



**THE HARYANA STATE COOPERATIVE SUPPLY  
AND MARKETING FEDERATION LIMITED**  
CORPORATE OFFICE, SECTOR 5, PANCHKULA HARYANA (INDIA) TEL:  
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**SHORT TERM E-TENDER FOR ENGAGEMENT OF THE PRIVATE  
BIDDER/FIRMS FOR SUPPLY OF FORTIFIED MUSTARD OIL IN HARYANA FOR  
PDS OR SUPPLY TO OTHER STATES AGAINST MUSTARD SEED.**

The Haryana State Cooperative Supply and Marketing Federation Limited (HAFED) invites e-tender for engagement of private bidder/firms for supply of Fortified Mustard Oil in Haryana for PDS or supply to other states against Mustard Seed.

The tender document containing eligibility criteria and other terms & conditions is available at Haryana Single e-procurement portal at <https://etenders.hry.nic.in> and Hafed website <http://hafed.gov.in>. The period of downloading of tender document & bid submission starts from **03.08.2023 at 4:30 PM and ends on 10.08.2023 at 10:00 AM** through the e-procurement portal as mentioned above. The technical bids will be opened on **10.08.2023 at 11:30 AM** at Hafed Corporate Office, Sector-5, Panchkula.

Hafed reserves the right to reject any/all tenders without assigning any reason.

**MANAGING DIRECTOR  
HAFED PANCHKULA**

## **DETAILED NOTICE INVITING E-TENDER**

Under this process, the Technical Bid Application as well as online Price Bid shall be invited at single stage under two covers 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.

- I. The payment for Tender Document Fee and Processing Fee shall be made by the bidders 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.
- II. Intending bidders 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 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.
- III. The interested bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance as given under Key Dates and make payment via RTGS/ NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder/agency 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>
- IV. The interested bidders shall have to pay mandatorily Tender Fee of Rs 11000/- (including GST) and document fee of Rs. 1000/- (Non refundable) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.
- V. The amount of Earnest Money Deposit (EMD) can be deposited by the eligible bidders online directly through online system.
- VI. The interested 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.

## Key Dates

SN	Stage	Party Stage	Start Date and Time	Expiry date and Time
1	Release of Tender	-	03.08.2023 at 4:30 PM	10.08.2023 at 10:00 AM
2	-	Downloading of Tender Document/ Online Bid Preparation, Submission and Submission of online Bid and deposit of EMD	03.08.2023 at 4:45 PM	10.08.2023 at 10:30 AM
3	Opening of Technical Bid Envelope		03.08.2023 at 4:30 PM	10.08.2023 at 11:30 AM
4	Opening of Financial Bid		-	Will be intimated.
5	Manual submission of additional/ Supporting document			10.08.2023 at 11:00 AM

## Important Note:

- I. The bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any bidder fails 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'.
- II. Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- III. Bidder can rework on his/her 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 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:**

- i. 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.
- ii. 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>
- iii. 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.
- iv. 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.
- v. 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).
- vi. 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.
- vii. 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.

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

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.

## 5. PREPARATION & SUBMISSION OF online APPLICATIONS/BIDS:

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.

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.

FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

## 6. 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) Mobile: 88262-46593

Email:-[support.etender@nic.in](mailto: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](mailto:eproc.nichry@yahoo.com), [Tel:0172-2700275](tel:0172-2700275)

## 7. Timing:

Technical support assistance will be available over telephone Monday to Friday (9:00 am to 5:30 pm) (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 twodays 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 emailaddress:- <https://etenders.hry.nic.in>

NOTE:- 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>

(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:

- I. Debit Card
  - II. Net Banking
  - III. RTGS/NEFT or Over The Counter (OTC)
- 8. Operative Procedures for Bidder Payments**

#### **Debit Card**

- i. The procedure for paying through Debit Card will be as follows:
- ii. Bidder selects Debit Card option in e-Procurement portal.
- iii. 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.
- iv. Bidder clicks on "Continue" button.
- v. The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- vi. Bidder enters card credentials and confirms payment
- vii. The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- viii. The page is automatically routed back to e-Procurement portal
- ix. The status of the payment is displayed as "successful" in e-Procurement portal.
- x. 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.
- xi. The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.
- xii. Net Banking
- xiii. The procedure for paying through Net Banking will be as follows:
- xiv. Bidder selects Net Banking option in e-Procurement portal.
- xv. The e-Procurement portal displays the amount to be paid by bidder.
- xvi. Bidder clicks on "Continue" button

- xvii. The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- xviii. Bidder chooses his / her Bank
- xix. The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- xx. Bidder enters his account credentials and confirms payment
- xxi. 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.
- xxii. The page is automatically routed back to e-Procurement portal
- xxiii. The status of the payment is displayed as “successful” in e-Procurement portal.
- xxiv. 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.
- xxv. The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

## **9. RTGS/NEFT**

- i. 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.
- ii. 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 thousands bank branches and would enable the bidder to make the payment from almost any bank branch across India.
- iii. To choose the payment of EMD, the bidder clicks on RTGS/NEFT payment option.
- iv. Upon doing so, the e-Procurement portal will redirect the bidder to a page where it will generate a Challan.
- v. This Challan shall include the beneficiary (virtual) account number and other details like beneficiary IFSC code each.
- vi. RTGS / NEFT Payment Procedure
- vii. 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.
- viii. 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 mentioned 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.

