

TENDER DOCUMENT

FOR

PROCURING DOUBLE FORTIFIED SALT

REQUIRED UNDER

WOMEN & CHILD DEVELOPMENT DEPARTMENT

Short term-e-tender notice for purchase of Double Fortified Salt

Women & Child Development Department invites e-tender for rate contract/purchase of 3115.44 Quintal (approximately) double fortified salt F.O.R. at District Head Quarter of W&CD Department (Haryana) strictly as per BIS/FSSAI specifications.

Double Fortified Salt is required by Women & Child Development Department in ` One Kg. packing as per latest BIS specifications with latest amendments. Interested bidders may submit the rates online in the financial bid format. The tender documents containing details of quantity, specifications etc. and other terms & conditions are available on portal <https://haryanaeprocurement.gov.in> . The parties/bidders can submit their bid through e-Tender portal as per dates given below:

Start date of download of tender document.	11.10.2018 from 7:00 PM
Last date for online submission of EMD via RTGS/NEFT	20.10.2018 upto 4:00 PM
Last date for submission of Online Bid	22.10.2018 upto 5:00 PM
Opening of Technical Bid	23.10.2018 (11:30 AM)
Opening of Financial Bid	29.10.2018 (02:00PM)
Manual submission of only sample on 23.10.2018 upto (11:00AM) at HQ, Panchkula	

All the bidders are required to get register on e-tendering portal & obtain Digital Signature as per the requirement of the e-tendering portal. Technical and Financial bids will be opened at Women & Child Development, Department, Haryana Bays No. 15-20, Sector-4, Panchkula. All the bidders are requested to be present at the time of opening of the tender for negotiation. Director, Women & Child Development Department reserve the right to accept/reject any/all the tenders or increase/decrease the tendered quantity without assigning any reason whatsoever. If any changes is required in tender will be intimate via website only.

Deputy Director
for Director, Women & Child Development Department,
Haryana, Panchkula

Detailed Notice inviting Short Term e-Tender for purchase of Double Fortified Salt

Women & Child Development Department invites short term e-tender to purchase double fortified salt under two bid systems from the eligible individuals or partnership firms, Registered Company or any legal organization which is a Manufacturer/Producer firm of Double Fortified Salt as per the eligibility criteria mentioned in Tender Document. Under this process, the Technical Bid as well as Price Bid shall be invited at single stage under two bids i.e. Technical Bid & Financial Bid .Eligibility of the Bidders will be first examined on the basis of the details submitted online under Technical Bid with respect to eligibility and qualification criteria prescribed in the Tender document. The Financial Bid of only eligible bidders shall be opened.

- 1 The payment towards Tender Document Fee and e-Service Fee shall be made by the parties online directly through Debit Cards & Internet Banking Accounts. Please refer to 'Online Payment Guideline' available at the Single e- Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.
- 2 Intended parties will be required to online sign-up (create user account) on the website <https://haryanaeprocurement.gov.in> to be eligible to participate in the e-Tender. He/ She will be required to make online payment of tender document and eservice fee in due course of time. The intended parties who fail to pay requisite fee under the stipulated time frame shall not be allowed to submit his/her bids for the respective event/Tender.
- 3 The interested parties/bidders must remit the funds as per schedule given under Key Dates and make payment via online directly through Debit Cards & Internet Banking Accounts to the beneficiary account number.
- 4 The intended party thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective event/tender at <https://haryanaeprocurement.gov.in>.
- 5 The interested parties/bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One Thousand Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks.
- 6 The Payment for each tender fee (Rs.500/-) and e-Service fee (Rs.1000/-) can be made by eligible parties online directly through Debit Cards & Internet Banking.
- 7 The interested parties/bidders must remit the funds of the respective events and make payment online directly through Debit Cards & Internet Banking Accounts to the beneficiary account number.

