

CORPORATE MATERIALS,
PETROCHEMICAL DIVISION ADMINISTRATIVE BUILDING
UDYOGAMANDAL, KOCHI, KERALA, INDIA - 683 501
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Expression of Interest for Empanelment of Manufactures / Traders for the supply of Fertilisers

Enquiry No. MAT-RM-EOI-2023 dated 31/10/2023

Enquiry Notice

1. Background:

The Fertilizers And Chemicals Travancore Limited (FACT) is a Government of India Enterprise, engaged in the production of Nitrogenous and Phosphatic Fertilizers and trading of Fertilizers.

FACT invites Expression of Interest (EOI) from prospective manufactures / traders for supply of Fertilizers for one year.

This Expression of Interest (EOI) is a request for a pre-qualification proposal only and is issued with no commitment. FACT reserves the right to disqualify any interested party or right to withdraw or to amend any terms and conditions etc. at any stage, should it be so necessary.

Applying against Expression of interest (EOI) does not automatically give right to empanelment / registration.

FACT reserves the right to reject or accept any application received against EOI without assigning any reason thereof.

MoU shall be entered with successful Pre-Qualified vendors based on agreed terms and conditions. FACT intends to float tenders for individual shipments among the vendors with whom MoU is entered for particular Fertilizer.

FACT reserves the right to enter into MoU with one or more bidders.

Applications are invited for Expression of Interest on e-procurement portal <https://eprocure.gov.in> as per the details given below:

2. In order to meet the requirement as detailed above,

- i) Quantity for MoU for individual fertilizer shall be confirmed by FACT before signing the MoU with mutual concern and quantity shall not be binding on both supplier and FACT.

FACT CORPORATE MATERIALS	SUPPLY OF FERTILIZERS	DOC.NO.MAT-RM-EOI-2023 DATED.31/10/2023
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- ii) Parcel Size, Shipment Schedule, delivery date at discharge port, discharge port and port characteristics shall be informed during the time of tender floated for individual shipments. CFR and FOB load port prices and any discounts shall be offered in the tender floated for individual shipments.

Both FOB and CFR rates are to be quoted in the tender floated for individual shipments failing which the offer is liable to be rejected. FACT shall place the Purchase Order with both FOB and CFR options and reserve the right to accept either the FOB or the CFR option.

Discounts are to be included in the invoice and LC will be opened for the amount after discount. In case of deviations from the above, the same may please be specified in the compliance statement while submitting bid. Necessary price loadings will be made in case of deviations for evaluation against the tender floated by FACT for individual shipments of Fertilizers.

- ii) Specifications: Material supplied should conform to the specifications given in **Annexure-A**.
- vii) Terms and conditions: Shall be as per Annexures attached. Please submit bid strictly in accordance with the same. Please note that we will arrange insurance.
3. EOI: Bidder shall mention their EOI for different fertilizers strictly in the EOI Format enclosed as **Annexure I**.
4. FACT shall enter into MoU with pre-qualified suppliers only for the fertilizers for which EOI is quoted.
5. Earnest Money Deposit (EMD).

Bidder shall submit Earnest Money Deposit (EMD) during the time of tender floated for individual shipments as detailed in Instructions to Bidders (Annexure-B). EMD shall be as below for the offered quantity. Bidder shall submit EMD in the form of RTGS payment. FACT's account details to enable RTGS payment given below

SL.no	Tenderers categorization	EMD
1	Producers / manufacturers of the product.	NIL
2	Any trader / supplier who has a proven track record of satisfactory supplies of at least one shipment of 25000 MT fertilisers in bulk to India in at least two years during the past five years.	USD 1 PMT
3	All other suppliers not covered under Categories 1 & 2 above	USD 2 PMT

The Bank Details are as follows:

STATE BANK OF INDIA
COMMERCIAL BRANCH
VANKARATH TOWERS
PADIVATTOM
COCHIN 682024

CONTACT NOS : BOBEN MATHAI : 8593070731
BRANCH LANDLINE : 0484 - 2340028/29

A/c No : 10590232386
IFSC : SBIN0004062
SWIFT : SBININBB245
TYPE : CC ACCOUNT

Necessary documents shall be provided to prove the exemption criteria.

Note : Proof of categorization of tenderers and EMD amount shall be submitted during the time of tender floated for individual shipments.

6. Pre-qualification Criteria::

Should have supplied to any buyer (in India or outside) at least one shipment of 25,000 MT+/- 10% any fertilizers as per Indian FCO, on CFR basis during any one of the preceding three years ending as on the due date.

The following relevant documents, duly attested by the Applicant's Authorized Signatory, shall be submitted in support of the above:

- a) Copy of Bill(s) of Lading.
- b) Manufactures shall submit their EOI for individual fertilizers in EOI format. Manufactures shall confirm the specifications of individual fertilizers for which EOI has been submitted is conforming to FCO specifications.
- b) Traders shall submit their EOI for individual fertilizers in EOI format. Traders have to submit Letter(s) issued by the Fertilizer Producer's Authorized Signatory confirming to backup with respect to quality along with copy of certificate showing all parameters as per FCO specifications, duly attested by the Producer's Authorized Signatory for individual fertilizer for which EOI has been submitted.

Notes: All bidders shall furnish, Pre-qualification Questionnaire (Annexure- C and Annexure - D), duly filled, attaching all supporting documents as required therein.

7. Evaluation will be done on landed cost at discharge Port on 180 days credit basis and shipment to shipment basis including Insurance charges, applicable port dues, customs duty, excise duty, Sales Tax etc. based on the CFR price on credit offered from the B/L date and FACT will choose the cheaper option. In case a bidder does not quote for 180 day's credit or has offered credit for a period shorter than 180 days, the same will be loaded with interest @7.75% p.a* for the balance period up to 180 days for evaluation.

Exchange Rate for conversion of CFR price will be the RBI reference rate on the date of opening of the tender. If the date of opening is a Bank holiday, the exchange rate of the previous Bank working day will be considered for evaluation. For working out Customs Duty, the Exchange rate will be as declared by Customs for the month of opening of the bid. Bank charges as below will be loaded for evaluation.

Bidder shall offer minimum credit period of 30 days, failing which offer shall not be accepted.

If Payment is by LC, then payment shall be made on the final day of the credit period offered.

If payment is outside LC, then payment shall be made on the final day of the credit period offered subject to arrival of the Shipment at discharge port.

Current foreign LC charges are as follows*;

Foreign LC charges: 0.01% p.a

Inland LC Charges: 0.175% p.a.

Charges applied for actual number of days per annum basis.

*Any changes shall be informed in the tender floated for individual shipments.

8. All vessels calling at discharge port should have valid P&I and Classification certificates, which should be covered by International Group of P & I Clubs and classified with International Association of Classification Societies as stipulated by the Ministry of Shipping, Govt.of India.

If not, necessary relaxation has to be taken by Vessel Owner from Ministry of Shipping, Govt. of India as per circular No.SR-12020/2/2011-MG dated 2 Aug'12 issued by Ministry of Shipping, well in advance of vessel's arrival, failing which permission will not be granted by Port for berthing of vessel.

9. Payment: Payment shall be on final day of credit period offered from BL date by LC. LC opening charges and Bank charges in India shall be to FACT's account. All charges outside India, including confirmation charges, in case confirmation is required, shall be to seller's account. Acceptance of the material shall be based on samples drawn by Central Fertilizer Quality Control Laboratory in India or any other lab nominated by Govt.of India/respective state. The quality so determined at discharge port shall be final and binding on supplier. Weightment shall be as determined by draft survey conducted through and by independent internationally reputed surveyor/inspection agency appointed by FACT at the port of discharge. The Payment shall be based on B/L quantity or drafts survey whichever is less.
10. Other Terms and Conditions: All other terms and conditions shall be as detailed in the various Annexures attached along with this enquiry.
11. Bids shall be submitted as detailed in the Instructions to Bidders (Annexure-B).

Due date / time for submission of bids: 06/11/2023 - 1400 hrs IST.

Due date/ time for opening of Bids: 06/11/2023 - 1430 hrs IST.

Bids shall be complete giving all the requirements as per the enquiry. Evaluation of bids shall be made based on the details given in the bid. Post-bid clarifications are unacceptable except against any post bid clarification as required by FACT. Post bid clarifications on suo-motu basis will be summarily rejected and such action by bidders will be viewed seriously.

12 Special Note;

I. Any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority as specified in Annexure I of Order No. 7/10/2021-PPD (1) dated 23.02.2023 of Ministry of Finance, Department of Expenditure, Public Procurement Division, Govt. of India. If registered with Competent Authority as above a copy of registration certificate shall be furnished along with the bid failing which the bid shall be rejected.

II. "Bidder" (including the term "tenderer", "consultant" or "service provider" in certain contexts) means any person or firm or company, including any member of a consortium or joint venture (that is an association of several persons, or firms or companies), every artificial juridical person not falling in any of the descriptions of bidders stated hereinbefore, including any agency branch or office controlled by such person, participating in a procurement process.

III. "Bidder from a country which shares a land border with India" for the purpose of this Order means:- a. An entity incorporated, established or registered in such a country; or b. A subsidiary of an entity incorporated, established or registered in such a country; or c. An entity substantially controlled through entities incorporated, established or registered in such a country; or d. An entity whose beneficial owner is situated in such a country; or e. An Indian (or other) agent of such an entity or f. A natural person who is a citizen of such a country; or g. A Consortium or joint venture where any member of the consortium or joint venture falls under any of the above.

