



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

CORPORATE OFFICE, SECTOR 5, PANCHKULA HARYANA (INDIA)
TEL: 0172 2590520-24, FAX: 01722590711 Email: hafed@hry.nic.in
Web-site: www.hafed.gov.in



Short term Expression of Interest (EOI) notice for empanelment of suppliers for purchase of various Spices for a period of one year.

Hafed invites short term Expression of interest (EOI) from FPO/ Farmers Associations/ Co-op. Societies/ Suppliers firms for empanelment for supply of various spices F.O.R. at Hafed Turmeric Processing Plant, Radaur, District Yamuna-Nagar (Haryana) for one year from the date of award letter strictly as per Hafed terms & conditions and FSSAI specifications. The EOI document can be downloaded by the interested parties from the website of HAFED ([https:// hafed.gov.in](https://hafed.gov.in)). Interested and eligible parties may submit their EOI along-with all the required documents like 'APPLICATION FORM / TECHNICAL BID' to the Managing Director, Hafed Corporate Office, Sector-5, Panchkula (Haryana) through e-mail at hafed.oilmills@gmail.com or hafed@hry.nic.in , or manually in sealed envelope latest by **19.04.2023 up to 11.00 AM**. Hafed reserves the right to accept or reject any or all applications without assigning any reason thereof. The EOI is not the subject of any process of contract or any contractual obligations between HAFED and prospective FPO / Farmers Associations / Co-op. Societies / Suppliers firms and merely empanelment will not guarantee allocation to the FPO/ Farmers Associations/ Co-op. Societies/ Suppliers firms.

Managing Director
Hafed Panchkula.

1. Introduction:

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 setting up a Turmeric/ Spices Processing plant at Radaur, District Yamuna Nagar (Haryana) having 5 TPD multi spices processing capacity. For running of this Processing Plant, Hafed has to purchase Spices as per FSSAI specifications.

HAFED intends to empanel the FPO / Farmers Associations / Co-op. Societies/ Suppliers firms meeting the minimum eligibility criteria for supply of various Spices to meet out the requirement of Spices of Turmeric Plant for supply in Haryana as well as other States and to meet out any other requirements of HAFED from time to time, if any.

2. Eligible Criteria:

The eligible criteria for submission of their EOI for supply of various type of Whole Spices & Turmeric Fingers etc. is as under:

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the EOI document/bid (signature duly attested).
2. Should have valid GST registration certificate.
3. Should have valid PAN card and bank account.
4. Bidder must have experience of at least 2 years in the similar work / business. However, bidder having experience less than two years may also apply provided they fulfill all other criterion. Preference will be given to those who have at least 2 years experience.
5. The legal status of bidder; FPO/ Farmers Associations / Co- Op. Societies/ suppliers firms exclusively working in the Spices sourcing and supply since last two years.
6. The bidder must have minimum average annual turnover of Rs.1.00 crore in last 2 years i.e. 2020-21 & 2021-22.
7. The bidder must have procurement arrangement / tie ups of quality spices from farmers/firms, pre cleaning sorting, godown facilities and be able to supply the spices on year-round basis on the rates of NCDX basis.
8. Bidder must not be blacklisted by any Central/ State Department / organization in last 5 years.

9. Bidder must have uploaded the signed copy of the EOI document confirming that all the EOI document has read carefully and agreed with.

3. General Information:

- i. Hafed Turmeric Processing Plant is having ISO 22000: 2018 Certifications and in the process of registration with Spices Board of India for export of its 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

- ii. Every bidder shall be required to deposit “Empanelment Fee” of Rs. 25.000/- (Rs. Twenty Five thousand only) through RTGS/NEFT in following Bank Account :

Beneficiary Name: The Haryana State Cooperative Supply and Marketing Federation Ltd.

Name of Bank : SBI Bank, Main branch, Panchkula

Account No.: 00000038523175668

IFSC Code: SBIN0063773

- iii. Application without “Empanelment Fee” receipt proof shall be rejected straight way.
- iv. The ‘Empanelment Fee’ shall be refunded only after successful execution of the contract. No interest shall be payable by HAFED on the ‘Empanelment Fee’. The ‘Empanelment Fee’ shall be liable to forfeiture, without giving any notice and without prejudice to any other right or remedies or the HAFED under the contract and law if the supplier fails to execute the contract strictly in accordance with the terms and conditions of the agreement / contract with HAFED.
- v. The successful FPO/ Farmers Associations/ Co-op. Societies/ Suppliers firms shall execute an agreement within five (5) 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 “Empanelment Fee” shall stand forfeited apart from cancellation of the Award letter.

