



THE HARYANA STATE COOPERATIVE SUPPLY AND MARKETING FEDERATION LIMITED

CORPORATE OFFICE, SECTOR 5, PANCHKULA, HARYANA (INDIA)

TEL: 2590520-24, FAX: 2590711, E-mail: hafed@hry.nic.in

Web-site: www.hafed.gov.in

Short term e-Tender Notice for purchase of empty packing material.

Hafed invites on line bids from manufacturers, reputed firms for supply of packing material on **Six Months Rate Contract Basis for the period 01.12.2017 to 31.05.2018** strictly as per Hafed's specifications/terms. The tender document containing details of required Earnest money, name and quantity of packing material, specifications etc. and other terms & conditions are available on portal <https://haryanaeprocurement.gov.in> or at Hafed Website www.hafed.gov.in. The parties / bidders can submit their bids through e-Tender portal as per dates given below:

| | |
|---|--|
| Downloading of Tender Document / Online Bid preparation & Online directly transfer of funds | 03.11.2017 (10 hrs) to 20.11.2017 (16 hrs) |
| Submission of online Bid | 03.11.2017 (10:01 hrs) to 21.11.2017 (17 hrs) |
| Opening of Technical bid | 22.11.2017 at 11:30 hrs |
| Opening of Financial bid | 22.11.2017 at 14:15 hrs |

All bidders are required to get register on e-tendering portal & obtain Digital Signature from M/s Nextenders (India) Pvt. Ltd, Panchkula. Technical & Financial bid will be opened at Hafed Corporate Office, Sector-5, Panchkula (Haryana) and negotiations will be held on the same day. Hafed reserves the right to reject any/all the tenders without assigning any reason whatsoever.

General Manager,
Hafed Oil Mill, Narnaul/Rewari

Detailed Notice Inviting Tender

Short term e-Tender is invited for supply of empty packing material required for packing of edible oils at Hafed Oil Mills situated at Narnaul & Rewari (Haryana in single stage two cover system i.e. request for Technical Bid (online bid under Technical Envelope) and request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

| S. N. | Particular of tender | EMD 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. | Supply of packing material required for packing of Edible Oils and Mustard Cake as per detail enclosed herewith. | As mentioned against each item. | Rs. 500+1000 = Rs.1500/- | | |

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 fee in due course of time. The intended parties fails to pay EMD fee under the stipulated time frame shall not be allowed to submit his/her bids for the respective event/Tenders.
- The interested parties/bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance i.e. **on or before -----** 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 / expire 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). | 03.11.2017 (10 hrs) To 20.11.2017 (16 hrs) |
| 2 | - | Submission of online Bid | 03.11.2017 (10:01 hrs) to 21.11.2017 (17 hrs) |
| 3 | Opening of Technical Bid Envelope | - | 22.11.2017 at 11:30 hrs |
| 4 | Opening of Financial Bid | - | 22.11.2017 at 14:15 hrs |

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 tender 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 required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is not exceed more than 10 MB) and uploaded during the on-line submission of Technical Envelope.

- A. Only Electronic Form (Refer Tender document).**
FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually

NOTE:-

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

Tender Document

Tender document for purchase of Empty Packing Material required for packing of Edible Oils and Mustard Cake, F.O.R. at Hafed Oil Mills Narnaul & Rewari on Six months rate contract basis for the period 01.12.2017 to 31.05.2018.

Hafed Phone Nos. 0172-2590520-26
E.Mail: hafed@hry.nic.in
Website: www.hafed.gov.in

HOM Narnaul No.01282-256142,
E-mail: omhfdnrl@hry.nic.in

HOM Rewari : 01274-254427
E-mail omhfdwr@hry.nic.in

1.0 Back ground Information

Hafed has set up Oil Mill at Rewari & Narnaul (Haryana) of 30 TPD crushing capacity of Mustard Seed by each mill.

