

DISTRICT OFFICE HAFED REWARI

E-TENDER NOTICE

Hafed invites e-Tenders from reputed Labour Contractors/Transporters for Fertilizer work having at least 2 year experience with documentary evidence for doing the labour & cartage/Transportation work for the year **2020-21 (01.07.2020 to 31.03.2021)** at Khorl Rack Point to Rewari, Hafed CMS Godown Rewari & Kosli centre to in District Rewari include the stocks for handling/transportation in Hafed Godowns and PACS/CMS hired godowns including in supplier's account of IFFCO, KRIBHCO, NFL and IPL and can be further extended for period of three months.

Sn.	Name of Centre	Name of Work	Amt. of Earnest Money	Amount of security	Remarks
1	Rake point/Rail Head khori	Labour	15000/-	50000/-	

The parties/bidders can submit their tender documents through e-Tender on available portal <https://etenders.hry.nic.in> or at Hafed Website www.hafed.gov.in as per dates given below:

SN	Particulars	Remarks
1	Super scribed No. of Tender	Hafed/DO/RWR/Fertilizer/Tender
2	Start date & time of Bid preparation & Submission	16.07.2020 at 10:00 AM
3	On line submission of EMD, Tender Fee & e-service Fee	Upto 5:00 PM on 21.07.2020
4	On line Bid submission	Upto 5:00 PM on 21.07.2020
5	Date and Time of opening of Technical Bids	At 12:00 AM 22.07.2020
6	Date and Time of opening of Financial Bids of only valid Tenderer	As per decision of District Tender Committee
7	Tender document fee (Rs.500/-) and e-Service fee (Rs.1000/-)	Total Rs. 1500/-
8	Earnest Money required	As indicated above

All bidders are required to get register on e-tendering portal (<https://etenders.hry.nic.in>) for applying of online e-tender. Technical & Financial bid will be opened at **DO, Hafed, Rewari** and negotiations will be held on the same day. Hafed reserves the right to reject any/all the tenders without assigning any reason whatsoever.

**District Manager
Hafed, Rewari**

DETAIL TERMS AND CONDITIONS FOR ONLINE BIDDING

This is a two-bid tender to be submitted through e-tender, which can be downloaded from the website www.hafed.nic.in and online from <https://etenders.hry.nic.in>. The technical as well as financial bid is to be submitted online on the web portal <https://etenders.hry.nic.in>. 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/Financial 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.

However, the tenderer/bidder have the option to submit the supporting documents as required to be supported along with the technical bid which could not be uploaded online due to any reason in the off line mode in physical form to the District Office, Hafed, Rewari on or before **22.07.2020 upto 9:00 AM.**

The Payment for document fee (Rs.500/-) and e-Service fee (Rs.1000/-) shall be made by the parties online directly through Debit Cards & Internet Banking Accounts and the payment for Earnest Money 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.

Intended parties 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 EMD fee 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 parties/bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance **and make payment via RTGS/NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended party thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events/ Tenders at <https://etenders.hry.nic.in>.** The interested parties/bidders shall have to pay mandatorily e-Service fee (under document fee - Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.

The Payment for document fee (Rs.500/-) and e-Service fee (Rs.1000/-) can be made by eligible parties online directly through Debit Cards & Internet Banking.

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

Important Note:

- 1) The parties/bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any party/bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her Application/bid status will be considered as 'Applications/bids not submitted'. Party/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 2) Party/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.

INSTRUCTIONS TO PARTY/BIDDER ON ELECTRONIC TENDERING SYSTEM

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

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

All the parties/bidders intending to participate in the 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 party/bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.
- 2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager/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 parties/bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.
- 2.4 The party/bidder must ensure that he/she comply by the online available Important guidelines at the portal <https://etenders.hry.nic.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

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, 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.

- 2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).
- 2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.
- 2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of

the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

- 2.8 The same procedure holds true for the authorized users in a private/Public limited company. In this case, the authorization certificate will have to be signed by the directors of the company.

