

**U.P. COOPERATIVE SUGAR FACTORIES FEDERATION LTD.
9-A, RANA PRATAP MARG, LUCKNOW**

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Email: upsugarfed@yahoo.co.in
Website: www.upsugarfed.org**

**COMPETITIVE e-bidding
FOR
SALE OF DIFFERENT KINDS OF ALCOHOL (RS,SDS, ENA FROM VARIOUS
COOPERATIVE DISTILLERY IN UTTAR PRADESH.**

**e-bid REFERENCE : UPSUGARFED 7125/ GM(AT)/ 3C /2018-19
DATE: 03.09.2019**

LAST DATE AND TIME FOR SUBMISSION OF e-bid : 23.09.2019– 6:55 PM.

DATE AND TIME OF OPENING OF ON LINE TECHNICAL e-bid : 24.09.2019– 11:00 A.M.

DATE AND TIME OF OPENING OF ON LINE FINANCIAL e-bid (Only of technically qualified bidders) : 24.09.2019– 02.00P.M.

**PLACE OF OPENING OF e-bid :U.P. Cooperative Sugar Factories Federation Ltd.
9-A, Rana Pratap Marg, Lucknow**

**ADDRESS FOR COMMUNICATION : Managing Director
U.P. Cooperative Sugar Factories Federation Ltd.
9-A, Rana Pratap Marg, Lucknow**

e-bid EMD : Rs. 0.70 Paisa per BL

This Document Contains -- **30 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 amendment in their e-bid accordingly.

e-tender Document Processing /Cost : Rs 1000.00+ GST

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**U.P. COOPERATIVE SUGAR FACTORIES FEDERATION LTD.
9-A, RANA PRATAP MARG, LUCKNOW**

Tel No. (0522) 2612949, (0522)2628310, Fax: (0522) 2627994

e-tender Notice

Online e-bids are invited for the sale of different kind of Alcohol (RS,SDS, ENA) from Cooperative Distilleries of U.P to reputed Distilleries of India, bonafide registered users to whom license have been issued by the Excise Commissioner, U.P, and approved traders holding valid license of Excise department of the concerned State. e-tenders will be uploaded upto 6.55 P.M on **23.09.2019**. Technical bid will be opened at 11.00 AM and Financial bid at 2.00 PM on **24.09.2019**. e-bid minimum EMD is Rs **70000/-** EMD is variable if quoted quantity is above **01.00 lac BL**. The rate at which EMD shall increase will be Rs 0.70 per BL. Total quantity for sale of Alcohol is approximately **11.00 lac BL** and Tender cost Rs. 1000/- + 12% GST each tender (Non refundable). The details for submission of e-bids will be available on the e-tender PORTAL <http://etender.up.nic.in> and also on Federation website www.upsugarfed.org from **04.09.2019** at 6.55 PM. The Managing Director Federation reserves the right to cancel any or all the e-bids without assigning any reason. The decision of the Managing Director shall be final and binding.

**UPSUGARFED /7125/ GM(AT) 3C
Date: 03.09.2019**

MANAGING DIRECTOR

INVITATION FOR e-bid

Online e-bid are invited for sale of Alcohol (RS,SDS,) within U.P. and out side State to reputed Distilleries of India, bonafide registered users to whom license have been issued by the Excise Commissioner, U.P, and approved traders holding valid license of Excise department of the concerned State. **In the case of R.S and S.D.S the minimum unit wise bid quantity should not be less than 25% of the tendered quantity or 01.00 lac BL which ever is higher.**

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 04.09.2019 at 6.55 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 6.55 P.M. on 04.09.2019 at e-Procurement web site http://etender.up.nic.in and Federation's website www.upsugarfed.org
(b)	Availability of Tender document on website	04.09.2019 from 6.55 PM at e-Procurement web site http://etender.up.nic.in and Federation's website www.upsugarfed.org
(c)	Clarification start date & time	04.09.2019 from 6.55 P.M.
(d)	Clarification end date & time	23.09.2019 upto 6.55 P.M
(e)	e-bid submission start date & time (Submission of e-Tender fee, EMD and other supporting documents in PDF/XLS format)	04.09.2019 from 6.55 PM
(f)	e-bid submission end date & Time	23.09.2019 upto 6.55 PM
(g)	Online technical e-bid opening date & time	24.09.2019 at 11:00 A.M.
(h)	Online financial e-bid opening date & time (Only of technically qualified bidders)	24.09.2019 AT 02.00P.M