IV. The beneficial owner for the purpose of (iii) above will be as under:

1. In case of a company or Limited Liability Partnership the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has a controlling ownership interest or who exercises control through other means. Explanation--- a. "Controlling ownership interest" means ownership of or entitlement to more than twenty-five per cent of shares or capital or profits of the company; b. "Control" shall include the right to appoint majority of the directors or to control the management or policy decisions including by virtue of their shareholding or management rights or shareholder's agreements or voting agreements;

2. In case of a partnership firm, the beneficial owner is the natural person(s) who, whether acting alone or together or through one or more juridical person, has ownership of entitlement to more than fifteen percent of capital or profits of the partnership;

3. In case of an unincorporated association or body of individuals, the beneficial owner is the natural person(s), who, whether acting alone or together, or through one or more juridical person, has ownership of or entitlement to more than fifteen percent of the property or capital or profits of such association or body of individuals;

4. Where no natural person is identified under (1) or (2) or (3) above, the beneficial owner is the relevant natural person who holds the position of senior managing official;

5. In case of a trust, the identification of beneficial owners(s) shall include identification of the author of the trust, the trustee, the beneficiaries with fifteen percent or more interest in the trust and any other natural person exercising ultimate effective control over the trust through a chain of control of ownership.

V. An Agent is a person employed to do any act for another, or to represent another in dealings with third person. A person who procures and supplies finished goods from an entity from a country which shares a land border with India will, regardless of the nature of its Legal or Commercial relationship with the producer of the goods, be deemed to be an agent for the purpose of this order. However, a bidder who only procures raw material, components etc. from an entity from the country which shares a land border with India and then manufactures or converts them in to other goods will not be treated as an agent.

VI. Notwithstanding anything contained herein above, these provisions shall not apply to bidders from those countries (even if sharing a land border with India) to which the Government of India has extended lines of credit or in which the Government of India is engaged in development projects. Certificate to be submitted by tenderers:

1. "I have read the clause regarding restrictions on procurement from a bidder of a country which shares a land border with India; I certify that this bidder is not from such a country or, if from such a country, has been registered with the Competent Authority. I hereby certify that this bidder fulfills all requirements in this regard and is eligible to be considered. [Where applicable, evidence of valid registration by the Competent Authority shall be attached".

2. The bidders shall submit a certificate, along with their bid, to the effect that they fully comply with the Order F.No. 7/10/2021-PPD (1) dated 23.02.2023 and subsequent amendment, if any, issued by Ministry of Finance, Department of Expenditure, Public Procurement Division, Government of India. If such a certificate given by a bidder, whose bid is accepted, is found to be false, then this would be a ground for immediate termination and further legal action in accordance with law.

Please submit your bid complete in all respects, within the stipulated time.

Thanking you,
Deputy General Manager (Materials) - RM
For FACT Ltd, Cochin.

- Encl: 1. Annexure A - Specifications of Fertilizers
2. Annexure B - Instructions to Bidders
3. Annexure C - Pre-qualification Questionnaire
4. Annexure D - Details of previous supplies
5. Annexure E - Terms and Conditions for Purchase
6. Annexure F - Shipping terms for FOB Contract
7. Annexure G - Shipping Terms for CFR contract
8. Annexure H - Compliance Statement
9. Annexure I - Expression Of Interest (EOI) Format
10. Annexure J - List of Banks
11. Annexure K - Proforma of Bank Guarantee In lieu of Security Deposit
12. Annexure L - Integrity Pact.
13. Annexure M - Format for Memorandum of Understanding (MoU)

Annexure-A

SPECIFICATION OF FERTILIZERS

S.No	Fertilisers Grade	Specifications	Remarks
1.	DAP (18:46:0)	As per FCO 1985 - SCHEDULE -1., PART -A - 1(e)-N.P.COMPLEX FERTILISERS-sub clause 1 – Diammonium Phosphate	Color is Brown /White
2.	NPS 20:20:0:13	As per FCO 1985 - SCHEDULE -1., PART -A - 1(e)-N.P.COMPLEX FERTILISERS- Item No. 4 –Ammonium Phosphate Sulphate Nitrate (20-20-0)	Color is off-white
3.	NPK 10:26:26	As per FCO 1985 - SCHEDULE -1, PART -A - 1(f)-N.P.K.COMPLEX FERTILISERS- Item No.2 – N.P.K (10- 26-26)	-
4.	NPK 15:15:15	As per FCO 1985 - SCHEDULE -1, PART -A - 1(f)-N.P.K.COMPLEX FERTILISERS- Item No.1 – Nitrophosphate with Potash (15-15-15)	Nitrophosphate with Potash (15-15-15)
5.	NPK 16:16:16	As per FCO 1985 - SCHEDULE -1, PART -A - 1(f)-N.P.K.COMPLEX FERTILISERS- Item No.14 – N.P.K (16-16-16)	-
6.	MOP (Muriate of Potash)	As per FCO 1985 - SCHEDULE -1, PART -A - 1(c)-STRAIGHT POTASSIUM FERTILISERS - Item No.01 - Potassium Chloride(Muriate of Potash)	Color is Pink/Red
7.	Ammonium Sulphate	As per FCO 1985 - SCHEDULE -1, PART -A - 1(a)-STRAIGHT NITROGENOUS FERTILISERS - Item No.01 – Ammonium Sulphate	-

1. Diammonium Phosphate (18-46-0)

(i) Moisture per cent by weight, maximum	2.5
(ii) Total nitrogen(ammoniacal and urea) per cent by weight, minimum	18.0
(iii) Ammonical nitrogen per cent by weight, minimum	15.5
(iv) Available phosphorus (as P ₂ O ₅) per cent by weight, minimum	46.0
(v) Water soluble phosphorus (as P ₂ O ₅) per cent by weight, minimum	39.5
(vi) Particle size – minimum 90 per cent of the material shall be retained between 1mm and 4mm IS sieve	

2. Ammonium Phosphate Sulphate Nitrate (20-20-0)

(i) Moisture per cent by weight, maximum	1.5
(ii) Total nitrogen(ammoniacal and nitrate) per cent by weight, minimum	20.0
(iii) Ammoniacal nitrogen per cent by weight, minimum	18.0
(iv) Available phosphorus (as P ₂ O ₅)per cent by weight, minimum	20.0
(v) Water soluble phosphorus (as P ₂ O ₅) per cent by weight, minimum	17.0
(vi) Sulphate Sulphur (as S) per cent by weight, minimum	13.0
(vii) Particle size – minimum 90 per cent of the material shall be retained between 1mm and 4 mm IS sieve	

3. N.P.K. (10-26-26)

(i) Moisture per cent by weight, maximum	1.5
(ii) Total nitrogen(ammoniacal and urea) per cent by weight, minimum	10.0
(iii) Ammoniacal nitrogen per cent by weight, minimum	7.0
(iv) Available phosphorus (as P ₂ O ₅)per cent by weight, minimum	26.0
(v) Water soluble phosphorus (as P ₂ O ₅) per cent by weight,	22.5
(vi) Water soluble potassium (as K ₂ O) per cent by weight, minimum	26.0
(vii) Particle size – minimum 90 per cent of the material shall be retained between 1mm and 4 mm IS sieve	

4. Nitrophosphate with Potash (15-15-15)

(i) Moisture per cent by weight, maximum	1.5
(ii) Total nitrogen(ammoniacal and nitrate) per cent, minimum	15.0
(iii) Ammoniacal nitrogen per cent by weight, minimum	7.5
(iv) Available phosphorus (as P ₂ O ₅)per cent by weight, minimum	15.0
(v) Water soluble phosphorus (as P ₂ O ₅) per cent by weight,	4.0
(vi) Water soluble potassium (as K ₂ O) per cent by weight, minimum	15.0

(vii) Particle size – minimum 90 per cent of the material shall be retained between 1mm and 4 mm IS sieve	
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5. N.P.K. 16:16:16

(i) Moisture per cent by weight, maximum	1.5
(ii) Total nitrogen(ammoniacal and nitrate) per cent by weight, minimum	16.0
(iii) Ammoniacal nitrogen per cent by weight, minimum	8.0
(iv) Available phosphorus (as P 2O ₅)per cent by weight, minimum	16.0
(v) Water soluble phosphorus (as P ₂ O ₅) per cent by weight,	12.0
(vi) Water soluble potassium (as K ₂ O) per cent by weight, minimum	16.0
(vii) Particle size – minimum 90 per cent of the material shall be retained between 1mm and 4 mm IS sieve	

6. Potassium Chloride (Muriate of Potash)

(i) Moisture per cent by weight, maximum	0.5
(ii) Water soluble potassium content (as K ₂ O) per cent by weight, minimum	60.0
(iii) Sodium as NaCl per cent by weight (on dry basis), maximum	3.5
(iv) Particle size – minimum 65 per cent of the material shall be retained between 0.25mm and 1.7mm IS sieve	

7. Ammonium Sulphate

(i) Moisture per cent by weight, maximum	1.0
(ii) Ammoniacal nitrogen per cent by weight, minimum	20.5
(iii) Sulphate Sulphur (as S) per cent by weight, minimum	23.0
(iv) Arsenic as (As ₂ O ₃) per cent by weight, maximum	0.01
(v) Free acidity (as H ₂ SO ₄) per cent by weight, maximum (0.04 for material obtained from by-product ammonia and by-product gypsum)	0.025

Annexure B

INSTRUCTIONS TO BIDDERS

1. Definitions:

FACT: Shall mean The Fertilisers and Chemicals Travancore Limited, having registered office at Udyogamandal, Cochin, Kerala and its various Divisions. This enquiry is sent by Corporate Materials, FACT - Head Office, Udyogamandal.

