



E-TENDER NOTICE FOR LABOR & CARTAGE AND TRANSPORTATION OF FERTILIZER

The Haryana State Cooperative Supply and Marketing Federation Limited (HAFED) Sonapat invites E-tender for various Labor and Cartage operations of fertilizer for Sonapat, Gohana, Pugthala and Ganaur centres and Transportation work of Fertilizers for all the centres i.e. Sonapat, Gohana, Pugthala and Ganaur to various destinations within the District and outside the District within Haryana for the year 2017-18 (01.04.2017 to 31.03.2018) as per schedule mentioned below: -

Sr. No.	Name of Centre	Amount of Earnest money for Labor & Cartage work	Amount of Earnest Money for Transportation work	Tender Document Fee and E services fees	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Sonapat	15000	41000	Rs. 500/-+ Rs. 1000/- =1500/-	14.03.2017 at 11.30 AM	24.03.2017 at 05.00 PM
2.	Gohana	20000	17000			
3.	Pugthala	15000	49000			
4.	Ganaur	15000	15000			

The tender document containing eligibility criteria and other terms & conditions is available at Haryana Single e-procurement portal at <https://haryanaeprocurement.gov.in> or Hafed website www.hafed.gov.in. The schedule of downloading of tender document & bid submission and opening of Technical & Financial Bid is given as under:-

SN	Particulars	Remarks
1	Super scribed No. of Tender	Hafed/DOS/Fert./Tender
2	On line submission of EMD, Tender Fee & e-service Fee	Upto 5:00 PM on 23-03-2017
3	On line Bid submission	Upto 05:00 PM on 24-03-2017
4	Date and Time of opening of Technical Bids	At 11.00 AM on 27-03-2017
5	Date and Time of opening of Financial Bids of only valid Tenderer	At 2.00 PM on 27-03-2017

All bidders are required to get register on e-tendering portal (<https://haryanaeprocurement.gov.in>) for applying of online e-tender. Technical & Financial bid will be opened at **Conference Hall, Addl. Dy. Commissioner Office, Sonapat** 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, Sonapat**

Detailed Notice Inviting Tender

E-Tender is invited for various for Sonapat, Gohana, Pugthala and Ganaur centres and Transportation work of Fertilizers for all the centres i.e. Sonapat, Gohana, Pugthala and Ganaur to various destinations within the District and outside the District within Haryana for the year 2017-18 (01.04.2017 to 31.03.2018) as per details mentioned below in two Bid 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 Centre	Amount of Earnest money for Labor & Cartage	Amount of Earnest Money for Transportation	Tender Document Fee and E services fees	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Sonapat	15000	41000		14.03.2017	24.03.2017
2.	Gohana	20000	17000	Rs. 500/-+ Rs. 1000/- =1500/-	at 11.30 AM	at 05.00 PM
3.	Pugthala	15000	49000			
4.	Ganaur	15000	15000			

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

- The payment for Tender Document Fee and e-Service Fee shall be made by the parties online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intended parties will be mandatorily required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. **He/ She will be required to make online payment of required EMD in due course of time. The intended parties fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his/her bids for the respective event/Tenders.**
- The interested parties/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 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://haryanaeprocurement.gov.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.

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

Key Dates

Sr. No.	HAFED Stage	Party Stage	Start / expiry date and Time
1		(i) Downloading of Tender Document / Online Bid Preparation. (ii) Online directly transfer of funds through RTGS/NEFT or OTC (Tender document fee Rs.500/-, e-Service fee Rs.1,000/-) and required EMD (as mentioned against each items)	14.03.2017(11.30 AM) to 23.03.2017(05.00PM)
2	-	Submission of online Bid	14.03.2017(11.30 AM) to 24.03.2017(05.00PM)
3	Opening of Technical Bid	-	27.03.2017(11.00AM)
4	Opening of Financial Bid	-	27.03.2017(2.00 PM)

Important Note:

