



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

CORPORATE OFFICE, SECTOR 5, PANCHKULA HARYANA (INDIA)
TEL: 0172 2590520-24, FAX: 0172 2590711 Email: hafed@hry.nic.in
Web-site: www.hafed.gov.in



Short term e-Tenders Notice for empanelment of suppliers for purchase of various spices on rate contract basis for a period of one year.

Hafed invites online bids from FPO/ Farmers Associations/ Co-op. Societies/ suppliers firms for empanelment and supply of various spices at Hafed turmeric plant, Radaur, Dist. Yamuna Nagar (Haryana) on rate contract (FOR) basis for one year from the date of award letter strictly as per Hafed terms & condition and FSSAI specifications. The rate contract can be extended for another year based on the performance of the supplier on the same terms. The tender document containing details of required Earnest money, Items, required quantity, specifications and terms & conditions are available on portal <https://etenders.hry.nic.in> or at Hafed website www.hafed.gov.in. The FPO/ Farmers Associations/ Co- Op. Societies/ suppliers firms/ bidders can submit their bids through e-Tender portal as per dates given in the tender document.

All bidders are required to get register on e-tendering portal & obtain Digital Signature from NIC office. Technical & Financial bid will be opened on **15.03.2023** at Hafed Corporate Office, Sector-5, Panchkula (Haryana) and negotiations will be held as per 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 or increase/decrease the tendered quantity without assigning any reason whatsoever.

Managing Director
Hafed Panchkula.

Detailed Notice Inviting Tender

Short term e-Tender is invited for empanelment of Suppliers for supply of various spices on rate contract basis for a period on one year at Hafed Turmeric plant Radaur, Ymuna Nagar Haryana 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)

Under this process, the Technical Bid Application as well as online Price Bid shall be invited at single stage under two cover i.e. Technical Bid & Commercial Envelope. Eligibility of the Bidders will be first examined based on the details submitted online under first cover (Technical) with the request to eligibility and qualification criteria prescribed in the Tender document. The Price Bid under the second cover shall be opened for only those bidders whose Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. The payment for Tender Document Fee and e-Service Fee shall be made by the parties online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.
2. Intended parties will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-Tender. He/She will be required to make online payment of required EMD fee in due course of time. The intended parties fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his/her bids for the respective event/Tenders.
3. The interested parties/bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended party thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in/nicgep>
4. interested parties/bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks. The Payment for document fee (Rs.500/-) and e-Service fee (Rs.1000/-) can be made by eligible parties online directly through Debit Cards & Internet Banking.

The interested parties/bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance before the expiry date & time of the respective events. And make payment via RTGS/NEFT to the beneficiary account number specified under the online generated challan.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:

Key Dates

S.N.	Party Stage	Date & Time
1	(i) Downloading of Tender document / Online bid preparation. (ii) Online directly transfer of funds of Rs.1,500/- through online directly through Debit Cards & Internet Banking Accounts (E-Service fee Rs.1,000/-), Document Fee Rs.500/-) and required EMD Rs.50,000/-	28.02.2023 from 05:00 PM to 14.03.2023 up to 04:00 PM
2	Submission of online Bid	28.02.2023 from 05:01 PM to 15.03.2023 up to 10:30 AM
3	Opening of Technical Bid	15.03.2023 at 11:00 AM
4	Manual / Through Email-submission of additional / supporting documents if any	15.03.2023 upto 02:00 PM
5	Opening of Financial Bid	15.03.2023 at 02:30 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 FPO/ Farmers Associations/ Co- Op. Societies/ suppliers firms/ bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any FPO/ Farmers/ Society/ suppliers firms/ bidders 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) FPO/ Farmers Associations / Co- Op. Societies / suppliers firms/ bidders must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) FPO/ Farmers Associations / Co- Op. Societies / suppliers firms/ bidders can rework on their 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 PARTY/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 parties/bidders intending to participate in the tender 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 party/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 parties/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 party/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.

6. Online Payment of Tender Document Fee, Processing fee & EMD fees & Bid Preparation & Submission (Technical & Commercial/Price Bid):

- 6.1 Online Payment of Tender Document Fee + e-Service 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.

