

**THE PANIPAT COOPERATIVE SUGAR MILLS LTD., PANIPAT**  
**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 BOQ/ 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.     | <b>Hiring of Services of Chartered Accountant for Voucher Entry in Tally ERP Software and Bank Reconciliation of all Bank Accounts of Mill and Mills Distillery Unit on Monthly Basis.</b> | --                  | 118+1000<br>=1118/-                     | 25.02.2026<br>from 10:00<br>AM                    | 06.03.2026<br>upto 10:00 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. BOQ/Technical & Commercial Envelope. Eligibility and qualification of the Applicant will be first examined based on the details submitted online under first cover (BOQ 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 BOQ/ 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 Please refer to 'Online Payment Guideline' available at the Single e-Procurement portal of G oH (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.  
**He/She will be required to make online payment of Rs. Nil /-towards EMD fee in due course of time i.e. between 25.02.2026 from 10:00 AM up to 06.03.2026 at 10:00 AM. If the intended bidder fails to pay EMD fee under the stipulated time frame, he/She shall not be allowed to submit his / her bids for the respective event / Tenders.**
- The interested bidders must remit the EMD & Fees at least T+1 working day (Transaction + One working Day) in advance i.e. **on before 06.03.2026 at 10:00 AM and make payment via RTGS /NEFT 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>.**

4. The interested bidders shall have to pay mandatorily e-Service fee (under document fee – Non refundable) of Rs.1000/- (Rupee One thousand 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       |   | <b>Tender Document Download and Bid Preparation/Submission</b> | 25.02.2026 from 10:00 AM | 06.03.2026 upto 10:00 AM      |
| 2       | <b>Technical Shortlisting and Technical Bid Opening</b> |  |                          | 06.03.2026 upto 10:05 AM      |
| 3       | <b>Financial Bid Open</b>                               |  |                          | 07.03.2026 upto 10:00 AM      |
| 4       | <b>Date of Negotiation</b>                              |  |                          | <b>09.03.2026 at 11:00 AM</b> |

#### **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
- 4) 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://etenders.hry.nic.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://etenders.hry.nic.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://etenders.hry.nic.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://etenders.hry.nic.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://etenders.hry.nic.in>

**5 Download of Tender Documents:**

The tender documents can be downloaded free of cost from the eProcurement portal <https://etenders.hry.nic.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 (BOQ/ 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.

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://etenders.hry.nic.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 BOQ/ 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 BOQ or Technical Envelope.

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

**8. ASSISTANCE TO THE BIDDERS:**

For queries on Tenders Haryana Portal, Kindly Contact

Note: Bidders are requested to kindly mention the URL of the Portal and Tender ID in the subject while emailing any issue along with the contact details. For any issues/clarifications relating to the Tender (S) published kindly contact the respective Tender Inviting Authority.

Tel:- 0120-4200462,0120-4001002  
Mobile : 88262-46593

Email:-support.etender@nic.in  
For any technical related queries please call at 24x7 Help Desk number  
0120-4001002,0120-4200462, 0120-4001005,120-6277787

For support related to Haryana Tenders in addition to helpdesk you may also contact on e-mail  
ID [eproc.nichry@yahoo.com](mailto:eproc.nichry@yahoo.com) Tel:-0172-2700275

**Timing:-**

Technical Support Assistance will be available over telephone Monday to Friday (09:00 am. to 5:30 pm) (Helpdesk support team shall not be contacted for online bidding on behalf of the Contractors)

Note: Contact e -Procurement helpdesk on or before prior to 4 hours of the scheduled closing date & time of respective e-tendering event. Also, for queries related to e-Payment of EMD kindly contact the helpdesk at least 2 days prior to closing date & time of the respective event. Intended bidders are mandatorily require to register their queries if there is any pertaining to the online bidding at the Single e-Procurement Portal at email address:-  
[chandigarh@nextenders.com](mailto:chandigarh@nextenders.com)

**NOTE:-**

(A) *Bidders participating in online tenders shall check the validity of his/her Digital Signature Certificate before participating in the online Tenders at the portal <https://etenders.hry.nic.in>*

