



## HAFED SUGAR MILL ASSANDH

Village: Phaphrana, Teh.: Assandh, Distt. Karnal

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Web-site:- [www.hafed.gov.in](http://www.hafed.gov.in).

090530-08703

090530-08707

### Short Term E-tender Notice

Hafed invites e-tenders from the original manufacturer/ authorized/ experienced/ reputed dealers for the following items as per detail given below:-

Sr. No.	Item Description
1.	Sale of New molasses, Quantity- 50000 Qtls., EMD- Rs. 2,50,000/-
2.	Export of Sugar MAEQ (under tradable export scrip schemes), Quantity- 65220 Qtls., EMD- Rs. 3,00,000/-
3.	Purchase of Chain & chain spares, forged steel shaft for mill roller, C.S. Trash Plate, scrapper, Turbine Spares, S.S. Tubes, Boiler Tubes, Hydraulic Grab and repairing of existing of cane unloader grab
4.	Re-shelling, De-Shelling and grooving of mill Rollers.
5.	G.M. Bearing, Bush and mill wear plate (Conversion Basis)
6.	Replacement of Boiler Tubes
7.	Transportation of Molasses from Hafed Sugar Mill, Assandh to various plants of Rajasthan Co-op Dairy Federation Ltd., Jaipur

The interested party may submit their technical bid along with all supporting documents. The tender document containing details of scope of work, eligibility criteria, and other terms & conditions is available on the portal <https://etenders.hry.nic.in> or at Hafed website [www.hafed.gov.in](http://www.hafed.gov.in). The date of downloading of tender document & bid submission is from 13-05-2020 at 14.00 Hrs to 20-05-2020 at 16:00 Hrs through e-Tender portal as mentioned above. The technical bid will be opened on 21-05-2020 at 10.00 Hrs and financial bid will be opened on 22-05-2020 at 11:00 Hrs at Hafed Sugar Mill, Assandh

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

General Manager  
Hafed Sugar Mill,  
Assandh

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for sale of Molasses in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>EMD</b>	<b>Tender Document/ Processing Fee</b>
1.	Sale of new Molasses, Quantity- Approximate- 50,000 Qtls.	Rs. 2,50,000/- (Refundable)	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.

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

## **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-) and required <b>EMD</b>	<b>13-05-2020 (14:00 hrs)</b> to <b>20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs)</b> to <b>20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

### **NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

### **Important Note:**

- 1) The bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

**2.1** 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.

**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 / 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>
- 2.3 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.
- 2.4 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.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
3. **Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from NIC or downloaded from the home page of the website - <https://etenders.hry.nic.in> The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
4. **Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>
5. **Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>
6. **Key Dates:**  
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.
7. **Online Payment of Tender Document Fee, Processing fee & EMD fees & Bid Preparation & Submission (Technical & Commercial/Price Bid):**
- 7.1 **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.

**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 / uploaded for Technical bid under online Technical Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.
- (iii) **FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**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 shiel emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the repective tender Inviting Authority.

**[Tel:-0120-4200462,0120-4001002](tel:0120-4200462)**

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](mailto: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 quires if there is any pertaining to the online bidding and the single e-Procurement portal at email address:- **<https://etenders.hry.nic.in>**

**NOTE:-**

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

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

**(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is

interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

- (i) Bidder selects over the counter remittance option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid. The bidder chooses the bank account number for refund of the amount.
- (iii) Bidder clicks on "Continue" Button.
- (iv) The e-Procurement portal displays the details of payment. The Bidders click on "Print\_Challan" and print the OTC Challan.
- (v) Bidder submits the OTC Challan at the counter of any designated bank of SBI Bank with Cash/Demand Draft/SBI Bank Cheque (Payment in Cash is allowed upto Rs. 49,999/-).
- (vi) SBI bank verifies the URL (format to be discussed and decided) and amount with e-Procurement portal prior to accepting the payment.
- (vii) On successful verification from e-Procurement portal, SBI bank accepts the payment. In case of failure, SBI bank shall return back the OTC challan and payment to the bidder.
- (viii) SBI bank commits the payment transaction (in case of successful verification from 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 for Sale of New Molasses Approx.- 50,000 Qtls.**

### **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal

E.Mail: pmhfdasd@rediffmail.com

" An ISO 22000 : 2005 Certified Unit"

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#### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

#### **2.0 Invitation of Bids:**

- 2.1 Hafed is looking for reputed parties/bidders for sale of New Molasses approx.- 50,000 Qtls. or actual, F.O.R. Sugar Mill, Assandh. The Party can quote molasses full or part quantity. The minimum molasses quantity to be offered by the bidders is 10,000 qtls.
- 2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.
- 2.3 Molasses Security 5% of total value shall be deposited within seven days of allotment of tender or before lifting of molasses whichever is earlier. The EMD amount will be adjusted in the security amount.
- 2.4 No interest shall be payable by Hafed on the EMD/Security amount deposited by the party.

#### **Procedure for submission of Bids**

- 3.1 The bids shall be submitted Online in two separate envelopes:

- Envelope 1: Technical Bid

The bidders shall upload the required details Online in the Technical Bid

- Envelope 2: Commercial Bid

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.**

- 3.2 The tenderers are required to quote the price of molasses per Qtls. F.O.R. Sugar Mill, Assandh, exclusive of GST. GST will be extra as applicable at the time of lifting of molasses.
- 3.3 The committee is empowered to increase/decrease the quantity keeping in view the market trend of prices of molasses.
- 3.4 Hafed reserves the right to reject any /all tenders without assigning any reason whatsoever.
- 3.5 Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.
- 3.6 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the contract and forfeit the earnest money of the tenderer.

#### **Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of GST/ Sales Tax/ Tin No./VAT/ Excise registration certificate.
3. Copy of PAN card.



4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.

**In case of Non-uploading of the above, the technical bid shall be rejected.**

**4 Payment and Penalty:-**

- 4.3 Lifting shall be against advance payment and full payment will have to be made within stipulated period. In case of delay in payment interest on balance payment will be charged @12% per annum for delay period.
- 4.4 In case of failure to lift the sold quantity in time, the party will be allowed to lift the balance stock within two weeks, effective from the last day of the above said lifting period and storage charges @ Rs. 1 per Qtl. Per week will be charged from the party. But the party will have to deposit the full payment before or on the last week of the above said lifting period. Otherwise, the party stands liable for forfeiting the security amount.
- 4.5 The Party shall abide by rules and regulations in force by the Excise & Taxation Commissioner, Haryana from time to time. Right from the day of auction of Molasses till the entire auctioned stock is lifted.
- 4.6 The Party shall have no right claim for lifting of Molasses after cancellation of the allotment of Molasses due to the Policy/Decision of the State Govt. /Central Govt./ Any Court of Law.

**5 Lifting**

- a. **Molasses:-** Lifting will started immediately from the next day of finalizing the tender. Lifting time schedule shall be as under:-

Sr. No.	Quantity	Lifting Period
1.	Upto 10,000 Qtls.	Within 25 Days
2.	Upto 20,000 Qtls.	Within 35 Days
3.	Upto 25,000 Qtls.	Within 40 Days
4.	Upto 50,000 Qtls.	Within 50 Days

- b. The lifting shall be biweekly proportionate basis.
  - c. The party can lift Molasses itself or can duly authorize any other person to lift Molasses on behalf of the Party or can authorize any registered Party/ Dealer to lift Molasses on behalf of the party. However, the Party shall be responsible for any legal/financial liability on this account.
- 6 Validity of financial Bids:-**  
Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.
- 7 Transportation:-**  
The Tenderer will have to make his own arrangement for transportation of Molasses.
- 8 Weighment:-**  
The weighment shall be done at the factory weighbridge from 9.00A.M. To 5.00 P.M. on all the working days, except emergency.

**9 Rate:-**

- Each bidder is to fill in final rate in his tender form and negotiation will be held only with highest-one bidder.
- 10 Disputes, if any arising out of the sale will be referred to the Managing Director, Hafed, whose decision thereon, shall be final and binding on both the Parties.
  - 11 Sold Quantity is approximate it may increase or decrease.
  - 12 The Molasses will be sold on 'As is where is' basis.
  - 13 No conditional tender will be accepted.
  - 14 General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.

15 Security amount of molasses shall be refunded on lifting of full quantity satisfactory and submission of 'C' forms etc if applicable.

16 **ARBITRATION:-**

In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

Signature of Tenderer

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

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

\_\_\_\_\_

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

Contact/Mobile No. \_\_\_\_\_

## **TECHNICAL BID**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of GST/ Sales Tax/ Tin No./VAT/ Excise registration certificate
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.

**Note: In case of Non-uploading of the above, the technical bid shall be rejected.**

## **Financial Bid**

**“Financial Bid for Sale of New Molasses Approx.- 50000 Qtls. ”**

Sr. No.	Item	Quantity (In Qtl.)	Offered Quantity (In Qtl.)	Offered Rate (Rs. Per Qtl.)
1.	Sale of New Molasses	50,000 Qtls.		

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for Export of Sugar MAEQ in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>EMD</b>	<b>Tender Document/ Processing Fee</b>
1.	Export of Sugar MAEQ (under tradable export scrip schemes) , Quantity- 65220 Qtls.	Rs.2,000/- (Non refundable)	Rs. 3,00,000/- (Refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.

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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-) and required <b>EMD</b>	<b>13-05-2020 (14:00 hrs)</b> to <b>20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs)</b> to <b>20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

**NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

**Important Note:**

- 1) The bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

- 2.1** 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.

- 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 / 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>
- 2.3 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.
- 2.4 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.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
3. **Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from NIC or downloaded from the home page of the website - <https://etenders.hry.nic.in> The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
4. **Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>
5. **Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>
6. **Key Dates:**  
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.
7. **Online Payment of Tender Document Fee, Processing fee & EMD fees & Bid Preparation & Submission (Technical & Commercial/Price Bid):**

**7.1 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.

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

(iii) 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.

(iv) Scan copy of Document to be submitted / uploaded for Technical bid under online Technical Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.

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

**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 shiel emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the repective tender Inviting Authority.

[Tel:-0120-4200462](tel:0120-4200462), [0120-4001002](tel: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](mailto: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 requiried to register their quires if there is any pertaining to the online bidding and the single e-Procurement portal at email address:- <https://etenders.hry.nic.in>

**NOTE:-**

**(C) 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>**

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

**(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is



interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

- (i) Bidder selects over the counter remittance option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid. The bidder chooses the bank account number for refund of the amount.
- (iii) Bidder clicks on "Continue" Button.
- (iv) The e-Procurement portal displays the details of payment. The Bidders click on "Print\_Challan" and print the OTC Challan.
- (v) Bidder submits the OTC Challan at the counter of any designated bank of SBI Bank with Cash/Demand Draft/SBI Bank Cheque (Payment in Cash is allowed upto Rs. 49,999/-).
- (vi) SBI bank verifies the URL (format to be discussed and decided) and amount with e-Procurement portal prior to accepting the payment.
- (vii) On successful verification from e-Procurement portal, SBI bank accepts the payment. In case of failure, SBI bank shall return back the OTC challan and payment to the bidder.
- (viii) SBI bank commits the payment transaction (in case of successful verification from 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 for Export of Sugar MAEQ (under tradable export scrip schemes), Quantity- 65220 Qtls.**

## **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal

E.Mail: pmhfdasd@rediffmail.com

" An ISO 22000 : 2005 Certified Unit"

09053008703

09053008707

### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

### **2.0 Invitation of Bids:**

2.1 Hafed is looking for reputed parties/bidders for Export of Sugar MAEQ (under tradable export scrip schemes).

2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

2.2 Security 10% of the total value of the sugar shall be deposited within seven days of allotment of tender.

2.3 No interest shall be payable by Hafed on the EMD/Security amount deposited by the party.

### **3.0 Procedure for submission of Bids**

3.1 The bids shall be submitted Online in two separate envelopes:

- Envelope 1: Technical Bid

The bidders shall upload the required details Online in the Technical Bid

- Envelope 2: Commercial Bid

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained. Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.**

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

3.3 Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.

3.4 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the contract and forfeit the earnest money of the tenderer.

### **Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of GSTIN No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Import/Export Code (IEC certificate or license for export)
7. Credit worthiness certificate For Rs. 2.00 Crore issued by nationalized/ Scheduled Bank.
8. Experience Certificate regarding export of Sugar / other commodity.

**In case of Non-uploading of the above, the technical bid shall be rejected.**

- 4.0 **Validity of financial Bids:-**  
Financial bid will be valid for 30 days (Thirty days) from the date of opening of financial bid.
- 5.0 **Rate:-**  
Each bidder is to fill in final rate in his tender form and negotiation will be held only with highest-one bidder.
- 6.0 General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.
- 7.0 The Quantity can be increased or decreased as per the directions of GOI.
- 8.0 Lifting within 60 days after allotment of the tender/ Order.
- 9.0 **Terms of payments:-**  
Lifting shall be against advance payment
- 10.0 In Case of export of sugar bank guarantee of discount amount shall be submitted by the exporter. This bank guarantee shall be refunded after submission of all documents.
- 11.0 No conditional tender will be accepted.
- 12.0 Security amount shall be refunded on lifting of full quantity satisfactory and submission of all the documents.
- 13.0 It shall be the responsibility of the successful tenderer exporter to ensure and fulfill all the formalities and standard norms required for export of sugar.
- 14.0 Only Ex-mill rate are to be quoted by the tenderer. The successful tender/exporter has to bear all the expenses related to export of sugar which include cost of sugar G.S.T. and other taxes, duties, transportation, insurance and all other related expense.
- 15.0 If any penalty or recovery is imposed on Hafed Sugar Mill, Assandh for any lapse of the part of the exporter, the same shall be borne by the successful tenderer/exporter, Hafed Sugar Mill, Assandh will not be responsible for any such penalty or recovery.
- 16.0 For convenience of the successful exporter, the General Manager or their authorized representatives shall be signing of the agreement and other necessary documents.
- 17.0 Tenderer shall be responsible to abide by all the terms & conditions and the time schedule fixed by the Directorate of Sugar vide circular no. 1(14)/2019-S.P.-1 dated 12.09.019.
- 18.0 The successful tenderer exporter shall be responsible for the quality grade, packing as per prescribed norms for export of sugar and shall also be responsible to get the clearance from the Inspecting Agency. Excise and Custom Departments.
- 19.0 The successful tenderer/exporter shall ensure that if the Govt. of India allows any export benefit against this sugar export order, the same shall be passed on to the Hafed Sugar Mill, Assandh.
- 20.0 If any recovery is imposed on any of the Sugar Factory due to any conduct of the exporter. The same shall be recovered from the exporter as per law.
- 21.0 If any legal dispute arises, the same shall be under the jurisdiction of Assandh Courts only.
- 22.0 General Manager, Hafed Sugar Mill, Assandh reserves the right to accept or reject any tender without assigning any reason and also revise any tender condition to meet the requirement of law so as to ensure the legal safeguard of the interests of the Sugar Mills in consonance with such legal provisions. Which may come to the notice of the Tender Committee before the time of opening the tenders. However, such revision shall be announced before the opening of the tender to all those who come present for the negotiations. They shall also be given a chance to revise and re-submit their bid at the spot in the interest of justice and level play field. But this clause shall be invoked strictly only under legal constraints and not otherwise.
- 23.0 Earnest money will be converted into security amount and no interest will be paid on security money, Security money will be refunded after the successful submission of export documents.

- 24.0 In case, lapse of quota or non-compliance with the basis of MAEQ, security amount will be forfeited.
- 25.0 Sugar stock is on “**as is where is Basis**”.
- 26.0 After taking delivery of sugar from the sugar mill all kind of responsibility shall be with the bidder.
- 27.0 Lifting of M-30 and S-30 Sugar shall be as per availability of sugar stock.
- 28.0 Prices are FOR Hafed Sugar Mill, Assandh, Excluding GST and other Taxes, Duties, insurance and all the transportation will be borne by the bidder from Hafed Sugar Mill to Port.
- 29.0 The successful tenderer will provide following documents:-
- Self certified copies of GSTR-1, Shipping Bill with LEO date endorsed by customs.
  - Any other document specifically sought by DFPD in this regard.
- 30.0 **ARBITRATION:-** In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

Signature of Tenderer

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

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

\_\_\_\_\_

\_\_\_\_\_

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

Contact/Mobile No. \_\_\_\_\_

## **TECHNICAL BID**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of GSTIN No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Import/Export Code (IEC certificate or license for export)
7. Credit worthiness certificate For Rs. 2.00 Crore issued by nationalized/ Scheduled Bank.
8. Experience Certificate regarding export of Sugar / other commodity.