6.2 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)

7. 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

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 eProcurement 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 Tec process intermediary Department/PSUs Escrow Security Deposit A/c.

D) Over the Counter (OTC)

This solution shall allow the bidder having account with SBI bank, to make the payment from any CMS enables Branch of SBI Bank in India. Bidders can make the payment via cash (if amount is \leq ₹49,999), Demand Draft or SBI Bank Cheque.

The procedure for paying through OTC mode is as follows:

- (i) Bidder selects over the counter remittance option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid. The bidder chooses the bank account number for refund of the amount.
- (iii) Bidder clicks on “Continue” Button.
- (iv) The e-Procurement portal displays the details of payment. The Bidders click on “Print Challan” and print the OTC Challan.
- (v) Bidder submits the OTC Challan at the counter of any designated bank of SBI Bank with Cash/Demand Draft/SBI Bank Cheque (Payment in Cash is allowed up to Rs. 49,999/-).
- (vi) SBI bank verifies the URL (format to be discussed and decided) and amount with e-Procurement portal prior to accepting the payment.
- (vii) On successful verification from e-Procurement portal, SBI bank accepts the payment. In case of failure, SBI bank shall return back the OTC challan and payment to the bidder.
- (viii) SBI bank commits the payment transaction (in case of successful verification from e-Procurement portal) and sends the Bank Transaction number (I-Sure Reference Number) online against the URN and Amount.

- (ix) SBI bank will generate receipt for the payment transaction and issues the same to the bidder.
- (x) The e-Procurement system update the bank transaction number against the URN and Amount based on the details sent by SBI bank online prior to generation of the receipt.
- (xi) The status of the payment will be displayed as “verification successful” in e Procurement Portal, when the bidder clicks on the verification option in the portal.
- (xii) Bidder would be required to upload the scan copy of receipt as received from SBI Bank as part of proof in next tender portal before submitting the tender.

General Information:

Hafed invite Tender for empanelment of Suppliers for purchase of various spices for a period of one year. F.O.R. basis at Hafed Turmeric Processing plant at Radaur, Distt. Yamuna Nagar (Haryana) on rate contract basis for One year on Hafed's Specification. Hafed Turmeric Processing plant is having Agmark and ISO 22000: 2018 Certifications and registration with Spices Board of India for export of it's Products.

<u>Hafed Corporate Office, Panchkula</u>	<u>Hafed Turmeric Processing Plant:</u>
Phone No. 0172-2590520-26 E.Mail: hafed@hry.nic.in Website: www.hafed.gov.in	Contact: +91-9354224123 E-mail: htpradaur@gmail.com

1. Background Information

HAFED is the largest apex cooperative federation of Haryana State in India. It came into existence on November 1st, 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 is having a Turmeric/ Spices Processing plant at Radaur, Distt. Yamuna Nagar, (Haryana) having 5 TPD multi spices processing capacity. For running of the Processing Plant Hafed has to purchase Spices and Turmeric as per the attached sheet of Tentative requirement at Sr. No. 2, as per FSSAI Specifications.

2. Tentative requirement:

Sr. No.	Name of Spice	Qty. per month in Qtls.	Packing
1.	Turmeric Finger - Dry	750.00	Bulk in suitable HDPE/ Carton packaging
2.	Dry Red Chilli	200.00	Bulk in suitable HDPE/ Carton packaging
3.	Coriander seeds	150.00	Bulk in suitable HDPE/ Carton packaging
4.	Cumin Seeds	40.00	Bulk in suitable HDPE/ Carton packaging

