

**Haryana Forest Development Corporation**  
(A government of Haryana undertaking)



**E-Tender Document**

**TENDER NO. : GM/HFDC/KKR/10/2024-25**  
**TENDER ID:- 2024\_HBC\_395859\_1**

**FOR**

**Supply of Shisham Sawn Wood**

**Haryana Forest Development Corporation**

**Office: General Manager Haryana Forest Development Corporation**  
**Forest Complex, Pipli, Kurukshetra (Haryana)**

**Telephone 01744-230364**

**E-mail: [gmhfdc.kurukshetra@gmail.com](mailto:gmhfdc.kurukshetra@gmail.com) Website: [www.hfdc.gov.in](http://www.hfdc.gov.in)**

**NOTICE INVITING TENDER (NIT)**  
**HARYANA FOREST DEVELOPMENT CORPORATION**  
**GENERAL MANAGER, HARYANA FOREST DEVELOPMENT CORPORATION LTD,**  
**KURUKSHETRA**

Online bids under the two-bid system are hereby invited **from the contractors registered with Haryana Forest Development Corporation (HFDC),Kurukshetra** The interested bidders may submit their bids at website <http://etenders.hry.nic.in>, for Supply of Material for Furniture Making.

For further details please visit website

- (i) <http://etenders.hry.nic.in> and/ or
- (ii) <http://www.hfdc.gov.in>

**Note:** *Those interested for bidding but not yet registered as contractor with HFDC may get registered at any point of time.*

# Haryana Forest Development Corporation, Kurukshetra

General Manager, Kurukshetra Tel. 01744-230364

## Press Note

### Inviting Tender

**E-Tender No. GM/HFDC/KKR/10/2024-25**

**TENDER ID:- 2024\_HBC\_395859\_1**

General Manager, Haryana Forest Development Corporation, Kurukshetra, On behalf of Governor of Haryana invites e-tender under the online Two Bid System from the eligible bidders/contractors/ agencies/firms/ Societies through website <https://etenders.hry.nic.in> for the work mention in the table given below:

Name of Work	Amount of Earnest Money	Cost of documents (in Rs.)	Period	Start Date & Time of Bid	Expiry Date & Time of Bid & EMD Submission and opening date
Supply of Shisham Sawn Wood	20000/-	Doc. Fee. = 1180 .00 E-service fee =1180.00 (Incl. GST)	UPTO 31.03.2025	30.07.2024 04:00 PM	08.08.2024 09:00 AM and opening Date and Time 08.08.2024 11:00 AM onwards

The tender document + e-service charges of Rs. 2360/- (Rs. 1180/- cost of tender document + Rs. 1180/- e-service charges) and the initial amount of EMD of Rs. 20,000 to be paid online through e-procurement portal <https://etenders.hry.nic.in> and the subsequent amount of EMD received as 1% of value of work order shall be retained as Security Deposit of the successful bidder. The tender documents are available on the website <https://etenders.hry.nic.in> and [www.hfdc.gov.in](http://www.hfdc.gov.in) from 30.07.2024. An earnest money deposit to be extent of 1% of the value of the work assessed for the Work Order shall be payable within 5 days of issuance of the work order and before commencing of the work. The Last date for submission of e-Tender is 08.08.2024 (till 09:00 AM). The technical and financial bids will be opened on 08.08.2024 (11:00 AM onwards). If the tenders are cancelled or recalled on any grounds, the tender document fee & e-service fee will not be refunded. The undersigned can reject any/ all tender (s) without assigning any reason thereof.