## **10. Over the Counter (OTC)**

- i. 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.
- ii. The procedure for paying through OTC mode is as follows:
- iii. Bidder selects over the counter remittance option in e-Procurement portal.
- iv. The e-Procurement portal displays the amount to be paid. The bidder chooses the bank account number for refund of the amount.
- v. Bidder clicks on “Continue” Button.
- vi. The e-Procurement portal displays the details of payment. The Bidders click on “PrintChallan” and print the OTC Challan.
- vii. 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/-).
- viii. SBI bank verifies the URL (format to be discussed and decided) and amount with e-Procurement portal prior to accepting the payment.
- ix. 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.
- x. SBI bank commits the payment transaction (in case of successful verification from e- Procurement portal) and sends the Bank Transaction number (I-SureReference Number) online against the URN and Amount.
- xi. SBI bank will generate receipt for the payment transaction and issues the same to the bidder.
- xii. 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.
- xiii. 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.
- xiv. 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.

## **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 intends to engage the Private Bidder/firms of the State of Haryana meeting the minimum eligibility criteria for supply of Fortified Mustard Oil to meet out the requirement of Oils in Haryana as well as other States and to meet out any other requirements of HAFED from time to time, if any.

## **2. Scope of work:**

The bidders/firm shall be responsible for Transportation of Mustard Seed from various godowns of Hafed in the state of Haryana, the crushing of mustard seed, packing of Fortified Mustard Oil in 2 Litre bottles, arrangement of Cartons, Label, Cap, lab, testing etc. and all other operations required for production of Fortified Mustard Oil and delivery of oil at the designated locations/focal points of CONFED in the state of Haryana.

## **3. Eligibility Criteria:**

- i. The bidder shall be a Legal entity as a Company/ Partnership Firm/LLP/Sole Proprietorship.
- ii. The Bidder/firms should have Kachchi Ghani Mustard Oil Mill with valid FSSAI license and following infrastructure and machines.
  - a. Bidder/firms must have its own Mustard Oil Production Unit with a valid FSSAI license, GST registrations (Mills on Lease will not be eligible).
  - b. The Bidder/firm must have minimum crushing capacity of 50 TPD of Mustard Seed.
  - c. It must have minimum 96 Kohlus and minimum 8 Expellers.
  - d. The Bidder/firm must have 4 head automatic bottle filling plant installed and running in the Mill.
  - e. The Bidder/firm must have Agitator in running condition for fortification of Mustard Oil with Vitamin A & D.
  - f. The Bidder/firm must have minimum storage tank capacity of 350 MT to store Loose Mustard Oil.

- g. The Bidder/firm must have minimum storage capacity of 1100 MT to store Mustard seed.
- iii. The Bidder/firm must have minimum average annual turnover of Rs.10 Crore average in last three financial years.
- iv. The Bidder/firm must submit a self - certificate / undertaking to the effect that it has not been debarred / blacklisted by any of the Central / State Departments / Agencies as on date of publication of this tender or any criminal case is not registered against the firm or its own partners anywhere in India.
- v. The Bidder/firm will have to submit EMD of Rs. 5,00,000/- (Rs. Five lakh only) to Hafed.
- vi. The bidder/firms will submit last three financial years ITR i.e. 2020-21, 2021-22 & 2022-23 duly audited by a Chartered Accountant to be attached with their UDIN No.
- vii. Solvency certificate of minimum Rs.50 Lakh issued by any scheduled bank.
- viii. Certificate from the Bank reg. credit limits enjoyed minimum Rs.50 Lakh.
- ix. The bidder must have a valid PAN and GST registration certificate.
- x. The bidder should not have been defaulted or blacklisted in earlier supplies of Hafed, Central / State Departments / Agencies.

#### **4. GENERAL TERMS AND CONDITIONS:**

- i. Hafed will not guarantee allocation of work/supply of Edible Oils etc. to the engaged bidder/firms.
- ii. Every bidder shall be required to deposit 'EMD Rs. 5,00,000/- (Five Lakh only) through RTGS in the following Bank Account :

<b>Beneficiary Name:</b>	<b>The Haryana State Cooperative</b>
<b>Supply</b>	<b>and Marketing Federation Ltd.</b>
<b>Name of Bank :</b>	<b>SBI Bank, Main branch, Panchkula</b>
<b>Account No.</b>	<b>00000038523175668</b>
<b>IFSC Code:</b>	<b>SBIN0063773</b>

- iii. The successful bidder shall be required to deposit Rs. 25 Lakh as a security amount. The security amount deposit shall be refunded only after the successful execution of the contract. No interest shall be payable by HAFED on the security deposit. The security deposit shall be liable to forfeiture, without giving any notice and without prejudice to any other right or remedies of the HAFED under the contract and law if the Bidder/firmer fails to execute the contract strictly in accordance with the terms and conditions of the agreement/ contract with HAFED.
- iv. The engaged Bidder/firms shall be required to execute an agreement with HAFED. The contract shall come into force from the date of execution of the Agreement.
- v. HAFED can terminate the contract at any point of time by giving One month written notice to the bidder/firm without assigning any reason and without payment of any compensation thereof. However, HAFED shall give only one week notice of termination of contract to the bidder/firm when there is a default in compliance of the terms and conditions of this Agreement/ Contract or the Bidder/firm fails to comply with its statutory obligations. HAFED shall have the right to immediately terminate the contract if the Bidder/firm becomes insolvent, ceases its operations, dissolves, files for bankruptcy or bankruptcy protection, appoints receivers, or enters into an arrangement for the benefits of creditors. The contract can also be terminated without giving any notice if it is found at a later stage that the bidder/firm gave wrong information or submitted wrong affidavit at the time of tender.
- vi. HAFED reserves the right to increase/decrease the work allotted to the Bidder/firms or to foreclose the contract without assigning any reason. In such case, the bidder/firm will not be entitled to any compensation.
- vii. HAFED shall be open to recover from the bidder/firm any damages caused to the HAFED due to any act of the bidder/firm or his employees/manpower/workmen.
- viii. In any case, the bidder/firm shall be bound to indemnify HAFED against all claims whatsoever.
- ix. If a criminal or civil case is filed due to the negligence of Bidder/firm under any applicable Act, the penalty, loss and damages shall to be borne by the Bidder/firm.
- x. The physical inspection of the oil mill premises will be conducted by