Bidder: Shall mean the firm/manufacturer/trader/individual who submits bid in response to this enquiry.

Seller: Shall mean the firm/manufacturer/trader/individual on whom FACT places the Purchase Order.

Contract value: Total all-inclusive price for the order quantity.

2. Bidders shall study carefully the Enquiry Notice, Instructions to Bidders and all Terms and Conditions attached along with this enquiry. All conditions set out therein shall be binding on the bidders unless conflicting with any conditions expressly stated by FACT, while accepting any bid in the event of such acceptance.

3. Earnest Money Deposit (EMD): As per the clause No.5 of Enquiry Notice.

4. Submission /opening of bids:

Bids shall be the Pre-qualification cum Techno-commercial bid and shall consist of the following:

1. Annexure C - Pre-qualification Questionnaire
2. Annexure D - Details of previous supplies
3. Annexure H - Compliance Statement
4. Annexure I - EOI Format
5. Annexure L - Integrity Pact.
6. Process Flowchart of the Production Process.
7. Certificate of declaration on land border as per the Clause.12 – Special Note of Enquiry Notice

Bid shall also contain all relevant documents as required for pre-qualification, all the documents which shall be filled by supplier, including their guaranteed specification, and other necessary documents. The bid shall be signed by the authorized signatory on all uploaded documents, offers sent by E-mail shall not be considered

5. Bidder shall indicate in the EOI format whether quoted / not quoted against each item. All tender documents shall be in English language. All other information shall also be supplied by the tenderer in English language. All the bidders shall submit their offer only in CPP portal well before due time.

6. Bids shall be complete giving all the requirements as per the enquiry. Evaluation of bids shall be made based on the details given in the bid. Post-bid clarifications on payment terms and shipment terms are unacceptable except against any post bid clarification as required by FACT. Post bid clarifications on suo-motu basis will be summarily rejected and such action by bidders will be viewed seriously.
7. The bids shall be neatly written in ink/typed with pages consecutively numbered and shall be signed on all pages. Bids shall be free from over writing and all corrections shall be duly attested by the bidder.
8. The bid shall be signed by authorized persons only.
9. FACT is not bound to accept the bid submitted and reserves the right to reject any or all the bids without assigning any reason(s) whatsoever. FACT also reserves the right to prequalify and enter into MoU with one or more bidders or cancel this enquiry.
10. FACT reserves the right to extend without giving any reason(s) the closing date/time of the enquiry.-
11. INTEGRITY PACT (IP)

The bidders shall execute and submit an "Integrity Pact (IP)" with Fertilisers and Chemicals Travancore Ltd., on plain paper, along with the bid as per Annexure-L of the Enquiry. IP shall be implemented through the following Independent External Monitors (IEMs) for the bid.

1. Shri Ahmad Javed
601-A, Lotus Enpar Residency,
Shakarrao Naram Path,
Lower Parel,
Mumbai-400013.
Mobile: 9821058152 Mail: ajtopcop@gmail.com
2. Shri B. Ravichandran
Flat No.TF3, RKC Subrabath,
7th Street, Kumaran Colony,
Vadapalani, Chennai 600 026
Mobile: 9482234346 Email: bravi1958@gmail.com

Note:

1. The Integrity Pact on Plain paper duly signed by the bidder shall be submitted along with the bid.
2. In case bidders require any clarification pertaining to the tender please contact: Sivaramakrishnan S – Deputy General Manager- Phone – 0484-2568233, mail sivaram@factltd.com. Shima P.S, Assistant General Manager (Materials)-,Phone: 0484-2568620;e-mail: shima@factltd.com or T.Nikhil Kumar, AM(Mat),Phone: 0484-2568267,e-mail: nikhilkumar@factltd.com.

Kindly note that the Independent External Monitors should NOT be contacted for clarifications regarding the tenders.

INSTRUCTIONS TO BIDDERS ON E-TENDER

- a. Bidders shall study carefully the complete enquiry documents viz. Notice Inviting Tenders, Pre-Qualification Criteria, Instructions to Bidders, Terms & Conditions of the enquiry, Standard Terms and Conditions, EOI format (BOQ).
 - b. Offers against this enquiry shall be submitted online on e-procurement portal <https://eprocure.gov.in>, with valid 'Digital Signature Certificate' (DSC). Offers submitted on any other platform or in any other mode including e-mails, typed/printed offers as hard copy etc. SHALL NOT be accepted.
 - c. All interested bidders are requested to register themselves on the above website with their valid DSC. It is mandatory for bidders to have valid DSC (of Class II or Class III) issued by any of the Certifying Authority approved by Govt. of India for participating in the enquiry. Valid DSC shall be arranged by the bidders themselves at their cost. Bidders may refer Bidders Manual Kit available on the above website for detailed information and instructions for registering, submitting offers etc.
 - d. BID shall contain the all documents as per the Clause 4 of Instructions to Bidders.
 - e. Bid shall be uploaded with all relevant documents before due date & time in the above portal. The system does not allow submission of bids or any other document forming part of the bid after the due date & time of bid submission.
 - f. Non-submission of any document or submission of incomplete documents may result in rejection of offers. Timely submission of offers along with all the relevant documents online is the responsibility of the bidders. The bids shall be submitted well in advance to avoid last minute issues like non-availability of internet, server etc., FACT shall not be held responsible for bidder's inability to submit documents in time due to power failure, non-availability of internet etc., and for incomplete submission of offers or non-submission of any documents forming part of the offers.
2. BID OPENING;
- i. Bids of all bidders who submit their Bid as per the instructions by the due date and time as above and which are in conformity with the instructions specified in the enquiry documents shall be opened online.
3. HELP DESK
- 3.1 In case of any queries regarding online bid submission through E tender,

Please contact the E Tender Helpdesk: Mr. Ajino Anandh
Tel: 9497334230, Email: ajinoanandh@gmail.com

Annexure C

**QUESTIONNAIRE FOR PRE-QUALIFICATION OF VENDORS FOR SUPPLY OF
FERTILIZERS**

	<u>Description</u>	<u>To be filled in by vendor</u>
1.1.0	Name of the vendor	
1.2.0	Full address with PIN code	
1.3.0	Telephone Numbers	
1.4.0	E-mail ID	
1.5.0	Fax Numbers	
1.6.0	Contact Person(s)	
2.0.0	Company Particulars:	
2.1.0	Constitution	
2.2.0	Country in which company is registered	
2.3.0	Areas of activity including chartering of vessels	
2.4.0	Name and address of Bankers	
2.5.0	Financial data:	
2.5.1	Sales turn-over for the last three years	
2.5.2	Profit after tax for the last three years	
2.5.3	Copy of Audited Balance Sheet/Annual Report for the last three years	(Documents to be enclosed)
3.0.0	Sourcing particulars:	
3.1.0	Whether Producer/ Trader	
3.2.0	If Producer:	
3.2.1	Fertilizer Grade as per Annexure –A	
3.2.1	Location of Producer	
3.2.2	Annual Production Capacity for Fertilizer mentioned in 3.2.1	

3.2.3	Typical Analysis Report of Fertilizer duly attested by the Applicant's Authorized Signatory showing parameters of specification required by us as given.	(Document to be enclosed)
3.3.0	If Trader:	
3.3.1	Name and address of producer from where Fertilizer is proposed to be sourced	
3.3.2	Annual production capacity of Producer stated above	
3.3.3	Letter(s) issued by the Producer's authorized signatory confirming to backup with respect to quality and quantity	(Document to be enclosed)
3.3.4	Typical Analysis Report of Fertilizer produced showing parameters of specification as per FCO, duly attested by the producer's authorized signatory	(Documents to be enclosed)
4.0.0	Loading Port(s) details:	
4.1.0	Name(s) of the loading port(s)	To be confirmed against the tender floated by FACT for individual shipments
4.2.0	Loading rate(s) of the port(s)	To be confirmed against the tender floated by FACT for individual shipments
4.3.0	Sailing time from port of loading to India	To be confirmed against the tender floated by FACT for individual shipments
5.0.0	Third party inspection agency/ agencies to be involved for certifying quality and quantity at load port	
6.0.0	Documentary evidence for sale of Fertilizer in India/abroad for the last three years as on the date of Application for Pre-qualification.	(Details to be given as per Annexure-D and documents indicated therein to be enclosed).
7.0.0	In case the applicant proposes to operate through his Indian agent or if the applicant is the Indian agent:	
7.1.0	Indian Agent's Registration Number	
7.2.0	PAN	

7.3.0	GST Registration details			
7.4.0	Nature of commission/remuneration			
7.5.0	Copy of Terms and Conditions of appointment		(Document to be enclosed)	
8.0.0	Details of Authorized Signatories:			
	Name	Designation		Signature
1				
2				
3				

9.0.0 Any other details:

Place

Signature

Date

Name

Designation(Authorised (Authorised Signatory)

Seal

Notes:

- 1.0 All requisite information shall be given in the format with reference to the item specified. Where space is insufficient, additional pages may be added with reference to the related paragraph.
- 2.0 Wherever enclosures are specified in the questionnaire, the same shall be enclosed.
- 3.0 **Annexure – D** duly completed also shall be enclosed.
- 4.0 FACT reserves the right to verify any of the statements enclosed along with the Application for Pre-qualification. Any additional information/ documents required shall also be furnished. False statement shall disqualify the Applicant.

