

NATIONAL SEEDS CORPORATION LIMITED

(A GOVERNMENT OF INDIA UNDERTAKING-MINI RATNA COMPANY)

CENTRAL STATE FARM, JAWALGERA, (Distt.-Raichur)

(CIN No.: U74899DL1963GOI003913)



TERMS & CONDITIONS OF TENDER CONTRACT FOR

Reputed firms/contractors for the supply of labours on need basis to carry out the various Processing and Packing operations during 2024-25

TENDER SHOULD BE SUBMITTED IN ONLINE ONLY

Date/ Time of downloading the tender	: 04.05.2024 15.00 Hrs
Date / Time of closing of tender	: 25.05.2024/ 15.00 Hrs.
Opening of tender (Technical bid)	: 25.05.2024 / 15.30 Hrs.
Opening of tender (Financial bid)	: After completion of Technical bid process
Tender Fees (Non-refundable)	: Rs.1000.00 (One Thousand Rupees Only) including GST
Earnest Money Deposit (refundable)	: Rs.50000/- (Fifty Thousand Only)
Website	www.indiaseeds.com https://indiaseeds.eproc.in
Clarification if any the Contact Person is	: Manager (Prodn.), Mobile: 8310688737

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National Seeds Corporation Limited
(A Government of India Undertaking)
CENTRAL STATE FARM, JAWALGERA
Tq. Sindhanur, Dist.Raichur-584143

NOTICE INVITING E-TENDER

No.: CSF/JWL//4 (27)/PP/2024-25/

Dated: 04.05.2024

National Seeds Corporation Limited, Central State Farm, Jawalgera is inviting E-tender for Supply of labours on need basis for different processing and packing operations during 2024-25 at Central State Farm Jawalagera Tq- Sindhanur, Dist- Raichur, Karnataka for more details visit our website www.indiaseeds.com & <https://indiaseeds.eproc.in>.

Particulars	Details
Name of the tender	Supply of labours on need basis to carry out various processing and packing operations during 2024-25
Location	Central State Farm, Jawalgera, Tq. Sindhanur, Dist. Raichur, Karnataka-584143
Date of issue of NIT	04.05.2024
Tender Document Download Start Date / time from website https://indiaseeds.eproc.in & www.indiaseeds.com	04.05.2024, 15:00 hrs
Tender Document Download End Date / time	25.05.2024 (Till 15.00 Hrs.)
Date and time for submission of online bid	04.05.2024 to 25.05.2024 till 15.00 Hrs.
Date and time of opening of Technical Bid and Price Bid via Online mode	25.05.2024 at 15.30 Hrs
Tender Fee (To be pay online)	Rs. 1000.00 (One Thousand Rupees Only) including GST
EMD (To be pay online)	Rs. 50000/- (Fifty Thousand Only)
Address for Communication	National Seeds Corporation Limited, Central State Farm, Jawalgera, Tq. Sindhanur, Dist.-Raichur-584143.
Clarification required if any the Contact Person is	: Manager (Prod.), Mobile: 8310688737

Note:

- Tender without EMD and Cost of tender (to be pay through online) will be rejected.*
- The successful tenderer's EMD will be converted into security deposit.*
- NSC reserves right to make any alteration /modification in the tender documents or cancel the tender at any stage without assigning any reason.*

Farm Head

PART-A

INSTRUCTIONS TO BIDDER – ONLINE MODE

I. ACCESSING / PURCHASING OF BID DOCUMENTS

The bidders are required to submit soft copies of their bid electronically on the E- nivida Portal using valid Digital Signature Certificates. Below mentioned instructions are meant to guide the bidders for registration on the E-nivida Portal, prepare their bids in accordance with the requirements and submit their bids online on the E-nivida Portal. For more information, bidders may visit the Portal (<https://indiaseeds.enivida.com>)

1. REGISTRATION PROCESS ON ONLINE PORTAL

- a) Bidders to enroll on the E-nivida module of the portal <https://indiaseeds.enivida.com>.
by clicking on the link “Bidder Enrolment”.
- b) The bidders to choose a unique username and assign a password for their accounts. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. This would be used for any communication from the e-nivida Portal.
- c) Bidders to register upon enrolment, with their valid Digital Signature Certificate (Class III Certificates with signing and Encryption key) issued by any Certifying Authority recognized by CCA India with their profile.
- d) 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 DSCs to others which may lead to misuse.
- e) Bidder then logs in to the site through the secured log-in by entering their user ID/password and the password of the DSC / e-Token.
- f) After registration send mail to Helpdesk: enividahelpdesk@gmail.com for Account activation.
- g) As per portal norms Registration Fee will be applicable.

