

**FOOD CORPORATION OF INDIA  
REGIONAL OFFICE  
ARUNACHAL BUILDING, EXHIBITION ROAD, PATNA-1**

Cost of Tender Form: Rs. 590.00 (Including GST)

**TENDER NOTICE**

**Ref. No : S&C-13/1/2017/E.TEND./NIT**

**DATED :11.10.2018**

Subject: -E-tender for appointment of Handling and transport contractor contractor in Bihar Region.

For and on behalf of the Food Corporation of India (Hereinafter called the Corporation) the General Manager, Food Corporation of India, Bihar Region, Patna invites tenders online UNDER TWO BID SYSTEM at Central Public Procurement Portal (URL <https://eprocure.gov.in/eprocure/app>) from experienced/ inexperienced sole proprietary concern or Registered Partnership firm or a Private Limited Company or a Public Limited Company incorporated in India for appointment of Handling and transport contractor contractor for handling and transport of food grains and allied material etc. for following depots of Bihar Region for a period of two years.

Sl. No.	Name of Centers	Type of Contract	Estimated V.O.C.in Rs.	EMD @2% In Rs.	Security deposit.	Bank Guarantee.
1.	PWS SAHARSA	H&T	Rs.1,30,00,000/-	Rs. 2,60,000/-	5% of Voc*	10% of Voc.*
2.	PWS DEHRI-ON - SONE	H&T	Rs. 92,30,000/-	Rs. 1,84,600/-	5% of Voc*	10% of Voc.*

**H&T- Handling and transport, VOC- Value of Contract.**

\*VOC: - Value of the contract will be determined on the basis lowest rate to be received or proposed to be accepted in this tender.

**Note-**

1. The tenderer will be considered qualified on experience criteria only if he/she fulfill condition in any single year during immediate preceding five years. The experience in two or more years will not be added for judging qualification on experience criteria. Tenderer must provide financial year wise experience certificate in the given Proforma in MTF.

2. The payment under waraferi contract will be regulated as per clause 6 of Price Bid of MTF.

## Critical Date Section:

1	Tender publishing date	11.10.2018
2	Tender document download start date & time	11.10.2018 06.00 PM
3	Tender document download end date & time	31.10.2018 06.00 PM
4	Online Tender submission start date & time	11.10.2018 06.00 PM
5	Online Tender submission end date & time	31.10.2018 06.00 PM
6	Online Tender opening date & time	02.11.2018 03.00 PM
7	Last date for physical submission of proof regarding depositing tender fee and EMD in designated FCI Bank Account	01.11.2018

If the date fixed for online opening of tenders is subsequently declared as holiday, the tenders will be opened on the next working day following the holiday but there will be no change in the time for opening as indicated above.

### NOTE:

- 1) Tender documents may be downloaded from Central Public Procurement Portal <https://eprocure.gov.in/eprocure/app>. Aspiring bidders / suppliers, who have not enrolled / registered in e-procurement, should enroll/ register before participating through the website <https://eprocure.gov.in/eprocure/app>. The portal enrollment is free of cost. Bidders are advised to go through instructions provided at Annexure-A of MTF regarding '**Instruction for Online Bid Submissions**'.
- 2) Tenderers can access tender documents on the website, fill them all relevant information and submit the completed tender documents into electronic tender on the website <https://eprocure.gov.in/eprocure/app>.
- 3) Tenders and supporting documents should be uploaded through e-procurement Portal. Hard copy of tender document will not be accepted.
- 4) Corrigendum to the Tender Notice, if any, shall be issued /available online only. Prospective Bidders are requested to view website regularly.

### **Instructions for online Bid Submission**

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. Instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirement and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at:  
<https://eprocure.gov.in/eprocure/app>

### **REGISTRATION**

- 1) Bidders are required to enroll on e-Procurement module of Central Public Procurement Portal (URL <https://eprocure.gov.in/eprocure/app>.) Clicking on the link “Click here to enroll” on the CPP Portal is free of charge.
- 2) As part of the enrollment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid E-mail address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrollment, the bidders will be required to register their valid Digital Signature Certificate (class II or class III certificates with signing key usage) issued by any certifying authority recognized by CCA India (e.g. Sift/TCS/nCode/ eMudra etc.), with their profile.
- 5) Only one valid DSC should be registered by a Bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs into the site through the secure login by entering their user id/ password and the password of the DSC/ eToken.

