

**THE BAGHPAT COOPERATIVE SUGAR MILLS LIMITED; BAGHPAT**

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**COMPETITIVE e-bidding**  
**FOR**  
**SALE OF FLY ASH FOR YEAR, 2022-23**

<b>e-bid REFERENCE</b>	<b>: BCSM/MP/TENDER/2022-23/3098</b>
<b>LAST DATE AND TIME FOR SUBMISSION OF E-Bids</b>	<b>: 28.11.2022 UPTO 6.55 PM</b>
<b>DATE AND TIME OF OPENING OF ON LINE TECHNICAL e-Bids</b>	<b>: 29.11.2022 AT 11:15 AM</b>
<b>PLACE OF OPENING OF e-Bids</b>	<b>: The Baghpat Cooperative Sugar Mills Ltd., Baghpat</b>
<b>ADDRESS FOR COMMUNICATION</b>	<b>: General Manager, The Baghpat Cooperative Sugar Mills Limited, BAGHPAT</b>
<b>e-Bid E.M.D</b>	<b>: Rs. 5,000/- (Rs. Five Thousand Only)</b>

**This Document Contains -- 35 Pages**

It will be the responsibility of the e-Bidders to check U.P. Government e-Procurement website <http://etender.up.nic.in> for any amendment through corrigendum in the e-tender document. In case of any amendment, e-Bidders will have to incorporate the amendments in their e-Bids accordingly.

e-tender Document Processing /Cost : 500.00 + GST

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### TENDER NOTICE

Ref.No.BCSM/MP/TENDER/2022-23/3098

Dated: 18.11.2022

Online e-Tenders are invited from manufacturers/ authorized distributors/ Importers/Stockiest/ Channel partners/ Authorized dealers ( as per details given in Tender documents) Contractors, for supply/Sale of following items The e-Tender documents with detailed specifications, make terms and conditions etc. can be downloaded from e- portal & federation website as per mentioned below.

Sl no.	Name of the item	Technical bid opening at 11.15AM	Commercial bid opening at 3.00 PM	E.M.D in Rs.	Starting date of uploading of E-Tender at 11.00 am
1	Sale of fly ash	29.11.2022	29.11.2022	5000.00	19.11.2022

Other details of submission of e bids along with eligibility, date & time, opening of technical/Financial bids, E.M.D, experience and other terms & conditions will be available on UPLC e-Tender portal <http://eten.der.up.nic.in> from the date **19.11.2022 at 11.00 A.M.** from where Tender documents may be downloaded by any Tenderer. The Tender fee is Rs. 590/- ( non-refundable) and required E.M.D by way of demand draft scheduled bank in favour of The Baghpat Cooperative Sugar Mills Limited, payable at Baghpat which will be deposited in Baghpat Office, before opening of Technical bid. e-Tender without earnest money shall be liable to be rejected. The General Manager, reserves the right to cancel any or all bids/annul e-bidding process without assigning any reason to & decision of General Manager will be final & binding.

(V.P. Pandey)  
General Manager

### **INVITATION FOR e-BidS**

Online e-bids are invited for **Sale of fly ash for Year, 2022-23** GST registered contractor/buyer to our cooperative sugar factories located in Uttar Pradesh.

1. Bidders are advised to study the tender Document carefully. Submission of e-Bid against this tender shall be deemed to have been done after careful study and examination of the procedures, terms and conditions of the tender Document with full understanding of its implications.
2. The e-Bid prepared in accordance with the procedures enumerated in ITB **Clause 15** of Section-I should be submitted through e-Procurement website <http://etender.up.nic.in>.
3. The tender document is available at e-Procurement website <http://etender.up.nic.in> from **19.11.2022 AT 11:00 A.M.** Interested bidders may view, download the e-Bid document, seek clarification and submit their e-Bid online up to the date and time mentioned in the table below:

(a)	Date of publication of e-tender notice & availability of Tender Document	Tender Notice has been published over e-Procurement website <a href="http://etender.up.nic.in">http://etender.up.nic.in</a> Tender Document will be available from <b>19.11.2022 AT 11:00 A.M.</b> at e-Procurement web site <a href="http://etender.up.nic.in">http://etender.up.nic.in</a>
(b)	Availability of tender document on website	<b>19.11.2022 AT 11:00 A.M</b> at e-Procurement web site <a href="http://etender.up.nic.in">http://etender.up.nic.in</a>
(c)	Clarification start date & time	<b>19.11.2022 AT 11:00 A.M</b>
(d)	Clarification end date & time	<b>28.11.2022 AT 06:55 P.M.</b>
(e)	e-Bid submission start date & time (Submission of e-tender fee, EMD and other supporting documents in PDF/XLS format)	<b>19.11.2022 AT 11:00 A.M</b>
(f)	e-Bid submission end date & Time	<b>28.11.2022 UPTO 6.55 P.M.</b>
(g)	Online technical e-Bid opening date & time	<b>29.11.2022 AT 11:15 AM</b>
(h)	Online financial e-Bid opening date & time (Only of technically qualified bidders)	<b>29.11.2022 at 03:00 P.M.</b>

(i)	Venue of opening of technical & financial e-Bids	The Baghpat Cooperative Sugar Mills Limited, Baghpat
(j)	Contact officer	Name: Mr V.P. Pandey, General Manager Tel No: 0121 2221029 & 01212221835, Mobile No.7880888921
(k)	Cost of e-Bid document	<b>Rs500.00 (Rupees Five Hundred Only) (Non-refundable) + GST</b>
(l)	e-Bid E.M.D	<b>Rs5,000/- (Rupees Five Thousand Only)</b>

