

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED

A State Government Undertaking)

Regd. & Head Office: BEEJ BHAWAN, Bays No: 3 - 6, Sector: 2, PANCHKULA – 134 112 (Haryana)

Phone:- 0172 - 2577755, 2579215, FAX:- 0172 - 2577583

Detail Notice Inviting e-tender

e-tender is invited for below mentioned work in single stage two cover system i.e. request for pre-Qualification/Technical Bid (online Bid under PQQ/Technical Envelope) and Request for Finance bid (comprising of price bid proposal under online available commercial Envelope):-

Name of the Tender	Required quantity in Nos.	EMD to be deposited through RTGS/ NEFT	Tender document Fee & processing fee non refundable (Incl. GST)	Start Date & Time of Bid Preparation & Submission 24.06.2022 from 11.00 AM	Expiry date & Time of Bid Submission 30.06.2022 up to 11.00 AM	Date & Time of Opening of e-tender
Lead seal (in kg)	1113 Kg	15000	1900 & 1180	-do-	-do-	30.06.2022 at 12:00 Noon

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 Applicant whose PQQ/Technical Applications are responsive to eligibility and qualifications requirements as per Tender document. The Tenderer should read the terms & conditions and specification mentioned at **Schedule 'A'** in tender documents strictly before submission of e-tender. Tender documents can be downloaded/uploaded online on the Portal: <https://etenders.hry.nic.in>

MANAGING DIRECTOR

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED
(A State Government Undertaking)

Regd. & Head Office: **BEEJ BHAWAN**, Bays No: 3 - 6, Sector: 2, PANCHKULA-134112 (Haryana)
Phone:- **0172 - 2577755, 2579215, FAX:- 0172 - 2577583**

TERMS & CONDITIONS:-

1. The firms are required to mention bifurcation of their rates showing the detail of basic rates, excise duty and GST in their bid. GST on the **ORDERED / CONTRACTED ITEM** will be paid extra as applicable. In case, the supplies are delayed by the firm beyond the stipulated delivery period & there has been any upward revision in the rates of taxes/duties **ON THE CONTRACTED ITEM**, no such increase will be allowed. However, if there has been any reduction in taxes/duties, the same will be availed. No variation in taxes/ duties on raw material will be applicable.
2. The Rates should be quoted on Consignee Destination basis anywhere in Haryana at supplier's risk.
3. The Earnest Money of the un-successful Tenderers will be refunded after the finalization of the Tender(s). The earnest money of the successful Tenderer(s) shall be adjusted towards their Security deposit of 10% of the value of purchase order for satisfactory and faithful execution of Order. In case the successful Tenderer fails to supply the material in time, the amount of Security deposit shall be liable to be forfeited and the supply order shall be liable to be rejected and the purchase shall be made at their risk and cost. If firms fails to deposit security amount in time then interest amount @10% will be deducted for the due period i.e. till the security is deposited or the date on which proposal for security refund is put up.
4. Printing / Marka should be printed as mentioned in specification.
5. The delivery of items should be as per DNIT which is mentioned in specification.
6. Retesting of samples out of supplied stock may be done once in Govt. / notified lab at the cost of supplier from guard sample in same lab.
7. **The payment for Tender Document Fee and processing Fee shall be made by eligible bidders/contractors online directly and the payment for EMD should also be made online directly. Please refer to 'Bidder Manual Kit available at the Single e-Procurement portal of GOH (Govt. of Haryana enclosed here under i.e. <https://etenders.hry.nic.in>.**
8. Intending bidders will be mandatorily required to online sign-up (create user account) on the website etenders.hry.nic.in to be eligible to participate in the Tender. **He / She will be required to make online payment of EMD in due course of time on or before 30.06.2022 upto 11.00 A.M. The intended bidder fails to pay EMD under the stipulated time frame the Tender will be rejected. No interest will be payable on Earnest Money and/or Security Deposit**
9. Where for any unavoidable reasons the tenders cannot be opened on the date prescribed in the NIT/ Tender Enquiry letter, the date shall be extended and such extended date will be notified to all concerned. In case the specified date of opening falls on holiday or a holiday is subsequently declared on that date, the tenders will be opened on the next working day following holiday(s).
10. As far as possible the prices accepted shall be firm. In case the party has made a genuine mistake in calculations, necessary rectifications may be allowed provided the resultant price is the lowest with the approval of the Managing Director of the Corporation in this regard. However, in such cases the Corporation will have right to review the whole case and take the suitable decision.
11. The price discovery for cases relating to **purchase of specific quantity of Stores & Goods** shall be generally determined based on the rates quoted by the L-1 bidder if the quoted rates are found to be reasonable by the Indenting Department, and negotiations, if any, held with lowest bidder. However, the negotiations could be held up to L-3 bidder, if the difference between L-1 quoted rate and those quoted by L-2 or L-3 is within 5% of the L-1 quoted rate. In cases 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 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 the L-1 bidder.