Tentative requirement of packing material strictly as per Hafed's specifications / terms:

(Fig. in Nos.)

| Sr No | Name of Item | Tentative Requirement | | EMD |
|-------|---|---------------------------|---------------------------|------------------------------------|
| | | Oil Mill Narnaul | Oil Mill Rewari | |
| 1 | 1 Ltr PET bottles | 180000 | 180000 | Rs. 50,000/- |
| 2 | 5 Ltr. HDPE Jars with cap, embossing & plain | 200000 | 200000 | Rs. 2,50,000/- |
| 3 | Printed 5 Ltr square Tin Newman type closure, ISI marked. | 0 | 4000 | Rs.1,00,000/- for Sr. No. 3, 4 & 5 |
| 4 | Printed 15 Ltr/Kg square Tin Newman type closure, ISI marked. | 23000 | 23000 | |
| 5 | Plain 15 ltr/Kg square Tin Newman type closure, ISI marked. | 18000 | 13000 | |
| 6 | Corrugated Boxes for 1 Ltr Bottle (12 x1 Ltr) | 15000 | 15000 | Rs.1,00,000/- for Sr. No 6,7,8 & 9 |
| 7 | Corrugated Boxes for 1 Ltr pouch (12 x1 Ltr) | 5000 | 0 | |
| 8 | Corrugated Boxes for 5 Ltr Jar (3 x 5 Ltr) | 73000 | 60000 | |
| 9 | Corrugated cover Top & Bottom for 15 ltr/kg tin | 40000 | 35000 | |
| 10 | Labels for 1 ltr. bottles, jars & tins etc.: a) 1 ltr. Bottle b) 5 ltr. Jar c) 15 ltr./kg Tins | 180000 230000 18000 | 180000 230000 18000 | Rs 20,000/- |
| 11 | PP caps for 1 ltr. Bottle | 150000 | 150000 | Rs.5,000/- for Sr. No. 11, 12 & 13 |
| 12 | Aluminum WAD for a) 1 ltr. Bottle b) 5 ltr. Jar | 180000 200000 | 180000 200000 | |
| 13 | PVC Neck Sleeves for 1 ltr. bottle | 180000 | 180000 | |
| 14 | BOPP Self Adhesive Tapes | 1800 rolls | 1500 rolls | Rs.5,000/- for Sr. No. 14 & 15 |
| 15 | PVC Straps roll | 63 Kg | 100 kg | |
| 16 | Pouch film for one litre pouch | 2 MT | 0 | Rs.10,000/- |
| 17 | HDPE bags for filling of 50 kg. Mustard Cake | 43000 | 43000 | Rs.30,000/- |

2.0 Invitation of Bids:

- 2.1 Hafed is looking for reputed manufactures for supply of packing material for packing of edible oils, F.O.R. Hafed Oil Mill, Narnaul & Rewari strictly as per Hafed's specifications/terms.
- 2.2 Tenderers are advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully mentioned in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.
- 2.3 The Payment for Tender Document Fee Rs.500/- (Rs.Five hundred only) and E-service Fee of Rs.1000/- (Rs. one thousand only) both are Non- refundable

can be made by eligible parties/bidders online directly through Debit Cards or Internet Banking Accounts and the Payment for required EMD can be made online directly through RTGS / NEFT and the bidder would remit the funds on or before ----- and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

- 2.4 No interest shall be payable by Hafed on the EMD 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 parties/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 technical and financial bid in the prescribed online format only. No manual bids shall be entertained.**

- 3.2 The tenderers are required to quote the price for each item F.O.R. Hafed Oil Mill Narnaul or Rewari inclusive of all GST/taxes/levies and as per Hafed's specifications, terms & conditions.
- 3.3 The committee is empowered to increase/decrease the quantity keeping in view the market trend of prices of packing material and availability of stocks against the tendered quantity.
- 3.4 Any conditions of the party sent along with the bids, if any, shall not be binding on Hafed.
- 3.5 On acceptance of tender, the date of supply of material should be strictly adhered to failing which Hafed reserves the right to cancel the tender and make purchases at the risk and cost of suppliers besides forfeit the earnest/security money of the tenderer.
- 3.6 Hafed reserves the right to reject any/all tenders without assigning any reason whatsoever.

Other Terms & Conditions of the Tender:-

- The required earnest money mentioned against each item in the tender notice must be transferred online. The tenderer can submit his offer of one or more items with requisite EMD.

- **Negotiations:**

Hafed reserves the right to negotiate the rates. However, the negotiations could be held upto L-3 bidder, if the difference between L-1 quoted rate and those quoted by L-2 and L-3 is within 5% of the L-1 quoted rate. In case where the L-1 bidder refuses to further reduce his offered price and the L-2 or L-3 bidders come forward to offer a price which is better than the price offered by the L-1 bidder, the bidder whose price is accepted becomes the L-1 bidder. However, in such a situation, the original L-1 bidder may be given one more opportunity to improve upon the discovered price. In case, the original L-1 bidder further improves upon the price discovered during the negotiations, he would be treated as L-1 bidder. As regard the apportionment of the quantity of the supplies, the finally determined L-1 bidder would be accorded due preference and the allocation of the order may be decided by Hafed subject to information available in the DNIT for example his offered quantity, capacity to supply, sales turnover, orders in hand, past performance etc. or any other rational parameter. The balance order may be apportioned between the L-2 and L-3 bidders, if they

accept the final L-1 rates on the basis of identical information, for example their offered quantity, capacity to supply, sales turnover, orders in hand, past performance etc. which may be decided by Hafed on case to case basis.

