



**CHHATTISGARH STATE MINOR FOREST PRODUCE  
(TRADING & DEVELOPMENT) CO-OP. FEDERATION LIMITED**

**" Van Dhan Bhawan " Sector -24, Nava Raipur Atal Nagar (Chhattisgarh)**

**Pin code - 492001      PHONE : (0771) 2513100 to 2513110**

**E-mail: mfpfed.cg@nic.in**

**Website: www.cgmfpfed.org**

**Notification No. Fed/Jute bags B- twill /2021/II**

**Dated : 02/02/2021**

**TENDER NOTICE FOR E-PROCUREMENT OF JUTE BAGS B- TWILL (J1) IN  
CHHATTISGARH FOR PACKAGING OF MINOR FOREST PRODUCE FOR THE  
SEASON 2020-21**

1. Online Tender on e-Procurement Portal <https://cgmfpfed.abcprocure.com> as in Annexure – I (Technical Bid) and Annexure - II (Financial Bid) are invited only from manufacturers of Jute Bags for purchase of approx. 15 lakhs Jute bags B-twill (J1) as per specification given in Annexure – II by Chhattisgarh State Minor Forest Produce (Trading & Development) Cooperative Federation Limited.
2. Tender notice along with **Annexure-I, II, III, IV and V** giving detailed specification / delivery schedule etc., can be seen and downloaded from Federation's website [www.cgmfpfed.org](http://www.cgmfpfed.org) and e-Procurement portal <https://cgmfpfed.abcprocure.com> only.
3. (i) Tenders are to be submitted only online in the prescribed Tender Forms only for Technical Bid (Annexure – I) and Financial Bid (Annexure - II).  
(ii) The tenderer will propose in Financial Bid the **rate (Basic Rate, G.S.T and Other Taxes if any should be mentioned separately)** F.O.R destination per Jute bags including all taxes i.e. Goods and Services Tax and surcharge and the Local Bodies Taxes if any on F.O.R destination basis.
4. The specification of Jute Bags are as follows: -

S.NO	BAG TYPE	TECHNICAL SPECIFICATION	QUANTITY	EMD in Rs.
1	Jute Bags (J1)	Size 37" x 22.5" (94 cm x 57 cm), tare/bag weight - 580 gm Sacks/bale- 300 Notes, 3 or 2 blue strips, Porters x Shots 6 x 8, this Jute bags / gunny can be used for packaging 40-50 kg of Sal seed, Harra, Baheda, Lac, Bael, Kullu gum, Puwaad seed, Chironjee guthli, Kullu gum, jamun guthli, karanj seed, kewanch seed etc.	1500000	10 lakh

5. The tenderer should submit minimum three pieces of samples of Jute Bags B- twill (J1) in sealed cover according to specification mentioned in condition 4 of this tender notice, to Managing Director, Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited **up to 16.00 Hrs. on 24.02.2021** in Federation office, Raipur The tenderer must write his / her name also on the envelope. **The tenderer must write his name and registered trade mark (if any) on the sample.** Samples shall neither be returned to the tenderer nor any payment for the same shall be made. Tender without at least three samples according to specification will be rejected.

6. The Tenderer shall submit online Technical and Financial Bid in separate Technical Bid Envelope and Financial Bid Envelope respectively mentioned in **Annexure - IV**.
7. The tenderer should upload certified photocopies of all the documents required in this tender notice. The tender shall be accepted **up to 16.00 hrs. on 24.02.2021** and Technical Bid shall be opened online in this office only **at 16.10 hrs. on 24.02.2021** even if it is a public holiday by the duly constituted Committee.
8. If any tenderer does not submit three samples of Jute Bags within the stipulated date and time or the samples submitted by the tenderer are not according to tender specification then their tender is technically disqualified during the technical evaluation. There is no replacement of samples submitted after stipulated time.
9. Decision of the Managing Director of the Federation to declare any of the tenderer to have or have not qualified in Technical Bid shall be final and binding on the tenderer. Intimation of decision of the competent authority shall be conveyed to the tenderers.
10. Financial Bid of only those tenderers who qualify in the Technical bid, shall be opened online at 15.00 hrs. onwards on 02.03.2021 The name of the tenderers who qualify in the technical bid can be seen on Federation's website **www.cgmfpfed.org** from 17.00 hrs. onwards on 01.03.2021.
11. **Earnest Money Deposit (EMD):** The tenderer will have to make the online payment of Rs. 10.00 Lakhs (Rupees Twelve Lakhs) as Earnest Money Deposit for Jute Bags B-twill through payment gateway service provider in any of the following ways -
  1. **Credit Card / Debit Card** (VISA / Master / Maestro Cards) - The tenderer after selecting the option of the Credit Card / Debit Card (VISA / Master / Maestro Cards) make the online payment, as per the instructions of payment mentioned in the payment gateway.
  2. **Net Banking** - Tenderer can make the payment only from the bank account in having net banking facility. The list of banks for net banking will appear in the payment gateway and tenderer should select his bank from that list and make the payment as per the instructions given in the payment gateway.
  3. **RTGS / NEFT** - The tenderer can make the payment as per the instructions of clause 2.2 of enclosed **Annexure - IV**.

The E.M.D. of unsuccessful tenderers will be returned on line only in the Bank Account mentioned in the column no. 13 of Form No. 1 **Annexure – I** only. No interest on E.M.D. will be paid in any circumstances.

12. The rate offered by the tenderer in the Financial Bid will be valid up to forty-five days from the date of opening of the Financial Bid but not later than 75 days of opening of he Technical Bid.
13. Rate should be clearly mentioned in the Financial Bid in figures only in no circumstances .
14. (i) The tenderer should own a mill in his / her name capable of making jute fiber / cloth from Jute or own a Jute bag stitching mill. Tenderer should enclose the documents in support of ownership to satisfy this condition.

