores - 10 Marks	10 Marks	Certificate of Chartered Accountant.
C) Bidders should have team of professional / executive associates in the Cane Area Upto 05 Associates - 5 Marks More than 5 Associates – 10 Marks	10 Marks	Details as per Annexure IV.
D) Bidder must have executed similar projects Upto 5 Projects – 5 Marks More than 5 Project – 10 Marks	10 Marks	Work order/ Copy of contract/LOA. (cut)
E) Technical Presentation – 10 Marks	10 Marks	
Total	50 Marks	

Note : Minimum 30 Marks are required to be qualified for Financial bid.

#### 5. CRITERIA FOR EVALUATION

##### i) Principle

- For financial evaluation, the total cost indicated in the Proposal, (excluding GST), will be considered.
- HAFED will determine whether the Financial Proposals are complete, unqualified and unconditional. The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services. Omissions, if



any, in costing any item shall not entitle the Consultant to be compensated and the liability to fulfill its obligations as per the TOR within total quoted price shall be that of the Consultant.

The lowest Financial Proposal (FM) will be given a financial score (SF) of 100 points. The financial scores of other Proposals will be computed as follows:

$$SF = 100 \times FM/F$$

(F = amount of Financial Proposal)

**ii) Combined and Final Evaluation**

- Proposals will finally be ranked according to their combined technical score and financial score as follows:

$$S = ST \times TW + SF \times FW$$

Where TW and FW are weightage assigned to Technical Score (ST) and Financial Score (SF) that shall be 0.8 (80%) and 0.2 (20%) respectively.

The Selected Applicant shall be the Applicant having the highest combined score. The second highest Applicant shall be kept in reserve and may be invited in its discretion for negotiations in case the first-ranked Applicant withdraws or fails to comply with the requirements specified in this RFP, as the case may be.

**6. Accommodation & Other expenses**

Rent free accommodation, electricity and water shall be provided to the Bidder's staff by HAFED. Bidder's staff will not misuse the electricity and water.

The actual operating expenses for petrol/diesel for its team members on actual to be borne by Bidder.

Actual expenses of boarding, lodging and travelling expenses of the Expert in this field will be borne by Hafed.

**7. Payment terms:**

One month advance payment shall be paid to the bidder at the beginning for movement of cane development team.

The actual operating expenses for petrol/diesel for its team members on actual to be borne by Bidder.

The necessary statutory compliances shall be the responsibility of the bidder.

The bidder will fulfill all the statutory requirement of EPF, ESI or any other applicable law.

Actual expenses of boarding, lodging and travelling expenses of the Expert in this field will be borne by Hafed.

**8. Penalty**

- a) If the bidder is unable to achieve the target of increasing the POL % cane by 0.5% to 1.00%, then a penalty of Rs. 7.00 Lakh shall be imposed.
- b) If the bidder is unable to achieve the target of increasing the area of sugarcane cultivation by 5% every year, then a penalty of Rs. 7.00 Lakh shall be imposed.

**8. Contract Period:**

The contract period is for 3 years and the contract can be extended for next 2 years depending upon the performance and approval of the competent authority. The contract period commences from off-season 2023 continues till the end of crushing season 2025-26. The contract period can be extended upto 2027-28 on the mutual consent on the basis of performance.

**9. Arbitration:**

If any dispute or difference of any kind whatsoever shall arise between the parties in connection with or arising out of this agreement (and whether before or after the termination or breach of this agreement) parties shall promptly and in good faith negotiate with a view to its amicable resolution and settlement. In the event no amicable resolution or settlement is reached within a period of 15 days from the date on which the dispute or difference arose, such dispute or difference shall be referred to a mutually acceptable sole arbitrator or upon the failure of the parties to agree upon a sole arbitrator, either party may get the appointment of sole arbitrator from the competent court of governing jurisdiction. The arbitration proceedings shall be conducted in a fast track mode as per the provisions of the Indian Arbitration and Conciliation Act 1996 and rules made there under. The arbitration shall be conducted in English. The venue of arbitration proceedings shall be Panchkula, Haryana. The fees and expenses shall be borne equally by both the parties.

The existence of any dispute or difference or the initiation or continuation of the arbitration proceeding shall not postpone or delay the performance by the parties of their respective obligations pursuant to this agreement. The outcome of the arbitration shall be binding upon all parties involved.

10. **Jurisdiction:**

The competent Civil Court of Panchkula, Haryana only shall have the exclusive territorial jurisdiction to entertain and decide any dispute arising out of this MoU. The jurisdiction of the court shall be invoked only if the dispute or differences are not settled in the arbitration proceedings.

