

**The State Trading Corporation of India Limited  
JawaharVyaparBhawan  
Tolstoy Marg  
New Delhi-110 001**

(TELEPHONE NO. +91-11-23313177)

**BRANCH OFFICE**

**The State Trading Corporation of India Ltd  
“STC TRADE CENTRE”  
7/A NANDINI LAYOUT,  
BANGALORE-560 096  
KARNATAKA**

**Telephone No: 080-23198802/01/03**

**TENDER NO.STC/BNG/FER/2018-19/02  
DTD: 12.04.2018**

**Tender for Appointment of Agents/Distribution for  
undertaking the work for the Distribution of the Fertilizer,  
Among the Empanelled Agencies.**

Website: [www.stclimited.co.in](http://www.stclimited.co.in)

## TENDER NO.STC/BNG/FER/2018-19/02

### **Tender for Appointment of Agents/Distribution for undertaking the Work for the Distribution of Fertilizer among the Empanelled Agencies.**

STC hereby invites quotes through tender from the empanelled Agencies enrolled through EOI no STC/FER/EMP/2016-17/01 dt 17.01.17 floated for undertaking the work of the distribution of Fertilizers to Tobacco Growers in and around the region of Mysore & Periyapatna District of Karnataka.

Scope of above operations are listed below in continuation to the terms and conditions floated in the EOI. It is explicitly mentioned that the terms and conditions floated in the EOI forms an integral part of the scope of operations mentioned below and shall be binding on the distribution agency.

#### **(A): Additional Terms and Conditions:**

1. The required Manpower at each Auction Platforms APFS is as mentioned below
  - a. Supervisor - 1 No / Platform
  - b. Assistants - 2 No / Platform
  - c. Computer Operator - 1 No / Platform
  - d. Point of Sales Machine Operator (POS Machine) – 1 No/Platform
  - e. Security Person - 1 No / Platform per shift of the day
2. STC shall not accept any additional responsibilities for payments towards labour, Supervisory Staff etc, and payment to which are to be covered within rates quoted by agency.
3. Utmost care should be taken by the agency to ensure that no quantity losses are incurred in operation of distribution of Fertilizers. The Agency selected is solely responsible and accountable for any loss, damages, pilferage, accountings/calculations mistakes occurred in receipt and distribution of the Fertilizers and during the entire operations. Agency will be responsible for making good the losses to STC if any before the accounts are settled.
4. Agency shall take all precautions to ensure the weight and conditions of bags quality, or conformity to specifications laid down by tobacco board including moisture etc and should inform from time to time to STC in event of any variations in stocks received including arranging for replacement of the damaged bags etc.
5. Agency should maintain the accounting of the receipts and distribution of the Fertilizers accurately. The daily stock statement for the quantity received/distributes/balance stock need to be reported to STC through mail for the previous day before 9 am positively. Utmost care should be taken to avoid the mistakes or overlapping in reporting the daily stock position.

6. In connection with the operation of the computer and POS Machine the deployed person should be acquainted and capable to operate the said machines accurately and should be able to understand the operational modalities of the same effectively.
7. Agency should depute the required manpower latest by 18.04.2018 to undertake the operations.
8. All expenses towards the stationary are to be borne by the Agency themselves.
9. Successful tendered/bidder shall comply with Minimum Wages Act, Contract Labour (Regulation and Abolition) Act, Payment of wages Act, Provident Fund Contribution, Contract Labour Miscellaneous Provisions Act, 1952 Act, payment of Bonus Act and any other statutory requirements. In case the agency fails to discharge any of his statutory obligations, the STC shall have right to deduct such sums from the bills payable to the agency on receipt of any claims or notice from the concerned Authorities.
10. The proof of payments, reporting etc towards the compliance of the statutory requirement as stated at Sr No 7 above and any other statutory compliance need to be submitted on demand by STC officials.
11. Any claims arising out of above from any Authorities after finalization and settlement of Account with STC, the agency should accept the claims unconditionally and accept the responsibility and liability for such payment including the penalty/interest raised by concerned departments.
12. Agency shall indemnify STC against all losses/damages and any liability arising out or during the course of his employing person or out of his relations with his own employees.
13. STC is not responsible for any non performance, disputes in Agency and his employees or labours. Agency shall keep STC indemnified against all losses, damages and claims arising thereof.
14. Agency need to take Fidelity Insurance Cover for covering the risk of theft from deployed employees with benefits to be passed on to STC.
15. In event of any failure of samples during the analysis, Agency shall extend all possible help and support in coordination with Agriculture Dept and Supply Manufacturers to overcome the said problem even after completion of the distribution work and settlements of accounts. Any additional cost for the same to be borne by the Agency.
16. Agency shall be solely responsible for any mishap occurring to his employees during field operation towards Distribution of Fertilizers and fully take care of same at his own risk and cost. STC in any way will not be liable or responsible nor accountable, to pay to the agency any claim of whatsoever arised due to said incidence.