**Note: In case of Non-uploading of the above, the technical bid shall be rejected.**

## **Financial Bid**

**“Financial Bid for Export of Sugar MAEQ (under tradable export scrip schemes).”**

<b>Sr. no.</b>	<b>Item with complete specification</b>	<b>Qty. in Qtls.</b>	<b>Rs. P. Qtls. without G.S.T.</b>
1.	Ex-mill rates of Sugar for export of Sugar	65220 Qtls.	

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for Purchase of Chain and Chain spares in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>Tender Document/ Processing Fee</b>
1.	Purchase of chain and chain spares	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.



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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-)	<b>13-05-2020 (14:00 hrs) to 20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs) to 20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

**NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

**Important Note:**

- 1) The bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

- 2.1** 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.

- 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 / 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>
- 2.3 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.
- 2.4 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.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
3. **Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from NIC or downloaded from the home page of the website - <https://etenders.hry.nic.in> The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
4. **Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>
5. **Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>
6. **Key Dates:**  
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.
7. **Online Payment of Tender Document Fee, Processing fee & EMD fees & Bid Preparation & Submission (Technical & Commercial/Price Bid):**

**7.1 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.

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

(v) 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.

(vi) Scan copy of Document to be submitted / uploaded for Technical bid under online Technical Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.

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

**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 shiel emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the repective tender Inviting Authority.

[Tel:-0120-4200462](tel:0120-4200462), [0120-4001002](tel: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](mailto: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 quires if there is any pertaining to the online bidding and the single e-Procurement portal at email address:- <https://etenders.hry.nic.in>

**NOTE:-**

**(E) 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>**

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

## **(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

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

### **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal  
E.Mail: pmhfdasd@rediffmail.com  
“ An ISO 22000 : 2005 Certified Unit”

09053008703  
09053008707

#### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

#### **2.0 Invitation of Bids:**

2.1 Hafed is looking for reputed parties/bidders for Purchase of Chain and chain spares.

2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

#### **Procedure for submission of Bids**

The bids shall be submitted Online in two separate envelopes:

- Envelope 1: Technical Bid

The bidders shall upload the required details Online in the Technical Bid

- Envelope 2: Commercial Bid

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.**

2.3 The tenderers are required to quote the price F.O.R. Sugar Mill, Assandh, exclusive of GST.

2.4 The committee is empowered to increase/decrease the quantity keeping in view the market trend.

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

2.6 Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.

2.7 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the tender and forfeit the earnest money of the tenderer.

#### **Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Proof of work shop and manufacturing unit to be handle such type of job.
7. Proof of experience and minimum two repeated orders from reputed sugar mill.

**In case of Non-uploading of the above, the technical bid shall be rejected.**

#### **3.0 Payment and Penalty:-**

3.1 Payment:- 80% after receipt of material and 20% after One month.

3.2 Penalty- In case of the delay in completion of supply, there shall be penalty of 1% per week and maximum 5% of the balance delayed quantity of the order.

3.3 Party provide bank detail with each bill/ invoice for making the payment.

- 4.0 Delivery:-**
- 4.1** Delivery ----- within 60 Days.
- 5.0 Validity of financial Bids:-**  
Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.
- 6.0 Transportation:-** The Tenderer will have to make his own arrangement for transportation and freight born by the Tenderer.
- 7.0 Experience:-** The bidder should have at least five year experience and at last two repeated orders from reputed sugar mill.
- 8.0 Rate:-** Each bidder is to fill in final rate in his tender form and negotiation will be held only with lowest bidder.
- 9.0 Material Composition:-** As per drawing.
- 10.0** Disputes, if any arising out of the purchase/ sale will be referred to the Managing Director, Hafed, whose decision thereon, shall be final and binding on both the Parties.
- 11.0** The rates will be valid up to end of crushing season 2020-21 and no escalation will be paid to the supplier during the supply of crushing season 2020-21.
- 12.0** Quantity is approximate it may increase or decrease.
- 13.0** No conditional tender will be accepted.
- 14.0** Material should be strictly as per specification laid down in our supply order failing which it will be rejected and sent back at your risk and cost.
- 15.0** Rates should not be more than as compared to rates other sugar mills in Haryana. In case found lower, double amount of difference will be recovered.
- 16.0** General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.
- 17.0** The supplier will be responsible for any late irregular and non- supply of the material to the mills. In that event the mill will arrange the material from the market at the risk and cost of the supplier and the supplier will be responsible for all the losses suffered by the mills on this account.
- 18.0 ARBITRATION:-**  
In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

Signature of Tenderer

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email ID: \_\_\_\_\_  
Contact/Mobile No. \_\_\_\_\_

## **TECHNICAL BID**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Proof of work shop and manufacturing unit to be handle such type of job.
7. Proof of experience and minimum two repeated orders from reputed sugar mill.

**Note: In case of Non-uploading of the above, the technical bid shall be rejected.**



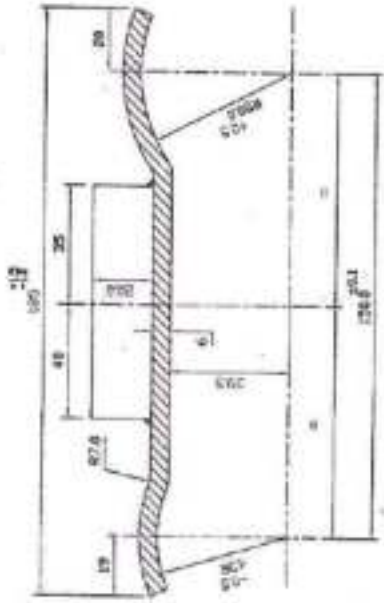
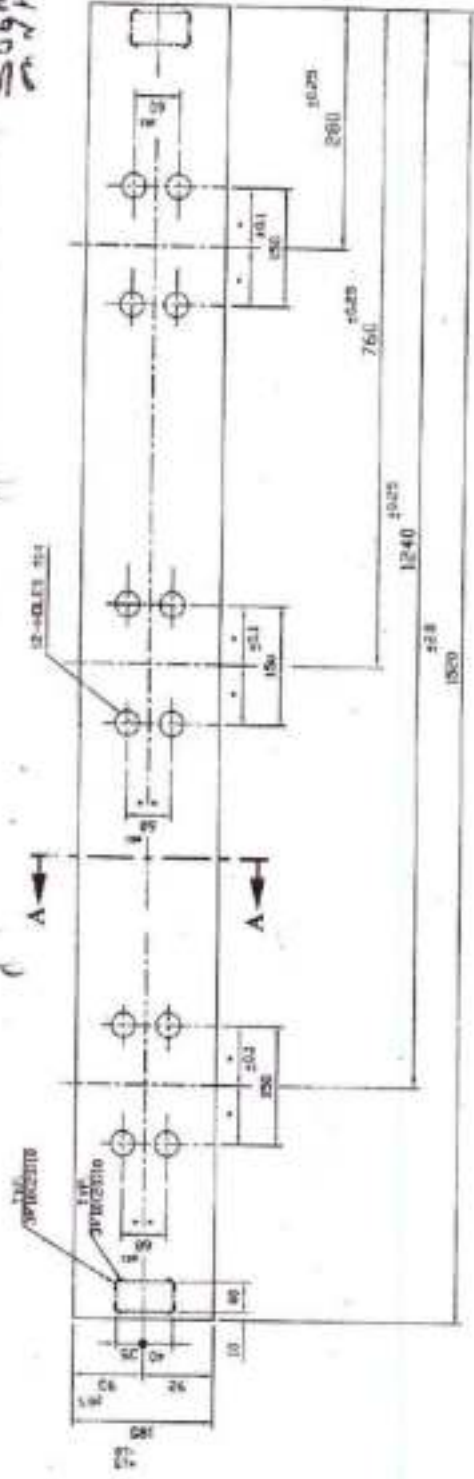


2018 RELEASE UNDER E.O. 14176

7/5/20



Supn. H. V.  
20.01.2010



SECTION A-A (SCALE 1:1)

7/5/20

<b>Hafed Sugar Mill</b>	
Vill. - Phaphrana, Teh. Asandh, Distt. - Karnal	
DRN. NAMESH	TELE. -
CHD.	
CHD.	
APPD.	
DATE	
SCALE	
MATERIAL -	
ALL DIMENSIONS ARE IN MM	
DRG. No.	HAFED-SLAT-005
REV.	0





NOTE:- ALL TOLERANCES TO BE MAINTAINED AS PER INST ANDARD

Breaking load 40 Tons

7/5/20

## **Financial Bid**

### **“Financial Bid for Purchase of Chain and chain spares”**

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Offered Rate (in Rs.)</b>
1.	Cane Carrier Chain 150 mm Pitch (As per Drawing), Having material of construction as per following material Specs, Side Link- EN-19, Pin- EN-353, Bush- EN-353, Roller- EN-8 forged	102 Mtrs.	...../- Per Mtr.
2.	Complete chain forged block type for rake elevator, Pitch- 229 mm with attachment link at third link as per drawing, Breaking load- 60 MT	60 Mtrs.	...../- Per Mtr.
3.	Bagasse Carrier Chain, Pitch- 150 mm (As per drawing), Having material of construction as below, Duly heat treated as per following Mat. Specs, Side- Links- EN-19, Pins- EN-353, Bush- EN-353, Roller- EN-8 Forged, attachment link as- 4 at every link, Breaking Load- 40 MT	140 Mtrs.	...../- Per Mtr.
4.	<b>Spares for Bagasse carrier chain as per drawing</b>		
a)	BC Chain attachment link for 150 mm pitch chain, EN-19 Part No.- BC-002	200 Nos.	...../- Each
b)	BC Chain Side Plate 'D' Hole for 150 mm pitch chain, EN-19 Part No.- BC-001	110 Nos.	...../- Each
c)	BC Chain Side Plate bush type for 150 mm pitch chain, EN-19 Part No.- BC-003	300 Nos.	...../- Each
d)	BC Chain Side Plate round hole for 150 mm pitch chain, EN-19 Part No.- BC-004	280 Nos.	...../- Each
5.	<b>Spares for 6" Pitch cane carrier &amp; MBC/RBC/BE Chain (As per Drawing)</b>		
a)	Roller (EN-8)	1000 Nos.	...../- Each
b)	Bush (EN-353)	3000 Nos.	...../- Each
c)	Pin (EN-353)	3000 Nos.	...../- Each
6.	MS Slats for cane carrier (As per Drawing)	200 Nos.	...../- Each

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for Purchase of Mill roller shaft in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>Tender Document/ Processing Fee</b>
1.	Purchase of Mill Roller Shaft	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.

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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-)	<b>13-05-2020 (14:00 hrs) to 20-05-2020 (16:00 hrs)</b>
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**Important Note:**

- 1) The bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any 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'.
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**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 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 / 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>
- 2.3 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.
- 2.4 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.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
3. **Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from NIC or downloaded from the home page of the website - <https://etenders.hry.nic.in> The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
4. **Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>
5. **Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>
6. **Key Dates:**  
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.
7. **Online Payment of Tender Document Fee, Processing fee & EMD fees & Bid Preparation & Submission (Technical & Commercial/Price Bid):**



**7.1 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.

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

(vii) 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.

(viii) 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.

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**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 shiel emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the repective tender Inviting Authority.

[Tel:-0120-4200462](tel:0120-4200462), [0120-4001002](tel: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](mailto: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 quires if there is any pertaining to the online bidding and the single e-Procurement portal at email address:- <https://etenders.hry.nic.in>

**NOTE:-**

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

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

## **(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

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

### **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal  
E.Mail: pmhfdasd@rediffmail.com  
“ An ISO 22000 : 2005 Certified Unit”

09053008703

09053008707

#### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

#### **2.0 Invitation of Bids:**

2.1 Hafed is looking for reputed parties/bidders for Purchase of Mill Roller shaft.

2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

#### **Procedure for submission of Bids**

The bids shall be submitted Online in two separate envelopes:

- Envelope 1: Technical Bid

The bidders shall upload the required details Online in the Technical Bid

- Envelope 2: Commercial Bid

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.**

2.3 The tenderers are required to quote the price F.O.R. Sugar Mill, Assandh, exclusive of GST.

2.4 The committee is empowered to increase/decrease the quantity keeping in view the market trend.

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

2.6 Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.

2.7 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the tender and forfeit the earnest money of the tenderer.

#### **Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Proof of work shop and manufacturing unit to be handle such type of job.
7. Proof of experience at least five years from reputed sugar mill.
8. Material composition- as per drawing.

**In case of Non-uploading of the above, the technical bid shall be rejected.**

#### **3.0 Payment and Penalty:-**

3.1 Payment:- 80% after receipt of material and 20% after One month.

3.2 Penalty- In case of the delay in completion of supply, there shall be penalty of 1% per week and maximum 5% of the balance delayed quantity of the order.

3.3 Party provide bank detail with each bill/ invoice for making the payment.

- 4.0 Delivery:-**
- 4.1** Delivery ----- within 60 Days.
- 5.0 Validity of financial Bids:-**  
Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.
- 6.0 Transportation:-** The Tenderer will have to make his own arrangement for transportation and freight born by the Tenderer.
- 7.0 Experience:-** The bidder should have at least five years experience from reputed sugar mill.
- 8.0 Rate:-** Each bidder is to fill in final rate in his tender form and negotiation will be held only with lowest bidder.
- 9.0** Disputes, if any arising out of the purchase/ sale will be referred to the Managing Director, Hafed, whose decision thereon, shall be final and binding on both the Parties.
- 10.0** Quantity is approximate it may increase or decrease.
- 11.0** The rates will be valid up to end of crushing season 2020-21 and no escalation will be paid to the supplier during the supply of crushing season 2020-21.
- 12.0** No conditional tender will be accepted.
- 13.0** Material should be strictly as per specification laid down in our supply order failing which it will be rejected and sent back at your risk and cost.
- 14.0** Rates should not be more than as compared to rates other sugar mills in Haryana. In case found lower, double amount of difference will be recovered.
- 15.0** General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.
- 16.0** The supplier will be responsible for any late irregular and non- supply of the material to the mills. In that event the mill will arrange the material from the market at the risk and cost of the supplier and the supplier will be responsible for all the losses suffered by the mills on this account.
- 17.0 ARBITRATION:-**  
In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

Signature of Tenderer

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email ID: \_\_\_\_\_  
Contact/Mobile No. \_\_\_\_\_



## **Financial Bid**

### **"Financial Bid for Purchase of Mill Roller shaft"**

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Offered Rate (in Rs.)</b>
1.	Forged and Normalized Proof machined shaft, Size- 440 mm Dia. X 4000 mm Length, Material- 40C8, BIS1570/1979, Technical parameter at normalized, Hardness- 175-225 BHN, UTS- 58kg/ mm <sup>2</sup> , with material and ultrasonic test certificate, Make- Bharat Forge, as per drawing	01 No.	

## **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for Purchase of C.S. Scrapper, trash plate and sprocket in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>Tender Document/ Processing Fee</b>
1.	Purchase of C.S. Scrapper, Trash Plate and sprocket	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.



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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-)	<b>13-05-2020 (14:00 hrs) to 20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs) to 20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

**NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

**Important Note:**

- 1) The bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

- 2.1 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.

- 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 / 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>
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- (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.
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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 repective tender Inviting Authority.

[Tel:-0120-4200462](tel:0120-4200462), [0120-4001002](tel: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](mailto: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 quires if there is any pertaining to the online bidding and the single e-Procurement portal at email address:- <https://etenders.hry.nic.in>

**NOTE:-**

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

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

## **(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

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

### **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal  
E.Mail: pmhfdasd@rediffmail.com  
“ An ISO 22000 : 2005 Certified Unit”

09053008703

09053008707

#### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

#### **2.0 Invitation of Bids:**

2.1 Hafed is looking for reputed parties/bidders for Purchase of C.S. Scrapper, Trash Plate and sprocket.

2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

#### **Procedure for submission of Bids**

The bids shall be submitted Online in two separate envelopes:

- Envelope 1: Technical Bid

The bidders shall upload the required details Online in the Technical Bid

- Envelope 2: Commercial Bid

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.**

2.3 The tenderers are required to quote the price F.O.R. Sugar Mill, Assandh, exclusive of GST.

2.4 The committee is empowered to increase/decrease the quantity keeping in view the market trend.

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

2.6 Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.

