



**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](mailto:hafed@hry.nic.in) Web-site: [www.hafed.gov.in](http://www.hafed.gov.in)**



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### **TENDER NOTICE**

**Short Term e-Tender notice for rate contract for supply of packing materials for packing of Turmeric Powder and other Spices on 01 year rate contract basis.**

Hafed invites online bids from manufacturers, reputed firms for supply of packing material for packing of Turmeric Powder and other Spices, on **Rate Contract Basis for 01 year from the date of award letter** strictly as per Hafed's specifications/terms. The tender document containing details of required Earnest money, item, quantity, specifications and terms & conditions are available on portal <https://etenders.hry.nic.in> or atp Hafed website [www.hafed.gov.in](http://www.hafed.gov.in). The parties / bidders can submit their bids through e-Tender portal as per dates given in the tender document.

All bidders are required to get register on e-tendering portal & obtain Digital Signature from NIC office. Technical & Financial bid will be opened on **19.12.2024** at Hafed Corporate Office, Sector-5, Panchkula (Haryana) and negotiations will be held as per Haryana Govt. instructions/guidelines. All the bidders are requested to be present at the time of opening of the tender for negotiations. Hafed reserves the right to accept/reject any/all the tenders or increase/decrease the tendered quantity without assigning any reason whatsoever.

**MANAGING DIRECTOR  
HAFED PANCHKULA**

## **Detailed Notice Inviting Tender**

Short term E-Tender is invited for **supply of packing materials for packing of Turmeric Powder and other Spices at Hafed Turmeric Plant, Radaur (Yamuna Nagar) by preparing new Cylinders as per Hafed approved design of printing matters** in single stage two cover system i.e. request for Pre-Qualification/Technical Bid (online bid under PQQ/Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope)

Under this process, the Pre-qualification/Technical Bid Application as well as online Price Bid shall be invited at single stage under two cover i.e. PQQ/Technical Bid & Commercial Envelope. Eligibility of the Bidders will be first examined based on the details submitted online under first cover (PQQ or 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 PQQ/Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. **The payment for Tender Document Fee and e-Service Fee shall be made by the parties online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
2. Intended parties will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **The Supplier will be required to make online payment of EMD fee (as per detail mention intender notice) in due course of time. The intended parties fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his/her bids for the respective event/Tenders.**
3. The interested parties/bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance i.e. **on or before 18.12.2024 and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended party thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in>.**
4. The interested parties/bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface

between bidders & online payment authorization networks. The Payment for each tender fee (Rs.1000/-) and e-Service fee (Rs.1000/-) can be made by eligible parties online directly through Debit Cards & Internet Banking.

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

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

### **Key Dates**

SN	Party Stage	Date & Time
1	(i) Downloading of Tender Document / Online Bid Preparation.  (ii) Online directly transfer of funds of <b>Rs.2000/-</b> through online directly through Debit Cards & Internet Banking Accounts (Tender document fee Rs.1,000/-, Processing Fee Rs.1,000/-) and required <b>EMD Rs 50,000/-</b>	<b>16.12.2024 from 04:00 PM upto 18.12.2024 by 04:00 PM</b>
2	Submission of online Bid	<b>16.12.2024 from 04:01 PM upto 19.12.2024 by 10:30 AM</b>
3	Opening of technical Bid	<b>19.12.2024 at 11:30 AM</b>
4	Manual submission of additional/supporting document only	<b>19.12.2024 at 02.45 PM</b>
5	Opening of Financial Bid	<b>19.12.2024 at 4:00 PM</b>

### **Important Note:**

- 1) The parties/bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any party/bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her Application/bid status will be considered as 'Applications/bids not submitted'.
- 2) Party/Bidder must confirm & check his/her Application/bid status after completion of

his/her all activities for e-bidding.

- 3) Party/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 PARTY/BIDDER ON ELECTRONIC TENDERING SYSTEM**

**These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.**

#### **1. Registration of bidders on e-Procurement Portal:-**

All the parties/bidders intending to participate in the tender's process online are required to get registered on the centralized e-Procurement Portal i.e. <https://etenders.hry.nic.in>. Please visit the website for more details.