(i)	Venue of opening of technical & financial e-bid	U.P. Cooperative Sugar Factories Federation Ltd. 9-A, Rana Pratap Marg, Lucknow.
(j)	Contact officer / Person	01. Sri Rritvik Saxena 09415526023,07880888823 Federation 02. N.K. Yadav, GM(AT), (M: 07880888811 Federation
(k)	Cost of e-bid document	Rs 1000.00 + 12% GST Each Tender (Rupees One Thousand Only) per Distillery (Non-refundable)
(l)	e-bid Earnest Money	Minimum EMD is Rs 70000/-, EMD is Variable if quoted quantity is above 01.00 lac BL, The rate at which EMD shall increase will be Rs 0.70 per BL

4. The bidders need to submit the proof/cost of e-bid document/processing as stated in the above table in Cash in the office or through Demand Draft in favour of U.P. Cooperative Sugar Factories Federation Ltd (herein after referred as UPSUGAR FED payable at Lucknow. The scanned copy of the Cash Deposit Receipt or Demand Draft must be enclosed along with the e-bid but the original Demand Draft should reach the office of UPSUGAR FED at Lucknow 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 U.P. Cooperative Sugar Factories Federation Ltd., Lucknow. The scanned copy of the e-bid EMD must be submitted along with the e-bid and the original should reach the Federation's office at Lucknow before opening of technical e-bid. No Interest would be payable on e-bid (Earnest Money) deposited with the Federation.

6. The e-bid 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' representative will be required to be produced.

7. The Federation reserves the right to cancel any or all the e-bid/ annul the e-bid process without assigning any reason. The decision of The Managing Director Federation shall be final and binding.

8. In the event of date specified for e-bid opening being declared a holiday for Federation's office then the due date for opening of e-bid 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-bidders 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. 10 The companies/firms who are registered at e-Procurement portal for e-tendering with **UP Electronics Corporation Ltd, 10 Ashok Marg, Lucknow-226001**, 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 **UP Electronics Corporation Ltd** for e-tendering till date can get their registration done by depositing a filled in form issued by **UP Electronics Corporation Ltd** along with registration fee approx 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) or (M: 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 U.P. Cooperative Sugar Factories Federation Ltd, Lucknow 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> and www.upsugarfed.org to enable the bidders to view, download the e-bid document and submit e-bid 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 1000.00+ 12% GST Each Tender (Rupees One Thousand Only) in cash or through Demand Draft payable in favour of U.P. Cooperative Sugar Factories Federation Ltd, Lucknow. The scanned copy of the Cash Deposit Receipt or Demand Draft must be enclosed along with the e-bid but the original Demand Draft should reach the Seller’s office before opening of the technical e-bid. This e-Tender document fee of Rs. 1000.00+ 12% GST Each Tender will be non-refundable.

2-Contents of e-bid Document

2.1 The product required to be soled 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 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 condition 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 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 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> and Federation website 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 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-bid, the Federation at his discretion, may extend the deadline for the submission of e-bid. Such extensions shall be uploaded on the e-Procurement website <http://etender.up.nic.in> and Federation 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 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 (EMD) 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 Consumption 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 of Rectified Spirit, Special Denatured Spirit & Extra Nutral Alcohol .

8.2-The price of Alcohol (ex-Distillery) the rates should be quoted net and other taxes and duties shall be payable by the buyer as applicable / prevailing at the time of lifting of Alcohol.

(a) Rate of Alcohol (Rs per B.L). The rates should be quoted net and other taxes and duties shall be payable by the buyer as applicable / prevailing at the time of lifting of Alcohol.

8.3-Prices quoted by the bidder shall be fixed during the validity period of the sale order 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 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 Lifting 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 as part of its e-bid the bidder shall furnish, Minimum EMD of Rs 70000/- In the form of demand draft in favour of U.P. Cooperative Sugar Factories Federation Ltd., Lucknow. EMD is Variable if quoted quantity is above 01.00 lac BL. The rate at which EMD shall increase will be Rs 0.70 per BL. 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 Lucknow before opening of technical e-bid.