- inspecting committee of Hafed and final selection of the bidders/firms will be done as per the terms of the tender and the physical inspection. The decision of HAFED shall be final and binding on all the participating bidders.
- xi. The bidder/firms may clearly note that terms and conditions enumerated in this tender document are only illustrative and not exhaustive. The selected bidder/firms will have to enter into contracts as devised by HAFED.
  - xii. The bidder/firms doesn't entail any commitment from HAFED for contracts with them during validity of the engagement.
  - xiii. Any further corrigendum/Addendum to the engagement documents will be uploaded by HAFED on websites i.e. <http://hafed.gov.in> and no press advertisement shall be published for the same.
  - xiv. A sub-committee of HAFED shall evaluate details submitted by the interested processors and examine the documents provided vis-a-viz requirements specified in the tender document.
  - xv. The selected bidder/firms will be informed regarding acceptance of their application(s) and shall be further advised for signing of an engagement agreement with HAFED/ completing other formalities from time to time during the currency of the agreement/ contract.
  - xvi. The supply of Fortified Mustard Oil would be made by the engaged bidder/firms against Mustard Seed and in accordance with the specifications and packaging as per requirements of HAFED from time to time.
  - xvii. The financial bid mentioning the Out Turn Ratio (OTR) will be opened of those bidder/firms who have been found technically qualified on the basis of technical bid and after inspection of the oil mills to be conducted by the inspection teams constituted by Hafed. The inspection reports will be submitted within 3 days by the inspection committees. The bidders/firms whose inspection has already been carried by team of Hafed will be exempted from fresh inspection to save the time.
  - xviii. The bidder/firms may inspect the Mustard Seed stocks stored with Hafed during working hour.
  - xix. The engaged bidders/firms will be for a period of one year. The contract can be extended for further one year depending upon the performance of the bidders on their request and after approval of competent authority.
  - xx. The approved engaged Private Bidder/firms will deposit the Security / Bank guarantee / performance security as per requirement of State / Other States.
  - xxi. No interest on Earnest Money / Security etc. shall be payable by HAFED.
  - xxii. The approved engaged Private Bidder/firms shall execute an agreement immediately from the date of issue of supply order by Hafed on Rs.100/- non-judicial stamp paper. The work allotment will be done after signing of the agreement with the concerned GMs, Oil Mills.
  - xxiii. The approved engaged Private Bidder/firms will be solely responsible and accountable to fulfill / meet out all the requirement of State / other States Govt. regarding successful and timely execution of the contract including

quantity and quality specifications and legal / financial implications arising out, if any. The penalty on account of quality specifications, testing charges etc. will be recovered from the respective approved Bidder/firms.

- xxiv. If any EMD/Security deposit has to be deposited on account of supply of Oil to other state or Govt. same will be borne by bidders.
- xv. In case of any kind of delay / non supply, the respective private Bidder/firms will be accountable for any kind of penalty or other consequences imposed by the CONFED/Food Department or any other agency to whom the Fortified Mustard Oil is supplied.
- xvi. The empty bardana of Mustard Seed and bye products i.e. Mustard Cake will be retained by bidder.
- xvii. The Miller shall undertake the milling in the Milling Unit owned by the Miller. Sub-contracting of the work allotted by Hafed shall not be allowed. Miller shall provide self-declaration in the format attached **(Annexure-IV)** to certify the same. In the event, during the contract period, if it is found by HAFED/Inspection team that Miller is undertaking milling of Mustard Seed in a Mill not owned by the Miller, it shall be treated as breach of contract and the contract shall stand cancelled. EMD/Security deposit of that Miller will be forfeited & action as deemed fit will be initiated for recovery of losses to Hafed, if any. Depending upon gravity of the situation necessary action shall be taken against the Miller. To ensure the above said instructions, officer/authorized representative/Committee of Hafed will visit at any point of time. The Miller will do the milling of Mustard seed issued by Hafed. To add the Mustard Oil for matching finalized OTR, the bidder/firm will crush his own mustard seed in the same premises. The bidder/firm will inform in advance to Hafed for that Mustard Seed arrange by him for physical verifications and inspection by Hafed. The supply of oil procured from open market will not be accepted.
- xxviii. HAFED and/or authorized official can visit the Milling premises any point of time during the process of completion of supply order awarded to the Miller.
- xxix. The Millers will be solely responsible for consequences for any violation of the Food Safety and Standards Act and latest amendments, if any. For any quality complaint action as deemed fit will be taken against the defaulter mill as per Food Act Safety amended from time to time. The Miller shall maintain a stock register at its Mill which will have details of Mustard Seed stock received at Oil Mill, source of Mustard Seed, stock details of Mustard Oil at Mill, dispatch of Mustard oil and inventory of Mustard Oil in the Mill. The stock register shall be made available to HAFED officials/team and/or authorized official during their visit to the Mill.
- xxx. The stock of Mustard Seed will be issued to the Miller on net weight basis and the empty gunnies and the bye-products (Mustard Cake) shall be retained by the Miller.

- xxxi. The Miller will be responsible for lifting the Mustard Seed stock from HAFED specified warehouses and transport and loading (which include handling, transportation, transit insurance, etc.) on the part of miller.
- xxxii. To take delivery of mustard seed against security deposit equivalent to 100% of the contract value of Mustard Seed and rate will be fixed by GMs and Accounts Staff of Oil Mills in consultation with Chartered Accountant from time to time. No interest will be paid by Hafed.
- xxxiii. The Miller has to lift the Mustard Seed stock as per the following time schedule from the date of issue of Delivery Order.

