



**THE HARYANA STATE COOPERATIVE SUPPLY
AND MARKETING FEDERATION LIMITED
CORPORATE OFFICE, SECTOR 5, PANCHKULA
HARYANA (INDIA)
TEL: 2590520-24, FAX: 2590711 E.Mail:
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Web-site: www.hafed.gov.in**



SHORT TERM E-TENDER NOTICE

Short term e-Tender notice for leasing out of Hafed Rice Mill, Taraori (Karnal) in the State of Haryana for KMS 2022-23.

SN	Rice Mill	District	Capacity (in TPH)
1	Taraori	Karnal	4

The e- tender document containing details of terms & conditions are available on portal **<https://etenders.hry.nic.in>** and at Hafed website **www.hafed.gov.in**. The parties / bidders have to submit their tender documents through e-Tender portal as per dates given in the tender document. All bidders are required to get register on e-tendering portal & obtain Digital Signatures from NIC Office. The Technical bid will be opened on **06.10.2022** at **11:00 AM** and the Financial bids will be opened on **06.10.2022** at **2:30 PM** at Hafed Corporate Office, Sector- 5, Panchkula (Haryana) and negotiations will be held as per Haryana Govt. instructions/guidelines. All the bidders are requested to be present at the time of opening of the tender for negotiations.

Hafed reserves the right to accept/reject any/all the tenders without assigning any reasons whatsoever.

**MANAGING DIRECTOR
HAFED: PANCHKULA**

Detailed Notice Inviting Tender

Hafed invites short term e-tender for leasing out of Hafed Rice Mill, Taraori (Karnal) in the State of Haryana for KMS 2022- 23 in single stage two cover systems. Under this process, the Technical Bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. Technical Bid & Commercial Envelope. Eligibility of the Bidders will be first examined based on the details submitted online under first cover (Technical) with the request to eligibility and qualification criteria prescribed in the Tender document. The Price Bid under the second cover shall be opened for only those bidders whose Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

1. **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.**
2. 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.**
3. 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>**
4. The interested bidders shall have to pay mandatorily Processing Fee of Rs 1000/- (Rupee One Thousand Only– Non refundable) and Tender document fee of Rs.1000/- (Rupee Five Hundred Only– Non refundable) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.
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 Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

Key Dates

SN	HAFED Stage	Party Stage	Date & Time
1		(i) Downloading of Tender Document / Online Bid Preparation. (ii) Online directly transfer of funds of Rs.2000/- through online directly through Debit Cards & Internet Banking Accounts. (Tender document fee Rs.1000/-, Processing Fee Rs.1,000/-) EMD of RS. 5 Lakh.	29.09.2022 at 4:00 PM to 06.10.2022 at 10:00 AM
2	-	Submission of online Bid	29.09.2022 at 4:30 PM to 06.10.2022 at 10:15 AM
3	Opening of Technical Bid	-	06.10.2022 at 11:00 AM
4		Manual submission of additional/supporting documents only.	06.10.2022 upto 12:00 Noon
5.	Opening of Financial Bid		06.10.2022 at 2:30 PM

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:

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’.

- 1)** Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 2)** 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:

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.

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>**

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.

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.

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).

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.

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.

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):

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.

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

Tel:-0120-4200462,0120-4001002

Mobile:88262-46593

Email:-support.etender@nic.in

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

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

Timing:

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

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

Intended bidders mandatorily required to register their 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 along with the date and timestamp.
- (xii) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

C) RTGS/ NEFT

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 Tec process 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 $\leq$ Rs. 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.

TERMS AND CONDITIONS FOR SELECTION OF THE PARTIES

1. Rice Mills to be Leased out:

Hafed intends to lease out Hafed Rice Mill, Taraori (Karnal) in the State of Haryana for KMS 2022-23.

2. Eligibility Criteria:

The eligible criteria for the bidders shall be as under:

- i) The party must not have defaulted for delivery of Custom Milled Rice of any Govt. Agency. The party shall submit an affidavit duly notarized to this effect and also to the effect that no Court case is pending between the party and Hafed in any Court of Law.
- ii) The party must have custom milled minimum 2,000 MTs paddy per year satisfactorily at least in any one year during last ten years. The party shall produce certificate in support of milling of paddy/successful delivery of CMR to FCI from the concerned State procuring agency.
- iii) The party must have deposited earnest money of RS. 5 Lakh only for Rice Mill, Taraori.

3) Technical and Financial Bids:

The Tender shall be received in two parts i.e.