4. The bidders need to submit the proof/cost of e-Bid document/processing as stated in the above table in Cash in the Seller's office or through Demand Draft in favour of The Baghpat Cooperative Sugar Mills Ltd., Baghpat (herein after referred as BCSM/Seller) payable at Baghpat. The scanned copy of the Cash Deposit Receipt or Demand Draft or Banker's Cheque must be enclosed along with the e-Bids but the original Demand Draft or Banker's Cheque should reach the office of The Baghpat Cooperative Sugar Mills Ltd., Baghpat before opening of technical e-Bid.
5. All e-Bid must be accompanied by e-Bid Earnest Money Deposit (EMD) in the form of Demand Draft, drawn in favour of The Baghpat Cooperative Sugar Mills Ltd., Baghpat. The scanned copy of the e-Bid EMD must be submitted along with the e-Bid and the original should reach the Office of Baghpat Coop. Sugar Mill before opening of technical e-Bids. No Interest would be payable on e-Bid (Earnest Money) deposited with Sugar Mill.
6. The e-Bids will be electronically opened in the presence of bidder's representatives, who choose to attend at the venue, date and time mentioned in the above table. An authority letter of bidders'/OEM representative will be required to be produced.
7. The General Manager reserves the right to cancel any or all the e-Bids/annul the e-Bid process without assigning any reason thereof. The decision of General Manager will be final and binding.
8. In the event of date specified for e-Bids opening being declared a holiday for Sugar Mills's office then the due date for opening of e-Bids shall be the following working day at the appointed time and place.
9. All the required documents including Price Schedule/BOQ should be uploaded by the e-Bidder electronically in the PDF/XLS format. The required electronic documents for each document label of Technical (Fee details, Qualification details, e-Bid Form and Technical Specification details) schedules/packets can be clubbed together to make single different files for each label.
10. The companies/firms who are registered at e-Procurement portal for e-tendering with UP Electronics Corporation Ltd, 10 Ashok Marg, Lucknow-226002, would only be eligible for participating in this e-tender as well as in e-tendering system of U.P. Govt. departments. All companies/firms who have not registered themselves with UPLC Ltd, Lucknow for e-tendering till date can get their registration done by depositing a filled in form issued by UPLC Ltd, Lucknow along with registration fee

of Rs. 6000.00 (Rupees Six thousand only) for participating in this e-tender and other e-tenders of U.P.Govt. departments. The companies/firms, who are not having digital signature, can also get their digital signature on deposit of processing fees of Rs.1500.00 (Rupees Two thousand ten hundred only). The companies/firms may contact the officials on phTwo numbers (0522) 4130303 Extn 305 & 307, 09721451211, for their Registration/Digital Signature Certificate related queries. The registration fee may also be deposited through RTGS. The details of RTGS are as under:

M/s U.P.Electronics Corporation Ltd, Lucknow  
Indian Bank  
Ashok Marg, Lucknow  
A/C No. 772819168  
IFC code- IDIB000L002  
CBS code- 00527  
Rs.6000/-

## **SECTION I : INSTRUCTIONS TO BIDDERS (ITB)**

### **(A) THE BID DOCUMENT**

#### **1-Cost of e-Bid**

- a) The bidder shall bear all costs associated with the preparation and submission of its e-Bid and The Baghpat Coop. Sugar Mills Ltd., Baghpat hereinafter referred to as “the Seller”, will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the e-Bid process.
- b) This tender document is available on the web site <http://etender.up.nic.in> to enable the bidders to view, download the e-Bid document and submits e-Bids online up to the last date and time mentioned in e-Tender notice/e-tender document against this e-Tender. The bidders shall have to pay e-Tender document fee of **Rs 590.00 (Rupees Five Hundred Ninety Only) inclusive of GST.** in through Demand Draft or Banker’s Cheque payable in favour of The Baghpat Cooperative Sugar Mills Ltd., Baghpat The scanned copy of the Cash Deposit Receipt or Demand Draft or Banker’s Cheque must be enclosed along with the e-Bid but the original Demand Draft or Banker’s Cheque should reach the Seller’s office before opening of the technical e-Bid. This e-e-tender document fee of Rs. 500.00+GST will be non-refundable.

#### **2-Contents of e-Bid Document**

- 2.1 The goods required to be supplied; e-Bid procedure and contract terms and conditions are prescribed in the e-Bid document. The e-Bid document includes:  
Invitation for e-Bid

Section I	: Instruction to bidders (ITB);
Section II	: Conditions of E-tender/Contract (CC);
Section III	: Technical e-Bid;
Section IV	: Financial e-Bid;

- 2.2 The bidder is expected to examine all instructions, forms, terms and specifications in the e-Bid document. Failure to furnish all information required as per the e-Bid document or submission of e-Bid not responsive to the e-Bid document in every respect will be at the bidder’s risk and may result in rejection of the said e-Bid.

#### **3-Clarification of e-Bid Document**

A prospective bidder requiring any clarification of the e-Bid document may raise his/her point of clarification through Bid Management Window after successfully login to the e-Procurement website <http://etender.up.nic.in>. The bidder may seek clarification by posting query in the relevant window after clicking "Seek Clarification" option in the view e-tender details window for e-tender which can be selected through my tender option of e-Bid submission menu. The clarification will be replied back by the Seller through the e-Procurement website which can be read

by the bidder through the "Clarification" option under Bid Submission menu. The Seller may also respond to clarifications raised by the prospective bidders on Seller's e-mail address [baghpat.sugar@yahoo.co.in](mailto:baghpat.sugar@yahoo.co.in) or [bptsugar@gmail.com](mailto:bptsugar@gmail.com)

#### **4. Amendment of e-Bid Document**

- 4.1 At any time prior to the deadline for submission of e-Bid, the Seller may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective bidder, modify the e-Bid document by amendments. Such amendments shall be uploaded on the e-Procurement website [http:// etender.up.nic.in](http://etender.up.nic.in) through corrigendum and shall form an integral part of e-Bid document. The relevant clauses of the e-Bid document shall be treated as amended accordingly.
- 4.2 It shall be the sole responsibility of the prospective bidders to check the web site <http://etender.up.nic.in> from time to time for any amendment in the e-tender document. In case of failure to get the amendments, if any, the Seller shall not be responsible for it.
- 4.3 In order to allow prospective e-Bidders a reasonable time to take the amendment into account in preparing their e-Bids, the Seller, at his discretion, may extend the deadline for the submission of e-Bids. Such extensions shall be uploaded on the e-Procurement website <http://etender.up.nic.in>

#### **(B) PREPARATION OF e-Bid**

##### **5 Language of e-Bid**

- 5.1 The e-Bid prepared by the bidder, as well as all correspondence and documents relating to the e-Bid exchanged by the bidder and the Seller shall be written either in English or Hindi language. The correspondence and documents in Hindi must be accompanied by embedded/separate Hindi font files. Only English numerals shall be used in the e-Bid.