12. As regards apportionment of the quantity of supplies, the finally determined L-1 bidder would be accorded due preference and the balance order may be apportioned between the L-2 & L-3 bidders.
13. HSDC reserve the right to increase or decrease the quantity.
14. The contract for the supply shall be deemed to have come into existence on the date of the supply order and entered into at destination(s) and all causes of action related to the contract will, therefore be deemed to have arisen within the jurisdiction of the Panchkula Courts.
15. The interested bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance i.e. **T+1 day before opening short term e-tender and make payment online. The intended bidder/Agency thereafter will be able to successfully verify their payment online and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in>**
The interested bidders shall have to pay mandatorily processing Fee (under document fee – Non refundable) of Rs.1180/- (Rupee One Thousand One Hundred Eighty 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/ processing fee can be made by eligible bidders online directly.
16. The Earnest money of the tenderers will be forfeited to Corporation account if they withdraw their offer/rates or modify the terms & conditions of the same during the validity of their offer which are adverse to the business ethics.
17. **The quantities mentioned in the NIT or Tender Form may be decreased or increased is at the sole discretion of the Corporation.**
18. The tenderer must furnish a certificate along with their offer that the rates quoted/charged by them are their lowest rates & no way higher to those quoted/ charged from DGS&D, Haryana, other State Governments and Institutions in India & in case, they quote/supply at lower rates to anywhere in the country during course of supply in this case, then the same rates will be applicable in this case.
19. Any trader/dealer of the items mentioned in the tender may also participate in the tender who is an authorized supplier of the product/item.
20. When manufacturer as well as its dealer(s) both quote the rates in the same purchase case, then for the purpose of distribution of order, they will be considered as one offer & the order/rate contract will be placed to that firm only which has quoted lowest rates among such offers & the offer is as per NIT.
21. The bidder has to send **three Nos.** samples for each product on or before closing date of tender. All the sample should be plain without any identification, stamp printing, Identification marks etc. other use sample will not be entertained and bid will be rejected.
22. a) Tender documents can be downloaded online from the Portal: **<https://etenders.hry.nic.in>**
b) As the Bids are to be submitted online and are required to be encrypted and digitally signed, the Bidders are advised to obtain Digital Signature Certificate (DSC) at the earliest. For obtaining Digital Certificate, the Bidders should follow Point No.2 under “Instructions to bidder on Electronic Tendering System”.

23. The Bidders can download/upload the tender documents from the Portal:<https://etenders.hry.nic.in>

Online Technical Envelope – Reference details of the Earnest Money Deposit, Tender Fee and processing fee instrument and scanned copy of supporting documents.