2.7 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the tender and forfeit the earnest money of the tenderer.

#### **Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Proof of work shop and manufacturing unit to be handle such type of job.
7. Proof of experience and minimum two repeated orders from reputed sugar mill.

**In case of Non-uploading of the above, the technical bid shall be rejected.**

#### **3.0 Payment and Penalty:-**

3.1 Payment:- 80% after receipt of material and 20% after One month.

3.2 Penalty- In case of the delay in completion of supply, there shall be penalty of 1% per week and maximum 5% of the balance delayed quantity of the order.

- 3.3 Party provide bank detail with each bill/ invoice for making the payment.
- 4.0 Delivery:-**
- 4.1 Delivery ----- within 45 Days.
- 5.0 Validity of financial Bids:-**  
Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.
- 6.0 **Transportation:-** The Tenderer will have to make his own arrangement for transportation and freight born by the Tenderer.
- 7.0 **Rate:-** Each bidder is to fill in final rate in his tender form and negotiation will be held only with lowest bidder.
- 8.0 Disputes, if any arising out of the purchase/ sale will be referred to the Managing Director, Hafed, whose decision thereon, shall be final and binding on both the Parties.
- 9.0 The rates will be valid up to end of crushing season 2020-21 and no escalation will be paid to the supplier during the supply of crushing season 2020-21.
- 10.0 Quantity is approximate it may increase or decrease.
- 11.0 No conditional tender will be accepted.
- 12.0 Material should be strictly as per specification laid down in our supply order failing which it will be rejected and sent back at your risk and cost.
- 13.0 Rates should not be more than as compared to rates other sugar mills in Haryana. In case found lower, double amount of difference will be recovered.
- 14.0 General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.
- 15.0 The supplier will be responsible for any late irregular and non- supply of the material to the mills. In that event the mill will arrange the material from the market at the risk and cost of the supplier and the supplier will be responsible for all the losses suffered by the mills on this account.
- 16.0 ARBITRATION:-**  
In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

Signature of Tenderer

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email ID: \_\_\_\_\_  
Contact/Mobile No. \_\_\_\_\_

## **TECHNICAL BID**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Proof of work shop and manufacturing unit to be handle such type of job.
7. Proof of experience and minimum two repeated orders from reputed sugar mill.

**Note: In case of Non-uploading of the above, the technical bid shall be rejected.**



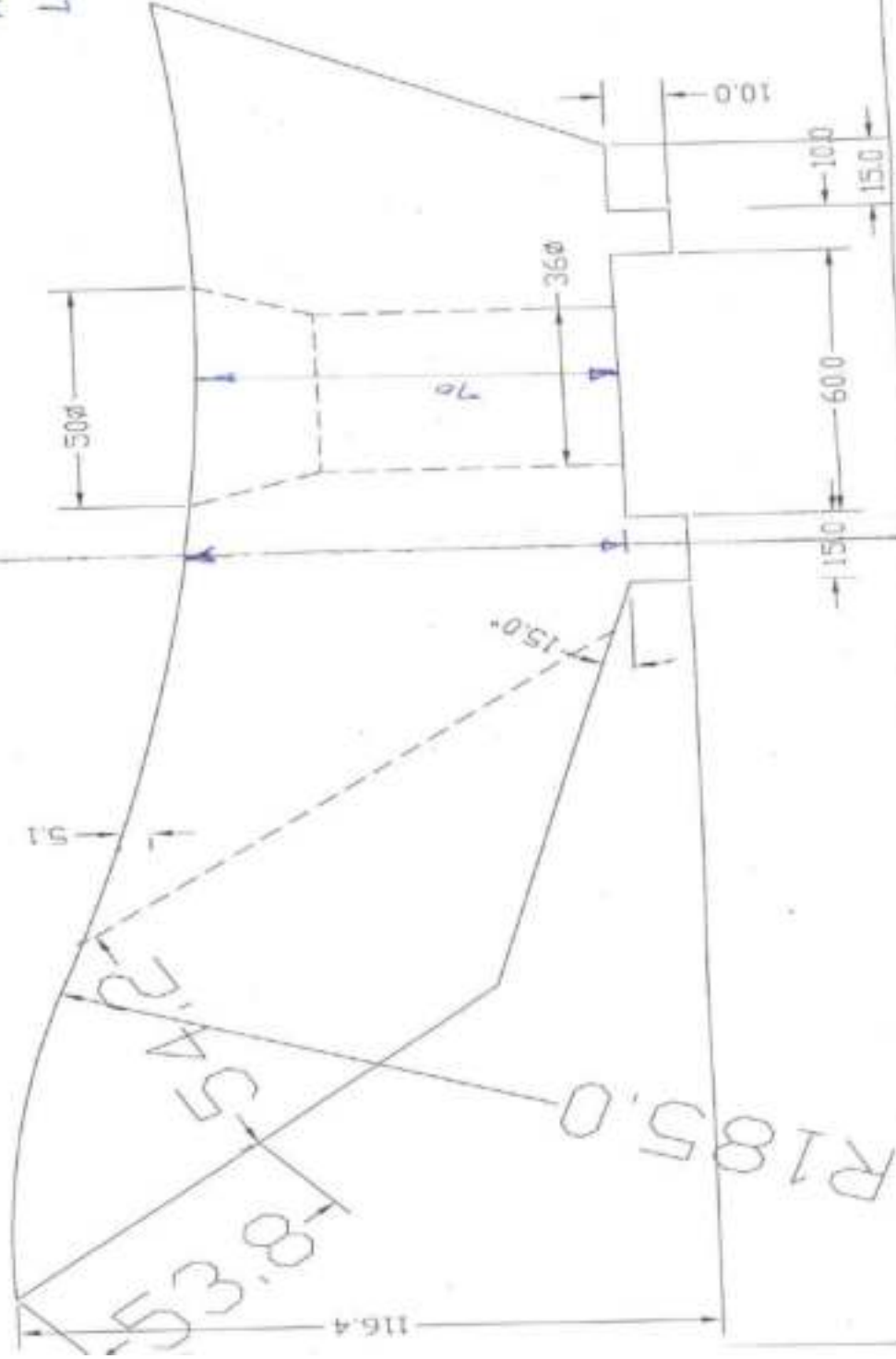
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Pitch - 30 mm

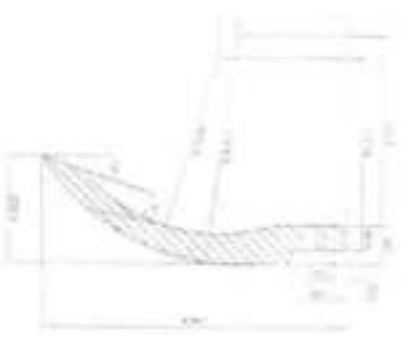
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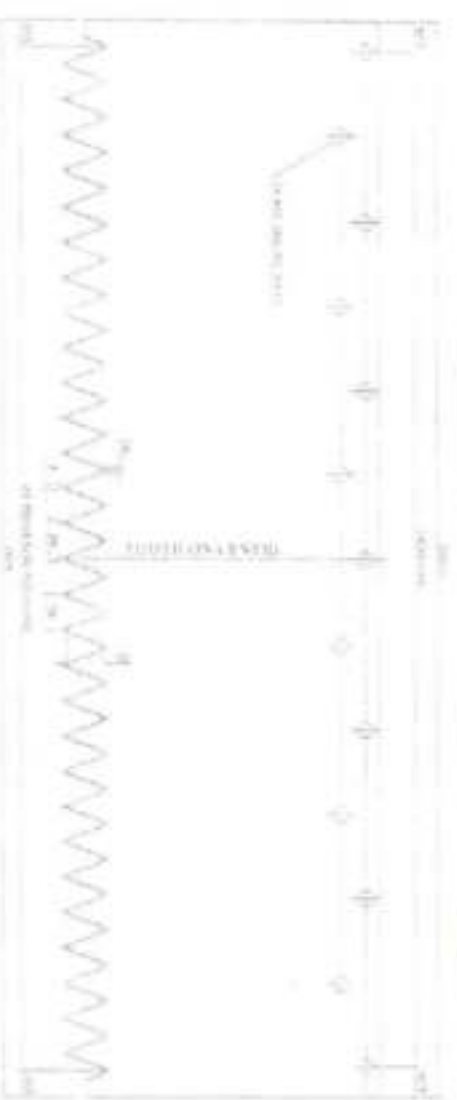






1st & 2nd MILL TOP SCRAPER (2 sets each)

6/13/2016



1st & 2nd MILL DISC H. SCRAPER (2 sets each)

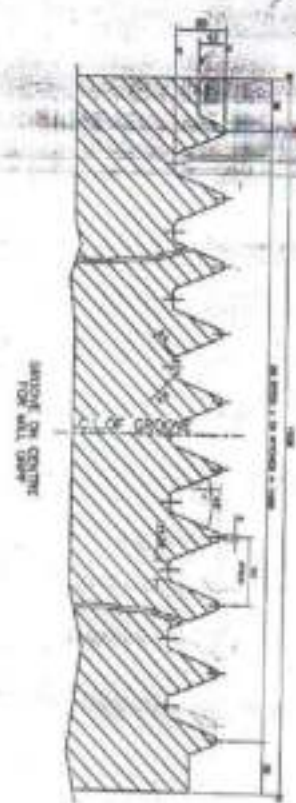
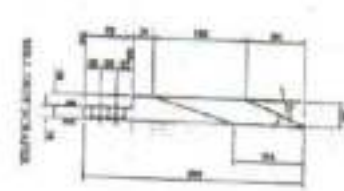
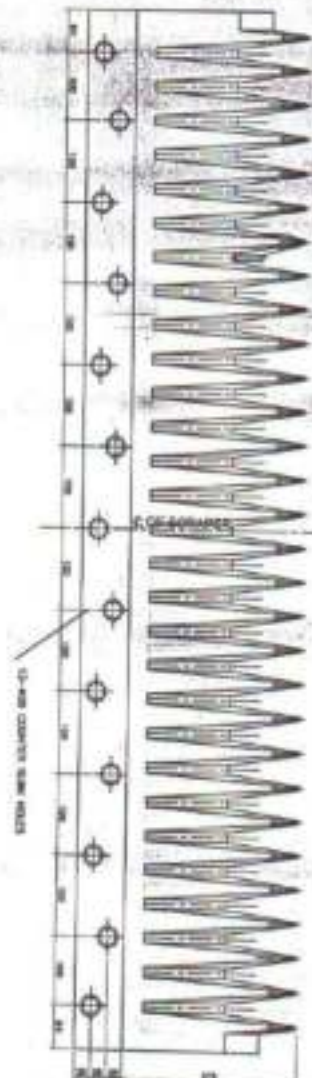
6/13/2016

224h/b

FINISHING SEASON 2016-17

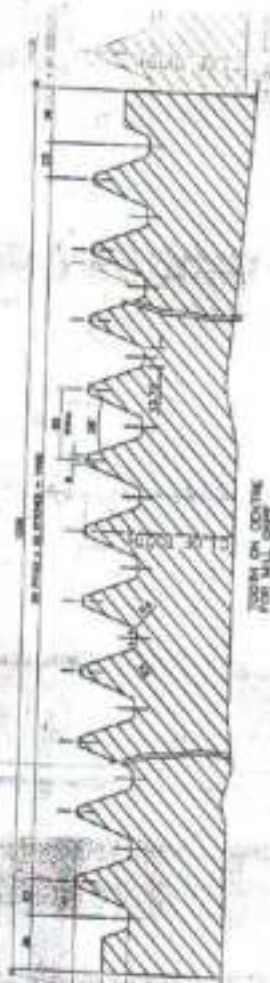
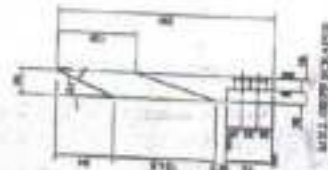
MATERIAL-18-1030, G-30-57  
HARDNESS-180-210 BHN

Hafed Sugar Mill	
VILL. HAFED SUGAR, TOWN. HAFED, DIST. HAFED.	
DATE	2016-17
BY	2016-17
FOR	2016-17
DETAIL OF MILL SCRAPER	
MATERIAL - 18-1030, G-30-57	
HARDNESS - 180-210 BHN	



MATERIAL ABOVE GRADE  
WT. 15121 POUNDS EACH

<p>MAILED SIGNAL MOUNTING ASSEMBLY</p>	
DRN.	5400000
QCD.	1000
APPD.	1000
DATE	03-17-2013
SCALE	1/2" = 1'
<p>DETAIL OF TOP SCRAPER</p>	
<p>OF G.R.P.F.</p>	
<p>QCDN. 1000 1000 1000 1000</p>	
<p>ALL DIMENSIONS ARE IN IN.</p>	
<p>WT. 15121 POUNDS EACH</p>	



MATERIAL: 60-2032, Q6-A  
WT: 15129 KG EACH

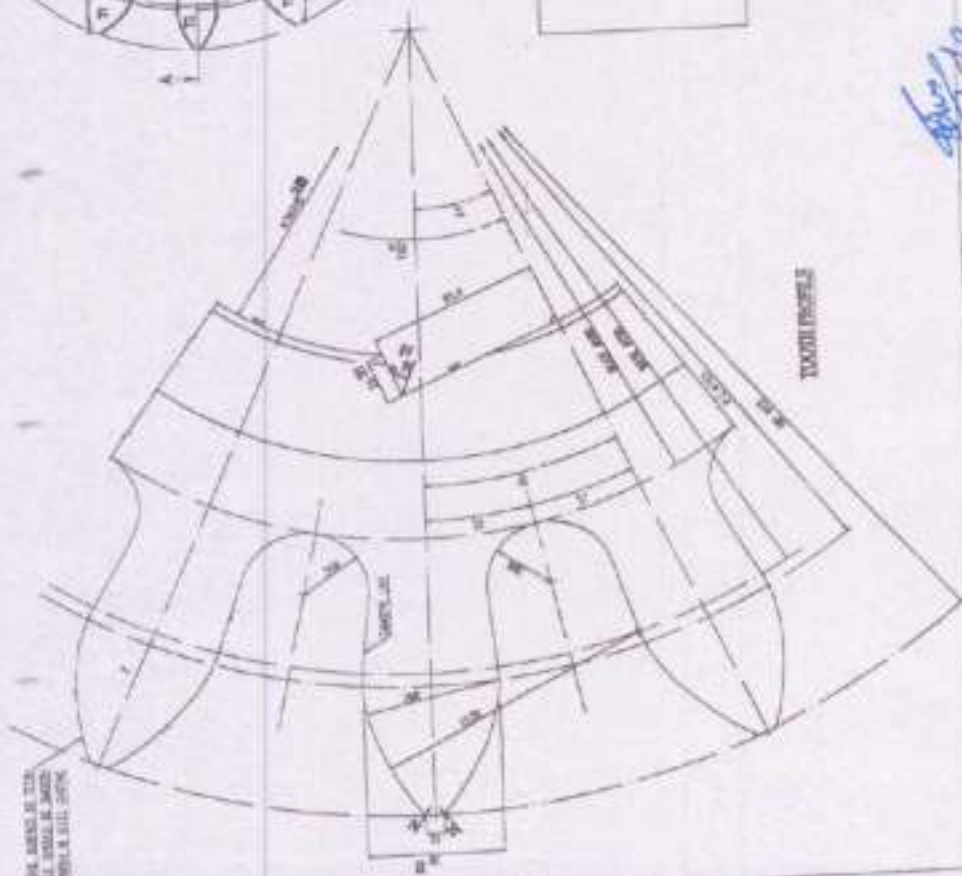
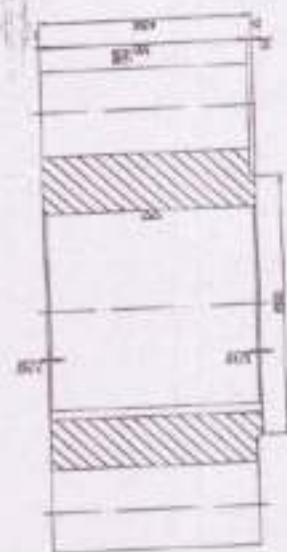
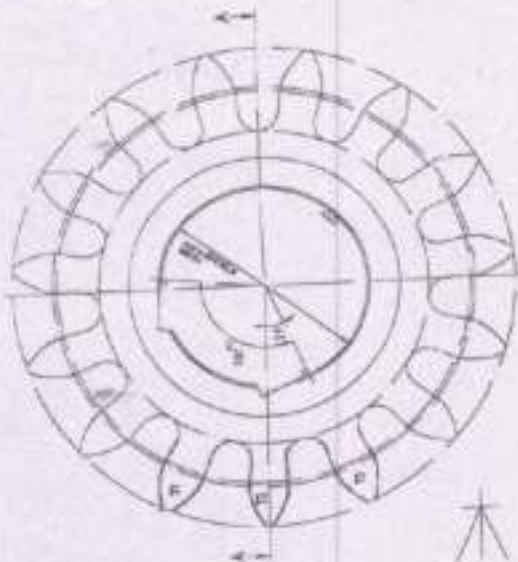
ADNASEN 771111-2005-03-01