- (ii) The Tenderer, should have sold at least six lakhs jute bags or fifteen lakhs yards' Jute cloth of 40" width or mix of both (approx. 2.20 yards of cloth is equivalent to one Jute bag) in any of the last three financial years i.e. from 2017-18 to 2019-20. The tenderer should also furnish the information of no. of Jute bags and quantity of the related bags cloth sold in last three financial years. Tenderer should upload the scanned documents to support the figures of production to ensure the validity of the tender.
  - (iii) The tenderer should have minimum average turnover of Rs. 3.00 Crores in the last three financial years. As a proof of turnover, tenderer must upload scanned copies of Balance Sheets audited by Chartered Accountant for the last three financial years i.e. 2017-18, 2018-19 & 2019-20 with the financial bid.
  - (iv) As per section 139A of the Income Tax Act, 1961, enclosing of scanned copy of PAN card is compulsory for the tenderer.
  - (v) The scanned copies of certificate of the Goods and Services Tax Identification Number (GSTIN) from concerned Department of State in the name of the tenderers must be uploaded with the tender.
  - (vi) Enclosing of Scanned copy of Aadhaar Card issued by Unique Identification Authority of India. (UIDAI) is compulsory. Scanned copy of Aadhaar Card of Managing Director of the Company and in case of Partnership firm Aadhaar Card of at least two of Partners required, in case of Hindu Undivided Family (HUF) Aadhaar Card of Karta and one adult family member is to be enclosed.
15. **No tenderer can submit the offer for less than 15 lakhs Jute bags. If any tenderer submits the offer for less than 15 Lakhs Jute bags his offer will be rejected.**
16. (i) Person or persons signing the tender form shall state in what capacity he or she or they are signing the tender form e.g. as sole proprietor of the firm concerned or as Managing Director or Director or Secretary of Limited Company. In the case of partnership firm, the names of all the partners should be recorded and the tender form should be signed by all the partners or their duly constituted attorney having authority to bind all partners in all matters pertaining to the contract as recorded in the power of attorney or in the partnership deed. True copy of the Registered "Partnership Deed" should be uploaded along with the tender form failing which the tender shall be liable to be rejected. It shall be obligatory on the part of every partner of the firm, which enters into agreement to fulfill the terms and conditions of the agreement during the currency of the contract thereof, notwithstanding the dissolution of the partnership in the meantime, In the case of a limited company, the tender form shall be signed by a person empowered to do so by the company, copy of Certificate of incorporation of the company and the letter authorizing the person signing the tender documents shall be uploaded to the tender form failing which the tender shall be liable to be rejected. In the case of Hindu undivided family, the names of the family members should be uploaded with the tender form and 'Karta' who can bind the family should sign the tender form.
- (ii) The person signing the tender form on behalf of another or on behalf of a Firm shall enclose with the tender form power of attorney or deed duly executed in his favour or the partnership deed giving him such power showing that, he has the authority to bind such other person or the firm, as the case may be in all matters pertaining to the contract. If the person so signing the tender form fails to upload the said power of attorney or partnership deed, his

tender shall be liable for summary rejection. The power of attorney should be signed by all the partners in the case of partnership concerns, by the proprietor in case of a proprietary concern and by the person who by his signature can bind company in the case of limited company. In the case of Hindu undivided family, the power of attorney should be signed by the 'Karta' who by his signature can bind the family.

17. The bids submitted online should be signed electronically with a Digital Certificate to establish the identity of the tenderer tendering online. The tenderer can obtain the Digital Signature Certificate as per the instructions of step 1 of clause 1 of enclosed **Annexure - IV**.
18. In order to participate in the tender, the tenderer is required to get registered on the e-Procurement portal (<https://cgmfped.abcprocure.com>). Only after online registration of the tenderer, the tenderer shall be allowed to participate in the tenders floated by the C.G.M.F.P Federation using the e-Procurement System. After obtaining the Digital Certificate as mentioned in above S.No. 16 and successfully installed on their system, the tenderer have to be online registered through “**New Bidder Registration**” page of the e-Procurement portal (<https://cgmfped.abcprocure.com>) and mapped their Digital Certificate.
19. The Instructions for submission of online tender (**Annexure - IV**) for tenderers to submit the online tenders will be available on e-Procurement portal <https://cgmfped.abcprocure.com> and the online tender can be submitted as per time and date mentioned in time schedule (**Annexure - V**).
20. The tenderers will have to submit (Upload Scan Copies / fill) his / her offer / credentials online as required in the tender in the online templates in relevant envelopes.
21. The tenderers may refer User Manual for tenderers available online to perform their online activities.
22. The Managing Director, Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited reserves the right to accept / reject any or all the tenders without specifying any reason thereof. He may relax any tender condition.
23. Conditional offer other than on our terms and conditions shall not be accepted.
24. **SUPPLIERS WHO MAY NOT BE IN A POSITION TO MAKE TIMELY SUPPLIES OF QUALITY MATERIAL ACCORDING TO TENDER SPECIFICATION AND GOOD FINISH SHOULD NOT BID.**
25. For the interpretation of the tender conditions, the decision of the Managing Director of Chhattisgarh State M.F.P Federation will be final. In case of any clarification, the tenderer may contact the Managing Director, Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited, Raipur.
26. All the terms & conditions of this tender notice will be binding on the supplier / tenderer.
27. The amendments in this tender notice are possible. The amendments will be available on Federation’s website [www.cgmfped.org](http://www.cgmfped.org) and e-Procurement portal <https://cgmfped.abcprocure.com>. only. The tenderer should regularly view the above