<b>Quantity of Mustard Seed (MT)</b>	<b>Delivery Period (Warehouse Working Days)</b>
0 - 250	05
251 – 500	12
501 – 1000	15
1001 – 2000	20

- xxxiv. In case of non-lifting of the Mustard Seed within the free delivery period, godown rent (as per the Haryana State Warehousing Corporation tariff) shall be charged by HAFED from the Miller wherever applicable for storage of stocks based on un-lifted quantity for the extended period of up to 30 days. Thereafter, if the Miller does not lift the stocks of Mustard Seed, penal godown rent (double the normal rent) will be charged for the next month.
- xxxv. In case the Miller fails to lift the confirmed quantity within the free period, as above after payment of godown rent as mentioned above, the stocks shall continue to be stored by HAFED on behalf of the party at the cost, risk and responsibility of the Miller only and HAFED shall not be responsible or liable for any storage charges, damages, loss on account of deterioration of quality, shortage due to driage, theft, fire or any natural calamity, etc. or any other consequences thereupon. Further, penal godown rent (double the normal godown rent) will be charged after the expiry of the permitted period of one month from the date of free period till the party finally lifts the stocks.
- xxxvi. Risk & Cost: In case the Millers fail to execute the orders within 20 days from the date of issue of award letter, the material will be arranged from the market at the risk and cost of the Miller and action as deemed fit will be initiated against the Miller/Millers.
- xxxvii. Further, the monthly allocation Mustard Seed will be done after assessing the performance with respect to quantity, quality and timely supply of Fortified Mustard Oil by the bidder/firm.
- xxxviii. To monitor the activities of supply of Mustard Seed, its processing and packaging of Mustard Oil, the Millers will be asked to put CCTV Cameras in the Mill premises and main gate.

- xxxix. The detail of every truck and its gate pass dispatched from the Oil Mills containing Mustard Oil should be uploaded and send by the Millers to Hafed immediately.
- xxxx. To ensure the quality and Fortification of Oil, the miller will maintain the record of bills of purchase of Vitamin A & D along-with the bills of all packing material. The committee visiting the mills for inspection will check and verify these bills.
- xxxxi. For Hafed Oil Mills Rewari and Narnaul committee consisting of GMs, Account In-charge, TO(S) and Store Keeper concerned Oil Mills/District may be constituted. The committee will visit minimum twice a week for inspection and verification of the Mustard Seed supplied by Hafed, Mustard Oil, Packing material, Pre-mix and the Mustard Seed brought by the Miller to fulfill the requirement of the Out Turn Ratio. The committee will ensure and check all the quality and quantity and related activities as per the terms conditions of the contract are strictly executed.  
 For the private oil mills located in other districts, the committee consisting of concerned DM's/GM's and TO(S) of that district and concerned GM Oil Mills may be constituted for inspection as stated above.
- xxxii. The bidder/firms should not blend/mixing edible oils of other varieties like Pam, Soya, Sunflower or any other. In-case, the blending/mixing is found the contract with the defaulting bidder/firms will be discontinued with immediate effect. In such a case the security amount will be forfeited. The bidder/firms will be debarred for working with Hafed in future and the action as deemed fit as per the relevant Food Act will be initiated.
- xxxiii. The allocation of Mustard Seed for crushing to the bidders/firms whose Oil Mills are situated out of Haryana state can be given maximum 20% subject to the conditions that they meet the highest Out Turn Ratio and 80% allotment of work will be given to the bidders/firms having their Oil Mills in Haryana.

## 5 Packaging & labeling:

- i The bidder/firm should ensure that every Mustard oil bottle should be stamped with **“Not for Sale- for PDS only.”**
- ii The bidder/firms shall pack & label the processed Fortified Mustard Oil with Vitamin A & D in 2 Litre bottle. However, the label shall contain the following information in English/Hindi in a legible font type and size:-
  - a) Bidder/firms name and address
  - b) Date of Manufacture/Packing Date
  - c) Batch No.
  - d) Net Weight
  - e) Best before 12 months from the date of packing



The Bidder/firms has to strictly comply with the packaging & labeling.

- iii The words “Fortified Mustard Oil free from Argemone Oil followed by + Fortification logo as specified in the Schedule II of the Food Fortification regulations issued by FSSAI, on the label with Vitamin A & D SAMPOORNA POSHAN SWASTH JEEVAN.
- iv As per the provisions of FSSAI, each 2 ltr. bottle of Fortified Mustard Oil Atta should have the list and quantities of added Nutritional information as mentioned below:

NUTRITONAL INFORMATION (Per 100 g)	
Energy	900 Kcal
Protein	0g
Carbohydrate	0g
Sugar	0g
Fat	
Saturated Fatty Acids	6g
Polyunsaturated Fatty Acids	27g
Monounsaturated Fatty Acids	67g
Trans Fatty Acids	0g
Cholesterol	0mg
Added Vitamin A	2500 I.U.
Added Vitamin D	450 I.U.

- v Any other requirement as per FSSAI and applicable packaging act or any other details as required under the existing rules/orders or as may be communicated subsequently.
- vi In case the packaging materials is of inferior quality or is rejected by the authorized official of HAFED, then Bidder/firms will replace the inferior quality packaging material at its own cost and penalty will be imposed as mentioned in penalty clause.

**Note:** The Bidder/firms must obtain the consent of the Food & Supplies Department as the case may be, before finalizing the design of the packing material. Failure to include any of the above information may result in rejection of the consignment and non acceptance of consignment of the invoices against supplies.

## 6. Assaying & Testing:

- i The Fortified Mustard Oil with vitamin A&D has to be offered by the Bidder/firms within 10 days from date of communication of award letter.

To offer the stock for assaying, the Mustard Oil shall be stored in bulk in the Mill.