SRN	SWANDEEP	TITLE--	DETAIL OF BOTTOM SCRAPER OF G.R.P.F.
CHG.		CLIENT--	HATED SUGAR MILL, ASANDH
CHG.		MATERIAL--	ALL DIMENSIONS ARE IN M.M.
APPRO.			
DATE	03-10-2013		





CROWN FINISH  
15 MOLDDED TEETH, 51 MODULE  
15G-23025

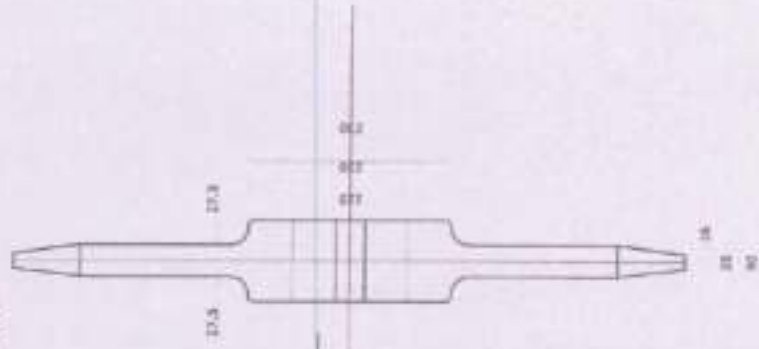
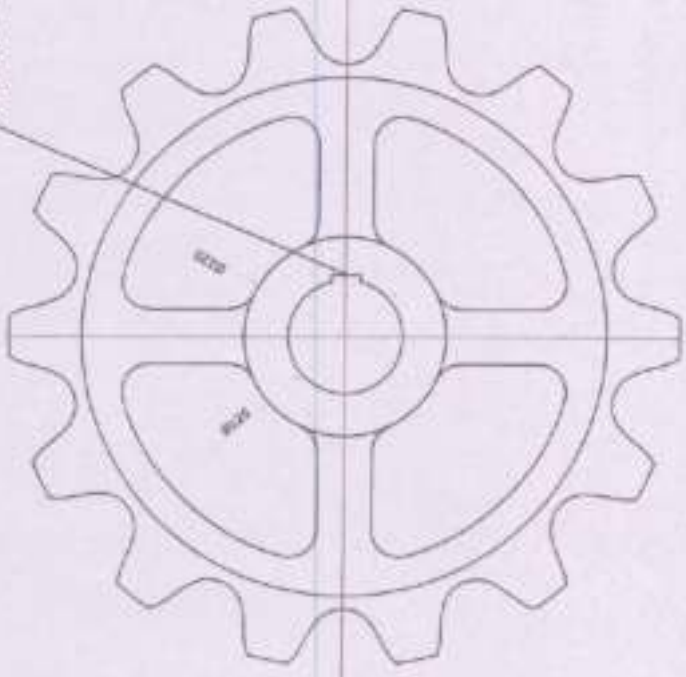


**TAKATA**

THE BOARD OF TRUSTEES  
OF THE UNIVERSITY OF CALIFORNIA  
AT LOS ANGELES

11/5/20

KEYWAY 32 X 8 mm



**SPROCKET DATA:**

1. SPROCKET PITCH 150 mm
2. SPROCKET TEETH 14 NOS.
3. ROLLER DIA 75 mm
4. MATERIAL CAST STEEL IS-1030 GR-280/520 W

**HAFED SUGAR MILLS LIMITED**

VILLAGE BHADRAH, THIRU ARSANGI, DISTT. KARAIKAL, TAMIL NADU

14 TEETH SPROCKET FOR BAGASSE  
CARRIER PITCH 150 mm

ITEM NO.	DESCRIPTION	QTY	UNIT	REMARKS
1	SPROCKET	1	NO	
2	SPROCKET PITCH 150 mm	1	NO	
3	SPROCKET TEETH 14 NOS.	1	NO	
4	ROLLER DIA 75 mm	1	NO	
5	MATERIAL CAST STEEL IS-1030 GR-280/520 W	1	NO	

*Handwritten signature and date 11/5/20*



01-4-2012

4-0 1" 55P Tapped Holes

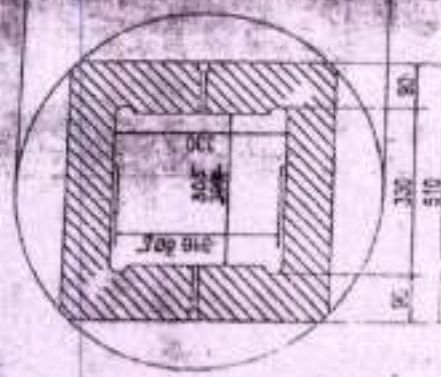


Figure 1	Figure 2
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Material: CS-35, LG-1000, 601

27/5/20

1870

## **Financial Bid**

### **“Financial Bid for Purchase of C.S. Scrapper, Trash Plate and Sprocket”**

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Offered Rate (in Rs.)</b>
1.	CS Scrapper for GRPF Top Roller (As per Drawing), Pitch- 50 mm, Material - IS-2062GR'A'	02 Nos.	
2.	CS Scrapper for GRPF Bottom Roller (As per Drawing), Pitch- 50 mm, Material - IS-2062GR'A'	02 Nos.	
3.	CS Scrapper for Top Roller, Pitch- 50 mm X 1525 mm Long (As per drawing), Material- IS-1030 GR 280/ 520W	02 Nos.	
4.	CS Scrapper for Discharge Roller, Pitch- 50 mm X 1525 mm Long (As per drawing), Material- IS-1030 GR 280/ 520W	02 Nos.	
5.	CS Scrapper for Top Roller, Pitch- 30 mm X 1525 mm Long (As per drawing), Material- IS-1030 GR 280/ 520W	02 Nos.	
6.	CS Scrapper for Discharge Roller, Pitch- 30 mm X 1525 mm Long (As per drawing), Material- IS-1030 GR 280/ 520W	02 Nos.	
7.	CS Trash Plate with grooving, As per drawing, Pitch- 50 mm, Material- IS-1030/280/520, Cast Steel	01 No.	
8.	CS Trash Plate with grooving, As per drawing, Pitch- 30 mm, Material- IS-1030/280/520, Cast Steel	01 No.	
9.	CS Sprocket of 150 mm pitch, 14 Teeth for Bagasse carrier head shaft as per drawing No. Hafed-Bagasse carrier Sprocket- 004, Material conforming to CAST STEEL, IS-1030 Gr. 280/520W, Duly machined with key way	02 Nos.	
10.	Tail Bar 300 mm Sq., As per drawing, Material FS Grade- 45C8	01 No.	
11.	Cast Steel Crown Pinion to IS 2708 GR III 15 Machine cut teeth 51 Module, 380 mm face width, as per drawing	02 Nos.	
12.	Cast steel tail bar coupling, as per drawing for 300 mm sq. Tail bar	02 Nos.	

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for Purchase/ Job Work of Turbine spares in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>Tender Document/ Processing Fee</b>
1.	Purchase/ Job Work of turbine spares	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.

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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-)	<b>13-05-2020 (14:00 hrs) to 20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs) to 20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

**NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

**Important Note:**

- 1) The bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

- 2.1** 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.

- 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 / 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>
- 2.3 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.
- 2.4 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.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
3. **Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from NIC or downloaded from the home page of the website - <https://etenders.hry.nic.in> The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
4. **Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>
5. **Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>
6. **Key Dates:**  
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.
7. **Online Payment of Tender Document Fee, Processing fee & EMD fees & Bid Preparation & Submission (Technical & Commercial/Price Bid):**

**7.1 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.

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

(iii) 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.

(iv) Scan copy of Document to be submitted / uploaded for Technical bid under online Technical Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.

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

**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 shiel emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the repective tender Inviting Authority.

[Tel:-0120-4200462](tel:0120-4200462), [0120-4001002](tel: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](mailto: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 quires if there is any pertaining to the online bidding and the single e-Procurement portal at email address:- <https://etenders.hry.nic.in>

**NOTE:-**

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

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



## **(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

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

### **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal  
E.Mail: pmhfdasd@rediffmail.com  
“ An ISO 22000 : 2005 Certified Unit”

09053008703

09053008707

#### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

#### **2.0 Invitation of Bids:**

2.1 Hafed is looking for reputed parties/bidders for Purchase/ Job Works of Turbine spares.

2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

#### **Procedure for submission of Bids**

The bids shall be submitted Online in two separate envelopes:

- Envelope 1: Technical Bid

The bidders shall upload the required details Online in the Technical Bid

- Envelope 2: Commercial Bid

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.**

2.3 The tenderers are required to quote the price F.O.R. Sugar Mill, Assandh, exclusive of GST.

2.4 The committee is empowered to increase/decrease the quantity keeping in view the market trend.

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

2.6 Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.

2.7 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the tender and forfeit the earnest money of the tenderer.

#### **Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
  2. Copy of enrollment in GST/ GST No.
  3. Copy of PAN card.
  4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
  5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
  6. Proof of experience and minimum four repeated orders from reputed sugar mill
- In case of Non-uploading of the above, the technical bid shall be rejected.**

#### **3.0 Payment and Penalty:-**

3.1 Payment:- :- 80% after receipt inspection & acceptance of the material and 20% after One month for supply of spares and for repair work 50% at the time of delivery and 50% after completion of season.

3.2 Penalty- In case of the delay in completion of supply, there shall be penalty of 1% per week and maximum 5% of the balance delayed quantity of the order.

3.3 Party provide bank detail with each bill/ invoice for making the payment.

- 4.0 Delivery:-**
- 4.1** Delivery ----- within 60 Days from date of order for supply of spares and from receipt of material at work shop for repair work.
- 5.0 Validity of financial Bids:-**  
Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.
- 6.0 Transportation:-** The Tenderer will have to make his own arrangement for transportation and freight born by the Tenderer.
- 7.0 Rate:-** Each bidder is to fill in final rate in his tender form and negotiation will be held only with lowest bidder.
- 8.0** Disputes, if any arising out of the purchase/ sale will be referred to the Managing Director, Hafed, whose decision thereon, shall be final and binding on both the Parties.
- 9.0** Quantity is approximate it may increase or decrease.
- 10.0** The rates will be valid up to end of crushing season 2020-21 and no escalation will be paid to the supplier during the supply of crushing season 2020-21.
- 11.0** No conditional tender will be accepted.
- 12.0** Material should be strictly as per specification laid down in our supply order failing which it will be rejected and sent back at your risk and cost.
- 13.0** Rates should not be more than as compared to rates other sugar mills in Haryana. In case found lower, double amount of difference will be recovered.
- 14.0** General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.
- 15.0** The supplier will be responsible for any late irregular and non- supply of the material to the mills. In that event the mill will arrange the material from the market at the risk and cost of the supplier and the supplier will be responsible for all the losses suffered by the mills on this account.
- 16.0 ARBITRATION:-**  
In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

Signature of Tenderer

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email ID: \_\_\_\_\_  
Contact/Mobile No. \_\_\_\_\_

## **TECHNICAL BID**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Proof of experience and minimum four repeated orders from reputed sugar mill.

**Note: In case of Non-uploading of the above, the technical bid shall be rejected.**

## **Financial Bid**

### **“Financial Bid for Purchase/ Job Work of Turbine spares”**

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Offered Rate (in Rs.)</b>
A)	New Turbine No. 4804, Make-Belliss		
1.	Rotor Re- Blabeding of I, II, III Row (69+91+92)	252 Nos.	
2.	Over Speed assembly	01 Set	
3.	TDPS De Bearing Re-metaling	01 Set	
4.	TDPS ND Bearing Re-Correction	01 Set	
5.	Rotor Steam end & exhaust end Bearing Re-metaling	01 Set	

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for Purchase of S.S. Tubes in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>Tender Document/ Processing Fee</b>
1.	Purchase of S.S. Tubes, Material- 304, properly annealed tested at 1000 PSI, Make- Apex/ Divine/Scorodite	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.

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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-)	<b>13-05-2020 (14:00 hrs) to 20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs) to 20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

**NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

**Important Note:**

- 1) The bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

- 2.1 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.

- 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 / 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>
- 2.3 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.
- 2.4 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.
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[Tel:-0120-4200462](tel:0120-4200462), [0120-4001002](tel: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](mailto: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 quires if there is any pertaining to the online bidding and the single e-Procurement portal at email address:- <https://etenders.hry.nic.in>

**NOTE:-**

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

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



## **(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

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

### **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal  
E.Mail: pmhfdasd@rediffmail.com  
“ An ISO 22000 : 2005 Certified Unit”

09053008703

09053008707

#### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

#### **2.0 Invitation of Bids:**

2.1 Hafed is looking for reputed parties/bidders for Purchase of S.S. Tubes, Make- Apex/ Divine/ Scorodite.

2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

#### **Procedure for submission of Bids**

The bids shall be submitted Online in two separate envelopes:

- Envelope 1: Technical Bid

The bidders shall upload the required details Online in the Technical Bid

- Envelope 2: Commercial Bid

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.**

2.3 The tenderers are required to quote the price F.O.R. Sugar Mill, Assandh, exclusive of GST.

2.4 The committee is empowered to increase/decrease the quantity keeping in view the market trend.

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

2.6 Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.

2.7 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the tender and forfeit the earnest money of the tenderer.

#### **Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.

#### **In case of Non-uploading of the above, the technical bid shall be rejected.**

#### **3.0 Payment and Penalty:-**

3.1 Payment:- 80% after receipt of material and 20% after One month.

3.2 Penalty- In case of the delay in completion of supply, there shall be penalty of 1% per week and maximum 5% of the balance delayed quantity of the order.

3.3 Party provide bank detail with each bill/ invoice for making the payment.

- 4.0 Delivery:-**
- 4.1** Delivery ----- within 30 Days.
- 5.0 Validity of financial Bids:-**  
Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.
- 6.0 Transportation:-** The Tenderer will have to make his own arrangement for transportation and freight borne by the Tenderer.
- 7.0 Rate:-** Each bidder is to fill in final rate in his tender form and negotiation will be held only with lowest bidder.
- 8.0** Disputes, if any arising out of the purchase/ sale will be referred to the Managing Director, Hafed, whose decision thereon, shall be final and binding on both the Parties.
- 9.0** Quantity is approximate it may increase or decrease.
- 10.0** The rates will be valid up to end of crushing season 2020-21 and no escalation will be paid to the supplier during the supply of crushing season 2020-21.
- 11.0** No conditional tender will be accepted.
- 12.0** Material should be strictly as per specification laid down in our supply order failing which it will be rejected and sent back at your risk and cost.
- 13.0** Rates should not be more than as compared to rates other sugar mills in Haryana. In case found lower, double amount of difference will be recovered.
- 14.0** General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.
- 15.0** The supplier will be responsible for any late irregular and non- supply of the material to the mills. In that event the mill will arrange the material from the market at the risk and cost of the supplier and the supplier will be responsible for all the losses suffered by the mills on this account.
- 16.0 ARBITRATION:-**  
In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

Signature of Tenderer

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email ID: \_\_\_\_\_  
Contact/Mobile No. \_\_\_\_\_

## **Financial Bid**

### **"Financial Bid for Purchase of S.S. Tubes, Make- Apex/ Divine/ Scorodite"**

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Offered Rate (in Rs.)</b>
1.	SS Tubes, Material SS-304, Properly annealed, tested at 1000 PSI, Make- Apex/ Divine/Scorodite, Size- 810 mm X 101.6 mm X 98.4 mm	250 Nos.	
2.	SS Tubes, Material SS-304, Properly annealed, tested at 1000 PSI, Make- Apex/ Divine/Scorodite, Size- 2025 mm X 45 mm X 42.6 mm	200 Nos.	