### **SEARCHING FOR TENDER DOCUMENTS**

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, organization name, location, date, value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as organization name, form of contract, location, date, other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download required documents/tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS/ e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification/ help from the helpdesk.

### **PREPARATION OF BIDS**

- 1) Bidders should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which

the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document/ schedule and generally, they can be in PDF/ XLS/ RAR/ DWF formats. Bid documents may be scanned with 100 dpi with black and white option.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. Pan card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for submission process.

### **SUBMISSION OF BIDS**

- 1) Bidder should log into the site well in advance for bid submission so that he/she upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee/ EMD as applicable and enter details of the transaction no. (UTR No.) at appropriate place.
- 4) Bidder should deposit the EMD as per the instructions specified in the tender document. The details of the EMD/ tender fee should be filled carefully at specified place well before the closure time of the bid as indicated in the tender form. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. Price Bid as per part-B (page no. 52-66) of MTF has to be scanned, encrypted and uploaded at the requisite places in the e-Procurement system.
- 6) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done.
- 8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

- 9) Upon the successful and timely submission of bids, the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

### **ASSISTANCE TO BIDDERS**

- 1) Any query relating to the tender document and the terms and conditions contained therein should be addressed to [srmbi.fci@nic.in](mailto:srmbi.fci@nic.in) and [agmstgbi.fci@nic.in](mailto:agmstgbi.fci@nic.in)
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24X7 CPP Portal Helpdesk. The contact number for the helpdesk is 1800-3070-2232.

### **Other Instruction for Bidders**

1. **Qualification conditions for Tender:** As per Clause no. 3 of Model Tender Form (MTF) of HTC.
2. **Disqualification Conditions:** As per Clause no. 4 of Model Tender Form (MTF) of HTC.
3. **Earnest Money (EMD):**
  - i) **Each tender must be accompanied by an Earnest Money @ 2% value of contract which must be submitted electronically through NEFT/RTGS/other electronic means. Bank details of FCI Bihar are as under:-**

Bank Name:	State Bank of India
Branch:	Main Branch, Patna
Account No.:	11049780797
IFSC/RTGS Code:	SBIN0000152
MICR Code:	800002045

- ii) **In case of NEFT/RTGS/other electronic means the tenderer has to indicate transaction no. (UTR No.) of such payments appropriately in the Bid.** The Tenderer shall be permitted to bid on the express condition that in the case he resiles, or modifies his offer, or terms & conditions thereof, after submitting his tender, for any reason whatsoever during the tender process, **or any of the information furnished by him/her is found to incorrect or false**, the Earnest Money Deposited by him shall stand forfeited, without prejudice to any other rights and remedies of the Corporation under the Contract and law, and the tenderer will be liable for any loss suffered by the Corporation on account of its withdrawal/ modification etc. besides forfeiture of EMD. He will also be debarred from participating in any Tender Enquiry with the FCI for a period of **Five Years**.
- ii) The amount of Rs. 590/- (Rs. Five hundred Ninety only) inclusive of taxes, has to be paid by tenderer electronically towards tender document fee as done in case of EMD and the deposit of tender document fee will have to be done along with EMD.

