

**KARNATAKA FOOD AND CIVIL SUPPLIES CORPORATION  
LIMITED, BANGALORE.**



**Procurement of Coarse grains and Paddy, under Minimum Support Price  
Scheme of Government of Karnataka for the year 2013-14  
Short term tender for Handling & Transportation work**

**TENDER DOCUMENT  
(for the use of Contractors)**

**CONTACT ADDRESS**

**Karnataka Food & Civil Supplies Corporation Ltd,  
Address of the Dist Office**

**Telephone No.....**

**Fax: .....**

**[www.kfcsc.com](http://www.kfcsc.com)**

**E-mail: .....**

# KARNATAKA FOOD AND CIVIL SUPPLIES CORPORATION LTD.,

Address.....

## Short Term Tender Notification

Through e-procurement portal

No.KFCSC/PRO/MSP/H&T /2013-14/

Date: 21.11.2013.

Karnataka Food & Civil Supplies Corporation, Dist.....invites tenders through e-procurement portal as per the Karnataka Transparency in Public Procurement Act 1999 for Handling & Transportation of Coarse grains and Paddy under MSP scheme 2013-14.

Tenders are to be submitted separately for handling and transportation of Coarse grains and Paddy for each district through e-procurement.

The tenders will be processed only through e-procurement portal.

Tenderers can download the tender document from the e-procurement web site: [www.eproc.karnataka.gov.in](http://www.eproc.karnataka.gov.in). From ..... to ..... up to 5.00 P.M.

1. Last date for submission of completed e-procurement document is ..... upto 5.00 P.M.
2. Date of opening of Commercial Bid on ..... at 11.30 A.M .
3. Date of opening Financial Bid ..... at 11.30 A.M.
4. Tenderers should furnish the EMD for Rs. 2.50 lakhs for each District in the form of DDs drawn from Nationalised Bank in favour of the District Manager of concerned district as detailed below.
5. Tenderers should pay the processing charge of Rs.1000/- for each District in the e-procurement portal as detailed below.
6. Validity of the tender shall be kept open for 45 days
7. Other details can be seen in the tender document.

Sl. No.	District	EMD for each District put to tender Rs.	Processing charge
1		Rs. 2,50,000/- e-procurement portal	Rs.1000/-

**Deputy Commissioner.**

## KARNATAKA FOOD AND CIVIL SUPPLIES CORPORATION LTD.,

Address.....

### SHORT TERM TENDER NOTICE

INVITATION OF TENDERS THROUGH e-PROCUREMENT FOR APPOINTING H&T CONTRACTORS AND INSTRUCTIONS TO TENDERERS FOR HANDLING AND TRANSPORTATION OF COARSE GRAINS AND PADDY PURCHASED UNDER MSP SCHEME 2013 -14 AT-----DISTRICT.

TENDERNO.KFCSC/PRO/H&T/MSP /2013-14                      DATE:19.11.2013

1. Last date for receipt of tenders on ..... at 5.00 P.M.
2. Commercial Bid of the tenders will be opened on ..... at 11.30 A.M and Financial Bid of the tenders will be opened on ..... at 11.30 A.M.

#### NOTE:

- 1) If the date fixed for receipt/opening of tenders happens to be a holiday, the tenders will be received / opened on the next working day following the holiday, but there will be no change in the time for receipt/opening as indicated above.
- 2) The Managing Director, Karnataka Food & Civil Supplies Corporation, Bangalore may at his discretion extend this day & such extension shall be binding on the tenderer.
3. The tender documents and other details are available on the website address: [www.eproc.karnataka.gov.in](http://www.eproc.karnataka.gov.in), The interested bidders should pay the tender processing charge of Rs.1000/-- each for each district through e-payments (Credit card, Direct debit, NEFT (National Electronic Fund Transfer) to the CC A/c No.....of SBI,.....dist, in favour of KFCSC, District Manager.....,from ..... to ..... up to 5.00 P.M. Tenders should be

submitted through e-procurement portal only. The tenderer should pay the processing charge separately for each District.

4. Validity of the tender shall be kept open for 45 days
5. Bidders should furnish the EMD for each tender as detailed below.

