

Detailed Notice Inviting Tender

E-Tender is invited for below mentioned items in single stage two cover system i.e. Request for Pre-Qualification/Technical Bid (online Bid under PQQ/ Technical Envelope) and Request for Financial Bid (comprising of price bid Proposal under online available Commercial Envelope):-

Sr. No.	Name of Items	EMD to be deposited	Tender Document Fee and E services fees	Start Date & Time of Bid Preparation & Submission	Expiry Date & Time of Bid Preparation & Submission
1.	Hydraulic Cap Work	Rs. 25000/-	500+1000 =1600/-	06.04.2026 at 10:30 A.M	20.04.2026 at 09:00 AM.

Under this process, the Pre-qualification/ Technical online bid Application as well as online Price Bid shall be invited at single stage under two covers i.e. PQQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (PQQ or Technical) with respect to eligibility and qualification criteria prescribed in this Tender document. The Price Bid under the second cover shall be opened for only those Applicants whose PQQ/ Technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

- The payment for Tender Document Fee and e-Service Fee shall be made by eligible bidders/contractors online directly through Debit Cards & Internet Banking Accounts and the payment for EMD can be made online directly through RTGS/NEFT or OTC Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of GoH (Govt. of Haryana) and also mentioned under the Tender Document.**
- Intending bidders will be mandatorily required to online sign-up (create user account) on the website <https://etenders.hry.nic.in/> to be eligible to participate in the e-Tender.
- The interested bidders must remit the funds at least T+1 working day (Transaction + One working Day) in advance i.e. **on or before 20.04.2026 at 09:00 AM and make payment via RTGS /NEFT or OTC to the beneficiary account number specified under the online generated challan. The intended bidder / Agency thereafter will be able to successfully verify their payment online, and submit their bids on or before the expiry date & time of the respective events/Tenders at <https://etenders.hry.nic.in/>.**
- The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One thousand Five Hundred Only) online by using the service of secure electronic gateway. The secure electronic payments gateway is an online interface between bidders & online payment authorization networks. The Payment for document fee/ e-Service fee can be made by eligible bidders online directly through Debit Cards & Internet Banking. The interested bidders must remit the funds at least T+1 working day (Transaction + One Day) in advance before the expiry date & time of the respective events. And make payment via RTGS/NEFT to the beneficiary account number specified under the online generated challan.

The Bidders can submit their tender documents (Online) as per the dates mentioned in the key dates:-

Key Dates

Sr. No.	Department Stage	Bidder's Stage	Start date and time	Expiry date and time
1		Tender Document Download and Bid Preparation/Submission	06.04.2026 at 10:30 A.M	20.04.2026 at 09:00 AM.
2	Technical Bid Opening		20.04.2026 at 09:10 A.M	
3	Technical Shortlisting and Financial Bid Opening		20.04.2026 at 09:20 A.M	
4	Negotiation		21.04.2026 at 11:00 A.M	

Important Note:

- 1) The Applicants/bidders have to complete 'Application/Bid Preparation & Submission' stage on scheduled time as mentioned above. If any Applicant/bidder failed to complete his/her aforesaid stage in the stipulated online time schedule for this stage, his/her Application/bid status will be considered as 'Applications/bids not submitted'.
- 2) Applicant/Bidder must confirm & check his/her Application/bid status after completion of his/her all activities for e-bidding.
- 3) Applicant/Bidder can rework on his/her bids even after completion of 'Application/Bid Preparation & submission stage' (Application/Bidder Stage), subject to the condition that the rework must take place during the stipulated time frame of the Applicant/Bidder Stage.

Instructions to bidder on Electronic Tendering System

These conditions will over-rule the conditions stated in the tender documents, wherever relevant and applicable.

1. Registration of bidders on e-Procurement Portal:-

All the bidders intending to participate in the tenders process online are required to get registered on the centralized e - Procurement Portal i.e. <https://haryanaeprocurement.gov.in>. Please visit the website for more details.

2. Obtaining a Digital Certificate:

2.1 The Bids submitted online should be encrypted and signed electronically with a Digital Certificate to establish the identity of the bidder bidding online. These Digital Certificates are issued by an Approved Certifying Authority, by the Controller of Certifying Authorities, Government of India.

2.2 A Digital Certificate is issued upon receipt of mandatory identity (i.e. Applicant's PAN Card) and Address proofs and verification form duly attested by the Bank Manager / Post Master / Gazetted Officer. Only upon the receipt of the required documents, a digital certificate can be issued. For more details please visit the website - <https://haryanaeprocurement.gov.in>.