Annexure –D

DETAILS OF SUPPLIES:

Details of supplies of Fertilizers in bulk as per the pre-qualification criteria specified during the last three years as on the date of submission of Bid.

Year	Purchase Order No./ Date	Description of Material	Quantity as per Purchase Order	Client	Source / Port of Loading	Date and Quantity as per Invoice /Bill of Lading	Port of Discharge
2020							
2021							
2022							
2023							

Note: Major orders executed for any Fertiliser/Public Sector Companies in India shall also be included.

Place

Name

Date

Signature

Seal

Designation (Authorized Signatory)

FACT CORPORATE MATERIALS	SUPPLY OF FERTILIZERS	DOC.NO.MAT-RM-EOI-2023 DATED.31/10/2023
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Check List of Documents to be enclosed along with Annexure D:

In the case of Producer :

1. Copy of Bill(s) of Lading for the supplies made in respect of the above.
2. Certificate showing all parameters as per FCO specifications
3. Copy of Audited Balance Sheet/Annual Report for the last three years.

All the above documents shall be duly attested by the Authorised Signatory of the Bidder.

In the case of Trader

1. Copy of Bill(s) of Lading for the supplies made in respect of the above
- 2 Letter(s) issued by the Fertilizer Producer's Authorized Signatory confirming to backup with respect to quality and quantity along with copy of certificate showing all parameters as per FCO specifications
3. Copy of Audited Balance Sheet/Annual Report for the last three years.

All the above documents shall be duly attested by the Authorised Signatory of the Bidder.

Annexure-E

TERMS AND CONDITIONS OF PURCHASE

1. The Purchase Order against the tender floated by FACT for individual shipments is placed with both FOB and CFR option and FACT reserves the right to exercise the FOB or the CFR option on a shipment to shipment basis including partial shipments, if so agreed by FACT. In case of FOB option, FACT shall arrange for fixing the vessel for which Seller shall allow a minimum period of three weeks after confirming the firm load port laycan along with complete load port details. If FACT is not able to nominate a suitable vessel in this period, FACT shall exercise CFR option immediately on receipt of NOC from Transchart. Seller shall then make CFR arrangements for the agreed laycan only.

1.1. Seller shall furnish firm laycan against the tender floated by FACT for individual shipments well in advance so that the activities required for vessel fixture by FACT or CFR arrangements by Seller are made smoothly after obtaining NOC from Transchart. The Seller shall not be absolved from his obligations under the contract, citing insufficient time for making CFR arrangements. Shipment terms for FOB contract and those for CFR contract shall be as given in Annexure F & G respectively of this Document.

2. Taxes and Duties:

All levies, taxes and duties in the Seller's country shall be to Seller's account and in India to FACT's account.

3. Security Deposit:

The Seller shall furnish Security Deposit against the tender floated by FACT for individual shipments as below within 10 days from the date of Letter of Intent in cash or by Bank Guarantee from a Nationalized / Scheduled / Foreign bank in the prescribed proforma. In the case of bank guarantee issued by branches abroad of foreign banks or bank guarantees issued by branches abroad of Indian banks, confirmation from a Nationalized / Scheduled bank situated in India shall be obtained. Bank Guarantee shall be kept valid for a minimum period of 6 months, with a further claim period of 6 months. Validity shall be further extended on demand as per terms of our BG proforma.

Sl.no	Tenderers categorization	Performance Guarantee Bond (Security Deposit)
1	Producers / manufacturers of the product.	1% of contract value.
2	Any trader / supplier who has a proven track record of satisfactory supplies of at least one shipment of 25000 MT fertilisers in bulk to India in at least two years during the past five years.	3% of contract value
3	All other suppliers not covered under Categories 1 & 2 above	3% of contract value

4. Payment:

4.1 Payment: Payment against the tender floated by FACT for individual shipments shall be made on final day of credit period offered from BL date by LC. LC opening charges

FACT CORPORATE MATERIALS	SUPPLY OF FERTILIZERS	DOC.NO.MAT-RM-EOI-2023 DATED.31/10/2023
--------------------------	-----------------------	--------------------------------------------

and Bank charges in India shall be to FACT's account. All charges outside India, including confirmation charges, in case confirmation is required, shall be to seller's account. Acceptance of the material shall be based on samples drawn by Central Fertilizer Quality Control Laboratory in India or any other lab nominated by Govt. of India/respective state for that purpose. The quality so determined at discharge port shall be final and binding on supplier. Weighment shall be as determined by draft survey conducted through and by independent internationally reputed surveyor/inspection agency appointed by FACT at the port of discharge. The Payment shall be based on B/L quantity or drafts survey whichever is less.

4.2 Indian Agent's Commission, if any, shall be deducted from the invoice and paid in Indian Rupees in India. Please see clause 16 below.

4.3 LC against the tender floated by FACT for individual shipments shall be opened only after receipt of Security Deposit bank guarantee.

5. Shipping Documents:

5.1 Seller shall present following shipping documents against the tender floated by FACT for individual shipments for payment purpose:

a] Three original and three non-negotiable copies of clean on board bills of lading marked freight paid/payable by shipper as per Charter Party. In case of Charter Party Bills of Lading, it should bear an endorsement that all the relevant terms and conditions of the relative Charter Party are deemed to have been incorporated therein.

The B/Ls to show:

1] Import License - Free import as per Chapter 2 Para 2.1 of Foreign Trade Policy 2015 – 20. 2] Purchase Order Number
3] L/C reference, if payment is by L/C.

b] Three signed commercial invoices and three copies of the same based on the Bill of Lading quantity and surveyor's certificate of analysis. The invoice shall show the following:

1] B/L No. and date
2] Import License - Free import as per Chapter 2 Para 2.1 of Foreign Trade Policy 2015 – 20.
3] Purchase Order No.

c] Certificate of origin issued by the concerned Chamber of Commerce.
d] Certificate of weight issued by Independent Surveyor.
e] Certificate of quality/analysis issued by independent surveyor.
f] A certificate from the Seller stating that email has been sent to FACT's underwriters for insurance purposes.
g] A certificate from the seller to the effect that the goods supplied is in accordance with the relative purchase order.
h] Stowage plan.

FACT CORPORATE MATERIALS	SUPPLY OF FERTILIZERS	DOC.NO.MAT-RM-EOI-2023 DATED.31/10/2023
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- 5.2 In case the successful bidder is proposing to make the sale on high sea sale basis, the sale shall comply to the latest Government of India guidelines and seller shall provide all the necessary documents.
- 5.3 All documents required for payment of GST on freight shall be provided, by seller.
- 5.4 All charges towards obtaining the above documents shall be to the account of Seller.
- 5.5 Routing of shipping documents shall be as follows:

Copies of Shipping documents (B/L, Invoice etc...) shall be emailed within 2 days of loading/sailing of the vessel to:

- 1] GENEREL MANAGER [MJF, imports@factltd.com FACT MARKETING DIVISION, UDYOGAMANDAL, COCHIN - 683 501.
- 2] DEPUTY GENERAL MANAGER [FINANCE] – (RM) deepam@factltd.com , HEAD OFFICE, FACT LTD., UDYOGAMANDAL, COCHIN, KERALA STATE, INDIA – 683 501
- 3] DEPUTY GENERAL MANAGER (MATERIALS)-RM, sivaram@factltd.com FACT LTD, PD ADMIN BUILDING, FACT LTD., UDYOGAMANDAL, COCHIN – 683 501

6. Liquidated damages:

The agreed shipment dates against the tender floated by FACT for individual shipments shall be firm and shall be treated as the essence of the contract. Any delay in effecting the shipment shall render the Seller liable for liquidated damages at the rate of 1/2% of the value of the shipment for every week or part thereof delay subject to a maximum of 2% of the value of the shipment. This value shall be either FOB or CFR as per the option exercised by FACT.

7. Force Majeure:

- 7.1 If at any time during the existence of this contract if either Seller or FACT is unable to perform in whole or in part any obligation under this contract because of war, hostility, civil commotions, sabotage, quarantine restrictions, Acts of God and Acts of Govt. [including but not restricted to prohibition of exports or imports], fires, floods, explosions, epidemics, strikes, embargoes, then the date of execution of contract shall be rescheduled after considering FACT's production requirements, ullage, market conditions, prices, etc.
- 7.2 Any waiver/extension of time in respect of the delivery of any installment or part of the goods occasioned due to reasons in (i) above, shall not be deemed to be waiver/extension of time in respect of the remaining deliveries.
- 7.3 If operation of such circumstances exceeds three months, each party shall have the right to refuse further performance of the contract in which case neither Seller nor FACT shall have the right to claim damages.
- 7.4 The Seller and/or FACT who is unable to fulfill their obligations under the contract shall within 15 days of occurrence of any of the causes mentioned in this clause inform the other party, of the existence and termination of the circumstances preventing the performance of the Contract. Certificate issued by local Chamber of Commerce in the

country of the Seller or FACT shall be sufficient proof of the existence of the above circumstances and their duration.