Sl. No.	District	EMD for each District put to tender Rs.	Processing charge
1		Rs. 2,50,000/- e-procurement portal	Rs.1000/-

### **FINANCIAL BID**

1. The tender is notified under Karnataka Transparency in Public Procurement Act 1999 and the tenderers should furnish Commercial Bid and the Financial Bid of the tender through e-procurement portal separately. The Commercial Bid should contain all the relevant documents and Financial Bid shall contain Handling and Transportation rates.

### **2. DOCUMENTS TO BE ENCLOSED WITH THE COMMERCIAL BID.**

1. a. The documents required to be submitted for the condition in Sl. No. 3(a) have to be provided in the prescribed Form No. III attached.
- b. Bidders shall submit previous income tax returns for 3 years out of the last 5 years. If any exemptions are there from the income tax department, the relevant documents have to be produced along with the tender. Tenders submitted by the individuals have to submit their individual IT returns. In case, the tenders submitted in the name of partnership, the IT returns filed in the name of Partnership Firm is to be submitted along with the tender.
- c. Bidders should pay EMD as mentioned below through e-procurement portal.

Districts	EMD to be furnished for each District through e-procurement portal (Rs)	Security deposit (Rs).	Bank Guarantee (For 1 year) (Rs).
	2.50 lakhs	10 lakhs	10 lakhs

The security deposit should be paid within 3 days from the date of issue of work order. The security deposit to be paid through DD drawn in favour of the District Manager, Karnataka Food & Civil Supplies Corporation, Dist..... payable at ..... EMD of the L<sub>1</sub> bidder will be adjusted towards security deposit. The successful bidder should furnish the bank guarantee obtained from any nationalised Bank for the amount as mentioned above within 7 days from the date of issue of work order. The EMD/Security deposit will not carry any interest thereon. The successful bidder should execute an agreement as per proforma enclosed with the tender documents on a stamp paper of Rs.200/- within 3 days from the date of issue of work order.

2 (a). The bidders should quote the Handling rates clearly both in words and figures for Coarse grains and Paddy in the Form No. VI these forms should be attached to Financial Bid

(b). The bidders should quote transportation rate clearly both in words and figures for each kilometre (slab basis) per quintal for Coarse grains and paddy stocks in the Form No. VII these forms should be attached to Financial Bid.

3 (a). The bidders participating in tenders shall own minimum **10(ten)** trucks having capacity of more than 10 MTs in his name in case of individual bidder and in case of partnership firm, the trucks should be in the name of the partners or in the name of the firm. In addition to this successful bidder should be in a position to arrange required no of trucks to transport the procured stock to the storage point on the same day. They shall make their own arrangements to transport Coarse grains and Paddy etc, handling them suitably and transporting them to warehouse godowns on the same day of purchase, failing which the amount of loss due to alternate transportation will be recovered from the contractor, if any.

(b). If the bidder is an individual/ society/firm/partnership firm, the trucks owned shall be in the name of individual /society / firm / partners of the firm thereon.

(c) Partnership firms shall produce the copies of the registered partnership deed duly registered with the Registrar of Firms in Karnataka. The partnership deed should be registered before the date of the Tender Notification. Any addition or deletion of the partners of the Firm after the date of tender notification will not be entertained.

## HANDLING / TRANSPORTATION

a) After due verification and certification of FAQ specification of Coarse grains and paddy stocks brought by the farmers to the purchase centre by the Graders, such stocks should be filled into the bags in the quantity of 50/95 Kg (Nett weight) for Coarse grains and paddy and 35/70 Kg for paddy as desired by the KFCSC authority and a minimum of 8-11 stitches are to be stitched with thick jute twine. The cost of jute twine should be born by the contractor. The weighment slip is to be prepared by the H&T contractor showing the number of bags and quantity of food grains with the signature of the transport contractor or his authorised representative along with the farmer's signature. The 1<sup>st</sup> copy of the weightment slip is to be submitted to the official in charge of purchase centre and the 2<sup>nd</sup> copy is to be given to the farmers.

