



राष्ट्रीय बीज निगम लिमिटेड

(भारत सरकार का उपक्रम - मिनिरातना कम्पनी)

क्षेत्रीय कार्यालय : मध्यप्रदेश, छत्तीसगढ़ एवं गुजरात

48-49, इंड. एरिया, बी-सेक्टर, गोविन्दपुरा, भोपाल-462023

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NATIONAL SEEDS CORPORATION LIMITED

(A Govt. of India Undertaking - Miniratna Company)

Regional Office: Madhya Pradesh, Chattisgarh & Gujarat

48-49, Industrial Area, B-Sector, Govindpura, Bhopal-462023

ई-मेल / E-mail : nscbhopal@gmail.com

No.Pron.5(10)/NSC-BPL/2014-15/

Dated:08.01.2015

SHORT TERM TENDER NOTICE

Sealed tenders are invited from the reputed and experienced Custom Processors/ Contractors, who have got processing facility such as godown & seed processing machinery, within municipal corporation limits at **GUNA**, as indicated in tender document and trained and professional man-power for operation and management of seed processing plant in both Kharif and Rabi Seasons alongwith Earnest Money Deposit **Rs. 25,000/-** (Rupees Twenty-five Thousand) only by way of Demand Draft from Nationalized/ scheduled bank only in the name of National Seeds Corporation Limited, Bhopal .The custom processors will be appointed for a period of **SIX MONTHS** for processing of various seeds of Kharif 2014.

The Processing Plant should be registered with State Seeds Certification Agency and License should have been renewed for the current year ending on 31st March 2015.

The expected processing load of Kharif 2014 seeds will be approx.7000 Qtls.

Tender documents containing tender forms specifications terms and conditions can be obtained from Regional/Area Office at the address given below on payment of Rs.100/-(non refundable) during office hours. Tender documents can be downloaded from NSC web site <http://www.indiaseeds.com> also but the bidders downloading the Tender Documents from website, shall have to deposit the cost of tender in the shape of Cash/ Bank draft in favour of National Seeds Corporation Limited issued from any scheduled commercial Bank payable at Bhopal alongwith the bid.

Tenders will be received and opened at Guna at the address given below.

Last date and time for receipt of Bids	:	16.01.2015	upto 1:00 PM
& Time of Opening of Bid Technical	:	16.01.2015	at 2:30 PM
Opening of financial bid	:	16.01.2015	at 3-30 PM

1. NSC Ltd,C/O. JK Warehouse ,Aron by-pass ,industrial area ,GUNA.PH:91 9479930523
2. NSC Ltd., Devendrapura, Moranipur Road, Dist.-Tikamgarh, Niwari-472442. Ph.No.07680-232384

REGIONAL MANAGER

NATIONAL SEEDS CORPORATION LIMITED

(A Government of India Undertaking)
“48-49 SECTOR-B GOVINDPURA INDUSTRIAL AREA
BHOPAL

Section- I

NATIONAL SEEDS CORPORATION LIMITED is interested to get the processing of seeds of Soybean & Urid, and many other crops & varieties which are produced in at **GUNA** on custom basis for a period of **6 MONTHS**. The sealed tenders are invited from the reputed and experienced Custom Processors/ Contractors, who have got processing facility such as godown, seed processing machinery like Seed Cleaner cum Grader, Gravity Separator, Spiral separator, Seed Treater, Destoner, Elevator, Flight belt Conveyor, Storage Bin, Weigher Bagger, Sealer, Moisture Meter, bag closer, electric supply etc. and trained and professional man-power for operation and management of seed processing plant in both Kharif and Rabi Seasons. **The processing Plant should be registered with State Seeds Certification Agency and License should have been renewed for the current year ending on 31st March 2015** The carryover stock will also be available for revalidation. Revalidation has also to be done on custom basis by the Custom Processor/ Contractor.

(I) Quantum of seeds for processing :

* It is expected that the APPROX.7000 qtls of fresh stock and carryover stock may be available in Kharif 2014. .

Period of Contract :

This contract will be for a period of **six months** and if mutually agreed it can be extended for further two years at the same rates and same terms and conditions.

