

**THE KISAN COOP SUGAR FACTORY LTD.
SARSAWA SAHARANPUR-247232
U.P.**

Email: kcsf.ssw@gmail.com

Website: www.upsugarfed.org

**COMPETITIVE e-bidding
FOR**

AMC OF DIGITAL ELECTRO - MECHANICAL /ELECTRONIC WEIGHBRIDGE

e-bid REFERENCE	:	KCSF/E-Tender/1/2024-25.
LAST DATE AND TIME FOR SUBMISSION OF E-Bids	:	23/09/2024 UPTO 06:55 PM
DATE AND TIME OF OPENING OF ON LINE TECHNICAL e-Bids	:	24/09/2024 AT 11:00 AM
PLACE OF OPENING OF e-Bids	:	THE KISAN COOP SUGAR FACTORY LTD. SARSAWA SAHARANPUR-247232
ADDRESS FOR COMMUNICATION	:	General Manager THE KISAN COOP SUGAR FACTORY LTD. SARSAWA SAHARANPUR-247232
e-Bid E.M.D	:	Rs. 10,000/-

General This Document Contains -- 31 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: Rs 590.00

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INVITATION FOR e-BidS

Online e-bids are invited from **AMC OF DIGITAL ELECTRO - MECHANICAL /ELECTRONIC WEIGHBRIDGE**

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> or Federation's website www.upsugarfed.org from **06.09.2024 at 6:30 PM**. 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 http://etender.up.nic.in and Federation's website www.upsugarfed.org And tender Document will be available from 06.09.2024 at 6:30 PM at e-Procurement web site http://etender.up.nic.in and Federation's website www.upsugarfed.org
(b)	Availability of tender document on website	06.09.2024 from 6:30 PM at e-Procurement web site http://etender.up.nic.in And Federation's website www.upsugarfed.org
(c)	Clarification start date & time	06.09.2024 from 6:30 PM
(d)	Clarification end date & time	23.09.2024 up to 06.55 PM
(e)	E-Bid submission start date & time (Submission of e-tender fee, EMD and other supporting documents in PDF/XLS format)	06.09.2024 from 11:00 PM
(f)	E-Bid submission end date & Time	23.09.2024 up to 06.55 PM
(g)	Online technical e-Bid opening date & time	24.09.2024 at 11:00 AM
(h)	Online financial e-Bid opening date & time (Only of technically qualified bidders)	24.09.2024 at 03:00 PM

(i)	Venue of opening of technical & financial e-Bids	THE KISAN COOP SUGAR FACTORY LTD. SARSAWA SAHARANPUR-247232
(j)	Contact officer	C.C.O -7078025613 PurchaserIncharge-6395410383
(k)	Cost of e-Bid document	Rs. 590.00 (Non-refundable) with GST
(l)	e-Bid E.M.D	Rs 10,000/- (Rs. Five Thousand Only)

4. The bidders need to submit the proof/cost of e-Bid document/processing as stated in the above table in NEFT/Cash in the Chini Mill office in favor of THE KISAN COOP SUGAR FACTORY LTD. SARSAWA SAHARANPUR-247232 (herein after referred as Purchaser) payable at Sarsawa. The scanned copy of the Cash Deposit Receipt or NEFT document must be enclosed along with the e-Bids. Cost of e-Bid is Non-Refundable.
5. All e-Bid must be accompanied by e-Bid Earnest Money Deposit (EMD) in NEFT in favor of The Kisan Sahkari Chini Mills Ltd., payable at Sarsawa,Saharanpur.
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 Sugar Mill reserves the right to cancel any or all the e-Bids/annul the e-Bid process without assigning any reason thereof. The decision of Federation will be final and binding.
8. In the event of date specified for e-Bids opening being declared a holiday for Federation'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, and licensee of “Weights and Measures Department”, Utter Pradesh 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 One thousand five hundred only). The companies/firms may contact the officials on phone 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 E-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 Sugar Mill here in after referred to as “the Purchaser”, 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> and www.upsugarfed.org to enable the bidders to view, download the e-Bid document and submit 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)** through NEFT in favour of Our Sugar Mill. The scanned copy of the Cash Deposit Receipt or NEFT must be enclosed along with the e-Bid but the original NEFT should reach the Purchaser’s office before opening of the technical e-Bid. This e-e-tender document fee of **Rs. 590.00** will be non-refundable.