- ii The bidder/firms shall intimate HAFED about readiness of the Fortified Mustard Oil with Vitamin A & D stock for inspection and sampling.
- iii HAFED may conduct quality inspection at random through authorized officials and /or a third party inspection assaying of Fortified Mustard Oil fortified with Vitamin A & D. The quality of Fortified Mustard Oil with Vitamin A & D will be evaluated based on specified quality parameters detailed in **(Annexure-III)**. Bidder/firms shall enclose O.K. test report of samples after testing & inspection of material done by bidder/firms before dispatching along-with the bill.
- iv The bidders/firms will get the sample tested at its level from the reputed NABL Accredited labs and the oil will be dispatched only after receipt of OK report. The lab reports of each lot will be submitted to concerned Hafed Oil Mills for each supply. Assaying of samples (lot-wise one day production) must be carried out in the presence of representative of HAFED and representative of the Bidder/firms.
- v For assaying, samples will be drawn from the storage tank by the assayer and 3 representative samples shall be prepared.

Sample 1 – Original sample to be assayed by officials/assayer appointed by HAFED for preparing test report.

Sample 2 – Duplicate sample to be sent to HAFED, which may be utilized in case of retesting appeal from the Bidder/firms.

- vi After drawing of the sample, the assayer shall seal the inlet to the storage tank in presence of the Bidder/firms and HAFED representative. The bidder/firms shall not be allowed to tamper with the seal unless instructed by HAFED. In order the seal is found to be tampered with at the time of delivery, the sampling process shall be conducted again.
- vii If the stock is rejected by Hafed officials/ Food Department or any other team, the Bidder/firms may appeal against the report of the assayer/Hafed Officials. In case of appeal, the reference sample with HAFED will be sent to a FSSAI/NABL accredited Lab (as decided by Hafed) “reference lab” for re-assaying. The verdict of reference lab shall be binding on Bidder/firms and HAFED.
- viii Bidder/firms shall ensure that only the stock conforming to the pre specified quality specifications is packed and dispatched from the milling unit to the specified delivery locations i.e. Confed Focal Points in Haryana State alongwith test report.
- ix At the time of delivery at Confed Focal Points in Haryana State, or any other centre of Hafed, District level committee consisting of DFSC or his representative, DM Hafed concerned and GM, Hafed of concerned

centre/Mill will conduct quality inspection of (from each lot of mill) the delivered stock at the delivery location in presence of the authorized official bidder/firms and/or his representative to ascertain its quality and send sample to reputed NABL for labs. The Bidder/firms shall send details of Lot Number of each lot along-with bill so that lot wise sampling may be done at receiving end. The physical inspection of the stock at receiving end shall also be conducted by local level committee headed by GM of the concerned plant. The committee shall submit the test results to the authorized official of HAFED within 24 hrs from sampling. The test report shall specify the lot no., date of sampling and date of testing along with the test results.

- x In the event, the sample collected by the committee appointed by Hafed, fails to meet the quality specifications, the Bidder/firms shall be liable to replace the stock .Committee shall prepare inspection report of each supply made at Confed Focal Points in Haryana State.
- xi If the quality of the stock is found to be fit as per the test report and is accepted by authorized official of Confed, then the same will be unloaded at the delivery location.
- xii The bidder/firms shall be responsible for any deviation found in quality or quantity, packing material, leakage, damage or any kind of loss till the material is delivered at PDS Depots.
- xiii Incase of leakage in bottles, defective bottles or the material is not accepted by CONFED/Food Department due to any other discrepancy in that case the material will be lifted by the concerned bidders/firms at his own cost and will be replaced as per requirement of CONFED/Food Department.

## **7. Delivery process:**

- i The bidder/firms shall take all necessary steps to commence the packing, assaying, and dispatch of the tendered quantity at the and complete the delivery to Confed Focal Points in Haryana State, as per the delivery schedule, latest by date mentioned in communication from Hafed Oil Mills.
- ii The bidder/firms should take adequate precautions to prevent damage or deterioration to Mustard Oil during storage/transportation. Bidder/firms should also insure the stock during transit at his cost.
- iii Consignment will be unloaded at the designated Confed Focal Points in Haryana State or any other centre during working hours i.e. between 9 am and 5 pm only. On arrival of the consignment the authorized official of CONFED will verify the documents and after confirming authenticity of the consignment directs the representative of the Bidder/firms to arrange for recording the net weight of the consignment

- on an electronic weighbridge before unloading. Number of cartons and bottles in the cartons shall be counted in each truck.
- iv Quantities supplied in excess of the quantity specified in the award letter, if any, will not be considered for and Bidder/firms will lift it back at his own cost.
  - v Unloading expenses at the Confed Focal Points in Haryana State or Hafed Centre shall be paid by Bidder/firms.
  - vi Upon successful delivery, the authorized official of CONFED will provide delivery confirmation report to the Bidder/firms. The delivery confirmation report will specify the date of delivery, name of Bidder/firms, lot number, number of bottles and net weight (supported by weigh bridge slips). The satisfactory Original Delivery Confirmation report from Confed Focal Points in Haryana will have to be submitted to Concerned Hafed Oil Mills, along-with name of regular officer/official, Designation, Mobile Number and original seal of material receiver on the Performa issued by Hafed. After receiving of satisfactory Original Delivery Report, the security amount of Mustard Seed will be released to the bidder/firms.