b. The official at the purchase centre will issue a delivery order/ Truck Chit which contains weighment particulars of grains, number of bags and quantity. This has to be signed by the contractor or his authorised representative and the contractor shall transport this to the warehouse godowns as directed by the official at the purchase centre and receipt is to be obtained from the warehouse officials. While transporting the stocks if any difference is found in the weight weighed at purchase centre and at Warehouse centre (receiving centre), the cost of the difference quantity will be deducted from the Handling & Transport bills of the contractor.

c. After filling the Maize/Ragi/Jowar stocks in standard bags of 50/95 KGs and paddy strocks of 35/70Kg at purchase centre, the contractors should transport the stocks in their transport vehicle to the warehouses on the same day and the stocks are to be unloaded from the trucks and stacked in the warehouse godown as per the warehouse rules. In case the bags are damaged during the transportation, it is the responsibility of the contractor to replace such bags with good bags and handed over to the warehouse authority. This shall be the responsibility of the contractor. If it is not possible to transport the stocks on the same day from the purchase centre, it is the responsibility of the contractor to protect / safeguard the remaining stocks from theft and other natural calamities.

d. The contractor shall provide the lorries with the tarpaulins on the floor of the lorries before the stocks are loaded in the lorries. After the lorries are loaded, the stocks shall be covered using tarpaulin in good condition and same lashed securely. Ropes and tarpaulins needed shall be supplied by the contractor and **ropes should be sealed.**

4. The contractor shall be responsible for any theft, damages at the procurement centers caused by the workers employed by contractor. The Corporation shall not be responsible for any injuries to the workmen employed by contractor at the procurement center / storage point during course of work.

5 (a). The bidder should produce the Handling and Transportation experience certificate for conducting transportation of food grains / other commodities from the concerned agency/factory/Deputy Director (Food) along with an Affidavit

showing that “you have not been black listed in any other Government/Private Organizations” in any of the previous years. The work experience reflecting the amount of transaction successfully completed should be enclosed (average of last three years) as per the amount shown in Annexure - I.

5 (b). Any interested bidder shall participate in the tender for a district as a whole and not more than two districts as mentioned above and they should submit separate tenders for each District that they wish to bid for.

6. The Financial Bid containing the Handling and Transportation rate i.e Form-VI, Form-VII, Form-VIII and Form-IX are to be filled both in words and figures properly by the tenderer and submitted. The rates are inclusive of all taxes.

7. After opening of the Commercial Bid and verification of documents, list of eligible tenderers will be declared. The Financial Bid of those tenderers who are eligible in the Commercial Bid shall only be considered.

### **FINANCE - TERMS**

8. Except the EMD of L<sub>1</sub> and L<sub>2</sub> tenderers, the EMD of other unsuccessful bidder will be returned from e-procurement portal. The EMD of L<sub>2</sub> tenderers will be returned only after 15 days from the date of finalisation of the contract.

9. Requests for change of the rates will not be considered for any reasons once the tender is finalised and agreed upon.

10. The successful bidders (Contractors) to whom the work orders have been awarded should arrange to get the MSP Maize/Ragi/Jowar/Paddy stocks weighed in the purchase centre at their own cost.

11. While considering the experience and capability of the bidders the financial transaction worth of amount as per Annexure-1 is a must.

### **GENERAL TERMS**

12. The tenders should be submitted through e-procurement portal only.

13. The bidder or his authorised representative should be present in the office of the Deputy Commissioner on the day of opening of tenders.

14. If the contractor is unable to carryout the H&T work after issuing the work order, such bidder's EMD, Security Deposit, and Bank Guarantee will be forfeited and also such tenderers shall be black listed and information will be sent to the RTO and other concerned Government Departments.

15. Appointed contractors should execute the Handling and Transportation work of required stocks of MSP Maize/Ragi/Jowar/Paddy stocks promptly and sincerely, failing which the loss incurred due to the negligence of the contractors shall be recovered from the contractors H&T bills. In addition to this, if the execution of the work is not satisfactory, based on the report by the District Task Force Committee, the Managing Director, KFCSC has reserved the right to get the work done from others. The Corporation reserves such rights and recover the loss or difference of amount if any occur due to the negligence of the contractor.

16. The Handling & Transportation work to be entrusted to the contractor on production of work order issued by the District Manger to the concerned authority at the MSP purchase centre.