##### **6 Documents Constituting the e-Bid**

- 6.1 The e-Bid prepared by the bidder shall comprise the following components:
  - (a) **Technical e-Bid** - Technical e-Bid will comprise of:
    - (i) **Fee Details** includes copies of e-tender document processing/Cost and e-Bid Earnest Money Deposit furnished in accordance with ITB Clause 12 in PDF format.
    - (ii) **Qualification Details** – includes copies of required documents as per ITB Clauses 10 and 11 in PDF format justifying that the bidder is qualified to perform the contract if his/her bid is accepted and that the bidder has financial, technical and production capability necessary to perform the contract and meets the criteria outlined in the Qualification Requirement and Technical Specification and fulfill all the conditions of the Contract and that the goods and ancillary services to be supplied by the bidder conform to the e-Bid document and Technical Specifications.



- (iii) **e-Bid Form**– includes copy of filled in e-Bid Form as per Section-III(A) of e-tender document in PDF format justifying that the bidder is complying with all the conditions of the Contract and Technical Specifications of the e-Bid Document as no deviation will be acceptable to the Seller.
- (iv) **Technical Specification Details** – includes copy of filled in Technical Specifications as per Section-III(C) of e-tender document in PDF format.
- (b) **Financial e-Bid** – Financial e-Bid will comprise of :
  - (i) **e-Bid Form** – includes copy of filled in e-Bid Form as per Section-IV (A) of e-tender document in PDF format.
  - (ii) **Price Schedule/BOQ** includes Price Schedule/BOQ in XLS format to be filled in after downloading from the e-Procurement website for this e-tender.

## **7-e-Bid Form**

- 7.1 The bidder shall complete the e-Bid Form and the appropriate Price Schedule/BOQ furnished in the e-Bid document, including the goods to be supplied, their quantities and prices in the format given in the e-Bid document.

## **8 e-Bid Price**

- 8.1 The bidder shall quote separately in the downloaded spread sheet file for the Price **SALE OF FLY ASH** to be sold
- 8.2 The price of goods must be is where is basis GST will be charged Extra.
  - (a) The Rate of **SALE OF FLY ASH** must be as is where basis is. GST will be charges Extra. The Lot to be lifted in the stipulated time from Mill Society. Quantity of fly ash may be inspected at Mill Site on any working day.
- 8.3 Prices quoted by the bidder shall be fixed during the bidder's performance of the Contract and not subject to variation on any account subject to ITB Clause 25.1. A e-Bid submitted with an adjustable price quotation unless asked for shall be treated as non-responsive and rejected.

## **9 e-Bid Currencies**

Prices shall be quoted in Indian Rupees only.

## **10 Documents Establishing bidder's Qualification**

- 10.1 Pursuant to ITB Clause 6, the bidder shall furnish, as part of its Technical e-Bid, documents establishing the bidder's qualification to perform the Contract if its e-Bid is accepted. The documentary evidence should be submitted by the bidder electronically in the PDF format.

The documentary evidence of bidder's qualification to perform the Contract if its e-Bid is accepted shall be as per Qualification Requirements specified in Section III (D) of e-tender document.

## **11 Documents Establishing Goods' Conformity to e-Bid Documents**

- 11.1 Pursuant to ITB Clause 6, the bidder shall furnish, as part of its e-Bid, documents establishing the conformity to the e-Bid documents of all goods and services which the bidder proposes to supply under the contract. The documentary evidence should be in the PDF file format.

## **12 e-Bid Earnest Money Deposit (EMD)**

- 12.1 Pursuant to ITB Clause 6, the bidder shall furnish, as part of its e-Bid, an e-Bid EMD of 5,000/- (Rupees Five Thousand Only) in form of Demand Draft, in favour of The Baghpat Cooperative Sugar Mills Ltd., Baghpat. The scanned copy of the e-Bid EMD must be submitted along with the e-Bid and the original should reach the Seller's office at Baghpat before opening of technical e-Bid. No Interest on EMD will be paid.
- 12.2 The e-Bid E.M.D is required to protect the Seller against the risk of bidder's conduct which would warrant the E.M.D's forfeiture, pursuant to ITB Clause 12.7.
- 12.3 The e-Bid E.M.D shall be in Indian Rupees and shall be in the following forms only:  
A Demand Draft payable in favour of The Baghpat Cooperative Sugar Mills Ltd., Baghpat payable at Baghpat
- 12.4 Any e-Bid not secured in accordance with ITB Clauses 12.1 and 12.3 above shall be treated as non-responsive and rejected by the Seller.
- 12.5 Unsuccessful bidder's e-Bid E.M.D will be returned upon the written request through cheque or DD in original submitted at the time of E-bid as promptly as possible after the expiration of the period of e-Bid validity prescribed by the Seller, pursuant to ITB Clause 13.
- 12.6 The successful bidder's e-Bid E.M.D will be converted in security and in addition to EMD equal amount of security will be deposited with Federation, pursuant to ITB Clause 28, and furnishing the performance security, pursuant to ITB Clause 29.
- 12.7 The e-Bid E.M.D may be forfeited:
- (a) if a bidder (i) withdraws its e-Bid during the period of e-Bid validity specified by the bidder on the e-Bid Form; or (ii) does not accept the correction of errors pursuant to ITB Clause 22.2; or (iii) modifies its e-Bid price during the period of e-Bid validity specified by the bidder on the e-Bid form or
- (b) In case of a successful bidder, if the bidder fails:
- (i) to sign the Contract with the Seller in accordance with ITB Clause 28; or
- (ii) To furnish performance security in accordance with ITB Clause 29.

## **13 Period of Validity of e-Bid**

- 13.1 e-Bid shall remain valid upto 30 days

## **14 Format and Signing of e-Bid**

- 14.1 The bidder shall prepare Two electronic copy each of the Technical e-Bid and Financial e-Bid separately.
- 14.2 The e-Bid document shall be digitally signed, at the time of uploading, by the bidder or a person or persons duly authorized to bind the bidder to the Contract. The letter authorization shall be indicated by a scanned copy of written power-of-attorney accompanying the e-Bid. All the pages/ documents of the e-Bid that are to be uploaded shall be digitally signed by the person authorized to sign the e-Bid.

