



**CHHATTISGARH STATE MINOR FOREST PRODUCE  
CO-OP. FEDERATION LIMITED**

**"Van Dhan Bhavan" Sector 24, Nava Raipur, Atal Nagar, Dist - Raipur  
Phone - 0771-2513100 to 2513110**

**E-mail: mfpfed.cg@nic.in Website: www.cgmfpfed.org**

**Notification No./Sangh/Vanopaj/2023/I**

**Dated: 27.09.2022**

**ONLINE E-BID NOTICE**

**THE ADVANCE SALE OF MAHUA FLOWER (FOOD GRADE) OF 2023  
SEASON TO BE COLLECTED IN CHHATTISGARH**

**INTRODUCTION**

Whereas the Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited, Raipur hereinafter called the FEDERATION has been appointed as the implementing agency of the state of Chhattisgarh for the central scheme of 'Marketing & Development of MFP through MSP' and the Federation as state agency, also procures other forest produce through various schemes and internal resources to protect the interest of forest dwellers, is authorized for the Collection, Purchase and Sale of various forest produce.

As per the aforesaid mentioned schemes, Federation, through its Primary Co-operative Society hereinafter called as Society, collects various forest produce under the supervision of District Minor Forest Co-operative Union hereinafter called as Union which is stored in the godowns/cold storage/ after primary processing at Van Dhan Vikas Kendra.

As per the direction of the Government, Federation will be purchasing the forest produce from the collectors of the various collection centers/haat Bazars through Self Help Groups (under the supervision of Primary Co-operative Society) as per the central Govt. scheme of 'Marketing & Development of MFP through MSP' or other scheme making payment to the collectors at the Minimum Support Price or support price and will be handed over to the Purchaser after primary processing and bagging.

Therefore, for the sale of forest produce "Mahua Flower (Food Grade)" (Collected as per abovementioned schemes) Federation invites the persons / registered firms / incorporated company to participate in the advance e-Bid process. The Bid document (**Annexure-I to XII** with Schedules) has been uploaded in the Federations website **www.cgmfpfed.org** and online Bid documents can be downloaded from the service provider portal **http://cgmfpfedtenders.abcpocure.com** on the following dates: -

**Annexure-  
I - XI  
(Terms &  
Condition)**

<b>Tender Round</b>	<b>Date from which e-Bid notice can be downloaded</b>	<b>Starting date of online submission of Bid</b>	<b>Last date of online submission of Bid</b>	<b>Date of online opening of Bid</b>
First	07-10-2022	17-10-2022 From 11:00 AM	20-10-2022 Up to 3:00 PM	20-10-2022 3:10 PM onwards
Second	03-11-2022	09-11-2022 From 11:00 AM	11-11-2022 Up to 3:00 PM	11-11-2022 3:10 PM onwards
Third	18-11-2022	28-11-2022 From 11:00 AM	30-11-2022 Up to 3:00 PM	30-11-2022 3:10 PM onwards

## **2. DEFINITIONS, TERMS & CONDITIONS OF BID AND INSTRUCTIONS FOR BIDDERS**

The Definitions of different words and expressions, which has been used in this Notice including its Annexures and Schedules shall unless the context otherwise requires are given in the "Terms and conditions of the Bid and instructions for the Bidders" contained in **Annexure-I**. These, "Terms and conditions of Bid and instructions for Bidders" shall form part of this Bid notice and shall be construed as included in this notice for all purposes.

## **3. CONTRACT PERIOD**

Bids are invited for the purchase of Mahua Flower (Food Grade) which will be collected from different locations and will be stored at designated delivery locations where the material is primary processed in Chhattisgarh for the contract period ending on 31.06.2023.

## **4. BID FORM ETC**

(i) The Bid form (**Annexure-II** form 1, 2, 3) along with Bidder's Agreement (**Annexure-III**) can be downloaded from the website of the Federation or from online Bid portal <https://cgmpfedtenders.abcprocure.com>.

(ii) The Bidder shall personally verify and ensure that he has submitted the Bidder's agreement along with the Bid form as it is compulsory to submit the Bidder's agreement along with the Bid.

## **5. SUBMISSION OF BIDS**

(i) As per section 139A of the Income Tax Act, 1961, writing of Permanent Account Number (PAN) at appropriate place in Bid form and enclosing of photocopy of PAN card is compulsory for the Bidder.

(ii) Enclosure of Scanned copy of Aadhaar Card issued by Unique Identification Authority of India (UIDAI) is compulsory. Scanned copy of Aadhaar Card of Individual for Individual, Proprietor's for **Proprietorship firm**, Managing Director of the Company and in case of Partnership firm Aadhaar Card of at least two of Partners required, in case of Hindu Undivided Family (HUF) Aadhaar Card of Karta and one adult family member is to be enclosed.

(iii) The Instructions for submission of online Bid (**Annexure-X**) for Bidders will be available on e-Procurement portal <https://cgmpfedtenders.abcprocure.com> and the online Bid can be submitted as per time and date mentioned in time schedule (**Annexure-XI**).

(iv) It is mandatory for the Bidder to attach (GSTIN) certificate.

## 6. OPENING OF BIDS

Bids received will be opened as per the time and date mentioned in the time schedule (**Annexure-XI**).

## 7. EXECUTION OF PURCHASER'S AGREEMENT

(I) As per the decision taken on the Bid, the Bidder wise allotment list will be available on the Federation website in **Annexure VII**. The list of successful and unsuccessful Bidders will be available on the Federation website [www.cgmpfed.org](http://www.cgmpfed.org) in **Annexure-VIII** and **Annexure-IX** respectively. The acceptance of offer of successful Bidders will be communicated by e-mail and on the issue of such acceptance contract regarding purchase of Mahua Flower (Food Grade) of mentioned Purchase Quantity between the Bidder and the Federation will be deemed to have come into force and the Bidder will be treated as the purchaser of purchase quantity mentioned in Annexure VII.

(II) The successful bidder shall have to execute an agreement before the Managing Director, District Union Baloda Bazar in the form given in **Annexure-IV** (Purchaser's Agreement) in respect of the Purchase Quantity within 10 days of the issue of the acceptance of his offer by the Federation. This period may be extended by 7 days by the Managing Director, District Union, Baloda Bazar on deposition of a fee of **Rs. 5000/-** by the Bidder. If the 10<sup>th</sup> / 7<sup>th</sup> day described above is a public holiday, the agreement can be executed on the next working day. The period of 10 days / 7 days shall be counted from the day next to the date of issue of acceptance order by the Federation.

(III) In the event of non-execution of the agreement the appointment shall be liable to be cancelled and on such cancellation 10% of the purchase price of the Purchase Quantity in the form of EMD shall be forfeited and the Bidder may be blacklisted by the Managing Director for a period which may extend to 3 years. In addition, on subsequent disposal of purchase quantity mentioned by Bidder for which the appointment of the purchaser has been cancelled, the purchaser shall bear the loss accruing to the Federation, if any, and if the amount of loss is not deposited by the purchaser within 15 days from the issue of demand notice in this regard, the amount of loss shall be liable to be recovered as an arrears of land revenue. But if on such subsequent disposal, the amount realized is more than the purchase price, purchaser shall have no right or claim on the excess amount.

## 8. PAYMENT OF AMOUNT DUE

The purchaser shall pay the due amount (Purchase value) as per the Price accepted by the Government to the Managing Director, District Union, Baloda Bazar as per the condition of the purchaser's Agreement.

**9. TRANSPORTATION / DELIVERY OF FOREST PRODUCE**

Delivery of Forest produce (Mahua Flower Food Grade) after the payment of due amount has been made shall be in accordance with the provisions contained in the **Annexure-I & IV**.

**10. ANNEXURES**

**Annexure-I** to **XII** which are annexed to this Bid Notice No./Sangh/Vanopaj/2023/I Dated: 27.09.2022 will be treated to be Annexure of this e-Bid notice for all purposes and may therefore be seen for reference.

**11. ACCEPTANCE OF THE TERMS AND CONDITIONS**

The act of submitting the Bid shall be deemed to be unconditional acceptance of terms and conditions contained herein and **Annexure-I**.

**12. IN THE EVENT OF NON-EXECUTION OF PURCHASER'S AGREEMENT OR CANCELLATION OF PURCHASER'S AGREEMENT THE AMOUNT OF LOSS WILL BE COMPUTED AS FOLLOWS: -**

Total expected receipts including taxes in advance Bid (+) expenditure on storage, supervision etc. up to disposal (-) receipts including taxes from subsequent Bid (-) Forfeited amount of EMD and Security deposit

**13. ENGLISH VERSION TO BE AUTHORISED TEXT**

The ENGLISH version of this notice including its annexures shall be deemed to be the authorised text for all purposes.

**MANAGING DIRECTOR**  
Chhattisgarh State Minor Forest Produce (T&D)  
Co.-op. Federation Ltd., Raipur

## **Annexure-I**

**TERMS AND CONDITIONS OF BID AND INSTRUCTIONS FOR THE  
BIDDERS FORMING PART OF THE BID  
NOTIFICATION NO./ SANGH/VANOPAJ/2023/I DATED: 27.09.2022**

The following are Terms and Conditions of the Bid, and instructions for the Bidders, and the definitions of the different words and expressions which have been used in the Bid Notice including its annexures.

### **DEFINITIONS**

The Bid notice includes annexures unless the context otherwise requires.