2. TENDER DOCUMENTS SEARCH

- a) Various built-in options are available in the e-Wizard Portal like Department name, Tender category, estimated value, Date, other keywords, etc. to search for a tender published on the Online Portal.
- b) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective ‘Interested tenders’ folder.
- c) The bidder should make a note of the unique Tender No assigned to each tender, in case they want to obtain any clarification/help from the Helpdesk.

3. BID PREPARATION

- a) Bidder should take into account any corrigendum published on the tender document before submitting their bids.

- b) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid.
- c) 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 needs to be submitted. Any deviations from these may lead to rejection of the bid.
- d) 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/XLSX/PNG, etc. formats.

4. BID SUBMISSION

- a) Bidder to log into the site well in advance for bid submission so that he/she uploads the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- b) The bidder to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- c) Bidders to note that they should necessarily submit their financial bids in the prescribed format given by department and no other format is acceptable.
- d) 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, the opening of bids, etc. The bidders should follow this time during bid submission.
- e) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data, which cannot be viewed by unauthorized persons until the time of bid opening.
- f) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- g) 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.
- h) The off-line tender shall not be accepted and no request in this regard will be entertained whatsoever.
- i) As per portal norms Tender Processing Fee will be applicable.

5. AMENDMENT OF BID DOCUMENT

At any time prior to the deadline for submission of proposals, the department reserve the right to add/modify/delete any portion of this document by the issuance of a Corrigendum, which would be published on the website and will also be made available to the all the Bidder who has been issued the tender document. The Corrigendum shall be binding on all bidders and will form part of the bid documents.

6. ADDITIONAL INSTRUCTIONS FOR VENDORS

- a) Bidders/Vendors/Service providers/Contractors must get themselves registered on the portal for participating in the e-tenders published on <https://indiaseeds.enivida.com> by paying the charges of Rs. 2360/- (Inclusive taxes) per year.

- b) Bidders must provide the details of PAN number, registration details etc as applicable and submit the related documents. The user id will be activated only after submission of complete details. The activation process will take minimum 24 working hour's envidahelpdesk@gmail.com
- c) Bidders must have a valid email id and mobile number.
- d) Bidders are required to obtain Class 3 Digital Certificates (Signing & Encryption) as per their company details
- e) Once bidder DSC is mapped with the user id, the same DSC must not be used for another user id on the same portal. However bidder can update the digital certificate to another user id after unmapping it from the exiting user id.
- f) Bidders now can login with the activated user Id & DSC for online tender submission process in this portal.
- g) Bidders can upload required documents for the tender well in advance under My Documents and these documents can be attached to the tender during tender participation as per the tender requirements. This will save the bid submission duration/time period and reduce upload time of bid documents
- h) Bidders must go through the downloaded tender documents and prepare and upload bid documents as per the requirements of the department.
- i) Once the bidders have selected the tenders they are interested in, Bidders will pay the processing fee (NOT REFUNDABLE) as per portal norms by online mode on net-banking / Debit / Credit card then Bidder may download the Bid documents etc. Once Bidders will pay both fee tenders status will be shown "form received". This would enable the e- tender Portal to intimate the bidders through e-mail in case there is any corrigendum issued to the tender document.
- j) Bidders are advised to read complete BoQ/SoQ/Price Bid/Financial Bid and Terms & Conditions before quoting rates in the bid document.
- k) Any modification/replacement in BoQ/SoQ/Price Bid/Financial bid template is not allowed. Bidders must quote only in predefined fields in the bid sheet and save the bid sheet. After saving, the same bid sheet must be uploaded in the portal.
- l) Bidders must pay required payments (Tender fee, EMD, Tender Processing Fee etc) as mentioned in the tender document, before submitting the bid.
- m) Bidders are recommended to use PDF files for uploading the documents. Only price bid sheet will be in Excel format.
- n) The bidders must ensure to get themselves registered on the portal at least 1 week before the tender submission date and get trained on the online tender submission process. For tender submission and registration process bidders are advised to refer respective manuals on website. Tender inviting Authority/Department will not be held responsible for any sort of delay or the difficulties faced during the submission of bids online by the bidders due to local issues like internet connectivity/PC speed/etc...
- o) Offline Submission of bids/documents/rates by the bidders will not be accepted by the department, under any circumstance.
- p) After final submission of the bid, a confirmation message and bid submission acknowledgement will be generated by the portal. The bid submission acknowledgement contains details of all documents submitted along with bid summary, token number, date & time of submission of the bid and other relevant details. Bidder can keep print of the bid submission acknowledgement.
- q) If bidder is resubmitting the bid, bidder must confirm existence of all the required documents, financial bid and again submit the bid. Once submitted, the bid will be updated.
- r) Submission of the bid means that the bid is saved online; but system does not confirm correctness of the bid. Correctness of the bid will be decided by tender inviting authority only.
- s) The time displayed in the server is IST (GMT 5:30) and same will be considered for all

the tendering activities. Bidders must consider the server time for submission of bids.