**(B). Pre-Qualification Criteria (Cover-I)**

1. All the participants are required to submit an Earnest Money Deposit (EMD) for an amount of Rs 5 Lakhs towards the said tender.

2. The proof of remittance of EMD amount through NEFT/RTGS need to be submitted by mentioning the UTR no and date of payment made. The scanned copy of proof of remittance is to be uploaded on CPP – portal.
3. The EMD of the successful bidder will be retained and the EMD of the unsuccessful bidders will be returned post opening and analysis of the tender.
4. No interest is payable on the EMD amount.

**(C).Price Bid (Cover-II)**

1. The Participants are required to quote the charges for above operations in Rupees per Metric Tonne basis in the prescribed format mentioned in Annexure- II
2. The price quoted should be for a consolidated amount which include all applicable taxes including Goods and Service Tax as applicable.

**(D). Selection of Agency/Award of Contract:**

1. The Agency should submit tender on two cover basis. First cover must consist of Signed Tender Document as acceptance towards the tender terms and proof towards the payment of EMD per Annexure I
2. The second cover must consist of only Price Bid as per the Annexure II. Do not submit Price bid in First Cover.
3. The Quotes for undertaking the work of Distribution of the Fertilizers should be submitted in Rs. (INR) per Metric Tonnes Basis inclusive of all statutory payments, cess, taxes etc.
4. The contract will be awarded only to the Agency quoting the lowest rate.
5. In the event of failure to comply or undertake the job, STC reserves the right to pass on the delivery operations to the next bidder at any point of time in that case EMD shall be fully forfeited and the difference between the rate quoted by successful bidder and L-2 bidder is payable by L-1 bidder without any demur or protest.
6. In such cases the L-2 bidder should submit the required bank guarantee and performance guarantee prior to awarding the contract.
7. The rate quoted by the bidders should be kept valid for 3 months or till the period of completion of the entire operation is completed whichever is later.
8. No claims for revision of the rates for what so ever reasons shall be entertained by STC during course of operations at any point of time.

**(E). Performance Bank Guarantee (PG):**

1. The Successful bidder is required to execute the performance guarantee value equivalent to 10% of contract value after adjustment of EMD amount of Rs 5 Lakhs paid while participating during the tender.
2. The PBG is to be submitted within a 2 days from the date of receipt of intimation conveying the L-1 status. On receipt of PG the letter of award for distribution would be issued.

3. The said amount towards the performance Guarantee can be submitted in form of Bank Guarantee (PG) as per STC's prescribed format in favour of "**The State Trading Corporation of India Ltd, Bangalore**" or can be deposited to A/c of The STC of India Ltd.
4. No Interest is payable on PG.
5. The Detail of Bank Account is as detailed below

Name	:THE STATE TRADING CORPORATION OF INDIA LTD
Bank Name	:INDUSIND BANK
Address	:CGMO DEPT, 13/2 EMBASSY HEIGHTS UNIT 101 & 101M, 'B' BLOCK, MAGRATH ROAD (NEAR HOSMAT HOSPITAL) BANGALORE- 560025
<b>Account No</b>	<b>: 20000888095</b>
<b>IFSC Code</b>	<b>:INDB0000008</b>

