

**PUNJAB STATE GRAINS PROCUREMENT CORPORATION,
ANAAJ BHAWAN, SECTOR-39 C, CHANDIGARH-160036.**

TENDER FORM

Price: Rs. 5000/- (Non-refundable)

From

Managing Director,
PUNGRAIN, Chandigarh.

To

Gentlemen/Sirs,

On behalf of all the State Procurement Agencies in the State of Punjab, MD PUNGRAIN (Punjab State Grains Procurement Corporation) Anaaaj Bhawan, Sector-39 C, Chandigarh-160036 invites e-tenders for the purchase of 8,83,366 wooden crates. However, this number can increase or decrease at the time of issuing supply orders to the successful bidders as per the requirement of State procuring agencies

1- THE TERMS AND CONDITIONS:

The terms and conditions governing the purchase are given at Annexure "I" and the technical specifications of wooden crates are as Annexure "II"

2- TENDER FEE (NON REFUNDABLE):

A tender fee (Non-refundable) of Rs 5000/- should be paid through the online payment gateway of the e-portal during the submission of the tender.

3- SIGNING OF TENDER:

Person signing the tender should state in what capacity he/she is signing the tender i.e. as Sole Proprietor of a firm, or as Secretary, Managing Director, etc. of a limited company. In case of partnership firm, the tender must be signed by all the partners. However, in cases where one of the partners signs the tender, he/ she must upload the authority letter duly signed by all other partners authorizing him/her to sign and submit the tender documents on behalf of all other partners.

4- SUBMISSION OF TENDERS:

The parties will submit e-tender under two bid system i.e. Technical Bid and Financial Bid through e-tendering website <http://eproc.punjab.gov.in>. The technical bid (Annexure III) must be uploaded along with all the documents/ Annexures as mentioned in the Check list (Annexure IV) and duly signed on all pages and complete in all respects till the date and time specified in the tender notice. No Tender and/or documents submitted after scheduled date of closure of submission of the tenders will be accepted in any case. Financial bid(s) of only those tenderers will be opened who qualify in the technical bid.

5- ACCEPTANCE OF TENDER:

The Managing Director, PUNGRAIN reserves the right to accept or reject tender(s) without assigning any reasons.

Managing Director, Pungrain

**TERMS AND CONDITIONS
FOR THE PURCHASE OF WOODEN CRATES DURING RMS 2019-20**

- 1) Eligibility: Every tenderer shall have to fulfill the following conditions to be eligible/ technically qualified for submitting this tender:
- i. He/ She should be a citizen of India and not less than 18 yrs. of age, if the tender is submitted as an individual/proprietor.
 - ii. If the tender is submitted by any society, company or a partnership firm, it should be registered under the appropriate legislation or the rules formed there under.
 - iii. The entity must possess a valid PAN number and GST registration number.
 - iv. A Company, firm or individual is/are not entitled to participate in the tender, if it/he/she has been blacklisted or proceedings for blacklisting are under consideration by any Central Ministry/Department, State Govt. or Local body
 - v. Parties/firms should be manufacturer/s of wooden crates and having valid license of saw mill (Arra). The license of the saw mill (Arra) should be in the name of the bidder (in case of individual/ firm/ company) or proprietor of bidding firm applying for the tender.
 - vi. Tenderer has to deposit online tender fee of Rs 5000/- (non-refundable)
 - vii. EMD: Each tenderer will deposit Earnest Money @ Rs.50/- per crate for the total number of wooden crates offered which shall be paid through payment gateway of e-tender portal.

On the portal, Rs. 20,00,000 is shown as EMD for full quantity of 40,000 crates. However, Bidder submitting bid for lesser quantity need to deposit EMD @ Rs.50/- per crate for the number of offered crates only and the excess amount shown in portal may be filled in as exempted amount. In case of acceptance of tender, the EMD will be converted into security. In case of default / non-fulfillment of any of the tender terms & conditions to supply the allotted quantity (ies) after placement of order, PUNGRAIN can forfeit the security in part or full and further PUNGRAIN will purchase the crates at the risk and cost of the defaulting party. NO TENDER WILL BE ACCEPTED WITHOUT EARNEST MONEY / LESS EARNEST MONEY. Tender(s) without earnest money / less earnest money will be rejected straight way.

The technical bid (Annexure III) must be uploaded along with all the documents/ Annexures as mentioned in the Check list (Annexure IV)

and duly signed on all pages and complete in all respects till the date and time specified in the tender notice.