2.3 The bidders may obtain Class-II or III digital signature certificate from any Certifying Authority or Sub-certifying Authority authorized by the Controller of Certifying Authorities or may obtain information and application format and documents required for the issue of digital certificate from.

2.4 The bidder must ensure that he/she comply by the online available important guidelines at the portal <https://haryanaeprocurement.gov.in> for Digital Signature Certificate (DSC) including the e-Token carrying DSCs.

2.5 Bid for a particular tender must be submitted online using the digital certificate (Encryption & Signing), which is used to encrypt and sign the data during the stage of bid preparation. In case, during the process of a particular tender, the user loses his digital certificate (due to virus

attack, hardware problem, operating system or any other problem) he will not be able to submit the bid online. Hence, the users are advised **to keep a backup of the certificate** and also keep the copies at safe place under proper security (for its use in case of emergencies).

2.6 In case of online tendering, if the digital certificate issued to the authorized user of a firm is used for signing and submitting a bid, it will be considered equivalent to a no-objection certificate/power of attorney /lawful authorization to that User. The firm has to authorize a specific individual through an authorization certificate signed by all partners to use the digital certificate as per Indian Information Technology Act 2000. Unless the certificates are revoked, it will be assumed to represent adequate authority of the user to bid on behalf of the firm in the department tenders as per Information Technology Act 2000. The digital signature of this authorized user will be binding on the firm.

2.7 In case of any change in the authorization, it shall be the responsibility of management / partners of the firm to inform the certifying authority about the change and to obtain the digital signatures of the new person / user on behalf of the firm / company. The procedure for application of a digital certificate however will remain the same for the new user.

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

3 Pre-requisites for online bidding:

In order to operate on the electronic tender management system, a user's machine is required to be set up. A help file on system setup/Pre-requisite can be obtained from Nex Tenders (India) Pvt. Ltd. or downloaded from the home page of the website - <https://haryanaeprocurement.gov.in>. The link for downloading required java applet & DC setup are also available on the Home page of the e-tendering Portal.

4 Online Viewing of Detailed Notice Inviting Tenders:

The bidders can view the detailed N.I.T and the time schedule (Key Dates) for all the tenders floated through the single portal eProcurement system on the Home Page at <https://haryanaeprocurement.gov.in>.

5 Download of Tender Documents:

The tender documents can be downloaded free of cost from the eProcurement portal <https://haryanaeprocurement.gov.in>

6 Key Dates:

The bidders are strictly advised to follow dates and times as indicated in the online Notice Inviting Tenders. The date and time shall be binding on all bidders. All online activities are time tracked and the system enforces time locks that ensure that no activity or transaction can take place outside the start and end dates and the time of the stage as defined in the online Notice Inviting Tenders.

7 Online Payment of Tender Document Fee, eService fee & EMD fees & Bid Preparation & Submission (PQQ/ Technical & Commercial/Price Bid):

7.1 Online Payment of Tender Document Fee + e-Service fee: The online payment for Tender document fee, eService Fee & EMD can be done using the secure electronic payment gateway. The Payment for Tender Document Fee and eService Fee shall be made by bidders/ Vendors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD shall be made online directly through RTGS / NEFT & OTC.

The secure electronic payments gateway is an online interface between contractors and Debit card / online payment authorization networks.

7.2 PREPARATION & SUBMISSION OF online APPLICATIONS/BIDS:

- (i) Detailed Tender documents may be downloaded from e-procurement website (<https://haryanaeprocurement.gov.in>) and tender (bid) mandatorily be submitted online following the instruction appearing on the screen.
- (ii) **Scan copy of Documents to be submitted/uploaded for Prequalification or Technical bid under online PQQ/ Technical Envelope:** The require documents (refer to DNIT) shall be prepared and scanned in different file formats (in PDF /JPEG/MS WORD format such

that file size is not exceed more than 10 MB) and uploaded during the on-line submission of PQQ or Technical Envelope.

(iii) FINANCIAL or Price Bid PROPOSAL shall be submitted mandatorily online under Commercial Envelope and original not to be submitted manually)

TENDER DOCUMENT FOR THE PURCHASE OF HYDRAULIC CAP WORK.

