

**ONLINE TENDER NOTICE**  
**DIRECTORATE OF SUPPLIES & DISPOSALS, HARYANA**  
**SCO No. 09, 1<sup>st</sup>&II<sup>nd</sup> Floor, Sector-16, Panchkula-134109 (Haryana) (India)**  
**Phone Numbers.:-0172-2570121,2570123,2570124,2584125,2585125.**  
**Fax No.:-0172-2570122.e-mail:-supplies@hry.nic.in,website:-dsndharyana.gov.in**

**SCHEDULE –“A”**

Sr. No.	Particulars	Remarks	
1.	TENDER NOTICE No.	57/2023-2024	
2.	Superscribed No. of Tender	DSD/Disposal-18/2021-22	
3.	Sr. No. of Tender	Disposal Group-II (Online Mode)	
4.	E-Service Fee	Rs. 1000/- (Non Refundable)	
5.	Cost of Tender (Document)	Rs.1000/- (Non Refundable)	
6.	EMD-cum-Security Amount Deposit required	10% of the Rate (Sale Value of the Store)	
7.	Online Submission of Tender Fee+e-Service Fee & EMD-cum-Security Amount Deposit	Tender Fee+e-Service Fee can be deposited only through Net Banking and Debit Card. EMD-cum-Security Amount can be deposited either through Net Banking/Debit Card or RTGS/NEFT. Note:- (i) Initially Bidder has to deposit Tender Fee+e-Service Fee of Rs. 2000/- (Non Refundable). (ii) After deposit of Tender Fee+e-Service Fee, bidder is required to deposit EMD-cum-Security Amount i.e. equivalent 10% of the Rate (Sale Value of the Store)	
(a)	Deposit of Tender Fee+ e-Service Fee (only through Net Banking and Debit Card) (Date & Time)	On or before 16.01.2024 upto 12.00. hrs. (Noon)	
(b)	Deposit of EMD-cum-Security Amount Deposit (either through Net Banking/Debit Card or RTGS/NEFT) (Date & Time)	(i) Through Net Banking and Debit Card	On or before 16.01.2024 upto 12.00. hrs. (Noon)
		(ii)Through RTGS/NEFT	On or before 13.01.2024 upto 14.00 Hrs. (02.00 p.m.)
8.	Online Financial Bid Submission (Commercial) Bid(s)] (Date & Time)	On or before 16.01.2024 upto 14.00 Hrs. (02.00 p.m.)	
9.	Manual Submission of Documents (Date & Time)	On or before 15.01.2024 upto 14.00 Hrs. (02.00 p.m.)	
10.	Opening of Tender Technical (Commercial) Bid(s)] (Date & Time)	On 15.01.2024 at 14.30 Hrs. (02.30 p.m.)	
11	Opening of Tender Financial (Commercial) Bid(s)] (Date & Time)	On 16.01.2024 at 14.30 Hrs. (02.30 p.m.)	
12.	Rates to be Kept Valid for Acceptance	15.04.2024 (3 Months)	

**NOTE: If the tenders are cancelled or recalled on any grounds, the Tender Document Fee+e-Service Fee will not be refunded to the bidder.**

**A. Information to Bidders:**

i. The Bidders can download the tender documents from the Portal: <https://etenders.hry.nic.in>

**1. Instruction to bidders on Electronic Tendering System:-**

**i. Registration of bidders on e-Procurement Portal:-**

Detailed instructions may be seen under “Help for Contractors” option available on Home Page of NIC e-Procurement Portal i.e <https://etenders.hry.nic>.

**ii. Information about Digital Certificate:-**

Detailed instructions may be seen under “Information about DSC” option available on Home Page of NIC e-Procurement portal i.e <https://etenders.hry.nic>.

**iii. Instruction about Online Payment of Tender Document Fee/e-Service Fee/Earnest Money:**

Bidders have to pay Earnest Money Deposit (EMD), tender Document fees & e-Service Fees online only as applicable. For detailed instructions refer to FAQ for Online Payment available at Home page of NIC e-Procurement portal i.e <https://etenders.hry.nic.in>.

- iv. **Important Instructions & Help manual for online bidding:**  
Detailed instructions may be seen under “ Bidders Manual Kit” option available on Home page of NIC e-Procurement Portal i.e <https://etenders.hry.nic.in>.
- v. **Other General issues:**  
Solutions of general queries may be seen under “ FAQ” option available on Home Page of NIC e-Procurement Portal i.e <https://etenders.hry.nic.in> and <https://dsndharyana.gov.in>

2. The Bidders shall have to pay for the Tender Documents Fee, EMD Fees & e-Service Fee online by using the service of secure electronic payment gateway. The secure electronic payments gateway is an online interface between bidders and online payment authorization networks.
3. Intending bidders will be mandatorily required to sign-up online (create user account) on the website <https://etenders.hry.nic.in> to be eligible to participate in the e-Tender. In case the intended bidder fails to pay Tender Fee, e-Service Fee and EMD Fee (combined together) under the stipulated time frame, he/she shall not be allowed to submit his/ her bids for the respective event/ Tenders.
4. In case of payment of Tender Fee, e-Service Fee and EMD Fee through RTGS/ NEFT, the interested bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance i.e. **on or before 13.01.2024 upto 2.00 P.M;** and make payment via RTGS/NEFT to the beneficiary account number specified under the online generated challan. The intended bidder/ Agency thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events/ Tenders at <https://etenders.hry.nic.in>
5. However, the details of the EMD, Tender document Fee & E – Service Fee are required to be filled/ provided at the time of online Bid Preparation.
6. Online Technical Envelope—Reference details of the Earnest Money Deposit, Tender Document Fee & e - Service Fee instrument and scanned copies of supporting documents and QR/technical criteria with proper index and page numbering on all the documents have to be provided as per Annexure-A of this document.

