

NATIONAL COOPERATIVE CONSUMERS' FEDERATION OF INDIA LTD.

Jaipur Branch

Under Ministry of Consumer Affairs, Food & Public Distribution, Govt. of India

SHORT TENDER NOTICE

Supply of Non-Torrefied Biomass Pellets

1. Introduction

The **National Cooperative Consumers' Federation of India Ltd. (NCCF), Jaipur Branch**, invites sealed bids from interested and registered/empanelled suppliers for the **supply of Non-Torrefied Biomass Pellets**.

The selected supplier shall support NCCF in executing the supply in a timely, efficient, and quality-compliant manner. The supply shall be executed in accordance with applicable NCCF guidelines and Government procurement rules.

The scope includes procurement, loading, transportation, and delivery of the required quantity to the designated delivery location.

2. Tender Schedule

The tender shall be governed as per the schedule notified below:

Last Date for Submission of Bid:

12.05.2026 up to 05:00 PM


The bids shall remain valid for a period of **30 days** from the date of submission. NCCF reserves the right to modify the schedule or cancel the tender at any stage without assigning any reason.

3. Scope of Work

The selected supplier shall undertake complete responsibility for the **supply of Non-Torrefied Biomass Pellets**.

The scope shall include:

- Procurement of required material
- Proper packaging and loading
- Transportation to delivery location
- Safe unloading at site
- Compliance with approved specifications


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- Submission of samples prior to supply

The supplier shall ensure that materials supplied meet quality standards acceptable to NCCF and end-user requirements.

Any defective or substandard supply shall be replaced by the supplier at their own cost within the stipulated time.

4. Technical Specifications

The supplied **Non-Torrefied Biomass Pellets** shall conform to acceptable industrial quality standards:

- **Shape:** Cylindrical pellets
- **Diameter:** Usually 12-16 mm
- **Length:** 20-40 mm
- **Moisture Content:** Typically 8–12%
- **Ash Content:** 2–8%
- **Calorific Value:** Around 3000–4000 kcal/kg
- **Density:** High bulk density for easy storage
- **Color:** Light to dark brown

Samples must be submitted and approved prior to bulk supply.

5. Estimated Quantity


The estimated requirement under this tender is:

Total Quantity: 20,000 MT

The quantity is indicative and may vary depending on requirement. NCCF reserves the right to increase or decrease the quantity as per requirement.

6. Eligibility Criteria

- Empanelled bidders with NCCF may participate in the tender. However, **non-empanelled bidders are also eligible to participate**, subject to fulfilment of all prescribed eligibility criteria and submission of required supporting documents.
- The bidder must possess **valid GST Registration, PAN, and all other applicable statutory registrations/licenses**, as required under relevant laws, and submit copies of the same along with the bid.
- The bidder shall **submit the required sample(s) along with the bid**, wherever applicable, for quality verification and evaluation by the competent authority.


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- The bidder must submit a **self-declaration confirming that the firm has not been blacklisted or debarred** by any Government Department, Public Sector Undertaking (PSU), or reputed private organization.
- The bidder must be a **legally registered entity**, such as a **Proprietorship, Partnership Firm, Limited Liability Partnership (LLP), Company, or Cooperative Society**, and shall submit valid registration/incorporation documents as proof of legal existence.
- The vendor shall not be under any **declaration of ineligibility** for corrupt or fraudulent practices issued by the **Government of Rajasthan, Government of India, or any other competent authority**. A declaration to this effect must be submitted along with the bid.
- The bidder shall submit **Income Tax Returns (ITR)** and a **Turnover Certificate** issued by a Chartered Accountant (CA) for the last **three financial years**, indicating the financial capability of the firm.
- The bidder must submit **audited Balance Sheets and Profit & Loss Statements**, duly certified by a Chartered Accountant (CA) along with a **valid UDIN (Unique Document Identification Number)** for the last **three financial years**.
- The vendor must submit **all relevant and material documents** in support of their eligibility, technical capability, and financial capacity, failing which the bid may be treated as **non-responsive**.
- The bidder should preferably have **relevant experience** in similar nature of work/supply and shall submit copies of **work orders, completion certificates, or supply records**.


7. Earnest Money Deposit (EMD)

The bidder shall submit an Earnest Money Deposit (EMD) of ₹2,00,000/- through the NEFT/RTGS mode, valid for 30 days to

Bank: Central Bank of India, Jaipur Rajasthan
A/c No: 1331011113, IFSC: CBIN0281065

The successful bidder shall furnish a Performance Security equivalent to 1% of the contract value within 10 days from the date of issue of Letter of Intent or Purchase Order.

Failure to submit the Performance Security within the stipulated time shall result in cancellation of award and forfeiture of EMD. The Performance Security shall be released only after satisfactory completion of the contract.


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8. Submission of Bids

Bids shall be submitted in Two-Cover System consisting of Technical Bid and Financial Bid.

- The Technical Bid shall contain all eligibility documents, financial credentials, declarations, and proof of sample submission.
- The Financial Bid shall contain the price quotation inclusive of all costs such as material, stitching, packing, transportation, and GST.