## **15. Submission of e-Bid**

The Bid Submission module of e-Procurement website <http://etender.up.nic.in> enables the bidders to submit the e-Bid online in response to this e-tender published by the Seller. Bid Submission can be done only from the Bid Submission start date and time till the Bid Submission end date and time given in the e-tender. Bidders should start the Bid Submission process well in advance so that they can submit their e-Bid in time. The bidders should submit their e-Bid considering the server time displayed in the e-Procurement website. This server time is the time by which the e-Bid submission activity will be allowed till the permissible time on the last/end date of submission indicated in the e-tender schedule. Once the e-Bid submission date and time is over, the bidders cannot submit their e-Bid. For delay in submission of e-Bid due to any reasons, the bidders shall only be held responsible.

The bidders have to follow the following instructions for submission of their e-Bid:

- 15.1 For participating in e-Bid through the e-tendering system, it is necessary for the bidders to be the registered users of the e-Procurement website <http://etender.up.nic.in>. The bidders must obtain a User Login Id and Password by registering themselves with U.P. Electronics Federation Limited, Lucknow if they have not done so previously for registration. Refer to details given in Invitation for e-Bid Clause 10.
- 15.2 In addition to the normal registration, the bidder has to register with his/her **Digital Signature Certificate (DSC)** in the e-tendering system and subsequently he/she will be allowed to carry out his/her e-Bid submission activities. Registering the Digital Signature Certificate (DSC) is Two time activity. Before proceeding to register his/her DSC, the bidder should first log on to the e-tendering system using the User Login option on the home page with the Login Id and Password with which he/ she has registered as per clause 15.1 above.

For successful registration of DSC on e-Procurement website <http://etender.up.nic.in> the bidder must ensure that he/she should possess Class-2/ Class-3 DSC issued by any certifying authorities approved by Controller of Certifying Authorities, Government of India, as the e-Procurement website <http://etender.up.nic.in> is presently accepting DSCs issued by these authorities only. The bidder can obtain User Login Id and perform DSC registration exercise as described in clauses 15.1 and 15.2 above even before e-Bid submission date starts. The Seller shall not be held

responsible if the bidder tries to submit his/her e-Bid at the last moment before end date of submission but could not submit due to DSC registration problem.

- 15.3 The bidder can search for active tenders through "Search Active tenders" link, select a tender in which he/she is interested in and then move it to 'My Tenders' folder using the options available in the e-Bid Submission menu. After selecting and viewing the tender, for which the bidder intends to e-Bid, from "My Tenders" folder, the bidder can place his/her e-Bid by clicking "Pay Offline" option available at the end of the view tender details form. Before this, the bidder should download the e-tender document and Price Schedule/Bill of Quantity (BOQ) and study them carefully. The bidder should keep all the documents ready as per the requirements of e-tender document in the PDF format except the Price Schedule/Bill of Quantity (BOQ) which should be in the XLS format (Excel sheet).
- 15.4 After clicking the 'Pay Offline' option, the bidder will be redirected to the Terms and Conditions page. The bidder should read the Terms & Conditions before proceeding to fill in the Tender Fee and EMD offline payment details. After entering and saving the Tender Fee and EMD details, the bidder should click "Encrypt & Upload" option given in the offline payment details form so that "Bid Document Preparation and Submission" window appears to upload the documents as per Technical (Fee details, Qualification details, e-Bid Form and Technical Specification details) and financial (e-Bid Form and Price Schedule/BOQ) schedules/packets given in the tender details. The details of the Demand Draft or any other accepted instrument which is to be physically sent in original before opening of technical e-Bid, should tally with the details available in the scanned copy and the data entered during e-Bid submission time otherwise the e-Bid submitted will not be accepted.
- 15.5 Next the bidder should upload the Technical e-Bid documents for Fee details (e-tender fee and EMD), Qualification details as per "ITB Clause 10 or 21", e-Bid Form as per "Section-III(A)" and Technical Specification details as per "Section-III(C):Technical Specifications" and Financial e-Bid documents as per "Section-IV(A):e-Bid Form" and "Section-IV(B):Price Schedule/BOQ" of e-tender document. Before uploading, the bidder has to select the relevant Digital Signature Certificate. He may be prompted to enter the Digital Signature Certificate password, if necessary. For uploading, the bidder should click "Browse" button against each document label in Technical and Financial schedules/packets and then upload the relevant PDF/XLS files already prepared and stored in the bidder's computer. The required documents for each document label of Technical (Fee details, Qualification details, e-Bid Form and Technical Specification details) and financial (e-Bid Form and Price Schedule/BOQ) schedules/packets can be clubbed together to make single different files for each label.
- 15.6 The bidder should click "Encrypt" next for successfully encrypting and uploading of required documents. During the above process, the e-Bid documents are digitally signed using the DSC of the bidder and then the documents are encrypted/locked electronically with the DSC's of the bid openers to ensure that the e-Bid documents are protected, stored and opened by concerned bid openers only.
- 15.7 After successful submission of e-Bid document, a page giving the summary of e-Bid submission will be displayed confirming end of e-Bid submission process. The

bidder can take a printout of the bid summary using the "Print" option available in the window as an acknowledgement for future reference.

- 15.8 Seller reserves the right to cancel any or all e-Bids without assigning any reason.

#### **16-Deadline for Submission of e-Bid**

- 16.1 e-Bid (Technical and Financial) must be submitted by the bidders at e-Procurement website <http://etender.up.nic.in> not later than time **6.55 P.M. and 28.11.2022** the date as mentioned on page 4 (as the server time displayed in the e-Procurement website).
- 16.2 The Seller may, at its discretion, extend this deadline for submission of e-Bid by amending the e-Bid document in accordance with ITB Clause 4, in which case all rights and obligations of the Seller and bidders previously subject to the deadline will thereafter be subject to the deadline as extended.

#### **17 Late e-Bid**

- 17.1 The server time indicated in the Bid Management window on the e-Procurement website <http://etender.up.nic.in> will be the time by which the e-Bid submission activity will be allowed till the permissible date and time scheduled in the e-tender. Once the e-Bid submission date and time is over, the bidder cannot submit his/her e-Bid. Bidder has to start the Bid Submission well in advance so that the submission process passes off smoothly. The bidder will only be held responsible if his/her e-Bid is not submitted in time due to any of his/her problems/faults, for whatsoever reason, during e-Bid submission process.