3. Opening of an Electronic Payment Account:

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

4. Pre-requisites for online bidding:

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Prerequisite can be obtained from NIC or downloaded from the home page of the website -<http://etenders.hry.nic.in>..The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

5. 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>.

6. Download of Tender Documents:

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

7. **Key Dates**

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

SN	Particulars	Remarks
1	Super scribed No. of Tender	Hafed/DORWR/Fertilizer/Tender
2	Online submission of EMD, Tender Fee & e-service Fee	Upto 5:00 PM on 21.07.2020
3	Date and Time of opening of Technical Bids	At 12:00 hrs on 22.07.2020
4	Date and Time of opening of Financial Bids of only valid Tenderer	As per decision of District Tender Committee

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

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

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

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

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

(i) Detailed Tender documents may be downloaded from e-procurement website(<https://etenders.hry.nic.in>) and tender mandatorily be submitted online following the instruction appearing on the screen.

(ii) Scan copy of Document to be submitted/uploading for 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.

A. Only Electronic Form (Refer Tender document).

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

NOTE:-

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

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

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

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

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

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

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

Operative Procedures for Bidder Payments

A) Debit Card

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

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (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. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

B) Net Banking

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

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks
- (v) Bidder chooses his / her Bank
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank
- (vii) Bidder enters his account credentials and confirms payment
- (viii) The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal
- (x) The status of the payment is displayed as "successful" in e-Procurement portal.
The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.
- (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

C) RTGS/ NEFT/OTC

The bidder shall have the option to make the EMD payment via RTGS/ NEFT/OTC. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- I. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.
- ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- iii. Each challan shall therefore include the following details that will be pre-populated:
 - Beneficiary account no: (unique alphanumeric code for e-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name
- iv The bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- v. The bidder would remit the funds atleast T+1 day (transaction+ one day) in advance to the last day and make the payment via RTGS/NEFT to the beneficiary account number as mentioned in the challan.
- vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS/NEFT mode of payment, there would be a link for real time validation. On clicking the same, system would do auto validation of the payment made.

List of Net Banking Banks

1.Allahabad Bank	3.Axis Bank
2. Bank of Bharain and Kuwait	4.Bank of baroda
5.Bank of India	6. Bank of Maharashtra
7. Canara Bank	8. City Union Bank
9. Central Bank of India	10. Catholic Syrian Bank
11. Corporation Bank	12 Deutsche Bank
13. Development Credit Bank	14 Dhanlaxmi Bank
15 Federal Bank	16 HDFC Bank
17 ICICI Bank	18 IDBI Bank
19 Indian Bank	20 Indian Overseas Bank
21 Indusind Bank	22 ING Vysya Bank
23 J & K Bank	24 Karnataka Bank
25 Kotak Mahindra Bank	26 KarurVysys Bank
27 Punjab National Bank	28 Oriental Bank of Commerce
29 South Indian Bank	30 Standard Chartered Bank
31 State Bank of Bikaner & Jaipur	32 State Bank of Hyderabad
33 State Bank of India	34 State Bank of Mysore
35 State Bank of Travencore	36 State Bank of Patiala
37 Tamilnad Mercantile Bank	38 Union Bank of India
39 United Bank of India	40 Vijaya Bank
41 Yes Bank	

For making payment through Demand Draft against the online Challan generated for OTC:

The intended bidders are require to draw demand draft in favour of below furnished detail

Sr. No.	Account title
1.	GOH E-PROC EMD ESCROW A/C DSND HAFED

PART-B

Terms & Conditions for transportations & Labour tenders for fertilizer work.

This is a two-bid tender to be submitted through e-tender, which can be downloaded from the website www.hafed.nic.in and online from <https://etenders.hry.nic.in>. The technical as well as financial bid is to be submitted online on the web portal <https://etenders.hry.nic.in>. 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.

Documents to be attached with tenders (Technical Bid):-The tender form must be accompanied by the following documents, failing which the tender may be ignored.