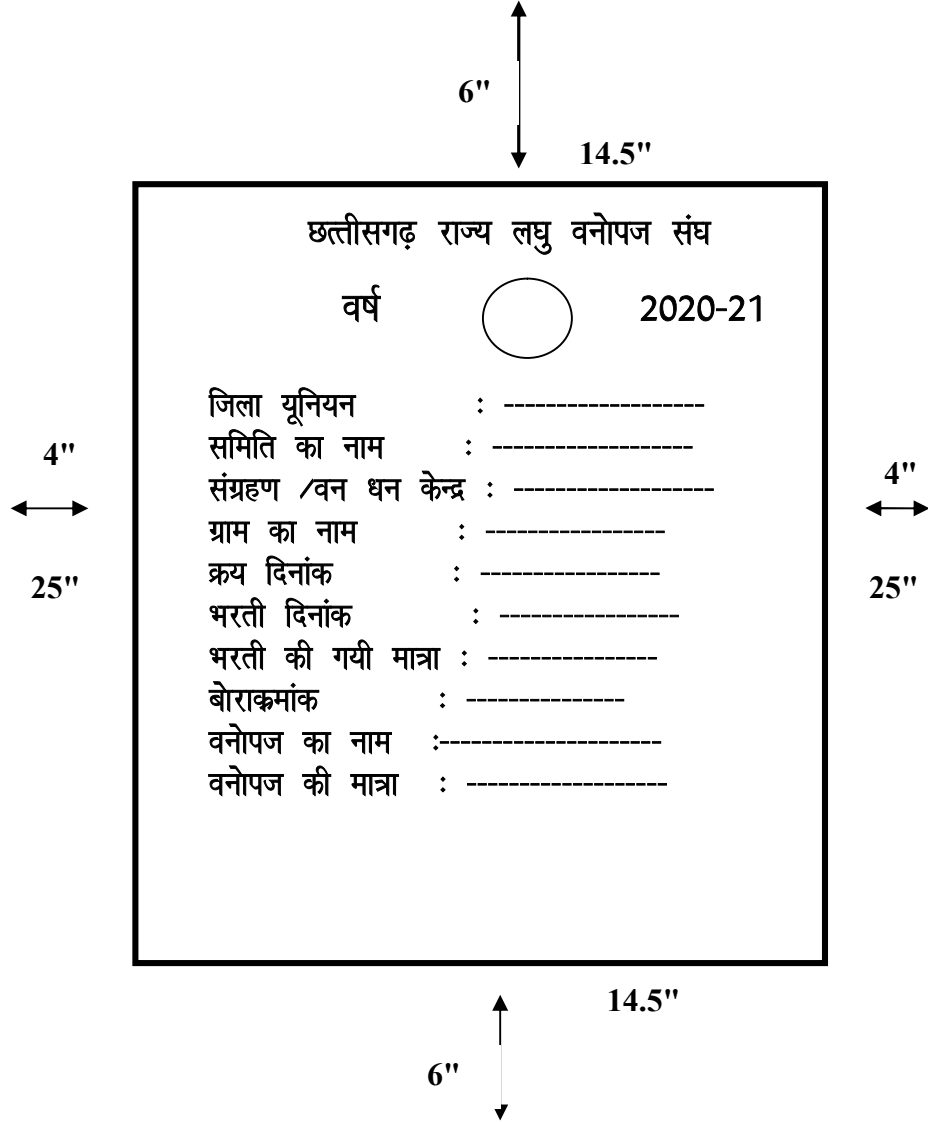
website and portal till the opening of financial bid so that he can take the appropriate action according to the amendments.

28. The online e-tender notification is already available on the Federation's website **www.cgmfpfed.org** and e-Procurement portal **https://cgmfpfed.abcprocure.com**. Only the entities registered with service provider e-Procurement Technologies Ltd (abcProcure) can bid in the tender.

**MANAGING DIRECTOR**

CG State MFP (T& D) Co-op Federation Ltd. Raipur.

**BRANDING PATTERN OF JUTE BAG b- twill of Size 37" x 22.5",  
(IN DARK RED COLOUR)**



## TENDER FORM (Technical Bid)

**CHHATTISGARH STATE MINOR FOREST PRODUCE (T&D) CO-OP. FED. LTD.  
"VAN DHAN BHAWAN " SEC-24, NAVA RAIPUR ATAL NAGAR, PIN CODE -492001 (C.G)**

### ANNEXURE – I

### (Form No. 1)

**Subject :-** Technical bid for supply of approx. 15 Lakhs Jute bags B-twill (J1) as per enclosed specifications given in tender notice for Packing of Minor forest produces in Chhattisgarh for the Season 2020-21.

<b>1. Tender Notification Number</b>		<b>Fed/Jute Bags B-twill/2021/II Dated 02/02/2021</b>
<b>2. Date of opening of Technical Bid</b>		<b>From 16.10 hrs. on 24/02/2021</b>
<b>1.</b>	Status of Tenderer (Select)	Drop Down Menu (INDIVIDUAL, PROPRIETORSHIP FIRM, PARTNERSHIP FIRM, COMPANY, HUF, OTHERS)
<b>2.</b>	(a) Proprietor's Name (In case of Proprietorship Firm) / Name of Karta (In case of HUF)	
	(b) Father's Name / Husband's Name	
<b>3.</b>	<b>Address for Correspondence</b>	
	(a) House No.	
	(b) Street / Location	
	(c) Area / Landmark	
	(d) City	
	(e) District Name	
	(f) State	Selection from Drop down menu (List provided by Federation)
	(g) Pin Code	
<b>4.</b>	Contact No. 1 (Provide STD Code also in case of Landline No.)	
<b>5.</b>	Alternate Contact Nos. (Mobile No.)	
	(a) Contact No. 2	
	(b) Contact No. 3	
<b>6.</b>	Fax No. (Provide STD Code also)	
<b>7.</b>	Alternate E-mail Id	Should be valid E-mail Id
<b>8.</b>	Income Tax P.A.N. ( <b>Scanned Copy to be Uploaded</b> )	

9.	Number of samples of Jute Bags B-Twill (J1) submitted in Federation office as per specifications given in tender notice												
10	Goods and Services Tax Identification Number (GSTIN) ( <b>Scanned Copy of certificate of Goods and Services Tax Identification Number to be Uploaded</b> )												
11	Financial capacity i.e. turn over of the tenderer for the last three years. i.e. 2017-18, 2018 - 19 & 2019 - 20 as per Audited Balance Sheet. (Condition 13 (iii) of the tender notice) ( <b>Scanned Copy to be Uploaded</b> )												
	<table border="1"> <thead> <tr> <th>Financial Year</th> <th>Turnover in Rs.</th> </tr> </thead> <tbody> <tr> <td>2017-18</td> <td></td> </tr> <tr> <td>2018-19</td> <td></td> </tr> <tr> <td>2019-20</td> <td></td> </tr> <tr> <td><b>Average of three years</b></td> <td></td> </tr> </tbody> </table>			Financial Year	Turnover in Rs.	2017-18		2018-19		2019-20		<b>Average of three years</b>	
Financial Year	Turnover in Rs.												
2017-18													
2018-19													
2019-20													
<b>Average of three years</b>													
12.	Registered Address of the office of the tenderer & Locations of the manufacturing unit(s) of Jute fiber/cloth in the proprietorship of the tenderer. (Condition 13 (i) of the tender notice)												
	(a)	Registered Address of the office of the tenderer											
	(b)	Complete addresses of all the manufacturing units of Jute fiber / cloth from Jute											
	(c)	Complete addresses of all the Jute bag b-twill (J1) stitching mills											
13.	<b>Tenderer's Bank Details for Transactions by Federation</b>												
	(a)	Type of Account	Drop Down Menu (Saving Bank A/c / Current A/c / Cash Credit A/c / Over Draft A/c)										
	(b)	Account Number											
	(c)	Name of Bank and Branch											
	(d)	IFSC Code											