The Parties/Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:

Schedule/Key Dates

Sr. No.	W&CD Deptt. Stage	Party Stage	Date & Time
1		i) Start date of download of tender document. ii) Last date for online submission of Rs. 2 lac EMD via RTGS/NEFT	11.10.2018 from 7:00 PM 20.10.2018 upto 4:00 PM
2		Last date for bid preparation and submission of Online Bid	22.10.2018 upto 5:00 PM
3	Opening of Technical Bid		23.10.2018 upto 11:30 AM
4	Opening of Financial Bid		29.10.2018 upto 02:00 PM

Important Note:

- 1) The parties/bidders have to complete 'Application/Bid Preparation & Submission' stage as per scheduled time as mentioned above. If any party/bidder failed to complete his/her aforesaid stage in the stipulated time schedule, his/her Application/bid status will be considered as 'Applications/bids not submitted'.
- 2) Party/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Party/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.

INSTRUCTIONS TO PARTY/BIDDER ON ELECTRONIC TENDERING SYSTEM

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. Registration of bidders on e-Procurement Portal:

All the parties/bidders intending to participate in the online tender process are required to get registered on the centralized e-Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. Please visit the website for more details.

2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the party/bidder bidding online. These Digital certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website – <https://haryanaeprocurement.gov.in>.

2.3 The parties/bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The party/bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

M/s Nextenders (India) Pvt. Ltd.
O/o. DS&D Haryana,
SCO-09, IInd Floor, Sector-16,
Panchkula-134108
E-mail: Chandigarh@nextenders.com
Help Desk: 0172-2582008-09, 2618292 &
1800-180-2097 (Toll Free Number)

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital

certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the Page 5 of 12 department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the said firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management/partners of the firm to inform the certifying authority about the change and to obtain the digital signature of the new person / user on behalf of the manufacture firm. The procedure for application of a digital certificate however will remain the same for the new user.

2.8 The same procedure holds true for the authorized users in a private firm /Public limited Company. In this case, the authorization certificate will have to be signed by the directors of the manufacture firm.

3. Opening of an Electronic Payment Account:

For purchasing the tender document online, parties/bidders are required to pay the tender document fee online using the electronic payments gateway service. For online payments guidelines, please refer to the Home page of the e-tendering Portal <https://haryanaeprocurement.gov.in>.

4. Pre-requisites for online bidding:

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nextenders (India) Pvt. Ltd. or downloaded from the home page of the website - <http://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

5. Online Viewing of Detailed Notice Inviting Tenders:

The bidders can view the detailed N.I.T and the time schedule/key dates for all the tenders floated through the single portal e-Procurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

6. Download of Tender Documents:

The tender documents can be downloaded free of cost from the Procurement portal <https://haryanaeprocurement.gov.in>

7. Schedule/Key Dates:

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all parties/bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

8. Online Payment of Tender Document Fee, e-Service fee & Bid preparation & Submission (Technical & Financial/Price Bid):

8.1 Online Payment of Tender Document Fee + e-Service fee: The online payment for Tender document fee, e-Service Fee can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by parties/bidders/Vendors online directly through Debit Cards & Internet Banking Accounts the secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

8.2 PREPARATION & SUBMISSION OF ONLINE APPLICATIONS/BIDS:

- (i) Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender must be submitted online following the instruction appearing on the screen.
- (ii) Scanned copy of Document is to be submitted/uploaded for Technical bid under online Technical Bid/Envelope. The required documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF/JPEG/MS WORD format such that file size is

not exceed more than 10 MB) and uploaded during the on-line submission of Technical Bid/Envelope.

A. Only Electronic Form (Refer Tender document).

FINANCIAL/ PRICE BID shall be submitted through online mode only under Financial Envelope/Bid and not to be submitted manually.

NOTE:-*Manufacture firm as bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://haryanaeprocurement.gov.in>.*

For help manual please refer to the 'Home Page' of the e-Procurement website at <https://haryanaeprocurement.gov.in>, and click on the available link 'How to...?' to download the file.

In the first instance, the online payment details of tender document fee + e-Service & Technical Envelope shall be opened. Henceforth, online financial bid of the shortlisted bidder/party/Agency shall be opened in the presence of such parties/bidders/Agency who either themselves or through their representatives choose to be present.

The bidder can submit their online bids as per the dates mentioned in the schedule/Key Dates above.

Guidelines for Online Payments at e-Procurement Portal of Government of Haryana.