1. Certified copy of Partnership deed/Memorandum & Articles of association/Bye laws etc. as applicable.
2. Authorization letter for signing the tender form.
3. Affidavit for Non Black listed/debarred from any Govt Department /Agency
4. Experience certificate of labour and transportation work of minimum 2 year from any govt. agency
5. Copy of PAN Card & GST No.
6. Copy of EPF & ESI Registration Number.
7. Certificate of tenderer regarding acceptance of all terms and conditions of tender document (signed with seal)
8. In case of transportation tender, each tenderer will submit the proof of valid Registration /ownership physically availability of 5 trucks or agreement with any transport company for providing of trucks.

BASIC RATE OF TRANSPORTATION

<u>Distance</u>	<u>Basic rates</u>
1. Local cartage and Tpt. upto 8 kms will be the responsibility of labour contractor.	
2. Above 8 km to 25 km=	<u>Rs. 2.50 per qtl+ Rs.0.25 per qtl per km.</u>
3. Above 25 km to 35 km=	<u>Rs. 6.75 per qtl + Rs.0.20 per qtl per km</u>
4. Above 35 km to 60 km =	<u>Rs. 8.75 per qtl + Rs.0.15 per qtl per km</u>
5. Above 60 km =	<u>Rs. 12.50 per qtl + Rs.0.10 per qtl per km</u>

Terms & conditions for the TRANSPORTATION WORK of fertilizer from rake point/rail head and from godown etc. to different centres/destinations within district and outside district in Haryana for the period from 01-07-2020 to 31-03-2021 in District Rewari.

1. The tender without earnest money and conditional tender will be rejected.
2. The successful tenderer shall have to deposit the full amount of security within five working days of acceptance of tender. In case the lowest tenderer does not deposit the amount of security in time, the next lowest tenderer can be asked to deposit the security within next 48 hours. **No interest will be paid on security amount and security will be released after successful completion of the contract and internal audit.**
3. The successful tenderer/ transporter may execute an agreement on a stamp paper of Rs. 100/- with DM concerned within 5 working days of the acceptance of the tender. **He shall also furnish two sureties each of equal amount of security, from two reputed local persons/ Arthias possessing sufficient immovable property.**
4. **Penalty and contract termination:**
 - a) In the event of contractors having been adjudged insolvent or going into liquidation or winding up their business or making arrangements with their creditors or failing to observe any of the provisions of this contract or violation of any of the terms and conditions governing the contract, the District Manager Hafed shall be at liberty to terminate the contract forthwith without prejudice to any other right or remedies under the contract and law and get the work done for the unexpired period of contract at the risk and cost of the contractor/contractors and to claim from the contractors any resultant loss sustained or cost incurred. In case of any violation of terms and conditions of the tender documents, District Manager Hafed will serve a 7 days notice to the contractor at his address and in case satisfactory reply is not received, District Manager Hafed will be at liberty to cancel the agreement. Security of the contractor will be forfeited besides blacklisting and debarring the contractor from undertaking and kind of Hafed work in future and his remaining amount of pending bills apart from security will be forfeited. Debarring and blacklisting orders will be sent to all food processing agencies at head office as well as District Offices including FCI and HSAMB and to all the fertilizer companies also. Under such circumstances, District Manager Hafed will retender so that work may not suffer.
 - b) The District Manager Hafed shall have without prejudice to other rights and remedies, the right in the event of breach of the contract of any of the terms and conditions of the contract to terminate the contract forthwith and to get the work done for the unexpired period of the contract at the risk and cost of the contractor.
 - c) **The contractor shall be responsible to supply adequate and sufficient trucks/vehicles for transport and carrying out any other services under the contract in accordance with the instructions issued by the District Manager Hafed or an officer acting on his behalf.** If the contractor failed to supply the requisite number of trucks, the District Manager Hafed shall be at his entire discretion, without terminating the contract be at liberty to engage the trucks etc. at the risk and cost of the contractors who shall be liable to make good to the Hafed all additional charges, expenses, costs or losses that Hafed may incur or suffer hereby. The contractor shall not however be entitled to any gain resulting from entrustment of the work to another party. Decision of Hafed shall be final and binding on the contractor.
5. The transporter will be responsible for providing the sufficient trucks in time, as per requirement of Hafed (to be assessed by the contractor in consultation with DM & FI) for transportation of Fertilizer. In addition, he will be responsible to compensate any loss caused to Hafed for non-delivery of stock at destination in time. In case in sufficient no. of trucks are not provided by the contractor, the responsibility of warfage if any imposed by railway authorities, will be of the transport contractor.
6. If the transporter fails to provide the required trucks as per requirement of Hafed/ CMS officials then the work will be got done at his risk & cost of the transporter.
7. All tax liability will be of transport contractor.