17. Before lifting Coarse grains / Paddy from the purchase centre, the delivery order signed by the purchase centre official/contractor or his representative and the driver with full particulars are to be compulsorily given in Duplicate to the official at purchase centre. Then the stocks should be transported to the Warehouse alongwith the delivery order/truck chit in duplicate, signed by Warehouse Manager/Warehouse Official and a copy of the delivery order/ truck chit with Handling & Transportation bills are to be submitted. Bills without delivery order/ truck chit will be rejected.

18. Contractors should appoint representative along with ID proof for each purchase centre authorising them to sign the delivery order / truck chit and weighment slip.

19. The Handling & Transport contractors will produce security deposit, bank guarantee and agreement deed within the prescribed time, failing which their EMD amount will be forfeited by KFCSC and their contract stands cancelled.

20. The period of contract will be effective for 1 year. The Managing Director reserves the right to extend the contract period for a further period of one more year on same rates terms and conditions.

21. Contractor should declare the acceptance of terms and conditions as specified in form No..V and to be submitted along with commercial bid of tender.

22. The contractors will submit bills for Handling & Transportation to the concerned District Manager KFCSC once in seven days the concerned District Manager shall submit the certified copy to the head office for information.

23. The H&T rates offered by contractors for a district shall be applicable to all purchase centres in that district and also to all godowns of KFCSC owned and hired godowns or may be going to hire in future or newly commissioned godowns or newly opened purchase centres with in that district.

24. The Managing Director, Karnataka Food & Civil Supplies Corporation, Bangalore reserve the right to extend or curtail the period of contract assigned in this tender notification.

25. The L<sub>1</sub> bidder will be considered based on the rates quoted by them for Handling and 1<sup>st</sup> Slab, 2<sup>nd</sup> Slab, 3<sup>rd</sup> Slab, 4<sup>th</sup> Slab, 5<sup>th</sup> Slab Transportation in the tender as per the working sheet attached along with the tender form . (Form - No.X)

26. This tender is invited for Districts allotted by the State Government to the KFCSC and in case of any changes in the government orders the same shall be applicable to the tenders. i.e listed in Annexure-IX.



27. Any disputes arise during the contract period, the decision will be referred to the Managing Director, KFCSC in Bangalore.

28. The appointed contractor will have the entire responsibility of the Handling and Transportation of Maize/Ragi/Jowar/Paddy from the purchase centre to warehouse godowns in the respective districts.

29. The Managing Director reserves the right to approve/reject any/all tenders without giving any reasons thereon.

**Deputy Commisioner.**  
..... **Dist.**

I abide by all the conditions above and have signed this letter.

**Signature and seal of the tenderer**

(Work sheet is hereby attached.)

## Annexure I

Experience certificate to be enclosed as per clause 5(a).

<b>District Name</b>	<b>Amount in crores</b>
1. Chikmagalore	Rs.3.5
2.Chamarajanagar	Rs.3.5
3.Haveri	Rs.13
4.Karwar	Rs.3.5
5.Mandya	Rs.15
6.Mysore	Rs.15
7.Raichur	Rs.2
8.Yadagiri	Rs.2
9.All other districts	Rs.2 Cr. Minimum

FORM – I  
(To be submitted with Commercial Bid)  
KFCSC, Dist.....

Tender Notification No. KFCSC /MSP- Maize/Ragi/Jowar/Paddy /H&T/  
/2013-14/ Date : 19.11.2013

1.	Name of the Tenderer and address :	
2.	Tenderer/Firm postal address, Telephone, Fax No. , Mobile No., email ID	
3.	Whether the agency is Proprietorship/Partnership/Company – details to be furnished	
4.	Name of Proprietor/Partner/MD of a Company Postal address	
5.	PAN No. (Permanent Account No.)	