(B) *For help manual please refer to the 'Home Page' of the e-Procurement website at <https://etenders.hry.nic.in> and click on the available link 'How to...?' to download the file.*

**(Online Payment Guideline)**

**Guideline for Online Payments at e-Procurement Portal of Government of Haryana**

Post registration, bidder shall proceed for bidding by using both his digital certificates (one each for encryption and signing) & Password. Bidder shall proceed to select the event/Tenders he is interested in. On the respective Department's page in the e-Procurement portal, the Bidder would have following options to make payment for tender document fee + eService Fee & EMD-cum-Security Amount Deposit:-

- A. Debit Card
- B. Net Banking
- C. RTGS/NEFT

Operative Procedures for Bidder Payments

## a) Debit Card

The procedure for paying through Debit Card will be as follows:-

1. Bidder selects Debit Card option in e-Procurement portal
2. The e-Procurement portal displays the amount and the card charges to be paid by bidder. The portal also displays the total amount to be paid by the bidder
3. Bidder clicks on "Continue" button
4. The e-Procurement portal takes the bidder to Debit Card payment gateway screen.
5. Bidder enters card credentials and confirms payment
6. The gateway verifies the credentials and confirms with "successful" or "failure" message, which is confirmed back to e-Procurement portal
7. The page is automatically routed back to e-Procurement portal
8. The status of the payment is displayed as "successful" in e-Procurement portal.
9. In case of successful payment, a success message along with unique transaction id is passed on to e-procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp.
10. The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

## b) Net-banking

The procedure for paying through Net-banking will be as follows:

1. Bidder selects Net-banking option in e-Procurement portal.
2. The e-Procurement portal displays the amount to be paid by bidder.
3. Bidder clicks on "Continue" button
4. The e-Procurement portal takes the bidder to Net-banking payment gateway screen displaying list of Banks
5. Bidder chooses his / her Bank
6. The Net-banking gateway redirects Bidder to the Net-banking page of the selected Bank
7. Bidder enters his account credentials and confirms payment
8. The Bank verifies the credentials and confirms with "successful" or "failure" message to the Net-banking gateway which is confirmed back to e-Procurement portal.
9. The page is automatically routed back to e-Procurement portal
10. The status of the payment is displayed as "successful" in e-Procurement portal
11. In case of successful payment, a success message along with unique transaction id is passed on to e-procurement system. The e-tendering portal shall store the unique transaction number in its database along with the date and timestamp.
12. The e-Procurement portal allows Bidder to process another payment attempt in case payments are not successful for previous attempt.

## c) RTGS/ NEFT

This solution shall also allow the bidder to make the EMD payment via RTGS/ NEFT. This shall add to the convenience of those bidders who are not conversant to use net banking option to make the transaction.

Using this module, bidder would be able to pay from their existing Bank account through RTGS/NEFT. This would offer a wide reach for more than 1,10,000 bank branches and would enable the bidder to make the payment from almost any bank branch across India.

1. To choose Payment of EMD, the bidder clicks on RTGS/NEFT payment option.
2. Upon doing so, the e-procurement portal will redirect the bidder to a page where it will generate a challan.
3. This challan shall include the beneficiary (Virtual) account number and other details like beneficiary IFSC code etc.

### RTGS/NEFT Payment Procedure

The Bidder shall be required to take a print of the challan and make the RTGS/NEFT on the basis of the virtual account number printed on the challan. This provision will ensure that no confidential details regarding the bidder or tender are disclosed to the Bank while remitting the RTGS/NEFT.

The bidder would remit the funds at least 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. SBI Bank shall receive this amount and credit the payment gateway service provider intermediary Departments/PSUs Escrow security deposit account post validating the first part of the beneficiary account number, i.e., the client code only. In case the validation of client code is not successful, the Bank shall return the funds and not credit the Techprocess Intermediary Departments/PSUs Escrow security deposit A/c.