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

INSTRUCTIONS TO PARTY/BIDDER ON ELECTRONIC TENDERING SYSTEM

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

1. Registration of bidders on e-Procurement Portal:

All the parties/bidders intending to participate in the 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 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://haryanaeprocurement.gov.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://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 &
1800-180-2097 (Toll Free Number)**

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://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 Nextenders (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 e-Procurement 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 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://haryanaeprocurement.gov.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 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 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 & 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 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 & 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

Performa No -II

Terms & Conditions for the Transportation work of Fertilizers for all the centres i.e. Sonapat, Gohana, Pughala and Ganaur to various destinations within the District and outside the District within Haryana for the year 2017-18 (01.04.2017 to 31.03.2018)

Sale of tender:- Sale of tender shall start on 14.03.2017 at 11.30 AM and closed on 24.03.2017 at 05.00 PM.

Opening of tender:- Technical Bid shall be opened on 27.03.2017 at 11.00 AM and the Financial Bid of the tenderers/bidders who qualified in the Technical Bid shall be opened on 27.03.2017 at 2.00 PM. These Bids shall be opened at **Conference Hall, Addl. Dy. Commissioner Office, Sonapat** in the presence of tenderer who may wish to be present.

1. (a) The tenders shall deposit earnest money of Rs. 15,000/- 2% of last year volume of work, whichever is higher, rounded up to the nearest of Rs. 1000/-. The payment earnest money can be made online directly through RTGS/NEFT to the beneficiary account number specified under online generated challan available at Single e-Procurement Portal of Govt. of Haryana.
- (b) In case of centre's having working Rail Head, security of transport contractor will be 5% of the previous year volume of work of the centre or Rs. 1.00 Lac per centre (Minimum) whichever is higher between the two.

In case of centre's of Non Rail Head, security of transport contractor shall be 5% of the previous year volume of work of the centre or Rs. 50,000/- per centre (Minimum) whichever is higher between the two.

In case the transportation and labour work is handled by one party /firm at centre of working Rail Head, the security will be obtained 5% of the total volume of previous year work of transportation and labour work of the centre or Rs.1,20,000/- per centre(Minimum) whichever is higher between the two.

In case the transportation and labour work is handled by one party /firm at centre of working Non-Rail Head, the security will be obtained 5% of the total volume of previous year work of transportation and labour work of the centre or Rs. 60,000/- per centre (Minimum) whichever is higher between the two.

2. The tender without earnest money and conditional tender will be rejected.
3. The successful tenderer shall have to deposit the full amount of security within 5 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 with in 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.
4. The successful tenderer/transporter may execute an agreement on a stamp paper of Rs. 100/- with DM concerned with in five working days of acceptance of tender. He shall also furnish two sureties each of equal amount of security, from two reputed local persons/Arthias possessing sufficient immovable property.

5. Penalty and contract termination:

- (a) In the event of contactors 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/contactors 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, D.M, Hafed will serve a 7 days notice to the contractor at his address and in case satisfactory reply is not received, DM 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 companies also. Under such circumstances, DM Hafed will retender so that work may not suffer.
- (b) The DM 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 instruction issued by the DM Hafed or an officer acting on his behalf. If the contractor failed to supply the requisite number of trucks, the Dm 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.
6. The Transporter will be responsible for providing the sufficient trucks in time, as per requirement of Hafed (to be assessed be the contractor in consultation with DM and 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 sufficient no. of trucks are not provided by the contractor, the responsibility of wharf age if any imposed by railway authorities, will be of the transport contractor.
7. 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 and cost of the transporter.
8. The committee constituted for negotiation/finalization with the transport contract will keep in view that liability of service tax to be borne by Hafed.
9. The transporter will be responsible for any type of transit shortage/loss of material after loading the same in the truck. He will be responsible for the safe delivery of stocks.