Sr. No.	Name of Spice	Qty. per month in Qtls.	Packing
5.	Cardamoms /Elaichi	2.00	Bulk in suitable HDPE/ Carton packaging
6.	Cloves or Laung	3.00	Bulk in suitable HDPE/ Carton packaging
7.	Black Pepper	12.00	Bulk in suitable HDPE/ Carton packaging
8.	Ceylon cinnamon	4.00	Bulk in suitable HDPE/ Carton packaging
9.	Fennel seeds	4.00	Bulk in suitable HDPE/ Carton packaging
10.	Black cardamoms or Badi Elaichi	3.00	Bulk in suitable HDPE/ Carton packaging
11.	Bay leaves or tejpata	1.00	Bulk in suitable HDPE/ Carton packaging
12.	Dry Ginger	8.00	Bulk in suitable HDPE/ Carton packaging
13.	Mustard	2.00	Bulk in suitable HDPE/ Carton packaging
14.	Fenugreek Seeds	8.00	Bulk in suitable HDPE/ Carton packaging
15.	Ajwain (Carom Seed)	3.00	Bulk in suitable HDPE/ Carton packaging
16.	Dry Mint	2.00	Bulk in suitable HDPE/ Carton packaging
17.	Black Salt	5.00	Bulk in suitable HDPE/ Carton packaging
18.	Salt	2.00	Bulk in suitable HDPE/ Carton packaging
19.	Dry Green Mango Slice	9.00	Bulk in suitable HDPE/ Carton packaging
20.	Tamarind	18.00	Bulk in suitable HDPE/ Carton packaging
21.	Nutmeg	3.00	Bulk in suitable HDPE/ Carton packaging
22.	Mace	2.00	Bulk in suitable HDPE/ Carton packaging
23.	Rai Whole	12.00	Bulk in suitable HDPE/ Carton packaging
24.	KasuriMethi	7.00	Bulk in suitable HDPE/ Carton packaging

- **This list can be modified and changed based on the production planning, and market requirements. Bidders can quote their rates for one or more than one items up to 24 Spices, as per list of spices.**

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 Notes:

1. Invitation of Bids:

- 1.1. Hafed is looking for reputed FPO/ Farmers Associations / Co- Op. Societies / suppliers firms for empanelment and supply of various spices on F.O.R. basis at Hafed Turmeric plant at Radaur, Distt. Yamuna Naga (Haryana) on rate contract basis for one year from the date of award letter.
- 1.2. Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's/ bidder's risk and may result in the rejection of the bid.
- 1.3. The Payment for Tender Document Fee of Rs.500/- (Rs. Five hundred only) and E-service Fee of Rs.1000/- (Rs. one thousand only) both Non- refundable can be made by the parties/bidders online directly through Debit Cards or Internet Banking Accounts and the Payment for required EMD can be made online directly through RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- 1.4. No interest shall be payable by Hafed on the EMD amount deposited by the party.

2. Procedure for submission of Bids :

- 2.1 The bids shall be submitted Online in two separate **envelopes:** “ **Envelope 1:** Technical Bid”

The parties/bidders shall up-loaded the required details online in the Technical Bid “**Envelope 2: Financial Bid**” The bidders shall quote the prices in price bid format under Commercial Bid.

- ☐ Bidders are mandatorily required to submit the technical and financial bid in the prescribed online format only. No manual bids shall be entertained.

- 2.2 The tenderers are required to quote the price for each item F.O.R. Hafed Turmeric Plant Radaur, Yamuna Nagar inclusive of all taxes/levies and as per Hafed's specifications, terms & conditions.
- 2.3 The purchase committee is empowered to increase/decrease the quantity In view of the actual requirement of Hafed Turmeric plant.
Any conditions of the party sent along with the bids (if any) shall not be binding on Hafed.
- 2.4 On acceptance of tender, the date of supply of material should be strictly adhered to, failing which, Hafed reserves the right to cancel the tender and make purchases at the risk and cost of suppliers besides forfeiting the earnest/security money of the tenderer.
- 2.5 Hafed reserves the right to reject any/all tenders without assigning any reason whatsoever.