- (vi) SBI Bank verifies the URN (format to be discussed and decided) and Amount with e-Procurement portal prior to accepting the payment
- (vii) SBI Bank will commit the payment transaction (in case of successful verification from e-Procurement portal) and sends the Bank Transaction Number (I-Sure Reference Number) online against the URN and Amount.
- (vii) SBI Bank will generate receipt for the payment transaction and issues the same to the Bidder.
- (ix) The e-Procurement system updates the bank transaction number against the URN and Amount based on details sent by SBI Bank online prior to generation of receipt.
- (xii) The status of payment will be displayed as "verification successful" in e-Procurement portal, when the bidder clicks on verification option in the portal
- (xiii) Bidder would be required to upload the scan copy of receipt as received from SBI Bank as part of proof in Nextender portal before submitting the tender

### Do's and Don't's for Bidders

| S.No. | Scenario   | Do's/ Don'ts   |
|-------|--|--|
| 1.    | In the event of making Payment through NEFT/RTGS | <p style="text-align: center;"><b>Do's</b></p> <ul style="list-style-type: none"> <li>• It is the bidder's responsibility to ensure that RTGS/NEFT payments are made to the exact details as mentioned in the challan which are:               <ol style="list-style-type: none"> <li>1) Beneficiary account no: &lt;client code&gt; + &lt;random number&gt;</li> <li>2) Beneficiary IFSC Code: As prescribed by SBI Bank (this shall remain same across all tenders)</li> <li>3) Amount: As mentioned on the challan. It is specific for every tender/transaction</li> <li>4) Beneficiary bank branch: SBI Bank Ltd, CMS</li> <li>5) Beneficiary name: As per the challan</li> </ol> </li> <li>• For every tender, details in the challan are different and specific to that tender only. Bidder should not make use of a challan for making payment for another tenders' EMD</li> <li>• It is advised that all the bidders make payment via RTGS/NEFT at least one day in advance to the last day of tender submission as certain amount of time is required for settlement and various parties are involved. The payment may not be available for the bidder validation. In such cases bidder may not be able to submit the tender</li> <li>• Bidder has to make only single payment against a challan as per the amount mentioned on the challan.</li> <li>• Bidder must do the payment before tender validity gets expired.</li> </ul> <p style="text-align: center;"><b>Don't's</b></p> <ul style="list-style-type: none"> <li>• Bidder should not enter erroneous details while filling the NEFT/RTGS form</li> </ul> |

|  |   |
|--|---|
|  | <p>at their bank. The following possibilities may arise:</p> <ol style="list-style-type: none"> <li>1) Incorrect IFSC code mentioned: - Transaction would be rejected and the amount would be refunded back in to the bidder's account</li> <li>2) Incorrect Beneficiary account number mentioned (&lt;client code&gt; + &lt;random number&gt;):-       <ol style="list-style-type: none"> <li>a) In case, the beneficiary account number mentioned is incorrect the transaction would be rejected and the bid would not be accepted.</li> </ol> </li> <li>3) Incorrect Amount mentioned: The amount would be rejected if the amount mentioned in while making the payment is incorrect. Such cases will be captured as unreconciled transactions and will be auto-refunded directly to bidder's account.</li> </ol> <p>In the event of any discrepancy, payment would not be considered and bidder would not be allowed to bid/ participate.</p> <ul style="list-style-type: none"> <li>• Bidder is not supposed to use challan generated in one tender for payment against another tender since details in the challan are unique to the tender and bidder combination.</li> <li>• Bidder must not make multiple or split payments against a particular challan. Any split payment received against the same challan will be refunded back to the bidder.</li> <li>• Bidder would not be entitled to claim that he is deprived of participating in the tender because his funds are blocked with the division on account of incorrect payment made by the bidder</li> </ul> |
|--|---|

### **TENDER DOCUMENT FOR**

#### **Hiring of Services of Chartered Accountant for Voucher Entry in Tally ERP Software and Bank reconciliation of all Bank Accounts of Mill and Mills Distillery Unit on Monthly Basis.**

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

|    |   |
|----|---|
| 1  | To submit proof of Chartered Accountant with Certificate of Practice              |
| 2  | Copy of PAN NO of Bidder and Billing Firm Detail.                                 |
| 3  | Authority Letter in the name of person attending the meeting on behalf of bidder. |
| 4. | Minimum Three-Year Experience.  |

**In case of non-uploading of the above, the technical bid shall be rejected.**

#### **2. Invitation of Bids:**

2.1 The Panipat Sugar Mills is looking for reputed parties/bidders for Hiring of Services of Chartered Accountant for Voucher Entry in Tally ERP Software and Bank reconciliation of all Bank Accounts of Mill and Mills Distillery Unit on Monthly Basis.