2-Contents of e-Bid Document

- 2.1 The Service/ goods required to be provided/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 Purchaser through the e-Procurement website which can be read by the bidder through the "Clarification" option under Bid Submission menu.

The Purchaser may also respond to clarifications raised by the prospective bidders on Purchaser's e-mail address upsugarfed@yahoo.co.in

4. Amendment of e-Bid Document

- 4.1 At any time prior to the deadline for submission of e-Bid, the Purchaser 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> and Purchaser’s web site www.upsugarfed.org 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> and www.upsugarfed.org from time to time for any amendment in the e-tender document. In case of failure to get the amendments, if any, the Purchaser 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 Purchaser, 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> and Purchaser's web site www.upsugarfed.org

(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 Purchaser 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 out lined in the Qualification Requirement and Technical Specification and fulfill all the conditions of the Contract and that the goods and ancillary services to be
- (iii) **e-Bid Form** – includes supplied by the bidder conform to the e-Bid document and Technical Specifications. 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 Purchaser.
- (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 of Annual Maintenance Contract for ELECTRO-MECHANICAL /ELECTRONIC WEIGHBRIDGE.
- 8.2 The price excluding all duties and other taxes.
(a) Rate of Annual Maintenance contract ELECTRO-MECHANICAL/ ELECTRONIC/ WEIGHBRIDGE. is Exclusive of All taxes.
- 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/ service 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 10000/- (Rupees Ten thousand only) in form of Demand Draft, in favour of Our Sugar Mill. The scanned copy of the e-Bid EMD must be submitted along with the e-Bid and the original should reach the Purchaser's office 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 Purchaser against the risk of bidder's Conduct which would warrant the EMD'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: cash or A demand draft payable in favour of Our Sugar Mill.
- 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 Purchaser.
- 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 Purchaser, pursuant to ITB Clause 13.
- 12.6 **The successful bidder's e-Bid E.M.D will be converted in security.**
- 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 Purchaser 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 up to 90 days and the Annual Maintenance contract for the period up to one year. E-Bid opening prescribed by the Purchaser, pursuant to ITB Clause 16. An e-Bid valid for a shorter period shall be rejected by the Purchaser as non-responsive.
- 13.2 In exceptional circumstances, the Purchaser may solicit the bidder's consent to an extension of the period of e-Bid validity. The request and the response there to shall be made in writing. A bidder may refuse the request without forfeiting its e-Bid security. A bidder granting the request will not be required nor permitted to modify its e-Bid.

14 Format and Signing of e-Bid

- 14.1 The bidder shall prepare one 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 Purchaser. 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 Corporation Ltd, 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 one 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](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 Purchaser 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 whom 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 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 Purchaser 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 **10.30 A.M** and **24.09.2024** the date as mentioned on page 4 (as the server time displayed in the e-Procurement website).
- 16.2 The Purchaser 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 Purchaser 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 Purchaser with a letter, attaching the proof of withdrawal and submission of e-Bid EMD in the office of Purchaser, 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 one. 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 Purchaser

19. A-1 The Purchaser will open all technical e-Bids, in the presence of bidders' representatives who choose to attend at **11:30 AM on 24.09.2024** our Sugar Mill. 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 Purchaser, 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 EMD and such other details as the Purchaser 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 Purchaser 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 accordingly.**

19(B) Opening of Financial e-Bid

19 B-1 After evaluation of technical e-Bid, the Purchaser 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 Purchaser will simultaneously notify the bidders, whose technical e-Bids were considered acceptable to the Purchaser. The notification may be sent by letter, fax or by e-mail.