7.5 Non-availability of material shall not be an excuse to the Seller for not performing their obligations under the contract.

8. Default:

In the event of any default by the Seller in executing the Purchase Order in accordance with the specifications and/or terms and conditions of the Purchase Order, FACT may terminate the Purchase Order without prejudice to any other right, remedy or option FACT may have. In the event of such termination, FACT shall have the right to procure the goods from other sources at the risk and cost of the Seller.

9. Determination of quality and quantity:

9.1 The supplier shall ensure that the goods shipped conform to the agreed quality and specifications and shall not ship goods which do not conform to the agreed quality and specification.

9.2 FACT reserves the right, at its option and cost, to have material inspected before shipment in regard to quality and specifications. The supplier / shipper shall tender the material for inspection to the agency to be nominated by FACT and shipment shall be effected only after the material is inspected. The supplier / shipper will provide free of cost facilities to the inspection agency at the load port for taking samples.

9.3 Irrespective of whether FACT appoints inspection agency or not, it will be obligatory on the part of the supplier to obtain Certificate of Inspection from Internationally Reputed Inspection Agency to the effect that material is in accordance with the specifications laid down in the contract. This shall accompany the shipping documents. The inspection fee shall be borne by supplier.

9.4 For the purpose of determining quality, the Inspection Agency may at their discretion draw samples of the material at the producing factory as specified in the contract but shall draw samples in all cases in the customary manner during the loading of the vessel with a view to ensure that the material conforms to the contractual specifications. Analysis report should specify the nutrients and other requirements of the contractual specifications. The report shall specify the methods of analysis used, type of sieve used for determination of particle size and also the contract number, the quantity loaded and name of the vessel. A clear inspection note will be released by the Inspection Agency only if they are satisfied that the cargo meets contractual specifications.

9.5 Sample shall be drawn by Central Fertilizer Quality Control Laboratory in India or any other lab nominated by Govt. for that purpose. The quality so determined at discharge port shall be final and binding on supplier. Referee analysis shall be as per the FCO guidelines

9.6 In case the cargo is not meeting the FCO specifications, the cargo will be rejected. The supplier shall refund all the material cost, consequential handling and the distribution cost thereof Immediately on FACT's first demand failing which penalty

FACT CORPORATE MATERIALS	SUPPLY OF FERTILIZERS	DOC.NO.MAT-RM-EOI-2023 DATED.31/10/2023
-----------------------------	-----------------------	--------------------------------------------

@ 18% p.a. shall be payable up to the date of actual remittance by the supplier.

10. Weighment:

Weighment shall be as determined by draft survey conducted through an independent internationally reputed surveyor/inspection agency appointed by FACT at the port of discharge. The payment shall be based on B/L quantity or drafts survey whichever is less. Quantity declared as damaged cargo shall also be treated as quantity delivered short and shall be treated accordingly.

11. Title and Risk:

Title to the goods and risk shall pass from Seller to FACT as per INCOTERMS 2020, as amended from time to time.

12. Amendment of the Purchase Order:

Any amendment or modification to this Purchase Order shall be made in writing with the concurrence of the Seller, where required.

13. Law:

The governing law for this Purchase Order shall be Indian law. The proper language of the Purchase Order shall be English. The Seller agrees to submit himself to the Jurisdiction of Indian Courts of Law.

14. Seller warrants that the goods are free and clear of liens and encumbrances and that he has good and marketable title to the same.

15. Arbitration:

If any dispute(s) arises out of or relating to or in connection with this contract, between the Contractor and the Owner/FACT, the same shall be amicably settled through mutual discussions, failing which, the unresolved dispute (s) shall be referred to arbitration in accordance with the provisions of the Arbitration and Conciliation Act, 1996, as amended from time to time and number of Arbitrator shall be one. The venue of the Arbitration shall be at Ernakulam and the proceedings shall be in English. Any legal proceedings relating to this Order shall be limited to Courts of Law under the jurisdiction of the Kerala High Court at Ernakulam, Kerala, India.

16. Seller's Indian Agent:

The Seller shall disclose the name and address of his Indian agent/representative along with following information.

16.1 Indian Agent's registration Nos. and their Permanent Account Number.

16.2 Amount and nature of commission/remuneration.

16.3 A copy of terms and conditions of the appointment of the Indian agent including the commission being paid to them shall be furnished along with the bid. In case the Seller has no agent in India, the Seller shall certify that they have no agents in India and that

no remuneration is to be paid to any Indian Party. If the seller does not indicate the name of his agent or representative in India, and the amount of commission payable to him in the offer, it will be assumed that no agents' commission is involved.

- 16.4 FACT shall deduct the Indian agent's commission, if applicable from the value of the Seller's invoice and pay to the Indian Agent in equivalent Indian rupees (rate of exchange being the rate at which payment was made to Seller) by cheque, as per the agreed payment terms. In case the Indian Agents are foreign controlled company as defined under section 28 of the Foreign Exchange Regulation Act, 1973 or any other act as in force, certificate/permission from Reserve Bank of India/Government of India as the case may be that they are entitled to do the agency business and receive commission from buyers should be enclosed along with the bid.
- 16.5 The information required above shall include those agents situated in India who have some other kind of commercial relationships and may not fall within the usual definition of agent. In cases where there is no agent but the Seller has any Indian Branch or subsidiary or a financially inter-linked concern, the same shall be intimated to us. This will also include such Indian agents who are paid general retainer fee and may not have any reference to this purchase order.
- 16.6 Should we suffer any loss or penalty because of the failure of the Seller to disclose the details mentioned above about their agents, FACT shall hold the Seller responsible for such loss or penalty and shall be entitled to claim from them damages for breach of the above provisions of the contract and also to resort to such other action which FACT may consider appropriate.
17. Purchase Order is placed by FACT, The Fertilisers and Chemicals Travancore Limited. It is expressly made clear that the Government of India is not a party to this Purchase Order and has no liabilities, obligations or rights on this order.
18. Bidder has to ensure that parties involved, directly or indirectly in the transaction including their banker, shipper, vessel owner, Captain of vessel, supplier etc. should not be in sanction list of OFAC, EU, UK and/or any other country. At the same time bidder has to ensure that submitted documents (shipping documents, commercial invoice etc.) should not bear the name of any sanctioned entity or persons and should be clear documents to ensure smooth transaction and payment.

Bidder may note that any of the shipments for which the load port or the voyage are within Ukraine, Ukraine territorial waters, Sea of Azov, Russian Black Sea ports, Sea of Azov ports and Russian territories within 200 kms of the Ukrainian Border shall not be accepted.

Annexure-F

SHIPMENT TERMS FOR FOB CONTRACT

- 1 FACT undertakes to provide transportation for carriage of the cargo in bulk against the tender floated by FACT for individual shipments.
- 2 FOB terms between Seller and their supplier if any shall not apply for contract arising out of this enquiry. It shall be as per FACT's terms only (with agreed variations). Seller shall forward the full loadport details, as well as firm loadport laycan with a spread of not less than 5 days, in conformity with the Purchase Order schedules or as required by FACT against the tender floated by FACT for individual shipments, in case schedule is not finalised prior to issue of Purchase Order.
- 3 FACT will chart a suitable vessel and seller shall forward their acceptance of such nominated vessel within 24 hrs from the nomination. FACT reserves the right to substitute named vessel after giving prior intimation to the Seller.
- 4 The vessel shall report to the Seller or Seller's agents at the load port and present herself for loading the cargo as per loadport terms and conditions as incorporated in the Charter Party.
- 5 Insurance:FACT shall arrange to insure the cargo against the tender floated by FACT for individual shipments. On completion of loading, sailing details such as quantity, B/L No. and date, load port, ETA at discharge port shall be emailed to Deputy General Manager[Materials]-RM [email:sivarm@factltd.com/nikhilkumar@factltd.com], Deputy General Manager [Finance & RM] [email:deepam@factltd.com/livya@factltd.com] and our under writers, details to be intimated later.
- 6 All claims at the loadport like demurrage, despatch, dead freight, etc, shall be settled directly between the FACT and the vessel owner, subject to Clause 7 below. Suitable provision shall be made to this effect in the Charter Party.
- 7 Seller shall be liable for any demurrage incurred at the load port on account of any delay in loading outside the permissible laytime. Any delay due to the vessel's condition or breakdown or inability of the vessel's facility to load cargo within the time allowed, shall not count as used laytime. Any delay due to breakdown of port facilities shall not count as used laytime. If cargo is not available after ship has arrived in the port of loading according to schedule, the tenderer shall be responsible for the costs and demurrage of the vessel, and dead freight, if any due to incomplete loading because of the un-readiness of either part or whole of the goods when the vessel has been in port at due time, and the notice of readiness has been served and accepted.
8. Port charges, quay dues and similar dues on ship to owner's account. Supplier to pay all dues, taxes and duties on the cargo in the country of origin.
9. The cargo shall be loaded by supplier / shipper free of expenses and risk to the vessel but under the supervision of Master.
10. All other terms and conditions not indicated in these shipment terms shall be as per the Terms and Conditions of the Order and the relevant Charter Party.