#### **2. Obtaining a Digital Certificate:**

- 2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the party/bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- 2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Postmaster /Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://etenders.hry.nic.in>.
- 2.3 The parties/bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- 2.4 The party/bidder must ensure that he/she comply by the online available important guidelines at the portal [https:// etenders.hry.nic.in](https://etenders.hry.nic.in) for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation.

In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

- 2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7** In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8** The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

### **3. Opening of an Electronic Payment Account:**

For purchasing the tender documents online, parties/bidders are required to pay the tender documents fees online using the electronic payments gateway service shall be integrated with the system very soon till then it will be submitted manually. For online payments guidelines, please refer to the Home page of the e-tendering Portal <https://etenders.hry.nic.in> .

### **4. 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 -<http://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 eProcurement system on the Home Page at <https://etenders.hry.nic.in>

**5. Download of Tender Documents:**

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

**6. Key Dates:**

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all parties/bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

**7. Online Payment of Tender Document Fee, e-Service fee & EMD fees & Bid Preparation & Submission (PQQ/Technical & Commercial / Price Bid):**

**7.1 Online Payment of Tender Document Fee + e-Service fee:** The online payment for Tender document fee, e-Service Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by parties/bidders/Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT & OTC.

The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

**7.2 PREPARATION & SUBMISSION OF online APPLICATIONS/BIDS:**

- (i) Detailed Tender documents may be downloaded from e-procurement website (<https://etenders.hry.nic.in>) and tender mandatorily be submitted online following the instruction appearing on the screen.
- (ii) Scan copy of Document to be submitted/uploading for Prequalification or Technical bid under online PQQ/Technical Envelope. The require 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 PQQ or Technical Envelope.

**A. Only Electronic Form (Refer Tender document).**

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

## 8. ASSISTANCE TO THE BIDDERS

For queries on Tenders Haryana Portal, Kindly Contact Note: Bidders are requested to kindly mention the URL of the portal and Tender ID in the subject shall be 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:88262-46593

Email:-

support.etender@nic.in

For any technical related queries please call at 24x7 Help Desk number 0120-4001002,0120-4200462,0120-4001005,120-6277787

For support related to Haryana Tenders in addition to help desk you may also contact on email ID eproc.nichry@yahoo.com, Tel:0172-2700275

### **Timing:**

Technical support assistance will be available over telephone Monday to Friday (9:00am to 5:30pm) (Helpdesk Support in team shall not be contracted for online bidding on behalf of the contractors)

**Note:** Contact e-Procurement helpdesk on or before prior to 4 hours of the scheduled closing date and time of respective e-tendering event. Also, for queries related to e-payment of EMD kindly contact the helpdesk at least two days prior to closing date and time of the respective event. Intended bidders mandatorily required to register their queries if there is any pertaining to the online bidding and the single e-Procurement portal at email address:-<https://etenders.hry.nic.in>.

### **NOTE:-**

**(A) Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal<https://etenders.hry.nic.in>**

**(B) For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in>, and click on the available link 'How to...?' to download the file.**

In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth, financial bid quoted against each of the item by the shortlisted bidder/party/Agency wherever required shall be opened online in the presence of such parties/bidders/Agency who either themselves or through their

representatives choose to be present.

The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

**Guideline for Online Payments at e-Procurement Portal of Government of Haryana.**

Post registration, Party/bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder/Party 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 & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

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. The page is automatically routed back to e-Procurement portal
- (vii) The status of the payment is displayed as "successful" in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a printout of the same,
- (viii) 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.  
The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database along with the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

### **C) RTGS/ NEFT/OTC**

The bidder shall have the option to make the EMD payment via RTGS/ NEFT/OTC. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 1,10,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

1. To choose the payment of EMD, the bidder clicks on RTGS/NEFT payment option.
2. Upon doing so, the e-Procurement portal will redirect the bidder to a page where it will generate a Challan.
3. This Challan shall include the beneficiary (virtual) account number and other details like beneficiary IFSC code each.