B-2 The financial e-Bids of technically qualified bidders shall be opened on 24.09.2024 at 03:00 PM 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.

B-3 The Purchaser will prepare the minutes of the e-Bid opening.

20 Clarification of e-Bid

20.1 During evaluation of e-Bid, the Purchaser 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 Purchaser 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 Tenderer Must have Exp. of two years Working AMC ELECTRO-MECH. /ELECTRONIC WEIGHBRIDGE to other Co-operative Mill/Pvt. Sugar Mills scanned copies of exp. Certificate should be submitted as a proof of Working AMC ELECTRO-MECH. /ELECTRONIC WEIGHBRIDGE

21.2 The bidder shall submit required documentary proof, failing which the tender shall be rejected.

21.3 The bidder shall submit the copies of the detail of E.M.D.

21.4 The bidder shall submit the copies of the Authorization letter by the competent authorities for the authorized person.

21.5 The bidder shall submit the copies of Authorized License of "Weights and Measures" Department, Uttar Pradesh.

- 21.6 The bidder shall submit the copies of orders for satisfactory performance of **AMC OF DIGITAL ELECTRO-MECHANICAL/ELECTRONIC WEIGHBRIDGE** to Any sugar Mill during last one year along with performance certificate if any.
- 21.7 The bidder shall submit the copies of the last submitted Income Tax Return & PAN card (copy self attested).
- 21.8 The bidder shall submit the copies of the details of GST / CST / Service Tax / TIN NO. Registration.
- 21.9 The bidder shall submit the documentary proof of the Status of the company along with names of Directors/Partners/Proprietor along with documents.
- 21.10 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 Purchaser 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.
- 21.11 It shall be the discretion of the Purchaser to decide as to whether an e-Bid fulfils the evaluation criterion mentioned in this e-tender or not.
- 21.12 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 are rejected.

22 Financial Evaluation and Comparison of e-Bid

- 22.1 The Purchaser 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 Purchaser.
- 22.2 No additional payments shall be made for completion of any contractual obligation beyond the quoted prices. If the bidder 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 weight age / 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 Purchaser's evaluation of Financial bid of Annual Maintenance Contract of **ELECTRO - MECHANICAL / ELECTRONIC WEIGHBRIDGE** shall be based on rate quoted Excluding , payable taxes as mentioned in Para 8.2 of ITB.
- 22.5 The Financial Bids will be opened by Tender Evaluation committee (TEC) in the presence of Bidders' representatives (only one) 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 lowest Bidder shall be notified as L-1.

- a) In case L-1 offers the complete order as per the schedule by the Tender Evaluation committee (TEC) then L-1 shall be contracted to execute the complete order.

- b) In case L-1 offers partial order is assessed to have adequate capacity the offered partial order as per the schedule by the Tender Evaluation committee (TEC) then the L-1 bidder shall be contracted to the reduced and rest of the order shall be allotted to subsequent bidder(s) provided the successful Bidder(s).
- 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.
- d) In case L-1 backs out, the RFP shall be cancelled & Bids shall be invited again L-1 shall however be blacklisted from participating in any future bidding and are liable for legal action taken by Sugar Mill.

23. Contacting the Purchaser

- 23.1 Subject to ITB Clause 20, no bidder shall contact the Purchaser 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 Purchaser, he/she can do so in writing
- 23.2 Any effort by a bidder to influence the Purchaser 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 Purchaser will determine to its satisfaction whether the bidder(s) that is selected as having submitted the lowest rate (L-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 Purchaser will award the contract to the lowest rate (L-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.

25 Purchaser's right to vary Quantities at the Time of Award

- 25.1 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 Purchaser.

26 Purchaser's right to accept any e-Bid and to reject any or all e-Bids

- 26.1 The Purchaser 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 Purchaser 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.

28 Signing of Contract

As the purchase notifies the successful bidder that it's e-bid has been accepted, the purchaser will inform to the bidder accordingly.