On behalf of Governor of Haryana

Sd/-  
General Manager  
H.F.D.C. Kurukshetra

## LIST OF IMPORTANT DATES

### 1. Name of Work: **Supply of Shisham Sawn Wood.**

Sr. No.	District	Period
1	Kurukshetra	UPTO 31.03.2025

Date of Issue of Notice Inviting Bid : Dated 30/07/2024

Period of availability of Bidding Documents on website : 30/07/2024 to 08/08/2024  
at <https://etenders.hry.nic.in>

Time, Date and Place of Pre-bid Meeting: Not required,

Deadline for receiving of Bids online including scanned copy of bid security and cost of bid document: Dated 08/08/2024 upto 09:00 Hours

Opening of Bids: The Bids will be opened online by the authorized officer at the appointed time

Time and Date for opening of Part-I of the Bid (The Technical Qualification Part) Dated 08/08/2024, 11.00 Hrs. onward

Time and Date of opening of Part-II of the Bid (Financial Part) of the Bidders who Qualify in Part I of the Bid Dated 08/08/2024

Officer inviting Bids  
Sd/-  
GENERAL MANAGER,  
HFDC, KURUKSHETRA

## Scope of works

The online bids under Two Bid System from the eligible bidders/Contractors/agencies/ Societies are hereby invited through website <https://etenders.hry.nic.in> The bidders should submit their offers only for the contractor's profit (Service Charge) in terms of the percentages of the amount payable for labour component only on the basis rates as per costing statements. The tentative details of description of work, amount and time schedule for completing the work is given as under:-

<b>Description of Work</b>	<b>Nos. of Wood Battens</b>	<b>Contract period</b>
Supply of Shisham Sawn Wood	20000	Upto 31.03.2025

**N.B.:-**

- 1. Works can be increased or decreased depending upon the availability of work-orders.**

Bidding Documents can be downloaded online from the Portal <https://etenders.hry.nic.in> by the contractor/agency registered on the Portal by paying document fee and e-service charge.

**The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates**

**Important Note:**

- 1) The Applicants/bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant/bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her Application/bid status will be considered as 'Applications/bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.
- 4) In the first instance, the online payment details of tender document fee + e-Service and EMD & PQQ/Technical Envelope shall be opened. Henceforth financial bid quoted against each of the item by the shortlisted bidder/Agency wherever required shall be opened online in the presence of such bidders/Agency who either themselves or through their representatives choose to be present. The bidder can submit online their bids as per the dates mentioned in the schedule/Key Dates above.

The bids shall be submitted online in two separate envelopes:

**Envelope 1: Technical Bid**

The bidders shall upload the required eligibility & technical documents online in the Technical Bid.

**Envelope 2: Commercial Bid**

The bidders shall submit mandatorily online under prescribed template/format.

**1. Tender Document (Bid Document).**

**A. PART - I TENDER (Technical bid/ eligibility criteria)**

The tenderer should furnish the following documents signed on all pages with seal along with the details and certificates required therein.

- a) Detailed tender conditions of the work duly accepted.
- b) Any other stipulation that may be prescribed in the NIT.

**B. PART - II TENDER (Financial Bid)**

Price bid are to be submitted online only in prescribed format.

**2. Pre-bid Meeting:**

It may be held with the registered Contractors to explain the scope, terms and conditions of tender. Non-attendance at the pre-bid meeting will not be a cause for disqualification of a prospective bidder.

**3. Bid Validity Period:**

Bid Validity Period for all tenders will be up to the 31<sup>st</sup> of March of the relevant financial year or what ever comes first.

**4. Security Deposit and Earnest Money Deposit**

- (a) An initial amount of Rs. 20,000 shall be deposited as earnest money at the time of making application for tender/filling of tender.
- (b) An Earnest Money Deposit to the extent of 1%of the value of the work assessed for the Work Order shall be payable within 5 days of issuance of the work order and before commencing of the work.

*Note: The initial amount of Rs. 20000/- received as Earnest Money Deposit from unsuccessful bidders will be refund without any interest within one month of decision of the tender. The initial amount of EMD of Rs. 20000/- and the subsequent amount of EMD received as 1% of value of work order shall be retained as Security Deposit of the successful bidder. The initial amount of EMD of Rs. 20000/- shall be refunded on completion of the tender and the subsequent EMD 1% of the value of the work order will be refunded on completion of the work order on producing the Non-Liability Certificate from the concerned Manager, HFDC.*

**5. CONDITIONS OF AGREEMENT**

- i. The successful bidder hereinafter, referred to as the “Contractor” shall enter into an agreement with the General Manager as per form [Form-IX] and thereafter, execute

works as per the Work Order [Form-XII] to be issued by the concerned Manager in-charge of work, from time to time during the period of agreement.