Annexure-G

SHIPMENT TERMS FOR CFR CONTRACT

1. FACT can declare CFR option against the tender floated by FACT for individual shipments only after getting NOC from Transchart, Ministry of Surface Transport, New Delhi. Seller shall provide at his own expense proper transportation for carriage of the cargo in transit subject to Government of India policy directives in this regard. Indian flag vessels to be accorded first right to refusal. Seller shall forward C/P on finalisation of vessel. Freight shall be pre-paid.
2. Vessel nominated shall conform to ISM code/Grain code for safe operations and pollution prevention and other statutory requirements of Indian/International Maritime Authorities, applicable for carriage of Fertiliser as relevant. The necessary clearance from port authorities on account of Age/Class/Flag to be obtained by suppliers /vessel owners. Non-compliance or lack of necessary supporting documents to show compliance with the above and consequent damages, if any, shall be to Seller's account.

As per Shipping Development Circular issued by DG Shipping, cargo vessels visiting an Indian Port on the East Coast or plying in the Indian territorial waters in the Bay of Bengal or the Indian EEZ during the period of foul weather (being 1st June to 31st August), shall be less than 25 years of age. In case the ship chartered by the supplier is 20 years or more of age, the shipping agents of the suppliers shall obtain necessary clearance from the authorities and the time taken to obtain such clearance shall be to ship owners' / suppliers' account and the same shall be excluded while calculating the lay time. Overage premium of insurance shall be to sellers account.

DGS ORDER on Age Norms and other Qualitative Parameters w.r.t. vessels, F No 16-1701 I/5/2022-SD-DGS Dated 24.02.2023 [DGS Order No. 06 of 2023] shall be strictly followed.

3. Discharge rate at discharge port shall be informed in the tender floated by FACT for individual shipments
4. Demurrage Rate and Despatch Rate: Shall be indicated by Seller while nominating the vessel. [Despatch rate shall not be less than half of the demurrage rate]
5. Discharge Port : Shall be informed in the tender floated by FACT for individual shipments.

Cost of shifting between berths including bunker fuel used shall not be borne by FACT and time used in shifting shall not be counted as laytime or time on demurrage. Deviation will be suitably loaded for evaluation.

Choice of disport rests solely with FACT. FACT shall finalize the Port of discharge which shall be confirmed while confirming FOB / CFR Option.

6. Arrival draft at discharge port Shall be informed in the tender floated by FACT for individual shipments. In case arrival draft exceeds permissible draft, lightening to be arranged by Seller at their own risk and cost including time lost. It shall be Seller's responsibility to ensure that the vessel arrives with the permissible/available draft at discharge port whichever is less.

FACT CORPORATE MATERIALS	SUPPLY OF FERTILIZERS	DOC.NO.MAT-RM-EOI-2023 DATED.31/10/2023
-----------------------------	-----------------------	--------------------------------------------

- (a) The vessel shall give free use of all available gear for discharging as also lights for night work on board. Seller shall allow free use of gear, winches and derricks. If all gears are not available, discharge rate to be reduced proportionately.
- (b) Cost of opening and closing of hatches shall be to ship owners / supplier's account and time used not to count as lay time.
- (c) Overtime to the account of party ordering the same. Officers" / Crews" overtime to be always for supplier's / ship owner's account.
- (d) Time consumed by the vessel in moving from the discharge port / anchorage to anchorage / discharging berth will not count as lay time.
- (e) All expenses and costs arising from the failure of the machines/equipments of the vessel, or if the vessel is pulled out from the berth on account of safety reasons by the port to be on the account of sellers.
- 7 The following vessel details shall be furnished by Seller while nominating vessel, by email [email id: imports@factltd.com] addressed to General Manager [M]F.
- i] Flag
 - ii] Classification
 - iii] Year of built
 - iv] GRT/NRT, LOA & Draft
 - v] Registered owners
 - vi] Operators
 - vii] Charterers
 - viii] P&I club
 - ix] Hull U/W & terms of cover
 - x] Particulars of performance of vessel's last 2 voyages.
 - xi] Agents at load port and discharge port.
 - xii] Demurrage and despatch rates.
- 8 Expected loading days and arrival date at discharge port shall be intimated to FACT for each shipment while nominating the vessel in conformity with the Purchase Order.
- 9 Insurance:
- The vessel chartered shall be of the highest Lloyd's or equivalent classification, failing which Seller shall be liable for any additional insurance premium paid or payable by us. Any extra insurance and customs duty thereon due to age/class/flag/GIC non-approval of vessel shall be to Seller's account. Same shall be deducted from the Seller's bills. War risk premium for vessel and crew bonus, if any payable to vessel owners as per C/P for calling at nominated load port is to be borne by Seller.
- 10 On completion of loading, sailing details such as quantity, B/L No. and date, load port, ETA at discharge port shall be emailed to General Manager [M]F [email id: imports@factltd.com], Deputy General Manager Finance[RM] [Email: deepam@factltd.com], Deputy General Manager (Materials) ail sivaram@factltd.com. Shima P.S, Assistant General Manager (Materials) e-mail: shima@factltd.com and T.Nikhil Kumar, AM(Mat) e-

mail: nikhilkumar@factltd.com. and FACT's under writers, details will be intimated later.

- 11 Seller shall obtain, from the carrier at his own expense on board shipped, Ocean Bill of Lading, clean and transferable in the name of FACT, dealing only with the cargo as per the Purchase Order to discharge port in India and courier the copies of the Shipping documents.
- 12 The sailing progress of vessel shall be reported to Deputy General Manager [M]F by email id: imports@factltd.com T.Nikhil Kumar, AM(Mat) e-mail: nikhilkumar@factltd.com at least 72 hours before arrival, stating the anticipated hour of arrival. Similar notice shall be given at least 48 hours, 36 hours and 24 hours in advance of the ETA of vessel and thereafter any change every 1 hour.
- 13 Lay time: Based on discharge rate at discharge port informed in the tender floated by FACT for individual shipments lay time will be calculated

N.O.R. time: NOR shall be tendered during official working hours only, i.e. between 09:30 hrs to 17:00 hrs from Monday to Friday and 09:30 hrs to 12:00 hrs on Saturday.

Laytime shall commence only 24 hours after the receipt and acceptance of Notice of Readiness [N.O.R.] as above and shall end on completion of discharge.

Time shall not be counted between 12.00 noon on Saturday and 8.00 a.m. on Monday and not between 5.00 p.m. (Noon if Saturday) on the last working day preceding a local and legal holiday and 8.00 a.m. on the first working day thereafter even if used, unless the vessel is already on demurrage. Receivers have the right to work during excepted period such time used not to count as lay time.

If the port authorities prohibit discharging during night time, time so lost shall not count as used laytime.

- 14 Berthing delay on account of any reason over which FACT has no control including but not limited to tide not being available or other such natural causes, vessel missing the last pilot of the day, etc., shall not be included in laytime.
- 15 Any delay in commencing discharge on account of delay in obtaining the free pratique customs clearance, immigration, etc., by the vessel's agents and any port charges on this account shall not be to FACT's account.
- 16 If the vessel is unable to complete unloading within the allowable laytime, due to any cause attributable to FACT, FACT shall pay to Seller demurrage at the rate agreed to or as per C/P whichever is lower. Despatch rate shall not be less than half of the demurrage rate. Demurrage/despatch shall be settled within 30 days of mutual acceptance of laytime statement.
- 17 If, however, demurrage is incurred at the port of discharge by any reason over which FACT have no control including but not limited to fire, explosion, storm or by strike, lockout stoppage or restraint of labour by breakdown of machinery or equipment in or about the plant/unloading facilities of FACT or any other force majeure circumstances, no demurrage shall be payable.

- 18 FACT shall not be liable for any demurrage in the event of the vessel coming prior to or after the laydays stipulated by FACT. In case of early arrival, vessel shall be deemed to have given NOR at 9:30 hrs on the first working day of the laydays given by FACT.
- 19 At discharge port, dues on vessel shall be for the Seller's account, but dues on cargo including import duties, taxes and customs duties shall be to FACT's account.
- 20 In case documents are not made available to FACT prior to arrival of vessel, delivery order shall be issued by Seller's/Vessel Owner's agents to FACT's representatives at Tuticorin and New Mangalore against ordinary Letter of Indemnity issued by FACT. Freight to be pre-paid. Any delay, damages or costs in obtaining the delivery order for discharging the cargo from vessel owners/agents on account of non-settlement of dues to owners/port by Seller/Seller's agents or for any reason not attributable to FACT shall be to Seller's account.
- 21 Consignee:
- GENERAL MANAGER (M)F,
FACT LTD, EEC BUILDING, MARKETING DIVISION,
UDYOGAMANDAL, COCHIN - 683 501
- Notify party:
- FACT MARKETING DIVISION,
UDYOGAMANDAL, COCHIN - 683 501
- 22 Vessel/crew shall comply with all rules and regulations of discharge port.
- 23 All other terms and conditions shall be as per relevant charter party. The provisions stipulated in this Purchase Order shall however supercede those of the charter party wherever they are found to be at variance to each other.
24. In case of co-mingled / combined cargo, FACT's product shall be loaded in separate hatches.