If the tenders are cancelled or recalled on any grounds, the Tender Document Fee and e-Service Fee will not be refunded to the bidder.

#### DESCRIPTION AND LOCATION OF STORE(S)

Description of Stores	Consignee/Location of Store
<p><b>Description of Store:-</b> - List Comprising of items from Sr. No. 1 to 01 items (Single Lot of 01 Items) *.</p> <p><b>(The detail/list of 01 Items are available/can be viewed at Annexure-II of this document.</b></p> <p><b>*Note:- Rate should be quoted on whole lot basis.</b></p>	<p>The Executive Engineer, Haryana State Agriculture Marketing Board, Old Market Committee, Campus Near Rani Talab, Jind.</p> <p>Locations of Stores:-</p> <p>1.The Executive Engineer, Haryana State Agriculture Marketing Board, Old Market Committee, Campus Near Rani Talab, Jind.</p> <p>(Single Lot of 01 No items)</p>

**ELIGIBILITY CRITERIA & DOCUMENTS TO BE ATTACHED/SUBMITTED WITH  
FINANCIAL (COMMERCIAL) BID**

1.	Only those firms (Pvt. Ltd. or Ltd.) or proprietorship firm can participate who have valid GST Registration Certificate/Sales Tax (VAT) Registration Certificate/Tax Identification No. (TIN) issued from the Competent Authority. Copy of GST Registration Certificate/Sales Tax/VAT Registration Certificate should be attached with the tender (bid).
2.	PAN Card of the firm/proprietor & the copy of the same should be submitted with the tender.
3.	Undertaking on the letter pad/ letter head in case of firms (Pvt. Ltd. or Ltd.) & affidavit on Non Judicial Stamp Paper of Rs. 10/- duly attested from Notary Public in case of proprietorship firm to the effect that the firm/person is neither black listed by any Government Department, nor any criminal case/complaint is registered or pending against the firm/person.
4.	Note:-All copies to be attached should be self attested/certified.

**IMPORTANT TERMS AND CONDITIONS**

(A)	The Earnest Money-cum-Security (10% of the quoted Rate) deposited by the tenderer will be adjusted towards security. The Successful Tenderer shall have to deposit GST/ Surcharge on GST as applicable on date within 15 days from the date of issue of Acceptance Letter, failing which their Earnest Money-cum-Security deposited with the offer will be forfeited to Govt. Account.
(B)	<b>Lifting Period:-</b> Two Months (60 days) from the date of issue of detailed Sale Order.
(C)	<b>Storage Charges:-</b> Storage Charges @ 2% per month of the value of the Sale Order shall be charged, if the purchaser fails to lift the material within the stipulated lifting period allowed, subject to the extension in the lifting period.
(D)	<b>Extension in Lifting Period:-</b> Extension in the Lifting Period will be allowed strictly as per Condition No. 2 contained in the condition of the contract.

**GENERAL TERMS AND CONDITIONS**

- (1) It is the sole responsibility of bidder to inspect the store/complete items mentioned in the list thoroughly before quoting any rate/price/bid for the same.
- (2) **Place of Delivery:-**Consignee's site on "as it where is basis"& "as it what is basis".
- (3) The Bid i.e. Financial (Commercial) Bid is to be submitted online on web NIC e-Procurement portal i.e <https://etenders.hry.nic.in>. However, the firms have option to submit the supporting documents as required to be supported along with Financial (Commercial) Bid either in online mode or in off-line mode in physical form to the office of DS&D by due date/time. In case supporting documents are to be supplied off-line in physical form, then it should be so specified in their Financial (Commercial) Bid & the supporting documents must be deposited in this Directorate (Supplies and Disposals, Haryana) on or before **16.01.2024 upto 14.00 Hrs. (02.00 p.m.)**.
- (4) **The bidder/tenderer should quote their rates exclusive of applicable GST & Surcharge on GST will be charged extra.**
- (5) **GST once deposited shall not be refunded in any case.**
- (6) Deposit of Sale Value of Store (payment):-100% payment will be deposited by the successful bidder/tenderer with the Indenting Officer/Consignee as the case may be before lifting the Store.
- (7) Conditional offer will not be considered in any circumstances.
- (8) **Any fraudulent document submitted with the tender and any misleading information furnished will invite penal action to tune of cancellation of Sale Order, Forfeiture of Security Amount deposited with the tender & blacklisting/ debarring of firm (Pvt. Ltd. or Ltd.) or proprietorship firm for doing future business.**
- (9) **The Director, Supplies & Disposals, Haryana reserves the right to reject or accept any offer without assigning any reasons thereof.**