- The tenders shall only be accepted of those parties who will offer total required quantity.
- The quantity mentioned in the tender notice can be increased or decreased upto 25% during contracted period.
- Offer should be **valid for a period of 30 days** from the date of opening of Commercial bid. The successful tenderer/tenderers shall have to deposit security within three working days from the issue of acceptance letter, a security equivalent to 5% of the total value of the tendered quantity (including earnest money already deposited) by means of Bank draft for successful execution of the supplies/contract failing which EMD already deposited by him shall be forfeited. The entire security shall be refunded within one month after the successful execution of the rate contract. However, no interest whatsoever shall be paid on the earnest money / security amount by Hafed.
- Rate of the items should be F.O.R. Rewari and Narnaul inclusive of all GST/Taxes/Govt. levies while quoting rates. In case Govt. increases/decreases the GST during pendency of the rate contract, similar effect will be made on the rates quoted by the tenderer.
- The supplies will have to be made as per requirement of the Mills. The party will supply the material within 3 days from the date of placement of indent for Bottles, Jar & C/boxes etc. and 7 days for Tins and Labels etc. For delayed supply, penalty @ 2% per week or part thereof shall be imposed subject to maximum of 5% failing which Hafed have the liberty to make purchases from any other source at the risk and cost of the party. 80% payment will be released by Hafed Oil Mills; Rewari/Narnaul immediately on receipt of the material at destination if material is physically found O.K. by concerned G.M. and balance 20% will be released after getting O.K. test report from reputed out test house. In order to ascertain the correctness of the specifications of material supplied, one sample from each truck load of supply will be drawn by a Committee consisting of Representative of supplier/Driver, Concerned G.M. of plant, S.O./Acctt. of the plant and Store keeper for testing purposes and testing charges shall be borne by Hafed if the material is found O.K. otherwise it will be borne by the party. The party will supply the material as per specifications of all items mentioned in **Annexure-I** and the quality cut if any will be imposed proportionately. The material found below specifications/leaking/damaged at the time of filling will be notified to the party and will have to be lifted back and will have to replace the same in next consignment at his risk and cost. In case of leakage of bottles/tins exceeds 2% during filling, the entire lot will be rejected and the supplier will have to lift the same at his risk and cost and replace the same. The results of the outside laboratory will be conclusive and binding on both the parties.
- As per FSSAI Act, any change in the printing, designing shall have to be incorporated/ implemented during the course of contract.
- Hafed has right to cancel the contract if the performance of the supplier is not satisfactory.
- If the supplier had previously held any contract and furnished security/ earnest money with Hafed that security deposit shall not be adjusted against EMD of this tender and a fresh EMD shall be required to be furnished.
- Parties should send samples of the material for which they have offered before opening of technical bids. Parties shall ensure that designs and samples shown by them are not patented by other supplier/buyers.

GENERAL CONDITONS:-

- It will be the discretion of Hafed to bifurcate order, if considered necessary with a view to ensure timely supply.
- Preference will be given to such firms who have satisfactorily executed orders for supply of Govt./Coop. sector Institutions for at least 3 years and are an ISO 9001-2000. Tenders must be accompanied with certificate of approval issued by Agmark, CFTRI, Mysore, BIS. Tenders not accompanied by such approvals are liable to be rejected. The successful firm will also provide the below mentioned information.
 - a) **List of Clients to whom the material supplied by them recently.**
 - b) **Annual turnover of the last three years.**
 - c) **Technology of production and measures adopted for quality control.**
 - d) **Since when in business. The time period required to commence the supplies as per our designs should also be indicated. In case the design offered by the tenderer is not acceptable to Hafed then the firm/firms will have to develop the required moulds at their own cost and will mention the time period required for the development of such moulds.**
- The rate contract can be increased for further **THREE MONTHS** with mutual consent.