- t) Bid documents being entered by the Bidders/Vendors/Contractors will be encrypted at the clientend and the software uses PKI encryption techniques to ensure security/secrecy of the data. The submitted bid documents/data become readable only after tender opening by the authorized individual

6. ASSISTANCE TO BIDDERS

- a) Any queries relating to the tender document and the terms and conditions contained there in should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
 - b) Any queries relating to the process of online bid submission or queries relating to e- nivida Portal, in general may be directed to the 24x7 e-Wizard Helpdesk. The contact number for the helpdesk is 8448288994/86/87/89/88/81/90/92/82 011-49606060, 07903269552, 9355030608, 9055030613, 7903810198, 9355030606, 9315620706, 9355030623, 9355030628, 8800526452, 9205898228, 9122643040, 9355030604, eprohelpdesk.01@gmail.com, eprochelpdesk.44@gmail.com , eprochelpdesk.06@gmail.com
 - c) The tender inviting authority has the right to cancel this e-tender or extend the due date of Receipt of the bid(s).
 - d) The bid should be submitted through E-nivida portal (<https://indiaseeds.enivida.com/>) only.
 - e) All payments should be done through E-nivida Payment gateway
- It is highly recommended that the bidders should not to wait till the last date of bid submission to avoid complications like internet connectivity issue, network problems, system crash down, power failure, browser compatibility issue, system compatibility issue, improper digital signature certificate problem etc. In view of this context, the tendering unit will not be responsible for such eventualities.

PART- B

SECTION – I

ADDITIONAL INSTRUCTIONS TO BIDDERS

1. **PREPARATION & SUBMISSION OF APPLICATIONS:**

- i) Detailed NIT may be downloaded from NSCL e-tendering portal and the Application may be submitted following the instructions appearing on the screen/NIT.
- i) A Vendor manual containing the detailed guidelines for e-tendering system is also available on the portal.

2. **MODIFICATION / SUBSTITUTION/ WITHDRAWAL OF BIDS:**

- (i) The Bidder may modify, substitute or withdraw its e- bid after submission prior to the Bid Due Date. No Bid shall be modified, substituted or withdrawn by the Bidder on or after the Bid Due Date.
- (ii) Any alteration/ modification in the Bid or additional information supplied subsequent to the Bid Due Date, unless the same has been expressly sought for by the NSCL, shall be disregarded.
- (iii) For modification of e-bid, **bidder has to detach its old bid** from e-tendering portal and upload / resubmit digitally signed modified bid.
- (iv) For withdrawal of bid, bidder has to click on withdrawal icon at e-tendering portal and can withdraw its e-bid.

3. **OPENING AND EVALUATION OF APPLICATIONS:**

- a) Opening of Applications will be done through online process.
- b) NSCL shall open documents of the Application received in electronic form on the Application due date. **The price bid shall be opened for only technically qualified bidders.**

4. **ADVICE FOR TENDERERS:** *The tenderers are advised in their own interest to carefully read the tender document and understand their purport and unless the tender specifically states to the contrary in respect of any particular clause, it shall be presumed that he accepts all the terms & conditions as have been laid down in the tender document and submit the tender accordingly.*

5. **ELIGIBILITY CRITERIA:** - **Tenderers who are interested to providing the service of manpower are eligible for participation in the tender.** But it should be indicated clearly in the **Technical Part of the Bid**. If not indicated, then tender will be treated for entire tendered quantity.

6. **SUBMISSION OF OFFER:** - Offer must be submitted on-line. The prescribed tender form is provided in part “B” of the tender document at Section-III. The tenderer may attach additional sheets wherever detailed description is necessary .**Only that party should tender who accepts all the terms & conditions because conditional tender may be treated as void.**

7. QUOTATION OF PRICES: - Tenderer shall give a final firm and net per unit price free from all escalation. Request for increase in price will under no circumstances be considered after opening of the tender. For the purpose of comparison and evaluation of bids, the tenderers are required to quote their rate of goods as specification indicated in Section-III of Part-B of the tender document and should be given strictly in a manner as indicated in the annexure-A of Section-IV of the part B of the tender document, as under:

A) The rates should be quoted for the operation **inclusive of all taxes (including G.S.T. and other charges)**,

B) If the rates quoted by tenderer are exclusive of all taxes or levies, which are payable in addition, the exact rate at which they are payable should be shown clearly in the tender. In the absence of clear indication that these levies are payable in addition to the rates quoted, it will be assumed that rates are inclusive of all taxes and no extra taxes will be paid.

8. EARNEST MONEY: Fixed EMD as indicated at page no. 2 of the tender document against the tendered item. The consolidated amount of EMD for all items quoted may be deposited by RTGS/NEFT or can pay online in the website directly <https://indiaseeds.enivida.com>.