**Note: Tender not accompanied by Earnest Money shall be summarily rejected.**

**4. Security Deposit (as per clause 7 of MTF):**

- (i) The successful Tenderer shall furnish, within fifteen working days of acceptance of his tender, a Security Deposit for the due performance of his obligations under the contract. The Security Deposit shall consist of;
  - (a) A sum equivalent to 5% of the value of the Contract through Electronic payment and receipt through RTGS/NEFT in favour of the “**General Manager (Region), Food Corporation of India, Patna**” payable at Patna. The contractor at his option may deposit 50 (fifty) percent of this amount within fifteen working days of acceptance of his tender while the balance 50 (fifty) percent may be paid by the contractor by deductions at the rate of 10 (ten) per cent from the admitted bills. The Security Deposit shall not earn any interest.
  - (b) Another sum equivalent to 10% of the value of contract in case of HTC/Waraferi and 15% of the value of contract in case of RTC Contract, in the form of an irrevocable and unconditional Bank Guarantee issued by ‘Scheduled Commercial Bank’ notified by RBI (excluding all Urban/Rural/State Co-operative banks and Gramin Banks)” in the format prescribed in Appendix-IV which shall be enforceable till six months after the expiry of the contract period.
  - (c) If applicable, an additional sum equivalent to 10% of the value of the contract (in addition to a & b above), in terms of an undertaking provided by the tenderer for relaxation of eligibility conditions, in the form of an irrevocable and unconditional Bank Guarantee issued by ‘Scheduled Commercial Bank’ notified by RBI (excluding all Urban/Rural/State Co-operative banks and Gramin Banks)” in the format prescribed in Appendix-V which shall be enforceable till six months after the expiry of the contract period.
- (ii) **In case of failure of tenderer to deposit the Bank Guarantee as stipulated in clause 7(i)(b)&(c) within 15 working days of acceptance of his tender, further extension of 15 working days can be given subject to levy of penalty @ 1% of the whole amount of the Security Deposit and another 15 working days with levy @ 2% on the whole amount of Security Deposit by GM (R).**

**However there will be no relaxation allowed in respect of clause 7(i) (a).**

- (iii) The Security Deposit furnished by the Tenderer will be subject to the terms and conditions given in the Tender and the Corporation will not be liable for payment of any interest on the Security Deposit.
- (iv) In the event of the Tenderer’s failure, after the communication of acceptance of the tender by the Corporation, to furnish the requisite Security Deposit by the due date including extension period, his Contract shall be summarily terminated besides forfeiture of the Earnest Money and the Corporation shall proceed for appointment of another contractor. Any losses or damages arising out of and incurred by the Corporation by such conduct of the contractor will be recovered from the contractor, without prejudice to any other rights and remedies of the Corporation under the Contract and Law. The contractor will also be debarred from participating in any future tenders of the Corporation for a period of five years. After the completion of prescribed period of five years, the party may be allowed to participate in the future tenders of FCI provided all the recoveries/ dues have been effected by the Corporation and there is no dispute pending with the contractor/party.

- (v) If the successful tenderer had previously held any contract and furnished security deposit, the same shall not be adjusted against this tender and a fresh security deposit will be required to be furnished.

**5. List of Document is to be uploaded in Technical Bid folder/ cover**

- i) Scanned copy of proof of payment of fee for cost of tender form and EMD. The details of center along with their corresponding EMD is to be mentioned therein.
- ii) Scanned copy of "TENDER SUBMISSION UNDERTAKING" accepting terms and conditions of the tender as per Annexure - "AA" of NIT.
- iii) Scanned copy of "Forwarding letter" as per appendix-I of MTF duly filled and signed.
- iv) Scanned copy of "Details of Tenderer" as per appendix-II of MTF duly filled and signed.
- v) Scanned copy of undertaking by the tenderer, if applicable, stating that an additional Performance Guarantee in the form of Bank Guarantee of 10% of the contract value from 'Scheduled Commercial Bank' notified by RBI (excluding all Urban/Rural/State Co-operative banks and Gramin Banks)" will be given, if selected. The format of the Bank Guarantee to be provided in such cases is at Appendix-V of MTF.
- vi) Scanned and Attested copy of Registered Deed of Partnership/Memorandum and Articles of Association/ By-laws/ Certificate of Registration etc. as applicable
- vii) Scanned copy of Power of Attorney of person signing the tender.
- viii) Scanned copy of Certificate of experience and details thereof as per MTF.
- ix) Scanned copy of duly audited P&L account and Balance Sheet of relevance completed years for which experience certificate has been submitted by the tenderer.
- x) Scanned copy of income Tax Return / PAN Card.
- xi) Copy of EPF Code No. and proof of deposit of EPF for the relevant experienced period (for HTC) if applicable
- xii) Any other document as per MTF, if applicable.