#### **18 Withdrawal and Resubmission of e-Bid**

- 18.1 At any point of time, a bidder can withdraw his/her e-Bid submitted online before the bid submission end date and time. For withdrawing, the bidder should first log in using his/ her Login Id and Password and subsequently by his/her Digital Signature Certificate on the e-Procurement website <http://etender.up.nic.in>. The bidder should then select "My Bids" option in the Bid Submission menu. The page listing all the bids submitted by the bidder will be displayed. Click "View" to see the details of the e-Bid to be withdrawn. After selecting the "Bid Withdrawal" option, the bidder has to click "Yes" to the message "Do you want to withdraw this bid?" displayed in the Bid Information window for the selected bid. The bidder also has to enter the bid Withdrawing reasons and upload the letter giving the reasons for withdrawing before clicking the "Submit" button. The bidder has to confirm again by pressing "Ok" button before finally withdrawing his/her selected e-Bid.
- 18.2 The bidder has to request the Seller with a letter, attaching the proof of withdrawal and submission of e-Bid EMD in the office of Seller, to return back the e-Bid security/EMD as per the manual procedure.
- 18.3 No e-Bid may be withdrawn in the interval between the deadline for submission of e-Bids and the expiration of period of e-Bid validity. Withdrawal of an e-Bid during

this interval may result in the bidder's forfeiture of his/her e-Bid E.M.D, pursuant to ITB Clause 12.7.

- 18.4 The bidder can re-submit his/her e-Bid as and when required till the e-Bid submission end date and time. The e-Bid submitted earlier will be replaced by the new Two. The payment made by the bidder earlier will be used for revised e-Bid and the new e-Bid submission summary generated after the successful submission of the revised e-Bid will be considered for evaluation purposes. For resubmission, the bidder should first log in using his/her Login Id and Password and subsequently by his/her Digital Signature Certificate on the e-Procurement website <http://etender.up.nic.in>. The bidder should then select "My Bids" option in the Bid Submission menu. The page listing all the bids submitted by the bidder will be displayed. Click "View" to see the details of the e-Bid to be resubmitted. After selecting the "Bid Resubmission" option, click "Encrypt & Upload" to upload the revised e-Bid documents by following the methodology provided in clauses 15.4 to 15.7.
- 18.5 The bidders can submit their revised e-Bids as many times as possible by uploading their e-Bid documents within the scheduled date & time for submission of e-Bids.
- 18.6 No e-Bid can be resubmitted subsequently after the deadline for submission of e-Bids.

### **(C) e-Bid OPENING AND EVALUATION OF e-Bid**

#### **19(A) Opening of Technical e-Bid by the Seller**

- 19.A-1 The Seller will open all technical e-Bids, in the presence of bidders' representatives who choose to attend **at 11:15AM on 29.11.2022** The Baghpat Cooperative Sugar Mills Ltd., Baghpat. The bidder's representatives who are present shall sign a register evidencing their attendance. In the event of the specified date of e-Bid opening being declared a holiday for the Seller, the e-Bids shall be opened at the appointed time and place on the next working day.
- 19.A-2 The bidder's names and the presence or absence of requisite e-Bid security and such other details as the Seller at its discretion may consider appropriate, will be announced at the opening. The name of such bidders not meeting the Technical Specifications and qualification requirement shall be notified subsequently.
- 19.A-3 The Seller will prepare minutes of the e-Bid opening.
- 19 A-4 General Manager reserves the right to postpone the date and time of opening of Technical & Financial E-Bid in unavoidable circumstances and all the bidders will be informed.

## **19(B) Opening of Financial e-Bid**

- 19.B.1 After evaluation of technical e-Bid, the Seller shall notify those bidders whose technical e-Bids were considered non-responsive to the Conditions of the Contract and not meeting the technical specifications and Qualification Requirements indicating that their financial e-Bids will not be opened. The Seller will simultaneously notify the bidders, whose technical e-Bids were considered acceptable to the Seller. The notification may be sent by letter, fax or by e-mail.
19. B.2 The financial e-Bids of technically qualified bidders shall be opened on **29.11.2022 at 03:00PM** in the presence of bidders who choose to attend the opening of financial bid. The name of bidders, Unit Price quoted for various items etc will be announced at the meeting.
- 19.B.3 The Seller will prepare the minutes of the e-Bid opening.

## **20 Clarification of e-Bid**

- 20.1 During evaluation of e-Bid, the Seller may, at its discretion, ask the bidder for a clarification of his/her e-Bid. The request for clarification and the response shall be in writing.

## **21 Evaluation of technical e-Bid and Evaluation Criteria**

The Seller will examine the e-Bid to determine whether they are complete, whether they meet all the conditions of the Contract, whether required e-tender fee, e-Bid EMD and other required documents have been furnished, whether the documents have been properly digitally signed, and whether the e-Bids are generally in order. Any e-Bid or e-Bids not fulfilling these requirements shall be rejected.

The bidders shall submit the scanned copies of following as documentary proof for evaluation of their technical e-Bids:-

- 21.1 The bidder shall submit required documentary proof, failing which the tender shall be rejected.
- 21.2 The bidder shall submit the copies of the detail of E.M.D.
- 21.3 The bidder shall submit the copies of the last submitted Income Tax Return & PAN card (copy self-attested).
- 21.4 The bidder shall submit the copies of the details of Trade Tax/ GST registration/ TIN NO/Central Excise Registration.
- 21.5 The bidder shall submit the sample of the product to be given by the party along with technical bid (if feasible).
- 21.6 The e-Bids found to be not responsive to and not fulfilling all the conditions of the contract and not meeting Technical Specifications and Qualification Requirements to the satisfaction of Seller shall be rejected and may not be subsequently made responsive by the bidder by correction of the non-conformity. The e-Bids of bidders mentioning any of their conditions which are not mentioned in the e-tender document or are not in conformity with the conditions of the contract shall be rejected.