- ii. All the size wise supply of Shisham sawn wood billing will be made only in respect of the size wise quoted rates actually done and entered in the MB.
- iii. The General Manager shall be competent to cancel/reduce the quantity of work mentioned in the work order if for any reason the allotted work is not to be undertaken and his decision will be binding on the Contractor.
- iv. The tenderers are particularly required to inspect the site and working conditions before submitting tender offer. Concerned Managers may be contacted for any assistance for site inspections.
- v. The period of contract shall be as per the tender schedule. The HFDC may also fore-close the contract in case the work is withdrawn / discontinued for any reason of public interest. In such cases or any other similarly placed situations where HFDC is not able to continue with the works to be executed due to reasons beyond its control, the HFDC will not be liable to pay any compensation.
- vi. The Contractor, his employees/workmen shall carry out all instructions given by the General Manager or any other Officer in charge of the work.
- vii. The Contractor shall not sublet the work to any other agent or agents under any circumstances.
- viii. The Contractor, his authorized agents and other employees / workman engaged by him shall be bound to render such assistance as may be required of them, by any Officer of and above the rank of Assistant Manager or any Forest Officer, in carrying out any work related to execution.
- ix. The Contractor may execute works through mechanized means only if it increases the quality and quantity of work output and without causing any damage to forest produce, forests and wildlife of the area.
- x. The Contractor shall be fully responsible for the acts of omissions and a commission of the labourers engaged by him in connection with the execution of the work. The HFDC will not undertake any responsibility of any illegal acts/accidents caused by or to the laborers / machinery engaged by the Contractor.
- xi. The works shall be done only as per the supervision and instructions of officers/officials of HFDC.

In case the work is abandoned mid-way by the contractor without any valid reason, his contractors' profit, security deposit and EMD will be forfeited. The GM will make necessary arrangements for completion of Balance work as well as making payments for

completed work. The payments of the work already executed will be made to labourers through Asstt. Manager or deputy manager as per the work details entered in MB. For completion of Balance work first preference shall be given to L-2 if he agrees to complete the work at the same contractor's profit at which contract was allotted to L-1.

- xii. Ordinarily, no extension of the period mentioned in the work order shall be granted. However, in case the delay in work is due to circumstances beyond the control of the Contractor, extension of time may be granted by the General Manager upto one month and beyond this extended period, further extension will be permissible only with prior approval of the CGM.
- xiii. On the expiry of the period of the contract, all rights of the Contractor shall cease absolutely.
- xiv. The General Manager may add such other special conditions as would be deemed necessary, considering the nature and circumstances of the work.
- xv. In case of disputes the matter shall be referred for sole arbitration to the Chief General Manager (having jurisdiction of the area of work) who shall be the arbitrator to the dispute. In process of arbitration the concerned General Manager, HFDC will be one of the parties to the dispute referred for arbitration and the contractor or his authorized representative will be the other party. The process of arbitration will be decided by arbitrator and will not be questioned by either party. The decision of arbitration shall be final and binding on both parties.
- xvi. The Contractor should have no relationship to any government servant who is in charge of the work or who has any direct control over the work. Relationship in this case will mean father, mother, son, daughter, brother, sister, direct uncle, nephew, father-in-law, mother-in-law, brother-in-law, sister-in-law and first cousin of the officer concerned.
- xvii. On acceptance of tender, the Contractor shall remain available at site of work to receive the instructions of the officials/ officers of HFDC and to ensure prompt compliance thereof.
- xviii. Contractor should employ or engage his own workmen and should strictly abide by all requirements under the labour laws in force from time to time, including the payment of Wages Act, the minimum Wages Act, Industrial Disputes Act, Employees' Provident Fund Act, Workmen's Compensation Act, the Contract Labour (Regulation and Abolition) Act etc. Contractor should comply with the provisions of Employees State Insurance Act and Employees Provident Fund and Miscellaneous Provisions Act.