- Technical Bid
- Financial Bid

The Technical bids shall be opened first to ascertain the Technical eligibility of the bidders. Financial bids of only the technically eligible bidders shall be opened. If any miller/bidder intends to offer for running of more than one Hafed Rice Mills, they are required to submit separate earnest money for each Hafed Rice Mill.

a) Technical Bid :

The **online** Technical bid shall contain the following documents:

- i) Detail of the firm/company.
Name and complete address of the firm / Company.....
Contact No's.....
E-Mail Address.....
Contact persons (Name & designation).....
GST No.
Food grain license no.....
PAN No.....
Address of firm/company
- ii) Details of ownership :
Whether :-
Partnership firm, Pvt. Ltd. Company or Public Ltd. Company/others
.....
- a) The partnership firm should enclose
Photocopy of the latest partnership deed duly attested by Notary.
- b) In case Private Ltd Co. / Public Ltd. Co.
a list of Directors along with their addresses should be attached.
- iii) The bidder will submit a self attested certificate that he has gone through the detailed terms and conditions mentioned in the tender document & all the terms & conditions are acceptable to him.
- iv) Scanned copy of the proof of incorporation/registration and ownership of the bidder.
- v) Proof/scanned copy of Earnest Money Deposit.
- vi) Balance sheet of the firm/party of last two years duly audited and attested by Chartered Accountant :
(Rs. in Lakh)
- | Year | Turnover | Net Profit/Loss |
|---------|----------|-----------------|
| 2020-21 | | |
| 2021-22 | | |
- vii) Name and address of Bankers of the firm/
party.....
- viii) Name and Designation of authorized signatory who will Make correspondence
and sign the agreement. (Authority letter enclosed)
.....
- ix) Scanned copy of duly notarized affidavit to the effect that the bidder has not defaulted for delivery of Custom Milled Rice of any Govt. Agency and that no Court case is pending between the party and Hafed in any Court of Law.
- x) Scanned copy of certificate to the effect that the party has custom milled minimum 2,000 MTs paddy per year satisfactorily at least in any one year during

last ten years. The party shall produce certificate issued by the concerned State Agency in support of milling of paddy/successful delivery of CMR to FCI from the concerned State procuring agency.

b) Financial Bid :

The Financial Bid shall be submitted online on the e-tendering portal and no manual financial bid shall be accepted. In case the bidder intends to bid for more than one Rice Mill then he will have to submit separate Financial bid for each Rice Mill. The details of the Rice Mills to be leased out along with the milling capacity is as under:

SN	Rice Mill	District	Capacity (in TPH)
1	Taraori	Karnal	4

- i. The Financial Bids shall be submitted online in the prescribed performa.
- ii. The minimum lease period shall be one year.
- iii. In case the highest Financial bid of more than one bidders is found the same then preference will be given to the bidder who has quoted for longer period. In case the period of two bids is also found the same then all such bidders will be given to another chance to give their revised Financial Bids manually to the committee and bid will be decided in favour of highest bidder.
- iv. While quoting the financial bid, the bidder will quote a minimum lumpsum amount (exclusive of all taxes as applicable from time to time) as lease rentals for one year.
- v. In case the Management decided to extend the lease period for more than one year, the lease rentals will be increased @ 7% every year.
- vi. Any taxes liability as applicable on this contractual assignment from time to time shall be borne by the Bidder/ Party.
- vii. That the party will have to enter into an agreement with the concerned District Manager Hafed before start of milling.
- viii. The party will make payment of lease moneys through advance cheques in four equal installments of each year of contract period.
- ix. That in case the lease period of the mill is for one year only then the validity of the agreement will be upto 31.07.2023 and if the lease period is of more than one year then the validity of the agreement will be upto 31st July of the year in which the contract period is ending. The party will have to vacate the premises of the Mill within 15 days of completion the period of agreement otherwise Rs. 50,000 /- per month will be charged as rentals.
- x. After completion of the lease tenure the party will have to hand over the Rice Mill, Plant & Machinery, all other assets of the Hafed Rice Mills to the concerned Rice Mill Managers/ District Managers/GM, HRM, Taraori in the same condition as was at the time of taking on lease.

4) Validity :

The bids will be valid for a period of 30 days from the date of opening of e-tender.

5) Earnest Money Deposit :

Earnest Money of Rs. 5 Lakh (Rs. Five Lakhs only) for Rice Mill, Taraori will be deposited by the bidders online in favour of Hafed. The online bids without EMD will not be considered.

6) Security :

The successful bidder/miller will have to deposit Security of Rs. 8 Lakhs (in addition to earnest money) with the concerned Rice Mill/District office Hafed within 10 days of allotment letter issued. In case the party fails to deposit the security amount in time, Hafed may forfeit the EMD deposited by the party. No interest on security/EMD will be paid by Hafed.

In case the party fails to comply with the conditions of the contract during the contractual assignment, Hafed will forfeit the security. The security deposit will be released to the party after successful completion of the contractual assignment.

7) Additional Installations:

- i) That in case miller/party installs any additional machines like Sortex / packing machine etc. then all the investments will be borne by the party. In case the party intends to make any other additions/ improvements the same shall be made with the prior consent of Hafed.
- ii) That after the period of contract, party will have to lift back their machinery/ stocks within 15 days of completion the period of agreement otherwise Rs. 50,000/- per month will be charged as rentals.