(a) Exemption of earnest money deposit for Indian Manpower service which are registered with NSIC under Single point registration scheme, Indian Manpower service/Service providers agency who are **Micro Small Medium Enterprises (MSME) small scale units and registered with National Small Industries Corporation under single point registration scheme** are exempted from payment of earnest money deposit provided to furnish photocopy of **valid registration with NSIC under the single point registration scheme**, for the quoted stores in support of claim along with their request letter. This facility will, however, not be provided to those small scale units who are registered under the old registration scheme which was extended up to 30th June, 1981 only.

OFFERS OF THE FIRMS OTHER THAN (MSME) SMALL SCALE INDUSTRIES AS DEFINED ON “A” AS ABOVE NOT ACCOMPANIED BY EMD WILL BE SUMMARILY REJECTED. OFFERS OF THE (MSME) SMALL SCALE INDUSTRIES NOT REGISTERED WITH NSIC FOR THE QUOTED ITEM UNDER SINGLE POINT REGISTRATION SCHEME AFTER 30TH JUNE 1981 AND NOT ENCLOSING THE VALID DOCUMENTARY PROOF IN SUPPORT OF THEIR CLAIM WITH THEIR REQUEST LETTER SHALL ALSO BE REJECTED.

NO ADJUSTMENT OF EMD FROM THE DUES, IF ANY, AVAILABLE WITH THE CORPORATION, AGAINST THE SUPPLIES MADE BY THE SERVICE PROVIDER IN THE PAST SHALL BE ALLOWED. TENDERS WITH SUCH REQUEST AND NOT ACCOMPANIED WITH REQUISITE AMOUNT OF EMD FREE FROM ANY ADJUSTMENT SHALL BE SUMMARILY REJECTED.

Any Tender not secured in accordance with above will be rejected by the purchaser as non responsive.

9. FORMAT AND SIGNING OF TENDER: - **(a) Tenderers** are required to submit their e- tender as per the prescribed Performa given in the tender document. The Tender prepared by the bidder and all correspondence and documents relating to the tender exchanged by the tenderer and purchaser, shall be written in the English languages. It shall be digitally signed by the Tenderer or a person duly authorized to sign the Tender document. The letter of authorization shall be indicated in written power of attorney accompanying the Tender.

10. PROCEDURE FOR SUBMISSION OF TENDER: - The Tenderers shall attach Instruction to

Tenderer, Terms and Conditions of contract, Technical specifications of quoted items as per Section-I I & II of Part “B” of tender document, requisite EMD, profile of the company as per Annexure-B of Section-IV of Part “B” along with documents as per the check list and other document if any in support of offer. All papers should be digitally signed.

PRICE BID -Containing prices as per clause-08 of Section-I Part-B in a prescribed Performa given in Annexure-A of Section-III of Part “B” of the tender document.

11. MODIFICATION AND WITHDRAWAL OF TENDER: - The tenderer may modify or withdraw its tender after the tender’s submission, provided that written notice of the modification or withdrawal is received by the purchaser prior to the deadline prescribed for submission of tenders.

12. DEADLINE FOR SUBMISSION OF TENDERS: - Tender must be received by the purchaser no later than time and date specified in the invitation for tender. In the event of the specified date for the submission of bids being declared a holiday for the purchaser, the Tender will be received up to the appointed time on the next working day.

13. LATE TENDER: -After deadline for submission of tender prescribed by the purchaser, pursuant to NIT/Tender Document/any amendment will not be entertained.

14. OPENING OF TENDER: - The purchaser/Corporation will open tenders online. The “**Technical & Commercial bids**” shall be **opened on the date of opening tender** and “**Price Bids**” of tender only be opened based upon an examination of the documentary evidence submitted in **technical & Commercial bid** by the tenderer, as well as such other information as the purchaser/Corporation deems necessary and appropriate, found in order.

15. CLARIFICATION OF BIDS:-To assist in the examination, evaluation and comparisons of tenders, the purchaser may at its discretion, ask the tenderer for clarification of its bid .The request for clarification and the response shall be in writing and no change in price or substance of the bid shall be sought, offered or permitted.

16. FORFEITURE OF THE EARNEST MONEY: - Earnest Money may be forfeited if a tenderer withdraws its tender during the period of Tender validity specified by the Tenderer on the Tender Form or if tenderer fails to supply the required Manpower as per supply schedule given at Section-III of Part-B.

17. DISPUTES or DIFFERENCES: - All disputes or differences that may arise in connection with this tender or the interpretation of any of its terms or in any other way related to this tender directly or indirectly shall be referred to arbitration in accordance with the clause relating to “settlement of disputes” included in Section-II of Part “B” of tender document i.e. General terms and conditions of the contract. .

