



ANDHRA PRADESH STATE CIVIL SUPPLIES CORPORATION LIMITED
(A State Government Undertaking)

REQUEST FOR PROPOSAL

EMPANELMENT OF SUPPLIERS FOR SUPPLY OF 1423.000
KLs of BUFFALO GHEE IN 100 ML PACKET FORM TO BPL
CARDHOLDERS IN AP ON THE EVE OF CHANDRANNA
SANKRANTHI KANUKA 2018 THROUGH YES BANK
PLATFORM WITH ANTARES SYSTEMS LTD.,

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Web site: www.apscsc.gov.in

**ANDHRA PRADESH STATE CIVIL SUPPLIES CORPORATION LIMITED
(A STATE GOVT. UNDERTAKING)**

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Empanelment of suppliers for supply of Buffalo Ghee in 100 ml Packet form under gift pack on the eve of CHANDRANNA SANKRANTHI KANUKA 2018 to BPL families by Government of Andhra Pradesh

The APSCSCL has invited applications Zone Wise from the eligible Buffalo Ghee processing dairies/ Cooperative Federation Dairies for enrolment as registered suppliers for supply of buffalo Ghee. The procedure for enrolment, registration and terms and conditions of supply under the e-procurement mode for supply of Buffalo Ghee is detailed below:-

APSCSCL shall follow e-procurement mode and has entrusted the same to Tenderwizrad for conducting electronic auction system for procurement of **Buffalo Ghee in 100 ml packet form** from registered suppliers.

- The participation will be Zone Wise. The bidder can participate in any zone basing on their production, supply and capacity.

1. SCOPE OF WORK:-

1.1. The APSCSCL Ltd being the appointed agency for procurement of buffalo Ghee by Government of Andhra Pradesh proposes to procure the buffalo Ghee for specific consumption Chandranna Sankranthi Kanuka - 2018 from the Ghee Processing dairies / Cooperative Federation Dairies through e-procurement process.

1.2. **The requirement of Buffalo Ghee is 1430.000 KLS approximately which is to be supplied to the MLS points of (13) districts Zone wise in AP State.** The list of Zones and approximate quantity of the Ghee required under Scheme may be seen in Annexure-1. The quantities indicated in respect of each district may vary depending upon the requirement and demand as indented by the department from time to time. The e-reverse auction will be conducted Zone Wise.

1.3. The buffalo Ghee will be procured from the registered Ghee Processing dairies/ Cooperative Federation Dairies as per the eligibility criteria mentioned in Section-2.

1.4. In order to facilitate registered Ghee Processing dairies/ Cooperative Federation Dairies to participate in e-procurement process, registration with Tenderwizrad is mandatory. The procedure for registration with tenderwizrad is detailed in Annexure-3

1.5. The inspection and evaluation of samples will be carried out in accordance with specified quality parameters as per the procedure stipulated in section-7.

1.6. After satisfactory supply of the tendered items by the Successful Bidder within the stipulated time, Payment will be released by APSCSC Ltd to the suppliers within 20 working days from date of submission of bills only after stock receipts confirmations received from concerned District Managers and acknowledged quantities by Incharge MLS Points as per the procedure stipulated in Section-11 through TenderWizard platform to the respective account of the suppliers by electronic fund transfer.

1.7 The procedure for enrolment and registration of suppliers, terms and conditions of supply of Buffalo Ghee is detailed below. Some of the clauses to these terms & conditions may be amended if necessary, prior to the conduct of e-auction. Details of such amendments will be uploaded in the website www.apscsc.gov.in for the information of participants.

2. ELIGIBILITY / PREQUALIFICATION CONDITIONS.

2.1. Persons having own Ghee processing dairies / Cooperative Federation Dairies i.e. manufactures only are eligible to apply for registration as registered suppliers.

2.2. The Ghee processing dairies/ Cooperative Federation Dairies should have valid trade license, import license (If applicable), GST registration (If applicable) issued by concerned authorities. They should be in operation for past two years.

2.3. The Ghee processing dairies/ Cooperative Federation Dairies should have proper valid license by the concerned authority for manufacturing/processing and storing of Buffalo Ghee.

2.4. The Ghee processing dairies/ Cooperative Federation Dairies should have been in operation for at least past three years. They should possess valid GST registration issued by concerned authorities.

2.5 The firm/applicant should not have been Blacklisted / convicted for any offences or violation of any State or Central act such as essential commodities act etc or any criminal offence under IPC.

2.6 The annual turnover should not be less than 50 (Fifty) crores per annum during any one of the last 3 years.

2.7 The manufacturer/processor should have an experience of 3years of supply of Ghee to any Government agency.

2.8 The Manufacturer/Processor and associated units should not have been penalized/blacklisted by any Government agency during supplies of Ghee .

3.DOCUMENTS TO BE FURNISHED ALONG WITH APPLICATION FOR REGISTRATION.

3.1 The Ghee processing dairies/ Cooperative Federation Dairies should have proper valid license by the concerned authority for manufacturing/processing and storing of Buffalo Ghee - Copy of which will have to be furnished.

3.2 Attested copy of audited balance Sheet and profit / loss account for past three years duly certified by Chartered Accountant if it is a own manufacturing unit.

3.3 Applicants shall submit attested copy of the Income Tax returns of last three years with a copy of a PAN card attested by authorized signatory.

3.4 Attested copy of Certificate of registration under GST as applicable.

3.5. An affidavit on Rs 100 non judicial stamp paper and Notarized, regarding

3.5.1. Not having been prosecuted for violation rules / law under Essential Commodities Act or any such others law or orders there under in any court of law.

3.5.2. Not having been black listed by any organization or Government for non-performance of contractual obligation.

3.6 In case of partnership firm or Co-operative or Corporate, the Ghee processing dairies/ Cooperative Federation Dairies, should furnish a copy of the partnership deed or bye law or memorandum as the case may be. In case of partnership firms the share holding pattern should be duly certified by the Chartered Accountant along with details of name, age, education and experience of the partners. In case of Co operative / corporate body copy of letter of authorization to the Chief Executive or the authorized person to register and participate in the e-procurement/tender process should be furnished.

3.7 The Ghee processing dairies/ Cooperative Federation Dairies, should furnish letter of authority or power of attorney for having authorized the person to sign the documents on behalf of firm or society or corporate body. Attestation of signature of such authorized signatory from the bank where the firm is having its account is essential.

3.8 The address proof of the authorized signatory viz 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.

3.9 Bank account details of firm along with IFSC code, Branch details, address shall be furnished in the letterhead of the firm.

3.10 The new applicants have to deposit the registration fee of Rs 3500/- and applicable Service Tax along with the documents. The registration fee can be directly transferred to the Exchange bank account given below. The members will be allowed to participate in APSCSCL auction of Ghee only for the year 2017-18. The existing members (TCM/CP) of TENDERWIZARD e Markets Ltd, who have renewed the membership for the year 2016-17 need not pay registration fee to Tender Wizard e-markets Limited. However they have to submit the relevant signed documents, Annexure 2 and Notarized Affidavit.

3.11 The application for registration and terms and condition with relevant Annexures can be downloaded from the website www.apscsc.gov.in. Requests for forwarding applications through post / couriers will not be entertained.

3.12. The interested applicants may also visit website www.tenderwizard.com/APCS and www.apscsc.gov.in and for any relevant information regarding enrolment as participant on Tender Wizard. Interested participants can also contact the Customer Service Group on below phone numbers **(080) 49352000/25** or Email: v.manohar@tenderwizard.com.

4. EVALUATION OF APPLICATION FOR REGISTRATION.

4.1. Duly filled application form along with relevant documents and Registration fee should reach on or before **2 pm of 10.11.2017**.

Note: The submitted documents if found correct, the user id and password will be enable Within 24 working hours. If submitted documents found incorrect, the user and Password will be kept on hold and will be enable only after receiving clarification from the bidder.

4.2 Eligible suppliers will be issued with User ID and Password by Tender wizard after evaluating the documents and receipt of Registration fee.

4.3. Such registered suppliers are eligible to participate on electronic bidding system (e-auction) for Buffalo Ghee conducted by Tender wizard and when scheduled.

5. SCHEDULING OF e-auctions.

5.1 Based on the requirements, APSCSCL through their Head Office will notify Tender wizard to schedule auctions on periodic basis. Further such details will be posted on the web site of APSCSCL www.apscsc.gov.in / www.tenderwizard.com. Neither the

APSCSCL nor will individually intimate to the registered suppliers regarding the e-auction schedule.

5.2. All registered suppliers are eligible to participate in e-auctions subject to terms and conditions detailed in this document.

6. QUALITY PARAMETERS.

6.1 The quality parameters for Buffalo Ghee 100 MI in packet form are detailed below for the reference of all eligible suppliers. APSCSCL has the right to alter the parameters at its own discretion before notifying the e-auction schedule.

6.2 Buffalo Ghee specification

SNO	Parameters	Specification
I	chemical	
1	Butyro refractometer reading at 40 degrees	40.0 to 43.0
2	Minimum Reichert value	26
3	FFA as oleic acid max %	1.0%
4	Moisture (Max.)%	0.3%
5	Baudouin test	Negative
6.	Melting point	27 – 37 degree centigrade
II	Heavy Metals	Ppm
6	Lead	0.5
7	copper (Foods not specified)	30
8	Arsenic(Foods not specified)	1.1
9	Tin(Foods not specified)	250
10	Zinc(Foods not specified)	50
11	Cadmium other foods	1.5
12	Mercury	1
13	Methyl Mercury	0.25
III		
14	Aflatoxin	30ppb
IV	Naturally occurring Toxic Substances	Ppm
15	Agaric acid	100
16	Hydrocyanic acid	5

17	Hypericine	1
18	Saffrole	10
V	Pesticides	Milk and Milk products ppm
19	Aldrin, dieldrin	0.15 (on a fat basis)
20	Chlordane	0.05 (on a fat basis)
21	D.D.T	1.25 (on a fat basis)
22	Fenitrothion	0.05 (on a fat basis)
23	Heptachlor	0.15 (on a fat basis)
24	Gamma (g) Isomer	0.2
25	Chlorienvinphos	0.2 (fat basis)
26	Chlorpyrifos	0.01(fat basis)
27	2,4D	0.05
28	Ethion	0.5 (fat basis)
29	Monocrotophos	0.02
30	Carbendazim	0.10 (fat basis)
31	Benomyl	0.10 (fat basis)
32	Carbofuran	0.05 (fat basis)
33	Cypermethrin	0.01 (fat basis)
34	Edifenphos	0.01(fat basis)
35	Fenthion	0.05 (fat basis)
36	Fenvalerate	0.01 (fat basis)
37	Phenthoate	0.01 (fat basis)
38	Phorate	0.05 (fat basis)
39	Pirimiphos-methyl	0.05 (fat basis)

6.3 PACKING:

The Buffalo Ghee stocks should be delivered duly packed in 100 ML packet form by the Bidders on placing of supply order by the Corporation.

6.3.1 While supplying the commodity as described above logo of the manufacturer with full address details, date of packing, batch number and date of expiry should be printed on it. Without the above details the stocks dispatched by the suppliers will not be accepted at the MLS points of APSCSCL.

6.3.2 All stocks should be supplied within a period of 15 days of packing with shelf life of at least six months from the date of supplies. Commodities supplied after 15 days of packing will not be accepted.

6.3.3 If the stocks are brought to the MLS points without fulfilling the above conditions the Supplier has to take back the stocks at their risk and cost and Corporation is not responsible for any loss in such cases.

7. ASSAYING

7.1 The Supplier shall, on his own and at his cost, offer the stock of Buffalo Ghee from the identified batch marked for delivery at the loading point for inspection and certification in accordance with quality parameters as specified in Clause 6.2 above, from any of the NABL accredited food testing laboratories as per the list notified by Food Safety and Standards Authority of India. Please refer to Annexure – 4 for the list of laboratories. The stocks which qualify the parameters as per Clause-6.2 above shall only be supplied. Each and every consignment shall accompany such Assaying Certificate issued by NABL/State Food Laboratory accredited food testing laboratory.

7.2 APSCSCL may randomly collect the samples at the depots and get the samples tested in any of the NABL accredited laboratories independently within 10 days from the day of delivery by the supplier. The quality of Buffalo Ghee will be evaluated based on specified quality parameters as detailed in section-6.2. The results of such testing will be final and binding on the suppliers. The stocks which fail the test have to be taken back and replaced by new stock by the Supplier at his own cost within one week from the date of intimation by the respective District Manager of APSCSCL.

Suppliers may note that the cost of assaying will be borne by them if the sample fails in the test and such costs will be deducted while making the payment for supplies made. However if the test results shows the sample is as per the specifications, the APSCSCL will bear the cost of assaying.

7.3 The supplier shall arrange to record tare weight and gross weight on electronic weighbridge before loading and after loading of the consignment. The copies of weigh bridge receipt along with copy of invoice / delivery challan and assaying report from the NABL accredited laboratories as per list detailed in Annexure 4 shall be handed over to concerned officer of the APSCSCL at the time of giving delivery. Deliveries without valid documents will be rejected and will not be in warded by the concerned officer.

7.4 Consignment will be unloaded at the designated warehouse during working hours only i.e. between 10 AM and 5 PM. On arrival of the consignment the concerned officer of APSCSCL will verify the documents and the assaying report. On confirming the authenticity of the consignment and after being satisfied with the quality of Buffalo Ghee based on the assaying report submitted by the Supplier, the concerned officer directs the representative of the supplier to arrange for recording the gross weight of the consignment on an electronic weighbridge before unloading.

7.5 In case if the concerned officer of APSCSCL is not satisfied with the quality of Buffalo Ghee supplied then he would arrange to draw samples and forward the same for testing and certification as per Clause 7.2 above within 10 days of receipt of the goods.

7.6 After unloading, the tare weight of the truck is recorded on the same electronic weighbridge. The copies of the Weigh Bridge receipts at the unloading point along with other documents i.e. invoice / delivery challan, assaying report and weighbridge receipts at the loading point shall be handed over to the concerned officer of APSCSC Ltd.

7.7 In case of non-availability of electronic weighbridge facility in the vicinity of the delivery location, then the concerned officer of APSCSC Ltd shall record the gross weight of the cartons/bags on weighing scale on a random basis. Based on the recorded weights he shall arrive at net weight of the consignment.

8. PROCESS OF ELECTRONIC AUCTION SYSTEM ON TENDERWIZARD PLATFORM.

8.1. The registered suppliers with Tender Wizard are eligible to participate in the electronic bid system i.e. e-auction with the issued USER ID and PASSWORD.

8.2. Tender Wizard in consultation with the APSCSCL will schedule the auctions and such details viz. e-auction calendar will be published on the website of APSCSC Ltd.

8.3. The registered suppliers shall not be intimated individually regarding the e-auctions, however e-mails and SMS will be sent for all the registered and empanelled Bidders which are scheduled by the Tender Wizard. However the registered suppliers may also contact, APSCSCL office located at Hyderabad for obtaining details of schedule of e-auctions if required.

8.4. The registered suppliers need to deposit 2% (Two per cent) of the value of goods as EMD (margin money) through online payment only to participate in the e auctions as given below:

For the E-Auction by way of:

- RTGS/NEFT Transfer
- E-Payment (Electronic Mode)

8.5 The bidders shall be allowed by Tender Wizard to bid only if the requisite EMD amount is available in the EMD Account of Tender Wizard. The amount deposited as E.M.D (Margin Money) would determine the bidding capacity of the bidder.

8.6 Only the EMD (Margin Money) of the lowest bidder would be blocked by Tender Wizard. The EMD (Margin Money) of the unsuccessful Bidder(s), including those whose bid(s) are not accepted due to non-fulfillment/not meeting the conditions attached to the bid(s), shall be returned by Tender Wizard to their registered Bank Account through electronic mode.

8.7 In case, if any bid is received 3 minutes prior to the scheduled auction closing time then the auction schedule shall be extended for 5 minutes over and above the scheduled auction closing time. There shall be maximum 3 such extensions.

8.8 The bidders shall place their bids online on Tender Wizard Platform www.tenderwizard.com/APCS the online e-Auction system made available by Tender Wizard as per the terms and conditions of the E-Auction.

8.9 Price to be quoted in delivered weight and quality basis, as per the quality specified for a particular month. The evaluation and finalization of bids received shall be made on the basis of the lowest price quoted by the bidders for the lot.

8.10 The price quoted shall be per Kilolitre (KLs) basis for entire quantity

For the e-auction by way of:

- RTGS Transfer
- Direct Deposit/Transfer

8.11.2 In respect of Suppliers within the state of AP, the price quoted shall be:

- a) Inclusive of all incidental expenditure, transaction charges and applicable taxes if any payable for delivery at MLS points in 13 districts of AP.
- b) Price quoted will be Exclusive of GST
- c) Inclusive of cost of packing, transportation charges upto MLS point, weighbridge charges, assaying charges, NeML transaction charges to wholesale points of MLS points in 13 districts of AP & transit insurance till MLS points of Corporation respect of the concerned district.

8.12 The Bids of all Bidders who have participated in the E-auction must remain valid for maximum period of 7 (seven) working days from the date of auction.

8.13 The reducing tick size shall be Rs. 1. (Rupees one only)

8.14 During an auction session, a bidder may modify his bid downwards to a reduced value less than the existing lowest bid. No cancellation of Bids shall be allowed during an auction session. The lowest valid bid received on the platform will be communicated to the department by Tender Wizard e Markets Ltd. The Corporation after evaluation of bids will communicate regarding acceptance/rejection of the lowest bid (if found not competitive). The lowest valid bid once approved by the APSCSCL will be declared as successful L-1 bidder and the same will be communicated by e-mail to the successful bidder .APSCSCL reserves the right, without giving any reason, to accept or to reject all or any bid including lowest bid.

8.15 The final results of the E-auction as approved by APSCSCL are binding on all bidders. Any requests for cancellation of bids received either during the auction session or after the conclusion of an auction session shall not be accepted. Failure to accept award of supply contract by the successful supplier shall result in the forfeiture of the EMD (Margin money) and blacklisting from further participation in the e-auctions for a period of three years. The decision of the Vice Chairman & Managing Director, APSCSCL in this regard will be final.

8.16 Any bid placed using the bidders username and the password shall be deemed to be an unconditional binding of the bidder to whom such username and the password has been allotted by NeML, inter-alia, for the purpose of the E-auction and the bidder shall be solely and fully responsible for all the activities that occur under such username and password. The user is therefore advised to check the username and the password before the E-auction and is advised not to reveal it to anyone else so as to prevent misuse of the same. It is further suggested that Suppliers are requested to change the password frequently to protect from misuse.

8.17 APSCSCL & Tender Wizard e Markets Ltd shall not be responsible for any failure of power, Network, Server, Bandwidth problems, Hosting Server, Internet Connectivity, ISP or otherwise or the slowness to access Tender Wizard_Platform/Exchange Platform Tender www.tenderwizard.com/APCS In case if e-auctions cannot be held on scheduled date due to Server problems, the e-auctions will be rescheduled and will be held on alternative day, the details of such date/s will be notified in the website of APSCSCL.

8.18 The Invitation of Bids, the terms and conditions of the E-auction, Bid of the Successful bidder, Letter /Email Confirmation/Acceptance issued by the Buyer (APCSCL) to the successful bidder (here in after called the seller) along with any

amendment issued prior to signing of contract shall constitute the Contract between the Seller and Buyer.

8.19. The bidders will be charged a non-refundable amount Processing charges of **Rs. 3,000.00 per bidder per commodity** and applicable Service Tax by Tender Wizard. All the registered suppliers who wish to participate on the e-auction shall comply with terms and conditions of e-auction.

8.20. The successful bidder upon receipt of communication regarding acceptance of bid by Tender Wizard e Markets Ltd shall arrange to transfer an amount equivalent to 5% (Five per cent) of the value of the order as security deposit within 1 (one) working day by way of electronic fund transfer to any of the Tender Wizard e-markets Limited Accounts detailed below:

9. ORDER FOR SUPPLIES

9.1. The short listed suppliers who qualify in e-auction for each destination will be issued with Supply orders / indents by Corporation. The Supply order to the supplier will be issued subject to payment of prescribed security deposit with the Exchange account.

9.2. The Corporation does not guarantee the minimum quantity, which will be ordered. It reserves the right to order for only such quantity as may be necessary or required by the respective district and the qualified supplier is bound to supply the ordered quantity at the designated MLS Points spread across the concerned district.

9.3. Quantities supplied in excess of the quantity specified in the supply order will not be paid for. Supply of required quantity should be as indented by the Corporation. Corporation at his sole discretion may place Supply orders/indents by FAX/LETTER/E-MAIL. The successful qualified supplier is bound to honor such indents and shall arrange to supply requisite quantity of Buffalo Ghee to the designated MLS Points. The supply of consignment ordered shall be delivered in accordance with the supply order/indent. The ordered quantity of Buffalo Ghee as per specifications prescribed should be delivered within 10 to 15 days working days at the APSCSCL MLS Points of 13 districts of Andhra state from the date of final supply order issued by the Corporation. As the stock is very urgently required and to ensure uninterrupted supply Buffalo Ghee the APSCSCL is very keen in getting the stock within the stipulated time and may reduce the delivery time to 7 working days also while issuing supply order. Hence the delivery schedule fixed by the APSCSCL should be kept up at any cost.

9.4. The suppliers are required to enter into an agreement on Rs100/- non-judicial stamp paper to fulfill the contractual obligations as specified by the APSCSCL within 3 days. Deposit of SD (Security Deposit) should be done in to Tender Wizard e-Markets Limited account .Agreement with alterations to clauses of the agreement will not be accepted and will be deemed as non-submission of agreement and violation of the terms and conditions of Tender.

9.5. Violation of any of the Clause/Clauses of the Agreement shall be deemed as violation of Terms and Conditions of Tender.

9.6. Security Deposit and EMD furnished by the qualified suppliers will be returned on request upon completion of the contract period or the extended period, if any, subject to satisfactory performance or execution of the contract as per the Terms and Conditions of Tender.

9.7. Non acceptance of supply order / indents within 3 days of declaration of e-auction results will amount to forfeiture of EMD (margin money) deposited along with blacklisting from participating in the subsequent e-auctions for a period of three years.

9.8. Default in supplies either wholly or partly on account of quality or quantity or delay in supply will result in forfeiture of security deposit and EMD (margin money).

9.9. At any stage of supplies under the scheme; if it is noticed that the supplies are not in conformity with the specifications prescribed, such materials are liable to be rejected and qualified supplier will be called upon to make good the same. In the event of qualified supplier failing to make good the rejected stocks, the security Deposit and EMD (margin money) furnished by the qualified supplier shall be forfeited and Corporation is entitled to collect liquidated damages if any from the tender for his failure to comply with the terms and conditions of the tender .

9.10. In case of non-supply of stocks within the specified time limits as per supply order/indent, is at liberty to purchase the item from other alternative sources or initiate re-e-auction and recover the difference of cost from the supplier who has defaulted.

9.11 Tender Wizard e-markets Ltd is acting only as a service provider for this e-auction and shall not be a party to the contract between the Seller and the Buyer subsequent to this e-auction. By bidding in this e-auction, a bidder acknowledges that Tender Wizard e-markets Ltd shall not be held responsible for any loss that he/she/they may suffer as a consequence to this e-auction