1 Information/documents to be uploaded by the tenderers in the Technical Bid:

- 1.1 Certificate from the proprietor/partner/firm authorizing firm's representative to sign/participate in opening and negotiation of the tender (signature duly attested).
- 1.2 Copy of GST registration certificate.
- 1.3 Copy of PAN card.
- 1.4 Upload the information i.e. Firm/Company Name, Complete Address, Contact person, Mobile No & e-mail ID.
- 1.5 Registration certificate from NFCSSF (National Federation of Cooperative Sugar Factories Ltd.) or NCDC (National Cooperative Development Corporation) or Haryana State Sugar Federation.
OR
Work/ purchase orders of supply of same product/work done during last five years in at least two standard sugar mills or any standard heavy industrial organizations where similar machinery/product are being used out of the tentative list supplied by the Haryana State Fed. Of Coop. Sugar Mills (List attached) OR
Certificate of original manufacturer/authorized distributor.
- 1.6 List (In the format given in technical bid) of sugar mills or any standard heavy industrial organization where similar machinery has been supplied or work done.

Tentative List of standard Sugar Mills.

- a. Saraswati Sugar Mills, Yamunanagr.
- b. Upper Doab Sugar Mills, Shamli.
- c. Tatawi Sugar Mills, Tatawi.
- d. Group of Balrampur chini Mills Balrampur.
- e. Birla Group Mills.
- f. Chaddha Group Mills.
- g. Rana Sugar Mills.
- h. Dhampur Group Sugar Mills.
- i. Triveni Group Mills.
- j. Daurala Sugar Mills.
- k. Mawana Sugar Mills.
- l. Bajaj Group Mills.
- m. All coop. Sugar Mills of Haryana

2. Invitation of Bids:

- 2.1 The Meham Sugar Mills is looking for reputed parties/bidders for the purchase of Hydraulic Cap Work.
- 2.2 Tenderers are also advised to study all technical and commercial aspects, instructions, forms, terms and specifications carefully in the tender document. Failure to furnish all information required in the Tender Document or submission of a bid not substantially responsive to the Tender document in every respect will be at the tenderer's risk and may result in the rejection of the bid.

- 2.3 The Payment for Tender Document Fee INR 500/- (Rupees one Hundred Only) and eService Fee Rs. 1000/- (Rupees One Thousand only (Nonrefundable) can be made by eligible bidders / contractors online directly through Debit Cards & Internet Banking Accounts and the Payment for EMD can be made online directly through RTGS / NEFT and the bidder would remit the funds at least T + 1 working day (Transaction + One day) in advance to the last day and make the payment via RTGS / NEFT to the beneficiary account number as mentioned in the challan.

3. Procedure for submission of Bids

- 3.1 The bids shall be submitted Online in two separate envelopes:
Envelope 1: Technical Bid
The bidders shall upload the required details Online in the Technical Bid.
Envelope 2: Commercial Bid
- 3.2 The bidders shall **quote** the prices in price bid format under Commercial Bid.
- 3.3 Bidders are mandatorily required to submit the commercial bid in the prescribed online format only. No manual financial bid shall be entertained.
- 3.4 Managing Director reserves the right to reject any /all tenders without assigning any reason whatsoever.
- 3.5 Any conditions of the firm sent along with the quotation, if any, shall not be binding on the sugar mills.
- 3.6 On acceptance of tender, the date of start of contract should be strictly adhered to otherwise, Mills reserves the right to cancel the contract and forfeit the earnest money of the tenderer.
- 3.7 Tenderers are advised to remain present at the time of opening of technical & financial bids.

TENDER DOCUMENT OF HYDRAULIC CAP WORK.

Eligibility:-

1. The bidder firm must fulfill the following technical qualification along with normal legal documents as per Annexure-A

a. i) Party should either be registered as standard / qualified supplier with NFCSF (National Federation of Cooperative Sugar Factories Ltd.), NCDC (National Cooperative Development Corporation) or Haryana State Sugar Federation. **Attach copy of registration certificate as asked for information/documents to be uploaded by the tenderer in the technical bid.**

ii) In case of un-registered supplier/firm, it must submit proofs of repeat orders of same product/job during last five years to at least two Standard Sugar Mills or any standard Heavy Industrial Organizations where similar machinery/product are being used out of the list supplied by Haryana Sugar Fed. of Cooperative Sugar Mills of Haryana, **supported by documents in support of the same is to be attached.** We can ask for such proof even from the registered suppliers, if we have any doubt about their credentials

b). List of Sugar Mills or any standard Heavy Industrial Organizations where similar machinery has been supplied or work done as Claimed in-ii

A. Name of the standard Sugar Mill/Standard Heavy Industrial organization where material supplied/work done -----

Sr.No.	Description of work done/ machinery supplied	Year of order (attach copy of order)
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B. Name of the standard Sugar Mill/Standard Heavy Industrial organization where material supplied/work done -----

Sr.No.	Description of work done/ machinery supplied	Year of order (attach copy of order)
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NOTE:- PHOTO COPIES OF REPEAT ORDERS MUST BE ATTACHED. TREAT IT MOST IMPORTANT.

