



**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



## **E-TENDER NOTICE**

### **ENGAGEMENT OF PROJECT MANAGEMENT CONSULTANT/CONSULTANCY FIRM**

Hafed invites E-Tenders for engagement of Project Management Consultant (PMC)/Consultancy Firm for the below noted scope of work for setting up of Hafed PP bags manufacturing Plant under PPP mode:-

- a) To conduct facilities for the market conditions/survey regarding setting up of PP bags manufacturing Plant and other related works, in accordance with the latest trends in consumer behavior along with feasibility report and cost benefit analysis of the entire project, to submit DPR and to prepare the tender document provided that the proposal is approved by Hafed.
- b) Preparation of DPR, Drawings, Layout Plan, Specifications, Designing, Area required, Machinery required for setting up of Hafed PP bags manufacturing Plant and preparation of tender document including the supervision and its implementation during commissioning of the project.

The tender document containing detailed terms & conditions 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) and can be downloaded. The tender document fee is Rs.1000/- (non-refundable) and e-service fee of Rs.1000/- (non-refundable). The online tender document must be accompanied with the EMD of Rs.50,000/-. The tender document fee, processing fee and the EMD must be remitted on or before up to 4.00 PM. The date of technical and financial bids submission is from 03.03.2023 at 04:00 PM to 20.03.2023 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 on **20.03.2023** bidders will be opened/considered who are found technically eligible. The financial bids will be opened on 20.03.2023 at **2.30 PM**. All the bidders are requested to be present at the time of opening of the bids. The negotiations will be held as per the guidelines mentioned in the tender document. Hafed reserves the right to accept/reject any/all the tenders without assigning any reason whatsoever.

**Managing Director  
Hafed, Panchkula.**

### **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. 50,000/-.	03.03.2023 at 04:00 PM to 20.03.2023 at 10:00 AM
2	On line Bid submission	03.03.2023 at 04:30 PM to 20.03.2023 at 10:30 AM
3	Manual submission of additional/ supporting document only	20.03.2023 at 10:30 AM
4	Date and Time of opening of Technical Bids	20.03.2023 at 11:30 AM
5	Date and Time of opening of Financial Bids only valid Bidders	20.03.2023 at 2:30 PM

#### **1. DETAILED NOTICE INVITING TENDER**

2. To conduct facilities for the market conditions/survey regarding setting up of Hafed PP Bags Plant and other related works, in accordance with the latest trends in consumer behavior along with feasibility report and cost benefit analysis of the entire project, to submit DPR and to prepare the tender document provided that the proposal is approved by Hafed.
3. Preparation of DPR, Drawings, Layout Plan, Specifications, designing, area required, machinery required for setting up of Hafed PP Bag Plant under PPP mode and preparation of tender document including the supervision and grading/packing and its implementation during commissioning of the project.

#### **4. SUBMISSION, RECEIPT AND OPENING OF PROPOSAL**

The original proposal, both Technical and Financial shall contain no interlineations or overwriting. Online submission of Bids should as per Formats given in the **Annexure-I to Annexure-V**.

## **INSTRUCTIONS TO BIDDER ON ELECTRONIC TENDERING SYSTEM**

### **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.

### **Obtaining a Digital Certificate:**

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.

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>

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.

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 eToken carrying DSCs.

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).

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.

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.

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.

#### **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.

#### **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>

#### **Download of Tender Documents:**

The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>

#### **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.

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

**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.

## **PREPARATION & SUBMISSION Of online APPLICATIONS/BIDS:**

1. 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.
2. Scan copy of Document to be submitted / uploaded for Technical bid under online 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.
3. FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

## **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 shield 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

Mobile:

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 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.

- a To choose the payment of EMD, the bidder clicks on RTGS/NEFT payment option.
- b Upon doing so, the e-Procurement portal will redirect the bidder to a page where it will generate a Challan.
- c 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 <=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 eProcurement 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 eProcurement 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.