**6. General Guidelines.**

- (i) In their offers, the bidders are required to quote the item rate at which they are willing to undertake the supply of shisham sawn wood.
- (ii) In case the L-1 (lowest bidder) fails to sign agreement within stipulated period of time, the EMD of L-1 will be forfeited and process for fresh tender will be initiated.
- (iii) The responsibility of timely and satisfactory execution of tendered work shall vest with the concerned General Manager, Manager, Asstt / Deputy Manager in charge of work.

All disputes arising out of the execution of the agreement shall be subject to the jurisdiction of the Court at Kurukshetra, Distt Kurukshetra.

Signature of Contractor or Authorized representative of Agency

Date:-

Place:-

Mobile. ....

Address .....

## **TERMS AND CONDITIONS OF TENDER**

1. For participation in e-tender the bidders shall have a digital signature and they need to register as a tenderer with Haryana Government e-procurement site i.e. <http://etenders.hry.nic.in>.
2. Participation in the online bid shall amount to bidder's acceptance of the terms and conditions of the tender. The right to participate in the tender is restricted to registered Contractors of HFDC. Tenders submitted by ineligible tenderers will not be considered and the same will be summarily rejected.
3. The tenderer/ bidders are expected to examine all instructions, forms, departmental technical notes, terms & conditions and general guidelines in the tender document before participation in the tender.
4. In case the tenderer/bidder has any doubt about the meaning of anything contained in the tender document, he may seek clarification on any working day during office hours from the office of the concerned General Manager/ Manager, HFDC.
5. Before submitting the tender, the tenderer is advised to visit the area of work to study all the field conditions and nature of work and quote his rate with full knowledge of working conditions. No enhancement in rate due to any reason will be entertained on any ground at the time of execution of work.
6. The tenders shall be submitted only on the online web portal and all corrections/ over writings on the documents attached therein shall be signed by the tenderer himself. The tender form shall be filled up completely and all pages of it shall bear stamp and signature of the bidder.
7. The tenders shall be submitted in two parts, i.e., Part-I (Technical Bid) and Part-II (Financial Bid) on the concerned online web portal.
8. The Tender Opening & Evaluation Committee will open the bids in the presence of the Tenderers / Bidders or their representatives who wish to attend at the determined place and time. The qualification for the technical bid shall be based on the online receipt of all the documents required on or before the closing date and time of the bidding. Financial Bids/Price Bids of only the technically qualified bidders will be opened for evaluation.
9. Canvassing or negotiation, direct or indirect, would render the tender liable for exclusion from consideration.
10. The Tender issuing authority is not bound to accept the lowest rate/cost or any bid and may at any time by notice in writing to the bidder(s), terminate the tendering process. The lowest tender will ordinarily be accepted, but the authority competent to accept the tender reserves to himself the power of accepting or rejecting any tender by passing a speaking order.
11. In case the Contractor defaults or withdraws from discharge of the work order before its completion, the payment of the work already executed will be made to labourers through Manager on verification of the same by Assistant Manager/Deputy Manager and as per the work details entered in MB. The EMD of the defaulting contractor shall also be forfeited.
12. The tenders submitted by tenderers shall remain valid for acceptance up-to three months, from the date of opening of the tender. However, this period can be extended with the consent of both parties. During the said period or the extended date as the case may be, the tenderer shall not be entitled to revoke or cancel his tender.
13. Earnest Money Deposit
  - i. An initial amount of Rs. 20,000 shall be payable as Earnest Money Deposit at the time of making application for tender/filing of tender.