Post registration, Party/bidder shall proceed for bidding by using both his digital certificates(one each for encryption and signing) & Password. Bidder/Party shall proceed to select theevent/Tenders he is interested in. On the respective Department's page in the e-Procurementportal, the Bidder would have following options to make payment for tender document fee:

- A. Debit Card
- B. Net Banking

Operative Procedures for Bidder Payments

A) Debit Card

The procedure for paying through Debit Card will be as follows:

- (i) Bidder selects Debit Card option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount and the card charges to be paid bybidder. The portal also displays the total amount to be paid by the bidder.
- (iii) Bidder clicks on "Continue" button
- (iv) The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
- (v) Bidder enters card credentials and confirms payment.
- (vi) The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal.
- (vii) The page is automatically routed back to e-Procurement portal.
- (viii) The status of the payment is displayed as "successful" in e-Procurement portal.The e-Procurement portal also generates a receipt for all successful transactions.The bidder can take a print out of the same,
- (ix) The e-Procurement portal allows Bidder to process another payment attempt in casepayments are not successful for previous attempt.

B) Net Banking

The procedure for paying through Net Banking will be as follows:

- (i) Bidder selects Net Banking option in e-Procurement portal.
- (ii) The e-Procurement portal displays the amount to be paid by bidder.
- (iii) Bidder clicks on “Continue” button.
- (iv) The e-Procurement portal takes the bidder to Net Banking payment gateway screen displaying list of Banks.
- (v) Bidder chooses his / her Bank.
- (vi) The Net Banking gateway redirects Bidder to the Net Banking page of the selected Bank.
- (vii) Bidder enters his account credentials and confirms payment.
- (viii) The Bank verifies the credentials and confirms with “successful” or “failure” message to the Net Banking gateway which is confirmed back to e-Procurement portal.
- (ix) The page is automatically routed back to e-Procurement portal.
- (x) The status of the payment is displayed as “successful” in e-Procurement portal. The e-Procurement portal also generates a receipt for all successful transactions. The bidder can take a print out of the same.
- (xi) The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

C) RTGS/ NEFT/OTC

The bidder shall have the option to make the EMD payment via RTGS/ NEFT/OTC. Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 90,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

- i. Bidder shall log into the client e-procurement portal using user id and password as per existing process and selects the RTGS/NEFT payment option.
- ii. Upon doing so, the e-procurement portal shall generate a pre-filled challan. The challan will have all the details that is required by the bidder to make RTGS-NEFT payment.
- iii. Each challan shall therefore include the following details that will be pre-populated:
 - Beneficiary account no: (unique alphanumeric code fore-tendering)
 - Beneficiary IFSC Code:
 - Amount:
 - Beneficiary bank branch:
 - Beneficiary name:
- iv. The Bidder shall be required to take a print of this challan and make the RTGS/NEFT on the basis of the details printed on the challan.
- v. The bidder would remit the funds at least T + 1 day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.
- vi. Post making the payment, the bidder would login to the e-Tendering portal and go to the payment page. On clicking the RTGS / NEFT mode of payment, there would be a link for realtime validation. On clicking the same, system would do auto validation of the payment made.

List of Net banking banks

1. Allahabad Bank
2. Axis Bank
3. Bank of Bahrain and Kuwait
4. Bank of Baroda
5. Bank of India
6. Bank of Maharashtra
7. Canara Bank
8. City Union Bank
9. Central Bank of India
10. Catholic Syrian Bank
11. Corporation Bank
12. Deutsche Bank
13. Development Credit Bank
14. Dhanlaxmi Bank

15. Federal Bank
16. HDFC Bank
17. ICICI Bank
18. IDBI Bank
19. Indian Bank
20. Indian Overseas Bank
21. Indusind Bank
22. ING Vysya Bank
23. J and K Bank
24. Karnataka Bank
25. Kotak Mahindra Bank
26. KarurVysys Bank
27. Punjab National Bank
28. Oriental Bank of Commerce
29. South Indian Bank
30. Standard Chartered Bank
31. State Bank of Bikaner & Jaipur
32. State Bank of Hyderabad
33. State Bank of India
34. State Bank of Mysore
35. State Bank of Travencore
36. State Bank Of Patiala
37. Tamilnad Mercantile Bank
38. Union Bank of India
39. United Bank of India
40. Vijaya Bank
41. Yes Bank