- (i) **"AMOUNT DUE"** means, the amount which is the total of the purchase value of the Purchase Quantity and the tax payable on it, which a successful bidder shall have to pay. The purchase value along with tax payable purchased quantity in addition to the Estimated Quantity will also be included in it.
- (ii) **"ANNEXURE"** means an annexure to the e-Bid notice;
- (iii) **"ARREARS"** means, any amount outstanding against Bidder which is due to the Forest Department of the Government or Federation and intimation of which has been sent to him by the Forest department or Federation or their Officer, by Registered Post at least 30 days prior to the last date of submission of the Bid;
- (iv) **"CHIEF CONSERVATOR OF FORESTS"** means, concerned territorial Chief Conservator of Forests who is also declared as Ex-officio Chief General Manager of Federation;
- (v) **"AGGREGATION POINT"** means the designated aggregation points at different locations under jurisdiction of District Unions across the State of Chhattisgarh where primary processing of the procured Mahua shall be carried out. The Federation shall allocate specific aggregation point(s) to a bidder based on the quantity to be procured. Details of aggregation points shall be shared with the successful bidder prior to execution of Purchaser Agreement. The Purchaser shall deploy local representatives at aggregation point (s) for the purpose of supervising quality control measures.
- (vi) **"DELIVERY CENTRE"** means the designated delivery center from where the material Mahua Flower (Food Grade) shall be lifted by the Purchaser, the Delivery Center for the purpose of this Bid shall be cold storage near Raipur or Central Warehouse Corporation Rawnbhata, Raipur.
- (vii) **"DISTRICT UNION"** means, a District Forest Produce Co-operative Union registered under Chhattisgarh Co-operative Societies Act 1960 (Act No.17 of 1961) which is a member of the Federation;
- (viii) **"DIVISIONAL FOREST OFFICER"** means, concerned Divisional Forest Officer who is also ex-officio Managing Director of the concerned District Union;
- (ix) **"ESTIMATED QUANTITY"** means the projected quantity for Mahua Flower (Food Grade) Dried which is expected to be collected during the season 2023.
- (x) **"FEDERATION"** means Chhattisgarh State Minor Forest Produce (Trading and Development) Co-operative Federation Limited, Raipur;

- (xi) **"FOREST PRODUCE"** means the Mahua Flower (Food Grade) which is offered for sale
- (xii) **"GOVERNMENT"** means, Government of Chhattisgarh;
- (xiii) **"NIYAMAVALI"** means, Chhattisgarh Abhivahan (Vanopaj) Niyam, 2001 and Indian Forest Act, 1927;
- (xiv) **"MAHUA FLOWER (FOOD GRADE)"** means, dried mahua flower of two types i.e., normal and organic. For the Organic grade Mahua Flower, the Federation shall provide certificate issued by CGCERT, certifying the Organic grade of the Mahua flower.
- (xv) **"MINIMUM PURCHASE QUANTITY"** means, minimum quantity to be quoted by the Bidder as purchase quantity in Annexure II (Form II) for procurement of Mahua Flower (Food Grade) which is 100 Quintals (Minimum Purchase Quantity = 100 Quintal).
- (xvi) **"PRIMARY SOCIETY"** means, a Primary Forest Produce Co-operative Society registered under the Chhattisgarh Co-operative Societies Act, 1960 (Act No.17 of 1961) which is a member of District Union;
- (xvii) **"PURCHASE VALUE"** means, that amount which is arrived at by multiplying the purchase price defined in (xiv) below of forest produce (Mahua Flower (Food Grade)) by the Estimated Quantity in quintals;
- (xviii) **"PURCHASE PRICE"** means, the Price offered by Bidder per quintal for forest produce, which has been accepted by the Federation. The possession will be given from the designated storage Centre.
- (xix) **"PURCHASE QUANTITY"** means, the quantity of Mahua Flower (Dried and Food Grade) mentioned in Annexure II (Form 2)
- (xx) **"RANGE OFFICER"** means, concerned Range Officer who is also ex-officio Range Manager of Federation;
- (xxi) **"TAX PAYABLE"** means, Goods & Services Tax of 5% and other taxes / cesses as leviable from time to time, on the purchase price of the forest produce;
- (xxii) **"BIDDED PRICE"** means, the Price per quintal in Rs. (Which does not include Goods & Services Tax and other Taxes / Cesses) offered by the Bidder separately for each unit in the e-Bid Form given in Form No. 2 of **Annexure-II** of the e-Bid Notice for the purchase of Forest produce comprised in such unit;
- (xxiii) **"BASE PRICE"** means per quintal Price (in Rs.) fixed as the minimum Price for sale of Forest Produce (Mahua flower (Food Grade)) i.e., Rs 16,000.00 (Sixteen Thousand) per Quintal for Organic grade Mahua flower and Rs 14,000.00 (Fourteen Thousand) per Quintal for Normal grade Mahua flower.
- (xxiv) **"BIDDER"** means, a person or a Registered Firm or legal company who offers Bid for the purchase of Forest produce in accordance with the terms and conditions here in contained which expression shall include his heirs, successors, representatives and assignees;
- (xxv) **"PURCHASE CAPACITY"** means, that amount which is in accordance with the provisions of conditions No. 5(II) of these terms and conditions;

## 2. PRE-BID CONFERENCE

A Pre-Bid Conference shall be held to clarify the issues and to answer questions on any matter, that may be raised at this stage. The date, time and venue of the Pre-Bid Conference shall be:

<b>Details of Pre-Bid Conference</b>	
Date	11-10-2022
Time	12:00 PM
Venue	Vandhan Bhawan, Sector 24, Nava Raipur, Atal Nagar
Pre-Bid Meeting can be attended through virtual / physical mode.	

### 3. PROVISIONS OF ADHINIYAM ETC APPLICABLE:

All the provisions of the India Forest Act, 1927 and for the time being in force in so far as they are applicable to purchasers shall specifically form part of the terms and conditions of the Bid notice and the purchaser's agreement.

### 4. PERSONS AUTHORISED TO SUBMIT BID ETC

- (i) Person or persons signing the Bid form shall state that in what capacity he / she / they are signing the Bid form e.g., as sole proprietor of the firm concerned or as Managing Director or Director or Secretary of Limited Company. In the case of partnership firm, the names of all the partners should be recorded and the Bid form should be signed by all the partners or their duly constituted attorney having authority to bind all partners in all matters pertaining to the contract as recorded in the power of attorney or in the partnership deed. True copy of the registered "Partnership Deed" should be uploaded along with the Bid form failing which the Bid shall be liable to be rejected. It shall be obligatory on the part of every partner of the firm, who enters into agreement to fulfill the terms and conditions of the agreement during the continuity of the contract thereof, notwithstanding the dissolution of the partnership in the meantime, In the case of a limited company, the Bid form shall be signed by a person empowered to do so by the company, copy of 'Certificate of incorporation' of the company and the letter authorizing the person signing the Bid documents shall be uploaded to the Bid form failing which the Bid shall be liable to be rejected. In the case of Hindu Undivided Family (HUF), the names of the family members should be uploaded with the Bid form and 'Karta' who can bind the family should sign the Bid form.
- (ii) The person signing the Bid form on behalf of other or on behalf of a Firm shall enclose 'Power of Attorney' with the Bid form or deed duly executed in his favour or the partnership deed giving him such power showing that, he has the authority to bind such other person or the firm, as the case may be in all matters pertaining to the contract. If the person so signing the Bid form fails to upload the said power of attorney or partnership deed, his Bid shall be liable for summary rejection. The power of attorney should be signed by all the partners in the case of partnership Firm, by the proprietor in case of a proprietary concerned and by the person who by his signature can bind company in the case of limited company. In the case of Hindu Undivided Family (HUF) the power of attorney should be signed by the 'Karta' who by his signature, can bind the family.
- (iii) Bids submitted by such persons who are minors, or insolvent or who have been blacklisted, shall be treated as invalid. **If any blacklisted Individual / Firm constitute another firm with other person than that firm shall be treated as blacklisted.**
- (iv) A Bidder, who is in arrear, may pay the outstanding amount by Bank Draft / Demand Draft of any Scheduled Bank payable to the Managing Director of Federation, before opening of the Bid.

## 5. EARNEST MONEY DEPOSIT (EMD)

- (i) Every Bid shall be accompanied by an Earnest Money Deposit of a sum which will be 10% of the purchase value calculated from offer Price of Mahua flower (Food Grade) declared by the Bidder in the Bid form as per the details given in the condition no. 14(i). Earnest Money deposit (EMD) in any other form shall be liable to be summarily rejected.
- (ii) The amount of purchase capacity will be 10 times of the Earnest Money Deposit and the Bid shall be considered on the basis of such accepted purchase capacity.
- (iii) The list of successful and unsuccessful Bidders will be published on the Federation website [www.cgmpfed.org](http://www.cgmpfed.org) in **Annexure-VIII** and **Annexure-IX** respectively. In case of a successful Bidder Earnest Money Deposit shall in the first instance be adjusted towards payment of security deposit as required by condition No. 9 (i)
- (iv) The surplus amount of earnest money available after adjustment of security deposit as above and full amount of EMD of unsuccessful Bidders will be refunded in the bank account mentioned in the Bid form (Column 3 of Form No. 1 of **Annexure-II**) after declaration of the Bid result. Bidder will be wholly responsible for not getting the refund due to wrong information of bank account. The amount will not be refunded in any other bank account even on the request of the Bidder. For the next round of Bid, the Bidder will have to deposit the Earnest Money Deposit again.
- (v) No interest shall be paid in any case on the amount of Earnest Money Deposit.

## 6. (A) PROCESS AND MANNER OF FILLING BID

- (i) A Bidder can submit only one Bid for the purchase of Mahua Flower (Food Grade). No Bid of a Bidder will be considered if more than one Bid is submitted by him.
- (ii) Bid has to be submitted online at <https://cgmpfedtenders.abcprocure.com>. Bid submitted otherwise will be treated as invalid.
- (iii) The Bidder shall offer / submit Price per quintal exclusive of any Tax / Cess for purchase of food grade Mahua flower in the Bid form. The offer must be made showing Price per quintal and not in lump sum amount. The Price should be quoted in whole rupees.
- (iv) The Price quoted by the Bidder (Bidded Price) for purchase of Mahua flower (Food Grade) shall be over and above the Base Price fixed for food grade Mahua specified in the Bid under Annexure II (Form No 2). Bids having Bidded Price below Base Price will not be accepted and shall stand disqualified.
- (v) The minimum purchase quantity should not be less than 100 Quintal of Mahua Flower (Food Grade) each for Organic as well as Normal grade Mahua flower. Bids having purchase quantity less than 100 Quintal shall be disqualified. Bidder shall be free to bid for organic or normal grade Mahua only as well as for both organic and normal grade Mahua flower.
- (vi) Bidder shall have to mention his correct and complete postal address, Telephone No. and E-mail address in his Bid form at the place prescribed for this purpose. Communication sent to him by **e-mail** on this address will be presumed to have been received by him. Responsibility for receiving all communications addressed to him will be that of the Bidder. If the postal address and E-mail address mentioned by the Bid is found to be incorrect, he will be liable to be blacklisted.



- (vii) The Bidder should fill up every template of the Bid Form and upload all necessary documents and Bidder's Agreement as duly executed with it and submit it as shown in clause 5 of Bid Notice. On failure to upload Bidder's Agreement duly executed and other documents along with the Bid form Bid shall be liable to not being considered.

**(B) Prioritization of successful Bidder for supply of Mahua Flower (Food Grade)**

The order /rank of prioritization for the purpose of allotment and supply of purchase quantity shall be decided by the Federation considering following scenarios. Order /rank in the priority list along with the Purchase Price and Sanctioned Purchase quantity shall be informed to the Bidder in the format specified in Annexure VII.

