



# **HARYANA AGRO INDUSTRIES CORPORATION LIMITED**

**(A Haryana State Undertaking)**

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**Registered Office:**  
Bays No. 15-20  
Sector - 4, Panchkula

**EXPRESSION OF INTEREST FOR CONTINUOUS REGISTRATION/  
EMPANELMENT OF PROCESSORS/SUPPLIERS FOR SUPPLY OF  
ESSENTIAL FMCG PRODUCTS (PULSES, SPICES, SUGAR, DRY FRUITS,  
RICE, CEREALS & CEREAL PRODUCTS, FLOUR & FLOUR MIXES ETC.) TO  
HAICL SPECIFIED DELIVERY POINTS WITHIN THE STATE OF HARYANA**

Government of Haryana is proposing to launch Retail Expansion Plan project by Haryana Agro Industries Corporation Limited for retail outlets for Consumer Goods. Broad objective of the Organization 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, promote retail policy of Haryana and 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 processors/suppliers, meeting minimum criteria as specified in Para C, for supply of essential FMCG products (Pulses, Spices, Sugar, Rice, Dry Fruits, Cereals & Cereal Products, Flour & Flour mixes etc.) to specified delivery points within the state of Haryana.

The application form and other terms & conditions may be downloaded by the interested parties from HAICL website [www.haic.co.in](http://www.haic.co.in) and [www.agribazaar.com](http://www.agribazaar.com)

Currently, the interested parties are advised to register at [www.agribazaar.com](http://www.agribazaar.com) and in near future, the interested parties will register on [www.haicl.agribazaar.com](http://www.haicl.agribazaar.com)

1. Intending Processors/Suppliers shall submit application online in the prescribed format (duly filled in) along with supporting documents
2. 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.

### **Introduction**

HAICL invites application from manufacturers/processors/suppliers for various varieties of pulses, spices, dry fruits, sugar, rice, cereals and cereal products, flour & flour mixes etc. meeting minimum eligibility as described in Para C of this document.

HAICL has engaged private service provider [www.agribazaar.com](http://www.agribazaar.com) to facilitate bidding process from the selected manufacturers/processors/suppliers for procurement through online platform. In such a case, the selected manufacturers/processors/suppliers will be required to register on portal in order to participate in the bidding process. The bidding process shall be based on reverse bidding.

### **A. Scope of Work:**

#### **a. Registration on E-Portal of HAICL and supply conditions**

- i. Selected manufacturers/processors/suppliers will be required to get themselves registered on <https://www.agribazaar.com> portal appointed by HAICL for bidding assistance for procurement process.
- ii. The interested suppliers are requested to submit all the requisite documents at the website. HAICL and Star Agri Bazaar will check/verify the document and proceed/register with eligible application for participation in bidding in future. For further assistance kindly contact Mr. Praveen Kumar :- 7507011222 or Ms.Pooja Kundoo : 9654971043.
- iii. Manufacturer/processor/supplier will be required to authorize a person to manage online bids through bidding portal.

#### **b. Participation in Bidding Process**

- i. Selected manufacturer/processor/supplier will be intimated by HAICL and the e service provider about the tenders/contracts listed in portal on regular basis.

- ii. The contract will provide details including quality specifications for products, order quantity, delivery points and timelines. The supplies should be ensured along with test report from a recognized lab.
  - iii. Manufacturer/processor/supplier will be required to deposit an EMD before participation in the bidding process. The successful bidder will submit 5% security deposit of total contract value, whereas 2% EMD will be adjusted in security deposit. The EMD amount of unsuccessful participants will be returned.
  - iv. The selected manufacturer/processor/supplier will be required to do FOR deliveries at HAICL specified delivery points within Haryana.
  - v. The selected manufacturer/processor/supplier will be required to supply products in the pack sizes and packaging specified by HAICL.
  - vi. The selected manufacturer/processor/supplier will be required to supply products as per grades specified in tender document floated on e bid platform. Same are mentioned in Annexure (3 to 8).
- c. Sampling :-** Selected suppliers are required to submit minimum 2 packets of samples of not less than 250gm of each item which they have bid. Name of the supplier and name of the item must be mentioned on the sample.
- d. Quality Assurance (Visual Appearance and Lab Testing): -**
- i. HAICL reserves the right to upgrade/modify the specifications of the commodities from time to time.
  - ii. Visual inspection of the sample shall be done at time of receiving of goods and same shall be compared with the master sample received earlier by HAICL appointed officer before accepting supplies.
  - 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.
- e. 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. Table is given below for further illustrations:

Sr. No.	Name of Commodity	Minimum Shelf Life Guarantee (Months)	Extension of Shelf Ilfe (Months)
1	Whole and Split Pulses	6	3
2	Rice	6	3
3	Cereal & Cereal Products	6	3
4	Sugar	6	3
5	Flour & Flour Mixes	3	3
6	Cashew Kernals	3	3
7	Almonds	3	1
8	Raisins	3	1
9	Cardamom	3	0
10	Ajwain Seeds	6	3
11	Cloves	12	3
12	Asafoetida/Hing	6	3
13	Fenugreek Seeds	6	3
14	Fennel Seeds	6	3
15	Black Pepper	3	3
16	Coriander Seeds	6	3
17	Cumin Seeds	6	3
18	Coriander Seeds	6	3
19	Turmeric	6	3
20	Chillies	6	3

- ii. The suppliers should meet the requirement of HAICL specifications and suppliers 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.

**f. Penalty clause for quality or delay :-**

- i. All suppliers are required to supply the material within 5 working days of the purchase order. Stock delivered after due date of delivery will be liable for penalty at Rs. 20/MT per day.
- ii. Default in supplies either wholly or partly, post extended delivery period, on account of quality or quantity or delay in supply may result in cancellation of the contract and undelivered quantity may be sourced from other sources at risk and cost of the manufacturer/supplier.
- iii. If supplies received is not meeting the agreed quality specifications, stock will be rejected In the event of stock rejection at the HAICL depot, the Supplier will replace the rejected supplies at its own cost

within 5 calendar days. The replacement supplies will undergo assaying and if the same are found to be not conforming to specified quality parameters then such stocks will also be rejected. If again the Supplier fails to replace the rejected stock within 3 calendar days, contract will be cancelled and EMD will be forfeited. On 3 consecutive stock rejections the supplier will be black listed and maybe debarred from further bidding.

**g. Payment:** - Payment terms for supplies shall be 7-10 days from the date of receipt of material. In case of sample picked up for lab testing, payment shall be done after satisfactory laboratory report about the quality of material.

**h. Plant Hygiene and Right to do Plant Visit:** - The selected manufacturer/processor/supplier should maintain the plant hygiene as per the FSSAI standards. HAICL is having authority to visit plant at any time and can also do surprise check of facilities.

**i. Reverse Bidding and Selection Criteria:** -

- i. Procurement of commodities 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.

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

**C. Minimum Eligibility Criteria**

- i. Interested Manufacturer/processor/supplier may either be a sole proprietorship firm/ Partnership firm (duly registered under the provisions of Indian Partnership Act of 1932 as amended from time to time) or a Company (registered under the relevant provisions of Companies Act of 1956 or 2013).
- iii. Interested Manufacturer/processor/supplier must have following registrations and certifications and shall provide a self-attested copy of all the certificates with the application:
  - a. FSSAI registration
  - b. GST registration
- iv. The manufacturer/processor/supplier must possess all required statutory permissions from concerned State/ Central Government authorities to undertake processing activities and storage unit.
- v. The interested manufacturer/processor/supplier should not have been prosecuted for violation of rules / laws under the Essential Commodities Act or any such other laws or orders there under in any court of law and shouldn't have been blacklisted by any State/Central Govt. body/ Public Sector Undertaking at any point of time in India.
- vi. The interested manufacturer/processor/supplier should not be involved in any major litigation that may have an impact of affecting or compromising the delivery of services as product supplier to HAICL.

- vii The interested manufacturer/ processor/ supplier supplying commodities preferably should have more than 01year experience in supply. The proof may be in form of invoice/work order etc.
- viii. The successful /supplier should submit quality test report from a recognized testing lab against each supply as per specifications mentioned in annexure 3 to 8 or as specified time to time by HAICL. The cost of testing will be borne by successful supplier.

**D. Documents required to get registered at e-portal:**

1. **Valid PAN and GSTIN Copy (Self attested copies to be submitted)**
2. **Copy of Cancelled Cheque**
3. **Aadhar card copy of the Authorized person/signatory/Owner.**
4. **Partnership deed copy, in case of Partnership firm**
5. **Company Incorporation certificate, In case of Company**
6. **Authority Letter/BR in the name of Authorized person.**

**Self-attested copies of all above given Documents.**

**E. Evaluation of applications**

All received documents to be examined by the portal and scan copies to be shared with the committee of HAICL. 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 would be eligible to participate in the HAICL e-auctions.

**Application Letter**

To,  
The Managing Director,  
HAICL, Head Office  
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 essential FMCG products (as directed and specified by HAICL).

Yours faithfully,

Authorized Signatory



**Registration Form****1. Supporting Documents**

Name of Interested manufacturer/processor/supplier	
Firm type (Sole Prop/ Partnership/ Company/ Cooperative)	
Registered office	
Name of proprietor/partner/director	
GSTIN Number	
PAN Card Copy	
FSSAI License	
Address proof of the processing/manufacturing and storage unit (electricity bill, etc.)	
Valid lease agreement in case of leased facility or exemption certificate	
The address proof of the authorized signatory, namely, Telephone Bill/ copy of pass port / electricity bill/ voter ID proof should be submitted along with the application.  The address proof in respect of the firm shall be either certificate of registration or certificate of incorporation issued by the concerned authority.	

**2. Declaration**

Self-declaration for not been blacklisted by any State/Central Govt. body/ Public Sector Undertaking at any point of time in India	
Self-declaration for not been involved in any major litigation that may have an impact of affecting or compromising the delivery of product supply services to HAICL	
Self-declaration for 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.	

Date:

Place:

## Quality Specification for Spices

Sr.No	Product Name	Moisture (Maximum)%	Volatile oil(ml/100g) (Minimum)%	Total Ash (Maximum) %	Acid Insoluble Ash (Maximum) %	Extraneous matter (Maximum)%	Shrivelled/ Damaged/broken seeds (Maximum) %	Crude fibre on dry basis (Maximum) %	Non-volatile ether extract on dry basis (Minimum)%
1	Ajwain Seeds	11	1.5			2	2		
2	Mustard Seeds	10	0.3	6.5	1	2	2		28
3	Black Pepper Whole	13	2	6		1	2		6
4	Green Cardamom	12	3.5	9.5		1			
5	Black Cardamom	12	1	8	2	1			
6	Red Chilli Whole	11		8	1.3	1	5		
7	Cloves Whole	12	17			1	2		
8	Coriander whole	9	0.1	7	1.5	1	2		
9	Cumin Whole	10	1.5	9.5	3	3	5		15
10	Fenugreek Whole	10		5	1.5	2	0.3	18	
11	Fennel Seeds	12	1	10	2	2	5	15	
12	Pepper Black Powder	12.5	1.75	6	1.2			17.5	6
13	Amchur Powder	12		6	1.5			6	
14	Coriander Powder	9	0.09	7	1.5			28	12
15	Red Chilli Powder	11		8	1.3			30	12
16	Cumin Powder	10	1.3	9.5	1.5				15
17	Hing Powder	12		15	2.5				
18	Garam Masala Powder	12	0.5		1.5			20	7.5
19	Turmeric Powder	12		9	1.5				

## Annexure 4

## Quality Specification for Dry Fruits

Sr.No	Product Name	Extraneous matter (Maximum) %	Moisture (Maximum)%	Acid insoluble ash (Maximum) %	Immature & shrivelled capsules/ split % (m/m) (Max.)	Insect damaged matter %	Acidity of extracted oil, expressed as oleic acid , %(Max)	Oil content (m/m), % (Minimum) %	Sugared raisins, % percent by weight. (Maximum)	Damaged/ Discoloured units (m/m)%
1	Almonds	1	6	0.1	4	1	1.25	45		2
2	Cashew	1	5	0.1	2	0.5	1.25			
3	Raisins		15		6				15	

## Annexure 5

## Quality Specification for Pulses

Sr.No	Product Name	Moisture (Maximum) %	Extraneous matter (per weight)%	Other edible grains(max)Per weight %	Damaged grains per weight (max) %	Weevilled grains(max) /count %	Uric acid(max)	Aflatoxin(max)
1	MASUR WHOLE	14	1 per cent. ( which not more than 0.25 per cent. mineral matter 0.10 per cent. by weight shall be impurities of animal origin	3	5	6	100 mg. per kg.	30 micrograms per kilogram.
2	URAD WHOLE	14	1 per cent. ( which not more than 0.25 per cent. mineral matter 0.10 per cent. by weight shall be impurities of animal origin	4	5	6	100 mg. per kg.	30 micrograms per kilogram.
3	MOONG WHOLE	14	1 per cent. ( which not more than 0.25 per cent. mineral matter 0.10 per cent. by weight shall be impurities of animal origin	4	5	6	100 mg. per kg.	30 micrograms per kilogram.
4	CHANA WHOLE	14	1 per cent. ( which not more than 0.25 per cent. mineral matter 0.10 per cent. by weight shall be impurities of animal origin	4	5	10	100 mg. per kg.	30 micrograms per kilogram.

Sr.No	Product Name	Moisture (Maximum) %	Extraneous matter (per weight)%	Other edible grains(max)Per weight %	Damaged grains per weight (max) %	Weevilled grains(max) /count %	Uric acid(max)	Aflatoxin(max)
5	RAJMA	14	1 per cent. (which not more than 0.25 per cent. mineral matter 0.10 per cent. by weight shall be impurities of animal origin	4	5	6	100 mg. per kg.	30 micrograms per kilogram.
6	SPLIT PULSE (DAL) ARHAR	14	1 per cent.(which not more than 0.25 per cent. mineral matter 0.10 per cent. by weight shall be impurities of animal origin	0.5	5	3	100 mg. per kg.	30 micrograms per kilogram.
7	SPLIT PULSE (DAL) MOONG	14	1 per cent.(which not more than 0.25 per cent. mineral matter 0.10 per cent. by weight shall be impurities of animal origin	4	5	3	100 mg. per kg.	30 micrograms per kilogram.
8	SPLIT PULSE (DAL) URAD	14	1 per cent.(which not more than 0.25 per cent. mineral matter 0.10 per cent. by weight shall be impurities of animal origin	4	5	3	100 mg. per kg.	30 micrograms per kilogram.
9	DAL CHANA	14	1 per cent. ( which not more than 0.25 per cent. mineral matter 0.10 per cent. by weight shall be impurities of animal origin	2	5	3	100 mg. per kg.	30 micrograms per kilogram.

Sr.No	Product Name	Moisture (Maximum) %	Extraneous matter (per weight)%	Other edible grains(max)Per weight %	Damaged grains per weight (max) %	Weevilled grains(max) /count %	Uric acid(max)	Aflatoxin(max)
10	SPLIT PULSE MASUR	14	1 per cent. ( which not more than 0.25 per cent. mineral matter 0.10 per cent. by weight shall be impurities of animal origin	2	5	3	100 mg. per kg.	30 micrograms per kilogram.

## Annexure 6

### Quality Specification for Flour & Flour Mixes

Sr.No	Product Name	Moisture (Maximum) %	Total ash (Maximum) %	Acid insoluble ash (Maximum) %	Crude fibre on dry basis (Maximum) %	Alcoholic extract with 90 percent of alcohol (Minimum) %
1	Besan (Gram flour)	12.5	5	0.5		0.1
2	Maida	14	1	0.1		0.12
3	Wheat Porridge ('Dalia ")	10	2.25	0.2	1.5	0.1
4	Semolina (Suji or Rawa)	14.5	1	0.1		0.18
5	Wheat Flour (Atta)	14	2	0.15		0.18

## Quality Specification for Rice

Sr. No.	Product Name	Moisture (Max.)%	Extraneous matter (per weight)% max	Sucrose (max)%	Damaged grains per weight (max) %	Weevilled grains(max) /count %	Uric acid (max)	Aflatoxin (max)
1	Rice	16(obtained by heating the pulverised grains at 130oC-133Oc)	1 per cent. ( which not more than 0.25 per cent. mineral matter 0.10 per cent. by weight shall be impurities of animal origin		5	10	100 mg. per kg.	30 micrograms per kilogram.



## Quality Specification for Sugar

Sr. No.	Product Name	Moisture (Max.)%	Extraneous matter (per weight)% max	Sucrose (max)%	Damaged grains per weight (max) %	Weevilled grains(max) /count %	Uric acid (max)	Aflatoxin (max)
1	Sugar	5		98				