## E-BIDDING TERMS & CONDITIONS

- (1) **Obtaining a Digital Certificate:-**As the Bids are to be submitted online at NIC procurement Portal (<https://etenders.hry.nic>.) and are required to be encrypted and digitally signed, the Bidders are advised to obtain Digital Signature Certificate (DSC) at the earliest. For obtaining Digital Certificate, the Bidders should follow Point No.- 2 under “Instructions to bidder on Electronic Tendering System”.
  - (2) Under this process, online Price Bid/ Quotation shall be invited at Single Stage under One Cover i.e. Commercial Envelope. The bidders have to submit online Financial (Commercial) Bid at Single eProcurement Portal (<https://etenders.hry.nic>.) under the category:Disposal tenders. Bidders also have to upload the requisite documents as mentioned in the eligibility criteria while submitting the online Financial (Commercial) Bid.
  - (3) The Price Bid under the Commercial Envelope shall be opened for only those bidder(s) who has remitted Security Amount i.e. 10% of the Rate (Sale Value of the Store) quoted by the bidder (Rounded off to Rs. 100/-) online towards their e-Challan & duly verified at Single eProcurement Portal.
  - (4) The intended bidder which fails to pay Tender Fee+e-Service Fee and EMD-cum-Security Amount Deposit under the stipulated time frame shall not be allow to submit his/her bids for the respective Disposals Event/Tender.
  - (5) **The payment for Tender Document Fee+e-Service Fee shall be paid by eligible bidders online directly through Internet Banking & Debit Cards and the payment for EMD-cum-Security Amount Deposit can be paid online directly through either Internet Banking & Debit Cards Or RTGS/NEFT. Please refer to ‘Online Payment Guideline’ available at the Single e-Procurement portal of Govt. (Govt. of Haryana) and also mentioned under the Tender Document at Annexure-I.**
  - (6) Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic>. to be eligible to participate in the Disposal e-Tender at <https://etenders.hry.nic>.
  - (7) The interested bidders must remit the funds at least T+1 working day (Transaction + One Working Day) in advance i.e. on or **before 13.01.2024 upto 14.00 Hrs.** (02.00 p.m.) in case of RTGS/NEFT/.
  - (8) The intended bidders/agencies have to successfully verify their payment online and submit their bid(s) on or before the expiry date & time of Disposals Event/Tender at NIC e-Procurement portal i.e (<https://etenders.hry.nic.in>.)
1. Other terms & conditions as contained in various Annexure/ Documents as available under the folder “TENDER FORMS” as available at the link: <http://dsndharyana.gov.in/en-us/E-Citizen/Application-Forms> form part of this DNIT.

### 2. Helpdesk Support:-

- (i) **Office Timings of Help-desk support & Contact Details:-**  
The detail may be seen under “Contact Us” option available on Home Page of NIC e-Procurement portal i.e (<https://etenders.hry.nic.in>.)  
Email ID. [Eproc.nichry@yahoo.com](mailto:Eproc.nichry@yahoo.com)  
Telephone No.0172-2700275
- (ii) In addition, For support related to Director, Supplies & Disposals, Haryana in addition you may also Contact No. 0172-2570121.Email ID:- [supplies@hry.nic.in](mailto:supplies@hry.nic.in).

## KEY DATES

Sr. No.	Bidder's Stage	Remarks
1.	Deposit of EMD-cum-Security Amount Deposit (either through Net Banking/Debit Card or RTGS/NEFT) (Date & Time)	(i)ThroughNet Banking and Debit Card On or before 16.01.2024 upto 12.00. hrs. (Noon)
		(ii)Through RTGS/NEFT On or before 13.01.2024 upto 14.00 Hrs. (02.00 p.m.)
2.	Online Financial Bid Submission (Commercial) Bid(s)] (Date & Time)	On or before 16.01.2024 upto 14.00 Hrs. (02.00 p.m.)
3.	Manual Submission of Documents (Date & Time)	On or before 15.01.2024 upto 14.00 Hrs. (02.00 p.m.)
4.	Opening of Tender Technical (Commercial) Bid(s)] (Date & Time)	On 15.01.2024 at 14.30 Hrs. (02.30 p.m.)
5.	Opening of Tender Financial (Commercial) Bid(s)] (Date & Time)	On 16.01.2024 at 14.30 Hrs. (02.30 p.m.)

### 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.

**Assistant District Attorney,  
for: Director, Supplies & Disposals, Haryana.**

## **Annexure-II**

**01 No. lists comprising of items from Sr. No. 1 to 01  
(Single Lot of 01 Nos. Items)**

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**List No. 1:-Items from Sr. No. 1 to 01**

### **Annexure-“A”**

<b>Sr. No.</b>	<b>Description of Item</b>	<b>Quantity</b>
<b>1.</b>	<b>JCB 3DX Esculavator-Cum-Loader</b>	<b>1No.</b>