- 21.7 It shall be the discretion of the Seller to decide as to whether an e-Bid fulfils the evaluation criterion mentioned in this e-tender or not.
- 21.8 The bidders are advised not to mix financial bid documents with the PDF documents submitted for technical bid. The e-Bids of the bidders having financial bid document in the technical bid will out rightly be rejected.

## **22 Financial Evaluation and Comparison of e-Bid**

- 22.1 The Seller will evaluate and compare the financial rates of individual items quoted in the price schedule/BOQ of e-Bids of those bidders whose technical e-Bids are found responsive as per the conditions of the e-tender only for those items of the bidders which have been technically accepted by the Seller.
- 22.2 No additional payments shall be made for completion of any contractual obligation beyond the quoted prices. If the supplier does not accept the correction of errors if any, its e-Bid shall be rejected and its e-Bid security may be forfeited.
- 22.3 No weightage/preference shall be given to the bidder quoting any higher technical specifications against the technical specifications of the items asked in the e-tender.
- 22.4 The Seller's evaluation of a financial bid shall be based as is where is basis GST will be charged extra the cost of **SALE OF FLY ASH**
- 22.5 The Financial Bids will be opened by Tender Evaluation committee (TEC) in the presence of Bidders' representatives (only Two) who choose to attend the Financial Bid opening on date and time to be communicated to all the technically qualified Bidders. The Bidder's representatives who are present shall sign a register evidencing their attendance.  
The name of Bidder, Bid Prices etc shall be announced at the meeting. The commercial quotes of the Highest Bidder shall be notified as H-1. The Quantity offered by the H-1 shall be first taken into consideration.
- a) In case H-1 offers to supply the complete order quantity and is assessed to have the adequate capacity to supply the complete order quantity as per the delivery schedule by the Tender Evaluation committee (TEC) then H-1 shall be contracted to execute the complete supply order.
  - b) In case H-1 offers to supply partial order quantity and is assessed to have adequate capacity to supply the offered partial order quantity as per the delivery schedule by the Tender Evaluation committee( TEC) then the H-1 bidder shall be contracted to supply the reduced quantity ( which shall be more than the guaranteed minimum quantity ) and rest of the quantity shall be allotted to subsequent bidder(s) provided the successful Bidder(s) are ready to offer the quantity at the rates quoted by H-1.
  - c) The quantity resulting from the split as mentioned above in case(b) shall be offered to the successful Bidder(s) after the assessment by the TEC in terms of their capacity to manufacture and supply.
  - d) In case H-1 backs out, the RFP shall be cancelled & Bids shall be invited again H-1 shall however be blacklisted from participating in any future bidding and are liable for legal action taken by Sugar Mill.
- 23 Contacting the Seller
- 23.1 Subject to ITB Clause 20, no bidder shall contact the Seller on any matter relating to his/her e-Bid, from the time of the e-Bid opening to the time the Contract is



- awarded. If the bidder wishes to bring additional information to the notice of the Seller, he/she can do so in writing.
- 23.2 Any effort by a bidder to influence the Seller in its decisions on e-Bid evaluation, e-Bid comparison or contract award may result in rejection of the bidder's e-Bid.

#### **(D) AWARD OF CONTRACT**

##### **24 Award Criteria**

- 24.1 The Seller will determine to its satisfaction whether the bidder(s) that is selected as having submitted the highest rate (H-1) evaluated responsive bid meets the criteria specified in ITB Clause 10.2, and is qualified to perform the contract satisfactorily.
- 24.2 Subject to ITB Clause 26, the Seller will award the contract to the Highest rate(H-1) evaluated successful Bidder whose bid has been determined to be responsive to all the conditions of the contract and meeting the Technical specification and qualification requirement of the Bidding Document.
- 24.3 In case H-1 offers to supply partial order quantity and is assessed to have adequate capacity to supply the offered partial order quantity as per delivery schedule by the tender Evaluation committee(TEC) then the H-1 bidder shall be contracted to supply the reduced quantity ( which shall be more than the guaranteed minimum quantity) and rest of the quantity shall be allotted to subsequent bidder(s) provided the successful Bidder(s) are ready to offer the quantity at the rates quoted by H-1. The quantity resulting from the split as mentioned above in case 22.5(b) shall be offered to the successful Bidder(s) after the assessment by the TEC in terms of their capacity to manufacture and supply.

##### **25 Seller's right to vary Quantities at the Time of Award**

- 25.1 The Seller reserves the right at the time of Contract award to increase or decrease the quantity of goods and services originally specified in the Schedule of Requirements without any change in unit price or other terms and conditions, depending upon the requirement of end-customer. The Seller may also increase or decrease the quantity even after award of contract up to the validity period of E-bid.
- 25.2 If any taxes/duties are increased/ decreased by the Government during the contract period, the same shall be adjusted mutually after submitting the proof by the successful bidder to the Seller.

##### **26 Seller's right to accept any e-Bid and to reject any or all e-Bids**

- 26.1 The Seller reserves the right to accept or reject any e-Bid, and to annul the e-Bid process and reject all e-Bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

## **27-Notification of Award**

- 27.1 The Seller will notify the successful bidder in writing by letter/e-mail/fax, that its e-Bid has been accepted. Normally it will be informed within 30 days after opening of E-commercial/financial bid except in unavoidable circumstances.
- 27.2 The notification of award will constitute the formation of the Contract.
- 27.3 **Successful bidders will have to deposit equal amount of security money in addition to E.M.D.**

## **28 Signing of Contract**

At the same time as the purchase notifies the successful bidder that it's e bid has been accepted, the Seller will inform the bidder accordingly

## **29 Performance/ Supply Security**

The successful bidder shall deposit the security money as equal amount of E.M.D.No interest will be paid on security. The security deposited with Federation shall be subjected to timely & satisfactory supply of ordered quality of material along with satisfactory performance from sugar factory and full & final adjustment of claims/dues of our units recoverable from them after deducting penalty if any, under these terms.

## **SECTION II: CONDITIONS OF E-Tender/CONTRACT(CC)**

Only original manufacturers fulfilling the required conditions of tender document are eligible to participate in the tender.

### **1. Price**

- (i) The price should be quoted by the bidders on As is Where is basis. The GST will be charged Extra.