GENERAL TERMS AND CONDITIONS OF E-TENDER FOR PURCHASE OF DOUBLE FORTIFIED SALT:

- 1) Only manufacturers of Double Fortified Salt are allowed to participate in the tender.
- 2) Double Fortified Salt should be supplied as per BIS standard 16232 / FSSAI specifications.
- 3) Interested bidders can mention a valid GST no. if any. (copy to be provided).
- 4) Earnest Money of Rs.2.00/-lacs to be deposited online through RTGS/NEFT which will be returned within 3 months after the end/termination of the contract.
- 5) To qualify for the contract the bidder firm should have a Minimum Annual Financial turnover of Rs.1.00/- Crore, attach C.A. certificate.
- 6) All necessary technical, quality requirements and approval shall be the responsibility of the bidder firm to cover at their end like BIS, FSSAI etc.
- 7) All necessary & latest test reports relating to the quality and parameters of the products and raw materials shall be provided by the supplier at the time of finalizing the contract.
- 8) All necessary requirements, clearances and certificate from various government bodies and approvals thereof shall be the responsibility of the bidder firm.
- 9) All documents or copies thereof shall be submitted by the bidder firm duly self attested by an authorized signatory.
- 10) The bidder firm shall Supply the product as per specifications mentioned in **Annexure-I**.
- 11) The batch-wise test for Double Fortified Salt sample for all parameters as per BIS/ FSSAI requirements will be got done from Govt. approved labs at the cost of the bidder before the dispatch of the material to W&CD Haryana.
- 12) The order shall be placed after receipt of satisfactory test reports and bidder firm shall have to supply the product within 1 Month of placing the order. The supplies will have to be made on half yearly basis.
- 13) **Penalty to Firm on delay in delivery-** If the supplying of manufacturer firm failed to deliver or dispatch any consignment within the period prescribed for such delivery or

dispatch stipulated in the supply order, the delayed consignment will be subject to 1% penalty per consignment per month recoverable on the value of the stores supplied.

- 14) Payments shall be made to the party within 10 days of the receipt of product.
- 15) The tender will be finalized in due course after following proper procedure.
- 16) The offered rates of Double Fortified Salt should be inclusive of GST, F.O.R. at District Head Quarter of W&CD Department (Haryana).
- 17) The rates shall be applicable for 1 year from the date of approval of the rates by the W&CD Department. The supplier shall be liable to supply the double fortified salt at those approved rates for one year or further as specified by W&CD Department Haryana.
- 18) If even after approval the information and facts provided by the supplier are found to be misleading or incorrect etc., the department reserves the right to terminate any future purchases from the supplier and end the contract midterm.
- 19) The negotiations will be held as per CVC Guidelines/Govt. instructions. All the bidder firms are requested to be present at the time of opening of tender for negotiations.
- 20) In case of any dispute the matter shall be referred to the Sole Arbitration of the Director, W&CD Department or his/her nominee, whose decision shall be conclusive and binding on both the parties.
- 21) The jurisdiction will be the concerned court at all districts in Haryana.
- 22) Participant have own manufacturing unit for production of refined free flow Iodized Salt (which is used for manufacturing double fortified Salt) and having valid BIS license 7224.
- 23) Bidder firms have a valid license from Salt Commissioner of India (Govt. of India) for manufacturing of refined and double fortified Salt (Both Salt)
- 24) The Bidder firms of DFS salt has to submit a certificate issued by Food Safety and Standards Authority of India (FSSAI)
- 25) Copy of Supply order of minimum 5000 MT during the last 3 financial years and satisfactory performance certificate for supply order from Government organization that it was satisfied with the supply of that firm.
- 26) A departmental team of officers will inspect the plant of the firm who qualifies for the supply of the DFS and supply order shall be placed on submission of their satisfactory report.
- 27) Samples of only those firms who qualifies the technical bid will be considered as valid which qualify the lab test, however, if the firms samples fail in lab test, his financial bid will not be opened.
- 28) On receipt of the offer the DFS will be inspected by the inspection committee of the W&CD Department Head Quarter. If the Director so desires, however, the sample of DFS should not differ from the master sample in shape, size, appearance etc. submitted by the firm alongwith the tender form, otherwise it is liable to be rejected.
- 29) On the receipt of satisfactory supply report from all DPOs department may extend the supply order for the next year to the supplier on same terms & conditions.