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

Only Bidders having sufficient experience of the Annual Maintenance Contract for **Electro - Mechanical/Electronic Weighbridges** of tender document are eligible to participate in the tender.

1. Price

1. The price should be quoted by the bidders on Annual Maintenance Contract basis. It's will basic price, Taxes Extra if applicable.
2. The final rates mentioned in the tender shall remain firm & no escalation of rates will be entertained.
3. Any Taxes may be accepted provided documentary proof of the same is submitted for approval.

2. Earnest money (Interest Free)

Each bidder should submit a NEFT in Sugar Mill for **Rs.10,000/- (Rs Ten thousand only)** in favor of Sugar Mill representing earnest money. The tenders without earnest money as above shall not be entertained.

3. Payment Terms:

To be decided at the time of commercial negotiation.

4. SANCTITY

The Order is final agreement between bidder and the mill society. Any terms and conditions of enquiry/letter, tender /quotation or any other documents inconsistent with the terms of Order will have no effect and will be null and void.

5. Working & Penalty:

Working period shall start from the date of receipt of the confirm order for AMC from the Sugar Factory. Working period should be adhered strictly by the bidder as per Order of the Factory. Copy of the Order must be attached with bill.

9. Negotiation.

Normally negotiation of rate shall not be done, if required negotiation of rate can be done with L-1 bidder. The proprietor/partner of the bidder shall either be present personally or depute their Senior Executive capable of taking spot decision.

10. Arbitration

Any dispute arising out of the **AMC OF DIGITAL ELECTRO – MECHANICAL/ELECTRONIC WEIGHBRIDGE** shall be referred by the Contractor or by Sugar Factory for appointing Arbitrator & the arbitrator appointed by him will act as Sole Arbitrator, under the Arbitration and Conciliation Act 1996 or amended upto date which shall be

deemed to be a reference on behalf of both the parties and his award shall be binding on both the parties as per law.

11. In case of non compliance of the conditions of the contract the General Manager, Sugar Mill shall have the power to rescind, cancel and annul the contract, between the Sugar Mill and Contractor apart from black-listing the Contractor, and in that event, the sum deposited towards security shall be forfeited and the Contractor shall be further liable to pay actual amount of loss and damages as provided in Indian Contract Act to U.P. Cooperative Sugar Factories federation Ltd to the extent the same exceeds the security money.
12. The bidder who are awarded with the rate contract/ order for AMC to our mill societies and in no case they shall be allowed to appoint their dealers for AMC.
13. In case of any dispute between the Contractor/ Supplier and Sugar Mill the Hon'ble Courts sub-ordinate thereto of the District in which the mill is situated shall alone have jurisdiction to the exclusion of all other courts.
14. In complete tender or those without the prescribed EMD may be rejected.
15. If the rates are higher in comparison to the Contractors made by your firm to rates stipulated in the RC/order of the amount due to such rate difference is recoverable from the Contractor/ Supplier.
16. The Sugar Mill reserves the right to reject any or all tenders without assigning any reason. The Sugar Mill also reserves the right to amend or altogether change the terms & conditions in the overall interest of the Organization before finalization of the Order.
17. The Contractor should mention the AMC period of the items to be Maintain to our mill society. In case the Working not Satisfactory within this AMC period, the Order will be cancel and EMD / Security Money for fit by Sugar Mill.
18. The Sugar Mill reserves the right to issue rate contract/ order to one single Contractor /supplier (tender) to distribute the same amongst several Contractor / suppliers on the basis of lowest rate received.
19. For any other more details/clarifications regarding specifications etc. please contact the technical representatives of our concerned cooperative sugar mill.
20. The bidder should be registered with Weight and Measurement Department of Uttar Pradesh.