24. Any sum of money due and payable to the supplier under the contract (including security) may be appropriated by the purchaser and set off claim of the purchaser for the payment of a sum of money arising out of or under this contract or any other contract entered into by the supplier with the Purchaser. If the material is dispatched by the supplier after the expiry of the delivery period, without any approval of the purchasing authority, such a supply will be liability of the supplier and will be at his own risk.
25. The time allowed for delivery will be the essence of the supply order. In case of delay in execution of the order, the Corporation may cancel the order without any compensation and or the supplier may be liable to penalty as mentioned below subject to a maximum of 15% and the same shall be recoverable either from the earnest money/security or from the pending bills of the supplier or from any other deposits/securities etc. lying with the Corporation or through a court of law, as the case may be. The decision of the Managing Director of the Corporation in this behalf shall be final and binding on the tenderer. In case the purchasing authority decided to accept a delayed supply, the supplier shall still remain liable to pay penalty for delay as mentioned here-under:-

Schedule of penalty on the value of undelivered material per week or part of the week.

i)	1 st week	0.5%	
ii)	2 nd week	1.0% Additional	i.e. 1.5%
iii)	3 rd week	1.5% Additional	i.e. 3.0%
iv)	4 th week	2.0% Additional	i.e. 5.0%
v)	subsequent weeks	2.0% Additional	i.e. 7.0%
per week subject to maximum 15%.			

26. The inspection of the goods may be carried out by the authorized officer(s)/nominee(s) of the Corporation before dispatch and/or after receipt of material at destinations(s) according to the terms mentioned in the purchase order. In case of pre-inspection, the inspection and test shall be arranged at the supplier's premises before the material is dispatched to the Corporation or after receipt of the material as may be decided in each case. A copy of the inspection/ test report in case where the inspection has been carried out prior to dispatch shall be attached by the supplier while forwarding Railway Receipt or Transport Receipt or the receipted Goods Challan as the case may be. The supplier shall be required to give at least one week notice to the purchasing authority to arrange the pre-dispatch inspection of the goods offered for dispatch on different locations. In case the inspection team find on arrival at the supplier's premises that the material is not ready for inspection and the notice given by the supplier was in fructuous, the expenditure incurred by the Corporation on arranging such inspection shall be recovered from the supplier. The Tenderer shall provide without any extra charge all material, tools, labour and assistance of every kind which the inspection officer may consider necessary for any test or examination of the goods which may be required to be made on the tenderer's premises and shall pay all cost of attendant thereon. In case of stores to be inspected at some other firm's premises the tenderer shall provide all facilities including testing appliances for making necessary test other than the special tests or independent tests. The tenderer shall also provide and deliver free of charge at such place as the aforesaid officer may direct such material as he may require for tests by any means. Further the aforesaid officer shall have the right to put all articles or material to such tests as he may think proper for the purpose of ascertaining whether the same are in accordance with the specifications of the order and sealed sample mentioned in the tender and to cut out or off or destroy a portion not exceeding 2% or quantity equal to that required for sampling according to

norms laid down for the material for each delivery for such purpose. The quantity to cut out or off or destroyed as aforesaid shall be replaced by the supplier free of charges.