ARBITRATION:

In case of any dispute the matter shall be referred to the Managing Director, Hafed or his/her nominee whose decision shall be conclusive and binding on both the parties. In case of any dispute the concerned court at Rewari/Narnaul shall have the sole jurisdiction as may be the case.

Serial Number, Items and Specifications:

1. 1 Ltr. PET Bottles:

The pet bottle should conform to relevant provision of IS:11352:1998 and IS:14537:1988 as amended upto date. The sample of approved design of PET bottle can be obtained from Hafed Oil Mill, Rewari / Narnaul. SBM transparent bottles having weight of naked bottles as 28 grams plus minus 1% in case of 1 Ltr. (neck size 28 mm bottle PCO type). The manufacturer should be authorized by CFTRI Mysore / Agmark / BIS Authority to supply food grade PET bottles, certificates of which will be provided by the supplier in the technical bid.

Weight

28 gms (+ - 1%)

Nominal Capacity

1000 ml.

Brimful Capacity

1070 Plus minus 10 ml.

The party will invariably use only the virgin RELPET Grade G-5801 material manufactured by Reliance Industries Ltd., Hazira, Gujarat for making PET Bottle to be supplied to Hafed. In case the party uses perform, these should be of reputed brand such as Sunpet, Shripet, Pearlpet or equivalent quality. Party can also bring its sample of bottle of 28 gm at the time of tender.

2. 5 Ltr. HDPE Jars:

The HDPE jars should be made as per provision of IS:15473:2004 and test method shall be IS:2798:1998. The 5 ltr HDPE jars should be made of high Density Poly Ethylene, Vergin material only in 225 Gm. Weight +-5 Gms as per shade/colour required by Hafed. The manufactured should be authorized by CFTRI, Mysore and Agmark Authority to supply Food Grade certificates for HDPE jars which will be provided by the supplier in the Technical Bid. Embossing on HDPE jars will be made by the supplier on their cost. Mould will be provided by Hafed on security of Mould a cheque of Rs. 1,50,000/- will have to be deposited to each Unit i.e. Narnaul and Rewari and same will be returned upon receipt of the Moulds in proper working condition by Hafed. No interest will be given on the security of Mould and it will be deposited separately from the earnest money.

Item: Square Tins:

The manufacturer will submit photocopy of registration with BIS and approval for manufacturing ISI marked tins. He will also give affidavit that his registration with BIS has not been cancelled any time by BIS in the technical bid. Bar code graphics are to be printed/ inbuilt on the printed tins as per instructions of Hafed. In addition to no. of ticklies equivalent to numbers of tins, 2% extra ticklies are to be supplied free of cost. As per FSSAI Act any change in the printing/designing shall have to be incorporated/ implemented during the course of contract.

3. Printed 5 Ltr. Square Tin:

The Tin should be made as per provisions of IS : 10339 : 2000 as amended upto date. The tin should be four sided printed as per our design to be supplied by Hafed. The colour so used should be good quality. The tin should be of Newman type closure, ISI marked, suitable for packing of mustard oil Agmark Grade-I. The closure (Tikli) and Tin will be embossed with Hafed Logo. The manufacturer having offset printing facility will be preferred.

4. Printed 15 Ltr./15Kg. Square Tin:

The tin should be made as per provisions of IS: 10325: 2000 as amended upto date. The tin should be four sided printed as per our design to be supplied by Hafed. The colour so used should be good quality. The tin should be of Newman type closure, as per ISI Marked / specifications, suitable for packing of Mustard Oil Agmark Grade-I. The closure (Tikli) and Tin will be embossed with Hafed Logo. The manufacturer having offset printing facility will be preferred.

5. Plain 15Ltr./15Kg. Square Tin Newman Type Closure:

The Tin should be made as per provision of IS: 10325: 2000 as amended upto date. The tin should be Newman type closures as per ISI Marked / specification, suitable for packing of Refined edible Oils. The closure (Tikli) and Tin will be embossed with Hafed Logo.