8. The transporter will be responsible for any type of transit shortage / loss of material after loading the same into trucks. He will be responsible for the safe delivery of stocks.
9. The **dala charges**, if any will be paid by the transporter with mutual settlement with labour. Hafed work should not be suffered due to dispute of any problems, otherwise the tenderer/transporter will be responsible for the losses suffered by Hafed in this regard.
10. As and when the fertilizer rake placed at Station/rake point then the transporter has to provide sufficient trucks.
11. **The transporter will have no objection for utilization of Hafed/CMS trucks for the transportation of fertilizer anywhere.**
12. The transporters will be paid the transportation charges on the basis of actual distance (shortest motorable route) from each loading point (in the District) to each destination centre, where the fertilizer is to be supplied.

Standing Committee of District Manager concerned, Accounts Incharge, Centre Incharge, and one official/officer of audit section, (in case of non availability of audit person, may associate Manager CMS/RHA) headed by District Manager will measure the distance as under:

 - (i) Distance from rake point to each godown of Hafed/CMS/PACS or any other sale centre in the district.
 - (ii) Distance from each godown of Hafed/CMS/any other hired godown to the PACS/any other sale point in the district.

The same committee will measure the distance in the case of any new centre or in the case of change in motorable shortest route. In case of any inter- district shifting of fertilizers, payments of transportation charges shall be made **on the basis of distance certified by Haryana Roadways** and Local distance will be certified by local level committee.
13. Contractor shall have to execute an agreement on judicial paper of Rs. 100/-.
14. If committee considered that the rates are not genuine, then negotiations will be held by the committee.
15. New tenders will be finalized for the financial year starting from April to March every year. The labour and transport tender of fertilizer will be called for one year period. The period can be extended by Hafed for a period upto 3 months on the terms and conditions settled with Hafed.
16. Transport contractor should furnish surety of two reputed parties/ Artihis after accepting the tenders.
17. Any dispute in this regard will be referred to the worthy MD, Hafed, Panchkula and his decision will be final and binding on both the parties.
18. **Vehicles especially Tractor Trolleys will not be used by me/us for transportation of fertilizers in contravention of provisions of Motor Vehicle Act, 1988.**

Signatures.....
Name of tenderer.....
Name of firm.....

BASIC RATES OF LABOUR AND CARTRAGE OF FERTILIZERS.**Basic rates fixed for labour and cartage****Rates per no. 50 kg b/s**

- | | |
|--|-----------------------|
| 1. Unloading from wagons & dumping at
Railway station for 50 kg net fertilizer bag | 35 paise |
| 2. Loading into trucks/ carts. | 30 paise |
| 3. <u>Cartage charges from railhead to local godown</u> | |
| <u>Distance</u> | <u>Basic rate/bag</u> |
| a) Upto 2 km | 60 paise |
| b) Above 2 km upto 5 km | 80 paise |
| c) Above 5 km upto 8 km | 1.25 Rs./ bag |
| d) Unloading from trucks/ carts and
Stacking in godown/ Mini Banks | 35 paise |
| 4. De-stacking & loading into trucks | 30 paise |
| 5. Standardization & re-bagging of fertilizer stocks And stitching with Machine/ Hand
including weighment and cost of Sutli/ thread | Rs. 1.00 |
| 6. Depluming of fertilizer bags | Rs.1 per bag |
| | (as flat rate) |

Terms & conditions for the LABOUR & CARTAGE work of fertilizer for the period from 01-07-2020 to 31-03-2021 in District Rewari.

