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F.NO. I(20)053/PUR/MISC/OPIUM-BRANCH/2022

DATE: 22.10.2022

NOTICE INVITING TENDER
TENDER No: GOAW/PUR/022/2022

1. The Office of the General Manger, Government Opium and Alkaloid Works Neemuch invites single bid online tenders for threshing of un-lanced poppy straw from the contractors for supply of the under noted stores on SUPPLY ORDER basis strictly as per the specifications mentioned in Annexure 'A' to this Notice Inviting Tender.

SR NO.	Description of Work	Quantity	Single-Bid / Two Bid
1	Threshing of Un-lanced Poppy straw	Approx 350 MT	Single-Bid

2 . CRITICAL DATES OF TENDER

Sl. No.	Particulars	Date & Time
1	Publish Date & Time	22.10.2022 & 18:55 Hrs
2	Sale / Document Download Start	22.10.2022 & 18:55 Hrs
3	Sale / Document Download Date & Time End Date	29.10.2022 & 15:00 Hrs
4	Bid Submission Start Date & Time	22.10.2022 & 18:55 Hrs
5	Bid Submission End Date & Time	29.10.2022 & 15:00 Hrs
6	Bid Opening Date & Time	31.10.2022 & 10:00 Hrs

3. Tender documents may be downloaded from Central Public Procurement Portal (CPPP) site <http://eprocure.gov.in/eprocure/app> as per the schedule given in time schedule for tender as above. Aspiring Bidders who have not enrolled/registered for e-procurement should enrol/register before participating through the website <http://eprocure.gov.in/eprocure/app>. The portal enrolment is free of cost. Bidders shall submit their quotation online on <http://eprocure.gov.in/eprocure/app> as per the tender document published. Bidders are requested to follow the instructions carefully as per the tender document and the instructions given in the above said website.

4. The tenders shall be submitted **online, Financial Bid, along with all the tender documents**. Over writing, if any, has to be duly certified/attested by the bidder or his authorised signatory irrespective of nature of content of the documents before uploading. Bids submitted without copies of documents specified shall be summarily rejected. The offers submitted through any means other than uploading on the CPPP website <https://eprocure.gov.in/eprocure/app> shall not be considered. No correspondence will be entertained in this matter.
5. Interested parties are advised to visit CPPP website <https://eprocure.gov.in/eprocure/app> regularly till closing date of submission of tender for any corrigendum/ addendum/ amendment.
6. In the event of any of the above-mentioned date being subsequently declared as a holiday/closed day for this office, the tenders will be opened on the next working day at the scheduled time without any further notice.
7. Interested parties may also download the tender from the official websites - www.goaf.gov.in & The bids, complete in all respects should be submitted exclusively through the Government e-procurement portal <https://eprocure.gov.in/eprocure/app> on or before 15:00 Hrs on 29.10.2022 .
8. For any clarification Shri NM Rudresh ,In-charge Purchase, GOAW, Neemuch may be contacted at the office : Tel. No. 07423-220614 (Office) and Shri Shaitan Singh Beniwal, Dealing Assistant, GOAW, Neemuch Mob. No. 7976852767.

I/c PURCHASE
GOVT OPIUM & ALKALOID WORKS
NEEMUCH, M.P

Enclosures:

- (i) **Annexure-A (Scope of work) .**
- (ii) **Annexure – B (General Instructions & Terms and conditions)**
- (iii) **Annexure – C (Tender Acceptance Letter)**
- (iv) **Annexure – D (Special Instructions for e-submission of bids)**
- (v) **Annexure- E(Amount of EMD to be deposited)**

SCOPE OF WORK

This contract is of transportation of following material :-

- 1. Poppy Straw :-** It is the un-lanced capsules of poppy plant along with 8"-10" long stalk. This is packed in polythene bags of size 30"X51" (Weight-185 Gm) and stored at the M/s Chaudhary warehouse Village-chauthkheda, Teh-Neemuch, Distt- Neemuch, Madhyapradesh.

The scope of work includes the following activities :-

- 1.1 :- Unpacking of the poppy straw bags.
- 1.2 :- Threshing of poppy straw using thresher machines with the help of labours deployed for the same .
- 1.3 :- Repacking of threshed material using the same bags and stitching the bags using appropriate threads.

Threshing/Crushing : The object of threshing is to reduce the size of Unlanced Poppy Straw with stalks upto 5-25 mm. The process of threshing shall be performed by Agriculture threshing Machine or any suitable Machine. This process causes loss of material of approximately 3-4 % by input weight. The permissible limit for the contractor regarding the losses is 4 % (Maximum). Input weight will be decided at the time of threshing (Since material is moisture sensitive). The process of threshing shall be performed within the premises of Warehouse and in the supervision and direction of representing staff of GOAW, Neemuch.