## **8 EMD and Security Deposit:**

- i. The bidders shall be required to deposit requisite EMD before participation in the bidding process. EMD (without any interest) of the unsuccessful bidders of the contract, including those whose bids are not accepted due to non-fulfillment or not meeting the additional eligibility criteria attached to the bid, shall be returned on closure of bidding.
- ii. Upon award of contract, successful bidder shall have to submit Rs. 25 Lakh as a security amount within 05 bank working days. EMD submitted by the successful bidder at the time of bidding will be adjusted as SD. Balance amount shall be deposited by the successful bidder within 05 bank working days from date of award of contract.
- iii. The successful bidder will have to submit security deposit through NEFT/RTGS to GM, Hafed Oil Mills from any scheduled bank/nationalized bank. If successful bidder fails to deposit SD amount within given time period, EMD deposited by the successful bidder at the time of bidding, may be forfeited by HAFED without giving any written notice. In such eventuality, HAFED reserves the right to cancel/ reject the bids at the cost and risk of the successful bidder.
- iv. The SD and EMD of the successful bidder/firms will be adjusted by HAFED towards the following:
  - a) Non-payment of penalty charges or any other dues to State Institution and/ or in case of delayed deliveries by the bidder/firms.

- b) To make good of any losses incurred by HAFED and/or State Institution in completing the default deliveries or recovering the penalty charges, or any other dues to State Institution and/or HAFED. The balance amount from the security deposit shall be refunded to the bidder/firms without any interest after adjusting losses/ penalty charges.
- c) The EMD and SD deposited by the successful bidder shall carry no interest and refunded to the successful bidder after successful completion of deliveries and receipt of payments from the concerned government department to HAFED. Penalties/deduction, if any deducted by the government department shall be recovered from the successful bidder.

## **9. Penalty clauses:**

- i. The supplies will have to be made as per requirement of the Mills i.e. within 21 days of placement of Supply Order. In case of failure to do so, penalty @ 1% per week or part thereof shall be imposed subject to maximum of 5%, failing which HAFED will have the right to make purchases from any other sources at the risk and cost of the bidder. However, HAFED can extend the delivery period in case of any eventuality.
- ii Stock rejection at HAFED Oil Mill/Hafed Complex by the assayer/ authorized official of HAFED on account of failure of test report on focal points/PDS depot quality parameter of Oil shall be liable for penalty of 5% of full invoice value of rejected lot.
- iii In the event of stock is rejected at time of delivery, the Bidder/firms will replace the rejected supplies at its own cost within 5 working days. The replacement supplies will undergo assaying and if the same are found to be not conforming to specified quality parameters then such stocks will also be rejected. If the Bidder/firms fails to replace the rejected stock within 7 days, penalty of Rs. 200 per qtl. will be charged from the Bidder/firms by HAFED for delayed delivery.
- v In case of supply of poor quality of oil, not conforming the specification and standards of FSSAI proven by failed samples from either the concerned Hafed Mill or private Lab, the bidder/firms will be blacklisted & debarred for one year.
- vi The bidders/firms will be responsible for complications arising, if any, after consumption/use of Fortified Mustard Oil by the PDS beneficiaries/consumers supplied by them. In the event of receipt of any complaint from any Fair Price Shop/PDS Centre/ any other quarter concerned about the quality/ineffectiveness of the product the bidder/firms will be informed. The bidders/firms in turn shall take

remedial measure to sort out the complaint. All the problems relating to efficacy of the product supplied will rest with the bidders/firms from where it is produced even if the sample analysis of the product has been found satisfactory or conforming to the required specifications by any Lab.

- vii In case the complaint is made by any person in the Consumers Court or before any competent authority regarding quality/ineffectiveness of the product, the responsibility to defend the case legally or otherwise shall be of the concerned bidders/firms that has produced and supplied the oil. The producing Mill will be liable to indemnify Hafed/Govt. for any loss caused to Hafed/Govt. on a/c of defective supply of Fortified Mustard Oil and in such case Hafed will be at liberty to withhold the payment of such stocks for that quantity against which such complaint is received till the finalization of the complaint.

#### **10. Indemnification**

The successful bidder shall indemnify Hafed and keep indemnified against any loss or damage, claims, compensation, penalty, fine, levies, etc. on account of slackness, deficiency, failure to observe any obligations under the contract, failure to comply with statutory/mandatory provisions pertaining to the contract by the bidder in respect of the services provided etc., whatsoever.

#### **11. Invoicing and payment:**

- i HAFED shall raise invoice of Mustard Seed to the Miller at the time of stock lifting by the Miller. The sale of Mustard Seed to the Miller shall be subject to GST, as applicable.
- ii Miller shall raise truck-wise invoice and e-way bill in favor of HAFED at time of dispatch of tendered quantity from its Milling Unit. The rate at which Miller shall invoice tendered quantity to the HAFED shall be based on the invoice rate of Mustard Seed as declared by HAFED and OTR bid of the Miller approved by HAFED. The sale of tendered quantity by the Miller to HAFED shall be subject to GST, as applicable.

#### **12. Acceptance of terms and conditions:**

- i. By submitting the EMD, the bidder confirms that the bidder has read and agrees to all the terms and conditions mentioned in this contract as well as the engagement agreement executed with HAFED along with all the corrigendum / addendum if any.

- ii. The successful bidder shall submit a stamped and signed copy of this document in original along with the Security Deposit to the concerned GMs of HAFED, Oil Mills.

**13. Taxes applicable:**

- i. All the transactions under this contract shall be subject to applicable taxes as per the governing laws.
- ii The Mustard Oil supplied to HAFED under packaging and labeling requirements of the HAFED may be subject to applicable GST.

**14. Transit Risk**

The bidder is bound to send the materials at the prescribed locations as stated in the Supply/ Work order issued to the bidder/firms at his own risk and cost. The transportation cost, transits risk, insurance etc. are to be borne by bidder.