14.	<b>Documents to support the ownership of Jute fiber / cloth making unit and Jute bag stitching mill unit. (Scanned copies of document must be uploaded)</b> (Condition 13 (i) of the tender notice)				
S.No.	Type of Unit (Jute bags cloth making / Jute Bag Stitching Unit)	Name of the Document Issuing Office	Scanned Copy of Document enclosed (Yes / No)	Document Issue Date	Production Capacity as per document (If mentioned)
1.					
2.					
3.					
4.					
15.	<b>The details of Jute bags or Jute cloth sold by the tenderer in last three financial years (Condition 13 (ii) of the tender notice)</b> <b>(Scanned copies of the documents to be uploaded)</b>				
S.No.	ITEM	2017-18	2018-19	2019-20	
1.	Jute bags sold (Numbers)				
2.	Length of Jute cloth of 2.20 yards" width sold in lakh meters				
16.	Name of the person signing the tender				
17.	Capacity in which the person is signing the tender (Condition 15 (i) of the tender notice)				

**I / We hereby submit Technical Bid for supply of Jute Bags as per terms & conditions of the above mentioned notification of Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited., Raipur which are acceptable to me / us. I / We are aware that while evaluating the bid, if any, of the items mentioned above is not found meeting the requirement of the tender notice, the bid will not be accepted.**

## **E.M.D. Details**

### **(Form No. 2)**

<b>1.</b>	Earnest Money Deposit (E.M.D.) for Jute Bags b- twill ( J1)	<b>Rs. 10, 00,000.00</b>
<b>2.</b>	No. of Jute Bags Proposed	<b>15 Lakhs</b>

## Acceptance of Undertaking (Form No. 3)

<b>1.</b>	I / We undertake to abide by the terms & conditions of tender notice along with Annexures.
<b>2.</b>	I / We undertake to make the entire supply as per delivery schedule of tender notice.
<b>3.</b>	I / We undertake to make the supplies in about 30 Destinations as per the requirement after approval of the sample at MFP Federation level.
<b>4.</b>	In the event of tender being accepted, we agree to furnish balance Security Deposit within twelve days of dispatch of acceptance of the tender / offer.
<b>5.</b>	I / we am / are not black listed or otherwise debarred from tendering / supplying from any State or Central Govt. Department / Agency / Undertaking.

## Documents to be uploaded

### (Form No. 4)

1.	Scanned copy of PAN Card (For all)
2.	Scanned copy of Aadhaar Card of Managing Director of the Company and in case of Partnership firm Aadhaar Card of at least two of Partners required, in case of Hindu Undivided Family (HUF) Aadhaar Card of Karta and one adult family member is to be enclosed (For all)
3.	Scanned copy of certificate of Goods and Services Tax Identification Number (GSTIN) (if applicable)
4.	Scanned copy of Partnership Deed (if applicable)
5.	Scanned copy of Certificate of Company Incorporation and List of Latest Directors of Company (if applicable)
6.	Scanned copy of Power of Attorney (if applicable)
7.	Scanned copy of list of family members in case of H.U.F.
8.	Scanned copy of documents as per condition 13 (i)
9.	Scanned copy of the documents for the Annual sale of Jute fiber and Jute bag cloth in the year 2017-18 as per condition 13 (ii)
10.	Scanned copy of the documents for the Annual sale of Jute fiber and Jute bag cloth in the year 2018-19 as per condition 13 (ii)
11.	Scanned copy of the documents for the Annual sale of Jute fiber and Jute bag cloth in the year 2019-20 as per condition 13 (ii)
12.	Audited Balance Sheet of the tenderer for the year 2017-18 as per condition 13 (iii)
13.	Audited Balance Sheet of the tenderer for the year 2018-19 as per condition 13 (iii)
14.	Audited Balance Sheet of the tenderer for the year 2019-20 as per condition 13 (iii)
15.	Any other relevant Document

## TENDER FORM (Technical Bid)

**CHHATTISGARH STATE MINOR FOREST PRODUCE (T&D) CO-OP. FED. LTD.  
"VAN DHAN BHAWAN " SEC-24, NAVA RAIPUR ATAL NAGAR, PIN CODE -492001 (C.G)**