### **2. Earnest money**

Each bidder should submit a bank draft of a nationalized bank for Rs.5,000/- (Five Thousand Only) in favour of The Baghpat Cooperative Sugar Mills Ltd, payable at Baghpat representing earnest money. The tenders without earnest money as above shall not be entertained (Central/State Government agencies or organizations are exempted from the requirement of EMD)

### **3. Security Money**

Successful bidder shall have to deposit the security amount as per mention in work order No interest shall be paid on the security deposit. The refund of the security deposit shall be subject to timely and satisfactory lifting of ordered quantity of **SALE OF FLY ASH** and on full and final adjustment of claims/dues of our units recoverable from them after deducting penalty, if any under these terms.

### **4.Payment Terms:**

100% amount will be deposit in mill treasury before lifting of fly Ash.

नियम व शर्त :-

- 1- उक्त दरों में नियमानुसार जी0एस0टी0 अतिरिक्त होगा ।
- 2- यदि कार्य संतोषजनक नहीं पाया गया अथवा बीच में कार्य छोड़ दिया जाता है तो पूर्व में जमा धरोहर राशि रू0 5000.00 पूर्ण व आंशिक रूप से जब्त करने का अधिकार मिल समिति को होगा ।
- 3- आपको फलाई ऐश उठाने से पूर्व उठाई जाने वाली फलाई ऐश का अग्रिम धन जमा कराकर निर्धारित कमेटी के समक्ष तौल कराकर फलाई ऐश का उठान कराया जायेगा
- 4- खाली ट्रक/ट्रैक्टर ट्राली का डेयर वजन मिल परिसर में स्थित कांटे से कराने के पश्चात ही फलाई ऐश को ट्राली/ट्रैक्टर ट्रक इत्यादि भरने के उपरान्त मिल परिसर में स्थित कांटे से ग्रास वजन कराकर आऊटवर्ड गेट पास जारी होने के पश्चात ही फलाई ऐश की ट्रक/ट्रैक्टर ट्राली मिल परिसर से तिरपाल से ढककर बाहर ले जानी होगी।
- 5- फलाई ऐश को उठाने या निकास करने सम्बन्धी सभी व्यवस्थाओं को करने का उत्तरदायित्व आपका होगा ।
- 6- फलाई ऐश उठाने सम्बन्धी कार्य करते समय यदि कोई दुर्घटना हो जाती है तो मिल उसके लिये जिम्मेदार नहीं होगी । स्वीकृत निविदादाता स्वयं उसके लिये जिम्मेदार होगा ।
- 7- श्रम कानून, परिवहन कानून, शासन द्वारा लगाये गये कर व अन्य सभी नियमों का पालन करने का दायित्व स्वयं आपका होगा ।
- 8- समस्त विवादों में जिलाधिकारी/प्रशासक का निर्णय अंतिम व सर्वमान्य होगा ।
- 9- यदि आपके, अथवा आपके प्रतिनिधि एवं कर्मकार के कृत्य से अथवा वाहन आदि से कार्य करते समय यदि मिल की किसी सम्पत्ति को क्षति पहुँचती है तो उसकी क्षति पूर्ति आपकी जमानत धनराशि से वसूल कर ली जायेगी ।
- 10- स्वीकृत ठेकेदार को अपने कर्मकारों को नियमानुसार बोनस/पी0एफ0 एवं श्रम विभाग द्वारा निर्धारित देयों का भी भुगतान करना होगा ।
- 11- अनुबन्ध पत्र तैयार करने हेतु रू0 100.00 का स्टाम्प पेपर कार्यादेश प्राप्त होते ही शीघ्र प्रस्तुत करें।

### **SECTION III: TECHNICAL E-BID**

<b>III(A)</b>	<b>e Bid FORM</b>
<b>III(B)</b>	<b>SCHEDULE OF REQUIREMENTS</b>
<b>III(C)</b>	<b>TECHNICAL SPECIFICATIONS</b>
<b>III(D)</b>	<b>CONTRACT FORM</b>
<b>III(E)</b>	<b>PERFORMANCE STATEMENT</b>
<b>III(F)</b>	<b>CAPABILITY STATEMENT</b>
<b>III(G)</b>	<b>PERFORMANCE SECURITY FOR</b>

#### **SECTION III(A): e- bid FORM**

Date:.....

IFB No BCSM/MP/TENDER/2022-23/3098

The General Manager,  
The BaghpatCoop.Sugar Mills Ltd.,  
Baghpat

Dear Sir,

Having examined the e-Bid Documents, we, the undersigned, offer to deliver.....

( Description of Goods and Services) in conformity with the said e-Bid( Section II) of the e-Bid Document for **SALE OF FLY ASH** from your manufacturing works/units as per specifications ( Section III(c)) to your factories in addition to this, the particulars of our organization such as legal status, details of experience and past performance, capability statement and the required e-Bid EMD for Rs. **5,000/- ( Rupees Five Thousand Only)** in the form of Demand Draft in favour of The Baghpat Cooperative Sugar Mills Ltd, is furnished with this e-Bid form.

We further undertake, if our e-Bid is accepted, to lift the **SALE OF FLY ASH** in accordance with the delivery schedule specified in the Schedule of Requirements (Section III (B)).

We agree to abide by this e-Bid for the e-Bid validity period specified in Clause 13.1 of the ITB and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this e-Bid, together with your written acceptance thereof and your notification of award shall constitute a binding contract between us. All the terms and conditions of the e-tender Document are acceptable to us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1998".

We understand that you are not bound to accept the Highest or any e-Bid you may receive.

Dated this.....day of .....20.....

-----  
Signature

-----  
(in the capacity of)

Duly authorized to sign e-Bid for and on behalf of .....

### SECTION III(B): SCHEDULE OF REQUIREMENTS

Item Code	Brief Description	Destination	Delivery Schedule	e-Bid E.M.D
	As per the details given in the SECTION III (C) TECHNICAL SPECIFICATIONS	The Baghpat Cooperative Sugar Mills Limited, Baghpat	• To be dispatched as per requirement from receipt of order . Time to time.	Rs5,000/-

## **SECTION III (C) TECHNICAL SPECIFICATIONS**

### **A. Specifications**

#### **SALE OF FLY ASH**



### **SECTION III(D) AGREEMENT**

**ACCEPTANCE OF ORDER WILL BE TREATED AS AGREEMENT EXECUTED**

### SECTION III (E) : PERFORMANCE STATEMENT

If Contractor has Fly Ash lifting satisfactorily in previous year to sugar mills RFC or any public sector undertaking

Name of Company/Firm .....