Both covers shall be sealed and enclosed in a single outer cover super scribed appropriately and submitted within the prescribed time.

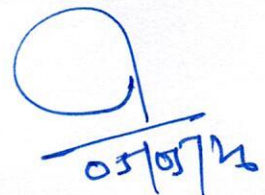
9. Evaluation of Bids

The evaluation shall be carried out in two stages. Technical bids shall be evaluated first based on eligibility criteria and compliance with specifications. Only technically qualified bidders shall be considered for financial evaluation.

The contract shall be awarded to the lowest quoted bidder (L1). In case of tie, selection may be made through a transparent method such as lottery. NCCF reserves the right to negotiate with the L1 bidder.

10. Payment Terms

- 1) Payment shall be released to the successful vendor only after NCCF receives the corresponding payment from the concerned client department for the respective quantity supplied. NCCF will not be liable to make any payment if not received from the department for any reason whatsoever.
- 2) No advance payment shall be made by NCCF under any circumstances.
- 3) All payments shall be subject to applicable statutory deductions and NCCF's approved service margin.
- 4) Vendor must submit:
 1. Original GST invoice in the name of NCCF Jaipur Branch;
 2. Proof of uploading invoice on GST portal (screenshot/ARN/IRN);
 3. Bank details & PAN copy.

A handwritten signature in blue ink, consisting of a large, stylized letter 'Q' or similar shape, with a horizontal line underneath it. Below the line, the date '05/07/22' is written in blue ink.

- 5) NCCF shall release payment within 3 working days of receiving payment from the Department, subject to verification. Payment shall be made after inspection, and acceptance of goods, subject to submission of complete documents.
- 6) GST component will be released only if invoice is uploaded correctly and ITC is available.
- 7) Any denial/reversal of ITC due to vendor fault shall be recovered from the vendor's bills /security.
- 8) Final payment subject to reconciliation and fulfillment of supplier's obligations.
- 9) NCCF reserves the right to deduct penalties, damages, replacement costs, or extra procurement costs due to the vendor's default.
- 10) NCCF reserves the right to withhold payment in case of non-compliance or defective supplies.

11. Quality Assurance & Replacement

All supplies shall strictly conform to approved samples and specifications. NCCF reserves the right to conduct inspection at any stage including pre-dispatch and post-delivery. The supplier should agree to an on-site warranty of a minimum of 1 year from the date of supply for all the supplies. The Warranty should carry service, repair/replacement of the Product free of cost against manufacturing defects. The supplier should provide adequate service support during the period of Warranty.

Defective or non-conforming items shall be replaced by the supplier:

- Within 2 days for minor defects
- Within 4 days in case of bulk rejection


12. Risk Purchase Clause

In case of failure by the supplier to deliver the goods within the stipulated time or to meet contractual obligations, NCCF reserves the right to procure the goods from alternate sources at the risk and cost of the supplier. Any additional expenditure incurred shall be recovered from the supplier.

13. Penalties

In case of delay or default, the following penalties shall apply:

- Delay in supply: 0.5% per week, subject to a maximum 10%


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- Non-supply: forfeiture of Performance Security and possible blacklisting
- Delay in repair/replacement of rejected goods: The service provider should respond within 12 hours after receiving the call and attend the preliminary test within 24 hours from the time of report/lodging of complaint (not less than 95% of the calls). After inspection of the fault, the Product has to be repaired within a period of a minimum of 48 Hours.

A sum equivalent to Rs. 1000 per day for each day delay beyond 48 Hours, until the product is put back into functioning, shall be recovered from the payable bills. If the accumulated penalty value reaches the balance payment held with the department, including the performance guarantee amount, the NCCF may consider termination of the contract and forfeiture of the Security Deposit/performance Guarantee pursuant to general conditions of the contract, apart from Debarment/blacklisting the firm.

14. Pricing Conditions

The quoted price shall be all-inclusive, covering the cost of materials, manufacturing, packaging, transportation, and applicable taxes, including GST. The price shall remain firm and no escalation shall be permitted except for statutory changes in taxes.

The quoted price shall be firm and final during the entire contract period. No escalation will be allowed on any ground except change in statutory tax/GST rates by Government.

Vendors shall ensure that the price quoted to NCCF is not higher than the price offered for similar supplies to any other Government Department/PSU/Cooperative within the last one year (fall clause).


NCCF reserves the right to negotiate with the L1 bidder in accordance with provisions of the Rajasthan Transparency in Public Procurement Act and Rules, as applicable.

15. Indemnity

The supplier shall indemnify NCCF against all claims, losses, damages, or legal liabilities arising out of defective supply, negligence, or breach of contract.

16. Blacklisting

The bidder shall be liable for blacklisting for a minimum period of three years in case of submission of false documents, supply of substandard goods, non-performance, or engagement in fraudulent or unethical practices or Breach of confidentiality.