**15. Force Majeure**

- i. If at any time during the existence of this tender documents either party is unable to perform in whole or in part any obligations under this bid documents document because of war, hostility, military operations, civil commotion, sabotage, quarantine, restrictions, acts of God and acts of Government (including but not restricted to prohibitions of exports and imports), fires, floods, explosions , epidemics, strikes or any other labour trouble, embargoes, then the date of fulfillment of any obligations engagement shall be postponed during the time when such circumstances are operative. Any waiver/extension of time in respect of the delivery of any installment or part of the goods shall not be deemed to be waiver/extension of time in respect of the remaining deliveries.
- ii. If operation of such circumstances exceed three months either party will have the right to refuse further performance of the contract in which case neither party shall have the right to claim eventual damages.
- iii. The bidder/firm which is unable to fulfill its obligations under the present contract must within 15 days of occurrence of any of the causes mentioned in this clause shall inform the other party of the existence or termination of the circumstances preventing the performance of the contract. Certificate issued by the competent authority connected with the case India shall be sufficient proof of the existence of the above circumstances and their duration. Non-availability of raw material will not be an excuse to the successful bidder for

not performing their obligation under the contract.

- iv. Force majeure or any other clauses are subject to the consideration by the State Government concerned.

## **16. Defaults**

If the successful bidder refuses or fails to make deliveries of the goods conforming to the contracted specification even after 10 days extension with penalty within the time specified or to perform faithfully any contractual terms, without prejudice to other rights of the HAFED resulting from breach of the contractual terms, by given written notice cancel or rescind the contract or terminate the right of the Bidder/firms to proceed with any or all of the remaining part under the contract to be performed. In such eventuality HAFED shall forfeit the Security deposit amount without giving any written notice. The contract with the bidder/firms/bidder/firms will be cancelled and the defaulting firm will not be allowed to participate in tender/bids of HAFED in future.

## **17. Negotiations**

Since, Hafed may empanel various bidders/oil mills, keeping in view the scope of work, negotiations may be held with the bidders to match the H-I bidder so as to empanel maximum firms for timely execution of the work.

## **18. Technical and Financial bids**

The bidders/firms will submit the technical and financial bids as per attached Annexure-I & II respectively.

## **19. Arbitration:**

The disputes, if any, arising between the bidder/firm 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**

The application form must be submitted by the Bidder/firms through e-tendering portal

<b>Sr. No.</b>	<b>Particulars</b>	<b>Mention the required details or fill up YES or NO as applicable</b>	<b>Documentary Proof attached at Page No. of the Bid</b>
1.	Name of the Bidder/firm		
2.	Firm type (Company/ Partnership Firm/LLP/Sole Proprietorship)		
3.	Year of Establishment		
4.	Address of Registered Office		
5.	Mobile No.(s) of Owner of the Mill		
6.	E-mail Id(s)		
7.	Valid FSSAI License No.		
8.	GST Registration No.		
9.	Whether the Bidder/firm is owned by the Bidder/firmer (Yes / No)		
10.	Mill's Mustard Seed crushing capacity in Ton Per Day (TPD)		
11.	Nos. of Kohlus and No. of Expellers installed in the Bidder/firm	No. of Kohlus :  No. of Expellers :	
12.	<p>The Bidder/firms should have Kachchi Ghani Mustard Oil Mill with valid FSSAI license and following infrastructure and machines.</p> <p>a. Bidder/firms must have its own Mustard Oil Production Unit with a valid FSSAI license, GST registrations (Mills on Lease will not be eligible).</p> <p>b. The Bidder/firm must have minimum crushing capacity of 50 TPD of Mustard Seed.</p> <p>c. It must have minimum 96 Kohlus and minimum 8 Expellers.</p> <p>d. The Bidder/firm must have 4 head automatic bottle filling plant installed and</p>		

	<p>running in the Mill.</p> <p>e. The Bidder/firm must have Agitator in running condition for fortification of Mustard Oil with Vitamin A &amp; D.</p> <p>f. The Bidder/firm must have minimum storage tank capacity of 350 MT to store Loose Mustard Oil.</p> <p>g. The Bidder/firm must have minimum storage capacity of 1100 MT to store Mustard seed.</p>		
13.	The Bidder/firm must have minimum average annual turnover of Rs.10 Crore average in last three financial years.	2020-21 : 2021-22: 2022-23:	
14.	The bidder/firms will submit last three financial years ITR i.e. 2020-21, 2021- 22 & 2022-23 duly audited by a Chartered Accountant to be attached with their UDIN No.		
15.	Solvency certificate of minimum Rs.50 Lakh issued by any scheduled bank.		
16.	Certificate from the Bank reg. credit limits enjoyed minimum Rs.50 Lakh.		
17.	Storage Tank Capacity to store loose Mustard Oil (in MT) available in the Bidder/firm		
18.	Storage Capacity to store Mustard Seed (in MT) available in the Bidder/firm		
19.	Whether the Bidder/firm has installed and running 6 head automatic bottle filling plant in the Bidder/firm		
20.	Whether the Bidder/firm has installed Agitator for fortification of Mustard Oil with Vitamin A and D and whether the same is in running condition or not		
21.	Whether the Bidder/firm has ever been debarred /blacklisted by any of the Central/ State Departments/ Agencies as on date of publication of this tender (Yes/No). Self-certificate/undertaking to the above effect that is to be attached		
22.	Whether the EMD of Rs. 5 Lakh has been deposited in the Bank Account of HAFED mentioned in the tender document. (Yes /No). The documentary proof to be attached.		
23.	Copy of CIN No.		
24.	Copy of Solvency Certificate.		
25.	Copy from the bank reg, credit limits		
26.	Copy of Manufacturing License		
27.	Copy of PAN CARD		

28.	Copy of cancelled Cheque		
29.	Copy of proof of supply order & satisfactory experience.		
30.	Acceptance of all terms & conditions specified in the tender document (Yes /No)		
31.	Authority letter for signing all documents on behalf of the company/firm ( Yes/ No)		
32.	Self-declaration for not been involved in any major litigation that may have an impact of affecting or compromising the delivery of services as milling service provider to HAFED		
33.	Self-declaration for not been prosecuted for violation rules / law under Essential Commodities Act or any such others law or orders there under in any court of law.		
34.	Self declaration certificate to the effect that it has not been defaulted in supply of Edible Oils by any Central / State Departments / Agencies as on date of publication of this tender.		
35.	The bidder should not have been defaulted or blacklisted in earlier supplies of Hafed, Central / State Departments / Agencies.		

