



HARYANA AGRO INDUSTRIES CORPORATION LIMITED

(A Haryana State Undertaking)

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Sector - 4, Panchkula

Expression of Interest for Empanelment of Manufacturers/Processors/Suppliers for supply for Fortified Mustard oil/other edible oils to HAICL for PDS supply within the State of Haryana

The Government of Haryana has launched Retail Expansion Plan project (Under brand Name "Har-Hith"), this project is implemented by Haryana Agro Industries Corporation Limited, for set-up of franchisee based retail outlets .Broad objective of the project is to provide an alternate channel to promote entrepreneurship, provide best quality products at discounted prices, help in promoting State owned MSME/NGO/SHG/FPO and other manufacturer with in the state, to promote retail policy of Haryana Government and to generate employment across the State. Going forward, the organization would help generate market for innovative products across perishable & consumer goods that will further promote entrepreneurship and manufacturing efficiency in the State.

It has been proposed to set up 2000 retail stores/outlets across the 22 districts of Haryana, which will help in boosting the spirit of entrepreneurship and generating favorable employment.

For this purpose, HAICL intends to invite EOI from Manufacturer/Processors/ Suppliers, meeting minimum criteria as specified in Para-B for supply of Fortified Mustard oil/other edible oils within the state of Haryana for further supply to Food & Supply department (PDS supply). This engagement shall be for a period of 01 year (one year) which can further be extended for 01 more year solely on discretion of MD, HAICL, based upon their supply performance. Existing suppliers, who are already engaged with HAICL for supply of fortified mustard oil to food & supply department, also have to reapply against this EOI document for fresh empanelment.

The application form and other terms & conditions can be downloaded by the interested parties from HAICL website www.haic.co.in .The period of downloading of EOI document and further submission of documents starts from 07.04.2025 at 10:00 am and ends on 24.04.2025 at 5:00 pm. If any interested Manufacturer/Processors/ Suppliers is having any queries related to this EOI

document then same can be submitted via email at haicpk1@gmail.com before closure date.

Introduction

HAICL invites application from Manufacturers/Processors/Suppliers for supply of Fortified Mustard oil/other edible oils for further supply to Food & Supply department (PDS supply), meeting minimum eligibility as described in Para B of this document.

HAICL tenders are floated on regular basis on government of Haryana Portal (Haryana Single e-procurement Portal at <https://etenders.hry.nic.in>) and additionally HAICL has engaged private service provider M/s Star Agribazaar and M/s NCDEX e-Markets Ltd to facilitate bidding process from the selected manufacturers/processors/suppliers for procurement through online platform. In any case, before participation in e-bidding/e-tender process, interested Manufacturers/Processors/Suppliers need to empanel themselves with HAICL. Only empaneled suppliers can participate in e-tendering process.

Further, HAICL empaneled manufacturers/processors/suppliers will be required to register themselves on the service provider portal prior to participate in the bidding process. The bidding process shall be based on reverse bidding.

A. Scope of Work:

a. Empanelment and Registration on E-Portal of HAICL

Interested manufacturers/processors/suppliers need to follow following processes before participation in bidding/tendering process:-

- I. Intending Processors/Suppliers shall submit application online on mentioned mail ID (haicpkl@gmail.com) in the prescribed format (duly filled in) along with supporting documents or documents can be submitted at HAICL Corporate Office, Sector-4, Panchkula.
HAICL reserves the right to accept or reject any or all applications without assigning any reason thereof. The issue of this document does not in any way commit or otherwise obliges HAICL to proceed with all or any part of EOI process. The EOI is not the subject of any process of contract or any contractual obligations between HAICL and prospective manufacturer/processor/supplier.
- II. HAICL empaneled manufacturers/processors/suppliers will be required to get themselves registered on <https://www.agribazaar.com> and www.neml.in portal, appointed by HAICL for bidding assistance in procurement process.
For further assistance kindly contact Mr. Jai Bhagwan from Agribazaar Team (#9255979652) and Mr. Virender Chaudhary from NeML team (#7021355750).
- III. Manufacturer/processor/supplier will be required to authorize a person to manage online bids through bidding portal or as directed as per tender document.