## **RTGS / NEFT Payment Procedure**

The bidder shall be required to take a print of the challan and make the RTGS / NEFT on the basis of the virtual account number period on the challan. This provision will ensure that number confidential details regarding the bidder or tender are disclosed to the bank while remitting the RTGS/NEFT.

The bidder would remit the fund at least one day in advance to the last day and make the payment via RTGS/NEFT to the beneficiary account number as mention in the challan. SBI Bank shall receive this amount and credit the payment gateway service provider intermediary Department/PSUs Escrow Security Deposit account post validating the first part of the beneficiary account number, i.e., the client code only, In case of validation of client code is not successful, the bank shall return the fund and not credit the Tech process intermediary Department/PSUs Escrow Security Deposit A/c.

## **Over The Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

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

Number) online against the URN and Amount.

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

## Tender Document

### 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 has set up a Turmeric/ Spices Processing plant at Radaur, District Yamuna Nagar (Haryana) having 5TPD multi spices processing capacity for which purchase of packing material for packing of Turmeric Powder and other Spices is required.

### General Information:

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

1. The technical as well as financial bid is to be submitted online on the web portal <https://etenders.hry.nic.in>. However, the firms have the option to submit the supporting documents as required to be supported along with the technical bid either through the online mode along with the technical bids or in the off line mode in physical form to the Hafed Corporate Office, Sector-5, Panchkula by the due date/time. In case the supporting documents are to be submitted off line in physical form, then it should be specified in their technical bids and the supporting documents must be deposited before the due date and time of opening of technical bids. Bidders will have to procure/should have a legally valid digital signature certificate as per the Information Technology Act 2000, using which they can sign their online bids. Documents for the technical bid and the financial bid shall be submitted separately as per details given below.
2. **Technical bid for purchase/rate contract for packing materials.**  
The Performa of technical bid is enclosed at **Annexure-I**.
3. **FINANCIAL BID:** The rates are to be quoted in financial bids. The Performa for the

financial bid is enclosed at **Annexure-II**. Financial bid of only technically qualified bidders will be opened.

4. The detailed technical specifications of each product are enclosed at **Annexure-III**.
5. Designs of Spices are attached. Any changes in designs will be intimated to the successful bidder at the time of issuance of allotment letter/supply order for preparation of new Cylinders by the successful bidder. Number of designs can be increased or decreased by Hafed.

#### **Eligibility criteria**

1. The bidder(s) will have to deposit the EMD of **Rs.50,000/- (Rs. Fifty thousand only)** online.
2. Should have authority letter from the firm to submit the bid/documents, to sign all document and for further negotiations, if any.
3. Should have valid GST registration certificate.
4. Should have valid PAN card and bank account.
5. Bidder must not be blacklisted by any Central/ State Department / organization in last 5 years.
6. The bidders quoting for packing materials should have manufacturing experience of at least of one year.
7. The bidder should have an annual turnover of minimum Rs. 5 lacs during last year of functioning and producing the product.
8. Certificate regarding acceptance of all terms and conditions as mentioned in the Tender document

#### **OTHER TERMS & CONDITIONS OF THE TENDER:**

1. This is rate contract and supply order will be given by Hafed as per requirement of packing material. Finalization of rate contract does not guarantee issuance of Supply Order by Hafed.
2. Conditional Tenders will be summarily rejected.
3. The earnest money of Rs. 50,000/- of the unsuccessful tenderers will be refunded after the finalization of the tender. Tenders not accompanied with earnest money are liable to be rejected. The EMD of successful tenderers will be converted in security deposit.