6, 7, 8 & 9 Corrugated Fiber board Boxes:

The corrugated fiber boxes shall be tested as per IS:1060(part-I). For 1 Ltr. bottle (12X1 Ltr.), 1 Ltr. pouch (12X1 Ltr.) and 5 Ltr. Jar (3X5 Ltr.) for packing of Edible Oils. The tentative dimensions of the boxes are as under:-

| Sr. No. | Packing Qty. | Box Sizes(L+W+H) | Ply | Bursting &compression strength |
|---------|---|-------------------|-------|-------------------------------------|
| 6 | 1 Ltr X 12 Bottle (Mustard Oil) | 350 X 267X 292mm | 5 Ply | BS10 kg/cm sq+5% CS 400kg ± 5% |
| 7 | 1 Ltr X 12 pouch | 381 X 216X 210mm | 5 Ply | BS12.5 kg/cm sq+5% CS 400kg ± 5% |
| 8 | 5 Ltr X 3 HDPE Jar | 483 X 223 X 282mm | 5 Ply | BS10 kg/cm sq+5% CS 400 Kg ± 5% |
| 9 | Corrugated Cover Top & Bottom for 15 ltr/kg. tins | | 3 Ply | BS 6.5kg/cm Sq ± 5% |

The mother cartons should be duly printed one colour with arrow mark, printing matter will be provided by Hafed. Only starch based gum is to be used. The samples of bottles/Jars/Boxes can be seen/get from Hafed Oil Mills, Rewari/Narnaul. Corrugated boxes of all sizes will have stainless steel stitching, stitching pins flattened and covered with gum tape of craft paper of minimum width 1.5” to avoid punching of packs/rusting.

10. Labels for Bottles, Jars and Tins etc.

The label should be printed in 80 GSM Cromo Paper with gumming and lamination for 1 ltr. packing and in Gum sheet paper for 5 ltr. HDPE Jar and 15 kg. tins in different multi colours and design will be provided by Hafed. Label should be tested as per IS:1060.

11 & 12. PP Caps and Aluminum WAD

The caps should be made of 28 mm size in virgin material and Aluminum WAD should be 39.50 mm size for HDPE jars of 5 ltr. and 26.6 mm size for 1 ltr. PET bottles with Hafed printing.

13. PVC Neck Sleeves:

The PVC Neck Sleeves of 28 micron will be printed in one colour and the supplier should be authorized by Agmark Authority and Cylinders will be arranged by the manufacturer.

14 & 15. BOPP Self Adhesive Tapes and PVC Straps Roll

The material should conform to IS: 13262:1992 as amended upto date. The width of the tape will be 48 mm and the Roll length will be 100 mtr. The colour will be brown and the outer side of the tape will have Hafed Logo in red colour. The thickness should be of 50 micron with adhesive and 30 micron without adhesive so that the corrugated boxes may not open in transits when tape is applied on them. PVC Straps roll will be printed with Hafed Logo in Red colour. The Straps should have sufficient strength, so that the dunnage on tins may not open in transit and at the time of loading/unloading.

16. Pouch Film 5 layer Nylon Barrier Film for 1 litre pouch:

The material should confirm IS 12724:2004 as amended upto date. The overall thickness should 120 micron plus Minus 5 micron having one layer of nylon of minimum 8 micron. The pouch will be of side and central seal, the width of the film will be in accordance with the Samarpan is 3m (op) model machine and Vijay Pack Machine. The printing will be six colour. The cost of the electronic cylinder may be

quoted separately by mentioning the size of the cylinder and the art work will be supplied by Hafed. You have to prepare the printing electronic cylinders, rates of which will be quoted by you alongwith their configuration.

17. HDPE bags for filling of 50 Kg. Mustard Cake:

The two colour HDPE bags of virgin quality (Grade-I) is required 120 gm. + - 3 gram as per design given by Hafed.

TECHNICAL BID

| S.N. | Documents to be uploaded | Remarks |
|-------------|--|---|
| 1 | Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested). | |
| 2 | Copy of GST registration certificate. | |
| 3 | Copy of PAN card. | |
| 4 | Copy of Income Tax Return of last Financial Year. | |
| 5 | Copy of Proprietor/partnership deed duly attested. | |
| 6 | The tax exempted units shall attach valid exemption certification from the concerned authorities. | |
| 7 | Certificate of approval issued by Agmark/ CFTRI Mysore /BIS. | From bidders of PVC neck sleeves, PET bottles & HDPE jars only. |
| 8 | Certificate regarding acceptance of all the Terms & Conditions as mentioned in the DNIT/ Tender document. | |