b. Participation in e-Bidding /e-Tender Process

- i. HAICL does regular newspaper publication before each tender, tender documents are also available at HAICL website (www.haic.co.in) and government of Haryana Portal (<https://etenders.hry.nic.in>). Empaneled manufacture/ Processor/ Suppliers can only participate in these tenders. Tenders are parallely conducted on service provider and e-procurement portal. Interested bidder can participate on both portals or either one of it.
- ii. Selected manufacturer/processor/supplier will be intimated by the service provider regarding upcoming tenders on regular basis. This tender document/contract will provide details regarding eligibility criteria, quality specifications for products, order quantity, delivery points and timelines.
- iii. If empaneled supplier is interested to participate in e-bidding process on service provider portal then he needs to deposit an EMD before participation in the bidding process on service provider portal. The successful bidder will submit 2% security deposit of total contract value, whereas EMD amount per bidding will be Rs.10,000(Ten Thousand only).The EMD amount of unsuccessful participants will be returned.
- iv. Manufacturer/processor/supplier will be required to complete the registration on e-procurement portal by obtaining a digital certificate for the same. Post payment of tender document fees, empaneled supplier can submit the technical and financial bid as per tender document. Details for the same will be mentioned in tender document.
- v. Product that HAICL is buying via e-bidding/tendering process and have forward linkage then MD, HAICL is authorized to seek both ex-mill and F.O.R. rates in case of institutional supplies on basis of designated place as confirmed by indenting department, same will be mentioned in contract note.
- vi. The selected manufacturer/processor/supplier will be required to supply products in the pack sizes and packaging specified by HAICL.
- vii. The selected manufacturer/processor/supplier will be required to supply products as per grades specified in tender document, floated along with contract note on bidding platform.
- viii. Neither the Department nor the concerning authority will be responsible for any fluctuation of prices in Domestic Market or International Market and no request or representation for revision of rate will be entertained during the contract period.
- ix. Packing material Specification should be as per FSSAI Guidelines, Packing date, best before date and other nutritional information to be mentioned on the packs.
- x. Design/ label/ Printed Matter on the packets to be shared by HAICL. The Oil will be supplied with Har-Hith Brand name and logo. Desired printing information (Details related to PACKED BY/MARKETED BY) to be printed as per requirement of HAICL, same will be specified in contract note in detail.

c. Quality Assurance and Sampling: -

- i. HAICL reserves the right to upgrade/modify the specifications of the items from time to time, same will be mentioned in contract note.
- ii. Manufacturer/processor/supplier will submit the NABL accredited lab report before each supply. HAICL will do random batch wise sample pickup from manufacturing set up of suppliers and same will be subjected to lab testing
- iii. Before accepting supplies any random pack of items will be/may be subject to Lab testing as per specification and same can be compared with Lab testing report submitted by supplier, if Lab testing report is not found satisfactory or in accordance with sample submitted, a penalty as per contract note will be imposed.

d. Warranty of Material: -

- i. The supplier shall be responsible for quality of the material being supplied to HAICL as per shelf-life criteria specified in accordance with FSSAI guidelines. Same will be mentioned in contract note.
- ii. Quality should not deteriorate in terms of soundness, wholesomeness and fitness for human consumption provided the oil is stored in ambient conditions by Government authorities.
- iii. The suppliers should meet the requirement of contract note specifications, supplier will be responsible for any legal action under FSSAI or any other statutory provision arising due to any non-conforming quality of supplies as per these specifications.
- iv. Shelf life should be as per FSSAI specifications only, FSSAI certification number should be labelled on each bottle, F+ logo, nutritional values per 100 gm or any other information as desired by Food & supply department should be printed on each product.