1. In the event of contractors having been adjudged insolvent or going in to liquidation or winding up their business or making arrangements with their creditors or failing to observe any of the provisions of this contract or violation of any of the terms and conditions governing the contract, the District Manager Hafed shall be at liberty to terminate the contract forthwith without prejudice to any other right or remedies under the contract and law and get the work done for the unexpired period of contract at the risk and cost of the contractor/contractors and to claim from the contractors any resultant loss sustained or cost incurred. In case of any violation of terms and conditions of the tender documents, District Manager Hafed will serve a 7 days notice to the contractor at his address and in case satisfactory reply is not received, District Manager Hafed will be at liberty to cancel the agreement. Security of the contractor will be forfeited besides blacklisting and debarring the contractor from undertaking and kind of Hafed work in future and his remaining amount of pending bills apart from security will be forfeited. Debarring and blacklisting orders will be sent to all food processing agencies at head office as well as District Offices including FCI and HSAMB and to all the fertilizer companies also. Under such circumstances, District Manager Hafed will retender so that work may not suffer.
- (a) The District Manager Hafed shall have without prejudice to other rights and remedies, the right in the event of breach of the contract of any of the terms and conditions of the contract to terminate the contract forthwith and to get the work done for the unexpired period of the contract at the risk and cost of the contractor.
- (b) The contractor shall be responsible to supply adequate and sufficient labour for loading/unloading carrying out any other services under the contract in accordance with the instructions issued by the District Manager Hafed or an officer acting on his behalf. If the contractor failed to supply the requisite number of labour, the District Manager Hafed shall be at his entire discretion, without terminating the contract be at liberty to engage the labour at the risk and cost of the contractors who shall be liable to make good to the Hafed all additional charges, expenses, costs or losses that Hafed may incur or suffer hereby. The contractor shall not however be entitled to any gain resulting from entrustment of the work to another party. Decision of Hafed shall be final and binding on the contractor.

2. The successful tenderer/ labourer may execute an agreement on a stamp paper of Rs. 100/- with DM concerned within 5 working days of the acceptance of the tender. He shall also furnish two sureties each of equal amount of security, from two reputed local persons/ Arthias possessing sufficient immovable property.
3. In case of Rake Handling, labour contractor will be responsible for providing sufficient labour/ cartage and entire demurrage/warefage on operation of Fert. Rake handling at Railhead and dealing with Railways will be the responsibility of labour contractor. The labour contractor will get unloading from the wagons in time and after the dumping of the stocks at Railhead, he will make proper counting of Fert. before lifting in the presence of rep. of Hafed as well as Supplier. If the Labour Contractor fails to provide the sufficient labour/ cartage from time to time as per requirement of Hafed, the work will be got done at his risk and cost without serving any notice.
4. The labour contractor will have no objection for utilization of Hafed/CMS vehicles for the local cartage for fertilizers.
5. The labour contractor will provide watch and ward at Railhead at his cost and he shall be fully responsible for any kind of loss/theft.
6. The labour contractor will provide sufficient transport/ carts and labour and he will be fully responsible for any kind of transit loss including loss by rains.
7. All tax liability will be of Labour Contractor.
8. New tenders will be finalized for the financial year starting from April to March every year. The labour and transport tender of fertilizer will be called for one year period. The period can be extended by Hafed for a period upto 3 months on the terms and conditions settled with Hafed.
9. The provisions of Employees provident Fund Rules as applicable to labour Contractor will be complied with by the Labour Contractor. The labour contractor will submit the list of salaries/ wages paid to his workers duly verified from the Manager, Hafed concerned and EPF Deptt. within seven days of the next month of work done. The EPF will be deducted as per rule from the Contractors bill.
10. Labour contractor must obtain labour license from the labour department within 30 days of allotment of labour tender and all the provisions, rules and regulations will be abide by me/us and I/we will be personally responsible for all the legal, financial and other implications in this regard.
11. No interest on the security deposited by the L.C. will be given and the security will only be released after audit of accounts for relevant period and NOC from EPF authorities.
12. Contractor shall have to execute an agreement on non judicial paper of Rs. 100/-
13. If needed, the labour contractor will be bound to handle the rake of fertilizer of Hafed as well as of supplier.
14. If the committee considered that the rates are not genuine, then negotiation may be held by the committee.
15. Hafed may allocate complete or only part of the work of contractor.
16. Security deposit shall be refunded after successful completion of the contract and internal audit.
17. Labour contractor should furnish surety of two reputed parties/ Artihas after accepting the tenders.
18. Any dispute in this regard will be referred to the worthy MD, Hafed, Panchkula and his decision will be final and binding on both the parties.