Financial bid(s) of only those tenderers will be opened who qualify in the technical bid.

- 2) Price Bid/Rate: Every tenderer will quote tender rate for a minimum quantity of 5,000 and a maximum quantity of 40,000 Wooden Crates. The rate quoted for a quantity less than 5,000 will not be entertained. The Rate quoted should be inclusive of GST and all other taxes and also including F.O.R. for delivery to destination, which can be any station in the State of Punjab.
- 3) Inspection: The inspection of the crates will be carried out both at the premises of the manufacturing unit as well as at the time of receipt of crates at the destinations. Only the crates found to be as per prescribed specifications & passed by the Inspecting team during the inspection at the premises of the supplier should be supplied at the designated storage centre. Only such wooden crates which are approved at the time of inspections at the manufacturing unit and are also found to be as per specifications at the destination will be accepted. The rejected wooden crates by the consignee at the time of taking delivery will have to be replaced by the supplier within 7 days from the date of issue of the letter from the consignee, failing which PUNGRAIN/ State agency will be entitled to purchase crates at the risk of the supplier without any further reference to supplier.
Pungrain/ State agency reserves the right to get the Wooden Crates tested from any specialized Govt. Agency or any Govt. Authorized Laboratory/firms for quality. In such case, the testing and other incidental charges as applicable shall be borne by the successful tenderer.
- 4) Delivery: Entire supply will be completed by the supplier as per following time schedule:-
- | | | |
|---------------------------------|---|-------------------------------|
| 50% of the total crates ordered | = | upto <u>08-03-2019</u> |
| balance 50% Crates | = | upto <u>21-03-2019</u> |
- 5) Late Delivery (i) The delivery of wooden crates as per time schedule is the essence of the supply order. If the wooden crates are not delivered as per time schedule, 2% late delivery charges will be charged if delivery is made by **31.03.2019**. No delivery will be accepted after **31.03.2019**
- 6) The Managing Director, PUNGRAIN/ State agency reserves the right to extend the validity of supply order(s) in case of natural calamities like heavy rains, floods, etc. OR if he/she is satisfied that the reasons for delay were beyond the control of supplier with LD charges upto 2% or even without LD charges.

(ii) Risk purchase at the cost of supplier will be made by the PUNGRAIN/ State agency in case the supply is not made as per the time schedule or laid down specifications and terms and conditions. The difference of such cost thus incurred will be recovered from the supplier, if need be, by taking legal recourse.

7) **Penalty:** If it is found that any party has supplied crates not as per specifications, a quality cut of Rs. 15/- per kg. for the less weight will be imposed by PUNGRAIN/ respective Agency up to a weight of 32 kg. However, if the crates supplied are found to be below 32 kg, the same will be replaced by the tenderer/ supplier at his own risk and cost.

In all such instances where the crates supplied by the supplier are found to be below 32 kg in weight or are found deficient w.r.t. prescribed specifications and the same are not replaced by the supplier or the supplier fails to deliver the ordered number of wooden crates in stipulated time despite giving an opportunity for replacement/ delivery as the case may be, MD Pungrain reserves the right to blacklist the tenderer/supplier for a period of two years during which he shall not be eligible to participate in the tenders floated by Pungrain/ State procurement Agencies

8) **Payment:** After the F.O.R delivery of the ordered number of wooden crates as per the specifications/ terms & conditions mentioned in the work order, the supplier will submit bills to the concerned District Manager of the PUNGRAIN/ State agency along with the Inspection note and receipt of crates from the concerned officials indicating clearly that the crates received are as per specifications. 90% of the total due amount would be released first. Balance 10% payment will be made after 45 days on receipt of the execution of complete order and receipt of wooden crates as per specifications at destination as per terms and conditions of contract.

10) **GST Compliance :**

- i. The tenderer/bidder shall ensure that the invoice to be raised with Pungrain/ State agency is compliant with the provisions of the GST law and contains the requisite details in an accurate manner for claiming of tax credits, if applicable, by Pungrain/ State agency.
- ii. This shall be ensured by the tenderer/bidder that the invoice raised by him during a month is appropriately reported in the GST returns of the said month.
- iii. Pungrain/ State agency reserves the right to claim from the tenderer/bidder any amount of tax, interest, penalty and litigation cost, if any, that may be incurred in future due to GST reporting/compliance mistake(s) on part of the tenderer/bidder.