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for Purchase of seamless boiler tubes in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>Tender Document/ Processing Fee</b>
1.	Purchase of seamless Boiler Tubes, Size- 76.2mm X 4.5 mm Thick, Length 6.00 Mtrs., Make- Jindal/ Tata/ T.I., Quantity- 504 Mtrs.	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.

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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-)	<b>13-05-2020 (14:00 hrs) to 20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs) to 20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

**NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

**Important Note:**

- 1) The bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

- 2.1** 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.

- 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 / 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>
- 2.3 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.
- 2.4 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.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
3. **Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from NIC or downloaded from the home page of the website - <https://etenders.hry.nic.in> The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
4. **Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>
5. **Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>
6. **Key Dates:**  
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.
7. **Online Payment of Tender Document Fee, Processing fee & EMD fees & Bid Preparation & Submission (Technical & Commercial/Price Bid):**



**7.1 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.

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

(vii) 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.

(viii) Scan copy of Document to be submitted / uploaded for Technical bid under online Technical Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.

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

**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 shiel emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the repective tender Inviting Authority.

[Tel:-0120-4200462](tel:0120-4200462), [0120-4001002](tel: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](mailto:eproc.nichry@yahoo.com), Tel:0172-2700275

**Timing:**

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**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 quires if there is any pertaining to the online bidding and the single e-Procurement portal at email address:- <https://etenders.hry.nic.in>

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## **(Online Payment Guidelines)**

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

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- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
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##### **C) RTGS/ NEFT**

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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

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

#### **RTGS / NEFT Payment Procedure**

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

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

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

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

## **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal

E.Mail: pmhfdasd@rediffmail.com

" An ISO 22000 : 2005 Certified Unit"

09053008703

09053008707

### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

### **2.0 Invitation of Bids:**

2.1 Hafed is looking for reputed parties/bidders for Purchase of Seamless boiler Tubes, Make-Jindal/Tata/ T.I.

2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

#### **Procedure for submission of Bids**

The bids shall be submitted Online in two separate envelopes:

- Envelope 1: Technical Bid

The bidders shall upload the required details Online in the Technical Bid

- Envelope 2: Commercial Bid

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.**

2.3 The tenderers are required to quote the price F.O.R. Sugar Mill, Assandh, exclusive of GST.

2.4 The committee is empowered to increase/decrease the quantity keeping in view the market trend.

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

2.6 Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.

2.7 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the tender and forfeit the earnest money of the tenderer.

#### **Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.

**In case of Non-uploading of the above, the technical bid shall be rejected.**

### **3.0 Payment and Penalty:-**

3.1 Payment:- 80% after receipt of material and 20% after One month.

3.2 Penalty- In case of the delay in completion of supply, there shall be penalty of 1% per week and maximum 5% of the balance delayed quantity of the order.

3.3 Party provide bank detail with each bill/ invoice for making the payment.

- 4.0 Delivery:-**
- 4.1** Delivery ----- within 30 Days.
- 5.0 Validity of financial Bids:-**  
Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.
- 6.0 Transportation:-** The Tenderer will have to make his own arrangement for transportation and freight borne by the Tenderer.
- 7.0 Rate:-** Each bidder is to fill in final rate in his tender form and negotiation will be held only with lowest bidder.
- 8.0** Disputes, if any arising out of the purchase/ sale will be referred to the Managing Director, Hafed, whose decision thereon, shall be final and binding on both the Parties.
- 9.0** Quantity is approximate it may increase or decrease.
- 10.0** The rates will be valid up to end of crushing season 2020-21 and no escalation will be paid to the supplier during the supply of crushing season 2020-21.
- 11.0** No conditional tender will be accepted.
- 12.0** Material should be strictly as per specification laid down in our supply order failing which it will be rejected and sent back at your risk and cost.
- 13.0** Rates should not be more than as compared to rates other sugar mills in Haryana. In case found lower, double amount of difference will be recovered.
- 14.0** General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.
- 15.0** The supplier will be responsible for any late irregular and non- supply of the material to the mills. In that event the mill will arrange the material from the market at the risk and cost of the supplier and the supplier will be responsible for all the losses suffered by the mills on this account.
- 16.0 ARBITRATION:-**  
In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

Signature of Tenderer

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email ID: \_\_\_\_\_  
Contact/Mobile No. \_\_\_\_\_

## **Financial Bid**

**“Financial Bid for Purchase of seamless boiler Tubes, Make- Jindal/ Tata/T.I.”**

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Offered Rate (in Rs.)</b>
1.	Purchase of seamless cold drawn boiler tubes, Confirming to BS-3059, Grade- 360, Size- 76.2 mm X 4.5 mm thick, Length- 6.00 Mtrs., Make- Jindal/Tata/ T.I.	504 Mtrs.	

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for Purchase of hydraulic grand and repairing of cane unloaders grab S.S. Tubes in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>Tender Document/ Processing Fee</b>
1.	Purchase of Hydraulic Grab suitable for 05 MT EOT crane cane unloader, Make- Uttam/ Dupont and Repairing of existing Cane unloader Grab and replacement of all grab fingers of both unloaders	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.

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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-)	<b>13-05-2020 (14:00 hrs) to 20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs) to 20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

**NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

**Important Note:**

- 1) The bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

- 2.1** 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.



- 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 / 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>
- 2.3 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.
- 2.4 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.
- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
3. **Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from NIC or downloaded from the home page of the website - <https://etenders.hry.nic.in> The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
4. **Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://etenders.hry.nic.in>
5. **Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal <https://etenders.hry.nic.in>
6. **Key Dates:**  
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.
7. **Online Payment of Tender Document Fee, Processing fee & EMD fees & Bid Preparation & Submission (Technical & Commercial/Price Bid):**

**7.1 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.

**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 / uploaded for Technical bid under online Technical Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.
- (iii) **FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**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 shiel emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the repective tender Inviting Authority.

[Tel:-0120-4200462](tel:0120-4200462), [0120-4001002](tel: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](mailto: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 quires if there is any pertaining to the online bidding and the single e-Procurement portal at email address:- <https://etenders.hry.nic.in>

**NOTE:-**

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

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

## **(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

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- (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.
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- (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.
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**Tender document for Purchase of Hydraulic Grab suitable for 05 MT EOT Crane  
cane unloader, Make- Uttam/ Dupont and Repairing of existing Cane unloader  
Grab and replacement of all grab fingers of both unloaders**

**HAFED SUGAR MILL ASSANDH**

09053008703

Village: Phaphrana, Teh.: Assandh, Distt. Karnal

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E.Mail: pmhfdasd@rediffmail.com

" An ISO 22000 : 2005 Certified Unit"

**1.0 Back ground Information**

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**2.3** The tenderers are required to quote the price F.O.R. Sugar Mill, Assandh, exclusive of GST.

**2.4** The committee is empowered to increase/decrease the quantity keeping in view the market trend.

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

**2.6** Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.

**2.7** On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the tender and forfeit the earnest money of the tenderer.

**Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.

**In case of Non-uploading of the above, the technical bid shall be rejected.**

**3.0 Payment and Penalty:-**

**3.1** Payment:- 80% after receipt of material and 20% after One month.

**3.2** Penalty- In case of the delay in completion of supply, there shall be penalty of 1% per week and maximum 5% of the balance delayed quantity of the order.

**3.3** Party provide bank detail with each bill/ invoice for making the payment.

- 4.0 Delivery:-**
- 4.1** Delivery ----- within 30 Days.
- 5.0 Validity of financial Bids:-**  
Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.
- 6.0 Transportation:-** The Tenderer will have to make his own arrangement for transportation and freight borne by the Tenderer.
- 7.0 Rate:-** Each bidder is to fill in final rate in his tender form and negotiation will be held only with lowest bidder.
- 8.0 Warranty-** One crushing season.
- 9.0** Disputes, if any arising out of the purchase/ sale will be referred to the Managing Director, Hafed, whose decision thereon, shall be final and binding on both the Parties.
- 10.0** Quantity is approximate it may increase or decrease.
- 11.0** The rates will be valid up to end of crushing season 2020-21 and no escalation will be paid to the supplier during the supply of crushing season 2020-21.
- 12.0** No conditional tender will be accepted.
- 13.0** Material should be strictly as per specification laid down in our supply order failing which it will be rejected and sent back at your risk and cost.
- 14.0** Rates should not be more than as compared to rates other sugar mills in Haryana. In case found lower, double amount of difference will be recovered.
- 15.0** General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.
- 16.0** The supplier will be responsible for any late irregular and non- supply of the material to the mills. In that event the mill will arrange the material from the market at the risk and cost of the supplier and the supplier will be responsible for all the losses suffered by the mills on this account.
- 17.0 ARBITRATION:-**  
In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

Signature of Tenderer

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email ID: \_\_\_\_\_  
Contact/Mobile No. \_\_\_\_\_

## **Financial Bid**

**“Financial Bid for Purchase of Hydraulic Grab suitable for 05 MT EOT crane cane unloader, Make- Uttam/ Dupont and Repairing of existing Cane unloader Grab and replacement of all grab fingers of both unloaders”**

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Offered Rate (in Rs.)</b>
1.	Hydraulic Grab suitable for 05 MT EOT crane cane unloader, Make- Uttam/ Dupont, Consisting of following:- a) 15 HP X 1440 RPM Electric Motor, Make- Kirloskar/ Crompton., b) Hydraulic gear pump, Modular Valve, Distributor block, solenoid valve, Hydraulic cylinders, suction & return lines filters, air breather, hydraulic hose pipes and oil cooler., c) Oil tank liquid oil capacity of 120 Ltrs., d) Fingers of hydraulic grab to be hard facing with tungsten carbide rods.	01 No.	
2.	Repairing of existing Cane unloader Grab and replacement of all grab fingers including re-boring of holes/ replacement of pins if required, modification in pump fitting etc.	02 Nos.	

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for Purchase of De-shelling / Re-shelling and grooving of rollers in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>Tender Document/ Processing Fee</b>
1.	De-shelling/ Re-shelling and grooving of mill rollers	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.



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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-)	<b>13-05-2020 (14:00 hrs) to 20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs) to 20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

**NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

**Important Note:**

- 1) The bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

- 2.1** 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.
- 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 / 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>**
- 2.3** 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.
- 2.4** 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.
- 2.5** Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7** In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8** The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- 3. Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from NIC or downloaded from the home page of the website - **<https://etenders.hry.nic.in>** The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
- 4. Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at **<https://etenders.hry.nic.in>**
- 5. Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal **<https://etenders.hry.nic.in>**
- 6. Key Dates:**  
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

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

**7.1 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.

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

- (iii) 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.
- (iv) Scan copy of Document to be submitted / uploaded for Technical bid under online Technical Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.
- (iii) **FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**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 while emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the respective tender Inviting Authority.

[Tel:-0120-4200462,0120-4001002](tel:0120-4200462)

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](mailto:eproc.nichry@yahoo.com), Tel:0172-2700275

**Timing:**

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

**Note:** Contact e-Procurement helpdesk on or before prior to 4 hours of the scheduled closing date and time of respective e-tendering event. Also, for queries related to e-payment of EMD kindly contact the helpdesk at least two days prior to closing date and time of the respective event.

Intended bidders mandatorily required to register their queries if there is any pertaining to the online bidding and the single e-Procurement portal at email address:- <https://etenders.hry.nic.in>

**NOTE:-**

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

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

## **(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

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

### **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal

E.Mail: pmhfdasd@rediffmail.com

“ An ISO 22000 : 2005 Certified Unit”

09053008703

09053008707

#### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

#### **2.0 Invitation of Bids:**

2.1 Hafed is looking for reputed parties/bidders for De-shelling/ Re-shelling and grooving of Mill Rollers.

2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

#### **Procedure for submission of Bids**

The bids shall be submitted Online in two separate envelopes:

- Envelope 1: Technical Bid

The bidders shall upload the required details Online in the Technical Bid

- Envelope 2: Commercial Bid

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.**

2.3 The tenderers are required to quote the price F.O.R. Sugar Mill, Assandh, exclusive of GST.

2.4 The committee is empowered to increase/decrease the quantity keeping in view the market trend.

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

2.6 Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.

2.7 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the tender and forfeit the earnest money of the tenderer.

#### **Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Proof of work shop and manufacturing unit to be handle such type of job.
7. Proof of experience and minimum two repeated orders from reputed sugar mill.

**In case of Non-uploading of the above, the technical bid shall be rejected.**

#### **3.0 Payment and Penalty:-**

3.1 Payment:- 100% after inspection of the rollers

3.2 Penalty- In case of the delay in completion of supply, there shall be penalty of 1% per week and maximum 5% of the balance delayed quantity of the order.

3.3 Party provide bank detail with each bill/ invoice for making the payment.

- 4.0 Delivery:-**
- 4.1** Delivery ----- within 60 Days after receipt of Mill Rollers.
- 5.0 Validity of financial Bids:-**  
Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.
- 6.0 Transportation:-** The Tenderer will have to make his own arrangement for transportation and Re-shilling of Roller One Side freight born by the party and one side freight born by the Hafed Sugar Mill, Assandh.
- 7.0 Experience:-** The bidder should have at least five year experience and at last two repeated orders from reputed sugar mill.
- 8.0 Rate:-** Each bidder is to fill in final rate in his tender form and negotiation will be held only with lowest bidder.
- 9.0 Material Composition:-**  
The material to be used special cast iron "Open Grain type" with composition as under:-  
Carbon - 3.2 to 3.6%  
Manganese- 2.2 to 3.2%  
Silicon- 1.2 To 2.2%  
Phosphorus- 0.5% Maximum.  
Sulphur- 0.15% Maximum  
Hardness- 180 To 210 BHN  
(Conform to IS: 11201-1985)
- 10.0** Disputes, if any arising out of the purchase/ sale will be referred to the Managing Director, Hafed, whose decision thereon, shall be final and binding on both the Parties.
- 11.0** The rates will be valid up to end of crushing season 2020-21 and no escalation will be paid to the supplier during the supply of crushing season 2020-21.
- 12.0** Quantity is approximate it may increase or decrease.
- 13.0** No conditional tender will be accepted.
- 14.0** Material should be strictly as per specification laid down in our supply order failing which it will be rejected and sent back at your risk and cost.
- 15.0** Rates should not be more than as compared to rates other sugar mills in Haryana. In case found lower, double amount of difference will be recovered.
- 16.0** General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.
- 17.0** The supplier will be responsible for any late irregular and non- supply of the material to the mills. In that event the mill will arrange the material from the market at the risk and cost of the supplier and the supplier will be responsible for all the losses suffered by the mills on this account.
- 18.0 ARBITRATION:-**  
In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

Signature of Tenderer

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

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

\_\_\_\_\_

\_\_\_\_\_

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

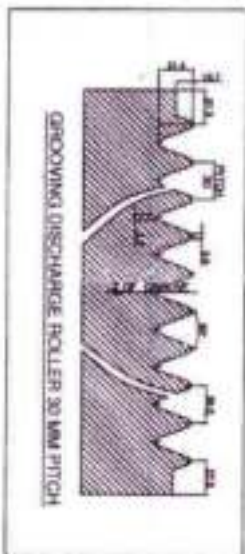
Contact/Mobile No. \_\_\_\_\_

## **TECHNICAL BID**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Proof of work shop and manufacturing unit to be handle such type of job.
7. Proof of experience and minimum two repeated orders from reputed sugar mill.