- ii. An Earnest Money Deposit to the extent of 1% of the value of the work assessed for the Work Order shall be payable within 5 days of issuance of the work order and before commencing of the work.
14. The initial amount of Rs. 20,000 received as Earnest Money Deposit from unsuccessful bidders will be refunded without any interest within one month after decision of the tender. The initial amount of EMD of Rs. 20,000 and the subsequent amount of EMD received as 1% of value of work order shall be retained as Security Deposit of the successful bidder. The initial amount of EMD of Rs. 20,000 shall be refunded on completion of the tender and the subsequent EMD of 1% of the value of the work order will be refunded on completion of the work order on producing the Non-Liability Certificate from the concerned Manager, HFDC.
15. The tenderer whose tender is accepted will be informed regarding acceptance of his tender by registered post on his address mentioned in the tender. The successful tenderer shall execute an agreement in the prescribed form on a proper non-judicial stamp paper (worth Rs.100.00) within seven days of the receipt of the confirmation of his tender, failing which the acceptance of his tender shall be considered as withdrawn and his Earnest Money Deposit shall stand forfeited. A further period of upto 7 days for agreement shall be permitted by the General Manager for signing the agreement if there is sufficient justification leading to the delay.
16. No advances shall be given to the contractor under any circumstances.
17. The tender issuing authority may terminate the work order if it is found that the Contractor has been blacklisted by any of the Government Departments/Institutions/Local Bodies/Municipalities/ Public Sector Undertakings etc.
18. All statutory obligations Service Tax/GST, Service Charges etc. shall be complied with by the Contractor. The Contractor shall be fully responsible for making all statutory payments including service tax etc. Any report of violation of any stipulated condition may lead to termination of contract.
19. The Contractor shall submit the bills in Form — XI against the completed work to concerned Manager, HFDC within the first week of every month. The concerned Manager and the work In-charge Asstt / Deputy Manager will verify the work within next 5 days and submit the bill to General Manager. The General Manager will make the payment to Contractor normally within 7 days of sanction of the bill. In case, any liability arises due to late submission of bills of completed works by the Contractor, the concerned Contractor will be responsible for the same. In case the Contractor is habitual of submission of late bills, then it may be considered as a ground for blacklisting him.
20. The successful bidder shall not construct any permanent structure at the site of work and shall have no right on the land or asset of the Government. Any default in this regard will make the contractor liable to be blacklisted.
21. The successful bidder while execution of work should ensure adequate protection of existing plantation as well as other Govt. infrastructure, if any, existing at the site of work.
22. In case of disputes the matter shall be referred for sole arbitration to the Chief General Manager (having jurisdiction of the area of work) who shall be the arbitrator to the dispute. In process of arbitration the concerned General Manager, HFDC will be one of the parties to the dispute referred for arbitration and the contractor or his authorized representative will be the

other party. The process of arbitration will be decided by arbitrator and will not be questioned by either party. The decision of arbitration shall be final and binding on both parties.

23. All disputes arising out of the execution of the agreement shall be subject to the jurisdiction of the Court at Kurukshetra

Signature of Contractor or Authorized  
representative of Agency

Date:

Mobile:

Place:

Address:

## **SPECIAL TERMS AND CONDITIONS**

1. The bidding Contractor/Firm should be registered with G.M., HFDC Kurukshetra
2. Before submission of tender the bidder has to provide the samples of wood of different sizes as per E.O.I. in the O/o G.M., HFDC, Kurukshetra to check and ensure the technical parameters, specifications and quality of wood.
3. The rates given for the supply of sawn Wood should be inclusive loading , unloading & F.O.R. at Saw Mill Pipli
4. In case the material is not as per specifications, the same shall be replaced by the contractor/firm at their own cost.
5. The wood shall be dry so that shape of the member may not be altered due to drying of wood.
6. Sawn Wood should not have any decaying knots.
7. The Sawn Wood should not have any cracks which would effect the strength of member.
8. The moisture of sawn Wood should be less than 15%.
9. Conditional bids will be treated as non-responsive and rejected.
10. All Bids will be opened by the Tender Opening & Evaluation Committee at the specified time and place.
11. The validity of bid is up to 31st March, 2025 for the financial year 2024-25 or what ever comes first.
12. The tender issuing authority reserves the right to accept or reject any or all the bids received without assigning any reasons thereof.
13. In case the documents attached with the bid does not satisfy the qualification criteria, the bid will be liable to be rejected summarily without giving any reason.
14. Bidders are advised to go through the Standing Order of HFDC regarding tender guidelines for execution of works in HFDC through item rate contract system (available at <http://hfdc.gov.in>).
15. General Manager will have all rights to issue any clarification regarding the interpretation at any of the terms and conditions in the interest of better execution at work.
16. The contractor/firm/company will supply the sawn Wood at Saw Mill Pipli premises.
17. The contractor/firm/company must get himself/themselves well acquainted with terms and conditions of tender, location, loading/unloading points, route chart etc. before submission of tender. Once a tender is submitted it shall be deemed that tenderer has well acquainted himself with the terms and conditions. In case the rates are quoted in a manner other than mentioned in terms and conditions, tenders are liable to be rejected. Conditional tender will not be accepted.
18. The contractor/firm/company will give their offer in two online envelopes. The first envelope containing Technical Bid giving the detailed documentary evidence, as mentioned below, in support of their technical/financial soundness and experience of work etc. along with online EMD. The second envelope containing quoted rates per unit submitted online.
19. Notwithstanding the above, the GM HFDC Kurukshetra reserves the right to accept or reject any tender and to cancel the bidding process and reject all tenders at any time prior to the award of the contract.

**Note :- The Bid Price will be opened only in case of tenderer qualify in the Technical Bid.**

### **1. Objects/description of work:-**

No definite volume of work to be performed can be guaranteed during the period of contract.

General Manager, Haryana Forest Development Corporation, Kurukshetra will also have exclusive

right to cancel or reduce the quantity at any time during the tenure of contract for supply of sawn Wood. No claim, lie against General Manager, Haryana Forest Development Corporation, Kurukshetra by reason of such division of work.

**2. Deduction of Income Tax or any other tax:-**

Deduction of Income Tax or any other tax if any applicable shall be made at source as per law in force by General Manager, HFDC, Kurukshetra. The license, if any, required as per law shall also be taken by the contractor as their own cost.

**3. Summary of Termination:-**

- a) If any criminal proceedings are started against the contractor for any kind of misdeeds or the police arrest the contractor, HFDC shall be competent to terminate the contract and forfeit his security. The supply of sawn Wood for the remaining period shall be got done from other sources without giving any notice at the risk and cost of contractor.
- b) In the case of the contract having been declared insolvent or going into liquidation or winding up their business or making arrangements with their creditors or falling to observe any of the provisions of this contract of any of the terms and conditions governing the contract. The Committees shall be at liberty to terminate the contract without prejudice or any other rights or remedies under the contract and to get the work done for the un-expired period on contract at the risk and the cost of the contractors and to claim from the contractors entire loss sustained or cost incurred.
- c) In the event of breach of any of the terms and conditions of the contract by the contractors, the General Manager, HFDC, Kurukshetra shall have, without prejudice to other rights remedies, the right to terminate the contract forthwith and to get the work done for the un-expired period of the contract at the risk and cost of the contractors and or forfeit the security deposit or any part thereof from the sums due for any damages, losses charges, expenses or costs that may be suffered or incurred by the HFDC due to contractors negligence or incompetent un-workman like performance of any of the services under the contract.
- d) In the event of complaints received by this office from assigned places authorities (verbal/written), regarding non receipt or late receipt of sawn Wood. This office reserves right to terminate the contract and forfeit the security money, as such apart from debarring the contractor from work by giving a final notice.