- iv. Pungrain/ State agency shall not be under any obligation to entertain claims related to future obligation arising on buyer related to input tax credit (ITC) mismatch in GST return or wrongful availment of ITC by buyer, if the same not intimated within a period of 90 days from the date of issue of invoice.
- 11) The material shall be packed very carefully as the PUNGRAIN/ State Agency shall not be responsible for any damage/loss in transit. The supplier will be bound to ensure the delivery of wooden crates at the destination in sound condition.
 - 12) The rates quoted will remain valid for 45 days from the date of opening of tenders and this period would be further extendable at the discretion of MD, Pungrain
 - 13) Security without interest will be released after three months of the completion of the supply order and after the supplier has discharged all obligations.
 - 14) The listing/bank charges, if any, shall also be borne by the supplier.
 - 15) Any change in the constitution of the firm (whether partnership or sole proprietors) PUNGRAIN may be intimated immediately. In case of partnership, firm's share of each partner must be indicated and a certified copy of the deed of partnership be attached with the Firm.
 - 16) Whereas PUNGRAIN would deal only with a partner in whose name authority letter bearing signature of all other partners is appended for the signing of the relevant papers including tender form.
 - 17) PUNGRAIN has the right to distribute the supply order of crates to more than one supplier at L-1 rate. In such case, negotiations can be held with L-2 and so on for supplying wooden crates at L-1 rate to cover the entire required quantity.
 - 18) Managing Director PUNGRAIN reserves the right to black list a tenderer and forfeit his/ her deposited EMD if the tenderer
 - a. fails to comply with the stipulated terms and conditions for the supply of crates on the acceptance of his/ her offer.
 - b. refuses or fails to supply crates as per the prescribed specifications or at the rate quoted by him/ her after acceptance of his/her offer.
 In such cases, a opportunity of hearing would be given to the tenderer before black listing
 - 19) The tenderer who has been blacklisted by any Government Agency, shall not be eligible to participate in the tender process, during the con-currency of such blacklisting. If any tenderer is found to be blacklisted at a later stage, his technical as well as financial bid, if applicable, shall be rejected. The earnest money and security amount (if any) deposited by him shall be forfeited. An affidavit regarding non-black listing/ non prosecution of tenderer is to be submitted as per Annexure V.
 - 20) Subletting of contract is not allowed under any circumstances. If any party / firm is found to have sublet the contract awarded for supply of wooden crates, that party / firm will be blacklisted.
 - 21) Managing Director, PUNGRAIN reserves the right to reject any or all the tenders without assigning any reasons.

ANNEXURE-II**SPECIFICATIONS FOR WOODEN CRATES**

1. Each dunnage piece of crate will be of 5'x3' and will be made from Eucalyptus wood or any other hard wood duly dried and seasoned.
2. The lowers member 4"x2" in will be in number and each will be 3' long space 14-1/2" center to center. The top members will also be 5 and each will be 5' long and 2-1/2" x 2" in section, spaced 8-1/2" center to center. The higher dimension of the section of each member will be vertical.
3. There shall be no joint in any of the members.
4. The dunnage shall be properly nailed with, sufficient number of nails to the frame reasonably rigid with proper fit. There shall be at least two nails at each corner joint and one at every other joint. No nail shall project down the wooden rafter or the exposed, so as to avoid source of danger to the gunnies. The nail head shall beat the top and the nail shall be bent over at the bottom of the crate for "1".
5. No member shall have cracks, as it will endanger its structural strength.
6. The section of each member will be generally uniformed without being heavily beveled at corners so as to reduce its strength.
7. The wood shall be free from loose knots which would reduce its structural strength.
8. Wood damaged by white ants/termites shall not be used.
9. The top of each dunnage piece will be at one level
10.
 - (a) Size of the Crate 153cm x 92cm
 - (b) Size of upper batten 6.35 cm x 5.08cm x 153cm
 - (c) Size of lower Batten 10.16 cm x 5.08cm x 92 cm
 - (d) Weight of crate 40 (Kg) Tolerance limit 5 %
11. Crates should be coloured Black with name of the supplier firm and year of supply stenciled on them.

(On letter head of the Bidder)

TECHNICAL BID

From

To

The Managing Director,
Punjab State Grains Procurement Corporation,
Anaaaj Bhawan, Sector-39 C,
Chandigarh-160036.