**(F). Payment to Agency.**

1. The payment to selected agency will be made on the basis of completion of every 35 % of distributed (completion of distribution quantity) and on submission of the bill for the same.
2. However the payment for the last lot of quantity distributed shall be paid only on production of completion certificate issued by Committee of Farmers/Tobacco Board.
3. Payment would be made to agency only on receipt of payment to STC from M/s Committee of Farmers (COF) i.e M/s Karnataka Varginia Tambaku Belegarara Sangha (KVTBS). No advance payment on any account shall be payable by STC for the above job.
4. GST claimed by the Agency shall be paid/reimbursed only once the credit of the same is reflected in the GST portal.
5. Any undelivered quantity should be handed to COF i.e KVTBS against receipt for the same. The final payment will be released on production of bills attaching the above.
6. Receipt towards payment of loading, unloading charges, payment to supervisors, assistants, computer operators, security etc are to be drawn in the name of STC.

**(G): Other Terms and Conditions:**

1. STC has the sole right to accept or reject offers of Tender without assigning any reasons what so ever.
2. STC has right to cancel the tender or to refloat the tender, without assigning any reason. In the event of any false declaration by the Out-sourcing Agency is found during the period of the operation, the allotment shall automatically be cancelled and shall be awarded to the next bidder. In such a case, the L-2, should unconditionally accept to carry out the above operations without any demur or protest.

3. STC has the sole right to alter the quantity increase or decrease in quantity including cancellation and withdrawal of the distribution work awarded without assigning any reasons.
4. Successful bidder on intimation of selection shall have to execute agreement as per STC standard Norms within 3 days on receipt of the letter of award.
5. Any further corrigendum/Addendum to the tender documents will be uploaded by STC only on websites i.e. [www.stclimited.co.in](http://www.stclimited.co.in), and no press advertisement shall be published for the same.
6. Price Bid should be submitted only on CPP portal as per the format given in Annexure II.
7. The said mentioned terms are in addition to terms and conditions mentioned in the EOI covering the scope of work and other compliances. **Signed copy of each page needs to be submitted as token of acceptance for all the said clauses. In case if all pages are not signed applications will be summarily rejected.**

**ANNEXURE-I**

**LIST OF DOCUMENTS**

TENDER NO: STC/BNG/FER/2018-19/02

DATED: .././....

Name of Bidder: \_\_\_\_\_

Address : \_\_\_\_\_  
\_\_\_\_\_

Tel No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Telex \_\_\_\_\_

PAN No. \_\_\_\_\_

GST No. \_\_\_\_\_

E Mail. \_\_\_\_\_

**DOCUMENTS**

Sr No	Particulars	Submitted (Yes/No)
1	Signed and stamped Tender Document on all Pages as token of Acceptance of said terms.	
2	Earnest Money Deposit amount Rs 5 Lakhs Proof of payment	
3	GST Certificate	

We have carefully gone through the terms and conditions of the Tender Documents and here by agree to abide by the same without any condition/deviation.

Name: .....

Signature: .....

Designation: .....

Stamp of the Bidder

**Annexure-II**

**(LETTER HEAD OF AGENCY/FIRM)**

Tender No: STC/BNG/FER/2018-19/02

**PRICE BID**

**DATE:**

To,  
Branch Manager  
The State Trading Corporation of India Ltd,  
STC TRADE CENTRE,  
6<sup>th</sup> Floor, 7/A Nandini Layout,  
Bangalore- 560 096

**SUB: Submission of the Price Bid.**

1. Do not Submit the Price Bid with Technical Bid (i.e cover 1)
2. Price to be submitted on Rs/MTs basis.
3. Price submitted to be valid for period of 3 months or till the period of in which the entire operation is completed whichever is later.

<b>Sr No</b>	<b>Particulars</b>	<b>Rate in Rs per Metric Tonne Basis</b>
A	Distribution Charges for Fertilizers-Basic Price	
B	GST @.....%	
C	TOTOL C=(A+B)	

Amount in Rupees \_\_\_\_\_ per MTS.

Note: Bills and receipts are to be drawn in the name of STC and required to be submitted while claiming the payment.

Name: .....  
Signature: .....  
Designation: .....

Stamp of the Bidder