- 1) Scenario 1: Prioritization for supply of Mahua Flower (Food Grade) based on Price Quote submitted by the Bidder. Bidder shall be ranked H1, H2, H3 and so on in descending order of the Purchase price quoted by them in Annexure II (Form 2). The list of prioritizations of successful Bidder shall be prepared on the basis of highest Purchase Price quoted by the Bidder over and above the Base Price and Minimum Quantity specified in the E-Bid Notice.
- 2) Scenario 2: Priority for supply of Mahua Flower (Food Grade) based on Quantity in scenario where purchase price is matched to H1 Bidder by H2 and H3 Bidder and in case of tie bids (two or more bidders have quoted same Price)  
  
There will be provision for H2, H3 etc. ranked Bidder to match the highest Purchase price quoted by H1 Bidder. Once the H2, H3 etc have matched the price bid of H1, those bidders who have matched the price of H1 will be given the supply of the goods first as per the priority list as described in Scenario 1.
- 3) Scenario 3: If the Purchase quantity quoted by the bidder/s exceeds the estimated quantity of Mahua Flower (Food Grade) mentioned in Annexure XII, the supply of quantity shall be given proportionately to the available quantity to all the successful Bidder's.

**(C) Option to Bidders to re-quote the Price to equal or more than highest Price bid quoted by the bidder**

As per point 2 (Scenario 2) mentioned above, the Bidder (s) opting to match the Highest quoted Purchase Price should inform Federation in writing within 7 working days from the date of online opening of Bid through email and hard copy. (No separate communication in this regard shall be done from the Federation.) Scanned copy of the written communication should be emailed to [mfpfed.cg@nic.in](mailto:mfpfed.cg@nic.in) and the envelope containing hard copy shall be sealed, marked with Bidder's name and labelled as "THE ADVANCE SALE OF MAHUA FLOWER (FOOD GRADE) OF 2023 SEASON TO BE COLLECTED IN CHHATTISGARH"

Managing Director,  
Chhattisgarh Minor Forest Produce (T&D) Cooperative Federation Ltd.  
Van Dhan Bhawan, Sector 24,  
Nava Raipur, Atal Nagar  
Chhattisgarh

In all the above stated scenarios except for scenario 3 (6-B), the quantity of supply shall be fulfilled for each Bidder in the priority list decided by the Federation until the available quantity of Mahua Flower (Food Grade) lasts.

Illustration (6 B Above: Scenario 1 and 2):

S. No	Estimated Quantity (in quintal)	Purchase Quantity in Bid (In quintal)	Order of Priority	Quantum of Supply
1	6000	3000	H1	Full Quantity
2		1500	H2	Full Quantity
3		1500	H3	Full Quantity
4		1000	H4	Nil

Illustration (6B Above: Scenario 3)

S. No	Estimated Quantity (in quintal) - Z	E= (A+B+C+D)	Purchase Quantity in Bid (in quintal)	* Delivery in proportion (in quintal) – (A/E x Z)
1	6000	6700	(A) 2000	$(2000/6700) * 6000 = 1790$
2			(B) 2500	$(2500/6700) * 6000 = 2240$
3			(C) 1200	$(1200/6700) * 6000 = 1075$
4			(D) 1000	$(600/6700) * 6000 = 537$

## 7. WITHDRAWAL OF OFFERS ETC.

The Bidder shall not withdraw his offer for the mentioned purchase quantity after final submission of Bids and shall be bound by his offer and by the terms and conditions of the Bid notice including those contained herein till issue of communication of the acceptance or rejection of his offer by the Federation. In case of breach of this condition, 10% of the purchase price of the Purchase Quantity shall be forfeited from the E.M.D and the Bidder may be blacklisted by the Managing Director for a period which may extend to 3 years

## 8. ACCEPTANCE OF BIDS

- (i) The Government / Federation reserves the right to accept or reject offer(s) mentioned in the Bid form without assigning any reason.
- (ii) The Bidder will be bound to accept Purchase Quantity for which his offer(s) is accepted.

## 9. SECURITY DEPOSIT

- (i) Before signing the purchaser's agreement the successful Bidder shall have to deposit security amounting to 25% of the total purchase price of the Purchase Quantity sanctioned by Federation in his favour for the due observance of the terms and conditions of the purchaser's agreement executed by him and for this purpose the 10% earnest money deposited as per condition, No. 5 shall, be adjusted towards the payment of the security

deposit by the Federation and the difference, if any, will have to be deposited by the Bidder within the time stipulated. This amount of balance security deposit will be deposited with the Managing Director, District Union Baloda Bazar by means of separate Bank / Demand drafts / RTGS of any scheduled Bank drawn in favour of Managing Director, C.G. State Minor Forest Produce Federation Ltd. Payable at a branch of a scheduled Bank District Unions Baloda Bazar.

- (ii) This security deposit can be adjusted either wholly or in part as the case may be, by the Divisional Forest Officer towards any amount recoverable from the purchaser, including the purchase price under provisions of the Adhiniyam, Niyamavali, Purchaser's agreement and the terms and conditions of the Bid notice and all such deductions shall have to be made good, by the purchaser by depositing an equal amount within 15 days of issue of the notice to that effect.
- (iii) If the dues to be recovered from the purchaser exceed the amount of security deposit, amount in excess shall unless made good to the Managing Director, District Union Baloda Bazaar within 15 days from the date of issue of the notice to that effect, be recoverable as arrears of land revenue.
- (iv) The Security Deposit or the balance amount, as the case may be, shall be adjusted in the last instalment after Managing Director, District Union Baloda Bazar is satisfied, that purchaser has complied with all the terms and conditions of the purchaser's agreement, the Adhiniyam, Niyamavali and conditions of the Bid notice, and no amount is outstanding against him. The purchaser shall have the option to take delivery of any quantity found in excess of the Estimated Quantity, and for that he shall pay the due amount at the same purchase Price quoted in Annexure II (Form 2). The last transport permit shall not be issued unless he pays such amount.

## **10. QUALITY & TESTING PARAMETERS AND PACKAGING MATERIAL DETAILS**

The quality parameters of Mahua flower (Food Grade) and packaging material details are mentioned in Annexure – V is bidder selects Option 2 (12.2). In case bidder has selected Option 1 (clause 12.1), the bidder shall ensure availability of packaging material at the allocated **Aggregation Point(s)** and shall be responsible for bagging the produce.

## **11. QUALITY CONTROL**

### **11.1 Applicable only for bidder opting for Clause 12.2 (Option 2- Authorise Federation to supervise quality control measures)**

Upon receiving request in writing from the purchaser with regards the quality verification of any specific Batch of Mahua Flower (Food Grade), the Federation will provide a Certificate of analysis (COA) from NABL accredited laboratory on random sample basis for that particular quantity only on specific request.

### **11.2 Applicable for bidder opting for Organic category mahua for 12.1 (Option 1) and 12.2 (Option 2)**

The certificate for Organic grade Mahua flower certified by the CGCERT shall be provided by the Federation for the Organic grade Mahua flower Only.

- 11.3** No dispute with regards to the quality of the forest produce shall be entertained once NABL certificate/CGCERT certificate has been provided by the Federation to the successful Bidder (as applicable for Option 1 and Option 2).

## **12. DELIVERY OF FOREST PRODUCE (MAHUA FLOWER (FOOD GRADE))**

The bidder will have to select one of the options mentioned below in 12.1 and 12.2 at the bidding stage itself.

### **12.1 Option 1: Successful bidder to deploy local representative at Aggregation Point(s) to jointly supervise primary processing including quality control measures**

Mahua flower (Food Grade) will be collected from various locations in Chhattisgarh and primary processed at Aggregation Point (s). The Federation shall allot specific Aggregation Point(s) to the successful bidder(s) based on the quantity to be procured by them. Allotted Aggregation Point (s) shall be communicated to the successful bidder(s) prior to execution of the Purchase Agreement.

- (i) **Deployment of local representative:** Successful Bidder will have to deploy its representative at allotted Aggregation Point(s) to ensure quality control duly supervising the quality of the collected Mahua flower and primary processing/ drying operations of Mahua flowers jointly along with authorised representative of Federation.
- (ii) **Joint inspection of Raw Mahua Flower:** Successful bidder's representative and authorised representative of Federation will jointly inspect the raw Mahua Flower and categorize raw mahua flower as accepted and rejected quantity of raw Mahua flower received daily from the field at each allotted Aggregation Points, which will also be documented in writing having signatures of representatives of both parties (Authorised representative of Federation and local representative of successful bidder deployed at Aggregation Point(s)).
- (iii) **Primary processing of accepted quantity of Raw mahua flower and bagging:** The accepted quantity of Mahua flower will undergo primary processing/drying under the joint supervision of representative of both parties as mentioned above. The successful bidder shall ensure bagging of the produce using its own packaging materials.
- (iv) **Delivery of Mahua Flower (dried) at Aggregation Point(s):** The representative shall take the delivery of materials within 7 Days after primary processing of Mahua flowers from the allotted Aggregation Point (s) without raising any objection with regards to the quality of the produce as the whole process would be completed under the joint supervision of representatives of both parties.
- (v) The approved rates shall be quoted by the successful bidder in the tender which will include procurement of Mahua flower, primary processing. The tender price is equivalent to food grade mahua flower (dried) to be delivered at each Aggregation Point (s). The Successful bidder shall also bear in addition the cost of packing materials, bagging, and transport up to bidder's premises at its own expense.
- (vi) The successful bidder has to make the payment in advance as per the approved rates through this tender before taking the delivery of the materials from each of the allotted Aggregation Point (s).

- (vii) The successful bidder through its representative shall take delivery from the Allotted Aggregation Point (s) within the above stipulated time. Bidder will be solely responsible for any damages caused due to delay in taking delivery of the processed Mahua.
- (viii) Payment for the accepted quantity of Mahua flower available for delivery shall be paid by the successful bidder prior to taking delivery of Mahua Flower (dried).
- (ix) After the full payment of amount due, the delivery / transportation of purchased quantity will be permitted duly issuing delivery challan.
- (x) Federation reserves the right to forfeit Security deposit in full, if the purchaser refuses to take delivery of Mahua Flower (Food Grade) on or before scheduled date from allotted Aggregation Point(s), owing to quality issues.