18. VALIDITY OF OFFER: The tenderer shall keep their offers open for **acceptance for a period of 60 days from the date of opening of the tender**. In case the last date happens to a holiday, offers shall remain open for acceptance till the next working day. Tenderers with shorter validity period, subject to prior sales, immediate acceptance and any such similar conditions are liable to be rejected

19. AWARD CRITERIA: -Subject to Clause No. 21, the purchaser will award the contract to the successful tenderer whose bid has been determined to be substantially responsive and has been determined as the lowest evaluated tender, provided further that the tenderer is determined to be qualified to perform the contract satisfactorily.

20. PURCHASER’S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS: - The Purchaser/Corporation reserves the right to accept or reject any tender, and to annul the tendering process and reject all tenders any time prior to award of contract, without thereby, incurring any

liability to the affected tenderer or tenderers or any obligation to inform the affected tenders of the grounds for the purchaser's action.

21. NEGOTIATION: - There shall normally be no post tender negotiation. If at all negotiations are warranted under exceptional circumstances then it can be with L-1 (lowest tenderer) only.

22. SPLITTING OF ORDERS: - The Purchaser /Corporation may decide to split the order among two or more tenderers according to exigencies of the cases at L-1 rate.

23. PURCHASE PREFERENCE TO MSEs: - As per Public Procurement Policy for MSEs Order 2012.

24. REFUND OF EARNEST MONEY:-

(A) Unsuccessful tenderers: In case of unsuccessful tenders who do not, withdraw their offers before the receipt of final decision, the earnest money shall be returned, without interest after the finalization of tenders or after expiry of validity period of the respective offer, whichever is earlier by means of RTGS and the Corporation will not be responsible for reimbursing to the tenderers the Bank's commission for encashing the same.

(B) Successful Tenderers:

The EMD Deposit will be discharged by the purchaser and returned to the Service provider following the date of completion of the Service providers performance obligation, including carrying out all necessary adjustment/deduction if any and on submission of a declaration by the Service provider that they have no claim in respect of the contract or relating thereto or arising there from against NSC.

The successful bidder/Tenderer has to deposit an amount of Rs.200000/-(Rupees Two Lakh Rupees Only) as Security Deposit (SD)

25. CONTRACTS:-

- a) **SIGNING OF CONTRACT :-**The successful tenderers within 07 days from date of issue the Work Order, shall sign and date agreement on 100 Rs. E-stamp paper as per the format given in Section - III Annexure A-2 of the tender document, wherever the value of terms ordered is more than Rs. one lakh and furnish it to the purchaser. The terms and conditions contained in Section-II of the tender document will be considered to be part of agreement, any variation in the terms and conditions as may be suggested by the tenderer and accepted by the Corporation will be part of the agreement. The cost of stamping for agreement shall be borne by the successful tenderer.
- b) Failure of the successful tenderer to comply with the requirement of terms and conditions of tender shall constitute sufficient grounds for the annulment of the award and forfeiture of the EMD, in which event the purchaser/Corporation may make the award to the next lowest evaluated bidder or call for new bids.

SECTION - II

GENERAL TERMS AND CONDITIONS OF THE CONTRACT:

1. **Transfer and Subletting:** -The Service provider shall not sublet, transfer, assign or otherwise part with the contract to any person, firm or Company directly or indirectly or any part thereof without the previous written permission of the Corporation.
2. **Indemnity:**-The Service provider shall at all times indemnify the Corporation against all claims which may be made in respect of the said items for infringement of any right protected by patent, registration of design or trade mark provided always that in the event of any claim in respect of an alleged breach of a patent registered design or trade mark being made against the Corporation, the Corporation shall notify to the Service provider of the same and the Service provider shall be bound, but at his own expenses, to conduct negotiations for settlement or prosecute any litigation that may arise there from. In the event of the Corporation becoming liable to any amount on any aforesaid account, the Service provider shall make good the amount so payable and the expenses incurred on that behalf.

The Service provider shall complete the supply of Manpower at National Seeds Corporation Limited, Central State Farm - Jawalgera, Tq: Sindhanur, Distt: Raichur, Karnataka -584143 as per Work Order and schedule.

3. *Changes in specifications:*

(a) The Corporation/ purchaser should require any changes in specifications; the Service provider shall use his best endeavor to comply with the Corporation's/ purchaser's wishes subject to fair adjustment of prices and delivery schedule where appropriate.