ELIGIBLE CRITERIA:

The eligible criteria for participation in the tender by the Supplier of various type of whole spices & Turmeric fingers only will be as under:

SN	Parameters	Proof to be submitted
1	Bidder must have experience of at least 2 years in the similar work / business.	Copy of registration / certificate of incorporation of the bidder firm/company , document showing experience etc.
2	The legal status of bidder; FPO/ Farmers Associations / Co- Op. Societies / suppliers firms exclusively working in the Spices sourcing and supplying on pan India basis since last two years.	Copy of relevant document/ certificate to be provided / uploaded.
3	The bidder of must have minimum average annual turnover of Rs.1.00 Crore of previous 2 years. (2020-21 & 2021-22)	Copy of CA certificate be provided / uploaded.
4	The bidder must have procurement arrangement/ tie ups of quality species from farmers pan India basis, pre-cleaning sorting, godown facilities and be able to supply the spices on year round basis on the NCDEX rates basis.	Tie ups with FPO's/ farmer associations/ Co- Op. Societies, etc. documents be provided/uploaded.
5	Bidder must not be blacklisted by any Central/ State Department / organization in last 5 years.	Self-attested undertaking to be provided/ uploaded.

Other Terms & Conditions of the Tender:

- The required Earnest Money mentioned in the tender notice must be transferred online. The tenderer can submit his offer of one or more items with requisite EMD.

- The negotiations will be held as per Haryana Govt. instruction/ Guidelines. All the bidders are requested to be present at the time of opening of tender for negotiations.
- The quantity mentioned in the tender notice can be increased or decreased as per Hafed requirement during contracted period.
- Offer should be valid for a period of 30 days from the date of opening of financial bid.
- The successful bidder shall execute an agreement within seven days from the date of issue of Award letter for empanelment by Hafed on Rs.100/- non-judicial stamp paper. In the event of failure to execute the Agreement, the EMD shall stand forfeited apart from cancellation of the Award letter.
- The successful bidder(s) shall have to deposit 2% security amount of the equal amount of supply order within 3 working days of issuance of supply order by Hafed by means of RTGS / Bank draft failing which EMD already deposited shall be forfeited. The security amount shall be deposited for the supply period only, till the material is supplied at Hafed Turmeric Processing Plant Radaur and the same shall be released to the supplier after receipt of the material at Hafed Turmeric Processing Plant, Radaur and satisfactory Lab analyses report as per specifications after its sampling by Hafed. EMD amount shall be released after successful completion of one year contract. However, no interest whatsoever shall be paid on the earnest money / security amount by Hafed.
- Rate of the items should be F.O.R. at Hafed Turmeric Plant, Radaur (Yamuna Nagar) inclusive of mandi cess, GST and or all Taxes/Govt. levies while quoting rates. In case Govt. increases/decreases the GST during pendency of the rate contract, similar effect will be made on the rates quoted by the tenderer.

- The supplies will have to be made as per requirement of the Plant. The party(s) will supply the spices as per the monthly production schedule which will be released to them in the last week of preceding month. For delayed supply, penalty @ 2% per week or part thereof shall be imposed subject to maximum of 5%, failing which Hafed have the liberty to make purchases from any other source at the risk and cost of the party.
- 80% payment will be released after receipt of material at Hafed godown Radaur and on the basis of visual inspection of the material and test report results provided by the contractor, if it is as per specifications. Balance 20% payment will be released on the satisfactory lab analysis report through Hafed internal lab/outside lab by lot wise sampling of the material supplied within 10 days of receipt of the material.
- Each lot supplied will accompany test certificate related to moisture, ash, essential oil, Curcumin and other ingredients specific to each spice as per FSSAI standard/ specifications. The material found below specifications / improper packaging, not cleaned, or graded will be notified to the party and will have to be lifted back and will have to be replaced in the next consignment at his risk and cost. Payment of that “below specification” supplies will be with held till its receipt as per specification, the supplier will be responsible to lift the material back at his expenses.
- Hafed may occasionally get the spices tested at its own at the nearest NABL approved lab and if any deviation found in the suppliers lot test report and HAFED’ test report, In case party is not satisfied with the result of outside lab report then only after written request of party within 3 days of receipt of outside lab report, referee sample will be sent to another BIS approved labs and average of two nearest labs results will be taken as reference and that will be acceptable to supplier and Hafed. The cost payment of sample test will be deducted from the supplier account.
- In case of tax exempted units, they shall provide valid tax exemption certification from the concerned authorities well in time.

- Hafed has right to cancel the contract any time before completion of contract period, if the performance of the supplier is not satisfactory.
- If the bidder(s) previously held any contract and furnished security/ earnest money with Hafed that security deposit shall not be adjusted against EMD of this tender and a fresh EMD shall be required to be furnished.
- EMD amount will be released within one month, to the unsuccessful bidders.