### **12.2 Option 2: Authorise Federation to supervise quality control measures**

- (i) Mahua flower (Food Grade) will be collected from various locations in Chhattisgarh and will be stored at two delivery locations – cold storage near Raipur or Central Warehouse Corporation Godown at Rawanbhata, Raipur. Successful Bidder will confirm the delivery location in writing to Federation.
- (ii) Federation through its authorised representative will ensure quality control duly supervising the whole process including the primary processing/ drying operations of Mahua flowers at the Aggregation Point (s)
- (iii) Federation at its discretion, shall take appropriate actions related to primary processing, packaging, transportation and storage of the Mahua Flower (Food Grade) in designated Delivery Centers at Raipur as per the norms mentioned in Annexure -V.
- (iv) In case of any specific packaging requirement the successful bidder shall ensure supply of such packaging materials to Aggregation Point (s) by the end of February 2023 before commencement of Mahua procurement. If bidder fails to provide packaging material to Federation before the stipulated time mentioned above, then Federation will use packaging material mentioned in Annexure – V.
- (v) Successful Bidder will take delivery of Mahua Flower (Food Grade) from the Delivery Centre at Raipur from the location mentioned in 12(i).
- (vi) The delivery of Mahua flower (Food Grade) will be given to the successful bidder(s) only after payment of the amount including all Taxes and Cess of installment due against him, has been made by the successful bidder.
- (vii) The successful bidder shall be liable to lift Mahua Flower (Food Grade) within 20 days after the payment of due amount.
- (viii) The bidder cannot refuse to take the delivery of the materials citing issues regarding its quality and any objection in this regard will not be entertained by the Federation.
- (ix) The approved rates shall be quoted by the successful bidder in the tender which will include procurement of Mahua flower, primary processing, packaging as mentioned in Annexure V and transport up to Delivery Center.
- (x) After the full payment of amount due, the delivery / transportation of purchased quantity will be permitted duly issuing delivery challan.

- (xi) Federation reserves the right to forfeit Security deposit in full, if the purchaser refuses to take delivery of Mahua Flower (Food Grade) on or before scheduled date from Delivery Center at Raipur owing to quality issues.
- (xii) If the successful Bidder fails to take delivery within the stipulated time period mentioned above, the cost of storage, etc. of the forest produce (Mahua flower (Food Grade)) which is to be lifted by the successful Bidder, shall be borne by the successful Bidder.

### **13. BREACH OF ADHINIYAM ETC**

A purchaser, who commits any breach of provisions of any condition of the purchaser's agreement as a result of which he is punished or where his agreement is terminated, shall be liable to be blacklisted for a period up to **3 years**.

### **14. TRANSFER OF AGREEMENT**

A purchaser cannot assign or transfer his agreement to another person / registered firm / legal company without prior written permission of Managing Director / Federation. Such agreement can be transferred by the concerned Managing Director / Federation to another person / registered firm / legal company on payment of a transfer fee of **Rs. 10,000/-** and 25% of the amount of sale price of the Purchase Quantity as security deposit in advance by him in form of Bank / Demand Draft of any scheduled bank payable at any branch of Bank at the headquarter of the District Union / Raipur, drawn in favour of Managing Director of Chhattisgarh State Minor Forest Produce Cooperative Federation Ltd. payable at **District Union Baloda Bazar**. The application of transferer and consent of transferee along with the photocopy of registration certificate as manufacturer / exporter under Adhiniyam and the transfer fee of **Rs. 10,000/-** and 25% of the amount of sale price of the unit as security deposit, as mentioned above should be submitted in the office of the concerned Managing Director / Federation before 15 days of the issue of transfer order. In such cases, the purchaser transferring the agreement shall not be relieved from his liabilities in respect of the Purchase Quantity, till the transferee executes the purchaser's agreement of the remaining Purchase Quantity in the office of the concerned Managing Director / Federation.

- 15. If any purchaser moves to court against Govt. / Federation and the decision of the court is in favour of Govt. / Federation, then the purchaser shall be responsible for the loss in the value of forest produce due to court proceeding, and this loss with late fee will be recovered from purchaser.

### **16. PROCEDURE FOR PAYMENT OF DUE AMOUNT BY PURCHASER / BIDDER**

#### **(i) By the Bidder**

The Bidder will have to make the online payment of Earnest Money Deposit through payment gateway service provider in any of the following ways -

1. **Credit Card / Debit Card** (VISA / Master / Maestro Cards) - The Bidder after selecting the option of the Credit Card/Debit Card (VISA / Master / Maestro Cards) make the online payment, as per the instructions of payment mentioned in the payment gateway.

2. **Net Banking** - Bidder can make the payment only from the bank account in having net banking facility. The list of banks for net banking will appear in the payment gateway and Bidder should select his bank from that list and make the payment as per the instructions given in the payment gateway.
3. **RTGS / NEFT** - The Bidder can make the payment as per the instructions of clause 2.2 of enclosed **Annexure X**.

(ii) **Bidder on appointment as purchaser**

The Purchaser has to make payment through RTGS from any **bank in A/C No. 016101018105 (IFSC Code - ICIC0000161) of ICICI Bank** after obtaining challan receipt from the Online Payment Module.

Procedure for obtaining challan receipt is as below: -

On the Home Page of Laghu Vanopaj Sangh's website **www.cgmpfed.org**, a Link Online Payment Module will be displayed. After clicking on the Link, one page will be opened, in the Serial No. 2 one link Proceed for Money Receipt Generation through ICICI Bank Ltd. will be displayed. An input form will open if the purchaser clicks the Link. To deposit money purchaser shall enter name of purchaser, Income tax PAN, E-mail address, Mobile no, Name of District Union, Name of Forest produce, Collection Year, Lot no, Sale Value, Late Fee, Godown Rent, Restoration Fee, Extension Fee / Others, Goods and Services Tax (GST), Income Tax. All entries must be made by keeping 'Caps Lock' on i.e., in Capital Letters. For each Lot separate entries must be made i.e., entries for more than one lot must not be made together. After filling the Input Form completely Submit button should be clicked. Upon clicking Submit button a Challan will be displayed. Purchaser will take the printout of Challan to bank and after filling the Bank Form (required to send money by RTGS) send the amount of money mentioned in Challan by RTGS.

Online money receipt will be generated after the amount is deposited and will be sent by e-mail to the concerned District Union, C.G. State Minor Forest Produce and purchaser automatically. Online generated money receipt need not be sent to Federation for confirmation and shall be treated as genuine and final.

## Annexure-II

**CHHATTISGARH STATE MINOR FOREST PRODUCE  
(TRADING & DEVELOPMENT) CO-OP. FEDERATION LIMITED  
"VAN DHAN BHAVAN" Sector - 24, Nava Raipur, Atal Nagar**

**Notification No. /Sangh/Vanopaj/2023/I**

**Dated : 27.09.2022**

**ONLINE BID FORM FOR PURCHASE OF MAHUA FLOWER (FOOD GRADE)**

**(Form No. 1)**

<b>1.</b>	Goods and Services Tax Identification Number (GSTIN) ( <b>Scanned Copy of certificate of Goods and Services Tax Identification Number to be Uploaded</b> )	
<b>2.</b>	Outstanding dues of Forest Department / Federation against the Bidder (Condition No. 1(iii) of Annexure - I) – In Rs.	
<b>3.</b>	<b>Bidder's Bank Details</b>	
	(a) Type of Account	Drop Down Menu (Saving Bank A/c / Current A/c / Cash Credit A/c / Overdraft A/c)
	(b) Account Number	
	(c) Name of Bank and Branch	
	(d) IFS Code	



## Purchase Quantity and Price Offer (Form No. 2)

Earnest Money Deposit (E.M.D.) - In Rs. : Entered by Bidder

Purchase Capacity (P.C.) - In Rs. : Non-edited (E.M.D. x 10)

**\*Base Price (In Rs.) 16,000 (Sixteen Thousand) Per Quintal for Organic grade Mahua flower.**

**\*Base Price (In Rs.) 14,000 (Fourteen Thousand) Per Quintal for Normal grade Mahua flower.**

**\*Minimum Purchase Quantity – 100 Quintals**

### Option 1

Please Specify (Option 1)		Successful bidder to deploy local representative at Aggregation Point(s) to jointly supervise the primary processing including quality control measures		
S.No	Type	Purchase Quantity (In Quintals)	Purchase Price per Quintal (In Rs.)	Total Purchase Value (In Rs.) (Quantity x Price)
1.	Organic			
2.	Normal			
3.	<b>Total</b>			

OR

### Option 2

Please Specify (Option 2)		Authorise Federation to supervise quality control measures		
S.No	Type	Purchase Quantity (In Quintals)	Purchase Price per Quintal (In Rs.)	Total Purchase Value (In Rs.) (Quantity x Price)
1.	Organic			
2.	Normal			
3.	<b>Total</b>			

**\* Price quoted by the Bidder should be over and above the Base Price and minimum Purchase Quantity should be at least or more than 100 Quintals for each type of Mahua**

**Flower. The bidder shall be free to bid for either one of the two types of Mahua Flower (Organic, Normal) or both.**

\* The Purchase price quoted by the bidder above is exclusive of any applicable taxes, therefore additional tax of 5% GST and 2.5% TCS (Tax collected at source) shall be levied by the Federation on the Purchase value quoted by the bidder.

\* If the food grade Mahua Flower (Dried) purchased by the Bidder are meant for the purpose of manufacturing and/or processing and not trading then the purchaser can submit Form 27C which allows for a total exemption in the tax collected at source (TCS) and the same has to be submitted by the purchaser in a duplicate form through a declaration of the fact that purchased Mahua flower are meant for the purpose of manufacturing and/or processing and not trading.

## Documents to be Uploaded

(Form No. 3)

<b>1.</b>	Scanned copy of PAN Card (Mandatory)
<b>2.</b>	Scanned copy of Aadhaar Card of Individual for Individual, Proprietor's for Proprietorship firm, Managing Director of the Company and in case of Partnership firm Aadhaar Card of at least two of Partners required, in case of Hindu Undivided Family (HUF) Aadhaar Card of karta and one adult family is to be enclosed (Mandatory)
<b>3.</b>	Scanned copy of certificate of Goods and Services Tax Identification Number (GSTIN)
<b>4.</b>	Scanned copy of Partnership Deed (if applicable)
<b>5.</b>	Scanned copy of Certificate of Company Incorporation and List of Latest Directors of Company (if applicable)
<b>6.</b>	Scanned copy of Power of Attorney (if applicable)
<b>7.</b>	Scanned copy of list of family members in case of H.U.F
<b>8.</b>	Authorising federation for supervising quality of mahua flower (food grade) as per Annexure- VI (If applicable)
<b>9.</b>	Any other relevant Document

## **Annexure–III**

**(Annexure to Bid Notice No./Sangh/Vanopaj/2023/I Dated 27.09.2022)**

### **BIDDER'S AGREEMENT**

#### **(Condition 4(II) of Bid notice)**

This agreement is made this ..... day of ..... (month) of ..... (year) between Managing Director, Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited (hereinafter called 'Federation', which expression shall, where the context so admits, include its successors/representatives and assignees in office) of the first part and I/We (hereinafter called the Bidder which expression shall include his heirs, successors, representatives and assignees) of the second part.