4. *(b)Right to Terminate or Alter the Contract:*

If at any time during the terms of this contract the plan of the Corporation/ purchaser changes for any reason beyond the control of the Corporation/ purchaser, the Corporation shall have the right to terminate or alter this contract by sending a notice of such intention to the Service provider by hand through a responsible officer. The Service provider shall allow such officer to prepare an inventory of such Manpower as is complete and ready for dispatch. Such officer shall also prepare an inventory of the materials which the Service provider has already arranged for using in manufacturing the items to be supplied. The Corporation/ purchaser shall accept delivery of the material that are complete and ready for dispatch and may award compensation to the Service provider for the material already procured or may in its option allow the Service providers to utilize the materials and make it ready for dispatch within such period as may be reasonable.

5. *Marking:*

The Service provider shall comply with the requirements of Indian acts relating to merchandise and rules made there-under for marking of all the Manpower supplied.

SECTION - III
NATIONAL SEEDS CORPORATION LIMITED

Central State Farm, Jawalgera

INSTRUCTIONS TO THE TENDERES / BIDDER

ADVICE FOR BIDDERS:

The Bidders are advised in their own interest to carefully read the tender documents and understand their purport unless the Bidder specifically states to the contrary in respect of any particular clause, it shall be presumed that they accept all the terms and conditions as have been laid down in tender document.

Tender Cost (Non-Refundable): Tender cost Rs 1000/- (Rupees One Thousand only) (Including GST) must be paid in online mode only (As per instruction in Section-I).

Earnest Money Deposit (Refundable): EMD amount Rs. 50,000/- (Rupees Fifty Thousand only) must be paid before due date in online mode only (As per instruction in Section-I). Exemption of EMD for Indian Manpower agency which are registered with NSIC under Single point registration scheme, Service provider who are Micro, Small & Medium Enterprises (MSME) small scale units and registered with National Small Industries Corporation (NSIC) under single point registration scheme are exempted from payment of EMD provided to furnish photocopy of valid registration with NSIC under the single point registration scheme for the quoted stores in support of claim along with their requested letter. This facility will, however, not be provided to those small-scale units who are registered under the old registration scheme which was extended up to 30th June 1981 only. (Registration certificate to be attached)

Eligibility Criteria: Any Contractor fulfilling the technical eligibility as per **Annexure A-1**.

Submission of Offer: Offer must be submitted in prescribed tender input form in Online Mode only. Only that party should tender who accepts all the terms & conditions because conditional tender may be treated as void.

BID OPENING AND EVALUATION: Bids will be open in Online Mode (As per instruction in Section-I).

AWARD OF CONTRACT: The technical bid will open first and based on the committee will scrutinize the bid submitted and evolve the successful bidder for financial bid. The committee will award the Contract to the successful Bidder whose bid has been determined to be substantially responsive and has been determined as the best evaluated bid provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily, for which the Firm may be asked for making a presentation, along with other parameters.

Notification of award: Prior to the expiration of the period of bid validity Selection Committee will place a firm order or notify the successful Bidder in writing.

Cancellation of Work order: NSC reserves the right to cancel the contract at any stage (by giving the notice in writing) due to non-satisfactory services of the selected firm.



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NATIONAL SEEDS CORPORATION LIMITED

(A Government of India Undertaking)

(CIN : U74899DL1963GOI003913)

Website: www.indiaseeds.com

CENTRAL STATE FARM, JAWALAGERA

Tq; Sindhanur Distt: Raichur, State: Karnataka-584143

Phone: 08535-200922, 201246,

E-mail- csfrcr@gmail.com

Terms & Conditions For Supply Of Labours On Need Basis To Carry Out Various Processing/Packing Operations At Central State Farm Jawalagera During 2024-2025

1. For participating in the tender, the prospective tenderer/contractor will have to deposit a sum of Rs.50, 000/- (Rupees Fifty Thousand only/-) as EMD must be pay before due date in online mode. The EMD of unsuccessful tenderers will be returned after a week through RTGS/NEFT/ Cheque.
2. An amount of Rs. 2,00,000/- (Rupees Two Lakh Only) will have to be deposited as security deposits by the successful tenderer and the security deposits will be refunded on successful completion of the labour contract without any interest on such amount. The security bond also be furnished in the form of **Insurance Surety bonds** or **Account Payee Demand Draft** or **Fixed Deposit Receipt** from a commercial bank or **Bank Guarantee** from a commercial Bank or online payment is acceptable form safeguarding the purchases interests in all respects. If the contractor is failed to fulfill the terms and condition of this contract or violates the agreement, the security deposits & EMD will be liable to be forfeited.
3. A work order will be issued after acceptance of the tender. The successful tenderer/contractor has to sign an agreement of said terms & conditions on non-judicial stamp paper of Rs. 100/- cost of which will be borne by the Tenderer/ Contractor.
4. The Contractor has to ensure timely supply of sufficient labour as per the direction of Processing Plant I/c. If Contractor fails to do so and any extra expenditure than the fixed rate is incurred by the Farm, on account of non performance the same will be recovered from the bills of the Contractor.
5. The Contractor will arrange their own vehicle to transport the labours. In case of emergency, Contractor may approach the Farm authorities for vehicle on hire basis. However, if any miss-happenings/accidents happen during the transport of labours, the Contractor will be held responsible for the consequences arise thereupon and the farm management is not at all responsible.
6. The completion of work will be ascertained by the Farm Committee, and if it is not found satisfactory, the contractor has to do the required works at their own cost.
7. The Contractor will not be allowed to keep animals in the Farm Premises, failing which the Contract will be terminated.
8. If any loss occurred on account of negligence and improper supply of the labours by the Contractor, the same will be recovered from the bills/security deposits of the Contractor.
9. The contractor should ensure that the movable/immovable properties available at the said area should not be damaged by contractor and the labours engaged directly or indirectly, otherwise, the losses thus occurred will be assessed by the Corporation and will be recovered from the contractor bill.