## **General**

E-Tender Notice for engagement of Project Management Consultant (PMC)/Consultancy Firm for the below noted scope of work for Hafed PP bags manufacturing Plant under PPP mode:-

### **1.1 List of Requirements**

1	<b>Name of plant</b>	HAFED PP BAGS MANUFACTURING PLANT, HARYANA
2	<b>Bid EMD</b>	Rs. 50,000/ (Rupees Fifty Thousand only) through RTGS/NEFT/ in favour of "The Haryana State Cooperative Supply & Marketing Federation Limited (HAFED).

## **TERMS & CONDITIONS**

### **1. Background:**

The Haryana State Cooperative Supply and Marketing Federation Limited is playing a leading role in serving the economic interests of the farmers of the state by providing viable and efficient support. Hafed is considering setting up of Plant to manufacture polypropylene bags. For use the farmers due to its advantage over other types of bags and can be used by farmers in their operations. Poly Bags are woven for added strength and durability. They are tough and strong and can be reused.

### **Scope of Work:**

Engagement of Project Management Consultant (PMC)/Consultancy Firm for the below noted scope of work for setting up of Hafed PP bags manufacturing Plant under PPP mode:-

- a) To Study the market conditions/survey regarding setting up of PP bags manufacturing Plant and other related works, in accordance with the latest trends in consumer behavior and to suggest the changes for production of PP bags along with feasibility report and cost benefit analysis of the entire project, to submit DPR and to prepare the tender document provided that the proposal is approved by Hafed.
- b) Preparation of DPR, Drawings, Layout Plan, Specifications, Designing, Area required, Machinery required for setting up of Hafed PP bags manufacturing Plant and preparation of tender document including the supervision and its implementation during commissioning of the project.

### **2. Eligibility criteria for the tenderers:**

The agencies intending to bid for preparation of DPR, Drawings, Layout Plan, Specifications, designing, packing material, handling, area required for PP Bags manufacturing at the location to be suggested shall fulfill the minimum following qualification criteria:-

- a. The Bidders must have at least experience of three similar projects implementation and consultancy in the relevant field, bidder shall submit certificate of experience.
- b. The participating agency/firm should not be black listed /debarred by any Govt. or semi Govt. The agency shall specifically mention about any litigation presently going on with any department. The party will submit the self attested certificate in this regard.
  - i) The bidder must have to submit ITR for the last 3 year i.e. 2019-20,2020-21 & 2021-22 duly audited and attested by CA. Bidder should not be GST & PF defaulter.
  - ii) Bidder to submit self attested copy of GST and PAN No.
  - iii) Bidder should have a minimum of Rs. 1 Crore turnover for the last 3

years each i.e. from 2019-20 to 2021-22. Details to be filled as **Annexure – III.**

- iv) Bidder will submit audited Balance Sheets for last three years duly certified by the CA.
- v) 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.
- vi) Bidders Company must be registered under applicable laws for at least 5 years.
- vii) Bidder will produce the copies of past work orders/agreements from competent authority as per **Annexure – IV.**
- viii) Bidder should submit the authority letter of their authorized person for signing and participation in the tender from their company Secretary/ BOD resolution.
- ix) 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.
- x) 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.**
- xi) The bidder shall attach all the documents duly self attested as per **Annexure-II.**
- xii) The financial bids of only those parties will be opened, who qualifies the evaluation criteria.

### 3. Evaluation Criteria

Particulars	Marks	Documents required
A) The bidder must have experience of providing consultancy/PMC of minimum 3 similar projects / DPR in India and Overseas.  3 Projects – 5 Marks More than 3 to 6 - 10 Marks More than 6 Projects – 15 Marks	15 Marks	Certificate of Incorporation & work order.
B) Minimum Turnover from Similar services  1 Crore - 5 Marks 1-2 Crore - 10 Marks More than 2 Crore - 15 Marks	15 Marks	Certificate of Chartered Accountant.
C) Bidder must have 10 years of experience in project consultancy services  10 Year – 5 Marks More than 10 Year – 10 Marks	10 Marks	Work order/ Copy of contract/ LOA.
D) Technical Presentation	10 Marks	
Total	50 Marks	

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

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

## 5. Submission of Reports

The consultant shall be required to submit following reports as part of the deliverables.