### ANNEXURE – II

#### (Form No. 1)

1. Tender Notification Number	<b>Fed/Jute Bags B-twill/2021/II Dated 02/02/2021</b>										
2. Date of opening of Financial Bid	<b>From 15.00 hrs. on 02/03/2021</b>										
1.	<p>I / We submit Financial bid for the supply of Jute bags (J1) as per terms &amp; conditions of tender notice of Chhattisgarh State Minor Forest Produce (Trading &amp; Development) Co-operative Federation Limited, Raipur which are acceptable to me/us.</p> <p><b>RATE QUOTED ARE INCLUSIVE OF GOODS AND SERVICES TAX (GST) INCLUDING LOCAL BODIES TAXES (IF APPLICABLE FROM THE POINT OF DESPATCH, INSURANCE, FREIGHT FROM DESPATCHING POINT TO SPECIFIED DESTINATION IN CHHATTISGARH AND ANY OTHERS) FOR DELIVERY AT ANY DESTINATION IN CHHATTISGARH.</b></p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; width: 80%;"> <thead> <tr> <th style="padding: 5px;">Name of the Item</th> <th style="padding: 5px;">Rate per Jute bag b-twill (J1) (In Rs.)</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;"><b>Basic rate</b> of Jute bags (J1) as per specifications of the tender notice</td> <td style="width: 150px;"></td> </tr> <tr> <td style="padding: 5px;"><b>Goods and Services Tax (GST)</b></td> <td></td> </tr> <tr> <td style="padding: 5px;">Other Taxes if any</td> <td></td> </tr> <tr> <td style="padding: 5px; text-align: center;"><b>F.O.R Total</b></td> <td></td> </tr> </tbody> </table>	Name of the Item	Rate per Jute bag b-twill (J1) (In Rs.)	<b>Basic rate</b> of Jute bags (J1) as per specifications of the tender notice		<b>Goods and Services Tax (GST)</b>		Other Taxes if any		<b>F.O.R Total</b>	
Name of the Item	Rate per Jute bag b-twill (J1) (In Rs.)										
<b>Basic rate</b> of Jute bags (J1) as per specifications of the tender notice											
<b>Goods and Services Tax (GST)</b>											
Other Taxes if any											
<b>F.O.R Total</b>											
2.	Name of the person signing the tender										
3.	Capacity in which the person is signing the tender (Condition 15 (i) of the tender notice)										

**I / We hereby submit Financial bid for supply of Jute Bags (J1) as per terms & conditions of the above mentioned notification of Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited., Raipur which are acceptable to me / us. I / We are aware that while evaluating the bid, if any, of the items mentioned above is not found meeting the requirement of the tender notice, the bid will not be accepted.**

## **Acceptance of Undertaking**

### **(Form No. 2)**

<b>1.</b>	I / We undertake to abide by the terms & conditions of tender notice along with Annexures.
<b>2.</b>	The proposed rates are valid up to 45 days from the date of opening of Financial Bid but not later than 75 days of the opening of the Technical Bid.

## ANNEXURE - III

**CHHATTISGARH STATE MINOR FOREST PRODUCE (T&D) CO-OP. FED. LTD.**

**"VAN DHAN BHAWAN " SEC-24, NAVA RAIPUR ATAL NAGAR, PIN - 492001**

**Phone: 0771-2513100 to 2513110**

**E-Mail : mfpfed.cg@nic.in**

**Website : www.cgmfpfed.org**

**Tender Notice Notification No./Fed./ Jute bags B-twill /2021/II dated 02.02.2021**

### **TERMS AND CONDITIONS OF THE SUPPLY OF JUTE BAGS B- twill Bags**

1. The supplier / tenderer shall be deemed to have carefully examined the terms and conditions, specifications, etc. of the goods to be supplied. If he has any doubt as to the meaning of any portion of the conditions, specifications he may, refer to the Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd., and get clarification.
2. The supplier / tenderer shall not assign or sub-let his contract or any substantial part thereof to any other agency without the approval of Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd.
3. All the stocks supplied shall be of best quality and conform to the specifications, trademark laid down for them and strictly in accordance with the approved standard samples. The decision of the Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd. shall be binding upon the supplier and in case of any article supplied is not being approved, then expenses or loss caused to M.F.P. Federation as a result of rejection or replacement of supplies, shall be entirely to the account of the supplier.
4. The Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd. or his duly authorized representative shall at all reasonable time access and examine the materials and workmanship of the goods.
5. In case goods other than of the approved quality, make or size are supplied, the same shall have to be replaced immediately by the supplier without extra cost. Any expenses or loss caused to M.F.P. Federation on whose behalf purchase has been made, shall be in account of the supplier.
6. The supplier should ensure that the goods inspected and approved by the Inspection Agency authorized by Federation to ascertain the quality material primarily. At the time of loading, the supplier should ensure that the seals of the Inspection Agency are intact on all the bales. The inspection and sealing charges of inspection agency will be borne by CGMFPPED. If in the inspection, the goods are not found in conformity with the given specification / approved quality, make or size, the same will be rejected and the supplier shall have to replace the same immediately without any extra cost. Any expenses incurred / loss suffered by CGMFP Federation on this a/c shall be debited to the supplier's a/c.

**CGMFPPED can also conduct a joint inspection if required and in case joint inspection is not carried out along with the surveyor within the given time, it would**

**be presumed that the complaints made by the consignees are quite genuine and loss sustained by the consignees, shall be recovered from the supplier.**

7. The rejected articles must be removed by the supplier from the destination wherever they may be, within fifteen days of the date of inspection. The Purchaser concerned will take care of such materials but in case of delay the purchaser shall not be responsible for any loss, shortage, damage, etc. If the supplier fails to lift the materials within the above prescribed period, extra storage charges will be recovered at the rate of five paise per bag per day.
8. The supplier shall be responsible for the proper standard packing so as to avoid damage under normal conditions of transport by road and shall ensure delivery of the materials in good condition to the consignee at respective centers. In the event of any loss, damage, torn / cut or any shortage found on checking / inspection of the materials by the consignee, the same shall be debited to the supplier's account.
9. The Proposed **rate (Basic Rate, G.S.T and Other Taxes if any should be mentioned separately)** per Jute bag (J1) on F.O.R destination basis, will be valid up to 45 days from the date of opening o Technical Bid.
10. The Managing Director Chhattisgarh MFP Federation can repudiate the contract of supply at any time, at the risk and cost of the supplier, if the supplies are not made up to satisfaction of CG State MFP (T&D) Co-op. Federation.
11. The supplier / tenderer shall furnish a Bank Guarantee / Demand Draft of a schedule bank equivalent to 5% (five per cent) value of the ordered quantity after adjustment of the Earnest Money Deposit in favour of Managing Director Chhattisgarh MFP Federation, Raipur towards "Security Deposit" within fifteen days of issue of firm order. **THE BANK GUARANTEE MUST BE VALID UPTO 30/06/2021 OTHERWISE THE BANK GUARANTEE SHALL NOT BE ACCEPTED.** If the security deposit is not deposited within the specified time, the supply order will be cancelled, the EMD will be forfeited and the tenderer may be black listed for future transactions with Federation by the Managing Director Chhattisgarh MFP Federation, Raipur for a maximum period of 3 years. No interest shall be paid by CG State MFP (T&D) Co-op. Federation on such security deposit.
12. Remittance charges on payment made to the supplier will be borne by the supplier.
13. **Supply / Delivery Schedule:** The supplies shall be made strictly as per the following schedule –

<b>40% of the ordered quantity</b>	-	<b>up to 20/03/2021</b>
<b>100% of the ordered quantity</b>	-	<b>up to 30/03/2021</b>
<b>Any additional quantity</b>	-	<b>up to 10/04/2021</b>

However, Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd., Raipur may extend delivery period on specific and genuine reason given by the supplier maximum up to 10 days for each slab but subject to imposition of penalty @ 2% of the value of the stock.