10. The Farm will not be responsible for any damage and any loss/theft of man and material of the contractor after acceptance of the agreement.
11. The contractor will have to submit the list of engaged labour/personnel to farm office along with their address & signature or thumb impression and identity.
12. The contractor will be responsible for any indiscipline/illegal act of Contractor or by the labour engaged. If any misconduct is observed, Corporation will take legal action against such labour.
13. If any legal dispute arises between the Contractor and Contractor's labours and it goes up to the court, then the Contractor has to bear the cost and settle it at their own.
14. The contractor will have to pay taxes, if any applicable as per rules. Accordingly, the bidders shall have to offer their rates inclusive of all taxes.
15. The contractor cannot sub-let the labour contract.
16. The tenderer will also carry out any specific/unforeseen labour work as per need of the farm for which the empowered committee of the farm will finalize the rates.
17. The Farm director reserves the right to accept or reject the offer received in the tender and also to cancel a part or whole tender process without assigning any reason thereof.
18. The tenderer/ Contractor has to be registered with EPF and ESI and should ensure timely deduction of the EPF & ESI from the wages.
19. The Contractor has to ensure timely payment made to the outsource labours engaged in the plant and no gathering of labours in front of main security gate/ farm premises/ before farm authority on whatsoever reasons.
20. The Contractor has to submit the operations wise bills on monthly basis. The bank remittance challans for the wages paid & the EPF, ESI remittance challans for the EPF/ESI paid in respects of labours should be submitted on monthly basis.

ARBITRATION

In case any dispute arises between NSC and the other party due to any term or matter, both the parties will opt to resolve it through mutual understanding and discussion. In case dispute remains even after discussions, then it shall be binding upon parties to resolve issue under the provisions of Arbitration & Conciliation Act, 1996 as amended from time to time. Under this provision, the Chairman-cum-Managing Director, National Seeds Corporation Limited with the concurrence of both the parties shall appoint sole Arbitrator to resolve the issue and both the parties will have to abide by the decision. The parties will bind to resolve this dispute through arbitration before going to court of Law. The Arbitration shall be conducted of New Delhi and shall in English Language. The court of Delhi shall have the jurisdiction.

The terms and condition have been announced/readout before the auction and/or told to me in my local language.

I have gone through the terms and condition of the above contract or I have been explained the essence of the contract in my local language and I hereby agree & abide by the above condition and all these terms & condition will be a part of agreement between Central State Farm, Jawalgera and me. The agreement is signed by me without any prejudice/pressure/before the witnesses in full conscience.

Signature of the Contractor/Tenderer

Name of the Contractor/Tenderer:-

Date:-

Phone:-

I/We sign this contract.

Form for Technical Bid

Tender Notice: No. CSF JWL/4 (27)/PP/2024-25/

Date: 04.05.2024

Tender opening Date –25.05.2024

**The Farm Director,
National Seeds Corporation Limited,
Central State Farm, Jawalgera,**

**Tq. Sindhanur, Distt. Raichur,
KARNATAKA-584143.**

Subject: Tender form for supply of labour to carry out various processing and packing operations during the year 2024-25

Particulars of tenderer

1. Name of Tenderer(Sri/Smt): _____
2. Permanent Address: _____

_____ (Copy of address proof must be enclosed)
3. Telephone No. _____ Mobile No. _____
4. PAN No. _____ (Copy must be enclosed)
5. GST No. _____ (Copy must be enclosed)
6. ESI Registration No. _____ (Copy must be enclosed)
7. EPF Registration No. _____ (Copy must be enclosed)
8. ID No. (Voter ID/ Aadhar Card, etc.) _____ (Copy must be enclosed)
9. Registration details with labour department _____ (Copy must be enclosed)
10. Labour contractor license _____ (Copy must be enclosed)
11. Tender Fees & EMD deposit details _____ (Copy must be enclosed)
12. MSME/Udhyog Aadhar /NSIC Certificate: _____ (Copy must be enclosed If applicable)
13. ITR of Two Financial years _____ (Copy must be enclosed If available)
14. Experience Certificate(Minimum 2 years) _____ (Copy must be enclosed If available)
15. Blacklist Affidavit _____ (Copy must be enclosed)
16. Name of person to contacted in the absence of authorized person mentioned above _____ (Copy must be enclosed)