8) Storage Space and Charges:

- i) That Hafed does not give any guarantee to provide paddy to the party, as paddy on Price Support Operation may not be available with Hafed due to market conditions / Govt. Policy. In such case, the party will have to arrange the paddy at its own level.
- ii) That in case paddy purchased by Hafed under Price Support Operations is allotted to the party, then Hafed will provide storage space for storage of paddy, gunny bags and rice (if available) and no rent will be charged on this account. All the terms & conditions of KMS 2022-23 will be applicable for the milling of Paddy purchased under Price Support Scheme.
- iii) That in case paddy is purchased by the party in its own account, Hafed will charge storage charges @ Re 1/- per qtl. of paddy per month and @ Rs. 2.50 per qtl. per month for Rice. However, for the paddy and Rice stored in the rice room,

machinery room etc. then no storage charges will be charged.

9) Miscellaneous:

- i) The miller/firm to whom the mill is leased out will operate the mill itself. No subletting to third party is permitted.
- ii) That party will arrange their own technical staff, labour, watch & ward staff to operate the Rice Mill. Hafed will not provide any manpower. All variable expenses like electricity, repair & maintenance of machinery & labour etc. will be borne by the miller/party.
- iii) That in case the miller/party wants to get the plant and machinery and stocks of paddy/rice insured then all expenses on this account will be borne by the party.
- iv) That Hafed will have the right to depute/post its staff in the mill to supervise the activities.
- v) Hafed reserves the right to extend the contract after the expiry of the lease period on mutually agreed terms and conditions, if the performance of the Miller is found satisfactory.
- vi) Hafed is Processing paddy and rice for Commercial sale in the Rice Mill and Hafed may need the Rice Mill to process paddy/rice for some period during the lease period in that case the successful bidder will have to make available to Rice Mill to Hafed after notice of 7 days. In such situation Hafed will not charge lease money for the specific period on pro-rata basis. However Hafed shall not use the rice mill for more than 30 days in a single bracket.
- vii) DM's will prepare inventory of machines and equipments installed in the Rice Mill and will be handed over to the successful bidder duly accepted by him (the bidder). After expiry of the lease period the Rice Mill shall be taken over as per the inventory list of the machine and equipments in proper operational conditions.
- viii) DM/Addl. GM, Taraori will prepare inventory of machines and equipments installed in the Rice Mill and will be handed over to the successful bidder duly accepted by him (the bidder). After expiry of the lease period the Rice Mill shall be taken over as per the inventory list of the machine and equipments in proper operational conditions.

10) Arbitration:

In case of any dispute arising between both the parties, the matter shall be referred to the Managing Director, Hafed or his/her nominee for arbitration, whose decision shall be final and binding on both the parties.

Technical Bid:-

SN	Particulars	Detail
1.	Detail of the firm / company	Name/Address of the firm / company, Contact No's, Email Address, Contact persons (Name and Designation)
2.	Detail of Ownership	
	a. If Partnership firm	Photocopy of the latest partnership deed duly attested by Notary
	b. If Private Ltd Co. / Public Ltd. Co.	A list of Directors along with their addresses should be attached.
3.	Self attested copy of acceptance of all the terms and conditions of the tender document.	
4.	Scanned copy /Self attested copy of the proof of incorporation / registration and ownership of the bidder.	
5.	Proof / scanned copy of Earnest Money Deposit.	
6.	Balance sheet of the firm/party of last two Years i.e. 2020-21, 2021-22 duly audited and attested by Chartered Accountant.	
7.	Name and address of Bankers of the firm/ party.	
8.	Name and Designation of authorized signatory who will make correspondence and sign the agreement. (Authority letter enclosed).	
9.	GST No.	
10.	Food Grain License No.	
11.	PAN No.	
12.	Duly notarized affidavit in original to the effect that the bidder has not defaulted for delivery of Custom Milled Rice of any Govt. Agency and also to the effect that no Court case is pending between the party and Hafed in any Court of Law.	
13.	Certificate in original to the effect that the party has custom milled minimum 2,000 MTs paddy per year satisfactorily at least in any one year during last ten years. The party shall produce certificate issued by the concerned State Agency in support of milling of paddy/successful delivery of CMR to FCI from the concerned State procuring agency.	

FINANCIAL BID

PROFORMA FOR THE FINANCIAL BID FOR LEASING OUT OF HAFED RICE MILL, TARAORI (KARNAL) FOR THE KHARIF YEAR 2022-23 (upto 31.07.2023).

Rice Mill	Lease period quoted by the bidder (minimum 1 year)	Basic amount of lease rentals quoted by the bidder (Rs. In Lakh for first year) (without GST)	GST	Total amount including GST
Taraori (Karnal)				

- Note :1.** The amount of lease rentals to be quoted by the bidder shall be exclusive of all taxes as applicable from time to time.
- 2.** Any taxes liability as applicable on this contractual assignment from time to time shall be borne by the Bidder/ Party.
- 3.** In case the Management decided to extend the lease period for more than one year, the lease rentals will be increased @ 7% every year.

I/We have gone through the detailed terms and conditions of Hafed for taking of Hafed Rice Mill on lease. I/We shall also enter into agreement for Running of Hafed Rice Mills in the specified area on terms and conditions mentioned in the document. All the terms and conditions in the document are acceptable to us.

Place :

Date :

Signature of the Party
Name
Designation
Address
Phone/Mobile No.
E-Mail
Company / Firm seal