(2) Eligibility as a Custom Processor/ Contractor :

- i. The processing Plant should be registered with State Seeds Certification Agency and License should have been renewed for the current year ending on 31st March 2015.
- ii. The Custom Processor/ Contractor should be experienced in carrying out custom processing of Cereals, Pulses, Millets, Oil Seeds like Soyabean, Moong, Redgram, Wheat, Gram etc.
- iii. The Custom Processor/ Contractor should have seed processing machinery like Seed Cleaner cum Grader, Gravity Separator, Seed Treater, Spiral separator, Destoner, Elevator, Flight belt Conveyor, Storage Bin, Weigher Bagger, Sealer, Moisture Meter, bag closer etc. in good condition and having capacity Two to four tons per hour so as to complete the processing of above quantum of seed in Kharif Season from December to March. The make of the machinery must be from the reputed companies.
- iv. The Custom Processor/ Contractor should be able to complete the processing of seeds in both seasons in time limit given as availability of seeds timely for marketing is a crucial parameter for the Custom Processor/ Contractor and NATIONAL SEEDS CORPORATION LIMITED.

- v. The Custom Processor/ Contractor should have sufficient trained and professional man-power at the plant. .
- vi. It will be the responsibility of the Custom Processor/ Contractor to produce all the records to the Government authority like Factories Inspector, labours Inspector, Statistical Department, Pollution Control Office, Shops and Establishment Office, Weights and Measures Office etc. There shall be no liability of the Corporation on this account.
- vii The Custom Processor/ Contractor should have CPF registration from Commissioner of CPF Office.
- vii. The Custom Processor / Contractor should have Service tax Registration, Professional Tax registration and PAN.

Separate Seed Processing plant building of atleast 3,000 sq. ft. for machinery and operation should be available.

- viii. Electric supply of minimum 40 HP should be available for running the seed processing machinery and electrification. Sufficient lights in the godown and in the open premises of plant should be available and electric bill has to be paid by the custom processor.
- ix. The Custom processor/ contractor should run plant in two or three shifts as per the processing load allotted by NATIONAL SEEDS CORPORATION LTD to complete the processing within time limit given by National Seeds Corporation Ltd. In case of load shading/ continuous power failure the custom processor / contractor should run the plant by using DG set either owned or hired so that processing should be completed within time limit given by NATIONAL SEEDS CORPORATION LTD. National Seeds Corporation Ltd will not provide DG set, diesel, oil etc. neither NATIONAL SEEDS CORPORATION LTD will bear any extra expenditure.
- x. Seed certification charges will be paid directly by NATIONAL SEEDS CORPORATION LTD to the Seed Certification Agency. However, shift charges due to low output/shift in the plant charged by SCA will have to be paid by Custom Processors..
- xi. Any injury caused to handling labour, casual labour, National Seeds Corporation Ltd or SSCA staff while working at custom processor/ contractor plant for which compensation is to be paid will be sole responsibility of the custom processor/contractor. for the same.
- xii. The Custom Processor/ Contractor has to raise the bill monthly and payment will be made by NATIONAL SEEDS CORPORATION LTD at the approved rates within 15 days from the date of receipt of bill to Regional Manager office with clear certificate from the NATIONAL SEEDS CORPORATION LTD's officer posted at seed processing plant for supervising the work.