12.2 The e-bid EMD is required to protect the Seller against the risk of bidder's conduct which would warrant the Earnest's forfeiture, pursuant to ITB Clause 12.7

12.3 The e-bid EMD shall be in Indian Rupees and shall be in the following forms only:

A Demand Draft payable in favour of U.P. Cooperative Sugar Factories Federation Ltd at Lucknow. Bidder may submit the bid EMD of the above amount in the form of Bank Draft payable in favour of U.P. Co-operative Sugar Factories Federation Ltd, Lucknow.

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 EMD will be returned upon the written request through cheque as promptly as possible.

12.6 The successful bidder's e-bid EMD will be refund upon the timely Lifting the Alcohol & submission of duly verified PD-25, PD-26 Excise Passes duly signed by the competent authority of Excise at unloading point.

12.7 The e-bid EMD may be forfeited:

- (a) if a bidder (i) withdraws its e-bid during the period of e-bid validity specified by the Seller 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 Seller on the e-bid form or
- (b) in case of a successful bidder fails lifting of Alcohol

13 Period of Validity of e-bid

13.1 The validity period for the lifting will be 45 days from the date of issue of sale order in case sale made within State and 60 days from the date of issue of sale order in case of export out side Uttar Pradesh.

13.2 The validity can be extended by the Managing Director Federation on reasonable grounds with the condition that if the higher rates of Alcohol (RS, SDS are received by Federation for the concerned unit the same shall be applicable for lifting the balance quantity of extended period.

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 bid the bidder to the Contract. The later 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

15.1 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:

15.2 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 Limited, Lucknow if they have not done so previously for registration. Refer to details given in Invitation for e-bid Clause 11.

15.3 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 a 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.

15.4 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.

15.5 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).

15.6 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.

15.7 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.

15.8 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.

15.9 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.

15.10 Seller reserves the right to cancel any or all e-bid 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 the time **6.55 PM on 23.09.2019** (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 Bid" option in the Bid Submission menu. The page listing all the bid 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 EMD as per the manual procedure.

18.3 No e-bid may be withdrawn in the interval between the deadline for submission of e-bid 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 EMD, 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 Bid" option in the Bid Submission menu. The page listing all the bid 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-bid as many times as possible by uploading their e-bid documents within the scheduled date & time for submission of e-bid.

18.6 No e-bid can be resubmitted subsequently after the deadline for submission of e-bid.

(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-bid, in the presence of bidders' representatives who choose to attend at 11.00 A.M. on 24.09.2019 at U.P. Co-operative Sugar Factories Federation Ltd, 9-A, Rana Pratap Marg, Lucknow. 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-bid 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 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(B) Opening of Financial e-bid

19.B.1 After evaluation of technical e-bid, the Seller shall notify those bidders whose technical e-bid were considered non-responsive to the Conditions of the Contract and not meeting the technical specifications and Qualification Requirements indicating that their financial e-bid will not be opened. The Seller will simultaneously notify the bidders, whose technical e-bid were considered acceptable to the Seller. The notification may be sent by letter, fax or by e-mail.

19.B.2 The financial e-bid of technically qualified bidders shall be opened on **24.09.2019** at 02.00P.M. in the presence of bidders who choose to attend. 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

21.1 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-Tenderer e-bid EMD and other required documents have been furnished, whether the documents have been properly digitally signed, and whether the e-bid are generally in order. Any e-bid or e-bid not fulfilling these requirements shall be rejected.

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

21.3 The bidder shall submit the attested copy of the PD-2 License issued by the Excise department. In case of bonafide registered user, attested copy of the license issued by the Excise Commissioner U.P. In case of **Approved traders attested copy of the valid license issued by the Excise Department of the concern State. The e-bid submitted without required documentary proof shall be rejected.**

21.4 The bidder shall submit the copies of the detail of E.M.D. The e-bid submitted without required documentary proof shall be rejected.

21.5 The bidder shall submit the copies of the Authorisation letter by the Managing Director of the Bidder firm for the authorised person for signing the bid document, with following information..

1. Name .
2. Designation - If distillery/ Company employee
3. List of member of director to be submitted for verification of signature of authorised person if person is not employee of Distillery/ Company.

The e-bid submitted without required documentary proof shall be rejected

21.6A If bidder is a proprietorship firm or registered firm, then copy of registration from registrar of firm along with partner ship deed/ Sales tax certificate to be submitted.