10. 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 problem; otherwise the tenderer/ transporter will be responsible for the losses suffered by Hafed in this regard.
11. As and when the fertilizer rake placed at station/rake point then the transporter has to provide sufficient trucks.
12. The transporter will have no objection for utilization of Hafed/CMS trucks for the transportation of fertilizer any where.
13. The transporter will be paid the transportation charges on the basis of actual distance (Shortest motor able route) from each loading point (in the District) to each destination centre, where the fertilizer is to be supplied.
Standing committee of DM 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 DM 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 on any new centre or in the case of change in motor able 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.
14. Contractor shall have to execute an agreement on judicial paper of Rs. 100/-
15. If Committee considered that the rates are not genuine, then negotiation will be held by the committee.
16. 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.
17. New tender will be finalized for the financial year starting from April to March every year. The labour and transport tender of fertilizer will be cart for one year period the period can be extended by Hafed for a period up to 3 months on the terms and conditions settled with Hafed.

Technical Criteria

1. Tenders for both the operation i.e. Tpt and labor shall be called jointly. Committee will give preference to the one party for both the operations (Tpt and labor), if the rates for both the operation (separately) are lowest after negotiation.
2. Each tenderer will submit the proof of physical availability of ten trucks with copy of RC of trucks or agreement of availability/providing of trucks from any truck union/Company.
3. Transport/labour should furnish two surety two reputed parties/ Arthias after accepting the tenders.

TECHNICAL BID FOR TRANSPORTATION 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 dully attested)	
3	Certificate of work experience of minimum 2 years from concerned DC/Head of agency	
4	Copy of PAN Card	
5	Each tenderer will submit the proof of physical availability of ten 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	

FINANCIAL BID					
Sr. No.	Description of work	Name of Centre	Basic Rates of Transportation		Offered Rate % above SOR
			Distance	Basic Rates	
1	Transportation work		1. Local cartage and tpt up to 8KM will be the responsibility of labour contractor		
			2. Above 8Km to 25Km	Rs. 2.50 per qtl + Rs. 0.25 per qtl per KM.	
			3. Above 25Km to 35Km	Rs. 6.75 per qtl + Rs. 0.20 per qtl per KM.	
			4. Above 35Km to 60Km	Rs. 8.75 per qtl + Rs. 0.15 per qtl per KM.	
			5. Above 60Km	Rs. 12.50 per qtl + Rs. 0.10 per qtl per KM.	

Performa No –IV

TERMS AND CONDITIONS FOR THE LABOUR AND CARTAGE WORK OF FERTILIZER FROM RAKE POINT/ RAIL HEAD AND GODOWN ETC FOR THE PERIOD FORM 01.04.2017 TO 31.03.2018.

Sale of tender:- Sale of tender shall start on 14.03.2017 at 11.30 AM and closed on 24.03.2017 at 05.00 PM.

Opening of tender:- Technical Bid shall be opened on 27.03.2017 at 11.00AM and the Financial Bid of the tenderers/bidders who qualified in the Technical Bid shall be opened on 27.03.2017 at 2.00 PM. These Bids shall be opened at **Conference Hall, Addl. Dy. Commissioner, Sonapat** in the presence of tenderer who may wish to be present.

2. The tenders shall deposit earnest money of Rs. 15,000/- or 2 % of last year volume of work. Whichever is higher, rounded up to the nearest of Rs. 1000/-. The payment earnest money can be made online directly through RTGS/NEFT to the beneficiary account number specified under online generated challan available at Single e-Procurement Portal of Govt. of Haryana.
3. The security of labour contractor be obtained @5% of the value of the work during the previous year with minimum amount be taken for Rs. 20,000/- per centre, but in the case of tender for handling of rake, the security of minimum of Rs.50,000/- per centre is to be taken.
4. In case labour work and transport work is handed by one party/firm at Centre **of Working Rail Head**, the security be obtained @5% of the total volume of previous year work of labour work of the centre or Rs.1,20,000/- per centre (minimum), whichever is higher between the two.
In case the labour and transport work is handled by one party/firm at Centre of Non-Rail Head, the security will be obtained 5% of the total volume of previous year work of labour work of the centre or Rs. 60,000/- per centre (minimum), whichever is higher between the two.
5. **(a)** In the event of contactors 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/contactors 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, D.M, Hafed will serve a 7 days notice to the contractor at his address and in case satisfactory reply is not received, DM 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 companies also. Under such circumstances, DM Hafed will retender so that work may not suffer.