e. Penalty clause for quality issues or Delay in supply:-

- i. For any supply delay, a penalty will be charged from the seller as per following mentioned terms & conditions specified by indenting department: -

Sr. No.	No. of Days	Qty to be supplied	Penalty for delayed supply on the remaining qty on tender rate
1	up to 1st week	25%	0.10%
2	up to 2nd week	50%	0.20%
3	up to 3rd week	75%	0.30%
4	up to 4th week	100%	0.40%

Further, in case of delayed supply, HAICL reserves the right to cancel the trade and source the balance quantity from open market at risk & cost of the seller. However, the delay can be condoned and penalties can be waived off at the discretion of the Managing Director, HAICL if certain conditions related to supply and payments are beyond control.

- II. If the supplied materials are rejected based on the final quality report, then the seller must replace the stocks within 7 days' time. If the seller fails to replace the stock against the rejected Qty within 7 days, the trade will be cancelled and proportionate EMD and SD of the Seller will be forfeited and if such incidence is repeated more than 2 times, empanelment and successive registration of the supplier will be cancelled from service provider portal and such supplier will be blacklisted by HAICL for further participation in bidding/e-tender process

f. **Payment:** -

Payment terms for commodity items supply, for institutional client will be as follows:-

- I. HAICL to release the HAICL to release the 90 % Payment to seller post successive delivery/ Inspection, subsequently Proof of delivery (POD) received from the supplier/logistic partner at block level delivery and NABL accredited lab report submitted by supplier and balance 10% payment to be done after district wise final POD receipt received from Food & Supply department.
- II. As per Section 51 of the CGST Act, 2017, HAICL- as a PSU, is liable to deduct TDS under GST @ 2% on payments made to the supplier of taxable goods and/or services where the total value of such supply- supply under individual contract exceeds RS.250000/- . Therefore, HAICL is deducting the TDS at the rate of 2% under GST Act.
- III. HAICL is deducting TDS under Income Tax Act also under section 194-Q on the purchase of goods @ 0.1% on payment made to supplier of taxable goods and /or services where the total value of such supply- supply under individual contract exceeds exceed Rs. 50 Lakhs.

If any other change in payment terms occurs, same will be specified in contract note terms & conditions.

g. Plant Hygiene and Right to do Plant Visit: -

Before empanelment of supplier, HAICL appointed committee will check and verify the documents as per eligibility parameters mentioned in "Para B" of this EOI document. For those suppliers whose documents are satisfactory as per eligibility parameters, procurement division will seek the details of the running brand from the respective supplier firms and empanelment will be issued to only those firms for which running market samples (brand in which they are supplying to market either in general trade or Modern Trade) have passed the quality test related to adulteration and simultaneously fortified mustard oil sample will be picked up from the plant of potential supplier at time of random plant visit before empanelment and same will be subjected to adulteration as well as fortification test in NABL accredited labs, only after receiving satisfactory lab report, fresh empanelment will be considered.

Additionally, plant hygiene, plant infrastructure, plant processing capacity, automatic bottle filling unit, mechanized agitator, storage tank availability etc. will be checked both in terms of performance and hygiene before any empanelment is issued. Inspection reports will preferably be submitted within 03 days by the inspection committee. The bidder/firms whose inspection has already been carried by HAICL appointed committee (in case of old suppliers of HAICL), may be exempted from fresh inspection to save the time.

h. Schedule of Supply

Schedule of supply will be shared along with purchase order, supplier need to strictly adhere to that schedule otherwise penalty as per contract note terms and conditions will be imposed.

i. Reverse Bidding and Selection Criteria: -

- I. Procurement of Fortified Mustard oil by HAICL will be via reverse bidding process, upon opening of the price bid, a reverse auction platform will be created, displaying only the item wise L1 price, no indication will be available in the portal to anybody regarding number of bids and name of bidders.
- II. The system will display L1 landed price, at the end of the reverse auction, the L1 bidder has to submit the breakup of the prices conforming to the lowest landed rate quoted by him in the reverse auction.
- III. The L1 bidder after reverse auction will be responsible to ensure that landed rate

as per the breakup of prices provided by him after the reverse auction and L1 landed rate offered by him in the reverse auction is exactly same, otherwise it may be treated as withdrawal of offer and will attract penal action.