Or

21.6B If the bidder is a company then copy of certificate of incorporation issued by the Registrar of Companies of the State along with Memorandum of Article of Association.

21.7 The bidder shall submit the copies of the details of VAT/ CST/ GST registration and PAN no. self attested. The e-bid submitted without required documentary proof shall be rejected.

21.8 The e-bid 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 the Seller, shall be rejected and may not subsequently be made responsive by the bidder by correction of the non-conformity. The e-bid 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.

21.9 It shall be the discretion of the Seller to decide as to whether an e-bid fulfils the evaluation criterion mentioned in this e-tenderer not.

21.10 The bidders are advised not to mix financial bid documents with the PDF documents submitted for technical bid. The e-bid of the bidders having financial bid document in the technical bid will outrightly 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-bid of those bidders whose technical e-bid 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 EMD may be forfeited.

22-3 The Financial Bid will be opened by Tender Evaluation Committee [TEC] in the presence of Bidder's 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.

22.4 The commercial quotes of the Highest Bidder shall be purchase of Alcohol (H-1). The Quantity offered by the H-1 shall be first taken into consideration.

a) The bidders are required to give their maximum rates in the Tenders though generally negotiation will not be held but if required then it will be done with the highest bidder (H-1) unit wise .

b) In case H-1 offers partial quantity for lifting then balance of the quantity shall be allotted to subsequent bidder(s) provided the successful Bidder(s) are ready to offer the rates quoted by H-1.

c) In case H-1 backs out, the bid shall be cancelled & Bid shall be invited again.H-1 shall

however be blacklisted from participating in any future bidding of Govt. projects and are liable for legal action taken by UPSUGARFED.

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 Federation will award the contract to the highest bidder (H-1) successfully bidder whose bid has been determined to be responsive to all the conditions of the contract and meeting the technical specification and qualification.

24.2 In case H-1 offers partial quantity (offered) of lifting then balance of the quantity shall be allotted to subsequent bidders provided the successful bidder are ready to offer the rate quoted by H-1.

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 specified in the Schedule of Requirements without any change in unit price or other terms and conditions, depending upon the requirement of end-customer.

25.2-If any taxes/duties are increased/ decreased by the Government during the contract period, the same shall be born by the buyer.

26-Notification of Award

26.1 Prior to the expiration of the period of e-bid validity, the Seller will notify the successful bidder in writing by letter/e-mail/fax, that its e-bid has been accepted.

26.2 The notification of award will constitute the formation of the Contract.

SECTION II: CONDITIONS OF CONTRACT(CC)

1 QUALITY

The Alcohol is being sold on the as is where is basis.

In Case of delay in lifting beyond control of the buyer under force majeure condition (e.g riots, flood, earth quack etc) the validity period may be extended after reviewing the situations with necessary documentary evidenced by the Managing Director U.P. Cooperative Sugar Factories Federation Ltd.,

2 . EARNEST MONEY

The EMD shall be in the form of Bank draft of Nationalised / Scheduled Bank in favour of U.P. Coop. Sugar Factories Federation Ltd., payable at Lucknow. The Tender without earnest money shall be liable to be rejected. No interest shall be payable on the earnest money.

3 PAYMENT

a) The payment should be made in advance through Bank Draft or RTGS before the lifting. The payment against the cost of Alcohol should be made in favour of U.P. Cooperative Sugar Factories Federation Ltd. and the payment for duties and taxes shall be made in favour of concerned unit. Further in case of SDS the payment shall be made for Cenvet benefit in favour of U.P. Cooperative Sugar Factories Federation Ltd, Lucknow.

4 ARBITRATION :

Any dispute arising out of the above sale order of RS/SDS/, shall be referred by the purchaser or by the concerned indenting coop. Distillery to this Federation and for the same The Managing Director, U.P.Co-operative Sugar Factories Federation will act as Sole Arbitrator. The decision of arbitrator shall be final binding on both the party.