- vi. The quantity mentioned in the EOI document is tentative and can be increased or decreased as per Hafed’s requirement during the contracted period.
- vii. The successful bidder(s) shall have to deposit 2% security amount of the equal amount of supply order within 3 bank working days from the date of issuance of supply order by Hafed, by means of RTGS / NEFT/ Bank draft in Hafed Bank Account failing which “Empanelment Fee” 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. However, no interest whatsoever shall be paid on the “Empanelment Fee” / security amount by Hafed.
- viii. After the empanelment, Hafed will issue the monthly requirement to all the successful empanelled vendors and the rate quoted by them for supply of species, based on the quality / specification as per the FSSAI updated standards will be compared, also checked on the NCDEX lowest rate for the quoted quantity as per FSSAI specifications, for each item and accordingly the specific order will be released to the empanelled bidders whose rates are low (The rates shall be invited Rs. per quintal including GST, mandi cess and or all Taxes on F.O.R. basis at Hafed Turmeric plant, Radaur, Distt. Yamuna Nagar, Haryana). Hafed can issue purchase order of the material to one or more empanelled bidders to maintain the requirement.
- ix. Rate of the items may be offered will be on F.O.R. at Hafed Turmeric Plant, Radaur (Yamuna Nagar) inclusive of GST, mandi cess and or all Taxes/Govt. levies while quoting the 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 supplier.
- x. The supplies will have to be made as per requirement of the Turmeric Plant Radaur. 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.

- xi. 90% 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 10% 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 10-15 days of receipt of the material.
- xii. 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.
- xiii. 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.
- xiv. In case of tax exempted units, they shall provide valid tax exemption certification from the concerned authorities well in time.
- xv. Hafed has right to cancel the contract any time before completion of contract period, if the performance of the supplier is not satisfactory.
- xvi. If the bidder(s) previously held any contract and furnished security/ earnest money with Hafed that security/earnest money deposit shall not be adjusted against “Empanelment Fee” of this tender and a fresh “Empanelment Fee” shall be required to be furnished.

4. Other Terms & Conditions of the Expression of Interest:

- i. It will be the discretion of Hafed to bifurcate order, if considered necessary, with a view to ensure timely supply.
- ii. Hafed can extend further empanelment for one year on the same terms based on the performance of the FPO/ Farmers Associations/ Co-op. Societies/ Suppliers firms.
- iii. EOI offer for empanelment should be valid for a period of 30 days from the date of opening of the Technical bid.

5. Arbitration:

The disputes, if any, arising between the Firm / Contractor / Supplier 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.

Annexure - I

APPLICATIN FORM / TECHNICAL BID :

SN	Particulars	Proof to be submitted	Proof attached mention YES or NO	Proof attached at page No. of the bid
1	Certificate from the proprietor / partner / firm authorizing firm's representative to sign/participate in opening and negotiation of the EOI document/bid (signature duly attested).	Self attested certificate.		
2	Valid GST registration certificate.	Copy of registration.		
3	PAN card and Bank Account.	Copy of PAN card and bank.		
4	Bidder must have experience of at least 2 years in the similar work/business. However, Bidder having experience less than two years may also apply provided that they fulfil all other criterion. Preference will be given to having at least 2 years experience.	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 supply since last two 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/ firms, 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/ Firms / 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.		
9	Bidder must have uploaded the signed copy of the EOI document confirming that all the EOI document has read carefully and agreed with.	Self-attested/ signed copy of EOI document		

Tentative monthly Procurement estimates

The Table below gives the tentative monthly requirement for processing at Hafed Turmeric Processing Plant, Radaur as per FSSAI Standards/ Specifications:

Sr. No.	Name of Spices (To be packed in HDPE/Cartoon packing)	Tentative Quantity per month (in Qtls.)
1.	Turmeric Finger - Dry	750
2.	Dry Red Chilli	200
3.	Coriander seeds	150
4.	Cumin Seeds	40
5.	Cardamoms /Elaichi	2
6.	Cloves or Laung	3
7.	Black Pepper	12
8.	Ceylon cinnamon	4
9.	Fennel seeds	4
10.	Black cardamoms	3
11.	Bay leaves or tejpata	1
12.	Dry Ginger	8
13.	Mustard	2
14.	Fenugreek Seeds	8
15.	Ajwain (Carom Seed)	3
16.	Dry Mint	2
17.	Black Salt	5
18.	Salt	2
19.	Dry Green Mango Slice	9
20.	Tamarind	18
21.	Nutmeg	3
22.	Mace	2
23.	Rai Whole	12
24.	Kasuri Methi	7

This list can be modified and changed based on the production planning, and market requirements.