Date :

Place :

Tenderer Signature and  
seal

FORM – II  
(To be submitted with Commercial Bid)  
KFCSC, Dist.....  
Details of transportation experience for the last 5/10 years

Tender Notification No. KFCSC /MSP- Maize/Ragi/Jowar/Paddy /H&T/  
/2013-14/ Date : 19.11.2013

Sl. No.	Details of contract obtained from organization/Department	Transportation details year wise	As per Transportation records contract value in Rs.
The required certificate to be enclosed			

Date :  
Place :

Tenderer Signature and  
seal

FORM – III  
 (To be submitted with Commercial Bid)  
 KFCSC, Dist.....  
 Details of the Lorries Owned by the Tenderers

Tender Notification No. KFCSC /MSP- Maize/Ragi/Jowar/Paddy /H&T/  
 /2013-14/ Date : 19.11.2013

Sl No	Lorry Regn No.	Capacity of the vehicle	Whether recent "B" Register extract of the vehicle obtained from RTO is enclosed	Whether extract of the RC book is enclosed	Whether insurance policy certificate is enclosed	Whether Vehicle tax paid details enclosed	Fitness certificate & valid date

The details of lorry documents may be filled in the above format, in case of more lorries, the details may be furnished in a separate sheet

Date :  
 Place :

Tenderer Signature and  
 seal

FORM – IV  
 (To be submitted with Commercial Bid)

KFCSC, Dist.....

Details of the Transport office branches in the districts and Taluka places if any

Tender Notification No. KFCSC /MSP- Maize/Ragi/Jowar/Paddy /H&T/  
/2013-14/ Date : 19.11.2013

Sl No.	Details of branch	Branch office address	Telephone No.	Date of establishment of branch office

Date :

Place :

Tenderer Signature and seal

( To be submitted with Commercial Bid )  
KFCSC, Dist.....

Tender Notification No. KFCSC /MSP- Maize/Ragi/Jowar/Paddy /H&T/  
/2013-14/ Date : 19.11.2013

1. I/ We have read and understood all Rules & Regulations of the Tender, and we/I abide by the rates offered, which will be in force for the Minimum Support Price, till the disposal of Maize / Paddy purchased /released. We/I will also abide by the Tender Regulations regarding Handling & Transportation, and also all General Terms and conditions thereon.
2. I/ We follow strictly all the procedure of Tender Rules & Regulations.
3. I / We will submit Agreement papers within the prescribed Date. I / We will also follow all conditions regarding Handling & Transportation work as insisted upon.
4. I/we read and understood all the tender regulations and have signed & attached with Tender Application.
5. I/ we will abide by all the rules, code of conduct & procedures as per instructions by the Managing Director, KFCSC and Deputy Commissioner..... District and carry out Handling & Transportation work accordingly.
6. I/We also certify that I/We or our relatives are not employees of State/ Central Govt., Statutory/ Corporation/Boards.
7. I/ we completely understood all regulations mentioned in Model Agreement letter and hereby declared to agree with them.

Tenderer Seal & Signature with  
Address of

FORM – VI  
 (Maize Handling rate to be submitted with Financial Bid)  
 KFCSC, Dist.....  
 Tender Notification No. KFCSC /MSP- Maize/Ragi/Jowar/Paddy /H&T/  
 /2013-14/ Date : 19.11.2013

HANDLING :

Contractor/Transport Agency Name and permanent Address :

District :

Details	Rate per quintal (Inclusive of all taxes)		Remarks
	Rs. (In numbers)	Rs.( In words)	
HANDLING : Paddy & Coarse Grains Stock brought by the farmers to the procurement centers are to be poured , filled in 50/95 kg gunny bags to be stitched in two fold jute twine with minimum of 8 to 11 stitches and loading into trucks.			

Date :

Place :

Tenderer Signature and  
seal



FORM – VII

(Coarse grains and Paddy Transportation Rates to be submitted with Financial Bid)

KFCSC, Dist.....

Tender Notification No. KFCSC /MSP- Maize/Ragi/Jowar/Paddy /H&T/  
/2013-14/ Date : 19.11.2013

TRANSPORTATION :

Tenderer / Contractor Name & Permanent address :

The Paddy & Coarse grains stocks to be transported from procurement centres to warehouses to be unloaded and to be stocked in 26+18 height in the godowns

Sl. No.	Slabs in kms	Details	Nett rate per quintal(excluding bag weight) inclusive of all taxes
1 <sup>st</sup> Slab	0-10	Flat rate	
2 <sup>nd</sup> Slab	11-25	Rate per qtl/km	
3 <sup>rd</sup> Slab	26-50	Rate per qtl/km	
4 <sup>th</sup> Slab	51-75	Rate per qtl/km	
5 <sup>th</sup> Slab	76-100	Rate per qtl/km	
6 <sup>th</sup> Slab	101- km & above	Rate per qtl/km	

The rates to be quoted in figures and words separately. Any over writing to be certified.