Certified that the above information is true and we confirm that all information given in the ENGAGEMENT documents are correct and if at any point of time the information is found to be incorrect our ENGAGEMENT will be liable for rejection by HAFED.

Place:

Date:

Signatures:

Name & Designation: Firm/company Seal

**FINANICAL BIDS**

The bidder/firm has to submit the Financial Bid as per the below performa.

SN	Name of Work	Offered Out Turn Ratio of Fortified Mustard Oil with complete operation in percentage of Mustard Seed supplied per qntl.
1	Transportation of Mustard Seed from various godowns of Hafed in the state of Haryana, the crushing of mustard seed, packing of Fortified Mustard Oil in 2 Litre bottles, arrangement of Cartons, Label, Cap, lab, testing etc. and all other operations required for production of Fortified Mustard Oil and delivery of oil at the designated locations/focal points of CONFED in the state of Haryana.	

Note: It is made clear that the bidder/firm has gone through the tender document, terms conditions and the scope of work properly and accordingly the Out Turn Ratio (OTR) has been quoted.

**Name of bidder/firms**

**Stamp**

### Annexure-III

#### A. Specifications of Fortified Mustard Oil (Fortified with Vitamin A & D as per FSSAI norms/Govt. guidelines)

SN	Parameter	Value	Quality Cut
1	Moisture & Insoluble Impurities %age by wt.	0.25 Max.	---
2	Colour in 1/4" cell (Y+5R)	50 Units Max.	---
3	Specific gravity (30/30c)	0.907-0.910	---
4	Refractive index at 40 °c	1.4646-1.4662	---
5	Saponification value	168-177	---
6	Iodine value	98-112	---
7	USM %age by wt.	1.20 Max.	---
8	Acid value (%age by wt.)	1.50 Max.	>1.5% to 1.8% quality cut be Rs.100/-per MT & > 1.8 to 2.0% - quality cut be Rs.200/-per MT
9	Bellier test (Turbidity Temp)	23 – 27.5 °c	---
10	Poly Bromide test	Negative	---
11	Test for Hydrocyanic Acid	Negative	---
12	Test for Argemone Oil (TLC)	Negative	---
13	Test for Mineral Oil (TLC)	Negative	---
14	Test for Rancidity	Negative	---
15	Suspended and Foreign Matter	Negative	---
16.	Taste and flavor	Characteristic	
17	%age of Natural Oil (as ATC) wt. %age	0.27-0.60	Below 0.27% to 0.25% quality cut be Rs.100/-per MT, Below 0.25% to 0.20 quality cut be Rs.200/-per MT
18	Vitamin A & D	Vitamin A (25 IU per gm of oil ) & Vitamin-D (4.5 IU per gm of oil) as per FSSAI norms and Govt. guidelines	
19	Gas liquid chromatography test (GLC)	Purity of Mustard Oil should be 100%.	GLC test to be conducted to verify the purity of the Fortified Mustard Oil and ascertaining the level of mixing/blending and adulterations with other oils or fats.
20	Shelf life	12 months	---

**Remarks: The Fortified Mustard Oil should confirm FSSAI specifications and parameters as mentioned in the tender document.**

**B. Specifications of 2 ltr. PET Bottles :**

<b>Sr. No.</b>	<b>Particular</b>	<b>Measurement</b>
1	Empty bottle of 2 liter oil	52gm $\pm 3\%$
2	Cap	36mm (5.4 gm) $\pm 3\%$
<b>Specifications of Corrugated box for packing of 2 liter PET bottles</b>		
<b>Sr. No.</b>	<b>Particular</b>	<b>Measurement</b>
1	Length	356mm $\pm 5\%$
2	Width	349mm $\pm 5\%$
3	Height	299mm $\pm 5\%$
4	2 ltr. x 9 bottles per box	1 box (5 ply = 150 GSM per ply)
5	Bursting Strength (IS)	BS10 kg/cm sq $\pm 5\%$

- The specification of the bottle must be according to the latest IS Standard up to date and as per Food Grade.
- Logo of +F (Fortified) and Added Vitamin A - 25 IU and Vitamin D - 4.5 IU should be mentioned on the Label of 2 Ltr. bottle filled with Fortified Mustard Oil.

**NOTE :** The above specifications of Mustard Seed Oil and Packing Material is as per the current existing requirements. However, the same can be altered by the Government/ HAFED and the Bidder/firms will be bound to adhere such revised specifications, if any.

## Annexure-IV

Affidavit by the Millers for supply of Fortified Mustard Oil with vitamin A&D packed in 2 litre bottles as per specifications to HAFED against Mustard Seed .

(On Rs. 500 Stamp paper, duly signed and notarized by the authorized signatory of the Miller)

### **AFFIDAVIT**

I, <name of the authorized signatory>, <designation of authorized signatory>, on behalf of M/s <name of the firm>, hereby declare that

1. M/s <name of the firm> has been awarded contract for milling and supply of Fortified Mustard Oil fortified with Vitamin A & D to **HAFED**.
2. The oil supplied to HAFED shall be processed in the milling facility of the firm located at <address of the milling unit>.
3. We have read and understood the terms & conditions for supply to HAFED and accept the same unconditionally. A signed copy of the contract note and award letter is enclosed as token of acceptance of the same.
4. We are not blacklisted by any Central / State Government Institution or any Cooperative Agency of Center / State.

For <name of the firm>

Date:

Place:

Authorized signatory  
(sign and stamp)

Mobile No.  
e.mail ID:

Complete address of the-  
Mill premises