5 GENERAL CONDITIONS :

- a) In the case of R.S and S.D.S the minimum unit wise bid quantity should not be less than 25% of the tendered quantity or 01.00 lac BL which ever is higher in any case.
- b) The bidders are required to give their maximum rates in the Tenders though generally negotiation will not be held but if required then it will be done with the highest bidder (H-1) unit wise on same day.
- c) The buyer/ bidders will lift the entire allotted quantity of the Alcohol on Ex-distillery basis to subject to fulfillment of requirement, as mentioned in sale order and obtaining due approval from Excise Commissioner U.P as per rule of excise department of U.P. Govt. If any extension on validity period is required, it will be decided on merits.
- d) The Alcohol is being sold on the as is where is basis.

- e) The denaturants for manufacturing S.D.S shall have to be supplied free of cost, by the buyer to the concerned distillery as per rules of Excise Department of U.P. Govt. However the value of denaturant shall be added in the price of SDS for calculation of U.P.T.T./ CST/ GST & CE for which the buyer shall furnish copy of invoice of denaturants to the concerned distillery.
- f) The validity period for the lifting will be 45 days from the date of issue of sale order in case sale made within State and 60 days from the date of issue of sale order in case sale made to outside Uttar Pradesh.
- g) The rates should be quoted net and other taxes and duties shall be payable by the buyer as applicable/ prevailing at the time of lifting the material.
- h) The buyer outside the State of U.P. has to obtain the import permit from the respective States and Export permission and allocation from the office of Excise Department U.P as per rule.
- i) The buyer should deploy sufficient number of clean and acceptable tanker with valid documents including calibration certificate issued by competent authority for satisfaction of Excise authorities of the concerned distillery, so that the Alcohol can be transported well within the validity of the release/ permits.
- j) The denaturation fees as prescribed by the Excise department of U.P. Govt. on the preparation of S.D.S will also be paid by the buyers, which will be extra to the price fixed by the Federation Lucknow.
- k) The “MODVAT” benefit will be drawn by the distillery concerned.
- l) The tankers/ lorries with spirit shall follow the routes specified on the import/ export permits and should be got endorsed at excise check-post specified on the import permit.
- m) Rs. 1.50 per BL on the quantity of Special Denatured Spirit will be paid/ deposited in advance at the time of denaturing the vat in Distillery as security. That amount of security will be adjusted in the sale of last 25% quantity prepared if the demand is made by the buyer. The denaturation fee as decided by U.P. Excise Department shall also to be paid in advance for the quantity to be prepared in the distillery.
- n) If full quantity is not lifted, the full E.M.D deposited will be forfeited and if part Qty is not lifted then E.M.D @ Rs.0.70 per BL for the unlifted quantity will be forfeited.
- o) In the event of any accident enroute the buyer is required to inform the concerned Distillery and the nearest excise office and police station immediately giving details of the site of accident, registration No. of the tanker/ lorry etc. The Federation/ concerned distillery shall not be liable to compensate the loss, suffered by the buyer.
- p) The buyer should ensure that the inlets and outlets of the tankers are properly sealed by the Excise Authorities before leaving the distillery premises.

- q) Distillery wise quantity of alcohol fixed for sale in the Tender may be increased/ decreased by the Managing Director of Federation.
- r) In case of any dispute between purchaser & cooperative distillery or federation, the Managing Director of Federation shall be the sole arbitrator. The decision of arbitrator shall be final binding on all.
- s) The successful tenderer will have to lift the allotted quantity of Alcohol R.S./ S.D.S/ „within given validity period from the date of issue of the order by obtaining due approval from the Excise Commissioner, U.P. Allahabad as per rule. The validity can be extended by the Managing Director Federation on reasonable grounds with the condition that if the higher rates of Alcohol (R.S., S.D.S) are received by federation for the concerned unit, the same shall be applicable for lifting the balance quantity of extended period.
- t) In Case of delay in lifting beyond control of the buyer under force majeure condition (e.g riots, flood, earth quack etc) the validity period may be extended after reviewing the situations with necessary documentary evidence by the Managing Director U.P. Cooperative Sugar Factories Federation Ltd.,

All disputes arising out of this Tender would be under the Lucknow, U.P. Jurisdiction Only.

The U.P. Co-op. Sugar Factories Federation Ltd., Lucknow reserves the right to reject any or all Tenders without assigning any reason thereof.

Incomplete and conditional Tender shall be liable to be rejected.