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Annexure - H

COMPLIANCE STATEMENT

Ref: Enquiry No. MAT-RM-EOI-2023 dated 31/10/2023

We have read and understood all the Enquiry Documents (Enquiry Notice and all Annexures) against your enquiry no. MAT-RM-EOI-2023 dated 31/10/2023 and hereby confirm our acceptance to the same except for the deviations listed below:

LIST OF DEVIATIONS		
Document/ Clause No.	Description	Reasons for Deviations

Name of Vendor:

Name & Designation of Authorized Signatory:

Seal & Signature:

Date:

FACT CORPORATE MATERIALS	SUPPLY OF FERTILIZERS	DOC.NO.MAT-RM-EOI-2023 DATED.31/10/2023
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Annexure - I

Expression Of Interest (EOI) Format

Ref: Enquiry No. MAT-RM-EOI-2023 dated 31/10/2023

S.No	Fertilisers Grade	Quoted / Not Quoted
1.	DAP (18:46:0)	
2.	NPS 20:20:0:13	
3.	NPK 10:26:26	
4.	NPK 15:15:15	
5.	NPK 16:16:16	
6.	MOP (Muriate of Potash)	
7.	Ammonium Sulphate	-

Note:1: Detailed specifications are as per the Annexure –A.

Note:2: FACT shall enter into MoU with pre-qualified suppliers only for the Quoted Fertilisers.

FACT CORPORATE MATERIALS	SUPPLY OF FERTILIZERS	DOC.NO.MAT-RM-EOI-2023 DATED.31/10/2023
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Annexure - J

LIST OF FACT APPROVED BANKERS FOR BANK GUARANTEE:

Ref: Enquiry No.. MAT-RM-EOI-2023 dated 31/10/2023

Please note that all bank guarantees against the above referred enquiry shall be issued and confirmed by the banks approved by FACT. The list of banks approved by FACT is attached.

A) List of Scheduled Public Sector Banks

1.	Bank of Baroda
2.	Bank of India
3.	Bank of Maharashtra
4.	Canara Bank
5.	Central Bank of India
6.	Indian Bank
7.	Indian Overseas Bank
8.	Punjab & Sind Bank
9.	Punjab National Bank
10.	State Bank of India
11.	UCO Bank
12.	Union Bank of India

A) List of Scheduled Private Sector Banks

1.	Axis Bank Ltd.
2.	Bandhan Bank Ltd.
3.	CSB Bank Ltd.
4.	City Union Bank Ltd.
5.	DCB Bank Ltd.
6.	Dhanlaxmi Bank Ltd.
7.	Federal Bank Ltd.
8.	HDFC Bank Ltd
9.	ICICI Bank Ltd.
10.	IndusInd Bank Ltd
11.	IDFC First Bank Ltd.
12.	Jammu & Kashmir Bank Ltd.
13.	Karnataka Bank Ltd.
14.	Karur Vysya Bank Ltd.
15.	Kotak Mahindra Bank Ltd
16.	Lakshmi Vilas Bank Ltd.
17.	Nainital Bank Ltd.
18.	RBL Bank Ltd.
19.	South Indian Bank Ltd.
20.	Tamilnad Mercantile Bank Ltd.
21.	YES Bank Ltd.
22.	IDBI Bank Lt

C) FOREIGN BANKS:

1. ABN AMRO Bank N.V.,
2. American Express Bank Limited,
3. Bank of American National Trust & Saving Association,
4. Bank of Tokyo Limited,
5. Barclays Bank PLC
6. BNP Paribas
7. Calyon Bank
8. Citibank N.A.,
9. Deutsche Bank,
10. Development Bank of Singapore (DBS)
11. Hong Kong & Shanghai Banking Corporation Limited,
12. ING Vysya Bank
13. JP Morgan Chase Bank,
14. Standard Chartered Bank.

Note: If the Bank Guarantee is issued by a bank outside India, a counter guarantee from an Indian nationalized/ scheduled bank in India shall be submitted.

THE FERTILISERS AND
CHEMICALS TRAVANCORE
LIMITED



RAW MATERIALS
SECTION

Annexure – K

**PROFORMA OF BANK GUARANTEE IN LIEU OF SECURITY DEPOSIT
(PERFORMANCE GUARANTEE BOND)**

(To be obtained from a Nationalized / Scheduled Bank on Stamp Paper of Rs. 500/-).

The Fertilisers and Chemicals Travancore
Limited, Udyogamandal P.O.
Cochin - 683
501

WHEREAS FACT - Head Office, a Division of The Fertilisers and Chemicals Travancore Limited, Udyogamandal P.O. Kerala (hereinafter called referred to as the Company) has placed a Purchase Order No.....dated.....with M/s.....

..... hereinafter called the Seller) for the supply of and whereas it is one of the conditions of the said purchase order that the Seller shall either remit a sum of USD.....(US Dollars.....only) or furnish a Bank Guarantee for USD..... (US Dollarsonly) as security deposit for the due fulfillment of the said purchase order by the said Seller.

In consideration of the Company having agreed to accept a Bank Guarantee from us towards such security deposit in lieu of the cash deposit in accordance with the terms and conditions of the above purchase order, we..... the Bank (hereinafter referred to as the Bank) do hereby undertake to pay the Company merely on demand any sum or sums from time to time demanded by the Company up to a maximum of USD..... (US Dollars..... only) being the amount of the security deposit against any loss or damage caused to or suffered by or would be caused to or suffered by the Company by reason of any breach by the said Seller of any of the terms and conditions contained in the said purchase order.

We, the said Bank, do hereby unconditionally and irrevocably undertake to pay the amount upon first written demand from the company, without any demur or protest. We, the bank further confirms that the company is not required to state the reasons or show grounds for such demand. Any such demand made by the Company shall be binding and conclusive as regards the amount due and payable by the bank under the Guarantee

We undertake to pay to the Company any money so demanded notwithstanding any dispute or disputes raised by the said Seller in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this being absolute and unequivocal.

The payment so made by us under this Guarantee shall be a valid discharge of our liability for payment thereunder and the said Seller shall have no claim against us for making such payment

We further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the

FACT CORPORATE
MATERIALS

SUPPLY OF FERTILIZERS

DOC.NO.MAT-RM-EOI-2023
DATED.31/10/2023

THE FERTILISERS AND
CHEMICALS TRAVANCORE
LIMITED



RAW MATERIALS
SECTION

said Purchase order and that it shall continue to be enforceable till all the dues of the Company under or by virtue of the said contract have been fully paid and its claim satisfied or discharged or till the Company certifies that the terms and conditions of the said contract have been fully and properly carried out by the said Supplier and accordingly discharges this guarantee.

We further agree with the said Company that they shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Purchase order or to extend time of performance by the said Supplier or to postpone for any time and from time to time any of the powers exercisable by it against the Seller and either to enforce or forbear from enforcing any of the terms and conditions governing the said Purchase order or securities available to the Company and the said Bank shall not be released from its liability under these presents by any exercise by the Company of the liberty with reference to the matters aforesaid or by reason of time being given to the said Seller or any other forbearance, act or omission on the part of the Company or any indulgence by the Company to the said Seller or any other matter or thing whatsoever which under the law relating to sureties, but for this provision, have the effect of so relieving us.

This guarantee shall not be effected by any change in the constitution of the Bank or the Company or the said Seller nor shall this guarantee be affected by any change in the constitution of the Company or the said Seller by absorption with any other body or corporation and this guarantee shall be available to or enforceable by such body or corporation.

Our guarantee shall remain in force until Unless a claim or demand is made within six months after the expiry of the above date, all the Company's rights under the guarantee shall be deemed as waived/forfeited and we shall be relieved and discharged from all liabilities thereunder. Notwithstanding anything contained hereinbefore, our liability under this guarantee shall be limited to an amount not exceeding USD..... (US Dollars only).

Any notice by way of request, demand or otherwise hereunder may be sent by post to the Bank addressed as aforesaid or any local branch of the Bank in Ernakulam Dist / Kerala State and if sent by post, it shall be deemed to have been given at the time when it would be delivered in due course of post and in proving such notice when given by post, it shall be sufficient to prove that the envelope containing the notice was posted and certificate signed by an officer of the Company that the envelope was so posted shall be conclusive.

Disputes/differences, if any, relating to or arising out of this Bank Guarantee, shall be settled by courts having jurisdiction over Udyogamandal, in Kerala State, where the registered office of the company is situated and no other court shall have jurisdiction in the matter.

We Bank lastly undertake not to revoke this guarantee during its currency except with the previous consent of FACT in writing.

FACT CORPORATE
MATERIALS

SUPPLY OF FERTILIZERS

DOC.NO.MAT-RM-EOI-2023
DATED.31/10/2023

THE FERTILISERS AND
CHEMICALS TRAVANCORE
LIMITED



RAW MATERIALS
SECTION

Dated this day of Two thousand and Twenty-three

For (Name of Bank) :

Authorized Official :

Name :

Designation :

Place:

Full address of the Branch issuing this guarantee.

FACT CORPORATE
MATERIALS

SUPPLY OF FERTILIZERS

DOC.NO.MAT-RM-EOI-2023
DATED.31/10/2023

THE FERTILISERS AND
CHEMICALS TRAVANCORE
LIMITED



RAW MATERIALS
SECTION

ANNEXURE -L

INTEGRITY PACT

(To be executed on plain Paper)

Enq. no. MAT-RM-EOI-2023

INTEGRITY PACT

Between

The Fertilizers and Chemicals Travancore Limited (FACT), a company formed and registered under the Travancore Companies Act IX to 1114 (Companies Act, 2013) and having its registered office at Eloor, Udyogamandal-683501, Kochi, Ernakulam District, Kerala, hereinafter referred to as "The Principal".