TECHNICAL BID:

Following information/documents are to be uploaded in the Technical Bid for supply of Double Fortified Salt:

Sr. No.	Particulars	Remarks
1	Authority letter for signing all documents on behalf of the company/firm	
2	Copy of FSSAI valid license no.	
3	Copy of the PAN Card	
4	Copy of the GST Registration Certificate, if any.	
5	Self attested declaration regarding the acceptance of the conditions of NIT and that the Firm has not been blacklisted.	
6	Four samples of 1 Kg. DFS Salt in physical at Office.	
7	Participants have own manufacturing unit for production of refined free flow Iodized Salt (which is used for manufacturing double fortified Salt) and having valid BIS license 7224.	
8	Supplier have a valid license from Salt Commissioner of India (Govt. of India) for manufacturing of refined and double fortified Salt (Both Salt)	
9	The producer of DFS salt has to submit a certificate issued by Food Safety and Standards Authority of India (FSSAI)	
10	Copy of Supply DFS/Refined Iodized Salt minimum 5000 MT during the last 3 financial years and satisfactory performance certificate issued by Govt. organization that it was satisfied with the supply of that firm.	

(Name in Block Letters)
Signature of Authorized person
(With name in block letters and
Seal of the firm)

FINANCIAL BID

FINANCIAL BID WILL BE OPENED OF THOSE BIDDERS WHO WILL QUALIFY
INTECHNICAL BID.

1. The offered rates should be inclusive of GST/all taxes & F.O.R. basis at District Head Quarter of W&CD Department (Haryana)

Sr. No.	Items	Offered rate Rs. per quintal including GST and all taxes and FOR at District Head Quarter of W&CD Department
1	Double Fortified Salt	To be submitted online only

(Name in Block Letters)
Signature of Authorized person
(With name in block letters and
Seal of the firm)

Specifications for Double Fortified Salt:

Salt fortified with iron and iodine conforming at a minimum to the product standards prescribed by Food Safety and Standards Authority of India (FSSAI), Ministry of Health and Family Welfare, GoI as per gazette notification F. No. P. 15025/262/2013-PA/FSSAI dated 5th December 2014 and as amended from time to time as well as BIS Standards IS 16232:2014 as amended from time to time. The Double Fortified Salt shall be free from contamination with clay and other extraneous adulterants and impurities. The Double Fortified salt shall conform to the following standards:

Quality specifications for Double fortified salt:

NO.	CHARACTERISTICS	REQUIRMENT
I	Moisture, percent by weight, Max	1.5
II	Water insoluble matter, Percent by weight, on dry basis, Max	1.0
III	Chloride content (as NaCl), percent by weight, on dry basis, Min	98.0
IV	Matter insoluble in dilute HCL, percent by weight on dry basis, Max	0.30
V	Matter soluble in water other than sodium chloride, percent by weight, on dry basis, Max	2.5
VI	Iron content (as Fe), ppm	850-1100
	Iodine content, ppm, Min	
VII	a) Manufacturer's level Min.	30
VIII	b) Distribution channel including retail level Min.	15
IX	pH value in 5% aqueous solution	3.5-7.5
X	Sulphate (as SO ₄), percent by weight, Max	1.1
XI	Magnesium (as Mg), water soluble, percent by weight, Max	0.10
XII	Phosphorous (as P ₂ O ₅), ppm Max.	Upto 3100

Firm should supply stock of Iron fortified iodized salt (Double fortified salt) as per the rules and regulation of quality in net 1 KG weight packaging. It has to be packed in minimum 60 Micron food grade LDPE film packaging material and 25 packet of such 1 Kg Iron fortified iodized salt (Double fortified salt) should be packed in new 25 kg HDPE WOVEN SACK bag duly machine stitched. The design for the packaging material will be provided by the W&CD Department.