All the Terms and conditions are accepted

(Signature)

Designation of the authorised person

Name & Seal firm

SECTION III: TECHNICAL e-bid

- III (A) e Bid FORM
- III (B) Schedule of Tender quantity
- III (C) Bid quantity unit wise offered by the buyer
- III (D) General Information/ Capability Statement

SECTION III(A): e- bid FORM

IFB No UPSUGARFED /7125/ GM/AT/3C /2018-19

Date 03.09.2019

The Managing Director,
UP. Cooperative Sugar Factories Federation Ltd.
9-A, Rana Pratap Marg,
Lucknow-226 001

Dear Sir,

Having examined the e-bid Documents, we, the undersigned, offer to buye / Liftlac BL (Alcohol) in conformity with the said e-bid (Section II) of the e-bid Document and will Lifting RS, SDS to your factories in addition to this, the particulars of the required e-bid /EMD for Rs. 0.70 paise per BL (Seventy Paisa per BL) in the form of Demand Draft, pledged in favour of U.P.Cooperative Sugar Factories Federation Ltd, Lucknow, is being given with this e-bid form.

We further undertake, if our e-bid is accepted, to lift RS, SDS in accordance with the lifting in validity period.

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.

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 of2019

Signature

(in the capacity of)

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

Section III (B) Schedule of Tender quantity

1. Tender quantity of Alcohol Distillery wise would be as follows.

Distillery	R.S./S.D.S Qty Lac BL	ENA
Sampurnanagar	02.00	-
Nanauta	03.50	-
Snehroad	04.50	-
Sathiaon	-	1.00
Total	10.00	1.00

G.Toatal- 11.00 lac BL

Note : In the case of R.S, S.D.S and , the minimum unit wise bid quantity should not be less than 25% of the tendered quantity or 01.00 lac BL whichever is higher.

Section III (C) Bid quantity unit wise offered by the buyer

Distillery	R.S. Qty Lac BL	S.D.S Qty Lac BL	ENA Qty Lac BL
Sampurnanagar			
Nanauta			
Snehroad			
Sathiaon			
Total			

Note:

- 1 In case of SDS, ODS, ENA the “Cenvet” benefit will be drawn by the distillery concern as applicable from time to time.**
- 2 In the case of R.S and S.D.S, and ENA the minimum unit wise bid quantity should not be less than 25% of the tendered quantity or 01.00 lac BL which ever is higher in any case.**

SECTION III (D) : GENERAL INFORMATION/CAPABILITY STATEMENT (CS)

- 1 General Information
 - (a) Name and complete mailing address of the Bidder

 - (b) Name of authorized Official
 - (c) Phone Nos:
 - (d) Fax:
 - (e) E-mail:
 - (f) Website:

- 3 CST/ VAT/ GST Registration and PAN No.
(upload copy of the Registration Certificate)

- 4 Status of the Company:
Proprietary/Partnership firm or Company

- 5 Whether the bidder is Bonafide User or,

PD-2 License Holder or,

CL1, FL3, L1, L2, FL39, FL40, F1 & Adhoc
Quota Licensee
OR
**In case of approved traders attested copy of the
valid license issued by the Excise Department of
the concern State.**

- 5 Particulars of the person authorized to sign the
e-bid

- 5 Details of e-Tender document Processing / DD No dated
Cost (Rs 1000/-)+ 12% GST drawn on

- 6 Details of Earnest Money Deposit (@ Re 0.70 DD No dated
per BL) drawn on

SECTION IV: FINANCIAL e-bid

IV (A) e -Bid FORM

IV (B) PRICE SCHEDULE/BOQ

SECTION IV(A) : e bid FORM

IFB No UPSUGARFED /7125/ GM/AT/3C /2019-20

Date: 03.09.2019

To:

The Managing Director,
UP. Cooperative Sugar Factories Federation Ltd.
9-A, Rana Pratap Marg,
Lucknow-226 001

Dear Sir,

Having examined the e-bid Documents, we the undersigned, offer to buy / lift (Alcohol) in conformity with the said e-bid Documents for the rates as may be ascertained in accordance with the agreed rates and hereby undertake that we accept all terms and conditions of the e-bid Document and will buy/ lift lac BL of Alcohol. The required e-bid EMD in the form of Demand Draft, pledged in favour of U.P.Cooperative Sugar Factories Federation Ltd. Lucknow that are furnished with this e-bid form

We further undertake, if our e-bid is accepted, to buy the in accordance with the validity period schedule of order latter for the sale of Alcohol.