**4. Liability of contractors of losses etc. suffered by HFDC.**

- a) The contractors shall be liable for all costs, damages, charges and expenses suffered or incurred to HFDC due to the contractor negligence and un workman like performance of any service under the

contract for the breach of any terms thereof or their failure to carry out the work with a view to avoid incurrance or damages or losses caused to the HFDC due to any act whether negligent or otherwise of the contractors themselves or their workmen and their liability for the losses etc. suffered by HFDC shall be final binding the contractors.

- b) The contractors shall always be bound to act with reasonable diligence and in businesslike manner and to use such skill as expected of men of ordinary prudence in the conduct of their activities.
- c) The contractor will have to execute all the work to the full satisfaction of General Manger, HFDC, Kurukshetra and obey directions for proper execution contracts or for speedy and careful handling.

## 5. ABRITRATION

In case of dispute between contractor and GM HFDC, Kurukshetra still persist and not resolved the matter will be referred to Managing Director HFDC, Panchkula whose decision shall be final conclusive and binding on both the parties and shall not be called into question. Similarly for the recovery of amount of losses caused to the HFDC by the contractor due to misappropriation or diversion of supply of sawn Wood by him, the matter shall be referred to Managing Director HFDC for arbitration proceedings. Managing Director HFDC, Panchkula or other Govt./Semi Govt. department as an arbitrator to hear the such reference and decision of the arbitrator shall be final and binding on both the parties to the contract.

Date:  
Place:

Signature of the Contractor/Firm/Society  
or  
Authorized Nominee of Contractor/Firm/Society  
Mobile No.  
Address:

**Haryana Forest Development Corporation Limited**  
**General Manager, Kurukshetra**  
**TENDER APPLICATION FORM (TECHNICAL BID DOCUMENT)**  
**TENDER APPLICATION FORM- PART-I**

Tender No. \_\_\_\_\_ Date: \_\_\_\_\_  
Tender for (Name of Work)  
.....  
.....

From: \_\_\_\_\_(Name in block letters)  
.....  
.....( Address in full).

To  
The General Manager  
HFDC, Kurukshetra

Sir,  
In response to the Tender Notice No. \_\_\_\_\_ Dated \_\_\_\_\_. I.....  
hereby declare that I am authorized representative of Firm/Society/Agency and I have read all  
the conditions carefully and having agreed to them fully and unconditionally, I submit the  
Financial Bid attached with this document. The details mentioned herein are true to my  
knowledge and the documents as listed below are attached herewith.

Sr No.	Particulars	Yes	Remarks
1	Signed copy of Tender documents alongwith the terms & conditions (each page duly signed and stamps)		
2	Proof of Online payment of EMD/Tender Fee and E-Service Charges		
3	Self Attested Copy of PAN Card		
4	Self Attested Copy Bank Account Details.		
5	Copy of Registration Certificate issued by HFDC, Kurukshetra		
6	Affidavit to the effect that applicant is not blacklisted by any authority.(Annexure-I)		
7	Financial Bid in separate cover.		
8	Detail of similar projects or work executed by the applicant during last three years:		

Sr. No.	Name of the Department/ Organization	Brief narration of the type of work implemented	Contract Value (only net checked amount issued by Authority)	Financial year of the completion of the work	Supporting documents against the claim.
1					
2					
3					

Signature of contractor or  
Authorized representative of Agency/Firm/Society

Date \_\_\_\_\_  
Place \_\_\_\_\_



**HARYANA FOREST DEVELOPMENT CORPORATION**  
**GENERAL MANAGER.....**  
**TENDER APPLICATION FORM (FINANCIAL BID DOCUMENT)**  
**TENDER APPLICATION FORM- PART-II**

Tender No. \_\_\_\_\_ Dated: \_\_\_\_\_

Tender for (Name of Work) \_\_\_\_\_

From:

(Name in block letters) \_\_\_\_\_

( Address in full) \_\_\_\_\_

To

The General Manager

.....

Sir

In reference to your Tender No \_\_\_\_\_ Dated \_\_\_\_\_, I  
submit my financial bid as under.