(b) The DM 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 instruction issued by the DM Hafed or an officer acting on his behalf. If the contractor failed to supply the requisite number of trucks, the DM 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.

6. The successful tenderer/transporter may execute an agreement on a stamp paper of Rs. 100/- with DM concerned within five working days of acceptance of tender. He shall also furnish two sureties each of equal amounts of security, from two reputed local persons/Arthias possessing sufficient immovable property.
7. In case of Rake Handling labour contractor will be responsible for providing sufficient labour/cartage and entire demurrage/warefage on operation of fertilizer Rake Handling at Railhead and dealing with railways will be responsibility of labour contractor. The labour contractor will get unloading from the wagons in time and after dumping of the stocks at rail head, he will make proper counting of fertilizer 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.
8. The labour contractor will have no objection for utilization of Hafed/CMS trucks for the labour/ cartage for fertilizer.
9. The labour contractor will provide watch & ward at rail head at his cost and he shall be fully responsible for any kind of loss/ theft.
10. The labour contractor will provide sufficient transport/ carts and labour and he will be fully responsible any kind of transit lost including loss by rains.
11. All tax liability will be of labour contractor.
12. New tender will be finalized for the financial year starting from April to March every year. The labour and transport tender of fertilizer will be cart for one year period the period can be extended by Hafed for a period up to 3 months on the terms and conditions settled with Hafed.
13. The provision 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 Department within seven days of the next month of work done. In case of labour & construction society, the concerned society will submit the affidavit along with list of its members who worked as laborers. The list should be duly verified from the concerned manager and FI Hafed. In case the affidavit/ list is not supplied then the EPF will be deducted as per rule. The labour and construction society will submit the copy of resolution within 7 days of the tender.

14. The labour contractor must obtain labour license from the labour department within 30 days of allotment of labour tender.
15. No interest on the security deposited by the LC will be given and security will be realized after audit of accounts for relevant period and NOC from EPF authorities.
16. Contractor shall have to execute and agreement on non judicial paper of Rs.100/-.
17. If needed the LC will be bound to handle the rack of fertilizer of Hafed as well as of supplier.
18. If the committee considered that the rates are not genuine then negotiation held by the committee.
19. Hafed may allocate complete or only part of the work of contractor.
20. Security deposit shall be refunded after successful completion of the contractor and internal audit.
21. Any dispute in this regard will be referring to the worthy MD Hafed, Panchkula and his decision will be final and binding on both the parties.

Technical Criteria

1. Tenders for both the operation i.e. Tpt and labor shall be called jointly. Committee will give preference to the one party for both the operations (Tpt and labor), if the rates for both the operation (separately) are lowest after negotiation.
2. Each tenderer will submit the proof of physical availability of ten trucks with copy of RC of trucks or agreement of availability/providing of trucks from any truck union/Company.
3. Labour Contractor should have experience of minimum of two years. Labour Contractor should submit a performance report in respect of satisfactory work done by him in the past.
4. Transport/labour should furnish two surety two reputed parties/Arthias after accepting the tenders.

TECHNICAL BID FOR LABOR & 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 dully attested)	
3	Certificate of work experience of minimum 2 years from concerned DC/Head of agency	
4	Copy of PAN Card	
5	EPF No.	
6	Each tenderer will submit the proof of physical availability of ten trucks with copy of 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	

FINANCIAL BID				
Sr. No.	Description of work	Name of Centre	Basic Rates of Transportation	Offered Rate % above SOR
			Basic rates fixed for labour and cartage:	Rates per no. 50kg b/s
1	Labor & Cartage work		1. Unloading from wagons & dumping at Railway station for 50kg 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	60 paisa
			b) Above 2 km upto 5 km	80 paisa
			c) Above 5 km upto 8 km	Rs. 1.25
d) Unloading from trucks/ carts and Stacking in godown/ mini godown	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)