- xiii. The quality of the seed has to be maintained at the time of processing as per the directives of NATIONAL SEEDS CORPORATION LTD officers posted at the plant. NATIONAL SEEDS CORPORATION LTD technical staff will direct to operate processing machinery to get good quality as well as optimum low grade. All the standard procedures of Seed Certification has to be followed while processing.
- xiv. . In case of theft and fire of seed stock and processing materials or any other material from godown/ premises of Custom Processor/ Contractor, it will be the responsibility of the Custom Processor/ Contractor and cost of such stock/material will be recovered from Custom Processor/ Contractor at selling rates of seed stock and material.
- xv. Custom Processor/Contractor will insure the stock and material against fire, theft, thunder storm, hail storm, strikes, agitations, accidents etc. in the name of NSC. In case of any loss to National Seeds Corporation Ltd, SSCA materials and seed stock at custom processor/ contractor premises then the cost of the same will be recovered at selling rate decided by National Seeds Corporation Ltd.
- xvi. In case of delay in processing, the penalty @ Rs. 75/- per quintal per day will be charged to the Custom Processor/ Contractor for a period of fifteen days and thereafter seed stock will be moved from the plant and it will be processed either at NATIONAL SEEDS CORPORATION LTD own plant or at other plant and full amount of processing expenditures and transport and handling expenses incurred will be recovered in advance.
- xvii. For maintaining the seed stock in good condition, the fumigation, spraying and dusting, cleanliness, sweep age will to be carried out by Custom processor. All the material to be processed, will be supplied by NATIONAL SEEDS CORPORATION LTD. NATIONAL SEEDS CORPORATION LTD will seal all the godowns and plant buildings of Custom Processors to ensure safety and security of NATIONAL SEEDS CORPORATION LTD stock and material. In no case Custom Processor will deliver the stock or material to any other party or seed grower on his own. Else it will be the responsibility of custom processor.
- xvii-Limited staff like Plant / Shift Incharge may be provided by NATIONAL SEEDS CORPORATION LTD for supervising and running the seed processing plant in three shifts. It will be the responsibility of Custom Processor/ Contractor to provide sufficient staff, labours and handling labours to run the plant and to maintain the records and management and operation of plant. The intimation letters to seed growers will be given by NATIONAL SEEDS CORPORATION LTD on NATIONAL SEEDS CORPORATION LTD own expenditure.
- xviii. If any dispute arises out of the contract will be settled mutually and Arbitrator will be the Chairman Cum Managing Director, National Seeds Corporation Limited, New Delhi, whose decision will be binding on both the parties i.e. NATIONAL SEEDS CORPORATION LTD and Custom Processor/ Contractor.
- xix. All the payments of processing contract will be released by the concerned Regional Manager's office as under by account payee cheque or Demand Draft and Demand Draft commission is to be borne by the Custom Processor/ Contractor.

- xx. **All the operations will be supervised by NSC'S official & custom processor will have to follow instructions given by NSC'S official as well as SSCA'S official even if it is not specified in terms of tender.**

Payment terms:

The first 75% of the payment will be released for graded quantity on monthly basis. Balance 25% payment will be released after completion of the processing work and handling over the left over quantity of certification and packing material in good condition to concerned Area/Regional Office.

It will be responsibility of custom processor to return all processing materials with its account to NSC and Certification materials to SCA with its accounts. Also all records like Control Register, tagging register, tag account register, Gate pass and Release orders etc. should be handed over to NSC and SCA. Only after obtaining receipt/NOC, the above 25% payment will be released. Also all low grade, empty gunny bags, rejected seed and failed seed should be returned to the seed growers.

- TDS @2% or as applicable of the bill amount will be deducted from each bill, when valid PAN Card is produced. Otherwise, as per rules, it shall be deducted.
- I. **The payment will be released on monthly basis for the activities done in that particular month to the Custom PROCESSOR BY CHEQUE/Demand draft from Regional Office after getting certificate on back side of the Bill from NSC, Area Manager. The bills will be issued by the Custom Processor and payable to the bank as requested by Custom Processor. Demand Draft commission is to be borne by the Custom Processor.**
- II. **Detail draft agreement is enclosed.**

Section- II

General terms and conditions :

1. It is the responsibility of the Custom Processor/ Contractor to arrange Generator Set in case electric power supply is off from Electricity Company/ Board or supply source and delay in processing on account of power off will not be tolerated and it will be penalized. Therefore, Custom Processor/ Contractor has to arrange Generator Set either on rent or his own for running the plant for electrification such as lighting.
2. The Custom Processor/ Contractor will seal all the doors and shutters of the plant in presence of NATIONAL SEEDS CORPORATION LTD officers and whenever NATIONAL SEEDS CORPORATION LTD officers are not present or the plant is required to operate except where the NATIONAL SEEDS CORPORATION LTD stock is not stored that can be opened by the Custom Processor/ Contractor. In case of theft of NATIONAL SEEDS CORPORATION LTD stock or delivering seed or any material without knowledge or written order to any other party, entire responsibility will be of custom processor and losses will be fully recoverable from custom processor.
3. The Custom Processor/ Contractor has to deposit **Rs. 25,000/-** (Rupees fifty thousands only) as a Security Deposit with NATIONAL SEEDS CORPORATION LTD
4. All the Court matter will be dealt with New Delhi Court irrespective of location of Seed Processing Plant and irrespective of the dispute arising at location.
5. If it is observed that there is a admixture of good seed, failed seed and low grade or varietal admixture in the good seed intentionally done by the Custom Processor/ Contractor, then the compensation has to be paid by the Custom Processor/ Contractor as all the stock is stored and processed in the Custom Processor/ Contractor's plant.
6. NATIONAL SEEDS CORPORATION LTD reserves the right to terminate the contract of processing at any time with one month's notice to the Custom Processor/ Contractor.