Sr. No.	Spp.	Size
1	A) Shisham Sawn Wood	L (1 feet to 4 feet) , W & H upto 8"
	B) Shisham Sawn Wood	L (4 feet to 6 feet) , W & H upto 8"
	C) Shisham Sawn Wood	L (6 feet to 8 feet) , W & H upto 8"

**Note:**

- 1. Successful bidder will supply the sawn wood as per required size technical parameters and specifications of sawn wood as mentioned in the above table.**
- 2. Rates are to be quoted including loading, unloading and F.O.R at Saw Mill Pipli.**
- 3. GST and other taxes will be extra as per govt. rules from time to time.**
- 4. Rates should be submitted online only in separate financial cover.**

## Undertaking

Having read the Standing Order of HFDC regarding tender guidelines for execution of works in HFDC through item rate contract system, all stipulations contained in the DNIT, all statutory obligations applicable Statutory Taxes & Charges, etc. and the terms and conditions prevalent in HFDC studied carefully, and having agreed to them fully and unconditionally, my financial bid is submitted as above.

Signature of the Bidder

Name \_\_\_\_\_

Dated.

Place:-

## **Annexure-I (AFFIDAVIT)**

### **TO BE ATTESTED BY NOTARY PUBLIC**

1. I, the undersigned, do hereby certify that all the statements made in the required attachments are true and correct.
2. The undersigned also hereby certifies that neither our firm M/s..... have abandoned any work in Government Organizations nor any contract awarded to us for such works have been rescinded and blacklisted by any authority.
3. The undersigned also hereby certified that neither our firm working with any General Manager, HFDC except GM, HFDC, Kurukshetra
4. I/We accept all the terms and conditions without any condition.

Date:

**(Signed by an Authorized Officer of the Contractor/Firm/Agency/Society)**

Place:

**FORM-IX**

**HARYANA FOREST DEVELOPMENT CORPORATION**

**STANDARD AGREEMENT FORM**

**(TO BE EXECUTED ON A NON -JUDICIAL STAMP PAPER OF RS.100/-)**

AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ Between Shri/Ms. \_\_\_\_\_ of \_\_\_\_\_ (hereinafter referred to as the “Contractor”, which term shall unless the context indicates otherwise, include, besides the said Contractor his heirs, executors, administrators, legal representatives and assigns) of the one part and the Governor of Haryana (hereinafter called the “Government”) of the other part.

WHEREAS tenders were invited by the vide Reference No. \_\_\_\_\_ dated \_\_\_\_\_ issued by the General Manager for the forestry work \_\_\_\_\_ in the \_\_\_\_\_ of \_\_\_\_\_ .

WHEREAS the Contractor has in his tender dated \_\_\_\_\_ addressed to the General Manager \_\_\_\_\_/Division, submitted his tender for the \_\_\_\_\_ work given in the land mentioned in the schedule hereto attached for a period ending on \_\_\_\_\_ and has undertaken to carry out all works according to the specifications contained in the conditions hereinafter appearing, at his own cost.

WHEREAS the said tender of the Contractor has been accepted by the Manager/ tender committee \_\_\_\_\_ subject to the terms, covenants, conditions and provisions hereinafter appearing.

WHEREAS the Contractor has deposited Rs. \_\_\_\_\_ as EMD for the due fulfillment by him of the terms, covenants, conditions and provisions hereinafter contained and same will be converted into Security Deposit.

WHERE AS it is understood by and between the parties that the terms and conditions set out in the tender notice and the conditions of contract together with all schedules, drawings, sketches, rules appended here to form part of this agreement.

NOW THESE WITNESS that for carrying out the said agreement into execution the Contractor for himself, his heirs, executors, administrators, legal representatives and assigns and the General Manager \_\_\_\_\_/Division acting for and on behalf of the Governor of Haryana and his successors and assigns do here by mutually contract with the other and others of them as follows:-

Contractor

General Manager

Witness