**The contract period is up to 31/05/2021** The bags will be supplied to the different destinations in the sequence specified by the Managing Director CG State MFP (T&D) Co-op. Federation from time to time.

If the supplier fails to supply the bags according to the time schedule specified in firm order, it will be treated as breach of terms and conditions and will result in forfeiture of full/part EMD / Security Deposit by Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd., Raipur and further render the supplier responsible and liable for damage/loss specially the extra cost incurred by the purchaser for procurement of the unsupplied material from open market. The value of damage/loss will be assessed by the Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd., Raipur and will be final and binding on the supplier. In addition, the supplier can also be black listed by the Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd., Raipur for future transactions with Federation for a maximum period of 5 years.

#### **14. Evaluation of Tender:**

**14.1 Goods and Services Tax (GST):** For evaluation of tenders, the price comparison of Manufacturing Units situated out of Chhattisgarh State will be compared inclusive of Goods and Services Tax (GST) vis - a - vis manufacturing units situated within Chhattisgarh exclusive of Goods and Services Tax (GST).

- 15. Insurance:** The goods will be delivered at the centers in perfect condition. Transit Insurance coverage has to be taken by the supplier in favour of Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd., Raipur to the extend of 110% of the total value of the consignment before effecting dispatches covering 'all risks' against any loss by theft, destruction or damage by the fire, flood and exposure to weather or otherwise (war, rebellion, riot, etc.) from dispatching point to delivery point. In case of compensation/claim arising due to any reason, the purchaser shall get the claim directly from the insurance company. The insurance charges will be borne by the supplier.
- 16. Payment:** No advance payment shall be made. The payment against bill for supply of a particular consignment fulfilling all conditions shall be made by MFP Federation within 30 days of receipt of stock from Managing Director District Co-operative Union at the destination.
- 17.** The stock shall be inspected for specifications by the Agency nominated by Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd. at supplier's cost. In addition to quality and quantity inspection, the agency at the Cost of the supplier shall also do loading supervision.
- 18.** The supplier shall insure that intimation of dispatch about the stock is sent to the concerned Managing Director District Union on the day of dispatch only by quick service available so that the consignee is in a position to make necessary arrangement for taking delivery of the stock at the center / location where the stock have to be delivered by the suppliers, as per the supply order. Copy of such intimation should also be dispatched to Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd., Raipur on the same day.

19. All legal proceedings, if necessity arises to initiate by any of the parties Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd. or supplier shall have to be lodged in Courts situated in Raipur.
20. Any dispute arising in connection with this agreement not amicably settled, would be referred to the arbitrator i.e. three-member Committee appointed by Chhattisgarh Govt. Raipur who will act as sole arbitrator and the verdict of the arbitrator shall be final and binding on both the parties.
21. The Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd. shall have the right to accept or reject any or all tenders without assigning any reason thereof.
22. Allocation of quantity / destinations to any tenderer shall be at the sole discretion of the Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd.
23. Any condition other than those mentioned above, shall not be accepted.
24. Any conditional offer shall be rejected summarily.
25. The Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd. reserves the right to increase or decrease or cancel quantity mentioned in the tender notice or supply order at any time without assigning any reason at the risk and cost of the suppliers/tenderer.
26. There will not be any negotiation regarding the rates proposed in the tender form but if the rate quoted by the two or more tenderers is the same, the lowest tenderer will be decided by drawing the lottery after opening of the tenders.
27. For the interpretation of the tender conditions, the decision of the Managing Director, Chhattisgarh State Minor Forest Produce (T & D) Co-operative Federation Ltd. will be final.

The above terms and conditions from 1 to 27 are accepted to us and these conditions will constitute the conditions of contract between me/us and Managing Director CG State MFP (T&D) Co-op. Federation, the moment our tender / proposal is accepted and firm supply order is issued.

**Note : - Since the document is being submitted as a part of digitally signed tender document in e-tendering process, so the physical signatures of the tenderer and Managing Director, Chhattisgarh State Minor Forest Produce (Trading & Development) Co-op. Federation Limited are not available on this document.**

**MANAGING DIRECTOR**  
CG State MFP (T& D) Co-op Federation Ltd. Raipur

## Annexure – IV

### Instructions for the Submission of the Online Tender (Condition 18 of Tender Notice)

**Note:** The following steps need to be carried out for online submission of the Tender. Detailed instructions for each of the steps are given in the Tenderer's Manual on the Home Page of <https://cgmpfed.abcprocure.com>.

#### 1. Sequence of steps for online tender submission:

##### Step 1 – To obtain Digital Signature Certificate (DSC):

The DSC is issued by an approved certifying authority, authorized by the Controller of Certifying Authorities (CCA), Government of India. The individual may obtain information required for issuance of a Class II / Class III DSC from the Controller of Certifying Authorities ([www.cca.gov.in](http://www.cca.gov.in)). The tenderer will have to obtain DSC from <https://cgmpfed.abcprocure.com> or any other CCA approved agency.

DSC is issued upon receipt of mandatory identity proofs and verification letters attested by a Gazetted Officer. Only upon the receipt of the required documents, a DSC can be issued.

**Important Note:** The offers submitted online should be signed electronically with a DSC to establish the identity of the tenderer. In case, during the process of a particular tender, the user loses his/her DSC (eg. due to virus attack, hardware problem, operating system problem etc.) he may not be able to submit the offer online. Hence the users are advised to back up the certificate and keep the copies at safe places under proper security to be used in case of emergencies.