SECTION III: TECHNICAL E-BID

- III(A) e Bid FORM**
- III(B) SCHEDULE OF REQUIREMENTS**
- III(C) TECHNICAL SPECIFICATIONS**

- III(D) CONTRACT FORM**
- III(E) PERFORMANCE STATEMENT**
- III(F) CAPABILITY STATEMENT**
- III(G) PERFORMANCE SECURITY FORM**

SECTION III(A): e- bid FORM

Date:

To:

The General Manager
The Kisan Coop sugar mill
Sarsawa,Saharanpur-247232

Dear Sir,

Having examined the e-Bid Documents, we, the undersigned, offer to (Description of Goods and Services) in conformity with the said e-Bid(Section II) of the e-Bid Document and will **Maintain ELECTRO – MECHANICAL / ELECTRONIC WEIGH BRIDGE** 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 security/**EMD for Rs. 10,000/- (Rupees Ten thousand only)** in the form of NEFT in favour of you're the Kisan Sahkari Chini Mills Ltd payable at Sarsawa, is furnished with this e-Bid form.

We further undertake, if our e-Bid is accepted, to **Maintain ELECTRO-MECHANICAL / ELECTRONIC WEIGH BRIDGE** in accordance with the AMC schedule specified in the Schedule (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 lowest or any e-Bid you may receive.

Dated this.....day of20.....

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 Kisan Coop sugar Factory Ltd, Sarsawa Saharanpur	AMC work To be start with in the stipulated period.	Rs10,000/-

SECTION III (C) TECHNICAL SPECIFICATIONS
AMC for DIGITAL ELECTRONIC WEIGH BRIDGE

Maintain Weighbridges at Gate of Sugar Mill with Digitizer without other Spares.

- 01. 05 Ton
- 02. 10 Ton
- 04. 30 Ton
- 05. 50 Ton

SECTION III(D) Terms and Conditions

1. G.S.T./Taxes Extra.
2. You have to submit your G.S.T. bills for I.T.C. Claim provision within financial year.
3. Payment Terms: To be decided at the time of commercial negotiation.
4. The Stamping Fees will be Deposit by the Sugar Mill but it's your responsibility to get tested and stamped from weights and Measures Department.
5. You have to submit valid license from Weights and Measures Department.
6. You have minimum 02 years working Experience in Govt./Private sugar mill.
7. AMC order not terminated by any sugar mill during session last 01 Season.
8. You submit order copy and performance certificates minimum one year any sugar mills.
9. Required Spare Parts, Unskilled Labor, Test, welder, cutter, Weights and convince for sugar mill to Out Center Provide by mill free of cost.
10. Digitizer for weighbridge (at Gate & Center) will be provided by you on loan bases.
11. R.S. 232 Communication with Computer / H.H.T. is your responsibility.
12. You have to attend our complaints within 12 hours from time to intimation.
13. Deductions will be made from your bill as per rule like T.D.S. etc.
14. You have to finish all maintenance work as per sugar mill Schedule.

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

SECTION III(E) : PERFORMANCE STATEMENT

AMC OF DIGITAL ELECTRO-MECHANICAL / ELECTRONIC WEIGHBRIDGE

Satisfactorily in previous One year to Any sugar mills in U.P.

Name of Company/Firm

Order placed by (Name and address of Mill)	Order No. & Date	Description & nos. W/B of ordered	Value of order	Date of completion of Work		Remarks indicating Reasons for late of completion of Work, if any.
				As per contract	Actual	
1	2	3	4	5	6	7

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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:

(e) E-mail:

(g) Website of Bidder's Firm

(d) Fax:

(f) Principal place of business

2. Parties Will Have to Furnish Under Noted Information during the Technical Discussions with Documentary Proof:

CHECK LIST

S.N	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 21.1& 21.6	Proof for AMC of DIGITAL ELECTRO-MECHANICAL / ELECTRONIC WEIGHBRIDGE satisfactorily in Two year to Govt./Pvt sugar mills.	
5	ITB Clause 21.3	Copy of detail of Tender FEE and EMD	
6	ITB Clause 21.4	Copy of Authorization letter by the competent authority for the authorized person.	
7	ITB Clause 21.5	copies of the registration certificate from Weights and Measures Department of the state for AMC OF DIGITAL DIGITAL ELECTRO-MECH. /ELECTRONIC WEIGHBRIDGE	
8	ITB Clause 21.8	Copies of details of last 02 year submitted Income Tax Return, PAN card (self attested).	
9	ITB Clause 21.9	Details of GST/ CST / TIN / Service Tax NO.	
10	ITB Clause 21.10	documentary proof of the Status of the company along with names of Directors /Partners /Proprietor along with documents	
11	ITB Clause 21.11	Tenderer Must have Exp. of two years Working AMC DIGITAL ELECTRO-MECH. /ELECTRONIC WEIGHBRIDGE to other Co-operative Mill/Pvt. Sugar Mills scanned copies of exp. Certificate.	
12	SECTION II	Acceptance to the Conditions of Contract	
13	SECTION III(A)	e- bid Form	
14	SECTION III(B)	Schedule of Requirements	
15	SECTION III (C)	Technical Staff	
16	SECTION III (E)	Performance Statement	
17	SECTION III (F)	CAPABILITY STATEMENT	

Item Rate BoQ

Tender Inviting Authority: THE KISAN CO_OPERATIVE SUGAR FACTORY LTD., SARSAWA (SAHARANPUR-247232)

Name of Work: AMC OF ELECTRO MECHANICAL/ELECTRONIC WEIGHBRIDGE

Contract No: THE KCSF LTD., SARSAWA/ AMC OF ELECTRO MECHANICAL/ELECTRONIC WEIGHBRIDGE/01/2024-25

PRICE SCHEDULE							
NUMBER #	TEXT #	TEXT #	TEXT #	NUMBER #	NUMBER #	NUMBER #	TEXT #
Sl. No.	1	Units	Quoted Currency in INR / Other Currency	BASIC RATE in Figures To be entered by the Bidder Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT With Taxes	TOTAL AMOUNT In Words
1	2	5	12	13	53	54	55
1	AMC OF DIGITAL ELECTRO MECHANICAL/ELECTRONIC WEIGHBRIDGE						
1.01	A.M.C Charges of 5 Ton Computerized W.B at Mill gate Digital Technology	Each	INR		0.00	0.00	INR Zero Only
1.02	A.M.C Charges of 30 Ton Computerized W.B at Mill gate Digital Technology	Each	INR		0.00	0.00	INR Zero Only
1.03	A.M.C Charges of 50 Ton Computerized W.B at Mill gate Digital Technology	Each	INR		0.00	0.00	INR Zero Only
1.04	A.M.C Charges of 5/10 Ton fully Electronic/Digital & electro Mechinacal W.B at cane Purchase Centre	Each	INR		0.00	0.00	INR Zero Only
1.05	A.M.C of Sugar Weighing Scale Capacity 100Kg	Each	INR		0.00	0.00	INR Zero Only
1.06	A.M.C of Jumbo Display Digital	Each	INR		0.00	0.00	INR Zero Only
1.07	Load Cell Cap-30 M.T Boll Type with Assembly Digital	Each	INR		0.00	0.00	INR Zero Only
1.08	Load Cell Cap.05 M.T Shear Beam Type with Assembly Digital	Each	INR		0.00	0.00	INR Zero Only
1.09	Load Cell Cap.02 M.T "S" Type	Each	INR		0.00	0.00	INR Zero Only
1.1	Load Cell Cap.-300 Kg for sugar Weighing Scale	Each	INR		0.00	0.00	INR Zero Only
1.11	Digitizer for sugar Scale	Each	INR		0.00	0.00	INR Zero Only
1.12	Battery 12V Lithium	Each	INR		0.00	0.00	INR Zero Only
Total in Figures					0.00	0.00	INR Zero Only
Quoted Rate in Figures		Select			0.0000	0.0000	Zero Only
Quoted Rate in Words					INR Zero Only		