4. The successful bidder will have to deposit security amount 5% of the total tender cost (including EMD) within three working days of Issuance of award letter by Hafed. No interest will be paid on the security/EMD deposit.
5. The successful bidder(s) are required to execute an agreement with in Five working days of issuance of Award letter by Hafed with the Manager, Hafed turmeric plant, Radaur for supply of packing materials for packing of Turmeric Powder and other Spices at Hafed Turmeric Plant, Radaur (Yamuna Nagar) failing which his Security amount will be forfeited and tender will be cancelled.
6. The rates offered should be F.O.R. destination i.e. HAFED Turmeric Plant, Radaur (Yamuna Nagar) and inclusive of all taxes, i.e. entry tax freight, excise duties, octroi, loading, packing charges and transit insurance etc. The rates are to be quoted in the enclosed tender form clearly indicating the extent of G.S.T etc., as applicable.
7. The parties while quoting the rates should ensure that stocks are readily available with them for which order is placed so that they are in a position to supply the material as per the supply schedule given to them in the supply order. However, the delivery should not exceed more than 20 days of the placing of supply order, if cylinders are ready. Cylinder should be prepared and supplied at Hafed Turmeric Plant Radaur within 25 days after approval of the designs by Hafed.
8. Rates shall be valid for acceptance for 30 days from the date of opening/negotiations of tenders.
9. Penalty @ 2% of the value of undelivered material shall be imposed on account of delay per week or part there of subject to maximum of two weeks on the supplies as per the confirmed order. If the supplier fails to supply the ordered material to Hafed Turmeric Plant Radaur even during the grace period of two weeks (with penalty) then Hafed reserves its right to cancel the supply order/ contract and will be at liberty to arrange the material from any other sources at the risk and cost of the supplier.
10. If the tenders are cancelled or recalled on any grounds, the tender document fee and e- service fee will not be refunded to the bidder.

11. Negotiations will be held as per Haryana Govt. instructions/guidelines. All the bidders are requested to be present at the time of opening of tender for negotiation.
12. The tenders shall only be accepted of those bidders who will offer total required quantity of individual item.
13. In order to ascertain the correctness of the specifications of material supplied, one sample from each supplied packing material will be drawn by the Manager of the plant for lab testing of the material. The party will supply the material as per specifications of all items mentioned in **Annexure-III**. The material found below specifications will be notified to the bidder and will have to be lifted back and will have to be replaced in the next consignment at his risk and cost. In case the party is not satisfied with the lab result, then only after written request of the party within 3 days of receipt of the lab report, referee sample will be sent to another NABL approved lab and average of two nearest labs results will be taken as reference and that will be acceptable to supplier and Hafed. The payment of referee sample will be deducted from the supplier account.
14. In case of tax exempted units, they shall provide valid tax exemption certification from the concerned authorities well in time.
15. Hafed has the right to cancel the contract if the performance of the supplier is not satisfactory.
16. If the bidder(s) previously held any contract and furnished security/ earnest money with Hafed that security deposit shall not be adjusted against EMD of this tender and a fresh EMD shall be required to be furnished.
17. The bidders/ manufacturers must enclose with the offer latest notifications regarding application of taxes/duties for the items which they are quoting rates in respect of various States from where the tendering firms will affect supplies. The tendering firms should also send notifications, if revised during the finalization of the purchase.
18. The successful bidder will keep the cylinders safe and deposit the cylinders at Hafed Turmeric Plant Radaur, safely, immediate after completion of the contract on his expenses before releasing his security amount by Hafed, if the cylinders are kept by the successful bidder for repeated orders.

**19. Payment terms:-**

Payment to the extent of 80% shall be released after satisfactory receipt of the materials. In case the material is found sub-standard then the supplier will be informed through E- mail/ Phone call to replace it at their cost. In case the supplier does not lift the material within a week and replace it immediately then Hafed will be at liberty to claim storage charges at the prevalent market rates and make arrangement of the material at the risk and cost of the supplier by forfeiting the security/earnest money amount. 20% payment will be released after getting O.K. test report from approved lab.

**20. Refund of Security:** The security amount will be refunded after the completion of satisfactory supply/ rate contract. If payment against supplies/ securities is made by Demand Draft, the Bank charges will be borne by the supplier.