- IV. While giving the breakup, the bidder will have to consider same rate of taxes and duties as quoted while submitting the e-price bid.
- V. Financial bid on government of Haryana portal will be opened for all technically qualified Bidders. All the technically qualified bidders/their authorized representatives can present at the time of opening of the Financial Bids

j. Bid Cancellation Right: -

- i. HAICL reserves the right to cancel the bid if the bidders participating in the bidding process are not participating diligently and are not submitting bids in a fair manner. The bidders should not submit bids, which are detrimental to the bidding process and likely to cause disruption or disturb the market equilibrium.
- ii. HAICL may at its sole and absolute discretion, in the best interest of the entire bidding process and other participants at large, with or without giving notice to any such bidder and/or without assigning any reasons whatsoever, may cancel the bid or debar/disqualify such bidder in the bidding process. The decision of HAICL in this regard shall be final and binding on all the bidders.
- iii. Also, HAICL reserves the right to cancel any of the bid if the participating suppliers are furnishing wrong information in the affidavit and submitting false documents and in addition the security amount and bank guarantee (if any) shall be forfeited / encased.

Further, Managing Director, HAICL in his discretion and upon facts and circumstances of each case, may impose penalty/fine as deemed fit.

k. General Terms & Conditions: -

- i. Negotiation with all the suppliers will take place as per Latest Negotiation policy of Haryana State Government.
- ii. In case multiple bidders matched the rate of Fortified mustard oil post negotiation then work order will be issued to multiple suppliers in shared quantity in order to expedite the supplies as quantity is huge in case of Institutional requirement. Percentage of quantity allocated to each supplier will depend on his plant capacity as well as supply efficiency (timeline of successful delivery), only after ascertaining the credentials, capabilities and operational efficiencies related to supply chain, calculated on basis of previous supply experience quantity allocation will be done.
- iii. Since, this empanelment is happening for PDS supply and 07 districts are allocated to HAICL by food & supply department for supply of Fortified mustard oil, addition of multiple firms against supply in 07 districts leads to logistical challenges, disruption of current operations and administrative burdens as managing supply, monitoring performance/tracking deliveries, monitoring quality and ensuring the timely delivery of goods and services to the districts is a task that requires significant coordination and oversight. So limited suppliers empanelment is preferred up to 05 suppliers but not more than 07 suppliers. Manufacturer/Processor/Suppliers who are extremely professional in their work conduct (related to supply efficiency and quality product supply) based on their proven supply track record to any government institution will be empaneled

- iv. As it is conveyed multiple times by indenting department that ensuring timely supply is of utmost importance so only those manufacturer/processors/suppliers will be empaneled by HAICL (maximum up to 07) who are not empaneled by any other agency that provides similar scope of work as mentioned in this EOI document. In case, any such agency is empaneled on false disclosure of documents at time of empanelment then allocation of work will not be provided to him. Sole purpose of engagement of such kind of manufacture/processor/supplier is to engage only those efficient suppliers who are can exclusively focus on HAICL assigned supply orders.

B. Minimum Eligibility Criteria-Institutional Supplies: -

Interested Manufacturer/processor/supplier must fulfill the below mentioned eligibility parameters for empanelment as Fortified mustard oil/other edible oils suppliers. Non-conforming proposals will be rejected and will not be eligible for any further processing.

Sr. No.	Requirement
1	The bidder (a Business Entity) shall mean a company registered in India under the Companies Act, 1956 or 2013 or a partnership firm registered under the Limited Liability Partnership Act of 2008/Proprietor and operating for at least last 3 (Three) years as on March 31, 2023.
2	<p>The Bidder/ firms should have Fortified Kachchi Ghani Mustard Oil Mill / Processing unit/ Packaging unit with valid FSSAI license and following infrastructure and machines:-</p> <p>a.) Bidder/firms must have its own Mustard Oil Production/Processing Unit with a valid FSSAI license, GST registrations (Mills on Lease will not be eligible).</p> <p>b.) The Bidder/firm must have minimum 4 head automatic bottle filling plant installed and running in the Mill.</p> <p>c.) The Bidder/firm must have mechanized agitator in running condition for fortification of Mustard Oil with Vitamin A & D.</p> <p>d.) The Bidder/firm must have minimum storage tank having capacity of 100 MT to store Loose Mustard Oil.</p>
3	The interested manufacturer/ processor/ supplier, supplying Fortified mustard oil/ other edible oils must have advisably more than 05 years supply experience in Modern Trade /General Trade (But not less than 03 years, in any case),
4	<p>Supplier should have mandatory 2 years' experience for supply of mustard oil to any State/ Centre Govt. Dept./ PSU under any government scheme during 02 years in last 05 years (Including 2024-25). However, the MSME's may be considered eligible on this parameter subject to the condition that they submit all requisite documents along with the technical bid as per the relevant latest notification issued by the state Government of Haryana on the subject</p> <p>HAICL will empanel 05 manufacture/processor/supplier (maximum 07 suppliers), if application seeking fresh empanelment are more than 05 than those manufacturer/processor/suppliers will be considered who have supplied minimum 15 lakh litre of mustard oil/annum in consumer packs during any given year, in last 05 mentioned years to any State/ Centre Govt. Dept./ PSU under any government scheme.</p>

5	The Bidder/firm must have minimum average annual turnover of Rs. 30 Crores in last three financial years.
6	The Bidder/firm must submit a self - certificate / undertaking to the effect that it has not been debarred / blacklisted by any of the Central / State Departments as on date of publication of this EOI document or any criminal case is not registered against the firm or its own partners anywhere in India.
7	The bidder/firms will submit last three financial years ITR i.e. 2022-23, 2023-24,2024-25 duly audited by chartered accountant to be attached with their UDIN No.
8	Solvency certificate of minimum Rs.50 Lakh issued by any scheduled bank.
9	Certificate from the Bank regarding credit limits enjoyed minimum Rs.50 Lakh.
10	The bidder must have a valid PAN and GST registration certificate
11	The bidder should not have been defaulted or blacklisted in earlier supplies of HAICL, Central / State Departments / Agencies
12	Empanelment with HAICL as per EOI parameters (available on website www.haic.co.in) prior to publication of this tender document with successful visit of supplier Plant/Warehouse/Processing unit for checking the production facility

Note:- If more than 07 Manufacturer/Processor/Suppliers are found eligible/technically qualified based on all the eligibility parameters/criteria mentioned in this EOI document, then solely on discretion of MD, HAICL more than 07 Manufacturer/Processor/Suppliers can be considered for empanelment.

C. Documents required to get registered at e-portal:

Post Empanelment issued by HAICL, self-attested copies of below mentioned documents need to be submitted for registration on service provider portal of M/s Star Agribazaar and NeML.

1. Empanelment letter issued by HAICL
2. Valid PAN and GSTIN Copy (Self-attested copies to be submitted)
3. Copy of Cancelled Cheque
4. Aadhaar card copy of the Authorized person/signatory/Owner.
5. Partnership deed copy, in case of Partnership firm
6. Company Incorporation certificate, In case of Company
7. Authority Letter/BR in the name of Authorized person.
8. Any other document required as per the eligibility clause of this document
9. Valid supply order copy/ invoice proof/Supply agreement in lieu of Institutional supply items

Note:-HAICL empaneled Manufacture/Processor/Suppliers can directly participate in tender floated on government of Haryana Portal (Haryana Single e-procurement Portal at <https://etenders.hry.nic.in>) post following mandatory guidelines as mentioned in tender documents.

D. Evaluation of applications

All received documents to be examined and evaluated by HAICL appointed committee. The committee shall evaluate details submitted by the interested manufacturers/processors/suppliers and examine the documents provided vis-a-viz requirements specified in the EOI document. HAICL reserves its right to accept or reject any or all the applications and/or ask for any additional and/or missing documents from the interested manufacturer/processor/supplier (s).

The selected manufacturer/processor/supplier(s) will be informed regarding acceptance of their application(s) and accordingly empanelment will be issued to them. Post empanelment, selected manufacturer/processor/supplier(s) will be eligible to participate in the HAICLe-auctions/e-tenders.

Annexure- 1

Application Letter

To,
The Managing Director, HAICL,
Bays No. 15-20, Sector – 4, Panchkula

Ref. EOI vide no. _____

Dear Sir,

I/We have thoroughly examined and understood all the terms and conditions as contained in the EOI and agree to abide it.

I/We hereby offer to supply Fortified Mustard oil/other edible oils (as directed and specified by HAICL).

Yours faithfully,

Authorized Signatory

Annexure-2

Registration Form for Service Portals

S. No.	Particulars	Details	Page No.
1	Name of Interested manufacturer/processor/supplier		
2	Firm type (Private limited, LLP or Limited, Proprietorship, Partnership)		
3	Registered office		
4	Name of proprietor/partner/director		
5	E-mail Address		
6	Telephone No./ Mobile No.		
7	Certificate of registration or certificate of incorporation issued by the concerned authority/Partnership Deed etc.		
8	CA certificate (in lieu of Turnover)		
9	GSTIN Number		
10	PAN Card Copy		
11	FSSAI License		
12	Authority letter		

13	Address proof of the authorized signatory namely Telephone Bill/ copy of passport / electricity bill/ voter ID		
14	Cancelled cheque		
15	Aadhar Card		
16	Purchase orders/Invoices/Agreement (in lieu of experience)		
17	Non-black-listing certificate (Annexure-III)		
18	Self-declaration on the letter head in lieu of supplying experience		

Note:- Above documents should be self-attested.

**Signature of authorized person
(seal of Company/Firm)**

Date:

Place:

Annexure-3

Non Blacklisting Certificate
(Affidavit Stamp paper of Rs.100)

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 Govt. of India/or any State or Govt. undertakings nor any contract awarded to us for such works have been **rescinded/terminated** on account of our default, prior to the date of this bid.
3. The undersigned hereby authorize(s) and request(s) any bank, person, firm or corporation to furnish pertinent information deemed necessary and requested by the Department to verify this statement or regarding my (our) competence and general reputation.
4. The undersigned understand and agrees that further qualifying information may be requested and agrees to furnish any such information at the request of the Department/ Project implementing agency.
5. I*/We* hereby submit that our firm M/s _____
(with complete address) has never been 'Black-listed'/ debarred by any Utility / any State / Central Govt., Department / PSUs till date nor we are facing / filed any Litigation proceedings regarding debarring (black listing) with either of the above said Agencies / States. Detection of false declaration / statement at any stage of the entire process of Bid / execution of work shall lead to penalty as deemed fit by the HAICL including forfeiture of earnest money, BG and termination of contract.
6. I*/We* hereby submit that our firm M/s _____
(with complete address) has not been involved in any major litigation that may have an impact of affecting or compromising the delivery of product supply services to HAICL.
7. I*/We* hereby submit that our firm M/s _____
(with complete address) has not been prosecuted for violation rules / law under Essential Commodities Act or any such others law or orders there under in any court of law.

(Signed by an Authorized Officer of the Firm) Title of

Officer:-

Name of Firm:-

Date:-