And

..... hereinafter referred to as "The Bidder/ Contractor".

Preamble

The Principal intends to award, under laid down organization procedures, contract/s for The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness / transparency in its relations with its Bidder(s) and or/Contractor(s).

In order to achieve these goals, the Principal will appoint an Internal External Monitor (EIM), who will monitor the tender process and execution of the contract for compliance with the principle mentioned above.

Section 1 - Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles:

a) No employee of the Principal, personally or through family members, will in connection with the tender, or the execution of the contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.

b) The Principal will, during the tender process, treat all Bidder(s) with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information

FACT CORPORATE
MATERIALS

SUPPLY OF FERTILIZERS

DOC.NO.MAT-RM-EOI-2023
DATED.31/10/2023



through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.

c) The Principal will exclude from the process all known prejudiced/interested persons.

(2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the India Penal Code / Prevention of Corruption Act, or if there be a substantive suspicion in this regard, the Principal will inform the Vigilance Officer and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder(s) / Contractor(s)

(1) The Bidder(s) / Contractor(s) commits themselves to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

a) The Bidder(s) / Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or to any third person, any material or immaterial benefit which he/she is not legally entitled to, in order to obtain in exchange, any advantage of any kind whatsoever during the tender process or during the execution of the contract.

b) The Bidder(s) / Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelisation in the bidding process.

c) The Bidder(s) / Contractor(s) will not commit any offence under the relevant IPC/PC Act; further the Bidder(s)/ Contractor (s) will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

d) The Bidder(s) / Contractor(s) of foreign origin shall disclose the name and address of the Agents / Representatives in India, if any. Similarly, The Bidder(s) / Contractor(s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. All the payments made to the India agent/representative have to be in Indian rupees only.

e) The Bidder(s) / Contractor(s) will, when presenting his bid, disclose any and all payments he has made, is committed to, or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

(2) The Bidder(s) / Contractor(s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder(s)/Contractor(s), before award or during the execution of has committed a transgression through a violation of Section 2 above or in any other form such as to put his reliability or credibility in question, the Principal is entitled to disqualify the Bidder(s)/ Contractor(s) from the tender process or to terminate the contract, if already signed, for such reason.

Section 4 - Compensation for Damages

(1) If the Principal has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Principal is entitled to demand and recover the damages equivalent to Earnest Money Deposit/Bid Security.

(2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Contractor liquidated damages of the contract value or the amount equivalent to Performance Bank Guarantee.

Section 5 - Previous Transgression

(1) The Bidder declares that no previous transgression occurred in the last 3 years with any other Company in India conforming to the anti-corruption approach including Public Sector Enterprise in India that could justify his exclusion from the tender process.

(2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process and appropriate action can be taken including termination of contract, if already awarded, for such reason.

Section 6 - Equal treatment of all Bidders / Contractors / Subcontractors

(1)The Bidder(s)/Contractor(s) undertakes(s) to demand from all subcontractors a commitment in conformity with this Integrity Pact, and to submit it to the Principal before contract signing.

(2) The Principal will enter into agreements with identical conditions as this one with all Bidders, Contractors/Suppliers and Subcontractors.

(3) The Principal will disqualify from the tender process all Bidders who do not sign this Pact or violate its provisions.

Section 7 - Criminal charges against violating Bidder(s) / Contractor(s) /Subcontractor(s)

If the Principal obtains knowledge of conduct of a Bidder, Contractor or Subcontractor, or of an employee or a representative or an associate of a Bidder, Contractor, or Subcontractor which constitutes corruption, or if the Principal has substantive

suspicion in this regard, the Principal will inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitor/Monitors

(1) The Principal appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. It will be obligatory for him to treat the obligations and document of the Bidder(s)/Contractor(s) as confidential. He reports to the Chairperson and managing Director, FACT.

(3) The Bidder(s)/Contractor(s) accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to this project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidder(s)/Contractor(s)/ Subcontractor(s) with confidentiality.

(4) The Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Contractor. The parties offer to the Monitor the option to participate in such meetings.

(5) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or to take corrective action, or to take other relevant action. The Monitor can in this regard submit non-binding recommendation. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

(6) The Monitor will submit a written report to the Chairman and Managing Director, FACT within 8 to 10 weeks from the date of reference or intimation to him by the Principal and, should the occasion arise, submit proposals for correcting problematic situations.

(7) Monitor shall be entitled to compensation on the same terms as being extended to / provided to Independent Director on FACT Board.

(8) If the Monitor has reported to the Chairman and Managing Director, FACT, a substantiated suspicion of an offence under relevant IPC/PC Act, and the Chairman and Managing Director, FACT has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.

(9) The word 'Monitor' would include both singular and plural.

Section 9 - Pact Duration

This Pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded.

If any claim is made / lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged / determined by the Chairman and Managing Director, FACT

Section 10 - Other provisions

- (1) This agreement is subject to Indian Law. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. Udyogamandal, Kerala.
- (2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- (3) If the Contractor is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- (4) Should one or several provisions of this agreement turn out to be invalid, the remainder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
- (5) The Bidder / Contractor signing this "Integrity Pact" shall not approach the court while representing the matters to IEMs and he/she shall wait their decisions in this matter.

(For & On behalf of the Principal)
(Office Seal)

For & On behalf of Bidder(s)/Contractor(s)
(Office Seal)

Place: Date:

Witness1:
(Name & Address).....

Witness 2:
(Name & Address).....

THE FERTILISERS AND
CHEMICALS TRAVANCORE
LIMITED



RAW MATERIALS
SECTION

Annexure – M

FORMAT OF MEMORANDUM OF UNDERSTANDING (MoU)

REF NO:

Date:

This MOU governing purchase and sale of FERTILZERS hereto is made and entered into on
..... by

and between

The Fertilisers & Chemicals Travancore Limited (FACT), is a Central Public Sector Enterprise (CPSE) under, Ministry of Chemicals & Fertilisers a Company incorporated under the Travancore Companies Act having its office and plant at Udyogamandal, Kochi, Kerala hereinafter referred to as "FACT/BUYER" (which expression shall unless it be repugnant to the context or meaning thereof, include its successors and assigns) of the Other Part

AND

(NAME OF SUPPLIER) herein after referred as "SUPPLIER", which expression shall unless repugnant to the context mean and shall include its successors and assigns), party of the second part.

Whereas the BUYER/FACT, had published the Notice Inviting Tender (NIT) under reference MAT-RM-EOI-2023 DATED. 31/10/2023 for entering into long term purchase agreement / MOU with Reputed suppliers for import of FERTILZERS AND FERTILIZERS RAW MATERIAL for one year from the date of signing of MoU

WHEREAS, the SUPPLIER has submitted its bid dated against the aforesaid NIT No. MAT-RM-EOI-2023 DATED. 31/10/2023 and various correspondence exchanged.

WHEREAS, the BUYER/FACT desires to purchase Fertilizer (the "Product") from SUPPLIER and SUPPLIER is willing to sell the Product pursuant to the terms and subject to the conditions set forth in this MOU and the separate Purchase Orders issued from time to time.

By signing of this Agreement, the Parties only intend to agree on preliminary terms on which it may be possible to conclude separate Purchase order against the tender floated by FACT for individual shipments and offer submitted by supplier in the future, provided that the Parties will mutually agree on the material terms of such tender offer submitted by supplier, in particular, but not limited to, the quantity, term of delivery and price. The Parties state that only the direct agreement of both Parties with respect to such terms and especially the price, expressed in the offer, can confirm the agreement of such terms, and the principle of using only the market price shall not be applied.

Any terms and provisions stipulated by this Preliminary Agreement are not binding and can be changed in possible Purchase Order.

FACT CORPORATE
MATERIALS

SUPPLY OF FERTILIZERS

DOC.NO.MAT-RM-EOI-2023
DATED.31/10/2023

THE FERTILISERS AND
CHEMICALS TRAVANCORE
LIMITED



RAW MATERIALS
SECTION

NOW, THEREFORE, in consideration of the mutual covenant of the parties hereinafter contained, the parties hereby agreed all the Annexures of the NIT No. MAT-RM-EOI-2023 DATED. 31/10/2023 and other terms mentioned in the tender floated by FACT for individual shipments.

The signed Integrity pact is also part of the MoU

IN WITNESS WHEREOF, BUYER and SUPPLIER have caused this Agreement/MOU to be duly executed by their authorized representatives as of the date set forth above

SUPPLIER
For and on behalf of
(Name of the Company)

BUYER
For and on behalf of
The Fertilisers & Chemicals Travancore
Limited (FACT)

Authorized Signatory

Authorized Signatory

Witness:

Witness:

1.....
2.....

1.....
2.....

FACT CORPORATE
MATERIALS

SUPPLY OF FERTILIZERS

DOC.NO.MAT-RM-EOI-2023
DATED.31/10/2023

THE FERTILISERS AND
CHEMICALS
TRAVANCORE LIMITED



RAW MATERIALS
SECTION

FACT CORPORATE
MATERIALS

SUPPLY OF FERTILIZERS

DOC.NO.MAT-RM-EOI-2023
DATED.31/10/2023