3) Custom Processing Charges :

The Custom Processor/ Contractor has to quote the processing rates for the following individual operation on per quintal basis, so that in case of single operation performed, the payment can be done for individual operation also and in case of all operations are performed then total processing charges on per quintal basis can be released to the Custom Processor/ Contractor. **The custom processing will include all the expenditures involved in all the operations carried out right from receipt of raw seed till its final packing & storage charges excluding unloading of raw seed and loading of packed seed which will be borne by seed growers and NSC'S approved transport contractor. In the event of the expenditure on account of**

unloading or loading of Raw/Graded seed is done by custom processor,the actual expenditure incurred will be reimbursed on verification of NSC'S official.No additional charges will be paid for bundling of bags,bagging,weighing in standard size and stacking of undersize seeds or any other expenditure which is not specified.

Important

Service Tax: The service tax should not be included in the custom processing rate offered. The service tax of Central Government if applicable will be reimbursed by NSC on production of proof of payment (bank challan/receipt) by custom processor for the NSC custom processing work undertaken at the plant of custom processor.

* The TDS will be deducted from each bill @ 2 % of billed amount.

Instructions for custom processor:

Custom processor should have his own registered processing plant, processing facilities, godown facilities and technical manpower. Complete details of processing plant, processing facilities, godown facilities and technical manpower should be provided by custom processor. NATIONAL SEEDS CORPORATION LTD will depute only one representative to look after quality of seed.

Processing rates:

The processing rates will include the following activities;

1-

- a) Writing grower's name, receipt number, lot number etc on each and every bags. Required ink, color will have to be provided by Custom processor/ Contractor.
- b) Bifurcation of sample and preparation of sample by putting sample slip inside sample bag, stitching of sample bags etc to send to QCL. Sample bags will be provided by National Seeds Corporation Ltd. Stitching/sewing machine, thread, stamps etc will have to be provided by Custom processor/ Contractor.
- c) Custom processor/ Contractor will have to unload raw seed / carry over seed at any godown at which raw seed/ carry over seed is to be stored for processing on particular plant.
- d) Writing and maintenance of all records as per directives of National Seeds Corporation Ltd representative.

2-Sorting of passed and failed lots in QCL test.Processing of raw seed i.e. lot wise grading of raw seed on air screen seed cleaner, gravity separator, spiral separator seed treatment (slurry or dry). If National Seeds Corporation Ltd desires to put treatment materials like thirum inside the good seed bags then the packets of the same will have to be prepared by Custom processor/ Contractor. No separate charge will be given for the same. Empty packets will be provided by National Seeds Corporation Ltd for packing, Weighing of good seed and low grade, Stitching of good seed bags either with tags and labels or without tags and labels. Stitching of lowgrade gunny bags. Printing

tags and labels, good seed bags with all required matter. Writing lot number and weight on low grade gunny bag, Bundling of empty gunny bags, Bifurcation of sample and preparation of sample by putting sample slip inside sample bag, stitching of sample bags etc to send to STL/QCL. Sample bags will be provided by National Seeds Corporation Ltd. Stitching/sewing machine, thread, stamps etc will have to be provided by Custom processor/ Contractor. Writing and maintenance of all records i.e. control register, grading/shift register, tagging register, history register, and any record as per directives of National Seeds Corporation Ltd representative and SCA.

3. Sorting of passed, failed and result awaited lots.
4. Bagging and Tagging of passed lots.
5. MRP and other matter printing on good seed bags as desired by National Seeds Corporation Ltd
6. Dispatches of released seed lots for marketing.
7. Returning of failed lots and low grade, empty gunny bags to seed growers
8. Delivery of failed seed / low grade to successful tenderer called by National Seeds Corporation Ltd.
9. It will be a responsibility of custom processor to process seed to achieve maximum quality with optimum recovery %.
10. There should not be excess/shortage while processing as well as while storage. If shortages is excessive or intentional then the same will be recovered from custom processor.
11. It will be a responsibility of custom processor to satisfy seed growers by intimating them about processing, by giving proper attention to them. Behavior with NATIONAL SEEDS CORPORATION LTD seed grower should be courteous and polite.
12. If SSCA or National Seeds Corporation Ltd representative find that grading is not done satisfactory then such quantity is to be again graded and no additional charge will be given to custom processor.
13. Entire electrical bills will be paid by custom processor.
14. All expenditure required for office and tea to AO etc will have to be borne by Custom processor.
15. All taxes, levies etc are to be borne by custom processor.
16. Entire certification charges will be paid by NATIONAL SEEDS CORPORATION LTD
17. Responsibility of National Seeds Corporation Ltd is to provide all processing materials required for packing of good seed. All other miscellaneous processing materials like ink, colour, printing facilities, rubber stamps, stencils etc will have to be provided by custom processor.
18. Accounts of all seed, processing materials and seed certification materials will have to be kept by custom processor. Any loss to the same will be recovered from custom processor.