The approximate total quantity of poppy straw to be threshed is about 350 MT which is stored in about 56,000 bags. The no. of bags would be about 14,000 after threshing and repacking weighing about 25 Kg in each bag.. Threshing should be done with agriculture threshing machine or any suitable machine. Manpower to do the threshing process shall also be arranged by the contractor.

Note: The bidder should quote the rate on per MT basis.

Ministry of Finance, Dept. of Revenue, Govt. Opium &
Alkaloid Works, Neemuch (M.P)

TENDER No. : GOAW/PUR/022/2022-23

TENDER DOCUMENTS

GENERAL INFORMATION FOR THE TENDERERS

1. With reference to this, open tenders are invited for threshing of approx. 350 MT Opium Poppy Straw as per details enclosed as annexure A in the Tender Documents.
2. Last date for uploading of tenders is up to 15:00 Hrs. of 29.10.2022. Tenders uploaded after due date, time and not in prescribed tender document will not be considered. The tenders are to be submitted (Uploaded) in the prescribed Tender Documents, in respective covers.
3. Tenders uploaded upto prescribed time and date will be opened on 31.10.2022 at 10:00 HRS
4. scanned copies of the following documents should be uploaded by the bidder: -

Cover-I

- a. **Scanned Copy of the registration of firm.**
 - b. **Scanned Copy of the current and valid GST Registration Certificate, if applicable.**
 - c. **Tender Acceptance Letter as per Annexure C**
 - d. **Scanned copy of EMD or relaxation certificate e.g. MSME etc.**
 - e. **A Self declaration as per Annexure F that the firm is not BLACK LISTED for Government transaction by any Department / PSU of Government of India.**
 - f. **The Financial Bid (as in BOQ) shall be duly filled in, digitally signed and uploaded online by the bidder.**
5. In case the tenderer fails to submit any of the documents as stated above, Financial bids of the bidder shall not be considered for opening and shall be rejected straight away without any further reference.

Note :

1. Price Bid in BOQ Excel form.
 2. Price bid format may be download from eprocurement site
<https://eprocure.gov.in/eprocure/app/>
 3. Tenderers should not modify the price bid .
7. Earnest Money of the unsuccessful tenderes shall be released after finalization of the tender, as per General Financial Rules 2017. Interest on the Earnest Money Deposit / Security Deposit will not be paid on any score, what-so-ever.
8. A Self declaration as per Annexure-F shall be submitted that the firm is not BLACK LISTED for Government transaction by any Department / PSU of Government of India.
9. The General Manager, Govt. Opium & Alkaloid Works, Neemuch reserves the right to reject or accept any tender without assigning any reason.

TERMS AND CONDITIONS

1. The bid security/EMD as mentioned in annexure-F in the form of A/c payee demand draft, fixed deposit receipt, Bankers cheque or Bank guarantee from any of the commercial Banks drawn in favour of Assistant Chief Accounts Officer, Govt. Opium and Alkaloid Works, Neemuch (except Micro and small enterprises (MSEs) as defined in MSE procurement policy issued by department of Micro, Small and Medium Enterprises (MSME) or registered with the Central Purchase Organisation or the concerned Ministry or department) must be accompanied along with duly signed terms and conditions and self declaration.

The bid security is to be valid for a period of forty five days beyond the final bid validity period. The EMD of successful bidder shall be released after furnishing of Security deposit at the earliest. The EMD of unsuccessful bidders shall be released at the earliest after expiry of the final bid validity and latest on or before the 30th day after the award of the The supply of the material will be made to the GOAW, Neemuch.

2. The basic price and GST/other taxes should necessarily be indicated in the price bid.
3. The rates offered will remain valid till the completion of contract. Conditional tenders shall not be accepted.
4. In case, the tenderer withdraws his offer or in the event of tenderer failing to execute, after his tender is accepted, the Earnest Money Deposit furnished by him shall be forfeited without any prejudice to other rights of Govt. of India under any law.
5. The successful tenderer to whom Work order is issued, shall have to furnish Security Deposit in the form of Account payee Demand Draft drawn in favour of Assistant Chief Accounts Officer, Govt. Opium and Alkaloid Works, Neemuch/ Bank Guarantee/ Fixed Deposit Receipt from a commercial bank at the rate of 3 % of the total value of the order. Such Security deposit should remain valid for a period of sixty days after the successful completion of the supply.
6. In case of delay or failure to execute the work against the contract, the General Manager, Govt. Opium & Alkaloid Works, Neemuch without prejudice to any other right, under laws, shall have the option :
 - a) To recover liquidated damage (LD) of the value of work which is not completed or delayed shall be recovered as follows :
The maximum LD shall not exceed 10(Ten) percent of the value of delayed services.
 - b) To purchase the services from other sources at the risk and cost of the supplier to extent of material not delivered.
 - c) To cancel the work Order without any liability on G.O.A.W.
 - d) To blacklist and debar the company from making any future supplies to any Govt. Department / PSU of Govt. of India.
7. In case of exigencies, unforeseen circumstances, the Competent Authority of GOAW, Neemuch reserves the right to cancel the work order for whole or the balance quantity or part of it by way of notice without assigning any reason, what-so-ever.
8. Successful bidder must ensure to make GST payment and file all the GST return in time.
9. Legal proceedings, if any, emanating from the work Order shall fall within the jurisdiction of the competent court of Neemuch as the case may be.

