

NARAINGARH SUGAR MILLS LTD., SHAHZADPUR, TEH. NARAINGARH

Detailed Notice Inviting Tender

Tender is invited for below mentioned Item / Job:-

Sr. No.	Description of items / jobs	EMD to be deposited INR.	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid Preparation
1.	Contract of sugar handling/ shifting & stacking during season, brown sugar handling like removal from centrifugal machine, feeling, weighing, stitching, shifting & stacking at specified location in sugar godown for the season 2023-24	1,00,000/-	05.10.23 at 03:00 PM	16.10.23 UPTO 03:00 PM

Under this process, the Pre-qualification / Technical Application as well as BQQ / Commercial Bid are invited at single stage under two covers i.e. PQQ / Technical & BQQ / Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted under first envelope (PQQ / Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The BQQ / Commercial bid under the second envelope shall be opened for only those Applicants whose PQQ / Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- **Earnest Money:** The party will deposit the earnest money (mentioned above in table) by RTGS/NEFT before expiry date. The tender will not be accepted without earnest money. EMD will be refunded in case no order has been placed. In case an order has been placed then EMD will be refunded after delivery of material / completion of Jobs.
- **Bank details for Earnest Money:**
Name: Naraingarh Sugar Mills Ltd.
Bank A/c No. 913020056279987
Bank Name: Axis Bank Ltd.
Branch Name: Banaundi BNU HR, Banaundi-134202
IFSC Code: UTIB0002249

Note: The bids shall be submitted in two separate envelopes.

Signature of the party with seal

Name of the party: _____

Address: _____

Contact No. _____

NARAINGARH SUGAR MILLS LTD., SHAHZADPUR, TEH. NARAINGARH

• Envelope 1: PQQ Bid

Sr. No.	Description of work
	Sugar handling/ shifting & stacking during season 2023-24
1.	Unloading of bales of P.P. bags and placing in a countable position, putting P. P. bags at chute, weighing, stitching and placing in countable position in the Drier House to Godown by tractor, trolley. Stacking of sugar bags in the Godowns upto 42/45 bags layer with stacker and upto 20 layers without stackers.
A	Direct loading of sugar bags from Drier House in the truck.
B	De - stacking and loading of sugar bags in truck from sugar godowns : During Season
C	De - stacking and loading of sugar bags in truck from sugar godowns : During off-Season
D	Shifting and re - stacking of sugar bags from one place to other: Within the godown
E	Shifting and re - stacking of sugar bags from one place to other: To other godown
F	Brown sugar weighing stitching shifting & stacking at specified location in sugar godown
G	Carrying of Brown / Wet / Damaged sugar for re - processing from godown to the processing site.
H	Daily repair for torned bags after weighing, cleaning of godown and covering of bags with polythene sheets (Misc. work) per day
I	Filling of 'L' Sugar in 50 Kg. Sugar bag from Sugar grader, its weighing and placing in countable position. per month
2.	Brown sugar handling like removal from centrifugal machine & magma mixture with ground floor, filling.

Numbers of manpower to be deployed daily (8 hour basis).....

- **Security Money:** - The party will have to be deposited security within a week from the date of issue of work order. The security will be forfeited if the work is found unsatisfactory or the contractor fails to execute the work during the period of agreement. Amount of security money will be decided at the time of negotiation.

Terms & Conditions for contractual jobs:-

- 1) The contractor will take up the jobs immediately and ensure the satisfactory completion as per the instructions of Mill's Engg. Head. If your progress remains poor, then this work will be got done at your risk & cost and no correspondence will be entertained.
- 2) If the work of contractor is not satisfactory, the contract is liable be terminated immediately without any prior notice.
- 3) Any damage caused to the mill due to interruption in work will be compensated by the contractor.
- 4) If the work is not done properly, the party can be fined.

- 5) The contractor will ensure that all his employees maintain peace and discipline in the factory premises and the company will have the right to check and search you and your employees at any time.
- 6) The contractor will ensure that any person engaged by him should not be minor or female.
- 7) If any difference of opinion arises during the course of work, the decision of the mill management shall prevail.
- 8) The work will be done as per the order of the person appointed by the mill management.
- 9) The quality & workmanship of the jobs shall conform to the pattern and standard prescribed by the Mill's Engg. Head.
- 10) Working hours for contracted jobs will be Including Holidays and Sundays or as decided by the Management from time - to - time.
- 11) The contractor will submit the list of workers engaged by him for the jobs allotted at Security Gate of the Mills duly verified by Mill's Engg. Head. The list must be contained name, father's name, permanent address and age of workers.
- 12) Mill will provide electricity and water for the execution of work.
- 13) The contractor is not allowed to give sub contract to third party / factory worker.
- 14) The contractor will follow all laws of land.
- 15) The contractor will engage his own skilled and un-skilled labor for the said jobs.
- 16) The bills will be get checked from an independent bill checker for the quality of work done.
- 17) If any accommodation will be available in the factory then will be provided to you and incase of non availability of accommodation, you will make your own arrangement.
- 18) The contractor will ensure compliance of labor laws. There will be no relationship of master and servant between the company and persons engaged by the contractor.
- 19) The contractor will provide safety items to his labour & for any accident if occurs during the allotted job the Contractor shall be responsible for that.
- 20) The Mill will not be responsible to pay any compensation for any accident or mishap, which may occur during the execution of the contractual jobs.
- 21) Required insurance covers for your workman and machinery shall be arranged by you as per Law on your own risk and responsibility.
- 22) The contractor shall get registration under the contract labour (Regulation & Abolition) Act, 1970.
- 23) All statutory liabilities or your employees will be paid by contractor such as workman compensation, P. F. etc. and you will cover your personnel for accident and death whilst performing the duty. Our concern will not be liable in any way.
- 24) The contractor should be registered with P.F. Department or have applied for registration.