And whereas, the Federation desires to dispose of the Forest produce purchased under the Govt. of India scheme “**Mechanism for Marketing of Minor Forest Produce (MFP) through Minimum Support Price (MSP) or other schemes and Development of Value Chain for MFP**”, to be collected in different Societies during 2023 collection season in advance and has issued notice inviting Bids vide e-Bid notice No./Sangh/Vanopaj/2023/I Dated 27.09.2022 and also desires that the prospective Bidders should execute an agreement before participating in the e-Bid to abide by the conditions of the e-Bid Notice.

Now the Bidder hereby agrees as follows: -

1. I / We hereby declare that I / We have read and understood all the provisions of the Indian Forest Act, 1927, Chhattisgarh Abhivahan (Vanopaj) Niyam, 2001 and the rules made thereunder, the conditions of the e-Bid notice referred to above, Terms and conditions of e-Bid etc. contained in **Annexure - I** of the e-Bid notice and conditions of the Purchaser's Agreement appended to the e-Bid notice and agree to abide by the same.
2. I / We hereby declare that I / We shall not withdraw my / our offer after e-Bid. I / We further declare that I / We shall be bound by my / our offer and by the terms and conditions of the e-Bid notice till orders of competent authority, accepting / rejecting my / our offer, are passed or another person or party is appointed as purchaser of the Purchase Quantity for which I / We have submitted the Bid.
3. In the event of my / our failure to abide by the conditions of this agreement. I / We shall be liable to pay such penalty, as may be leviable under the terms and conditions of the e-Bid notice.
4. This agreement shall be deemed and always be deemed to be subject to the provisions of Chhattisgarh Indian Forest Act, 1927, Chhattisgarh Abhivahan (Vanopaj) Niyam, 2001 and the rules made thereunder and the orders and notifications issued from time to time under the said Adhinyam and the rules and terms and conditions of e-Bid Notice No./Sangh/Vanopaj/2020/I Dated 04.02.2020 all of which shall form part of and shall be deemed to have become part

of this agreement and shall be construed to have been specially provided for in this agreement.

5. I / We hereby declare that neither any dues of Forest Department / Federation are outstanding against me / us in Chhattisgarh, nor have I / We been blacklisted by the Government / Federation.

In witness whereof the Bidder has put his / her signature on the day and year written first above.

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

## Annexure-IV

(Annexure to e-Bid Notice No./Sangh/Vanopaj/2023/I Dated 27.09.2022)

### PURCHASER'S AGREEMENT

(Condition 7 of Bid Notice)

This agreement made on ..... day of .....(month) .....(year) between the Chhattisgarh State Minor Forest Produce Cooperative Federation Limited, acting through the Managing Director of District Minor Forest Co-operative Union, Baloda Bazar, hereinafter called Managing Director (which expression shall, where the context so admits, include his successor in office) of the one part and Shri ..... Son of ..... resident of ..... Village ..... and carrying on business in partnership with (i) Shri ..... (ii) Shri ..... (iii) Shri ..... in the name and style of at ..... a company registered under the Indian companies Act, 1913 (Act VII of 1913), Companies Act, 2013 and having its registered office at ..... hereinafter referred to as the "Purchaser" (which expression shall, unless the context does not so admit, include his heirs, executors, and administrators, their survivors or survivors of them, the heirs, executors and administrators of the last survivor, the partners for the time being of the said firm, its successors) of the other part (strike out portions not applicable).

Whereas purchase and sale of Forest produce in the State of Chhattisgarh is regulated by the provisions of the scheme 'Marketing & Development of MFP through MSP' / Federation and development of value chain for MFP under Pradhan Mantri Vandhan Yojna, Indian Forest Act, 1927, Chhattisgarh Transport (Forest Produce) Rules, 2001 and rules made there under and the statutory modifications thereof in so far as they are applicable to such trade.

Whereas the Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited, Raipur has been appointed as the implementing agency of the state of Chhattisgarh for the central scheme of 'Marketing & Development of MFP through MSP' and other schemes and authorized for the purchase and sale of Forest produce (Mahua Flower (Food Grade)) and the Federation has purchased the same in the year 2023. The Federation had invited Bids for advance sale of forest produce (Mahua Flower (Food Grade) vide its e-Bid Notice No. Sangh/Vanopaj/2023/I Dated 27.09.2022, Purchase Quantity(in numerics).....(in Words)..... and Estimated Quantity.....(in numerics).....(in words)..... and which has been specified in the notification **No./Sangh/Vanopaj/2023/I Dated 27.09.2022** of Forest produce and for the purchase of the same which is ending on 31.06.2023. Managing Director, CGMFPFED reserves the right to extend the validity of this agreement by 3 months on the account satisfactory reasons.

Now these presents witness, and it is hereby mutually agreed between the parties hereto as follows: -

## 1. PERIOD OF PURCHASER'S AGREEMENT

This agreement will commence from ..... and shall remain in force till 31.06.2023 or till the terms and condition are met or unless terminated earlier, under the terms and conditions of this agreement.

## 2. PARTS OF THE AGREEMENT

This agreement shall always be deemed to be subject to the provisions of this agreement, the rules made there under and the orders and notifications issued from time to time under the said scheme of 'Marketing & Development of MFP through MSP' and other schemes and the rules and the terms and conditions of the said Bid Notice including the General / other terms and conditions of the Bid and instructions for Bidders contained in **Annexure-I** of the Bid notice, all of which shall form part of and shall be deemed to have become part of this agreement and which shall be construed to have been specifically provided for in these presents.

## 3. PURCHASE RATES ETC.

The purchaser shall purchase goods of the mentioned Purchase Quantity at the Price of Rs. .... (In figures) ..... (in words) per quintal for Organic grade Mahua Flower and Rs. .... (In figures) ..... (in words) per quintal for Normal grade Mahua Flower. In addition to the purchase price of the Purchase Quantity the purchaser shall also pay, Goods and Services Tax and other Tax's / Cesses as leviable on the purchase price from time to time. /

## 4. PROCEDURE FOR PAYMENT OF AMOUNT DUE AND DELIVERY PROCEDURE Option 1 Successful bidder to deploy local representative at Aggregation Point(s) to jointly supervise primary processing including quality control measures

- 4.1 I (a)** The purchaser shall take the delivery of the Mahua Flower (Food Grade) from the allotted Aggregation point(s) in Chhattisgarh within 7 days after the installment is paid for

Apart from the Security Deposit, the Purchaser shall be liable to pay the complete purchase value including taxes (GST) / cesses for the Purchase Quantity in advance before taking the delivery of Mahua flower (Food Grade) from the designated Delivery Centres in two equal installments as per condition no 14 of Annexure - 1 before or on the following dates:

<b>Installments</b>	<b>Amount</b>	<b>Payment Date</b>
First	Minimum 50%	On or before 31 <sup>st</sup> May 2023
Second	Rest of the amount	On or before 30 <sup>th</sup> June 2023

After the Purchaser has paid the installments, the Purchaser would be entitled for possession of the Mahua Flower (Food Grade) for the quantity for which the Purchaser has paid for through the installment. The possession of the forest produce shall be given on the first in first out bases.

- II. The purchaser shall appoint local representative at the Aggregation Point (s) namely \_\_\_\_\_ in case. Purchaser will submit details of such representatives along with samples of their attested signatures, addresses and photographs in duplicate to the Managing Director, District Union Baloda Bazar within one week of date of agreement. If the Managing Director, District Union Baloda Bazar directs the purchaser to remove any representative, the purchaser shall immediately remove such person and bar him from carrying out any work under this agreement.
- III. Federation will forfeit Security deposit in full, if the purchaser fails to appoint/deploy its local representative at Aggregation Point (s) and refuses to take delivery of Mahua Flower (Food Grade) from the respective Aggregation Point (s), owing to quality issues.
- IV. The Purchaser shall be liable to lift Mahua Flower (Food Grade) within 7 days from the allotted Aggregation Point (s). If the Purchaser fails to lift the goods within aforementioned duration it would be deemed that the purchaser has lifted the notified quantity of the goods and the Purchaser will have not right on the goods and the Federation reserves the right to dispose the goods after the expiration of the said period. The Purchaser would have the right to get acknowledgement of the delivery and quantity of goods from designated storage centers (i.e., Aggregation Point (s) for each installment.
- V. The Federation shall bear cost of drying and temporary godowning of the collected Mahua flower at the storage facility at Aggregation Point(s). The cost of bagging and transportation from Aggregation Point(s) to Purchaser's storage facility/ destination shall be borne by the purchaser.

## **Option 2: Authorise Federation to supervise quality control measures**

- 4.1 I (b)** The purchaser shall take the delivery of the Mahua Flower (Food Grade) collected from the designated Delivery Centers in Chhattisgarh within the 20 days after the installment is paid.

Apart from the Security Deposit, the Purchaser shall be liable to pay the complete purchase value including taxes (GST) / cesses for the Purchase Quantity in advance before taking the delivery of Mahua flower (Food Grade) from the designated Delivery Centers in two equal installments as per condition no 14 of Annexure - 1 before or on the following dates:

<b>Installments</b>	<b>Amount</b>	<b>Payment Date</b>
First	Minimum 50%	On or before 31 <sup>st</sup> May 2023
Second	Rest of the amount	On or before 30 <sup>th</sup> June 2023

After the Purchaser has paid the installments, the Purchaser would be entitled for possession of the Mahua Flower (Food Grade) for the quantity for which the Purchaser



has paid for through the installment. The possession of the forest produce shall be given on the first in first out bases.

- II. The purchaser shall take delivery of the produce from the Delivery Center at Raipur Purchaser will submit details of such representatives along with samples of their attested signatures, addresses and photographs in duplicate to the Managing Director, District Union Baloda Bazar within one week of date of agreement. If the Managing Director, District Union Baloda Bazar directs the purchaser to remove any representative, the purchaser shall immediately remove such person and bar him from carrying out any work under this agreement.
- III. Federation will forfeit Security deposit in full, if the purchaser fails to take delivery of Mahua Flower (Food Grade) from the cold storage at designated Delivery Centers mentioned in 12 (i) of Annexure 1 of the E Bid
- IV. The Purchaser shall be liable to lift Mahua Flower (Food Grade) within 20 days after the instalment is paid. If the Purchaser fails to lift the goods within aforementioned duration it would be deemed that the purchaser has lifted the notified quantity of the goods and the Purchaser will have not right on the goods and the Federation reserves the right to dispose the goods after the expiration of the said period. The Purchaser would have the right to get acknowledgement of the delivery and quantity of goods from designated storage centers i.e., Delivery Center for each installment.
- V. The Federation shall bear the cost of drying, transportation and godowning of the collected Mahua flower (Food Grade) stored in cold storage at designated Delivery Centers mentioned in 12 (i) of Annexure 1 of the E Bid
- VI. No dispute with regards to the quality of the forest produce shall be entertained once NABL/CGCERT(for organic Mahua only) certificate has been provided by the Federation to the purchaser. If the purchaser does not take the delivery of Forest Produce within next seven days of the decision Forest Produce shall be on the purchaser's risk and action may be taken according to the above Condition IV.