**Note: In case of Non-uploading of the above, the technical bid shall be rejected.**





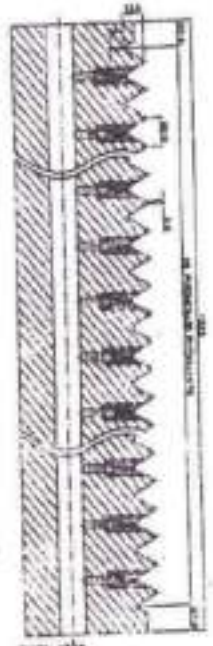
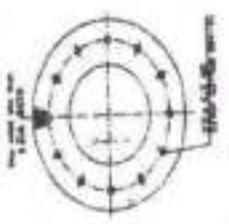
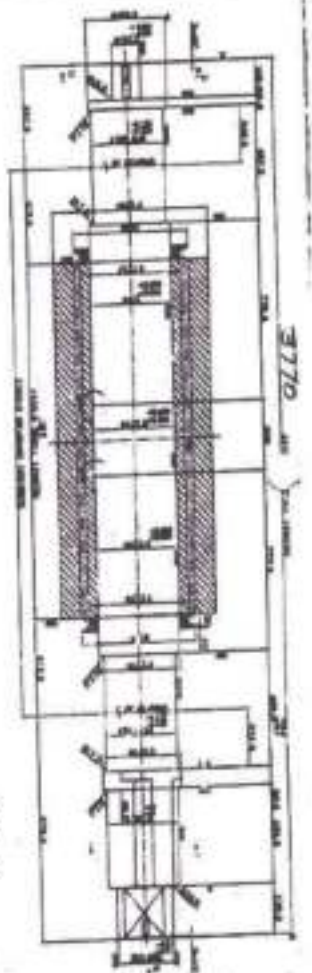
4th mill disc roller grooving

7/5/20

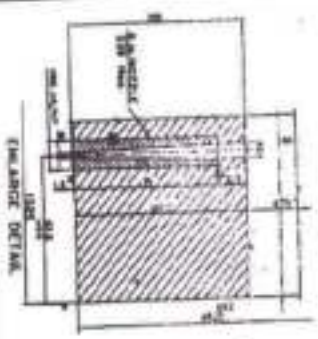
Hated Sugar Mill	
VII - Phosphorane, Teph. Asomah, Distric - Karamal	
DATE:	
SUBJECT:	
TO:	
FROM:	
CITY:	
STATE:	
COUNTRY:	
TOTAL:	

**DETAIL OF THE MILL DISCHARGE  
ROLLER IN mm PITCH SP.**

DATE:	TIME:	ALL DISCHARGES ARE IN LBS.
DATE:	TIME:	



3RD & 4TH mill top roller grooving



7/5/20

one roller  
830 X 1585 mm for GRP

Hafed Sugar Mill	
Vill. - Phaphnong, Ten. Abundh. Distt - Korndi	
DETAIL OF MILL ROLLER (LOTUS)	
DATE	ALL DIMENSIONS ARE IN MM
SCALE	1:100
BY	DATE
CHECKED	DATE
APPROVED	DATE

NOTES:-  
1. All dimensions are in mm.  
2. The roller is to be made of high speed steel.  
3. The roller is to be hardened to HRC 60-62.  
4. The roller is to be ground to the required finish.  
5. The roller is to be tested for hardness and distortion.  
6. The roller is to be stored in a dry place.  
7. The roller is to be protected from rust.

## **Financial Bid**

### **“Financial Bid for De-shelling/ Re-shelling and grooving of Mill Rollers”**

<b>Sr. No.</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Offered Rate (in Rs.)</b>
1.	De-shelling/ re-shelling and grooving of Conventional type GRPF Roller, Size- 830 X 1525 with CI Juice Ring (As per Drawing)	01 No.	...../- Each
2.	De-shelling/ Re-shelling and grooving of Conventional Type Roller, Size- 825 X 1525 with CI Juice Ring (As per Drawing)	03 Nos.	...../- Each
3.	De-shelling/ Re-shelling and grooving of Lotus type Roller, Size- 825 X 1525 with CI Juice Ring (As per Drawing)	02 Nos.	...../- Each

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for G.M. Bearing and Bush on conversion basis in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>Tender Document/ Processing Fee</b>
1.	G.M. Bearing and Bush on conversion basis	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.

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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-)	<b>13-05-2020 (14:00 hrs) to 20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs) to 20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

**NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

**Important Note:**

- 1) The bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

- 2.1 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.
- 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 / 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>**
- 2.3** 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.
- 2.4** 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.
- 2.5** Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7** In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8** The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- 3. Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from NIC or downloaded from the home page of the website - **<https://etenders.hry.nic.in>** The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
- 4. Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at **<https://etenders.hry.nic.in>**
- 5. Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal **<https://etenders.hry.nic.in>**
- 6. Key Dates:**  
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.



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

**7.1 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.

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

- (v) 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.
- (vi) Scan copy of Document to be submitted / uploaded for Technical bid under online Technical Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.
- (iii) **FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**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 while emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the respective tender Inviting Authority.

[Tel:-0120-4200462,0120-4001002](tel:0120-4200462,0120-4001002)

Mobile:88262-46593

Email:-support.etender@nic.in

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

For support related to Haryana Tenders in addition to help desk you may also contact on email ID [eproc.nichry@yahoo.com](mailto: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:-**

**(C) *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>***

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

## **(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **B) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.



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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

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

### **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal  
E.Mail: pmhfdasd@rediffmail.com  
“ An ISO 22000 : 2005 Certified Unit”

09053008703

09053008707

#### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

#### **2.0 Invitation of Bids:**

2.1 Hafed is looking for reputed parties/bidders for G.M. Bearing and bush on conversion basis.

2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

#### **Procedure for submission of Bids**

The bids shall be submitted Online in two separate envelopes:

- Envelope 1: Technical Bid

The bidders shall upload the required details Online in the Technical Bid

- Envelope 2: Commercial Bid

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.**

2.3 The tenderers are required to quote the price F.O.R. Sugar Mill, Assandh, exclusive of GST.

2.4 The committee is empowered to increase/decrease the quantity keeping in view the market trend.

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

2.6 Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.

2.7 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the tender and forfeit the earnest money of the tenderer.

#### **Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Proof of foundry and work shop to be handle such type of job.
7. Proof of experience and two repeated work orders from reputed sugar mill.

**In case of Non-uploading of the above, the technical bid shall be rejected.**

#### **3.0 Payment and Penalty:-**

3.1 Payment:- 80% after receipt of material and 20% after One month.

3.2 Penalty- In case of the delay in completion of supply, there shall be penalty of 1% per week and maximum 5% of the balance delayed quantity of the order.

3.3 Party provide bank detail with each bill/ invoice for making the payment.

- 4.0 Delivery:-**
- 4.1** Delivery ----- within 60 Days.
- 5.0 Validity of financial Bids:-**  
Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.
- 6.0 Transportation:-** The Tenderer will have to make his own arrangement for transportation and freight borne by the Tenderer.
- 7.0 Rate:-** Each bidder is to fill in final rate in his tender form and negotiation will be held only with lowest bidder.
- 8.0** Burning Loss- 5% on Solid G.M. and 10% on G.M. turning scrap.
- 9.0** Disputes, if any arising out of the purchase/ sale will be referred to the Managing Director, Hafed, whose decision thereon, shall be final and binding on both the Parties.
- 10.0** Quantity is approximate it may increase or decrease.
- 11.0** The rates will be valid up to end of crushing season 2020-21 and no escalation will be paid to the supplier during the supply of crushing season 2020-21.
- 12.0** No conditional tender will be accepted.
- 13.0** Material should be strictly as per specification laid down in our supply order failing which it will be rejected and sent back at your risk and cost.
- 14.0** Rates should not be more than as compared to rates other sugar mills in Haryana. In case found lower, double amount of difference will be recovered.
- 15.0** General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.
- 16.0** The supplier will be responsible for any late irregular and non- supply of the material to the mills. In that event the mill will arrange the material from the market at the risk and cost of the supplier and the supplier will be responsible for all the losses suffered by the mills on this account.
- 17.0 ARBITRATION:-**  
In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

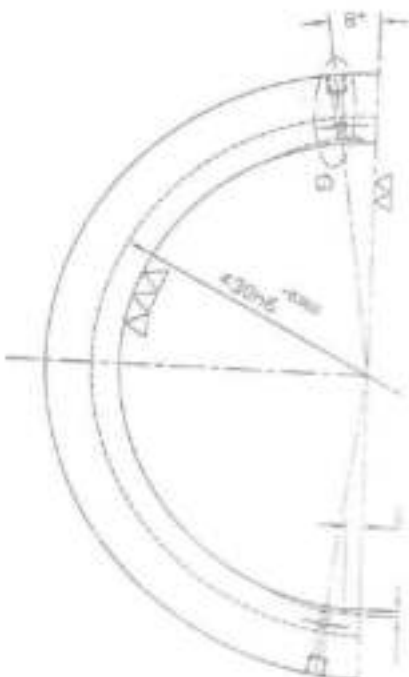
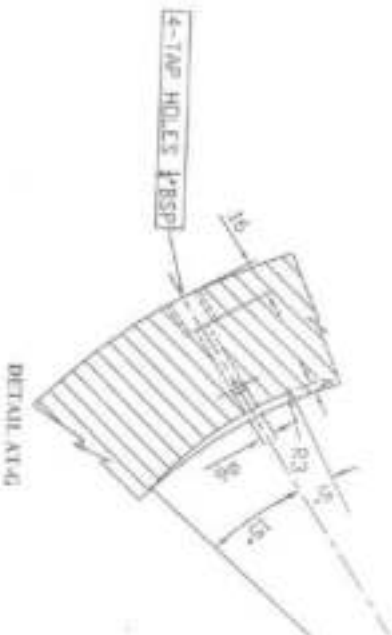
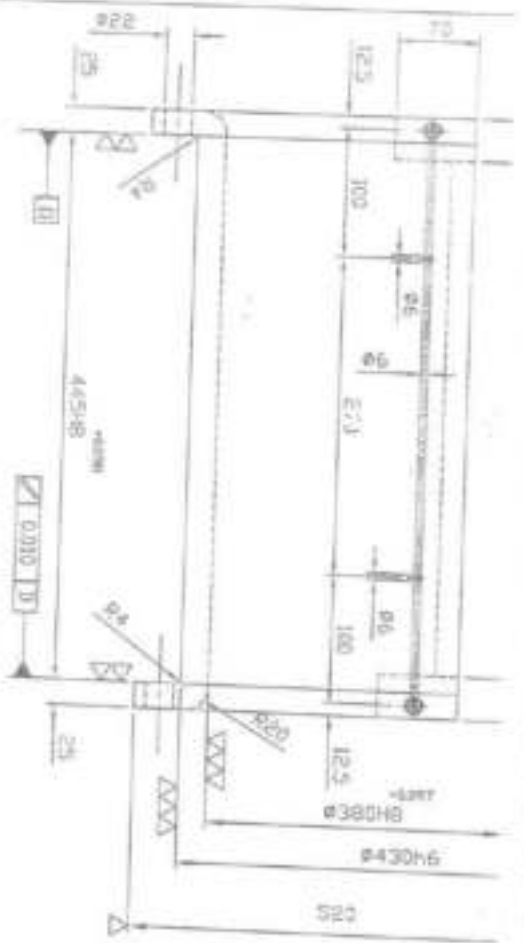
Signature of Tenderer

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email ID: \_\_\_\_\_  
Contact/Mobile No. \_\_\_\_\_

## **TECHNICAL BID**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Proof of foundry and work shop to be handle such type of job.
7. Proof of experience and two repeated work orders from reputed sugar mill.

**Note: In case of Non-uploading of the above, the technical bid shall be rejected.**



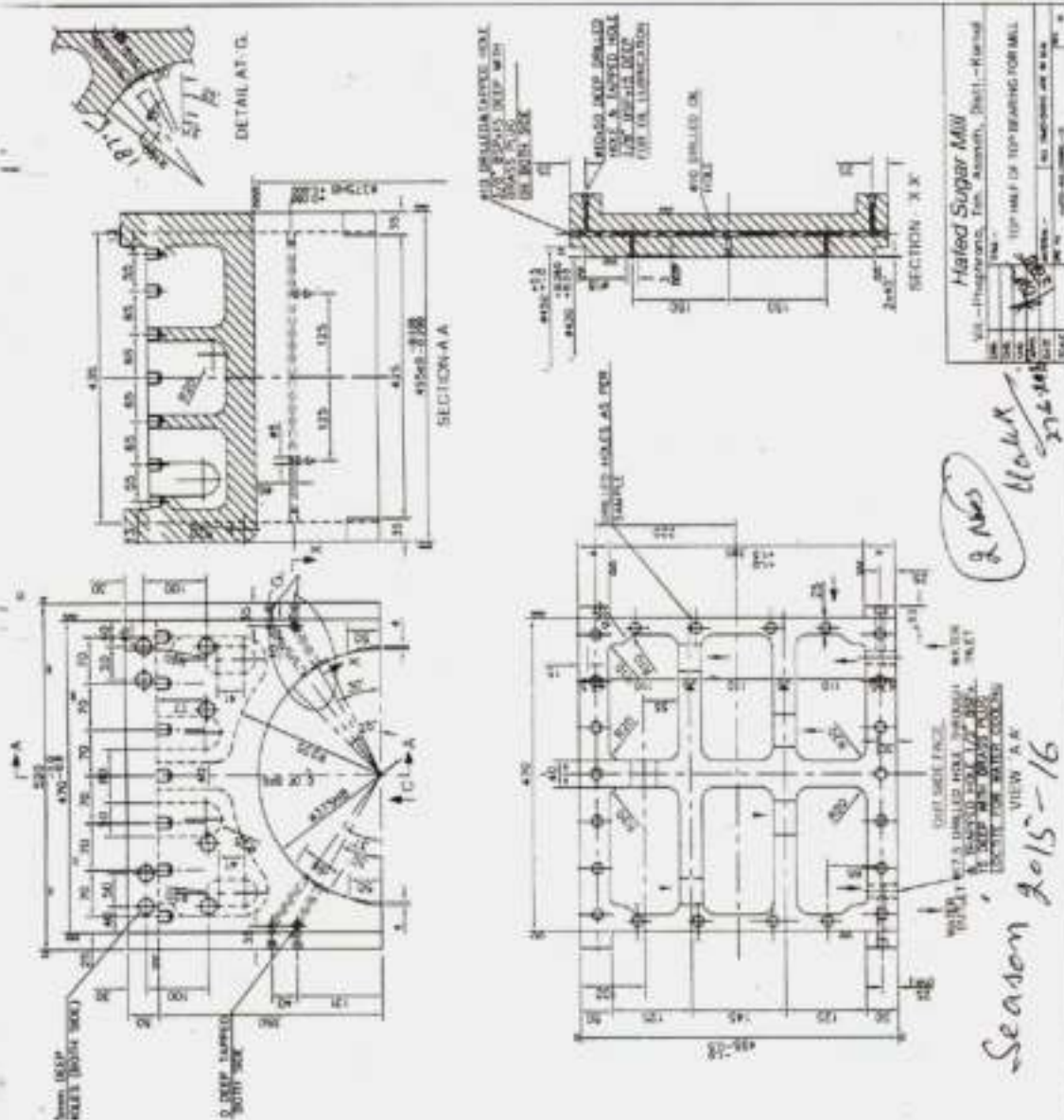
NOTES:-  
01. REMOVE SHARP EDGES AND BURRS.  
02. ALL DIMENSIONS ARE IN MM

MATERIAL:-				
HEATED SUGAR MILL, ASSANDH				
DESCRIPTION:- BOTTOM BEARING FOR FEED & DISCHARGE ROLLER				
QTY. 21 -	PHIL	SCALE	SIZE	
QTY. 21 -	3/4		AS	
DATE: 10/10/2018		SHEET NO.		

For Season ~~2014-15~~  
2015-16

MATERIAL 85% Copper Cu  
5% Zn Zn  
5% Sn Tin  
5% Pb Lead

Weight = 365 kg.