**6. List of Document to be uploaded in Financial Bid folder/ cover**

- i) Scanned copy of Price Bid as per part - B (Appendix VII) of MTF.

**7.** The bidder(s) will have to produce all or any documents in original whenever asked by the Corporation.

**8.** The tender which are not accompanied by all the scheduled annexure intact and duly filled in and signed shall be liable to be rejected.

9. Experience certificate for that period would only be considered for which the audited balance sheet, P& L account is enclosed by the tenderer.
10. The tenderer should ensure that the Experience certificate is financial year wise else it may not be considered.

**(Note– 1. The tenderer will be considered qualified on experience criteria only if he/she fulfill condition in any single year during immediate preceding five years. The experience in two or more years will not be added for judging qualification on experience criteria. Tenderer must provide financial year wise experience certificate in the given Proforma in MTF.**

**2. The payment under waraferi contract will be regulated as per clause 6 of Price Bid of MTF.)**

11. The experience certificate should be signed by the authorized officer indicating the name and designation of the officer signing the experience certificate.
12. **Negotiations will not be conducted with any of the bidders who participates in this tender.**
13. Tenderer must clearly mention their Bank A/c. No., name of bank & its branch along-with IFSC Code for refund of EMD. They are also required to mention their e-mail ID.
14. **Liability of Contractor for losses suffered by Corporation:** As per Clause no. X of Model Tender Form (MTF) of HTC/RTC/Waraferi Contract.
15. RATES ARE TO BE OFFERED IN PRICE BID (BOQ) (figure and words) INCLUSIVE OF ALL TAXES, DUTIES, CESS ETC.
16. The successful H&TC has to obtained contract labour licence under Contract Labour (R&A) Act, 1970 by Competent Authority before commencement of work and they have also required to obtain EPF code from concerned authority for H&T Contract.
17. The successful H&TC after being appointed has to provided/ make available Labour/ Truck in sufficient number as desired by corporation else suitable action as per MTF shall be taken against him.
18. The tender which are not accompanied by all the schedules annexures intact shall be liable to be rejected.
19. FCI reserves the right to reject any or all the tenders without assigning any reason.
20. **The instruction given above are brief in nature, for detailed terms and conditions, MTF applicable may be referred.**

Assistant General Manager (Contract)  
For General Manager (Region)



**Distribution:**

1. The ED (East), FCI, Zonal Office (East), Kolkata.- for information please.
2. The Area Managers, FCI, District Office, Rohtas & Saharsa- - - for wide circulation.
3. The Depot In-Charge, PWS Dehri-on-Sone & PWS Saharsa– for wide circulation.
- 4.. Asstt. Genl. Manager (F&A/ Storage/ Movement), FCI, Regional Office, Patna.
5. Asstt. Genl. Manager (e-tendering), FCI, Regional Office, Patna- for uploading NIT on CPP portal.
6. Asstt. Genl. Manager (Computer), FCI, Regional Office, Patna- for uploading NIT on FCI website.
7. Notice Board.

**TENDER SUBMISSION UNDERTAKING**

To,

Date: \_\_\_\_\_

The General Manager (Region),  
Food Corporation of India,  
Regional Office, Patna, Bihar

Sub: Acceptance of Terms & Conditions of Tender.

Tender Reference No.: \_\_\_\_\_

Name of Tender/ Work: \_\_\_\_\_

Dear Sir,

1. I/We have downloaded/obtained the tender document(s) for the above mentioned "Tender/Work" from the web site(s) namely: <https://eprocure.gov.in/eprocure/app> as per your advertisement, given in the above mentioned website(s).
2. I/We hereby certify that I/We have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.) which form part of the contract agreement and I/we shall abide hereby by the terms/ conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/organization too have also been taken into consideration, while submitting this acceptance letter.
4. I/We hereby unconditionally accept the tender conditions of above mentioned tender document(s)/corrigendum(s) in its totality/entirety.
5. In case any provisions of this tender are found violated, then your department/organization shall without prejudice to any other right or remedy be at liberty to reject this tender/bid including the forfeiture of the full said earnest money deposit absolutely along with taking action as per other remedies available under law.

Yours Faithfully,

(Signature of the Bidder, with Official Seal)