In case of online tendering, the DSC issued to the authorized user of a firm and used for electronic tendering will be considered equivalent to no-objection certificate / power of attorney to that user. The firm has to authorize a specific individual via an authorization certificate signed by all partners to use the DSC as per Indian *IT Act 2000*. Unless the certificate is revoked, it shall be assumed to represent adequate authority of the user to submit tender on behalf of the firm for the Chhattisgarh State Minor Forest Produce (Trading & Development) Co-op. Federation Limited as per *Information Technology Act 2000*. The DSC of this authorized user will be binding on the firm. It shall be the responsibility of management / partners of the registered firm to inform the Certifying Authority or Sub-Certifying Authority, if the authorized user changes, and apply for a fresh Digital Signature Certificate and issue a fresh '**authorization certificate**' for the new user.

The same procedure holds true for the authorized users in a Private / Public company. In this case, the authorization certificate will have to be signed by the directors of the company.

**Step 2 – Online registration of intending tenderer:**

In order to participate in the tender, the tenderer is required to be registered on the e-Procurement portal (<https://cgmfped.abcprocure.com>). Only after online registration of the tenderer, the tenderer shall be allowed to participate in the tenders floated by the C.G.M.F.P. Federation using the e-Procurement System.

The following Registration Fee will be charged by the Service Provider (i.e. e-Procurement Technologies Limited) from the tenderer:

Sl. No.	Description	Charges	Service Tax @ 18%	Total Amount
1.	Online Registration (Valid for One Year)	Rs. 3000/-	Rs. 540/-	Rs. 3540/-

**Documents required for Registration with the e-Procurement portal**

- (I) **In case of Renewal** – No documents required for renewal of registration on the e-procurement portal.
- (II) **In case of New Registration** – The following documents required along with online registration form :-

**(a) Individual or Proprietorship Firm –**

**Any one ID Proof and One Address Proof** (Attested by Banker or Notary or Gazetted Officer as well as Self Attested)

ID Proof	PAN Card	Address Proof	Electricity Bill
	Passport		Passport
	Voter ID		Voter ID
	Driving License		Driving License
	Aadhaar Card		Bank Pass Book

**(b) Partnership Firm –**

- (i) **Any one ID Proof and One Address Proof** (Attested by Banker or Notary or Gazetted Officer as well as Self Attested)

ID Proof	PAN Card	Address Proof	Electricity Bill
	Passport		Passport
	Voter ID		Voter ID
	Driving License		Driving License
	Aadhaar Card		Bank Pass Book

- (ii) **Partnership Deed** details which have to be attested by partners with their company seal.

**(c) Pvt. Ltd. Company –**

- (i) **Any one ID Proof and One Address Proof** (Attested by Banker or Notary or Gazetted Officer as well as Self Attested)

<b>ID Proof</b>	PAN Card	<b>Address Proof</b>	Electricity Bill
	Passport		Passport
	Voter ID		Voter ID
	Driving License		Driving License
	Aadhaar Card		Bank Pass Book

- (ii) **Any one of the Organization proof issued by Government** (Attested by authorized signatory of Organization alongwith organization seal)

- **Certificate of Incorporation**
- **Articles of Incorporation**
- **Memorandum of Association**

**(d) Hindu Undivided Family (H.U.F) –**

**Any one ID Proof and One Address Proof** (Attested by Banker or Notary or Gazetted Officer as well as Self Attested)

<b>ID Proof</b>	PAN Card	<b>Address Proof</b>	Electricity Bill
	Passport		Passport
	Voter ID		Voter ID
	Driving License		Driving License
	Aadhaar Card		Bank Pass Book

**(e) Others –**

- (i) **Any one ID Proof and One Address Proof** (Attested by Banker or Notary or Gazetted Officer as well as Self Attested)

<b>ID Proof</b>	PAN Card	<b>Address Proof</b>	Electricity Bill
	Passport		Passport
	Voter ID		Voter ID
	Driving License		Driving License
	Aadhaar Card		Bank Pass Book

- (ii) **Any other relevant documents**

The scanned copies of all required documents as above and payment proof of required fees for New Registration and payment proof of required fees for renewal are required to be submitted by the intending tenderer to e-Procurement Technologies Limited (abcProcure). After verification of the above documents the e-Procurement Technologies Limited (abcProcure) will register the Tenderer and inform by the e-mail accordingly.

After obtaining the Digital Signature Certificate successfully installed on their system, the tenderer have to be online registered through “**New Bidder Registration**” page of the e-Procurement portal (<https://cgmpfed.abcprocure.com>) and mapped their Digital Signature Certificate.

After online registration your registration will be approved by the Service Provider and intimate the same to the tenderer. The tenderer will be inform about the Tenderer’s Code, login Id & password. The login Id and password will be required for online tender preparation and the Tenderer’s Code will be used for making EMD payment through RTGS / NEFT mode, if opted for.

### **Step 3 – Online tender preparation**

#### **Technical Bid Envelope**

1. Filling of Tenderer’s Information - Form No. 1 of **Annexure – I**
2. E.M.D Details – Form No. 2 of **Annexure – I**
3. Acceptance of Undertaking - Form No. 3 of **Annexure – I**
4. Documents to be uploaded - Form No. 4 of **Annexure – I**
5. Acceptance of Terms and Conditions - **Annexure – III**

#### **Financial Bid Envelope**

1. Filling of Form No. 1 of **Annexure – II**
2. Acceptance of Undertaking - Form No. 2 of **Annexure – II**

### **Step 4 – Online payment of E.M.D**

E.M.D can be paid online through Net-banking / Debit Cards / Credit Cards / RTGS / NEFT mode. In case, RTGS / NEFT mode is opted for, the detailed procedure is given below at point no. 2.2.

It will be solely the tenderer’s choice to select any of these payment options viz. Net-banking / Debit Cards / Credit Cards / RTGS / NEFT, best suited to him. It is understood that the tenderer is aware of the payment cycle and other technical requirements / payment process under each of these modes. It is tenderer’s responsibility to see that the amount of EMD is credited to C.G.M.F.P Federation.

### **Step 5 – Final submission of the tender.**

#### **2. Other Information:**

##### **2.1 Set-up of Machine:**

In order to operate on the e-Procurement System, following minimum operating system and hardware is required.