HAFED SUGAR MILL  
ASSENDU

2018-19

Ham No-3

3 Sets P/N-975 20-05-18

320x410MM

POS NO 154-20 154 154 154

A

410

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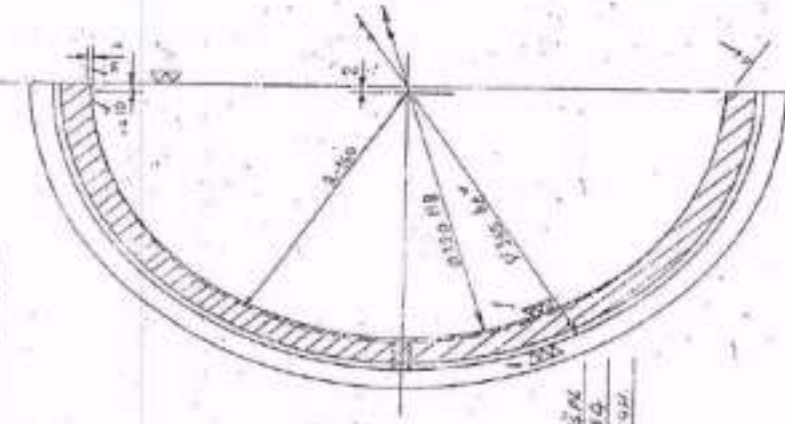
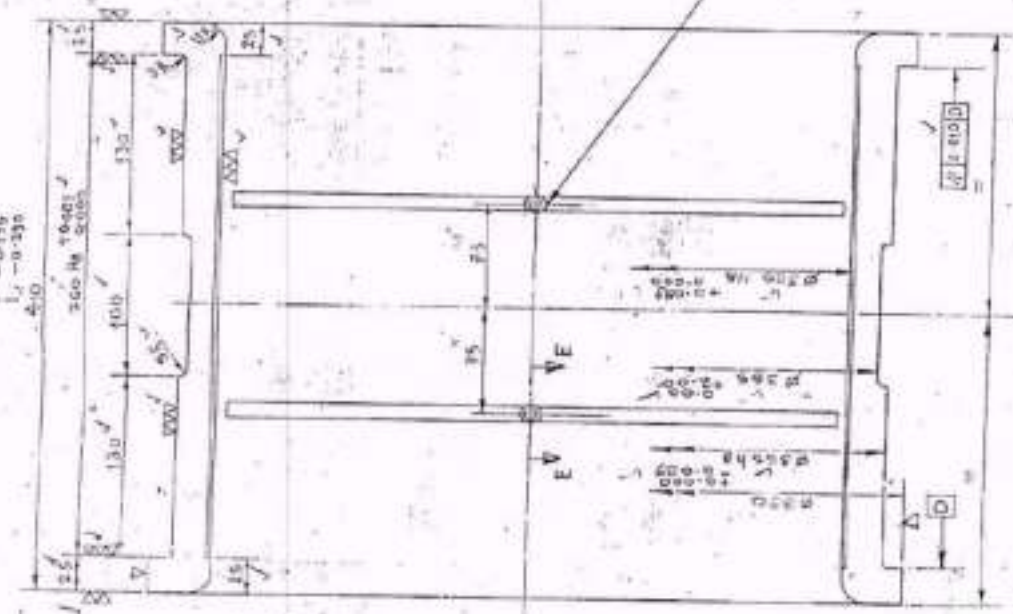
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TOP HALF OF BUSH  
FOR Ø320 BRG.  
DRG NO. C-29318



SECTION-EE

SECTION-AA

2018-19  
11/5/2



## **Financial Bid**

### **“Financial Bid for G.M. Bearing and Bush on conversion basis”**

<b>Sr. No</b>	<b>Item Description</b>	<b>Quantity</b>	<b>Offered Rate (in Rs.)</b>
1.	Gun Metal bearing for top roller- top half on conversion basis, duly machined, As per drawing, Material- 85:5:5:5	06 Nos.	...../- Per Kg.
2.	Gun Metal bearing liner for Bottom roller on conversion basis, duly machined, As per drawing, Material- 85:5:5:5	07 Nos.	...../- Per Kg.
3.	G.M. Bearing for transmission gearing on conversion basis duly machined, as per drawing, material- 85:5:5:5	07 Nos.	...../- Per Kg.
4.	Gun Metal Hollow Bar, Size- ID- 105, OD- 150, L- 400 mm	04 Nos.	...../- Per Kg.
5.	-do- , ID-40, OD- 70, L- 300 mm	03 Nos.	...../- Per Kg.
6.	-do- , ID-65, OD- 120, L- 300 mm	10 Nos.	...../- Per Kg.
7.	-do- , ID-70, OD- 165, L- 300 mm	12 Nos.	...../- Per Kg.
8.	-do- , ID-80, OD- 135, L- 300 mm	10 Nos.	...../- Per Kg.
9.	-do- , ID-115, OD-205, L- 300 mm	04 Nos.	...../- Per Kg.
10.	-do- , ID-135, OD-170, L- 300 mm	02 Nos.	...../- Per Kg.
11.	-do- , ID- 30, OD- 110, L- 300 mm	04 Nos.	...../- Per Kg.
12.	-do- , ID- 50, OD- 80, L- 300 mm	04 Nos.	...../- Per Kg.
13.	-do- , ID- 65, OD- 110, L- 300 mm	04 Nos.	...../- Per Kg.
14.	-do- , ID-55, OD- 115, L- 300 mm	06 Nos.	...../- Per Kg.
15.	-do- , ID- 30, OD- 60, L- 300 mm	06 Nos.	...../- Per Kg.
16.	-do- , ID- 30, OD- 80, L- 400 mm	06 Nos.	...../- Per Kg.
17.	-do- , ID- 65, OD- 90, L- 300 mm	06 Nos.	...../- Per Kg.
18.	-do- , ID- 80, OD- 170, L- 400 mm	04 Nos.	...../- Per Kg.
19.	Gun Metal Round Bar, OD-60, L-300 mm	02 Nos.	...../- Per Kg.
20.	-do- , OD- 40, L- 300 mm	02 Nos.	...../- Per Kg.
21.	-do- , OD- 80, L- 300 mm	03 Nos.	...../- Per Kg.
22.	Brass Square Bar, Size- 60X60X300 mm	04 Nos.	...../- Per Kg.

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for Purchase of Replacement of Boiler Tubes and nipples in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

<b>S. N.</b>	<b>Particular of tender</b>	<b>Tender Document/ Processing Fee</b>
1.	Replacement of Boiler Tubes and nipples	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.

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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-)	<b>13-05-2020 (14:00 hrs)</b> to <b>20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs)</b> to <b>20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

**NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

**Important Note:**

- 1) The bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

- 2.1** 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.
- 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 / 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>**
- 2.3** 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.
- 2.4** 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.
- 2.5** Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7** In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8** The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- 3. Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from NIC or downloaded from the home page of the website - **<https://etenders.hry.nic.in>** The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
- 4. Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at **<https://etenders.hry.nic.in>**
- 5. Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal **<https://etenders.hry.nic.in>**
- 6. Key Dates:**  
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

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

**7.1 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.

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

- (vii) 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.
- (viii) Scan copy of Document to be submitted / uploaded for Technical bid under online Technical Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.
- (iii) **FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**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 while emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the respective tender Inviting Authority.

[Tel:-0120-4200462,0120-4001002](tel:0120-4200462)

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](mailto: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:-**

**(E) 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>**

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

## **(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

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

### **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal  
E.Mail: pmhfdasd@rediffmail.com  
“ An ISO 22000 : 2005 Certified Unit”

09053008703

09053008707

#### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

#### **2.0 Invitation of Bids:**

2.1 Hafed is looking for reputed parties/bidders for replacement of Boiler tubes and nipples.

2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

#### **Procedure for submission of Bids**

The bids shall be submitted Online in two separate envelopes:

- Envelope 1: Technical Bid

The bidders shall upload the required details Online in the Technical Bid

- Envelope 2: Commercial Bid

The bidders shall **quote** the prices in price bid format under Commercial Bid.

- **Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.**

2.3 The tenderers are required to quote the price F.O.R. Sugar Mill, Assandh, exclusive of GST.

2.4 The committee is empowered to increase/decrease the quantity keeping in view the market trend.

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

2.6 Any conditions of the firm sent along with the quotation, if any, shall not be binding on Hafed.

2.7 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Hafed reserves the right to cancel the tender and forfeit the earnest money of the tenderer.

#### **Following information should be uploaded by the tenderers in the Technical Bid:**

1. Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
2. Copy of enrollment in GST/ GST No.
3. Copy of PAN card.
4. Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document.
5. Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
6. Experience certificate of completion of such type of work of minimum three years of reputed sugar mills.

**In case of Non-uploading of the above, the technical bid shall be rejected.**

#### **3.0 Payment and Penalty:-**

3.1 Payment:- 50% after fitting of boiler tubes, 20% after hydraulic testing, 20% after completion of work and 10% after completion of crushing season.

3.2 Penalty- In case of the delay in completion of work, there shall be penalty of 1% per week and maximum 5% of the balance delayed works of the order.

3.3 Party provide bank detail with each bill/ invoice for making the payment.



**4.0 Work completion:-**

**4.1** Work completion ----- within 60 Days from the date of receipt of boiler tubes, maximum by 30 September, 2020 whichever is earlier.

**5.0 Validity of financial Bids:-**

Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.

**6.0 Transportation:-** The Tenderer will have to make his own arrangement for transportation and freight born by the Tenderer.

**7.0 Rate:-** Each bidder is to fill in final rate in his tender form and negotiation will be held only with lowest bidder.

**8.0 Description of work:-**

- a) Dismantling of refractory and boiler tubes, complete with other related works.
- b) Fitting and welding of tubes and nipples.
- c) Hydraulic testing of tubes.
- d) Refractory and sealing work (Refractory, Fire cement and other material required shall be provide by the Mill).

**e) Detail of tubes is as under:-**

- 1. Side wall tubes two Meters Piece from lower header and 150 mm nipple from upper header- 51 X 2 Nos. (102 Nos.).
- 2. Front wall tubes two Meters Piece from lower header and 150 mm nipple from upper header- 60 Nos.
- 3. Back Wall tubes two Meters Piece from lower header and 150 mm nipple from upper header- 60 Nos.
- 4. 150 mm nipples of economizer tubes- 36 X 2 Nos. (72 Nos.).

**9.0** Quantity is approximate it may increase or decrease.

**10.0** No conditional tender will be accepted.

**11.0** Job should be strictly as per specification laid down by Chief Boiler Inspector, Haryana.

**12.0** All the permissions required for replacement of these boiler and economizer tubes form the Chief Boiler Inspector, Haryana is in the scope of the party on behalf of Hafed Sugar Mill, Assandh.

**13.0** The bidder will ensure all safety precautions to his labour during execution of jobs and will be responsible for any incident/any loss to his labour during execution of the jobs.

**14.0** The Hafed will not be responsible to pay any compensation for any accident or mishap which may occur during execution of the jobs.

**15.0** You will have to take accidental insurance policy for each of his labour engaged during execution of jobs.

**16.0** That all consumable store items will be issued to you by the Mills free of cost on actual consumption basis. No wastage of consumable items will be allowed.

**17.0** The Mills will provide electricity and water at site.

**18.0** You will arrange your own chain blocks, ropes, welding sets, welding cables, gas cutters etc. including the tools required for carrying out the contract jobs allotted to you.

**19.0** The work will be carried out strictly in accordance with the instructions of Addl. G.M (Engg.) of the Mill. In case of any defect noticed the contractor will be liable to remove/rectify the defects at his own cost and in case of wastage of mills material, the cost will be recovered from the contractor. In case you fail to complete the jobs within stipulated period, the work will be got completed at your risk and cost without giving any notice.

**20.0** All the scrap material removed by you will have to be stocked at the places as directed by the Addl. G.M. (Engg.).

**21.0** You will be responsible for any theft of material issued to you.

**22.0** Deduction of income tax will be made as per rules in force from time to time.

- 23.0 Rates should not be more than as compared to rates other sugar mills in Haryana. In case found lower, double amount of difference will be recovered.
- 24.0 General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.
- 25.0** The supplier will be responsible for any late irregular and non- supply of the material to the mills. In that event the mill will arrange the material from the market at the risk and cost of the supplier and the supplier will be responsible for all the losses suffered by the mills on this account.
- 26.0 ARBITRATION:-**  
In case any dispute arises in between the party in connection with the purchases, the matter will be referred for arbitration to the Managing Director, Hafed or his authorized nominee and his award will be final on both parties. It is certified that I have read all terms & conditions of the tender documents carefully and accepted to me.

Signature of Tenderer

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Email ID: \_\_\_\_\_  
Contact/Mobile No. \_\_\_\_\_

## Financial Bid

### “Financial Bid for replacement of boiler tubes and nipples”

Sr. No.	Item Description	Quantity	Offered Rate (in Rs.)
1.	Replacement of boiler tubes works is as under:- 1. Side wall tubes two Meters Piece from lower header- 51 X 2 Nos. (102 Nos.). 2. Front wall tubes two Meters Piece from lower header- 60 Nos. 3. Back Wall tubes two Meters Piece from lower header - 60 Nos. 4. 150 mm nipples of economizer tubes- 36 X 2 Nos. (72 Nos.).	Approx.- 450 Mtrs.	...../- Per Mtr.
2.	Replacement of boiler tubes nipples work is as under:- 1. Side wall 150 mm nipple from upper header- 51 X 2 Nos. (102 Nos.). 2. Front wall 150 mm nipple from upper header- 60 Nos. 3. Back Wall 150 mm nipple from upper header- 60 Nos.	Approx. 222 Nos.	...../- Per Nipple
3.	Replacement of 150 mm nipples of economizer tubes- 36 X 2 Nos. (72 Nos.).	Approx.- 72 Nos.	-----/- Per Nipple

### **Detailed Notice Inviting Short Term e-tender**

Short term e-tender is invited for Transportation of Molasses from Hafed Sugar Mill, Assandh to various plants of Rajasthan Co-op Dairy Federation Ltd., Jaipur in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

S. N.	Particular of tender	EMD	Tender Document/ Processing Fee
1.	Transportation of Molasses from Hafed Sugar Mill, Assandh to various plants of Rajasthan Co-op Dairy Federation Ltd., Jaipur	Rs. 50,000/- (Refundable)	Rs. 2,000/- (Non refundable)

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

- 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.**
- 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.**
- 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>**
- The interested bidders shall have to pay mandatorily Processing Fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.  
The Payment for document fee (Rs.1000/-) and Processing Fee (Rs.1000/-) can be made by eligible bidders online directly through Debit Cards & Internet Banking.  
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.

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

### **Key Dates**

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and 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.1000/-, Processing Fee Rs.1,000/-) and required <b>EMD</b>	<b>13-05-2020 (14:00 hrs) to 20-05-2020 (16:00 hrs)</b>
2	-	Submission of online Bid	<b>13-05-2020 (14:01 hrs) to 20-05-2020 (16:00 hrs)</b>
3	Opening of Technical Bid	-	<b>21-05-2020 at 10 hrs</b>
4	Opening of Financial Bid	-	<b>22-05-2020 at 11 hrs</b>

**NOTE:**

**“In case any bidder wants to apply and submit EMD for ONE or MORE ITEMS (except all items) then first he/she click to “Exemption” button and fill the exempted amount then bidder can choose the Items/amount of its EMD for which he/she wants to submit the EMD of offered items. He/she may also upload the details of Items to be quoted in the said tender.”**

**Important Note:**

- 1) The bidders have to complete ‘Application/Bid Preparation & Submission’ stage on scheduled time as mentioned above. If any 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) Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) 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:**

- 2.1** 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.
- 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 / 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>**
- 2.3** 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.
- 2.4** 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.
- 2.5** Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6** In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7** In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.
- 2.8** The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.
- 3. Pre-requisites for online bidding:**  
In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from NIC or downloaded from the home page of the website - **<https://etenders.hry.nic.in>** The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.
- 4. Online Viewing of Detailed Notice Inviting Tenders:**  
The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal e-Procurement system on the Home Page at **<https://etenders.hry.nic.in>**
- 5. Download of Tender Documents:**  
The tender documents can be downloaded free of cost from the e-Procurement portal **<https://etenders.hry.nic.in>**
- 6. Key Dates:**  
The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

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

**7.1 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.

**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 / uploaded for Technical bid under online Technical Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.
- (iii) **FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)**

**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 while emailing any issue along with the contact detail. For any issue/clarification relating to the Tender (s) published kindly contact the respective tender Inviting Authority.

**[Tel:-0120-4200462,0120-4001002](tel:0120-4200462,0120-4001002)**

Mobile:88262-46593

Email:-support.etender@nic.in

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

For support related to Haryana Tenders in addition to help desk you may also contact on email ID [eproc.nichry@yahoo.com](mailto: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:-**

**(G) *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>***

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

## **(Online Payment Guidelines)**

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

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + Processing fee & EMD:

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT or Over The Counter (OTC)

#### **Operative Procedures for Bidder Payments**

##### **A) Debit Card**

**The procedure for paying through Debit Card will be as follows:**

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button.
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.
- (ix) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp
- (x) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

##### **B) Net Banking**

**The procedure for paying through Net Banking will be as follows:**

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
- (xi) In case of successful payment, a success message along with unique transaction ID is passed on to e-Procurement system. The e-Procurement portal shall store the unique transaction number in its database alongwith the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

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

This solution shall also allow the bidder to make the EMD payment via RTGS/NEFT this shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.



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

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 Techprocess intermediary Department/PSUs Escrow Security Deposit A/c.