The rate of **fresh processing** will be for one time activity. The rate of **Revalidation work** should also be quoted for one time activity. If National Seeds Corporation Ltd desires for regrading of fresh as well as revalidated stock then the custom processor will have to do the same. The rate and conditions for the regrading will remain same.

The tenderers are requested to submit the tender forms in two sealed packets in one single sealed packet. Envelope 'A' and Envelope 'B' should be clearly mentioned on the envelopes, which will be put in one big envelope mentioning on the top of the Envelope **"Tender for Custom Processing of NATIONAL SEEDS CORPORATION LTD's seeds"**.

Envelope 'A' should contain details mentioned in Section-III and should not contain rate schedule for custom processing.

Envelope 'B' should contain rates schedule filled with the rates in Words and Figures as mentioned in Section IV. The rates for all the operations as mentioned in Section- IV must be quoted.

Section- III

Table:-1

The Custom Processor/ Contractor has to provide the following documents in Envelope- "A".

S.N	Particulars of documents	Enclosed/ not enclosed	Remark
1	License from Assistant Commissioner of Labour and relevant Board if any constituted by the Govt. for engaging handling labour at plants.		
2	Copies of CPF registration from CPF Commissioner of the state.		
3	Experience Certificate about processing work done by the Custom Processor/ Contractor from private or Public/ Government Seed Companies.		
4	Registration of plant with State Seeds Certification Agency of the state.		
5	PAN photocopy duly attested.		
6	Service Tax Registration photocopy duly attested.		

Section- IV
Rate schedule for processing operations

Envelope- B : Processing rates at custom processing plants:

1. * Fresh Grading rates (first grading rate)

This includes all operations like conveying raw seed to the seed processing machinery and stacking the raw seed lotwise, opening the bags and feeding to elevator and conveyor, weighing of good seed and low grade with lotwise stacking,sampling(QCL/STL)

1. **Fresh grading rate (first grading rate)**Rs._____per qtls. (Raw seed basis)

The rates should be quoted in figures as well as in words. Scratching must bear signature of tenderer)

2-* **Regrading rates(Failed lots of fresh seed)** :This will include all the operations indicated in Fresh grading .

Regrading rates: Rs._____per qtls

The rates should be quoted in figures as well as in words. Scratching must bear signature of tenderer)

3 Revalidation :

i)Direct Revalidation(without grading): Rs._____per qtls

This includes all operations like carrying to working place, Lotwise sorting, sampling(QCL/STL),tagging & filling bags in gunny bags, carrying gunny bags and its stacking etc. complete

ii)Indirect Revalidation(with grading):): Rs._____per qtls

This includes all operations like carrying to working place, Lotwise sorting, opening of small bags and bulking, filling bags, stitching gunny bags, carrying bags to the seed processing machinery and stacking lotwise, opening bags for feeding to the elevator and conveyor, weighing of good seed and low grade, sampling, bagging, tagging, printing of seed bags,tags & labels,stitching, filling bags in gunny bags, carrying gunny bags and its stacking etc. complete

The rates should be quoted in figures as well as in words. Scratching must bear signature of tenderer)

4.Packing rates:

This will include all the operations like opening the bags of graded seeds,weighing in standard packing weight,filling in seed containers,stitching tagging.printing of seed containers,filling in outer packing bags ,stacking & bundling of empty gunny bags and its stacking.

SHOULD BE GIVEN FOR FOLLOWING PACKING SIZES.

1-5 KG SIZE: Rs._____per qtls

6-10 KG SIZE: Rs._____per qtls

11-25 KG SIZE: Rs._____per qtls

30-40 KG SIZE: Rs._____per qtls

The rates should be quoted in figures as well as in words. Scratching must bear signature of tenderer.