Signature of the tenderer

Name: _____

Place:-

Date:-

FINANCIAL BID

Date: 04.05.2024

Sl. No.	Description of the work	Rate/ unit (Rs. Inclusive of all taxes)
1	Processing of all field crops Includes taking raw seed from where it is stored to processing machinery in same godown, processing of raw seed, packing in bulk, stacking of clean and reject seed separately, cleaning of processing plant and machinery.	Rs.....per Qtl
2	Processing of all Vegetable crops Includes taking raw seed from where it is stored to processing machinery in same godown, processing of raw seed, packing in bulk, stacking of clean and reject seed separately, cleaning of processing plant and machinery.	Rs.....per Qtl
3	Processing of Jute and Till Includes taking raw seed from where it is stored to processing machinery in same godown, processing of raw seed, packing in bulk, stacking of clean and reject seed separately, cleaning of processing plant and machinery.	Rs.....per Qtl
4	Loading & Unloading (With farm vehicle) and Stacking	Rs.....per Qtl
5	Loading & Unloading (Without farm vehicle) and Stacking	Rs.....per Qtl
6	Re-stacking or Intra godown Stack shifting	Rs.....per Qtl
7	Loading & Stacking	Rs.....per Qtl
8	Unloading & Stacking	Rs.....per Qtl
9	PACKING	
A	10 Grams to 50 Grams in polypouch	Rs.....per Pouch
B	51 Grams to 100 Grams in polypouch	Rs.....per Pouch
C	101 Grams to 250 Grams in polypouch	Rs.....per Pouch
D	251 Grams to 500 Grams in polypouch	Rs.....per Pouch
E	1 to 2 kg cloth bags/HDPE-Bags/Polypouches and Stacking	Rs.....per Qtl
F	3 to 4 kg cloth bags/HDPE-Bags/Polypouches and Stacking	Rs.....per Qtl
G	5 to 9 kg cloth bags/HDPE-Bags/Polypouches and Stacking	Rs.....per Qtl
H	10 to 20 kg Jute/HDPE-Bags and Stacking	Rs.....per Qtl
I	21 to 25 kg Jute/HDPE-Bags and Stacking	Rs.....per Qtl
K	26 to 50 kg Jute/HDPE-Bags and Stacking	Rs.....per Qtl
10	De-stacking, labeling & Stitching of bags and writing of lot nos	Rs.....per Qtl
11	Screen printing on cloth bags	Rs.....per Nos
12	Screen printing on Jute/HDPE bags	Rs.....per Nos
13	Screen printing on Labels	Rs.....per Nos
14	Cloth bags writing manually	Rs.....per Nos
15	Jute/HDPE bags writing manually	Rs.....per Nos
16	Stamping on Cloth bags/ HDPE bags, Tags and Labels	Rs.....per Nos

Sl. No.	Description of the work	Rate/ unit (Rs. Inclusive of all taxes)
17	Colour coating of seeds	Rs.....per Qtl
18	Treatment of seeds (Fungicides and Insecticides)	Rs.....per Qtl
19	Re-processing	Rs.....per Qtl
20	Re-processing and direct packing	Rs.....per Qtl
21	Printing on Pouches/Tags/Labels (Domino printer)	Rs.....per Nos
22	Stickering on polypouches (10 grams to 5 kg packing size)	Rs.....per Pouch
23	Sealing of polypouches (10 grams to 5 kg packing size)	Rs.....per Pouch
25	Cleaning and bundling of gunny bags (50 Nos bundle)	Rs.....per bundle
26	Spraying per godown	Rs.....per Godown
27	Fumigation of stock	Rs.....per qtl
28	Disinfection of gunny bags	Rs.....per bundle
29	Sweeping in Godown	Rs.....per 30X30mtr.
30	Making of sand bags	Rs.....per Bag
31	Shifting of gunny bag bundle	Rs.....per bundle
32	Writing of Buckram purchi	Rs.....per 100 nos
33	Handpicking Crop wise	
A	Bengal gram	Rs.....per Qtl
B	Safflower	Rs.....per Qtl
C	Sorghum	Rs.....per Qtl
D	Maize	Rs.....per Qtl
E	Millets	Rs.....per Qtl
F	Bhindi/Vegetables	Rs.....per Qtl
34	Miscellaneous work (Rate / Man-day per day)	Rs.....per Man day per day

Signature of the tenderer

Name: _____