25) The contractor will make compliance of the provisions of Labor Laws, viz, Minimum Wages Act, ESI, PFF Acts, Contract Labor Act etc., if any violation is found on your part, you will be held responsible.

- **The bidders shall submit the required eligibility documents in the PQQ Bid having following documents.**

Information /documents to be attached by the tenderers with the PQQ Bid where ever is applicable.

- 1) Copy of latest three year purchase / work order of firms / companies for the same type of materials /Jobs.
- 2) Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
- 3) Copy of Sales Tax/GST registration number.
- 4) Copy of PAN Card.
- 5) The information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No. & e-mail ID to be attached.
- 6) EMD or RTGS/NEFT details.

In case of Non-attachment of the above (wherever is applicable) the PQQ bid shall be rejected.

Signature of the party with seal

Name of the party: _____

Address: _____

Contact No. _____

NARAINGARH SUGAR MILLS LTD., SHAHZADPUR, TEH. NARAINGARH

• **Envelope 2: Commercial Bid**

The bidders shall quote the prices in price bid format under Commercial BQQ.

NARAINGARH SUGAR MILLS LTD., SHAHZADPUR, TEH. NARAINGARH (BQQ BID (TO BE SUBMIT))

Sr. No.	Description of work	Unit Rate per 50 kg. bag
	Sugar handling/ shifting & stacking during season 2023-24	
1.	Unloading of bales of P.P. bags and placing in a countable position, putting P. P. bags at chute, weighing, stitching and placing in countable position in the Drier House to Godown by tractor, trolley. Stacking of sugar bags in the Godowns upto 42/45 bags layer with stacker and upto 20 layers without stackers.	
A	Direct loading of sugar bags from Drier House in the truck.	
B	De - stacking and loading of sugar bags in truck from sugar godowns : During Season	
C	De - stacking and loading of sugar bags in truck from sugar godowns : During off-Season	
D	Shifting and re - stacking of sugar bags from one place to other: Within the godown	
E	Shifting and re - stacking of sugar bags from one place to other: To other godown	
F	Brown sugar weighing stitching shifting & stacking at specified location in sugar godown	
G	Carrying of Brown / Wet / Damaged sugar for re - processing from godown to the processing site.	
H	Daily repair for torned bags after weighing, cleaning of godown and covering of bags with polythene sheets (Misc. work) per day	
I	Filling of 'L' Sugar in 50 Kg. Sugar bag from Sugar grader, its weighing and placing in countable position. per month	
2.	Brown sugar handling like removal from centrifugal machine & magma mixture with ground floor, filling.	

Commercial Terms & Conditions:-

- 1) Payment terms: -After 10 days of receipt of bills as per bill cycle.
- 2) Price will be at site (Naraingarh Sugar Mills Ltd).
- 3) SGST/CGST/UGST/IGST will be extra as applicable as per norms (Our GST No. 06AAACN0454G1ZV).

- 4) TDS to be deducted as per GST Rules (if applicable).
- 5) **It will be mandatory condition, that no employee/his family member / relative can take participate directly or indirectly in BID.**
- 6) Presence of BIDDER by self in case of proprietor/ Partner or Authorised person with authority letter in case of partnership/Co. is necessary at the time of opening of tender is must.
- 7) **Liquidated Damages:** Time is the essence of this supply of material / completion of job. Hence, you shall strictly adhere to the delivery of material / completion of job. You are liable to pay liquidated damages towards late delivery of the material / completion of job decided by mill's management.
- 8) If at all L-1 party refuses to undertake the job / supply then purchase committee shall have the right to award the order to second lowest party on the finalized rates in the interest of the Mills.
- 9) Board/Management of the Mills shall have the right to negotiate with other participants also if quoted rates of L-1, L-2 & L-3 party do not seem to be reasonable upto the marks in the interest of the Mills.
- 10) Board/Management of the Mills shall have the right to black-list the defaulter party from the Mills.
- 11) In the event of leaving the work in the middle, the work can be done by another party at the party's expense and the bill will be deducted from the payment of party.
- 12) The quoted rate will be valid for the whole crushing season, 2023-24.
- 13) Rates are to be quoted on the basis of above said terms & conditions.
- 14) Conditional tender will not be accepted.
- 15) Successful bidder will have to submit the certificate on firm letter pad/Invoice bearing the below mentioned contents :-

“Certified that the rates quoted in this tender are the lowest possible. And if it comes out that perchance, we had quoted/were to quote lower basic rates in any Sugar Mill/organization during the currency of contract/order; we shall intimate the same and refund the difference of value immediately within fifteen days. If we fail to do so and your mills come to know of it through own other sources, then your mills shall be entitled to claim the amount of double the difference of the cost from us”.
- 16) The undersigned reserves the right to accept or reject any or all the tenders without assigning any reason.

Note: Last date for the submission of tenders is 16.10.23 upto 03:00 PM. Only PQQ / Technical bid will be open by our technical team for discussion. Parties are invited on opening of BQQ / commercial bid on dated 20.10.23 at 11:00 AM.

Signature of the party with seal

Name of the party: _____

Address: _____

Contact No. _____