Subject: Offer for supply/ sale of Wooden Crates for RMS 2019-20

Dear Sir/Mam,

Reference your tender notice that appeared in the press on 24/01/2019 for the purchase of Wooden crates.

I/We hereby offer to supply/ sell _____(number) of Wooden Crates to Pungrain/State procurement Agencies as per the terms and conditions of the tender (duly signed copy enclosed) and agree to abide by such conditions.

I/We hereby offer the rates for supplying/ sale of Wooden Crates as per Price Bid submitted online.

- 1) I/We agree to supply Wooden Crates as per the specifications mentioned in the terms and conditions of tender.
- 2) EMD of Rs._____ for supply of _____(number) of Wooden Crates @ Rs.50/- per crate for the total number of wooden crates offered has been deposited online.
- 3) The rates quoted in price bid are inclusive of all applicable taxes/levies.
- 4) I/We shall arrange my own transport for delivering the crates to the destinations specified by Pungrain/State procurement Agencies.
- 5) The rates quoted will remain valid for 45 days from the date of opening of tenders which would be further extendable at the discretion of MD, Pungrain
- 6) Acceptance of this offer by Pungrain or by any officer authorized by Pungrain shall constitute valid/legal contract between me/us and Pungrain.
- 7) I/We hereby agree that in case I/We become successful bidder the EMD @ Rs.50/- per crate for the total number of wooden crates offered, deposited by me/us may be converted into security deposit as per the terms and conditions of the tender document. I/We further agree that in case we fail to supply the material within the stipulated period as would be given in the supply order or could not fulfill the terms and conditions of this contract, our security as whole or part thereof may be forfeited by Pungrain for which I/We shall have no objection, whatsoever, in addition to the right of Pungrain to purchase crates from other suppliers at my/our risk and cost.
- 8) All documents mentioned in the Check list (Annexure-IV) have been uploaded on the portal.
- 9) Tender document duly signed on each page has been uploaded on the portal.

Thanking you,

Yours sincerely,

Date:

Signature of the tenderer
with Complete Address and Seal

PUNJAB STATE GRAINS PROCUREMENT CORPORATION (PUNGRAIN)

**CHECK LIST OF DOCUMENTS TO BE ATTACHED/ UPLOADED WITH
TECHNICAL BID FOR THE E-TENDER DATED 24/01/2019 FOR PURCHASE OF
WOODEN CRATES FOR RMS 2019-20**

- | | |
|---|---------|
| 1) Whether the valid license of the saw as per tender terms & conditions of tender is uploaded? | Yes/ No |
| 2) Whether the tender fee of Rs. 5,000/- (Non refundable) paid online | Yes/ No |
| 3) Whether the Earnest Money Deposit @ Rs.50/- per crate for the total number of crates offered deposited ? | Yes/ No |
| 4) Whether the technical bid (Annexure III) has been uploaded? | Yes/ No |
| 5) Whether an affidavit (in prescribed format) on the Non-judicial stamp paper, duly attested by the Executive Magistrate/ Notary Public, regarding non-black listing/ non prosecution of firm has been uploaded? | Yes/ No |
| 6) Whether valid PAN & GSTIN No. issued by the competent Authority uploaded? | Yes/No |
| 7) Whether a copy of the constitution/partnership deed of your firm duly registered with Registrar Firms has been uploaded? | Yes/No |
| 8) Whether Tender document duly signed on each page has been uploaded? | Yes/No |

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(Specimen of the Affidavit for non-blacklisting of the Firm)

AFFIDAVIT

(To be attested by Executive Magistrate/ Notary Public)

I,....., s/o Sh....., R/o.....do hereby solemnly affirm and declare as under:

1. That I am the sole Proprietor/ authorized partner/ signatory of M/s
2. That my firm wants to bid for supply/ sale of wooden crates to Pungrain/ State procuring agency against tender notice that appeared in the press on 24.01.2019 for the purchase of Wooden crates.
3. That neither my firm/ Cooperative Society nor any of the partners/ Directors has ever been blacklisted by any institution, cooperative, Govt. or Semi-Govt. organization/ Corporation.
4. That my firm/ Cooperative Society shall abide by the Terms & Conditions of the tender as laid down by the PUNGRAIN, from time to time,

Deponent

Verification:

Verified that the contents of my above affidavit are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Dated:.....

Deponent