## **4.2 Conditions for both Option 1 and Option 2**

- 4.2.1 The purchaser shall not refuse to take the delivery of the Forest Produce offered at the Delivery Center if the Forest produce is certified as per the clause no 10 and 11 of Annexure I of the Bid notice.
- 4.2.2 The certificate for Organic grade Mahua flower certified by the CGCERT shall be provided by the Federation for the Organic grade Mahua flower.
- 4.2.3 If the purchaser fails to take the delivery of Forest Produce within the period prescribed in the condition 4.1 I (a) or 4.1 I (b) (As applicable for option 1 and option 2 respectively) and 4(IV), then in addition to any action against the violation of the purchaser's agreement purchaser shall be liable to: -
  - (a) Managing Director of District union Baloda Bazar can deliver the Forest Produce to the purchaser only after recovering the supervision charges of Rs. 25/- per quintal.

OR

- (b) The Federation can dispose such Forest Produce through sale and can recover the loss amount from the purchaser.

- 4.2.4 If, within 7 days from the issuance of letter of Managing Director, District Union Baloda Bazar, the purchaser does not take possession by paying purchase price and prevailing taxes, it would be deemed that as per documents the whole of collected quantity was available for delivery and any depreciation which happen after the specified time the purchaser would be wholly responsible.
- 4.2.5 The purchaser shall be liable to make all the payments as mentioned in condition no. 14 of **Annexure-I**.
- 4.2.6 If the purchaser fails to pay any amount due by the due date, he shall pay late fee at the Price of 0.035% per day on the delayed payment. Late fee shall be calculated on the sale value. If the due date is on a public holiday, the next working day will be taken as the due date for the purposes of calculation of late fee.
- 4.2.7 The order /rank of prioritization for the purpose of allotment and supply of purchase quantity shall be as per the process mentioned in Annexure I (6B) in Annexure VII of the E- Bid Notice.
- 4.2.8 The estimated quantity mentioned in the Annexure 12 is tentative and the actual collection of Mahua Flower (Food Grade) specified in above annexure can be more or less. If the actual quantity of Mahua Flower (Food Grade) is more than Estimated Quantity than the purchaser will have option to take additional quantity at sale price up to 25 % of Estimated Quantity as per agreement and the additional quantity can be taken on mutually agreed sale price.
- 4.2.9 If the actual quantity of forest produce collected is more than estimated quantity. Then the purchaser/s will be allowed to procure additional quantity proportionate to the Purchase Quantity ratio to actual collection at the purchase price quoted by the Bidder in Annexure II (Form 2) and in Annexure VII.

S. No	Estimated Quantity (in quintal) – A	Actual Collection (in quintal) – B	Purchase Quantity in Bid (in quintal) – C	* Delivery in proportion (in quintal) – (B/A x C)
1	6000	X	1100	$(X/6000) \times 1100 = Y$

\*For illustration (actual collection is more than Estimated Quantity) - the purchaser/s will be allowed to procure the product up to the figure mentioned in column titled “Delivery in proportion” at the purchase price quoted by the Bidder in Annexure II (Form 2) and in Annexure VII may be provided to the Bidder.

- 4.2.10 The forest produce is being procured from collectors at the price fixed by Federation or Minimum Support Price. If the market price of the produce is more than Minimum Support Price or price fixed by the Federation, the actual quantity of forest produce (Mahua Flower (Food Grade)) to be procured may be very less or nil as compared to estimated quantity. The Federation shall have no liability if federation is unable to produce the estimated quantity due to any reason as above or other which is beyond the control of federation and the purchaser shall not have any claim to the estimated quantity. If the actual quantity is less than the Estimated Quantity, then the first right on Mahua flower (Food Grade) the that is collected shall be of the purchaser/s and in

case of more than one purchaser it shall be provided proportionately with regards to the purchase price as per Annexure VII.

S. No	Estimated Quantity (in quintal) – A	Actual Collection (in quintal) – B	Purchase Quantity in Bid (in quintal) – C	*Delivery in proportion (in quintal) – (B/A x C)
1	6000	X	1000	$(X/6000) \times 1000 = Y$

\*For illustration (actual collection is less than the Estimated Quantity) - the supply quantity to the purchaser/s will be finalized in proportion to the ratio of actual collection and Estimated Quantity until the actual collection stock lasts.

- 4.2.11 Purchaser shall be liable to take possession of produce by paying the purchase value in advance inclusive all Taxes before taking delivery of the Mahua flower (Food Grade) for the allotted quantity from the delivery locations mentioned in the purchase agreement.
- 4.2.12 After the purchaser has taken the possession of Forest produce all the other expenses related to treatment, processing, transportation, godowning etc. will be borne by the purchaser.

## 5. PAYMENT OF ADDITIONAL SECURITY DEPOSIT

If the actual collected quantity exceeds the estimated quantity, then the purchaser shall deposit the additional draft for calculated on the basis of collected quantity before the release of part / full quantity of forest produce (Mahua Flower (Food Grade)) before the issue of release order of additional quantity in case of delivery from the allotted Aggregation Center or Delivery Center at Raipur (As applicable for chosen Option1 or Option 2 respectively). In case of delay in payment, Fee @ 0.035% per day will be charged.

## 6. DELIVERY OF FOREST PRODUCE

- (a) After the payment of due amount as per Condition no. 4 of Purchaser's Agreement and obtaining transport permit as per the conditions of Chhattisgarh Abhivahan (Vanopaj) Niyam, 2001 the purchaser can lift the Forest produce (Mahua flower (Food Grade)) from the allotted Aggregation Point(s) or Designated Delivery Centre at Raipur (As applicable for chosen Option1 or Option 2 respectively). Due amount payable to Federation would be the purchase value (including all Taxes and Cesses) in advance before taking delivery of the Purchase Quantity
- (b) The purchaser can only take Mahua Flower (Food Grade) to other States after obtaining required Transit Pass issued by the Forest Department.

## 7. PAYMENT OF TAXES

- (I) Under this agreement any due amount to the Federation shall not be deemed to have been paid unless all taxes due thereon are also fully paid.

- (II) The Purchaser shall pay the Taxes of 5% on the purchase amount as per Chhattisgarh Goods and Services Tax (GST), Act 2017 amended from time to time and other Taxes / Cess according to details given in the condition no. 14 of **Annexure-I**.
- (III) The purchaser, unless exempted by the Income tax authorities in the prescribed proforma, shall pay 2.5% TCS (Tax collected at source) due under the Income Tax Act 1961 as per and the amended according to details given in the condition no. 14 of **Annexure-I**. Any due amount to the Federation shall not be deemed to have been paid unless Income Tax due thereon are also fully paid. If the food grade Mahua Flower (Dried) purchased by the Bidder are meant for the purpose of manufacturing and/or processing and not trading then the purchaser can submit Form 27C which allows for a total exemption in the tax collected at source (TCS) and the same has to be submitted by the purchaser in a duplicate form through a declaration of the fact that purchased Mahua flower are meant for the purpose of manufacturing and/or processing and not trading.

#### **8. ISSUE OF SALE CERTIFICATE**

/The Federation or an Officer authorized by the Federation or Managing Director District Union shall after giving delivery of Forest produce (Mahua flower (Food Grade)) issue **sale certificate**.

#### **9. COMPLIANCE OF AGREEMENT**

If the terms and conditions of e-Bid notice pertaining to delivery and sale and of this agreement are not fully complied with it will be considered that the purchase of Forest produce has not taken place.

#### **10. SECURITY DEPOSIT**

- (i) The purchaser binds himself to perform all the acts and duties as are required to be carried out and to restrain himself and his employees and agents from doing all those acts as are prohibited, by or under the provisions of the Adhiniyam and rules made there under, Indian Forest Act 1927 and rules made there under to the extent these are applicable to this agreement and for timely observance and compliance of the terms and conditions of this agreement, he has deposited with the Managing Director, District Union a sum of Rs. .... by way of security in accordance with the provisions of e-Bid Notice.
- (ii) This security deposit can be adjusted either wholly or in part as the case may be, by the Managing Director, District Union Baloda Bazar towards any amount recoverable from the purchaser, including the purchase price under provisions of the Adhiniyan, Niyamavali, Purchaser's agreement and the terms and conditions of the Bid notice and all such deductions shall have to be made good, by the purchaser by depositing an equal amount within 15 days of issue of the notice to that effect.
- (iii) If the dues to be recovered from the purchaser exceed the amount of security deposit, the amount in excess shall unless made good to the Managing Director,

District Union Baloda Bazar within 15 days from the date of issue of the notice to that effect, be recoverable as arrears of land revenue.

- (iv) The Security Deposit or the balance amount, as the case may be, shall be adjusted in the last tranche of advance payment for the remaining Purchase Quantity after Managing Director, District Union Baloda Bazar is satisfied, that purchaser has complied with all the terms and conditions of purchaser's agreement, the Adhiniyam, Niyamavali and conditions of the e-Bid notice, and no amount is outstanding against him. The purchaser shall have provision to take delivery of any quantity found in excess of the estimated stock, and for that he shall pay the due amount at the same purchase Price of the mentioned Purchase Quantity in advance before taking the delivery of the Forest produce (Mahua flower (Food Grade)). The last transport permit shall not be issued unless payment of such due amount is made by the Purchaser.

#### 11. VIOLATION OF ADHINIYAM ETC.

The purchaser agrees to pay to Government / Federation a sum which may extend to **Rs. 15,000/-** (Rupees Fifteen thousand only) for any violation of the provisions of the Adhiniyam, rules made there under or if this agreement committed by himself or by any person employed by him.

#### 12. PENALTIES

If the purchaser commits breach of any of the terms and conditions of this agreement and it is not proposed to terminate the agreement on account thereof, the Managing Director of the District Union Baloda Bazar shall have the power to levy a penalty not exceeding **Rs. 5,000/- (Five thousand)** for each such breach. If this exceeds **Rs. 20,000/- (Twenty thousand)**, an appeal against such order may be made within 30 days of the issue of the order to the chief Conservator of Forests whose decision, thereon shall be final and binding.