Signatures.....

Name of tenderer.....

Name of firm.....

TECHNICAL BID FOR LABOUR & CARTAGE OPERATION

Sr. No.	Documents to be uploaded	Bidder Response (Yes/No)
1	Certified copy of Partnership Deed/Registration of firm & Power of attorney	
2	Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested)	
3	Certificate of work experience of minimum 2 years from concerned DC/Head of Agency	
4	Copy of PAN Card/GST Number.	
5	Copy of EPF & ESI registration No.	
6	Each tenderer will submit the proof of physical availability of five trucks with copy of valid RC of trucks or agreement of availability/providing of trucks from any truck union/Company	
7	Certificate regarding acceptance of all the term & conditions as mentioned in the DNIT/tender documents	
8	Affidavit for Non Black listed/debarred from any Govt Department /Agency	

Signatures.....

Name of tenderer.....

Name of firm.....

TECHNICAL BID FOR TRANSPORTATION OPERATION OF FERTILIZER

Sr. No.	Documents to be uploaded	Bidder Response (Yes/No)
1	Certified copy of Partnership Deed/Registration of firm & Power of attorney	
2	Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested)	
3	Certificate of work experience of minimum 2 years from concerned DC/Head of Agency	
4	Copy of PAN Card/GST Number.	
5	Each tenderer will submit the proof of physical availability of five trucks with copy of RC of trucks or agreement of availability/providing of trucks from any truck union/Company	
6	Certificate regarding acceptance of all the term & conditions as mentioned in the DNIT/tender documents	
7	Affidavit for Non Black listed/debarred from any Govt Department /Agency	

Signatures.....

Name of tenderer.....

Name of firm.....

Financial Bid for Labour & Cartage operation of Fertilizer:-

Sr. No.	Description of Work	Name of Operation	Basic Rate per bag (50 kg.)	Offered Rate % above SOR
1	Labour & Cartage Work	1. Unloading from wagons & dumping at Railway station for 50 kg. net fertilizer bag	35 paisa	
		2. Loading into trucks/carts	30 paisa	
		3. Cartage charges from railhead to local godown Distance a) Upto 2 km b) Above 2 km upto 5 km c) Above 5 km upto 8 km d) Unloading from trucks/carts and Stacking in godown/mini godown	60 paisa 80 paisa Rs.1.25 35 paisa	
		4. De-stacking & loading into trucks	30 paisa	
		5. Standardization & re-bagging of fertilizer stocks and stitching with Machine/Hand including weighment and cost of Sutli/thread	Rs.1.00	
		6. De-lumping of fertilizer bags	Rs.1 per bag (as flat rate)	

Signatures.....**Name of tenderer.....****Name of firm.....**

Financial Bid for Transportation operation of Fertilizer:-

Sr. No.	Description of Work	Name of Operation	Basic Rate	Offered Rate % above SOR
1	Transportation work of fertilizer	1. Local Cartage and TPT upto 8 KMs will be the responsibility of Labour Contractor.		
		2. Above 8 km to 25 km	Rs.2.50 per qtl.Rs.0.25 per qtl per km	
		3. Above 25 Km to 35 Km	Rs. 6.75 per qtl.+Rs.0.20 per qtl. Per km	
		4. Above 35 km to 60 KM	Rs.8.75 per qtl.+Rs.0.15 per qtl per km	
		5. Above 60 km	Rs.12.50 per qtl+Rs.0.10 per qtl Per km	

Signatures.....**Name of tenderer.....****Name of firm.....**