11. **Pre-bid meeting:**

**Queries related to Tender:**

Bidders may request a clarification with regard to any part of the Tender document in the format given below. Any request for clarification must be sent in writing through e-mail ([addlgmp@gmail.com](mailto:addlgmp@gmail.com)) with subject as to the email id mentioned in Key Dates. Any query received after due date will not be considered. The format for the clarification is as follows:

#	Section/ Clause No.	Name of the Section/ Clause	Text (Which is mentioned and required clarification)	Clarification required (Suggested/ proposed text)

**Technical Proposal Submission Form**

**Date:**

**Place:**

**The Managing Director,  
Haryana State Co-operative Supply and Marketing Federation  
Limited (HAFED), Sector 5, Panchkula, Haryana – 134108**

**Sub: Tender for Cane Development Services for increasing high sugarcane variety, identification of high sugar yielding variety, sowing, improving sugarcane quality and quantity at Hafed Sugar Mill, Assandh, Distt. Karnal (Haryana) for minimum 3 years.**

We, the undersigned, offer to provide our proposal for the assignment " for Cane Development Services for increasing high sugarcane variety, identification of high sugar yielding variety, sowing, improving sugarcane quality and quantity at Hafed Sugar Mill, Assandh, Distt. Karnal (Haryana) for minimum 3 years." in accordance with your tender dated ..... We are hereby submitting our proposal only through online mode, which includes Technical Proposal and Financial Proposal.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to disqualification. Our Proposal is binding upon us and subject to the modification resulting from Contract negotiations.

We undertake that if our proposal is accepted to initiate the services related to the assignment not later than the date indicated in document control sheet.

We understand Hafed is not bound to accept any proposal that is received.

Yours sincerely,

Signature with date:

Name of authorized signatory

Seal of Agency

**TECHNICAL BID**

<b>Sr. No.</b>	<b>Name of Tenderer</b>	
1.	Permanent Address	
2.	Phone No./Fax/Email ID	
3.	Tender cost	Rs. 2000/- (Rupees Two thousand only) (nonrefundable)
	Earnest Money	Rs. 2,50,000/- (Rupees Two Lakh Fifty Thousand only)
4.	Proof of experience	
5.	Company Registration Certificate	
6.	CA certificate of turnover of last two years.	
7.	Solvency Certificate from Bank	
8.	Audited Balance sheets of last 2 years	
9.	ITRs of last 2 years.	
10.	Proof of registration with PF Department / ESIC Department.	
11.	Copy of GST registration No.	
12.	Authority letter from authorized person for signing the tender.	
13.	Certificate of acceptance of all terms & conditions of tender.	

Accepted

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

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

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

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

**Annexure - III**

**Chartered Accountant Certificate**

[ON THE LETTER HEAD OF AUDITORS /CHARTERED ACCOUNTANTS]  
CERTIFICATE

TO WHOM SO EVER IT MAY CONCERN

This is to certify that M/s. .... having its Registered Office at .....had achieved  
the following level of Turnover in respect for the financial two mentioned here under:

Particulars	2020-21	2021-22
Turnover		

The figures certified for the stated Financial Years are based on the Books of Account,  
Audited Balance Sheet of the Company and the records produced before us.

Signatures of Auditors/Chartered Accountants:

Name:

Seal

Place:

Date:

**Annexure – IV****PARTICULARS OF KEY PERSONNEL**

Sr. NO	Role of Key personnel for assignment	Designation	Education Qualification	Length of relevant Professional Experience
(1)	(2)	(3)	(4)	(5)



## **Annexure - V**

### **Project Experience Format:**

Project Name :		
Project Location within Country:		Professional staff Provided by the firm:
Name of the Client:		
Start Date (Mon/YYYY)	Completion date (Mon/ YYYY)	Approx. value of services:
Detailed Narrative Description of Project:		
Detailed Narrative Description of Project:		

**Financial Bid Format**

“Financial Bid for providing of Cane Development Services for increasing high sugarcane variety, identification of high sugar yielding variety, sowing, improving sugarcane quality and quantity at Hafed Sugar Mill, Assandh, Distt. Karnal (Haryana) for the period of 3 years.”

**Financial Bid****BOQ (Financial Bid)**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Amount in Rs. (Taxes as applicable will be paid extra)</b>
1	Cane Development Services for 3 years on Monthly Basis.	