FINANCIAL BID

**“Financial Bid for supply of following packing Material as per Hafed’s Specifications”
(Qty. in Nos.)**

| Sr No | Name of Item | Tentative Requirement | Offered qty. (Nos.) | Offered rate (Rs. per piece including GST) |
|--------------|--|------------------------------|----------------------------|---|
| 1 | One Ltr PET bottles. (F.O.R. Narnaul) | 180000 | | |
| 2 | One Ltr PET bottles. (F.O.R. Rewari) | 180000 | | |
| 3 | 5 Ltr. HDPE Jars with cap, embossing & plain. (F.O.R. Narnaul) | 200000 | | |
| 4 | 5 Ltr. HDPE Jars with cap, embossing & plain. (F.O.R. Rewari) | 200000 | | |
| 5 | Printed 5 Ltr square Tin Newman type closure, ISI marked. (F.O.R. Rewari) | 4000 | | |
| 6 | Printed 15 Ltr/Kg square Tin Newman type closure, ISI marked. (F.O.R. Narnaul) | 23000 | | |
| 7 | Printed 15 Ltr/Kg square Tin Newman type closure, ISI marked. (F.O.R. Rewari) | 23000 | | |
| 8 | Plain 15 ltr/Kg square Tin Newman type closure, ISI marked. (F.O.R. Narnaul) | 18000 | | |
| 9 | Plain 15 ltr/Kg square Tin Newman type closure, ISI marked. (F.O.R. Rewari) | 13000 | | |
| 10 | Corrugated Boxes for 1 Ltr Bottle (12 x1 Ltr). (F.O.R. Narnaul) | 15000 | | |
| 11 | Corrugated Boxes for 1 Ltr Bottle (12 x1 Ltr). (F.O.R. Rewari) | 15000 | | |
| 12 | Corrugated Boxes for 1 Ltr Pouch(12x1 Ltr) (F.O.R. Narnaul) | 5000 | | |
| 13 | Corrugated Boxes for 5 Ltr Jar (3 x 5 Ltr). (F.O.R. Narnaul) | 73000 | | |
| 14 | Corrugated Boxes for 5 Ltr Jar (3 x 5 Ltr). (F.O.R. Rewari) | 60000 | | |
| 15 | Corrugated cover Top & Bottom for 15 ltr/kg tin. (F.O.R. Narnaul) | 40000 | | |
| 16 | Corrugated cover Top & Bottom for 15 ltr/kg tin. (F.O.R. Rewari) | 35000 | | |
| 17 | Labels for 1 ltr. bottles. (F.O.R. Narnaul) | 180000 | | |
| 18 | Labels for 1 ltr. bottles. (F.O.R. Rewari) | 180000 | | |
| 19 | Labels for 5 ltr. Jar. (F.O.R. Narnaul) | 230000 | | |
| 20 | Labels for 5 ltr. Jar. (F.O.R. Rewari) | 230000 | | |
| 21 | Labels for 15 ltr./Kg Tin. (F.O.R. Narnaul) | 18000 | | |
| 22 | Labels for 15 ltr./Kg Tin. (F.O.R. Rewari) | 18000 | | |
| 23 | PP Caps for 1 ltr. bottles. (F.O.R. Narnaul) | 150000 | | |
| 24 | PP Caps for 1 ltr bottles (F.O.R. Rewari) | 150000 | | |
| 25 | Aluminum WAD for 1 ltr Bottle. (F.O.R. Narnaul) | 180000 | | |
| 26 | Aluminum WAD for 1 ltr Bottle (F.O.R. Rewari) | 180000 | | |
| 27 | Aluminum WAD for 5 ltr Jar. (F.O.R. Narnaul) | 200000 | | |
| 28 | Aluminum WAD for 5 ltr Jar. (F.O.R. Rewari) | 200000 | | |
| 29 | PVC Neck Sleeves for 1 ltr. bottle. (F.O.R. Narnaul) | 180000 | | |
| 30 | PVC Neck Sleeves for 1 ltr. bottle. (F.O.R. Rewari) | 180000 | | |
| 31 | BOPP self Adhesive Tapes (F.O.R. Narnaul) | 1800 rolls | | |
| 32 | BOPP self Adhesive Tapes (F.O.R. Rewari) | 1500 rolls | | |
| 33 | PVC Straps rolls (F.O.R. Narnaul) | 63 Kg. | | |
| 34 | PVC Straps rolls (F.O.R. Rewari) | 100 kg. | | |
| 35 | Pouch film for one Liter pouch (F.O.R. Narnaul) | 2 MT | | |
| 36 | HDPE bags for 50 kg Mustard cake (F.O.R. Narnaul) | 43000 | | |
| 37 | HDPE bags for 50 kg Mustard cake (F.O.R. Rewari) | 43000 | | |