GENERAL CONDITONS:

- It will be the discretion of Hafed to bifurcate order, if considered necessary, with a view to ensure timely supply. Bidders can quote their rates for one or more than one items up to 24 Spices, as per list of spices.
- Hafed can extend further rate contract for one year on the same term based on the performance of the bidders.

ARBITRATION:

The disputes, if any, arising between the Firm / Contractor and HAFED shall be resolved amicably, failing which it shall be referred to an Arbitrator, mutually acceptable to both parties, appointed by the Managing Director, HAFED, as per the relevant provisions under Arbitration and Conciliation Act, 1996 and his decision shall be binding on both the parties. The Civil Court shall have no jurisdiction in case of dispute between the parties.

TECHNICAL BID

S.N.	Particulars	Proof to be uploaded
1	Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).	Self attested certificate.
2	GST registration certificate.	Copy of registration.
3	PAN card.	Copy of PAN card.
4	Bidder must have experience of at least 2 years in the similar work / business.	Copy of registration / certificate of incorporation of the bidder firm/company, document showing experience etc.
5	The legal status of bidder; FPO/ Farmers Associations / Co- Op. Societies/ suppliers firms exclusively working in the Spices sourcing and supplying on pan India basis since last three years.	Copy of relevant document/ certificate to be provided / uploaded.
6	The bidder of must have minimum average annual turnover of Rs.1.00 Crores of previous 2 years (2020-21 & 2021-22)	CA certified balance sheets of last 2 years
7	The bidder must have procurement arrangement/ tie ups of quality species from farmers pan India basis, pre cleaning sorting, godown facilities and be able to supply the spices on year-round basis on the rates of NCDX basis.	Tie ups with FPO's/ farmer associations/ Co- Op. Societies, etc. documents be provided/uploaded..
8	Bidder must not be blacklisted by any Central/ State Department / organization in last 5 years.	Self-attested undertaking to be provided/ uploaded.

Note:

In case, any Bidder(s) uploaded the above documents in Technical Bid and also submit the Financial Bid, then it will be assumed that such Bidder(s) read all the terms & conditions as mentioned in the DNIT/Tender document thoroughly and accepted the same without any conditions.

FINANCIAL BID

Financial Bid for supply of the following spices on rate contract basis on FSSAI Standards/ Specifications:

Sr. No.	Name of Spices	Tentative Quantity per month (in Qtls.)	Packing size in which material is to be supplied (in kg)	Rates offered per Quintal FOR. HTP. Radaur , (including all Taxes)
1.	Turmeric Finger - Dry	750.00		
2.	Dry Red Chilli	200.00		
3.	Coriander seeds	150.00		
4.	Cumin Seeds	40.00		
5.	Cardamoms /Elaichi	2.00		
6.	Cloves or Laung	3.00		
7.	Black Pepper	12.00		
8.	Ceylon cinnamon	4.00		
9.	Fennel seeds	4.00		
10.	Black cardamoms	3.00		
11.	Bay leaves or tejpata	1.00		
12.	Dry Ginger	8.00		
13.	Mustard	2.00		
14.	Fenugreek Seeds	8.00		
15.	Ajwain (Carom Seed)	3.00		
16.	Dry Mint	2.00		
17.	Black Salt	5.00		
18.	Salt	2.00		
19.	Dry Green Mango Slice	9.00		
20.	Tamarind	18.00		
21.	Nutmeg	3.00		
22.	Mace	2.00		
23.	Rai Whole	12.00		
24.	KasuriMethi	7.00		

1. The rate of each item may be offered Rs. Per Quintal (including Mandi cess GST / and or all Taxes) on F.O.R. basis at Hafed Turmeric plant, Radaur, Distt. Yamuna Nagar, Haryana.
2. HAFED may select more than one bidder for empanelment/rate contract depending on the type, and nature and expertise of specific bidder to deal in specific spices.
3. The rate quoted will be as on the date of submission of bids based on the NCDX lowest rate for the quoted quantity as per FSSAI specifications.

