



HAFED SUGAR MILL ASSANDH

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

The Haryana State Co-op Supply & Marketing Federation Limited.
Hafed Corporate Office Building, Sector 5, PANCHKULA.
Phone No. 2590520-26, Fax No.91-172-2590711,2590707.
E.Mail: Hafed@hry.nic.in Web-site.www.hafed.gov.in.

01749-201030
01749-201263



SHORT TERM E-TENDER NOTICE

E-tenders are invited for the sale of following items as per detail given below:-

Sr. No.	Name of Items	EMD (In Rs.)
1.	Sale of 50,000 Qtls Molasses	1,00,000/-
2.	Sale of Brown Sugar (BISS), Approx. 6,000 Qtls.	1,00,000/-

The tender document containing details, quantity, specifications etc. and other terms & conditions are available on portal <https://haryanaeprocurement.gov.in> or <https://hafed.haryanaeprocurement.gov.in> or at Hafed Website www.hafed.gov.in. The tender should be filled on the above website on or before **24-05-2017** up to **16:00 Hrs.** “**Technical Bid**” will be opened on **25-05-2017** at **13:00 Hrs.** if a tenderer qualifies in “**Technical Bid**” then only “**Financial Bid**” will be opened by the committee in the presence of tenderers on **25-05-2017** at **14:00 Hrs.**

General Manager,
Hafed Sugar Mill,
Assandh

Detailed Notice Inviting Tender

E-Tender is invited for below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No.	Name of Items	EMD to be deposited	Tender Document Fee and E services fees	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Sale of 50,000 Qtls Molasses	Rs. 1,00,000/-	200+1000 =1200/-	16.05.2017 at 14:00 Hrs	24.05.2017 at 16:00 Hrs

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

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders/contractors 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 GovH (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://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. He/ She will be required to make online payment of Rs. 1,00,000/- for Molasses towards EMD fee in due course of time i.e. between 16.05.2017 upto 24.05.2017 The intended bidder 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 i.e. on or before 24.05.2017 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://haryanaeprocurement.gov.in>.

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1200/- (Rupee One thousand Five Hundred 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/ e-Service fee 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

Sr. No.	HAFED Stage	Party Stage	Start Date and Time	Expiry Date and Time
1	Release of Tender	-	16-05-2017 14:00 Hrs	24.05.2017 16:00 Hrs
2	-	(i) Downloading of Tender Document/ Online Bid Preparation. (ii) Online directly transfer of funds through RTGS/NEFT or OTC (Tender document fee Rs.200/-, e-Service fee Rs.1,000/- and Earnest Money of Rs. 1,00,000/- for Molasses	16.05.2017 14:00 Hrs	24.05.2017 16:00 Hrs
3		Hash Submission and Submission of online Bid	16.05.2017 14:00 Hrs	24.05.2017 16:00 Hrs
4	Opening of Technical Bid	-	25.05.2017 13:00 Hrs	25.05.2017 13:00 Hrs
5	Opening of Financial Bid	-	25.05.2017 14:00 Hrs	25.05.2017 14:00 Hrs

Important Note:

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

- 3) Applicant/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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

M/s Nextenders (India) Pvt. Ltd.

O/o. DS&D Haryana,

SCO – 09, IInd Floor,

Sector – 16,

Panchkula – 134108

E - mail: Chandigarh@nextenders.com

Help Desk: 0172 – 2582008-09, 2618292 and 1800-180-2097 (Toll Free Number)

2.4 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).

2.5 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.

2.6 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.

2.7 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, 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://haryanaeprocurement.gov.in>.

4 Pre-requisites for online bidding.

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nex Tenders (India) Pvt. Ltd. or downloaded from the home page of the website - <http://haryanaeprocurement.gov.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 eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

6 Download of Tender Documents.

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

7 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.

8 Online Payment of Tender Document Fee, eService fee & EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid).

8.1 Online Payment of Tender Document Fee + e-Service fee. The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService 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.

8.2 PREPARATION & SUBMISSION OF online APPLICATIONS/BIDS.

- (i) Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) from 16.05.2017 to 24.05.2017 (16.00 Hrs.) and tender mandatorily be submitted online following the instruction appearing on the screen.
- (ii) **Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope.** The require documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

A. Only Electronic Form (Refer Tender document).

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

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://haryanaeprocurement.gov.in>.

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

In the first instance, the online payment details of tender document fee+e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/ Agency wherever required shall be opened online in the presence of such 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, 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 & 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 at least 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
2. Axis Bank
3. Bank of Bahrain 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 and K Bank
24. Karnataka Bank
25. Kotak Mahindra Bank
26. Karur Vysys Bank
27. Punjab National Bank
28. Oriental Bank of Commerce
29. South Indian Bank
30. Standard Chartered Bank
31. State Bank Of Bikaner and 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 details.