#### **D) Over the Counter (OTC)**

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

The procedure for paying through OTC mode is as follows:

- (i) Bidder selects over the counter remittance option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid. The bidder chooses the bank account number for refund of the amount.
- (iii) Bidder clicks on "Continue" Button.
- (iv) The e-Procurement portal displays the details of payment. The Bidders click on "Print\_Challan" and print the OTC Challan.
- (v) Bidder submits the OTC Challan at the counter of any designated bank of SBI Bank with Cash/Demand Draft/SBI Bank Cheque (Payment in Cash is allowed upto Rs. 49,999/-).
- (vi) SBI bank verifies the URL (format to be discussed and decided) and amount with e-Procurement portal prior to accepting the payment.
- (vii) On successful verification from e-Procurement portal, SBI bank accepts the payment. In case of failure, SBI bank shall return back the OTC challan and payment to the bidder.
- (viii) SBI bank commits the payment transaction (in case of successful verification from 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 for Transportation of Molasses from Hafed Sugar Mill, Assandh to various plants of Rajasthan Co-op Dairy Federation Ltd., Jaipur**

## **HAFED SUGAR MILL ASSANDH**

Village: Phaphrana, Teh.: Assandh, Distt. Karnal

E.Mail: pmhfdasd@rediffmail.com

" An ISO 22000 : 2005 Certified Unit"

### **1.0 Back ground Information**

Hafed has set up a Sugar Mill of 2500 TCD capacity with Co generation of power to export 2MW power to state grid at Village Phaphrana near Assandh, District. Karnal, Haryana. The Mill is in operation since 2008-09. The capacity of the mill is 2500 TCD.

### **2.0 Invitation of Bids:**

- 2.1 Hafed is looking for reputed parties/bidders for Transportation of Molasses from Hafed Sugar Mill, Assandh to various plants of Rajasthan Co-op Dairy Federation Ltd., Jaipur
- 2.2 Tenderers are also advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully in the tender document. They can inspect the material at Hafed Sugar Mill, Assandh on any working day. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

### **2.3 General Terms and conditions:-**

1. The transporter who have minimum three years experience & minimum one year previous experience of transportation of molasses to RCDF plants are eligible to participate in the tender.
2. Preference shall be given to those transporter who have worked with Hafed in the past.
3. The transporter should have minimum turnover of Rs. 50 Lacs in previous financial year.
4. The transporter should have minimum two tankers in this company name.
5. The transporter must have GST & Pan Number.

### **Following information should be uploaded by the tenderers in the Technical Bid:**

Sr. No.	Particulars	To be mentioned and copy attached
1	Name of party	
2	Registered Office address of the firm/company/union/coop. society with telephone /fax number.	
3	Registration Number if any Union/coop./Company (photocopy of registration certificate of union /coop. company to be enclosed).	
4	GST/ service Tax No.	
5	PAN No.	
6	Name of the proprietor/partners (in case of partnership deed to be enclosed). In the case of company, particulars of the directors/M.D. or Agents etc. In the case of truck operators union /cooperative societies memorandum of association/ Constitution of the union and registration number if any, is required to be furnished.	
7	Name of Authorized Person with contact No.	
8	Experience in transportation business in molasses (please	

	enclose photocopy of experience certificates/ copy of work order etc.	
9	Experience in transportation business in molasses to M/s RCDF (please enclose photocopy of experience certificates/ copy of work order etc.	
10	Name and address of banker with telephone Number.	
11	Turnover during the last year. Minimum turnover of Rs. 50 Lacs is required to have been achieved by the tenderers in order to qualify this technical bid.	
	Year wise Turn over	Qty of material Turnover Transport (in MTs)
A	2019-20/2018-19	
12	Copy of latest balance sheet of last year as mentioned above (be enclosed).	Turn Over (Rs. in lac)

**In case of Non-uploading of the above, the technical bid shall be rejected.**

- 3.0 **Rate:-**  
Each bidder is to fill in final rate in his tender form and negotiation will be held only with lowest-one bidder.
- 4.0 Disputes, if any arising out of the sale will be referred to the Managing Director, Hafed, whose decision thereon, shall be final and binding on both the Parties.
- 5.0 No conditional tender will be accepted.
- 6.0 General Manager, HSM, Assandh has right to relax any of the condition as mentioned above in special & extra ordinary circumstance.

**GUIDELINES AND CHECKLIST OF DOCUMENTS TO BE ATTACHED WITH THE TECHNICAL BID OF THE TENDER FOR THE TRANSPORTATION OF MOLASSES.**

1. Bank statement showing transaction of minimum last six months duly authenticated by the competent authority of bank in respect of the firm /company/Union/co-operative.
2. Certified/Attested copy of the latest income Tax return of last three years.
3. Turnover of last one year as per balance sheet submitted to Income Tax Deptt. duly certified by CA.
4. GST No. (copy be attached)
5. PAN No. (copy be attached)
6. Certified copies of work orders/bills in token of experience of the transportation work.
7. In the case of cooperative societies additional documents like certified copy of registration, names of Managing Committee and their addresses etc. shall have be provided.

**TERMS AND CONDITIONS FOR THE CONTRACTOR FOR HANDLING AND TRANSPORTATION OF MOLASSES.**

1. The contract shall come into force from the date on which Hafed Sugar Mill, Assandh issues letter of acceptance or any other instrument convenient to the Mill. In the case of bidder refuses to perform the job on the rates quoted by him, his security deposit shall be forfeited without notice and such tenderer shall be debarred for participating in any future tenders.
2. Not with standing anything to the contrary contained in the tender the contract shall be governed by the terms and conditions herein stipulated.

**3 TRANSPORTATION WORK**

The entire process shall involve taking a delivery from sugar mills, to Rajasthan Co-operative Dairy Federation Limited, Jaipur different Stations (list attached) in Rajasthan.

- 4 Rates quoted should be exclusive of GST, service tax and TDS shall be deducted from the bill as per rules.
- 5 The rates shall be valid for one complete year from the date of awarding tender & no escalation of rates shall be allowed throughout the year.
- 6 If the tender sale for molasses of RCDF is allotted to the mill the contractor shall be responsible for timely supply of complete tendered quantity to various plants of RCDF and if there is any penalty on account of late delivery, the same shall be recovered from the contractor.
- 7 No shortage what so ever shall be allowed and if there is any shortage, the same shortage shall be recovered from the contractor.
- 8 The contractor shall be responsible for delivery of same quality of material taken from Hafed Sugar Mill, Assandh to the RCDF plants. For the purpose two samples of molasses shall be drawn from every truck. One sealed samples shall be handed over to the driver and one sealed sample shall be kept by the mill and if there is any change in the quality of material delivered to the RCDF plants. The contractor shall be responsible for the same and the penalty imposed by RCDF if any shall be recovered from the contractor.
- 9 The rates are inclusive of dala charge, insurance charges, tax liable, excise permit charges & excise fees what so ever and it will be the responsibility of the contractor to arrange permits from the excise department.
- 10 Security shall be refunded after completion of one year and after reconciliation of account from the RCDF.
- 11 The contractor shall be responsible for the transportation /protection of Molasses from natural/unnatural calamities at his own cost.
  - 11.1 The rates should also be inclusive with of insurance charges. If there is any loss due to accident or any other reason, the cost of the same shall be recovered from the contractor.
  - 11.2 The contractor shall have to take delivery of molasses from the Hafed Sugar Mill, Assandh and will deliver the same to destinations against a proper lorry receipt duly authenticated by the godown Incharge of RCDF cattle Feed Plants.
  - 11.3 The contractor will be responsible to lift the molasses within the time period as specified by the Hafed Sugar Mill, Assandh and supply to Rajasthan Co-operative Dairy Federation Limited, Jaipur as per their dispatch plan. The contractor will submit the receipt of the incharge of the Rajasthan Co-operative Dairy Federation Limited, Jaipur with their seal.
  - 11.4 The contractor shall have to carry out the work during the contractual period as per directions issued by The General Manager, Hafed Sugar Mill, Assandh. or any person authorized by him.
- 12 It shall be responsibility of the contractor to keep available adequate number of tankers to transport the material entrusted to him, conforming to all Govt. regulations immediately on the same day. In case of failure on the part of the contractor to provide sufficient no. of vehicles, the mill shall be at liberty to obtain the necessary transport from any source and recover extra cost, if any, thereof from the contractor.
  - 12.1 In case the transport contractor still fails to supply the Molasses, Hafed sugar mill shall have the right to make arrangement for supply of Molasses at the risk & cost of the contractor and incidental charges incurred their on. This amount shall be deducted from their due payments as well as from the security deposit.

- 12.2 Penalty if any imposed by Rajasthan Co-operative Dairy Federation Limited, Jaipur for late supply of molasses will be recovered and deducted from their transportation payment. The General Manager, Hafed Sugar Mill, Assandh will be sole deciding authority for imposing penalties on such delays.
- 13 The contractor shall take all diligent steps to ensure that material while in transit and during handling time is not damaged due to conditions of weather or otherwise. The penalty will be calculated for such damages at the open market sale rate of molasses the amount of penalty shall be recovered from the outstanding bills or from the security deposit, (if need be from both) without any reference/ show case notice to the contractor.
- 14 From the time of material is loaded in the trucks and till the same is delivered at the specified destination, the contractor shall be completely and solely responsible for the material against damage on account of fire, rain, accident, shortage, deterioration, loss or pilferage or any of material after season and the cost of same shall be recovered in full form the outstanding bills and the security deposit of the contractor without prejudice to any other remedy in law.
- 15 Hafed Sugar Mill, Assandh reserves the right to award parallel contract without giving any notice to the contractor or to terminate this contract at any time by giving 15 days notice if the services of the contractor are found unsatisfactory.
- 16 The freight will be paid on actual quantity of molasses supplied to Rajasthan Co-operative Dairy Federation Limited, Jaipur destinations. The quantity of molasses can be reduced than tankers load as per requirement. In one tanker load of molasses can also supplied to different destinations.
- 17 Hafed reserves the right to accept / reject any/ all tenders without assigning any reason.
- 18 After the final acceptance of the tender by the tender committee, no request for further increase of rate shall entertained.
- 19 The earnest money of the second lowest bidders should be kept pending for 20 days till the agreement be made with the L-1.
- 20 The contract to L-2 is also be made if L-1 not been able to work as per terms and not made the agreement with Hafed.

## **21 RATE FOR THE WORK**

- 21.1 The rates are to quoted as specified in the Annexure–I (financial bid). Each page of Annexure–I shall be signed by the tenderer or his authorized signatories.
- 21.2 The tenderer will quote rates inclusive of dala charges and insurance & tax liable, excise fee, permit charges etc, if any, as applicable time to time.
- 21.3 If committee considered that the rates are not genuine, than negotiation will be held by the committee.
- 21.4 The contractor shall not demand any increase in the rates quoted/negotiated by him during the contract period.
- 21.5 Conditional tenders will not be entertained.

## **22 SECURITY DEPOSIT**

- 22.1 The successful tenderer has to deposit a security amount of Rs. 5.00 Lacs (Rs. Five lac only) including earnest money by an irrecoverable Bank Guarantee/Demand Draft within five days of the award of tender.
- 22.2 Any other dues outstanding against the contractor shall also be recovered from the security deposit of the contractor.
- 22.3 The successful tenders/ transporter shall execute an agreement with GM, Hafed Sugar Mill, Assandh after award of work within 5 days.

**23 PAYMENT.**

Payment will be made within ten working days after submission of bills alongwith GTRs duly signed acknowledgment of molasses receipt from their authorized signature with seal, through account payee's cheque only on fortnightly basis.

24 All legal matters, relating to vehicles, employees of transporter shall be exclusively responsibility of the transporter. In case of vehicle being detained by the authorities or any other reasons, the loss of good or their quantity shall be made from the contractor/transporter.

25 The transporter will carry the material as per permissible limit.

**26 CERTIFICATE**

The payment of freight would be released from Hafed Sugar Mill, Assandh on providing proof of receipt of the consignment at destination duly authenticated by the authorized representative of Rajasthan Co-operative Dairy Federation Limited, Jaipur representative with their seal.

**27. DEDUCTIONS/PENALTIES**

27.1 Income tax/ TDS plus surcharge if any shall be deducted from the transporter out of his freight bills at any time of making freight payment as per statutory orders/rules in this regard from time to time.

27.2 In case the contractor declines or neglects to perform contract or delays dispatches or furnish incorrect information at any time, The Hafed Sugar mill have right to get the work done from other sources at the risk and cost of the contractor. The contractor will be fully responsible for all damages direct or indirect on this account. Further, the G.M. of the sugar mill in such cases may impose any penalty, which may be deemed fit including forfeiture of security, apart from cancellation of contract without any notice.

**28. BEACH OF CONTRACT**

In case of breach of any terms and conditions of the tender or contract by the contractor arising from this tender/contract the Hafed Sugar Mill shall be entitled for:-

- i) Forfeiture the security deposit;
- ii) Termination of contract;
- iii) To have contract work executed through others.
- iv) Recover the entire loss on this account from the contractor without any notice.

**29. INDEMNITY**

Hafed Sugar Mill shall not liable for any action direct or indirect that may be instituted against the contractor by any person or body of the persons in relation to transport or handling of the material under this tender or any contract arising there from or any consequent liability. The contractor shall be liable to keep this sugar mill fully indemnified on that behalf.

**30. DOCUMENTATION**

The contractor shall comply with all the documentation and procedural formality as instructed by the sugar mill from time with respect to proceeding to specified destination. The contractor shall be liable to pay damages to the sugar mill arising out of any failure on his part of himself or his staff to comply with all statutory regulations pertaining to molasses movement.

**31. ASSIGNMENT OR TRANSFER**

Contractor shall not sublet, transfer or assign the contract or any part thereof to any other party without prior written approval of the Hafed Sugar Mill, Assandh.

**32. ARBITRATION**

All disputes arising out of or touching or concerning any matter whatsoever, this tender or this contract arising there from shall be referred to The managing director Hafed who shall act as the sole arbitrator and his decision shall be final and binding on the both parties.

**33. Force Majeure**

The terms and conditions hereof shall be subject to force majeure. Neither Hafed Sugar Mill nor the contractor shall be considered in default in the performance of their respective obligations herein above in such performance is prevented or delayed because of any act of God, War, Flood, Hostilities, Revolution, Civil Commotion, Official Strike, Epidemic, Accident or fire, or because of Law and Order Proclamation, regulation or ordinance of any Govt. or any subdivision thereof or local authority. The contractor shall be entitled to the benefit of this clause only if he informs of the circumstances amounting to force majeure to the Hafed Sugar Mill, Assandh within 48 hours of the happening thereof followed by a confirmatory letter sent by speed post/ E-mail, acknowledgement due. In the event of contractor on that behalf alone shall prevail and, if the opinion of the Hafed sugar mill and grounds pleaded by the contractor do amount to force majeure, then the contract shall not be entitled to plead the same and or claim any relief under this clause.

**34. CONTRACTOR TO EXECUTE AGREEMENT**

- 34.1 The tenderer shall have to give an undertaking in writing along with the tender that all the conditions of NIT are acceptable to him.
- 34.2 The successful tenderer shall be required to execute an agreement on a stamp paper with GM, Hafed Sugar Mill, Assandh within 5 working days positively as per terms and conditions specified in the NIT, tender documents and Annexures attached thereto.
- 34.3 The contractor responsibilities under this contract will commence from the date of issue of the tender of intent or order accepting the tender. The contractor would be required to commence work immediately after receipt the tender. The contractor would be required to commence work immediately after receipt of LOI/work order and payment of additional Security deposit, whenever required and commence work within a period of 7 days.
- 35. The committee notified by the Government constituted for the finalization of these tenders shall have the right to delete or relax any of the terms and conditions of this tender for the reasons to be recorded in their recommendations.

**39. DECLARATION/ACCEPTANCE**

I ..... S/o ..... working as .....  
.....in firm/ company/union. I have been authorized by the firm/company/union to sign this tender. I, hereby declare and certify through the firm/company/ union that I have accepted all the terms and conditions mentioned in this tender and I will abide by all the terms and conditions of the tender.

Signature of Tenderer

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

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

\_\_\_\_\_

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

Contact/Mobile No. \_\_\_\_\_

## **FINANCIAL BID**

### **ANNEXURE-I**

<b>Sr. No.</b>	<b>Name of Station</b>	<b>Quoted Rate (per Qtl.)</b>	<b>Negotiated Rate (per Qtl.)</b>
1	Ajmer	.....	.....
2	Nadbai	.....	.....
3	Bikaner	.....	.....
4	Jodhpur	.....	.....
5	Kala Dera	.....	.....
6	Jaipur	.....	.....
7	Lambiyakalan	.....	.....
8	Pali	.....	.....
9	Hanuman Garh	.....	.....

Signature of the tenderer

Name  
Address of the tenderer  
Contact Mobile No.

Place:

Date: