

राष्ट्रीय बीज निगम लिमिटेड

(भारत सरकार का उपक्रम- मिनी रत्न कंपनी)

क्षेत्रीय कार्यालय

शेखपुरा, राजाबाजार, पटना -14

File No- Admn-22/NSC:Pat/2021-22

Date:23.02-2021

निविदा सूचना

क्षेत्रीय कार्यालय ,राष्ट्रीय बीज निगम लिमिटेड ,पटना ,शेखपुरा बगीचा पटना स्थित, प्रसंस्करण केन्द्र पर वर्ष 2021-2022 हेतु जॉब कांटेक्टर नियुक्त करने हेतु इच्छुक संस्थाओं/श्रमिक ठेकेदारों से दो बिड सिस्टम में दिनांक 16.03.2021 (13:30 बजे अपराहन) तक मुहरबंद निविदायें आमंत्रित करती है | निविदा फ़ार्म व नियम एव शर्तें एनएससी की वेबसाइट www.indiaseeds.com पर उपलब्ध है | निविदा से सम्बन्धित संशोधन यदि कोई होता है, तो केवल NSC की वेबसाइट पर ही उपलब्ध होगी |

क्षेत्रीय प्रबंधक

NATIONAL SEEDS CORPORATION LIMITED
राष्ट्रीय बीज निगम लिमिटेड
(A Government of India Undertaking)
CIN: U74899DL1963GOI003913
Regional office, Sheikhpura, Patna (Bihar)

From,

M/s. _____

To,

Regional Manager
National Seeds Corporation Limited
Patna
Sir,

With reference to your tender/advertisement -----
dated-----, we hereby agreed with the attached terms and conditions of the
tender. Necessary documents are attached as mentioned in the Technical Bid and our
quoted rates for providing labour at the **Processing Plant NSC Patna** is mentioned in
the attached format of the Financial Bid.

Yours faithfully,

Date:

Place:

Signature

Name

Complete Address:

Phone No.

Fax No.

E-mail

Seal

NATIONAL SEEDS CORPORATION LIMITED
राष्ट्रीय बीज निगम लिमिटेड
(A Government of India Undertaking)
Regional office, Sheikhpura, Patna (Bihar)

**TENDER FOR WORK CONTRACT AT NSC SHEKHPURA SEED
PROCESSING PLANT 2021-22**

TERMS AND CONDITIONS.

1. The tenderers should thoroughly go through the terms & conditions before submitting their tender.
2. Sealed tender to be submitted in the prescribed format, separately for technical & commercial bid with envelopes super scribed as “**Technical bid**” and “**Commercial bid**” respectively over envelope and both the sealed bids should further be sealed in another envelope super scribed as “**Work Contract Tender for National Seeds Corporation Ltd, Patna**”.
3. The cost of Tender Form is Rs.1180/- (including 18% GST) which can be purchased from NSC, Regional Office, Patna by paying **Rs. 1180/- for each Unit** on all working day **from 24.02.2021 to 15.03.2021 between 1000 to 1700 hrs.** Tender Forms can also be downloaded from NSC website www.indiaseeds.com. Tender forms downloaded from NSC website must be accompanied with a DD of **Rs. 1180/-** (Non-refundable) against cost of Tender Form drawn in favour of **National Seeds Corporation Ltd** payable at **Patna or cost of tender can be transfer to NSC SBI Account No.32923053526** IFSC Code **SBIN0007945** Branch Sheikhpura, Patna.
4. Filled Tenders in the sealed envelope will be received at National seeds Corporation Ltd, Patna (at above mentioned address) on **16.03.2021 upto 13:30 hrs. Technical bid** will be opened on the same day at **14:30 hrs** and **Financial bid** of only technically qualified tenderers will be opened thereafter.
5. Tenderer should check the documents attached with the tender form as per the attached checklist.
6. Tender received after prescribed time and date shall not be accepted.
7. Tender downloaded from NSC website www.indiaseeds.com should be accompanied with the undertaking given by the tenderer that he/she/they or his/her/their firm has not made any alteration/change in the downloaded term & condition of the tender. If any alteration is found in the term & condition during the process of Tender/during the currency of Contract (if awarded any) will be out rightly cancelled without giving any notice.
8. For confirmation of acceptance of the tender terms and condition, the tenderer is required to sign on all the pages of the tender document and submit the same with the **Technical Bid.**
9. Conditional and incomplete tender may be rejected at the discretion of NSC.
10. NSC does not guarantee the minimum or maximum work.

11. Tenderers (owner of the firm) should submit Original Undertaking on stamp paper duly notarized that he/she/they or his/her/their firm has neither been **BLACK LISTED** by any Government/other agency nor the firm is having any relation/co-relation directly or indirectly with the employees of the NSC, its main growers/growers/ dealers/ distributors/custom processor/any party dealing with seed business.
12. The tenderer must fill in his/her rates both in words and in figures in the tender form and the rates quoted in all cases must be firm and inclusive of all charges except GST.
13. Payment made/credit afforded to the job contractor by NSC from time to time under the contract entered into with the contractor, would be subject to the deduction of Income Tax at source according to the provisions of Section 194-c of Income Tax Act and the rules made there under.
14. Tenderer must check his/her offer thoroughly before submission. Requests for enhancement of rates will not be considered after opening of the tenders and the same will be in force throughout the contract period.
15. The tender will be opened on 16.03.2021 at 2.30 PM at RO, Patna in the presence of such tenderer / their representative as may be present. The decision about the acceptance of tender will be taken on the date of opening of the tenders or as soon as thereafter as may be possible.

16. **EARNEST MONEY:**

17. Tenderers are required to submit **Rs.10,000 (Rupees Ten thousand only)** as **Earnest Money Deposit** in the form of **DD** drawn in favour of **National Seeds Corporation Ltd** payable at **Patna or transfer to NSC SBI Account No. No.32923053526 IFSC Code SBIN0007945 Branch , Sheikhpura Patna**. Any tender without EMD will not be accepted. Upon acceptance of the tender by NSC, he shall also remit **Rs. 20,000/- (Rs. Twenty Thousand Only)** towards Security Deposit. The EMD will be converted into Security deposit in respect of successful tenderer. Whenever the Security Deposit falls short of the stipulated amount, the contractor shall make well the deficit, so that the deposit at any point of time remains intact at Rs. 30,000/ (Rs. Thirty Thousand Only). NSC reserves the right to forfeit the security deposit (in part or full) in the event of failure of the contractor to comply with the terms of contract. The Security Deposit or such part thereof as has not been forfeited or adjusted will be refunded to the contractor only on expiry of the contract and on satisfactory completion of the work under the agreement and on production of no due certificate issued by the in-charge of the Sub-Unit. NSC shall not be liable to pay any interest on the security amount and the same will be refunded to the contractor only after expiry of the contract period, provided there are no outstanding dues on any account against the contractor.

EMD of the unsuccessful bidder will be returned to the respective parties in due course.

Cont'd.....

18. The Contractor shall undertake the responsibility for providing adequate labourers and finishing the work well in time as desired by the Corporation. The contractor shall not be eligible for giving sub-contract. He will be responsible to make good any loss that may be suffered from accounts/contract or from his security deposit. In the event of loss incurred by NSC exceeding the amount of security and the bills which may be payable or may become payable to the contractor. The contractor shall be under an obligation to pay that amount on demand within a week's time. As and when the labours are required by the concerned Area Manager for running two or more shifts, the Contractor will provide adequate number of labourers timely for completing the processing work timely.
19. NSC shall pay to the contractor at the rates approved on finished goods only and not on the unprocessed quantity. However, 50% of payment on the approved rates shall be made after grading, packing of seeds in required size of packing and stacking the same in the processing plant, adjoining seed stores in case indirect packing. Balance 50% payment shall however, be released after completing all processes of final packing. For direct packing full payment shall be released.
20. All the work shall be attended on "To be billed basis" and the payment will be made by the Regional Office of NSC, Patna on receipt of Bill after expiry of the month. Labour contractor is required to submit printed serially numbered bills indicating full details of work done during the month through the Area Manager of the concerned Sub-unit. Only one bill after expiry of month is required to be submitted and no part payment during the month shall be allowed.
21. Labour Contractor must submit the bill along with the duly self-attested photocopy of EPF & ESI challan for the labour engaged by him for the said work and GST applicable payment deposited with the concerned department for the previous month. On receipt of the bill from the Labour Contractor Area Manager of the concerned sub-unit will verify the bill for the quantum of seed processed during the month and forward the same to Regional Office for payment along with the photocopy of the processing register (duly attested). In the absence of same bill will not be processed. The Labour Contractor should print the PAN No. & GST Nos. on their Bills.
22. The payment shall be made by RTGS / NEFT in favour of Contractor as per procedure for the submitted bills & certificates as mentioned in the preceding Para, as per the rates approved by the Corporation. Excess/shortages occurring due to the fault of labourers provided by the Contractor, the cost thereof at the prevailing sale rates of the Corporation shall become recoverable from the contractor out of his bills.
23. The contractor shall provide necessary labour immediately on demand given by NSC to the contractor even on telephone or otherwise. In the event of failure (the contractor) to provide desired labourers, it will open to NSC to arrange labourers at the cost of contractor and in the event of NSC being obliged to pay to such labourers, the amount paid shall become recoverable from the bills/Security Deposit of the Contractor with whom the agreement has been entered. Labourers engaged by the Corporation shall be conclusive evidence of the amount paid and the contractor shall undertake not to dispute the correctness of the same and contractor shall be under obligation to pay the same either in cash or through recovery/adjustment from the amount at the credit of the contractor.

Cont'd.....

24. All the formalities regarding statutory payment and contribution on account of EPF/ESI (on behalf of the labourers and by the NSC to the labourers) shall also be the sole responsibility of the contractor. In the case of failure, the Corporation shall make such like obligatory payment being principal employer on behalf of Contractor to the authorized concerned and all such like payment are required to be borne/reimbursed by the Contractor without any dispute or deducted from the bills submitted by Contractors from time to time or from the Security Deposit of the Contractor held with the Corporation.
25. GST / Tax (if any) as applicable from time to time, will be born separately by the Contractor and the NSC Ltd.
26. The Contractor will comply with the provisions of the labour laws / Acts or any other laws in force in Bihar and He will be solely responsible for the commission / omission of the same.
27. The Contractor is required to maintain full requisite records as per by-laws such as attendance and wages disbursement register in respect of labourers provided by the Contractor to NSC. NSC reserves the right to call for such like record for inspection by the Area Manager / nominated officer and Contractor is obliged to provide the requisite record to the nominated officer without hesitation immediately on receipt of instruction in this regard. In the event of failure (on the part of Contractor), the Contract can be terminated forthwith besides initiating other legal actions as deemed fit by the Corporation.
28. The successful tenderers shall be intimated by the letter or other means of communication and the tenders so informed shall be bound from the time of transmission of such acceptance. Formal acceptance of the tenders will be forwarded to successful tenderer in due course, but will serve as merely confirmation of the initial intimation and shall not affect the time from which the offer(s) is/are bound by the contract(s). The successful tenderer is required to enter into an agreement on Non-judicial stamp paper of Rs.100/- as per NIT term & condition. The cost of non-judicial stamp paper of Rs.100/- is required to be borne by the Contractor.
29. The Corporation shall not be bound to accept the lowest tender. Regional Manager, NSC, Patna reserves the right to reject any or all or accept any or part of the offer made and further reserves the right to allot specified jobs to different tenderers and split the job without assigning any reasons. The decision of the Regional Manager, NSC, Patna in the matter shall be final and binding in all respects and it cannot be challenged by any tenderers..
30. The agreement entered into with the Contractor shall be **valid till completion of processing of Kharif 2021 produce** and the same can be renewed with the mutual written consent of the parties. However, in case, if failure on the part of contractor to comply with any of the prescribed terms and conditions, the Regional Manager, NSC, Patna reserves the right to terminate the contract at any time.
31. In case any dispute arises between NSC and the other party due to term or matter, both the parties will opt to resolve it through mutual understanding and discussion. In case, dispute remains even after discussion, then it shall be binding upon parties to resolve issue under the provisions of Arbitration & Conciliation Act, 1996 as amended from time to time. Under this provision, the Chairman-cum-Managing Director, National Seeds Corporation Limited with the concurrence of both the parties shall appoint Sole Arbitrator to resolve the issue and both the parties will have to abide by the decision. The parties will bind to resolve this dispute through

arbitration before going to court of law. The Arbitration shall be conducted at New Delhi Delhi and shall be in English Language. The court of Delhi shall have the jurisdiction.

32. Tenderer must not have any relation/co-relation directly or indirectly with the employees of the NSC, its main growers/ growers/ dealer/ distributor/custom processor/any party dealing with seed business. Any relation in this regard will lead to cancellation of tender/termination of the contract during the period of contract and Tenderer/Contractor will not have any right to challenge the same.
33. Indian manufacturers / suppliers who are Micro Small Medium Enterprises (MSME) Small Scale Units and registered with National Small Industries Corporation under single point registration scheme are exempted from payment of Earnest Money and tender cost deposit provided they furnished photo copy of valid registration with NSIC under the single point registration scheme, for the quoted stores in support of claim along with their request letter. This facility will, however, will not be provided to those small scale units who are registered under the old registration scheme which were extended upto 30th June, 1981, only. In this regard a written request is to be made by the bidder.
34. The tenders received from Contractor blacklisted by NSC or any other/ Government Department shall not be considered
35. The rates will be valid during the entire period of contract. Contract period can be extended for short period depending upon the requirement of work and on mutual consent between both the parties.
36. Regional Manager reserves the right to accept or reject any/all the tender without assigning any reason.

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ITEMS OF WORK REQUIRED TO BE UNDERTAKING BY THE LABOUR CONTRACTOR

1. Loading/Unloading of trucks and trollies and stacking at the processing plant/adjoining stores as per instruction from this corporation: NSC seed producers and growers seed. In case of growers raw seeds payment will be at growers cost at NSC approved rates.

A) Loading/Unloading with weighment. Weighment sheet must be attached with the bills for passing the bills at Regional Office, Patna.

2. Direct Packing:

Lifting of raw seed from the stores situated within the processing plant and adjoining stores to the processing plant machines, grading the stock, treatment of seed as per NSC norms, writing of Lot No., etc. On packing material and also on tags, labels & packing of seed in different sizes of bags after proper weighment of seed bags, after putting leaflets, chemical packets wherever necessary and inserting lead seals on each seed bags, stitching of seed bags, stacking lot wise at adjoining stores (Material to be provided by NSC). Weighing and stacking of undersized seed. In case of Soyabean, seed grading the feeding shall not be done, through elevator and it shall be feed by labour directly to the machines (if conveyor belt is not under operation).

3. Indirect Packing:

1. Lifting of raw seed from the stores situated within the processing plant and adjoining stores to the processing plant machines grading the stock, packing and stitching the graded seed after weighment in standard packing as per instructions in Gunny Bags and stacking at the desired place in the processing plant or adjoining stores (Gunny Bags and Sutli to be provided by NSC). Weighing and stacking of undersized seed. In case of Soyabean, seed grading the feeding shall not be done, through elevator and it shall be feed by labour directly to the machines (if conveyor belt is not under operation).
2. Lifting of Lot wise graded seed stock from stocks of processing plant/adjoining seed stores to the packing centre, opening of graded seed bags (also sun drying in case of paddy seed till it meets the desired standard), treatment of seed as per NSC norms, writing of Lot No., etc. On packing material and also on tags/chemical packets wherever necessary and inserting lead seals on each seed bags, stitching of seed bags, and stacking of finished material lot wise at the processing plant or adjoining stores (packing material shall be provided by NSC).
4. Segregation of Gunny bags & to make bundles of 50 Nos. separately for serviceable & unserviceable and stacking of these bags / bundles in countable position in the processing plant or adjoining stores. (Sutli to be provided by NSC).
5.
 - a). Shifting of seed from one godown to another(adjoining), or within godown if required. Full particulars and reasons for shifting may be given. No shifting payable for grading or packing of seeds.
 - b). Shifting of seed from one godown to another (not adjoining but within premises), if required. Full particulars and reasons for shifting may be given. No shifting payable for grading or packing of seeds.
6. **Revalidation work:** The carry over stock are required to be revalidation by the certification agency. This work includes lot wise sorting of seeds, sampling, stamping, packing and complete revalidation and then its stacking at the desired place as per the instructions of NSC officials.

7. **Re-grading packing of carryover stocks:** Segregation of lot wise of carryover stocks from stocks. Opening of the seed bags, its grading and treatment of seed if required and packing of seed bags as per NSC norms and stacking of seed bags lot wise at store or plant duly completed in the all respects.
8. Rates once approved shall not be changed for the duration of the agreement.

TECHNICAL BID

TENDER FORM FOR PROVIDING LABOUR **AT SHEIKHPURA PROCESSING PLANT**

1. Name & Address of the tenderer
(With e-mail & Telephone No.) _____

2. Name of the proprietor/partner _____
3. Registration No.(Under
Shops & EstablishmetnAct) _____
4. Labour License No. of the tenderer
/ Organization (Enclose Copy) _____
5. GST Reg. No.
(Enclose Copy) _____
6. Income Tax, PAN No
(Enclose copy) _____
7. EPF Registration
(Enclose copy) _____
8. ESI Registration
(Enclose copy) _____
9. Affidavit for not being blacklisted/
By any private/govt. organization/relation
Co-relation with NSC employees & other _____
10. Previous experience (if any)
(a) NSC
(b) Govt. experience certificate/
from having Reputed Private firms
11. DD No. and Date as
Enclosed as EMD _____
12. DD No./Receipt and Date as
Enclosed as Tender form Cost _____
13. Authorization of competent authority to
Sign this Tender document _____

Date:

Place:

Name & Signature of the tenderer with official stamp
Seal of Labour Contractor

CHECKLIST FOR THE TENDERER

1. Check that the tender is submitted in Two bid system. Separately for Technical and Financial Bid.
2. Receipt/DD (issued in favour of National Seeds Corporation Ltd. payable at Patna) of Rs. 1180/-.
3. Receipt for EMD/ DD (issued in favour of National Seeds Corporation Ltd. payable at Patna) of Rs.10,000/-.
4. Undertaking of owner of the firm in original on stamp paper that his/her firm is neither Blacklisted nor having any relationship as per the clause-11 of the Term and Condition of NIT.
5. Undertaking that he/she/they or his/her/their firm has not made any alteration/change in the downloaded term & condition of the tender.
6. Tender form is completely filled and not conditional.
7. Ensure that EMD money & documents are attached with Technical Bid only.
8. GST Registration No. (copy attached)
9. Income Tax Return (Latest two Years) and PAN No. (copy attached)
10. Registration of the firm under Shops and Establishment Act.
11. Registration No. under EPF (copy attached)
12. Labour License Number (Copy attach)
13. If no EMD / Tender Cost is submitted than valid NSIL Certificate along with request letter for exemption of EMD / Tender Cost to consider in the tender.
14. Registration No. under ESI (copy attached)
15. Experience if any
16. All the above documents from Sr. No. 1 to 14 are to be submitted in the Technical Bid only. If any of the documents mentioned above is submitted in the financial bid, the responsibility for any consequence lies with the tender party and the tender will be out rightly rejected.

**NATIONAL SEEDS CORPORATION Ltd., REGIONAL OFFICE,
PATNA
JOB CONTRACTOR TENDER-2021-22**

Financial Bid

S.No.	Item of work	(In Figures) Per Qtl.	(In words)
1.	a) Loading/unloading of trucks and trolleys without weighing (Item No.1 of Annexure-A)	Rs.....(Rupees)
	b) Loading/Unloading of trucks and trolley's with weighing.	Rs. (Rupees)
2.	All items of work as indicated against item No.2 of Direct Packing.		
a)	For packing sizes upto 2 kgs. bags	Rs.Rupees)
b)	For packing size above 2 kgs to 5 kgs bags	Rs.(Rupees)
c)	For packing size above 5 kgs to 10 kgs bags	Rs.(Rupees)
d)	For packing size above 10 kgs to 20 kgs bags	Rs.(Rupees)
e)	For packing size above 20 kgs to 30 kgs bags	Rs.Rupees)
f)	For packing size above 30 kgs to 40 kgs bags	Rs.Rupees)
g)	For packing size more than 40 kgs size.	Rs.(Rupees)
3.	All items or work as indicated against Item No.3 indirect packing		
a)	For packing sizes upto 2 kgs. bags	Rs.Rupees)
b)	For packing size above 2 kgs to 5 kgs bags	Rs.Rupees)
c)	For packing size above 5 kgs to 10 kgs bags	Rs.Rupees)
d)	For packing size above 10 kgs to 20 kgs bags	Rs. (Rupees)
e)	For packing size above 20 kgs to 30 kgs bags	Rs.....(Rupees)
f)	For packing size above 30 kgs to 40 kgs bags	Rs.(Rupees)
g)	For packing size more than 40 kgs size.	Rs.Rupees)
4.	Weighing and packing of undersized seed in Gunny bags and stacking thereof. Rs. (Rupees		
5.	Segregation of gunny bags and making bundles of gunny bags and stacking in countable condition for serviceable and un-serviceable (Item No.5 Annexure-A) Rs. per bundle (Rupees		
6.	a. Shifting of seed from one godown to another (Item No.5a of Annexure-A)(No shifting for grading or packing of seeds payable.)		
	b. Shifting of seed from one godown to another (not adjoining but within premises) if required within the plant premises (Item No.5b of Annexure-(not adjoining but within premises) if required within the plant premises (Item No.5b of Annexure-A)(No shifting for grading or packing of seeds payable).		
7..	Re-grading and packing of carryover stocks (Item No.10, Annexure-A)		
	a) For packing upto 10 Kgs		
	b) For packing above 10 Kgs to 40 Kgs		
	c) For packing above 40 Kgs.		

- 8.** Loading and unloading charges certification and packing material:
a) Cloth/HDPE Bag/Chemical Drum/bag/Bundles/bales :
10 Kgs to 50 Kgs
b) Cloth/HDPE Bag/Chemical Drum/bag/Bundles/bales :
51 Kgs to 100 Kgs
- 9.** Fumigation charges per stack upto 50 Qtls Rs. (Rupees)
51 Qtls to 200 Qtls Rs. (Rupees)
201 Qtls to and above Rs. (Rupees)
- 10.** Spraying charges (per day) Rs. (Rupees)

Signature:
Name in Block Letters:
Complete postal address:
.....
.....
Telephone No. (if any):.....