Date :

Place :

Tenderer Signature and seal

**FORM – VIII**  
(To be Submitted with Financial Bid)

Calculation of transportation amount will be arrived as per the formula given below for finalizing payment of each slab

**CALCULATION SHEET:**

**EXAMPLE:**

Sl. No.	Operation	'X' TENDERER		'Y' TENDERER		'Z' TENDERER	
		Rate Quoted (Rs.)	Amount (Rs.)	Rate Quoted (Rs.)	Amount (Rs.)	Rate Quoted (Rs.)	Amount (Rs.)
I	<b>Handling</b>	8.00	8.00	7.00	7.00	6.00	6.00
II	<b>Transportation</b>	Per qtl/Km		Per qtl/Km		Per qtl/Km	
1.	0-10 KMS	Flat rate	5.00	Flat rate	5.50	Flat rate	6.00
2.	0-25 KMS (11-25 KMS Slab)	0.40	10.00	0.45	11.25	0.40	10.00
3.	0-50 KMS (26-50 KMS Slab)	0.30	15.00	0.35	17.50	0.30	15.00
4.	0-75 KMS (51-75 KMS Slab)	0.25	18.75	0.30	22.50	0.22	16.50
5.	0-100 KMS (76-100 KMS Slab)	0.20	20.00	0.25	25.00	0.20	20.00
	<b>TOTAL:</b>		68.75		83.75		67.50
	<b>GRAND TOTAL: I &amp; II</b>	-	76.75	-	90.75	-	73.50
	<b>POSITION:</b>		L <sub>2</sub>		L <sub>3</sub>		L <sub>1</sub>
6.	101 & ABOVE	0.20	20.20	0.20	20.20	0.20	20.20

Transportation from more than 101 kms Rs. 20.20 will be paid ( Rates to be mentioned in figures and words separately. Any corrections to be certified)

**Note:- For L<sub>1</sub> tenderer cumulative transportation cost will not be considered**

Date :

Place :

Tenderer Signature  
and seal

## AGREEMENT

This agreement made at ..... this ----- day -----2013 between. The Karnataka Food & Civil Supplies Corporation, .....herein after called the First Party (which expression shall unless it be repugnant to the context or meaning thereof mean and include his executors and administrator's)

AND

Sri / M/s----- aged about ----- residing at ----- herein after called contractor (Second Party) (which expression shall unless it be repugnant to the context or the meaning there of mean and include his heirs, successors, executor's and administrator's) of the other part.

The Managing Director, The Karnataka Food & Civil Supplies Corporation, Bangalore-52, has agreed to award the contract of Handling and Transport operations at the procurement centers under MSP Scheme operation in ---- district, after calling tenders and observing all the formalities there of and procedures in vogue to the Sri / M/s-----

The contractor has agreed to execute the work of H&T operations on the terms and conditions mentioned below:-

1. The contractor is to abide by all the terms and conditions mentioned in the tender form and tender notification.
2. He shall execute the work upto the satisfaction of the KFCSC officers at the procurement centers, to enable them to procure the coarse grains and Paddy under MSP scheme from the farmers as per Government directions issued from time to time
3. This agreement will remain in force for a period of one year with effect from ----- which can be extended for a further period of one year on the same rate i.e., Handling of Coarse grains & Paddy Rs. ---- (per Qtl) Transportation 1<sup>st</sup> Slab 0-10 kms Rs ----, 2<sup>nd</sup> Slab 11-25 kms Rs-----, 3<sup>rd</sup> Slab 26-50 Kms Rs-----, 4<sup>th</sup> Slab 51-75kms Rs-----, 5<sup>th</sup> Slab 76-100 kms Rs-----and 101 Kms and above Rs.-----  
- on the terms & conditions and decision by the Managing Director, Karnataka Food & Civil Supplies Corporation is final and binding.

**CONTRACTOR**

1. Witness(Signature)

Name & Address

District Manager

2. Witness (Signature)

Name & Address