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 100/- (Rupees ONE HUNDRED Only)** and eService Fee Rs. 1000/- (Rupees One Thousand only (Non refundable) 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.
4. Mill's Management reserves the right to reject any /all tenders without assigning any reason whatsoever.
5. Conditional tender shall be rejected.
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.
7. Tenderers are advised to remain present at the time of opening of technical & financial bids.
8. **Only those Tenderes who qualify for the Technical Bid shall be considered for the Financial Bid.**

**TENDER FORM**  
**TECHNICAL BID****Eligibility:-**

|    |   |
|----|---|
| 1  | To submit proof of Chartered Accountant with Certificate of Practice              |
| 2  | Copy of PAN NO of Bidder and Billing Firm Detail.                                 |
| 3  | Authority Letter in the name of person attending the meeting on behalf of bidder. |
| 4. | Minimum Three-Year Experience.  |

**TENDER FOR****Hiring of Services of Chartered Accountant for Voucher Entry in Tally ERP Software and Bank reconciliation of all Bank Accounts of Mill and Mills Distillery Unit on Monthly Basis.****COMMERCIAL BID**

| S. No. | Detailed Specification  | Rate Lump Sum (Rs.) Monthly |
|--------|---|-----------------------------|
| 1.     | Hiring of Services of Chartered Accountant for Voucher Entry in Tally ERP Software and Bank reconciliation of all Bank Accounts of Mill and Mills Distillery Unit on Monthly Basis. |                             |

**A. TECHNICAL CONDITIONS**

- 1) The bidder are required to submit the documents as mentioned in Proforma for Technical Bid-I in a separate Envelope/Folder of E-Tender to be technically qualified.
- 2) Only those Tenderers who qualify for the Technical Bid shall be considered for the Financial Bid.

**B. FINANCIAL CONDITIONS**

1. The rates should be quoted per month basis in lump sum working, with his own computer exclusive of all taxes, duties (GST, Levies, Custom duties etc.) The rates should be quoted in the **Proforma Financial Bid**. The rates will remain applicable for one year from the date of tender and no escalation will be payable on any account.
2. **Payment Terms: - 80% payment will be made after completion of work and submission of monthly bill and 20% payment will be released after complete reconciliation.**
3. The tendering Chartered Accountant must enclose with the offer latest Notifications regarding application of taxes/duties for the items for which they are quoting rates in respect of various states from where the tendering firms will affect supplies. The tendering firms should also send Notifications if revised during the finalizations of the purchase and must bring the latest notifications in the meeting of B.O.A.
4. The tenderer shall furnish a certificate in their offer that the rates quoted by them are the lowest possible which they have quoted to any of their customers during the currency of the contract period. However, if they ever feel constrained to quote lower rates to any of their customer during the said period, they undertake to intimate the same immediately to the Sugar Mills and allow the same reduction in rates automatically. If they violate this undertaking and the Sugar Mills come to know of such reduction on their own/through their own resources, then the Sugar Mills shall be entitled to recover the double the difference in such rates on the entire quantity purchased along with cost and damages from supplier.
5. The Tenderer would ensure that the entire yearly work must completed by 30<sup>th</sup> April.
6. Every dispute, difference or, questions which may at any time arise between the parties hereto or to any other person claiming under them touching or arising out in respect of this agreement, or the subject matter

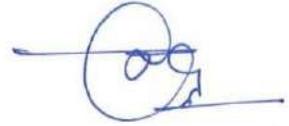
thereof shall be referred to the Sole Arbitration of the Registrar, Cooperative Societies (Sugar Mills), Haryana whose decision shall be final and binding on the parties. His decision will not be open to be challenged before any legal authority. The Registrar, Cooperative Societies (Sugar Mills), Haryana will be competent to recover the said amount as surcharge under the Haryana Cooperative Societies Act, 1984 for payment to the party who is entitled to such sum.