Order placed by (Full address of Seller)	Order No. & Date	Description & Quantity of ordered goods	Value of order	Date of completion of delivery		Remarks indicating reasons for late delivery, if any
				As per contract	Actual	
1	2	3	4	5	6	7

Signature and seal of the E-Bidder  
With name of the authorized person

### SECTION III (F): CAPABILITY STATEMENT (CS)

1. (a) Name and complete mailing address of the business/sales office of the bidder.

-----  
-----  
-----

(b) Name of Authorized Official

(c) Phone:

(d) Fax:

(e) E-mail:

(f) Principal place of business

(g) Website of Bidder's Firm

2. Parties Will Have To Furnish Under Noted Information During The Technical Discussions With Documentary Proof:

		FLY ASH
1	Detail of E.M.D/Tender Fee	
2	Copy of last submitted Income Tax Return and PAN card (self-attested)	
3	Details of Trade Tax/GST/TIN NO	

Seal and signature of the bidder \_\_\_\_\_  
With Name of Authorized

Official signing the agreement.

## CHECK LIST

Sl No	Clause	Instrument/ Documents required	Page No
1	Clause 4 (Invitation for e-Bids)	Cost of e-Bid Document in Physical Form	
2	-do-	Scanned Copy of Cost of e-Bid Document	
3	Clause 5 (Invitation for e-Bids)	e-Bid EMD in Physical Form	
4	ITB Clause 21.3	Copy of detail of FEE and EMD	
5	ITB Clause 21.8	Copies of details of last submitted Income Tax Return/PAN card (self-attested).	
6	ITB Clause 21.9	Details of Trade tax/ GST Registration/ TINNO and Central Excise Registration Certificate	
7	SECTION III(A)	e- bid Form	
8	SECTION III (F)	CAPABILITY STATEMENT	
9	SECTION IV (A)	e-Bid Form	
10	SECTION IV (B)	BOQ	

**SECTION IV: FINANCIAL e-Bid**

**IV (A) e –Bid FORM**

**IV (B) PRICE SCHEDULE/BOQ**

#### SECTION IV(A) : e bid FORM

Date

IFB No.BCSM/MP/TENDER/2022-23/3098

To: ( Name and address of Seller)

General Manager,  
The Baghpat Cooperative Sugar Mills Ltd.,  
BAGHPAT

Dear Sir,

Having examined the e-Bid Documents, we the undersigned, offer to supply.....( Description of Goods and services) in conformity with the said e-Bid Documents for the rates as may be ascertained in accordance with the schedule of rates attached herewith and made part of this e-bid, and hereby undertake that we accept all terms and conditions of E-Tender/contract (section II) of the e-Bid Document and will lifting of SALE OF FLY ASH from our manufacturing works/unit as per the Technical specifications( Section III (c) to your sugar factories. In addition to this, the particulars of our organization such as legal status principal place of business, details of experience and past performance, capability statement and the required e-Bid security in the form of Demand Draft in favour of The Baghpat Cooperative Sugar Mills Ltd. Baghpat are furnished with this e-Bid form.

We further undertake, if our e-Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the schedule of Requirements( section III(b))

We agree to abide by this e-Bid for the e-Bid validity period specified in Clause 13.1 of the ITB and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this e-Bid, together with you ,written acceptance thereof and your notification of award shall constitute a binding contract between us.

We undertake that, in competing for (and, if the award is made to us, in executing) the above contract, we will strictly observe the laws against fraud and corruption in force in India namely “ Prevention of Corruption Act 1998”.

We understand that you are not bound to accept the Highest or any e-Bid you may receive.

Dated .....day of .....20

.....  
(Signature & Name of official)

.....  
( In the capacity of )

Duly authorized to sign e-Bid for and on behalf of

## SECTION IV(B): PRICE SCHEDULE / BOQ

AutoSave BOQ - Compatibility Mode

File Home Insert Page Layout Formulas Data Review View Help

Spelling Thesaurus Workbook Check Accessibility Smart Lookup Translate Show Changes New Comment Delete Previous Comment Next Comment Show Comments Notes Unprotect Sheet Protect Workbook Allow Edit Ranges Unlocks Workbook Hide Link Ink

Custom Views Quick Print Save Print Preview and Print

M14

Validate Data Help Item Wise BoQ

Tender Inviting Authority: THE BAGHPAT COOPERATIVE SUGAR MILLS LIMITED, BAGHPAT  
 Name of Work: SALE OF FLY ASH  
 Contract No: BCSMAP/TENDER/2022-23/3098

Name of the Bidder/  
 Building  
 Firm /  
 Company :

**PRICE SCHEDULE**  
 (This BOQ template must not be modified/replaced by the bidder and the same should be updated after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only.)

NUMBER #	TEXT #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Units	BASIC RATE In Figures To be entered by the Bidder in Rs. P	TOTAL AMOUNT With Taxes in Rs. P	TOTAL AMOUNT In Words
1	2	5	13	53	55
1.01	SALE OF FLY ASH FOR YEAR चौथी मिल परिसर में विगत कई वर्षों से एकत्रित फ्लाई ऐश एरेस्टर से निकली फ्लाई ऐश को अपने संसाधनों से स्वयं के ट्रैक्टर (ट्रक/डीजल/लेवर फाउंडे आदि की व्यवस्था सहित) उठाकर ले जाता। ठेकेदार द्वारा उठाई जाने वाली फ्लाई ऐश की मात्रा अनुसार उसकी सम्पूर्ण धराशलि मिल कोच में अग्रिम जमा करली होगी, जिसमें धरोहर राशि व सिक्कुरटी मनी सम्मिलित नहीं मानी जायेगी।	घरि कुन्तल		0.00	INR Zero Only
Total in Figures			Rate Entry Please enter VAT charges in Rupees for this item.		
Quoted Rate in Words			0.00 INR Zero Only		

Ready Accessibility Unavailable

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