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

Tender document for Sale of 50,000 Qtls Molasses

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 Approx.- 50,000 qtls. molasses, 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 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 The Payment for Tender Document Fee INR 200/- (Rupees Two Hundred Only) and eService Fee Rs. 1000/- (Rupees One Thousand only (Non refundable) can be made by eligible bidders / contractors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD **Rs. 1,00,000/- (Rupees One Lac only) for molasses** can be made online directly through RTGS / NEFT and the bidder would remit the funds at least T + 1 working 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.
- 2.4 Molasses Security @ Rs. 20/- per qtl. 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.
- 2.5 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. 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 all duties and taxes. Duties and taxes 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 Sales Tax/ Tin No./VAT/ Excise registration certificate (For the parties bidding for molasses).
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 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.

3.2 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.

3.3 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.

3.4 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.

4.0 **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 60 Days

4.1 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.

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 of Molasses.

7.0 **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.

8.0 **Rate:-**

Each bidder is to fill in final rate in his tender form and negotiation will be held only with highest-one bidder.

9.0 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.

10.0 Sold Quantity is approximate it may increase or decrease.

11.0 The Molasses will be sold on 'As is where is' basis.

12.0 No conditional tender will be accepted.

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

14.0 **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 Sales Tax/ Tin No./VAT/ Excise registration certificate (For the parties bidding for molasses).
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 50,000 Qtls Molasses”**

Sr. No.	Item	Quantity (In Qtl.)	Offered Quantity (In Qtl.)	Offered Rate (Rs. Per Qtl.)
1.	Molasses	Approx.- 50,000		

Detailed Notice Inviting Tender

E-Tender is invited for below mentioned items in single stage two cover system i.e.

Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No.	Name of Items	EMD to be deposited	Tender Document Fee and E services fees	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Sale of 6,000 Qtls. Brown Sugar (BISS)	Rs. 1,00,000/-	200+1000 =1200/-	16.05.2017 at 14:00 Hrs	24.05.2017 at 16:00 Hrs

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

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders/contractors 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://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. He/ She will be required to make online payment of Rs. 1,00,000/- for Brown Sugar (BISS) towards EMD fee in due course of time i.e. between 16.05.2017 upto 24/05/2017 The intended bidder 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 i.e. on or before 24.05.2017 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://haryanaeprocurement.gov.in>.

The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1200/- (Rupee One thousand Five Hundred 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/ e-Service fee 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

Sr. No.	HAFED Stage	Party Stage	Start Date and Time	Expiry Date and Time
1	Release of Tender	-	16-05-2017 14:00 Hrs	24.05.2017 16:00 Hrs
2	-	(i) Downloading of Tender Document/ Online Bid Preparation. (ii) Online directly transfer of funds through RTGS/NEFT or OTC (Tender document fee Rs.200/-, e-Service fee Rs.1,000/- and Earnest Money of Rs. 1,00,000/- for Brown Sugar (BISS))	16.05.2017 14:00 Hrs	24.05.2017 16:00 Hrs
3		Hash Submission and Submission of online Bid	16.05.2017 14:00 Hrs	24.05.2017 16:00 Hrs
4	Opening of Technical Bid	-	25.05.2017 13:00 Hrs	25.05.2017 13:00 Hrs
5	Opening of Financial Bid	-	25.05.2017 14:00 Hrs	25.05.2017 14:00 Hrs

Important Note:

- 1) The Applicants/bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant/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) Applicant/Bidder must confirm & check his/her Application/bid status after completion of

his/her all activities for e-bidding.

- 3) Applicant/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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.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://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

M/s Nextenders (India) Pvt. Ltd.

O/o. DS&D Haryana,

SCO – 09, IInd Floor,

Sector – 16,

Panchkula – 134108

E - mail. Chandigarh@nextenders.com

Help Desk. 0172 – 2582008-09, 2618292 and 1800-180-2097 (Toll Free Number)

2.4 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).

2.5 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.

2.6 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.

2.7 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, 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://haryanaeprocurement.gov.in>.

4 Pre-requisites for online bidding.

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nex Tenders (India) Pvt. Ltd. or downloaded from the home page of the website - <http://haryanaeprocurement.gov.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 eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

6 Download of Tender Documents.

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

7 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.

8 Online Payment of Tender Document Fee, eService fee & EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid).

8.1 Online Payment of Tender Document Fee + e-Service fee. The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService 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.