**C. SPECIAL CONDITION FOR NEGOTIATIONS**

- 1.(a) The price discovery for the Rate Contract shall be generally determined based on the rates quoted by the L<sub>1</sub> bidder and the negotiations, if any, held with the lowest bidder. However, the rate contract negotiations could be held up to L<sub>3</sub> bidder, if the difference between the L<sub>1</sub> quoted rates and those quoted by the L<sub>2</sub> and L<sub>3</sub> is within 5% of the L<sub>1</sub> quoted rates. In cases where the L<sub>1</sub> bidder refuses to further reduce his offered price and the L<sub>2</sub> or L<sub>3</sub> bidders come forward to offer a price which is better than the price offered by L<sub>1</sub> bidder, the bidder whose price is accepted becomes the L<sub>1</sub> bidder. However, in such a situation, the original L<sub>1</sub> bidder shall be given one more opportunity to match the discovered price. In case of acceptance, he would be treated as the L<sub>1</sub> bidder.
- b) In cases where there is only one bidder for a particular item and the price quoted by such L<sub>1</sub> bidder is accepted by the indenting department as being reasonable, the order for the entire quantity qua such item could be placed on such bidder.
- c) In cases where only two bidding firms are approved, the allocation of quantity of the order may go up to 70% in favour of the L<sub>1</sub> bidder subject to the information available in the DNIT viz his offered capacity / capacity to produce/ manufacture, orders / commitments in hand and previous track record.
- d) In case, more than two firms are approved, the L<sub>1</sub> bidder, whose finally discovered price becomes the basis for making counter-offers to other qualifying bidders, would continue to be accorded priority for allocation of share quantities, which may go up to 50% of the total estimated quantity of the Rate Contract subject to his offered quantity, capacity to produce / manufacture, orders / commitments in hand and previous track record.
- e) In cases where there are more than one bidders consenting to accept the L<sub>1</sub> discovered price in response to the counter –offer, the quantities shall be allocated among L<sub>2</sub> & above approved bidders, as the case may be, based on the principles of (i) L<sub>2</sub> / L<sub>3</sub> position (viz L<sub>2</sub> bidder shall be preferred over L<sub>3</sub> bidder & so on (ii) offered quantity, (iii) capacity to supply, (iv) Sales turnover, (v) orders in hand, and (vi) previous track record in execution of orders (as per the information available in the DNIT).
- f) It may not be necessary to make a counter – offer of the discovered price to all the bidders quoting within 10% of the L<sub>1</sub> quoted rates. Instead, such counter-offer may be restricted up-to L<sub>3</sub> if they have the capacity to meet the entire order. However, if the L<sub>2</sub> or L<sub>3</sub> bidders do not accept the counter offered rates, the counter offer in that case could also be extended to other bidders whose quoted rates are within 10% price range. This is likely to increase the competitiveness.

**D. SPECIAL CONDITIONS TO TENDER:-**

1. No revision in rates shall be allowed during 03 Years. Any change in the taxes/ duties shall paid to the successful bidder.
2. The bidder shall have to arrange his manpower to do the work in Sugar Mill campus.
3. If at any stage authorization/ certificates are found false not only order place will be cancelled, but your firm will be black listed.
4. The bidder shall be responsible for timely completion of the entire work with in the stipulated time.
5. The bidder shall be sole responsible for the all safety and security measures for his manpower, while the working and in transit and the Mills shall not be responsible for any accident/miss happening to labour of contractor.

  
P.O.  
Acctt.  
C.A.O.**Managing Director****Signature Not Verified**

Digitally signed by Abhishak Tomer  
Date: 2026.02.28 12:27:41 IST  
Location: Haryana-HR