TENDER DOCUMENT OF HYDRAULIC CAP WORK.

Sr. No.	Description	Unit	Qty.	Rate per unit.
1.	Fitting of new high tensile liner (EN-9 GRADE-55) and honing of bore to mirror finishing of Mill Hydraulic cap bore size = 300 mm original C.S Ram machining and grinding whatever required for fitting the Australian Technology imported seals. Our Mill make is NHES 33"x66", year 1990. Note: 1. All be material required for above will be in the scope of the party. 2. The liner has to be replaceable (screwed)	Nos.	08	

Note – Qty. may be increased/ decreased OR as per the actual requirement.

Terms & Conditions:-

Technical -

1. The party will intimate at least 2 days in advance about the readiness of the materials, so that Mills can depute its representative for testing & inspection etc. before dispatch.
2. Qty. can be increased/ decreased OR actual as per the mill requirement.
3. The undersigned reserves the rights to accept/reject, any/all the tenders without assigning any reason.
4. Delivery period: - Within 12-14 weeks after issuance of LOI/ work order.
5. The firm will have to supply the certificate of original manufacturer/authorized distributor/repeat orders with the Technical bid.
6. Negotiation, if required; shall be as per purchase policy of state. All the bidders are advised to be present at the time of negotiation.
7. All the disputes will be subjected to Meham Jurisdiction only.

Financial Bid –

1. Payment- 80% against delivery and 20% after one month of receipt of material.
2. F.O.R. - Sugar Mills, Meham.
3. Delivery period – Within 12 to 14 weeks after issuance of LOI/ work order.
4. P & F - Nil
5. G.S.T. and other taxes – Extra, applicable as per rule. GST TDS & TDS will be deducted as per rule.
6. Warranty – One crushing season.
7. The EMD of the tenderer will be forfeited into Sugar mill account if they withdraw their offer/ rates or modify the terms & conditions of the tender during the validity of their offer. After acceptance of their offer, if any party does not execute the order as per the terms & conditions of purchase/ work order, the party shall be delisted/ debarred for future dealings and their EMD/ security amount shall be forfeited.
8. **Performance Security Deposit (PSD)** – The performance security @10% of the order value shall be deposited by successful bidder within 5 days of issuance of LOI/ PO. EMD will be adjustable towards performance security, failing which the award of contract may be cancelled by mills management. PSD shall be deposited either in prescribed bank account of mill or in the form of Performance Bank Guaranty in the name of “Managing Director, The Meham Co. Op. Sugar Mills Ltd”. The performance security shall be refunded after completion of warranty period. The performance security deposit shall not carry any bank interest.
9. **Parties are requested to exercise their choice to quote special discount for early payments at the time of supply/ delivery of item.**
10. **Discount be extended during the negotiations of BOA/ BOD only. Mill encourages the practice of quoting the maximum discounts at time of BOA/ BOD negotiations in order to**

encourage transparency and exhibit professionalism. Also, mill commits for timely payments to party in a hassle free manner so as to motivate them to offer maximum feasible discount, in mills interest; as it being a Co-operative body.

11. The supplier will be held responsible for any late irregular and non-supply of the materials to the Mills. In that event, the mill will arrange the material from the market at the risk & cost of the supplier and the supplier will be held responsible for all the losses suffered by the mills on this account.
12. You will complete the work as per specifications mentioned in the work/ purchase order.
13. If you supply in any Haryana Coop. Sugar Mills on rates lower than this mills, you will intimate the same and refund the difference immediately within 15 days. If you fail to do so and this mills comes to know regarding same, then you will have to refund the double of the difference.
14. That in case of any dispute or difference about the work/ contract arises between the parties, the same will be decided the **Chairman of BOA/ BOD** of the mills, as Arbitrator, whose decision shall be final and binding on the parties.
15. In case work is not completed within stipulated period, a penalty @ 2% per week (max. up to 10%) will be imposed.
16. The terms & conditions are negotiable before B.O.A. in view of Mills interest in exceptional cases.

Signature of Party with stamps

**Sd/-
Managing Director.
Date:**