- Windows XP with service pack 3
- Windows vista / windows 7
- Browser Internet Explorer 7, 8 or 9

- Minimum bandwidth 512 kbps
- Minimum RAM 2 GB

## 2.2 Procedure of payment of EMD through RTGS / NEFT mode :

Since RTGS / NEFT payments are settled by RBI in batches, intended EMD amount is required to be paid at least one day in advance of online tender submission by following procedure:

A. Please mention the following details while making the RTGS / NEFT payment from your Bank:

(i) Beneficiary account number – This will be in the following format:

**<CGMF+ Tenderer Code>**

For example, in case your Tenderer Code is ABC66215, the beneficiary account number will be **CGMFABC66215**.

(ii) Beneficiary bank branch - **ICICI Bank, CMS, Mumbai**

(iii) Beneficiary IFSC code - **ICIC0000104**

B. After completing the online tender preparation formalities, select RTGS / NEFT payment option at the EMD payment screen. Upon doing so, you shall be able to view the funds already remitted by you through NEFT / RTGS as available balance in beneficiary account. Tenderer should note that available balance against their name in ICICI Bank is not E.M.D amount available with C.G.M.F.P Federation.

C. Please proceed to deposit the E.M.D from available balance. Upon doing so, the required amount to be paid for the E.M.D, shall get appropriately deducted from the amount remitted and payment of E.M.D shall be confirmed & receipt will be generated in real time.

D. In case there is excess remittance i.e. money not transferred for use as E.M.D, the refund of the same can be claimed by the tenderer simultaneously. On submitting refund request, the amount would be transferred in the bank account opted by you by next working day.

E. In case, tenderer wants to utilize the excess fund (i.e. the remaining available balance) for participating in next round of tender by Federation under e-Procurement portal, they may do so instead of taking refund.

**Please feel free to get in touch with our e-procurement support team / ICICI Bank support team in case any clarification is required.**

## 2.3 Submission of Online Offers:

C.G.M.F.P Federation will not be responsible for any failure on part of the tenderer in submission of the Tender and/or the EMD etc. before scheduled time

and date, for any reason whatsoever, including, inter-alia, non-credit of said amounts of EMD and therefore no claims shall be entertained on these grounds.

Under this online payment system for e-Tendering, the tenders will not be submitted / received by C.G.M.F.P Federation unless the EMD is received / credited before scheduled time and date. Hence, tenderer shall remit the said amount well in advance. It is clarified that the Tenders will not be considered for opening if EMD is not received/ credited before schedule time and date, for any reason whatsoever.

**The tenderer is advised to submit his / her tender as well as pay the EMD amount well before the cut-off time and date to avoid any inconvenience on account of any problem e.g. system slow down or network problem.**

#### 2.4 Helpline:

For any assistance regarding Registration on e-Procurement portal, DSC, online tender form submission and other points of e-tendering process, please contact our service provider :-

e-Procurement Technologies Ltd., Ahmedabad on following contact details

**Phone No.: 079 68136878 / 45 /49 / 50 / 54 / 48 / 33**

**Email ID – support@abcprocure.com**

For Registration Support:

<b>Mr. Himalay Vaishnav</b>	-	<b>(Mb – 09081003339)</b>
<b>Mr. Sonu Tank</b>	-	<b>(Mb – 06353217080)</b>
<b>Ms. Satabdi Dey</b>	-	<b>(O – 07935022167)</b>

For Technical Support:

<b>Mr. Nandan Valera</b>	-	<b>(Mb – 9081000427)</b>
<b>Mr. Nikhil Khalas</b>	-	<b>(Mb – 9374519729)</b>

For any assistance regarding banking transactions, please contact ICICI Bank, Civil Lines, Raipur at the following numbers:

<b>Mr. Aman Chandan</b>	-	<b>(Mb – 8585015366)</b>
<b>Mr. Shoeb Danish</b>	-	<b>(Mb – 9406204554)</b>

**MANAGING DIRECTOR**  
**Chhattisgarh State Minor Forest Produce**  
**(Trading & Development) Co-op.**  
**Federation Limited**



## Time Schedule

### Annexure – V

(Annexure to Tender Notice No. Fed/Jute Bags B- twill /2021/II dated 02/02/2021)

### Tender Details for Purchase of Jute Bags

(Condition 18 of Tender Notice)

Tender Detail	
General Detail	
Tender Id :	System Generated
Tender No :	Fed/Jute Bags B-twill /2021/II Dated 02/02/2021
Department Name :	Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited
Scope of work :	Purchase of Jute Bags for Minor Forest Packing for the Season 2020-21 in Chhattisgarh
Tender Details :	Purchase of Jute Bags for Minor Forest Packing for the Season 2020-21 in Chhattisgarh
Mode of Tender Submission :	Online
Tender Type :	Open
Type of Contract :	Purchase of Jute Bags
Bidding Type :	National
Consortium :	Not Allowed
Download Tender Documents :	Before Login / After Login
Purchaser Location :	Any where in India
Key Dates	
Document Download Start Date & Time :	06/02/2021 from 17:00:00
Document Download End Date & Time :	24/02/2021 up to 15:30:00
Starting Date & Time of online Bid Submission:	17/02/2021 from 11:00:00

Last Date & Time of online Bid Submission:	24/02/2021 up to 16:00:00
Last Date & Time of Submission of samples in Federation Office, Raipur :	24/02/2021 up to 16:00:00
Date & Time of opening of Technical Bid :	24/02/2021 from 16:10:00 onwards
Date & Time of opening of Financial Bid (The tenderers who qualified in the Technical Bid) :	02/03/2021 from 15:00:00 onwards
Bid Validity Period (Days) :	Till the decision of tender
Project Duration :	As per tender document
Document to be submitted Physically :	NIL
<b>Tender Activity configuration</b>	
Mode of EMD payment :	<b>Online</b>
<b>Payment Details</b>	
EMD Amount :	As per tender document
<b>Details</b>	
Eligibility Criteria :	As per tender document
General Terms and condition :	As per tender document
Other Details :	As per tender document
Product / Service / Works Keywords :	Purchase of Jute bags B-twill