Sr. No	Name of Deliverable	Description/Indicative Timelines
1.	a) To conduct facilities for the market conditions/survey regarding setting up PP bags manufacturing Plant and other related works, in accordance with the latest trends in consumer behavior along with feasibility report and cost benefit analysis of the entire project, to submit DPR and to prepare the tender document provided that the proposal is approved by Hafed.	30 days from signing of agreement
	b) Preparation of DPR, Drawings, Layout Plan, Specifications, designing, area required, machinery for setting up of Hafed required for setting up of Hafed PP bags manufacturing Plant.	20 days
	c) Preparation of tender document for setting up of Hafed PP bags manufacturing Plant under PPP mode	10 days
2.	Submission of Final Reports	2 month from signing of agreement

## 6 Payment Terms:

The following table indicates the timelines for the key milestones along with major deliverables that need to be submitted in order to achieve the milestone.

Sr.	Milestone	Expected Timeline from agreement	Payment
1.	To conduct facilities for the market conditions/survey regarding setting up of PP bags manufacturing Plant and other related works, in accordance with the latest trends in consumer behavior along with feasibility report and cost benefit analysis of the entire project, to submit DPR and to prepare the tender document provided that the proposal is approved by Hafed.	15 days from signing of agreement	10%
2.	Preparation of DPR, Drawings, Layout Plan, Specifications, designing, area required, machinery for setting up of Hafed PP bags manufacturing Plant c)Preparation of tender document for setting up of Hafed PP bags manufacturing Plant .	30 days from signing of agreement	20%
3.	Submission of Final DPR	15 days after receiving the comments from Hafed	20%
4.	Submission of technical bid documents for tendering	15 days after go ahead by HAFED for setting up the plant	10%
5.	During execution of the project on pro-rata basis in four equal installments of entire execution period.	15 days after receipt of request during the execution period	30%
6.	Rest Payment after successful trial run of the project, not later than 6 months of submission of final reports.		5%

## **7 GENERAL TERMS AND CONDITIONS:**

The bidder has the option to submit any additional document offline/manually if required. Any kind of advance will not be paid by HAFED to any Party. Conditional tender or tenders without requisite amount of earnest money will not be accepted.

The rates should be quoted for preparation of DPR, Drawings, Layout Plan, Specifications, designing, area required, machinery required for setting up of Hafed PP bag Plant. Preparation of tender document, the DPR is agreed by Hafed.

The federation reserves the right to reject any or all of the tenders received without assigning any reason.

## **8 Contact Details**

General Manager (Processing): Phone No.0172-2590531  
(E-mail ID- [addlgmp@gmail.com](mailto:addlgmp@gmail.com))

## **9. Arbitration**

In case of any disputes arising out of the contract the same shall be referred to M.D. Hafed or his/her nominee as arbitrator and his decision shall be final and binding on both the parties.

## **10. 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 setting up of Hafed PP bags manufacturing plant under PPP mode for minimum 3 years.**

We, the undersigned, offer to provide our proposal for the assignment " for Hafed PP bags manufacturing plant under PPP mode 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. 50,000/- (Rupees Fifty Thousand only)
4.	Proof of experience	
5.	Company Registration Certificate	
6.	CA certificate of turnover of last three years.	
7.	Solvency Certificate from Bank	
8.	List of Technical Staff	
9.	Audited Balance sheets of last 3 years	
10.	ITRs of last 3 years.	
11.	Proof of registration with PF Department / ESIC Department.	
12.	Copy of GST registration No.	
13.	Copy of PAN No.	
14.	Authority letter from authorized person for signing the tender.	
15.	Certificate of acceptance of all terms & conditions of tender.	
16.	Proof of net worth of the company.	

Accepted

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

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

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

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

**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 years mentioned here under:

Particulars	2019-20	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/Charted Accountants:

Name:

Seal

Place:

Date:

**Annexure - IV**

**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:		

**Annexure -V**

**Financial Bid Format**

“Financial Bid for setting up of Hafed PP bags manufacturing plant under PPP mode”

**Financial Bid**

BOQ (Financial Bid)

<b>Sr. No.</b>	<b>Particulars</b>	<b>Amount in percentage of the project cost. (including taxes)</b>
1	For consultancy services for setting up of Hafed PP bags manufacturing plant under PPP mode	