**21. Arbitration:**

- i. If any dispute of difference of any kind whatsoever shall arise between the parties in connection with or arising out of this agreement (and whether before or after the termination on breach of this agreement) parties shall promptly and in good faith negotiate with a view to arrive at amicable resolution and settlement. In the event no amicable resolution and settlement is reached within a period of 15 days from the date on which the dispute or difference arose, such dispute of differences shall be referred to a mutually acceptable sole Arbitrator, or upon the failure of the parties to agree upon a sole Arbitrator, either party may get the appointment of Sole Arbitrator from the competent court of governing jurisdiction. The Arbitration proceedings shall be conducted as per the provision of the Arbitration and Conciliation Act and rules made there under. The fees and expenses shall be borne equally by both the parties.
- ii. The existence of any dispute of differences or the initiation or continuation of the arbitration proceeding shall not postpone or delay the performance by the parties of their respective obligation pursuant to this agreement. The outcome of the Arbitration shall be binding upon all the parties involved.”



## **ANNEXURE-I**

### **TECHNICAL BID**

**TECHNICAL BID FOR Rate Contract for supply of packing materials for packing of Turmeric Powder and Spices at Hafed Turmeric Plant, Radaur (Yamuna Nagar)**

**Name of the Party :** \_\_\_\_\_

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

Following documents are to be submitted for technical qualification:

<b>SN</b>	<b>Particulars</b>	<b>Remarks</b>
1.	Total amount of EMD deposited	Rs.....
2.	Authority letter in favour of the participating representative mentioning his aadhar number and his contact number authorizing him to bid on behalf of the company/ firm, for submission of documents and negotiations, if any	Self attested copy of authority letter be uploaded.
3.	Should have PAN No. and bank account of the tendering company.	Self attested copy of Pan card & Cancelled cheque be uploaded.
4.	Should have GST Registration Number.	Self attested copy of GST registration be uploaded
5.	The bidders quoting for packing materials should have manufacturing experience of at least of one year.	Self attested copy showing experience be uploaded.
6.	The bidder should have an annual turnover of minimum Rs. 5 Lac during last year of functioning and producing the product.	Copy of Balance sheet duly verified by CA be uploaded
7.	Certificate regarding acceptance of all terms and conditions as mentioned in the Tender document	Self Attested copy on his letter pad be uploaded.
8.	Bidder must not be blacklisted by any Central/ State Department / organization in last 5 years.	Self Attested copy be uploaded.

**Note:** Certified scanned copy of the above noted documents should be uploaded.

## **ANNEXURE-II**

### **PERFORMA OF FINANCIAL BID**

**E-Tender notice for Rate Contract for supply of packing materials for packing of Turmeric Powder and other Spices at Hafed Turmeric Plant, Radaur (Yamuna Nagar)**

Sr. No	Name of Product and Packing Size	Annually Tentative Quantity Required (KG)	Offered rate of Packing Rolls (Rs. Per unit/Kg.) F.O.R. Hafed Turmeric Plant, Radaur (Yamuna Nagar)		
			Basic Rate	GST	Total Rate including all taxes
1.	Turmeric Powder 10 Kg	500			
2.	Turmeric Powder 5 Kg	500			
3.	Turmeric Powder 500 Gm	1000			
4.	Turmeric Powder 200 Gm	1000			
5.	Turmeric Powder 100 Gm	1000			
6.	Spices Powder 500 Gm	500			
7.	Spices Powder 200 Gm	1000			
8.	Spices Powder 100 Gm	1000			
9.	Spices Powder 50 Gm	500			
10.	Whole Spices 500 gm	500			
11.	Whole Spices 200 gm	500			
12.	Whole Spices 100 gm	500			
13.	Whole Spices 50 gm	500			
14.	Whole Spices 20 gm	500			
15.	Whole Spices 10 gm	500			
16.	Rock Salt 500 gm	500			
17.	Rock Salt 100 gm	500			
18.	Black Salt 200 gm	500			
19.	Black Salt 100 gm	500			
	<b>Cylinder for printing matters as per approved design of Hafed (One-time cost for one Cylinder)</b>	<b>As per requirement</b>			
(i)	Cylinder for Turmeric Powder 10 Kg				
(ii)	Cylinder for Turmeric Powder 5 Kg				
(iii)	Cylinder for Turmeric Powder 500 Gm				
(iv)	Cylinder for Turmeric Powder 200 Gm				
(v)	Cylinder for Turmeric Powder 100 Gm				