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

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 lowest or any e-bid you may receive.

Datedday of 2019

.....
(Signature & Name of official)
Duly authorized to sign e-bid for and on behalf of

.....
(In the capacity of)

IV (B) PRICE SCHEDULE/BOQ

FOR – Snehroad Distillery

SL NO	Name of Spirit	Quantity	Units	Rate quoted Ex Distillery from Snehroad in Rs. Per Bulk Litre
1	Rectified Spirit			
2	Special Denatured Spirit			

FOR – Sampurnanagar Distillery

SL NO	Name of Spirit	Quantity	Units	Rate quoted Ex Distillery from Sampurnanagar in Rs. Per Bulk Litre
1	Rectified Spirit			
2	Special Denatured Spirit			

FOR – Nanauta Distillery

SL NO	Name of Spirit	Quantity	Units	Rate quoted Ex Distillery from Nanauta in Rs. Per Bulk Litre
1	Rectified Spirit			
2	Special Denatured Spirit			

FOR – Sathiaon Distillery

SL NO	Name of Spirit	Quantity	Units	Rate quoted Ex Distillery from Sathiaon in Rs. Per Bulk Litre
1	Extra Nutral Alcohol			
2				

CHECK LIST

Sl No	Clause	Instrument/ Documents required	Page No
1	Clause 4 (Invitation for e-bid)	Cost of e-bid Document in Physical Form	
2	-do-	Scanned Copy of Cost of e-bid Document	
3	Clause 5 (Invitation for e-bid)	e-bid EMD in Physical Form	
4	ITB Clause 21.3	Copy of PD-2 License or Copy of the License issued by the Excise Commissioner	
5	ITB Clause 21.5	Authorization Letter by the Managing Director of the Bidder Firm with required information	
6	ITB Clause 21.6A	Copy of Registration from Registrar of Firm along with Partnership deed/ Sales Tax Certificate OR	
7	ITB Clause 21.6B	Copy of Certificate of Incorporation issued by ROC along with Memorandum of Article of Association, and the names of Directors/Partners/ Proprietor along with the document	
8	ITB Clause 21.7	Copies of VAT/CST/ GST Registration/ PAN No.	
9	SECTION II	Acceptance to the Conditions of Contract	
10	SECTION III(A)	e- bid Form	
11	SECTION III(B)	Schedule of Tender quantity Schedule of Tender quantity	
12	SECTION III (C)	Bid quantity unit wise offered by the buyer	
13	SECTION III (D)	General Information/ Capability Statement	
14	SECTION IV (A)	e-bid Form	

IV (B) PRICE SCHEDULE/BOQ



Tender Inviting Authority: U.P. COOPERATIVE SUGAR FACTORIES FEDERATION LTD

Name of Work: COMPETITIVE e-bidding FOR SALE OF DIFFERENT KINDS OF ALCOHOL (RS,SDS, ENA FROM VARIOUS COOPERATIVE DISTILLERY IN UTTAR PRADESH

Contract No: UPSUGARFED 7125/ GM(AT)/ 3C /2018-19

Name of the Bidder/ Bidding Firm/ Company :						
PRICE SCHEDULE						
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent 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 #	NUMBER #	TEXT #
Sl. No.	Item Description	Units	Tender quantity in Bulk Litre	Rate quoted Ex Distillery wise per Bulk Litre	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT In Words
1	2	5	6	13	53	55
1	Name of Spirit					
1.01	Rectified Spirit from SnehRoad Distillery	Bulk Litre			0.00	INR Zero Only
1.02	Rectified Spirit from SampurnaNagar Distillery	Bulk Litre			0.00	INR Zero Only
1.03	Rectified Spirit from Nanauta Distillery	Bulk Litre			0.00	INR Zero Only
1.04	Special Denatured Spirit from SnehRoad Distillery	Bulk Litre			0.00	INR Zero Only
1.05	Special Denatured Spirit from SampurnaNagar Distillery	Bulk Litre			0.00	INR Zero Only
1.06	Special Denatured Spirit from Nanauta Distillery	Bulk Litre			0.00	INR Zero Only
1.07	Extra Nutral Alcohol from Sathiaon Distillery	Bulk Litre			0.00	INR Zero Only
Total in Figures					0.00	INR Zero Only
Quoted Rate in Words			INR Zero Only			