#### 13. TERMINATION OF PURCASER'S AGREEMENT

- (I) If the purchaser fails to pay payable sale value (Including Taxes / Cesses) or any other amount within 15 days of its due date or any other amount due or to comply with any of the provisions of this agreement, the Managing Director, District Union Baloda Bazar may at his discretion and without prejudice to any other right and remedies that maybe available to him, terminate this agreement after giving 15 days' notice and giving an opportunity of hearing to the purchaser and blacklist the purchaser for a period up to 3 years.
- (II) The order of termination of the agreement shall be delivered in person to the purchaser or sent by Registered post. The termination shall be effective from the date of order terminating the agreement.
- (III) On termination of the agreement, the Federation shall be entitled to: -

- (a) Forfeit the Security deposit in full.
  - (b) Forfeit the undelivered stocks of Forest produce (Mahua flower (Food Grade)) at the Aggregation Point (s) or Delivery Center in favour of the Federation for which payment has been made but not received, the Forest produce from Aggregation Point (s) or Delivery Center or not lifted the Forest produce from Aggregation Point(s) or Delivery Center.
  - (c)(i) Sell the Forest produce (Mahua flower (Food Grade)) stored at the Aggregation point(s) or Delivery Center for which amount due has not been paid and undelivered stock at Aggregation Point(s) or Delivery Center III(b) and recover the loss. In event of cancellation of purchaser's agreement, the loss to be recovered from the purchaser will be computed as follows: -
 

Total expected receipts in concerned Bid (+) expenditure on storage, supervision and insurance etc. up to disposal (-) receipts from subsequent Bid (-) forfeited amount received from Security Deposit.
  - . (ii) If, after the termination of Agreement, resale of Forest produce is not executed in the first Bid, in that condition value of Forest produce would be deemed to be zero and recovery would be done from the purchaser as per the sale value. If resale of Forest produce happens in that condition resale value would be adjusted. If the recovery happens before the resale, the amount received in resale would be return to first purchaser (without any late fee). Federation would retain the full amount, if on such resale higher amount is received than is due in respect of the Purchase Quantity and the purchaser shall have no right or claim thereto.
  - . (iii) Recover any amount of loss still remaining due, shall be recovered as arrears of land revenue.
  - (d) Recover all cost and expenses incurred for recovering loss.
  - (e) Recover all penalties imposed and compensation assessed not yet paid.
- (IV) If after termination of the agreement but before sale of the Forest produce, the purchaser pays the entire amount due including late fee, all taxes and cess payable, penalties (as per Price fixed by Federation) imposed and restoration fee of **Rs. 10,000/-** per tranche of the Purchase Quantity in the office of Managing Director of District Union Baloda Bazar. On restoration of the agreement and payment of all due amount and restoration fee as above, the undelivered stock of Mahua Flower (Food Grade) will be delivered to the purchaser. The Managing Director of the Federation may at his discretion revive the agreement and extend the period of contract up to 3 months if necessary.

- (V) Whenever the agreement is so revived, the security deposit forfeited due to the termination shall stand restored automatically.
- (VI) However, if the Purchaser's Agreement has not been terminated and the contract period has expired, then before the resale of the Forest produce if the purchaser pays the entire amount due including late fee, all taxes and cess payable, penalties imposed, restoration fee of **Rs. 10,000/-** from the date of expiry of contract period. The Managing Director of the Federation may at his discretion revive the agreement and extend the period of contract up to 3 months if necessary.

#### **14. PERFORMANCE OF DUTIES ETC. BY PURCHASER**

The purchaser shall perform all acts and duties required to be done by him and shall abstain from doing by him or by his employees and agents any act prohibited in so far as they are not inconsistent in the context of this agreement.

#### **15. TRANSPORT OF FOREST PRODUCE AND ISSUE OF TRANSPORT PERMIT**

The Purchaser shall not transport Forest produce without a valid transport permit issued by the competent authority as contemplated under the said Adhiniyam and the Niyamavali of Indian Forest Act, 1927.

#### **16. PAYMENT OF STAMP DUTY**

This Agreement shall be executed on INR 100 Non-Judicial Stamp paper which will be payable by the Purchaser.

#### **17. FIRST CHARGE**

- (1) The amount of purchase price or the balance thereof as the case may be as is due under the terms and conditions of the e-Bid Notice and the terms and conditions of this agreement, shall form first charge on the Forest produce taken delivery of by the purchaser.
- (2) The purchaser shall not export or utilize Forest produce or otherwise dispose off such goods until this charge is fully discharged.

#### **18. LEGAL JURISDICTION**

- (1) Any dispute arising out of this agreement shall be subject to the jurisdiction of courts in Chhattisgarh.
- (2) If any purchaser moves to court against Govt. / Federation and the decision of the court is in favour of Govt. / Federation, then the purchaser shall be responsible for the loss in the value of Forest produce due to court proceeding, and this loss with late fee will be recovered from purchaser. In witness whereof the Managing

Director, District Union has hereto set his hand and affixed the seal of his office and the purchaser / purchasers above named has / have hereto set his / their respective hand(s) on the day and year first herein above written.

Signed, sealed and delivered by Divisional Forest Officer and Ex-officio Managing Director, District Union in presence of following witnesses:-

**WITNESS:**

- 1. Signature .....
- Name .....
- Full Postal Address .....
- .....

For and on behalf of  
Ex-officio Managing Director,  
District Union

- 2. Signature .....
- Name .....
- Full Postal Address .....
- .....

Signed by the purchaser(s)  
above named in the presence of  
following witnesses.

**WITNESS:**

- 1. Signature .....
- Name .....
- Full Postal Address .....
- .....
- 2. Signature .....
- Name .....
- Full Postal Address .....
- .....

.....

Signature of the purchaser

Name .....

Full Postal Address .....



## Annexure–V

### QUALITY & TESTING PARAMETERS AND PACKAGING MATERIAL DETAILS

#### Process for procurement and drying of mahua flower

##### 1. Collection of mahua flowers:

- Contamination free collection must be ensured as far as possible.
- Plastic fish net or other material will be placed around the mahua tree at 5-6 feet height above the ground level. The net will cover the canopy of tree.
- Separate impurities, such as leaves, buds, dried buds, etc.
- Transfer the flowers in plastic crates and weigh.
- Transport the flowers to the drying yard as early as possible.

##### 2. Drying of mahua flowers

- Solar tunnel dryer (50 kg/batch) will be used for drying of mahua flowers.
- Dryer dimensions are 3×1.2×1 m (L×W×H) made of detachable GI pipes and covered by 200  $\mu$  transparent LDPE sheet. A plastic covered wire mesh is placed in the dryer at 150 mm above the ground level. A chimney is provided at the top of the dryer.
- Dryer will be placed on a clean and dry floor or cow dung plastered floor.
- Open the dryer from one side and spread a thin cloth on the wire mesh and spread the flowers in single layer.
- Close the cover of the dryer.
- Drying will continue for 4-5 days.
- The flowers will be agitated 2-3 times in a day.
- Do not disturb the flowers in the night.
- All the flowers collected in a day should be dried as a single lot. The flowers collected on next days should not be mixed with already dried or semi-dried flowers.
- The lots may be mixed after completion of drying.
- The moisture content of the dried flowers should reach 10-12%.
- After completion of drying, the flowers will produce rattling sound when shaken in hand. Colour of dried flowers become golden to Dark.

##### 3. Packaging:

- After drying and removal of stamen, the flowers will be packed in LDPE lined PP bags.
- *100 kg fresh flower will give approx. 18 kg dried mahua flower.*

#### 4. Quality Parameters

- These tests will be conducted by an NABL accredited laboratory. The grade specifications for mahua flower are as below:

Grade Designation	Special characteristics						
	Organic extraneous matter (% by mass on dry basis)	Inorganic extraneous matter (% by mass on dry basis)	Moisture content (% by mass)	Total ash (% by mass on dry basis)	Acid insoluble ash (% by mass on dry basis)	Crude fiber (% by mass on dry basis)	Total reducing sugar plus sucrose (%)
	Max.	Max.	Max.	Max.	Max.	Max.	Min.
Special	0.8	0.3	12.0	3.0	0.5	3.0	60

“Organic extraneous matter” means vegetative matter of plant other than the mahua flower.

“Inorganic extraneous matter” means sand, stones, pebbles, lumps of earth, clay, mud etc.

#### 5. Grade designation and quality of mahua flower

Mahua flower means dried corolla of Mahua flower obtained from varieties of *Madhuca latifolia* and *Madhuca longifolia*.

##### Minimum requirements:

- i). Mahua flower shall have the size, shape and colour characteristics of the commodity.
- ii). It shall be, -
  - (a) dried, sound and clean;
  - (b) free of any visible foreign matter;
  - (c) free from insect infestations, live insect, dead insects, mould growth, larvae and added colouring matter, rodent hair and excreta, etc.;
  - (d) free from fermentation, rancid taste and musty odors;
  - (e) free from dirt, extraneous matter and other adulterants;
  - (f) free from any fungal or bacterial contamination; and
  - (g) free from any external moisture.
- iii). The taste and smell of mahua flower shall be associated with the produce.
- iv). Mahua flower shall comply with the residue levels of heavy metals, pesticides and other food safety parameters as laid down by the Codex Alimentarius Commission for exports.
- v). It shall comply with the restrictions about metallic contaminants, naturally occurring toxic substances, insecticide and pesticides as specified in rules 57, 57B and 65 of the Prevention of Food Adulteration Rules, 1955 respectively and other provisions of the said rules.
- vi). Organic Certificate will be issued by CGCERT, certifying body accredited by APEDA, Government of India, New Delhi for Organic Mahua. This certificate will not be issued for Normal Mahua.

## **Annexure–VI**

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## Annexure–VII

(Annexure to e-Bid notice No./Sangh/ Vanopaj/2023/I Dated 27.09.2022)

### MAHUA FLOWER (FOOD GRADE) BID 2023 SEASON (C.G. LAGHU VANOPAJ SANGH)

#### BIDDER WISE ALLOTMENT LIST (Condition 7 of Bid Notice)

Bid Opening Date: .....

Please Specify Option 1 or Option 2						
Bidder's Name	Mahua Flower Type	Bidder's E.M.D. (In Rs.)	Purchase Quantity (In Quintals)	Sanctioned /Base Price per Quintal (In Rs.)	Total Purchase Value (In Rs.)	Order /Rank of Priority for supply of Mahua Flower (Food Grade)
	Organic			16000		
	Normal			14000		

I.

## Annexure–VIII

(Annexure to e-Bid notice No./Sangh/ Vanopaj/2023/I Dated 27.09.2022)

### MAHUA FLOWER (FOOD GRADE) BID 2023 SEASON (C.G. LAGHU VANUPAJ SANGH)

#### LIST OF SUCCESSFUL BIDDERS (Condition 7 of Bid Notice)

Bid Opening Date: .....

S.No.	Bidder's Name	Deposited E.M.D. (In Rs.)	Adjusted E.M.D. for Sanctioned Quantity (In Rs.)	

## **Annexure–IX**

**(Annexure to e-Bid notice No./Sangh/ Vanopaj/2023/I Dated 27.09.2022)**

### **MAHUA FLOWER (FOOD GRADE) BID 2023 SEASON** **(C.G. LAGHU VANUPAJ SANGH)**

#### **LIST OF UNSUCCESSFUL BIDDERS** **(Condition 7 of Bid Notice)**

Bid Opening Date: .....