(vi)	Cylinder for Spices Powder 500 Gm				
(vii)	Cylinder for Spices Powder 200 Gm				
(viii)	Cylinder for Spices Powder 100 Gm				
(ix)	Cylinder for Spices Powder 50 Gm				
(x)	Cylinder for Whole Spices 500 gm				
(xi)	Cylinder for Whole Spices 200 gm				
(xii)	Cylinder for Whole Spices 100 gm				
(xiii)	Cylinder for Whole Spices 50 gm				
(xiv)	Cylinder for Whole Spices 20 gm				
(xv)	Cylinder for Whole Spices 10 gm				
(xvi)	Cylinder for Rock Salt 500 gm				
(xvii)	Cylinder for Rock Salt 100 gm				
(xviii)	Cylinder for Black Salt 200 gm				
(xix)	Cylinder for Black Salt 100 gm				

**Note:**

1. The quantity of the product is tentative and can be increased/ decreased depending on requirement during plant operation.
2. HAFED will issue the supply order for packing material on quarterly/ ½ yearly basis or as per requirement.

## ANNEXURE-III

### Specifications of Packing Materials required.

#### Turmeric Powder (Bulk Packing)

SR. No	Packing Weight- (Kg)	Packaging Size (mm)		Composition			No. of Layers	Required Properties for packaging material
		W	H	Polyester	Metalized	LD Polly		
1	5	650	480	12	12	90	3 layers	➤ Recyclable ➤ Moisture Proof
2	10	790	650	12	12	110	3 layers	

#### Turmeric Powder (Small Packing)

Sr. No	Packing Weight (Gms)	Packaging Size (mm)		Composition			No. of Layers	Required Properties for packaging material
		W	H	Polyester	Metalized	LD Polly		
1	500	365	255	12	12	55	3 layers	➤ Recyclable ➤ Moisture Proof
2	200	285	200	12	12	45	3 layers	
3	100	240	155	12	12	40	3 layers	

#### Other Spices Powder

Sr. No	Packing Weight (Gms)	Packaging Size (mm)		Composition			No. of Layers	Required Properties for packaging material
		W	H	Polyester	Metalized	LD Polly		
1	500	380	260	12	12	55	3 layers	➤ Recyclable ➤ Moisture Proof
2	200	280	220	12	12	45	3 layers	
3	100	250	160	12	12	40	3 layers	
4	50	220	140	12	12	40	3 layers	

#### Whole Spices

Sr. No	Packing Weight (Gms)	Packaging Size (mm)		Composition			No. of Layers	Required Properties for packaging material
		W	H	Polyester	Metalized	LD Polly		
1	500			12	--	70	2 layers	➤ Recyclable ➤ Moisture Proof
2	200			12	--	60	2 layers	
3	100			12	--	50	2 layers	
4	50			12	--	40	2 layers	
5	20			12	--	40	2 layers	
6	10			12	--	40	2 layers	

#### Rock Salt

SR. No	Packing Weight- (Gms)	Packaging Size (mm)		Composition			No. of Layers	Required Properties for packaging material
		W	H	Polyester	Metalized	LD Polly		
1	500			12	--	70	2 layers	➤ Recyclable Moisture Proof
2	100			12		50	2 layers	

### Black Salt

SR. No	Packing Weight- (Gms)	Packaging Size (mm)		Composition			No. of Layers	Required Properties for packaging material
		W	H	Polyester	Metalized	LD Polly		
1	200			12	--	60	2 layers	➤ Recyclable Moisture Proof
2	100			12		50	2 layers	

- Note: 1. Packaging sizes for whole spices and salts will be intimated to the successful bidder at the time of Issuance of award letter or supply order.
2. Any type of changes in specifications/ Designs of the packing material will be intimated before issuance of supply order.