- 10.No advance payment on any account shall be made for the service.
11. **Validity of Bids:** The Bids should remain valid for 90 days from the date of Financial bid opening.
12. **Rejection of Bids:** Canvassing by the Bidder in any form, unsolicited letter and post-tender correction may invoke summary rejection. Conditional tenders will be rejected. Non-compliance of applicable General Information and Instruction will disqualify the Bid.
13. Vendor shall ensure to submit GST return in time. Vendor shall declare invoices in their GSTR-1 and shall pay the tax to the Government by filing GSTR-3B or any other return/form for payment of tax so that vendors invoice details appear in GOAW, Neemuch GSTR-2A. In case of non-payment of tax or non filing of GST return, tax amount will be recovered as per the decision of competent authority of GOAW, Neemuch.
- 14.Canvassing for obtaining tender will be disqualified the bidder from tender process.

Sd/-

I/c PURCHASE
GOVT OPIUM & ALKALOID WORKS
NEEMUCH, M.P

TENDER ACCEPTANCE LETTER

To

The General Manager
Govt. Opium and Alkaloid
Works, Neemuch (M.P)

Sir,

Subject: Acceptance of Terms & Conditions of tender for "threshing of approx 350 MT
Opium poppy straw.

Tender Reference No: GOAW/PUR/022/2022-23

1. I / We have downloaded / obtained the tender document(s) for the above-mentioned tender from the ~~web site(s)~~ ~~namely~~ as per your advertisement, given in the above mentioned website(s).
2. I / We hereby certify that I / we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc., which form part of the tender document) and signed on all the pages of the terms & conditions. I / we shall abide by the terms / conditions / clauses contained therein.
3. The corrigendum(s), issued from time to time by your department too have also been taken into consideration, while submitting this acceptance letter.
4. I / We hereby unconditionally accept the tender conditions of above mentioned tender document(s) / corrigendum(s) in its totality / entirety.
5. I / We do hereby declare that we have not been blacklisted/ debarred by any Govt. Department/Public sector undertaking.
6. I / We certify that all information furnished by me/ us/ our firm is true & correct and, in the event, that the information is found to be incorrect/untrue or found violated, then your department shall without giving any notice or reason thereof, shall summarily reject the Bid, without prejudice to any other rights or remedy.

Yours sincerely

Date:
Address:

Signature:
Name of the Authorised Signatory :
Designation:
Seal/Stamp:

**Ministry of Finance, Govt. Opium and Alkaloid
Works, Neemuch (M.P)**

TENDER No. : GOAW/PUR/022/2022-23

Instructions for Online Bid Submission

1. The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.
2. More information useful for submitting online bids on the CPP Portal may be obtained at <https://eprocure.gov.in/eprocure/app>

REGISTRATION

- a. Bidders are required to enrol on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link “**Online bidder Enrolment**” on the CPP Portal which is free of charge.
- b. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- c. Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- d. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- e. Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- f. Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- i. There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- ii. Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- iii. The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- a. Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- b. Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents including the names and content of each of the document that need to be

submitted. Any deviations from these may lead to rejection of the bid.

- c. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- d. To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- i. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time
i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- ii. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iii. The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.
- iv. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- v. Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- vi. The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1. Any enquiries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2. Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal helpdesk. The contact number for the helpdesk is 1800 233 7315.



AMOUNT OF EMD TO BE DEPOSITED

Sr no.	Details of work	Amount of EMD to be deposited in INR in favour of DDO,GOAW, Neemuch
1	Threshing of Un-lanced Opium Poppy Straw	20,000/-

Non- Blacklisting (On company's letterhead)

Date:

To,

General Manager
Govt Opium and Alkaloid Works
Neemuch, M.P.

Respected Sir/Madam,

I have carefully gone through the Terms & Conditions contained in the Document for tender ***for threshing of Un-lanced opium poppy straw***. I / We hereby declare that presently our Company/ firmis having unblemished record and is not declared ineligible for corrupt and fraudulent practices either indefinitely or for a particular period of time by any State/Central Government/PSU.

We further declare that presently our company/firm.....is not blacklisted and not declared ineligible for reasons other than corrupt and fraudulent practices by any State/Central Government/PSU on the date of Bid Submission. If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Yours faithfully,

(Signature, name and designation of the authorized signatory)

(Name and seal of the Bidder)