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17. Inspection & Acceptance

All supplies shall be subject to inspection by authorized representatives of NCCF or the Department. Pre-shipment inspection and third-party inspection may be conducted if required. Final acceptance shall be based on verification at the delivery location.

Rejected items shall be replaced within the stipulated period without additional cost.

18. Delivery Conditions

The supplier shall complete delivery within 60 days from the date of Purchase Order. Supplies shall be made directly by the supplier and shall be accompanied by all necessary documents including GST invoice and delivery chalan. The supplier shall be responsible for any loss or damage during transit.

19. Termination of Contract

NCCF reserves the right to terminate the contract in case of non-performance, delay, breach of terms, insolvency, or fraudulent practices by the supplier, without prejudice to other legal remedies.

Termination for Default

a) NCCF may terminate the contract, **in whole or in part**, by issuing a written notice to the supplier, in the event of:

- Persistent delay in supply;
- Repeated quality failures;
- Breach of any material term or condition;
- Insolvency, liquidation, or cessation of business by the supplier.

Termination for Convenience

NCCF reserves the right to **terminate the contract at its discretion**, in whole or in part, by giving reasonable written notice, without assigning any reason and without incurring any liability, other than payment for goods duly supplied and accepted up to the date of termination.

20. Force Majeure

- Neither party shall be liable for forfeiture of performance due to causes such as natural calamity, riots, war, or any event beyond reasonable control of the parties.
- The affected party must notify the other party in writing within 7 days of such circumstances.


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21. ARBITRATION

Disputes or differences, if any, arising under the contract, shall be referred to the arbitration of sole-arbitrator to be appointed by the mutual consent of both the parties. The arbitration proceedings shall be conducted in accordance with the Arbitration and Conciliation Act, 1996 (as amended from time to time). The venue and seat of arbitration shall be Jaipur, Rajasthan, India, and the language of arbitration shall be English.


22. NCCF's Rights

NCCF reserves the right to:-

- Reject all or any bids without assigning any reason.
- To modify, suspend, change or supplement this tender at any stage. Any change to this tender document shall be uploaded on NCCF website <https://www.nccfindia.com>.
- In case of any ambiguity/ dispute in the interpretation of any of the clauses in this Tender Document, NCCF's interpretation of the clauses shall be final and binding on all applicants/parties.
- At any stage, if it is found that the vendor (Proprietorship, Partnership, Private Limited Company, etc) has given incorrect and misleading certificate/information/document(s), NCCF shall free to take suitable action including cancellation of contract, forfeiture of security / Tender security amount, blacklisting of the applicant, etc.
- Call for any additional information/documents from experienced firm (Proprietorship, Partnership, Private Limited Company, etc) and same shall be submitted by them to NCCF within given time period.
- It may kindly be noted that Government of India or any State Government in India shall not be a party to this transaction.
- NCCF shall be at liberty to postpone / cancel the tender and accept or reject any bid without giving any reason whatsoever.
- NCCF shall terminate the empanelment of a Business Associate if they have competed against NCCF in any bid either individually, as a partner or in a Joint Venture.
- Violation of any terms & conditions of this tender may lead to termination/blacklisting/penalty.

Subletting

- The vendor shall not sublet, subcontract, or assign the contract to any third party.
- Any attempt to subletting shall lead to termination, blacklisting and forfeiture of Security Amount.


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Corrupt or Fraudulent Practices.

- It is expected that the vendors who wish to apply for this tender have highest standards of ethics.
- NCCF will reject tender if it determines that the vendor recommended for award has engaged in corrupt or fraudulent practices while competing for this tender.
- NCCF may declare an a vendor ineligible, either indefinitely or for a stated duration, to be awarded or contract if it at any time determines that the vendor has engaged in corrupt and fraudulent practices during the execution of contract.

General Clause

- Misuse of NCCF name, logo or letter head, etc shall lead to blacklisting including forfeiture of EMD but not limited initiation of legal proceedings..

Integrity & Anti-Corruption Clause:

The supplier shall not engage in any corrupt, fraudulent, collusive, or coercive practices. If such activities are detected, NCCF may cancel the contract immediately and may blacklist the supplier, impose penalty and take legal action as per applicable laws.

23. Legal & Audit Protection Clause

Submission of **false, misleading, fabricated, or suppressed information** at any stage of the tender process shall result in one or more of the following actions, at the sole discretion of NCCF:

- Rejection of the bid;
- Termination of the contract, if already awarded;
- Forfeiture of Earnest Money Deposit / Performance Security;
- Blacklisting/debarring of the bidder;
- Recovery of losses or damages suffered by NCCF;
- Initiation of appropriate legal action as per applicable laws.

Such action shall be **without prejudice to NCCF's other contractual and statutory rights.**


Branch Manager
NCCF Jaipur Branch

Branch Manager

National Cooperative Consumers' Federation of India Ltd.

भारतीय राष्ट्रीय उपभोक्ता सहकारी संघ मर्यादित

(Under Ministry of Consumer Affairs, Food & Public Distribution, Govt. of India)

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