27. The goods required to be inspected either prior to dispatch at the premises of supplier or after dispatch at the destination of HSDC. In case material is not found as per the specification, the same will not be accepted and shall be liable to be returned to the supplier at their risk and cost. The supplier shall draw bills/ invoices on the Corporation for full/ part supplies, as may be agreed to and the same shall be supported with the Railway Receipt/ Goods Receipt Note of Transport Company (which must be accredited with the Indian Bank Association) and a copy of the satisfactory inspection/ test performance report carried out by the Corporation's authorized officer(s)/ nominee(s) of the Corporation.
28. The sample of the material will be drawn by HSDC from the destination where the material supplied for testing from Government Lab. The cost of sample testing charges of the material will be borne by the suppliers.
29. The Corporation agrees to make 90% payment of the value of the invoice within 30 days of receipt of goods at destination(s) and the bill/ invoice supported with above documents in the Head Office of the Corporation. The balance 10% payment will be released after 30 days of the complete and satisfactory execution of the order. However, all the payments shall be subject to deduction of tax at source under Section 194 C or other taxes under the Income Tax Act, 1961 at the rates applicable from time to time, if supply of material is accompanied with some job work like printing, labeling etc.
30. The Corporation reserves the right to accept or reject any or all tenders without assigning any reason thereof or entrust the work to more than one tenderer.
31. The offer should be valid for acceptance for a period of not less than 120 days from the date of opening of tender. In the absence of any explicit indication to the contrary, the offer will be considered to be valid for a period of **120** days from the date of opening of tenders.
32. The Tender signed by a person (other than tenderer) on behalf of the tenderer without disclosing his authority to do so shall not be deemed to be valid tender and may be liable to be rejected. No tender will be considered unless and until all the documents are properly signed.
33. **All the required documents are to be submitted online only under PQQ or technical cover with respect to eligibility and qualification criteria prescribed in the tender documents. No documents will be accepted offline.**
34. The Bid i.e. Technical Bid as well as Financial Bid is to be submitted online on web portal etenders.hry.nic.in. **No bid / documents will be accepted offline.**
35. Bidders will have to procure/ should have legally valid Digital Signature Certificate as per Information Technology Act 2000, using which they can sign their electronic bids. Bidders can procure the same from any of the license certifying Authority of India or for Help, bidders can visit "Bidder Manual Kit" on the portal i.e. <https://etenders.hry.nic.in> For any Technical related queries please call at 24x7 Help Desk No. 0120-4001002, 0120-4200462, 0120-6277787, 0120-4001005.
Email Technical support:- [support-eproc\(at\)nic\(dot\)in](mailto:support-eproc(at)nic(dot)in)
Assistant Purchase Officer- 7988382897

37. The quantity of stores can be decreased or increased.

IMPORTANT NOTE:- Offer without prescribed Earnest Money, Tender Form/ Tender Fee, Registration/Manufacturing Certificate will be summarily rejected.

(OTHER TERMS & CONDITIONS AS PER Tender Forms available at “Download” option on portal etenders.hry.nic.in.

(For Guideline of online payment please referred to instruction at “Bidder Mannual Kit” at the portal on etenders.hry.nic.in.

MANAGING DIRECTOR

HARYANA SEEDS DEVELOPMENT CORPORATION LIMITED, PANCHKULA
SCHEDULE 'A'
SPECIFICATIONS OF LEAD SEALS

1. **Name of the Item:** Lead seals made from high quality pure lead round in shape having diameter of 1.25 cm (1/2")
2. **Weight:** The weight per 1000 seals shall be approx. 2.5 Kg. Tolerance of (+) (-) 5% (in numbers of seals only) would be admissible.
3. **Place of delivery:** Anywhere in Haryana State where the offices of HSDC are located i.e. Umri, Yamuna Nagar, Hisar, Sirsa & Tohana.
4. **Packing:** Lead seals are to be packed in small gunny/ cloth bags, each containing 2.5 kgs. (Approx 1000 nos.). These small packets should be further packed in wooden boxes (each box containing 16 or 20 small gunnies or cloth packets of 2.5 kgs. each).
5. **Sample:** 3 packet samples of Lead seals and in every packet should be 20 Lead seal furnished alongwith the quotation failing which the tender may not be considered.
6. **Delivery Period:** Delivery must be completed at respective destinations within **15 days** from the date of Purchase Order.
7. General Quantities mentioned in the NIT/Schedule 'B' of the Tender can be increased

Subject:- Regarding check list of document for Technical Eligibility

Sr. No.	Name of the documents to be uploaded	Bidder's response Yes/No
1.	Tender document fee	
2.	Online tender fee	
3.	EMD	
4.	Best rate certificate for supply in any state or DS&D	
5.	Manufacturer Trader/ Dealer registration if any	
6.	3 samples	
7.	GST	
8.	PAN card of firm	

Note:- No documents will be entertained offline