8.2 PREPARATION & SUBMISSION OF online APPLICATIONS/BIDS.

- (i) Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) from 16.05.2017 to 24.05.2017(16.00 Hrs.) and tender mandatorily be submitted online following the instruction appearing on the screen.
- (ii) **Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope.** The require documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

B. 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:-

(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://haryanaeprocurement.gov.in>.

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

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

A. Debit Card

B. Net Banking

C. RTGS/NEFT

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. 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 at least 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
2. Axis Bank
3. Bank of Bahrain 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 and K Bank
24. Karnataka Bank
25. Kotak Mahindra Bank
26. Karur Vysys Bank
27. Punjab National Bank
28. Oriental Bank of Commerce
29. South Indian Bank
30. Standard Chartered Bank
31. State Bank Of Bikaner and 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 details.

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

Tender document for Brown Sugar (BISS), Quantity- Approx.- 6,000 Qtls.

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

01749-201030
 01749-201263

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 approx.- 6,000 Qtls. Brown Sugar (BISS), F.O.R. Sugar Mill, Assandh. The Party can quote Brown Sugar (BISS) full or part quantity. The minimum Brown Sugar (BISS) quantity to be offered by the bidders is 2,000 qtls.
- 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 The Payment for Tender Document Fee INR 200/- (Rupees Two Hundred Only) and eService Fee Rs. 1000/- (Rupees One Thousand only (Non refundable) can be made by eligible bidders / contractors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD **Rs. 1,00,000/- (Rs. One Lac Only) for Brown Sugar (BISS)** can be made online directly through RTGS / NEFT and the bidder would remit the funds at least T + 1 working 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.
- 2.4. Security @ Rs. 200/- per qtl. shall be deposited within seven days of allotment of tender or before lifting of brown sugar (BISS) whichever is earlier. The EMD amount will be adjusted in the security amount.
- 2.5 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 uploaded 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. The tenderers are required to quote the price of Brown Sugar (BISS) per Qtls. F.O.R. Sugar Mill, Assandh, inclusive of all duties and taxes.
 - 3.3 The committee is empowered to increase/decrease the quantity keeping in view the market trend of prices of Brown Sugar (BISS).
 - 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.
 - 3.7 Quantity of new BISS produced during 2017 is approximate, it may change as per actual production.

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 Sales Tax/ Tin No./VAT/ Excise registration certificate (For the parties bidding for molasses).
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.

4.0 Payment and Penalty:-

- 4.1 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.
- 4.2 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.
- 4.3 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 Brown Sugar (BISS) till the entire auctioned stock is lifted.
- 4.4 The Party shall have no right claim for lifting of Brown Sugar (BISS) after cancellation of the allotment of Brown Sugar (BISS) due to the Policy/Decision of the State Govt. /Central Govt./ Any Court of Law.

5.0 Lifting

Within 90 Days on monthly proportionate basis.

- 5.1 The party can lift Brown Sugar (BISS) itself or can duly authorize any other person to lift Brown Sugar (BISS) on behalf of the Party or can authorize any registered Party/ Dealer to lift Brown Sugar (BISS) on behalf of the party. However, the Party shall be responsible for any legal/financial liability on this account.
- 6.0 **Validity of financial Bids:-**
Financial bid will be valid for 20 days (Twenty days) from the date of opening of financial bid.
- 7.0 **Transportation:-**
The Tenderer will have to make his own arrangement for transportation of Brown Sugar (BISS).
- 8.0 **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.
- 9.0 **Rate:-**
Each bidder is to fill in final rate in his tender form and negotiation will be held only with highest-one bidder.
- 10.0 Successful bidder of brown sugar (BISS) has to produce an affidavit declaring that the brown sugar purchased will not be used for human consumption.
- 11.0 Weight of empty Gunny/ PP bags will be excluded from the total weight of the Brown sugar (BISS).
- 12.0 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.
- 13.0 Sold Quantity is approximate it may increase or decrease.
- 14.0 The Brown Sugar (BISS) will be sold on 'As is where is' basis.
- 15.0 No conditional tender will be accepted.
- 16.0 Security amount shall be refunded on lifting of full quantity satisfactory and submission of 'C' forms etc if applicable.
- 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 Sales Tax/ Tin No./VAT/ Excise registration certificate (For the parties bidding for molasses).
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 Brown Sugar (BISS)”

Sr. No.	Item	Quantity (In Qtl.)	Offered Quantity (In Qtl.)	Offered Rate (Rs. Per Qtl.)
1.	Brown Sugar (BISS) for season 2015-16	Approx.- 3,178 Qtls. or actual		
2.	Brown Sugar (BISS) for season 2016-17	Approx.- 2,300 Qtls. or actual		
3.	Scarp Sugar	Approx.- 322 Qtls. or actual		
4.	Rori Sugar	Approx.- 200 Qtls. or actual		