<b>S.No.</b>	<b>Bidder's Name</b>	<b>Deposited E.M.D. to be Refunded (In Rs.)</b>

## Annexure–X

### Instructions for the Submission of the Online Tender

(Ref: Clause 5(II) of Tender Notice)

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



**(b) Partnership Firm –**

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

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

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

**(c) Pvt. Ltd. Company –**

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

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

**(ii) Any one of the Organization proofs issued by Government** (Attested by authorized signatory of Organization along with organization seal)

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

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

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

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

**(e) Others –**

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

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

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

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

After verification of the above documents the e-Procurement Technologies Limited (abcProcure) will register the Tenderer and inform by the e-mail accordingly.

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

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

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

#### **Technical Bid Envelope (Folder)**

1. Filling of Tenderer’s Information - Form No. 1 of Annexure – 1
2. E.M.D. Details – Form No. 2 of Annexure – 1
3. Acceptance of Undertaking - Form No. 3 of Annexure – 1
4. Documents to be uploaded - Form No. 4 of Annexure – 1

#### **Financial Bid Envelope (Folder)**

1. Rate Offer – Form No. 1 of Annexure – 2
2. Acceptance of Undertaking - Form No. 2 of Annexure – 2

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

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

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

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

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

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

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

- Windows XP with service pack 3
- Windows vista / windows 7
- Browser Internet Explorer 7, 8 or 9
- Minimum bandwidth 512 kbps
- Minimum RAM 2 GB

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

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

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

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

**<CGMF+ Tenderer Code>**

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

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

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

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

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

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

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

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

## **2.3 Submission of Online Offers:**

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

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

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

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

#### **2.4 Helpline:**

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

#### **Important Note for Bidders for New E-Tendering portal**

abcProcure (M/s. e-Procurement Technologies Ltd.) is conducting e-Tenders for Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited (**CGMFPPED**) for sale of various Minor Forest Produces and for Procurement of various Goods, Services and works. It is to herewith inform to all existing bidders who are registered on <https://cgmfpped.abcprocure.com> that abcProcure (M/s. e-Procurement Technologies Ltd.) is introducing new e-Tender Portal for foresaid tendering activities for CGMFPPED.

For introducing the new e-Tender portal, Training was scheduled whole month round in Mar. 2022.

It is to inform all the existing bidders that abcProcure (M/s. e-Procurement Technologies Ltd.), has shared with you your Log-IN ID, New Password for new portal (<https://cgmfppedtenders.abcprocure.com>) on your registered email ID on 16.03.2022. All existing Bidders registered on <https://cgmfpped.abcprocure.com> shall use Log-In and new Password shared over email on 16.03.2022 to login on new e-Tendering portal i.e., <https://cgmfppedtenders.abcprocure.com>.

After logging in on new e-Tendering portal, bidders are mandatorily required to change their password and attach DSC. Once DSC is attached, bidders are required to get it verified from abcProcure (M/s. e-Procurement Technologies Ltd.) by getting in touch with DSC verification Team reachable on +91-9099090830 / +91-6353217080 and [info@AbcProcure.com](mailto:info@AbcProcure.com).

Further, All the bidders are issued new e-Wallet / Virtual Account for remitting EMD in new e-Tender portal which has been shared on your registered E-Mail ID on 10.03.2022. Bidders are required to use the same e-Wallet / Virtual account for remitting payment by NEFT/RTGS for e-Tender which are floated on new e-Tendering portal i.e., <https://cgmfppedtenders.abcprocure.com>. Bidders are strongly requested to not to use their current/ existing e-Wallet / Virtual account for new e-Tender portal. The same is applicable

for old e-Tendering portal only and not valid for new e-Tendering portal. Please take strong note of this.

Bidders can download Bidder Manual to get familiar with the new portal from <https://cgmpfedtenders.abcprocure.com/EPROC/ajaxcall/downloadfile/23/577>

For New Registration/DSC Support/Profile Approval, please call or write on:

Cell Number: +91-9099090830 / +91-6353217080

e-mail at: [info@AbcProcure.com](mailto:info@AbcProcure.com)

Call/write for e-Tender Submission / e-Auction Bid Support:

Phone Numbers: +91-79 6813 6854/50/48/49

Cell Number: +91-9374519729 / 9904406300 / 9510812971

Write by e-mail at: [Support@AbcProcure.com](mailto:Support@AbcProcure.com)

Call/write for e-Payment Related Queries:

Phone Numbers: +91-9374519729 / 9081000427

Write by e-mail at: [Payment@eptl.in](mailto:Payment@eptl.in)

Office Hours:

Monday to Friday - 10:00AM to 07:00PM

1st,3rd & 5th Saturday -10:00AM to 06:00PM

2nd & 4th Saturday - Holiday

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

**Mr. Shivam Shekhar** – **7077102017**

**Ms. Shubhangi Gupta** – **9993822514**

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

**Time Schedule****Annexure – X****(Annexure to e-Bid Notice No./Sangh/ Vanopaj/2023/I Dated 27.09.2022)****Bid Details for Mahua Flower (Food Grade) Season 2023****(Condition 5(II) of Bid Notice)**

<b>Bid Detail</b>	
<b>General Detail</b>	
Bid Id :	<b>System Generated</b>
Bid No :	<b>e-Bid Notice No./Sangh/ Vanopaj/2023/I Dated 27.09.2022</b>
Department Name :	Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited
Scope of work :	Advance Sale of Mahua Flower (Food Grade) of Collection Season 2023
e-Bid Details :	Advance Sale of Mahua flower (Food Grade) of Collection Season 2023
Mode of Bid Submission :	Online e-Bid
e-Bid Type :	Open
Type of Contract :	Advance Sale of Mahua flower (Food Grade)
Bidding Type :	National
Consortium :	Not Allowed
Download Bid Documents :	Before Login / After Login
Purchaser Location :	Anywhere in India
<b>Key Dates</b>	
Document Download Start Date & Time :	07/10/2022 from 5:00 PM
Pre-Bid Meeting Date & Time	11/10/2022 from 12:00 PM
Starting Date & Time of online Bid Submission :	17/10/2022 from 11:00 AM

Ending Date & Time of online Bid Submission :	20/10/2022 up to 3:00 PM
Date & Time of Bid opening :	20/10/2022 from 3:10 PM onwards
Bid Validity Period (Days) :	Till the decision of e-Bid
Project Duration :	As per e-Bid document
Document to be submitted Physically :	NIL
<b>Bid Activity configuration</b>	
Mode of EMD payment :	<b>Online</b>
<b>Payment Details</b>	
EMD Amount :	As per e-Bid document
<b>Details</b>	
Eligibility Criteria :	As per e-Bid document
General Terms and condition :	As per e-Bid document
Other Details :	As per e-Bid document
Product/Service/Works Keywords :	Advance Sale of Mahua flower (Food Grade)



## Bid Details for Mahua Flower (Food Grade) Season 2023 (II<sup>nd</sup> Round)

Bid Detail	
General Detail	
Bid Id :	System Generated
Bid No :	e-Bid Notice No./Sangh/ Vanopaj/2023/I Dated 27.09.2022
Department Name :	Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited
Scope of work :	Advance Sale of Mahua Flower (Food Grade) of Collection Season 2023
e-Bid Details :	Advance Sale of Mahua flower (Food Grade) of Collection Season 2023
Mode of Bid Submission :	Online e-Bid
e-Bid Type :	Open
Type of Contract :	Advance Sale of Mahua flower (Food Grade)
Bidding Type :	National
Consortium :	Not Allowed
Download Bid Documents :	Before Login / After Login
Purchaser Location :	Anywhere in India
Key Dates	
Document Download Start Date & Time :	03/11/2022 from 5:00 PM
Pre-Bid Meeting Date & Time	
Starting Date & Time of online Bid Submission :	09/11/2022 from 11:00 AM
Ending Date & Time of online Bid Submission :	11/11/2022 up to 3:00 PM
Date & Time of Bid opening :	11/11/2022 from 3:10 PM onwards
Bid Validity Period (Days) :	Till the decision of e-Bid

Project Duration :	As per e-Bid document
Document to be submitted Physically :	NIL
<b>Bid Activity configuration</b>	
Mode of EMD payment :	<b>Online</b>
<b>Payment Details</b>	
EMD Amount :	As per e-Bid document
<b>Details</b>	
Eligibility Criteria :	As per e-Bid document
General Terms and condition :	As per e-Bid document
Other Details :	As per e-Bid document
Product/Service/Works Keywords :	Advance Sale of Mahua flower (Food Grade)

## Bid Details for Mahua Flower (Food Grade) Season 2023 (III<sup>rd</sup> Round)

Bid Detail	
General Detail	
Bid Id :	System Generated
Bid No :	e-Bid Notice No./Sangh/ Vanopaj/2023/I Dated 27.09.2022
Department Name :	Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited
Scope of work :	Advance Sale of Mahua Flower (Food Grade) of Collection Season 2023
e-Bid Details :	Advance Sale of Mahua flower (Food Grade) of Collection Season 2023
Mode of Bid Submission :	Online e-Bid
e-Bid Type :	Open
Type of Contract :	Advance Sale of Mahua flower (Food Grade)
Bidding Type :	National
Consortium :	Not Allowed
Download Bid Documents :	Before Login / After Login
Purchaser Location :	Anywhere in India
Key Dates	
Document Download Start Date & Time :	18/11/2022 from 5:00 PM
Pre-Bid Meeting Date & Time	
Starting Date & Time of online Bid Submission :	28/11/2022 from 11:00 AM
Ending Date & Time of online Bid Submission :	30/11/2022 up to 3:00 PM
Date & Time of Bid opening :	30/11/2022 from 3:10 PM onwards
Bid Validity Period (Days) :	Till the decision of e-Bid

Project Duration :	As per e-Bid document
Document to be submitted Physically :	NIL
<b>Bid Activity configuration</b>	
Mode of EMD payment :	<b>Online</b>
<b>Payment Details</b>	
EMD Amount :	As per e-Bid document
<b>Details</b>	
Eligibility Criteria :	As per e-Bid document
General Terms and condition :	As per e-Bid document
Other Details :	As per e-Bid document
Product/Service/Works Keywords :	Advance Sale of Mahua flower (Food Grade)

## Annexure XII

(Annexure to e-Bid Notice No./Sangh/ Vanopaj/2023/I Dated 27.09.2022)

<b>Name of Forest Produce</b>	<b>Estimated Quantity for Sale (In Quintal)</b>
Mahua Flower Dried (Food Grade) - Organic	6000
Mahua Flower Dried (Food Grade) – Normal	