

CORPORATE MATERIALS,
PETROCHEMICAL DIVISION ADMINISTRATIVE BUILDING
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Global Pre-qualification of vendors for the supply of Fertilisers

Enquiry No. MAT-RM-FERT-PQV dated 06/03/2025

Enquiry Notice

Fertilisers and Chemicals Travancore Limited (FACT) is a Government of India enterprise, engaged in the production of nitrogenous and phosphatic fertilisers and trading of fertilisers. FACT intends to procure about **3,00,000 MT** of FCO grade fertilisers per annum. The said quantities are indicative only and actual import may vary depends on market situation. Procurements will be in bulk shipments through Central Public Procurement Portal of GOI (eprocure.gov.in).

Applications are invited for pre-qualification of vendors for supply of FCO grade Fertilisers as per Annexure A. Specifications and Pre-Qualification Criteria enclosed as Annexure A & B respectively.

Manufactures/Traders who can supply FCO grade Fertilisers meeting the specifications and who meet the pre-qualification criteria as per Annexure B, may submit application for prequalification in the prescribed format as per Annexure C (Questionnaire for Pre-qualification of Vendors for supply of Fertilisers) and Annexure D (Details of previous supplies). Application shall contain all details and documents called for in Annexure C & D. Vendors are required to provide Annexure E, indicating whether they have quoted or not quoted for the fertilizers included in their pre-qualification submission.

Applications for pre-qualification as per the proforma specified, duly completed in all respects and attaching all the required supporting documents shall be submitted latest by **20/03/2025**. Applications received by the above date shall be taken up for processing initially. Applications received subsequent to the above date along with other applications, if any, to be processed every three months thereafter.

Applications for pre-qualification as above, duly completed in all respects and attaching all the required supporting documents, shall be mailed to following email: shima@factltd.com / akash@factltd.com / sheshappriyan@factltd.com / msbala@factltd.com

Note: Prospective vendors who apply or intend to apply for pre-qualification against this enquiry notice will be given opportunity for discussion on the subject to be held at FACT, Udyogamandal, Kochi, India.

Documents to be submitted:

- a. Documents in proof of meeting Pre-Qualification/Eligibility Criteria
- b. Copy of certificate/analysis report showing all parameters as per FCO specifications, duly attested by the Producer's Authorized Signatory for all the individual fertilizers quoted in Annexure E.
- c. Flowchart for the production process, if applicable.
- d. Duly filled and signed Questionnaire for Pre-qualification of Vendors for supply of Fertilisers (Annexure C).
- e. Duly filled and signed Details of previous supplies (Annexure D).
- f. Duly filled and signed Annexure E.
- g. Certificates as per the Special Note of Enquiry Notice
- h. Copy of Audited Balance Sheet/Annual Report for the last three years

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. F.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 No. F.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.

THE FERTILISERS AND
CHEMICALS TRAVANCORE
LIMITED



RAW MATERIALS
SECTION

Due date/time for submission of offer: 20.03.2025, 1400 hrs. IST

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

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

FACT CORPORATE
MATERIALS

PRE-QUALIFICATION OF
VENDORS FOR THE SUPPLY OF
FERTILISERS

ENQ.NO._MAT-RM-FERT-PQV
dated 06/03/2025

Annexure-A

SPECIFICATION OF FERTILIZERS

Sl. No.	Fertilisers Grade	Specifications	Remarks
1.	DAP (18:46:0)	Specifications as per FCO 1985	Color is Black/Brown /White
2.	NPS 20:20:0:13	Specifications as per FCO 1985	Color is off-white
3.	NPK 10:26:26	Specifications as per FCO 1985	Colour is White/pink/off white
4.	NPK 15:15:15	Specifications as per FCO 1985	Nitrophosphate with Potash (15-15-15)
5.	NPK 16:16:16	Specifications as per FCO 1985	-
6.	MOP (Muriate of Potash)	Specifications as per FCO 1985	Color is Pink/Red/White Standard MOP /Crystal
7.	Ammonium Sulphate	Specifications as per FCO 1985	Caprolactam product with crystal granules.
8.	Any other FCO grade fertilisers as per requirement.		

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Annexure B

Pre-qualification/ Eligibility Criteria

The Pre- qualification / Eligibility Criteria will be as below:

A. Producer/Manufacturer

- (i) Should have supplied to any buyer (in India or outside) at least one shipment of 20,000 MT of any fertilizers in bulk, on CFR basis during any one of the preceding three years ending as on the date of submission of offer.

Vendor shall submit proof of supplies on CFR basis i.e. B/L and any other document as applicable.

- (ii) Should submit a copy of certificate showing all parameters as per FCO specifications, duly attested by the Producer's Authorized Signatory for all the individual fertilizers quoted in Annexure E.

B. Trader

- (i) Should have supplied to any buyer (in India or outside) at least one shipment of 20,000 MT of any fertilizers in bulk, on CFR basis during any one of the preceding three years ending as on the date of submission of offer.

Vendor shall submit proof of supplies on CFR basis i.e. B/L and any other document as applicable.

- (ii) Should submit 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, duly attested by the Producer's Authorized Signatory for all the individual fertilizers quoted in Annexure E.

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

FACT CORPORATE MATERIALS	PRE-QUALIFICATION OF VENDORS FOR THE SUPPLY OF FERTILISERS	ENQ.NO._MAT-RM-FERT-PQV dated 06/03/2025
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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	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	
3.2.2	Location of Producer	

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3.2.3	Annual Production Capacity for Fertilizer mentioned in 3.2.1	
3.2.4	Typical Analysis Report of Fertilizer duly attested by the Applicant's Authorized Signatory showing parameters of specification as per FCO 1985.	(Document to be enclosed)
3.2.5	Flowchart for the production process, if applicable	(Document to be enclosed)
3.3.0	If Trader:	
3.3.1	Fertilizer Grade as per Annexure –A	
3.3.2	Name and address of producer from where Fertilizer is proposed to be sourced	
3.3.3	Annual production capacity of Producer stated above for Fertilizer mentioned in 3.3.1	
3.3.4	Letter(s) issued by the Producer's authorized signatory confirming to backup with respect to quality and quantity	(Document to be enclosed)
3.3.5	Typical Analysis Report of Fertilizer produced showing parameters of specification as per FCO 1985, duly attested by the producer's authorized signatory.	(Documents to be enclosed)
3.3.6	Flowchart for the production process, if applicable	(Document 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).

FACT CORPORATE MATERIALS	PRE-QUALIFICATION OF VENDORS FOR THE SUPPLY OF FERTILISERS	ENQ.NO._MAT-RM-FERT-PQV dated 06/03/2025
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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.

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- 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.

FACT CORPORATE MATERIALS	PRE-QUALIFICATION OF VENDORS FOR THE SUPPLY OF FERTILISERS	ENQ.NO._MAT-RM-FERT-PQV dated 06/03/2025
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Annexure –D

DETAILS OF PREVIOUS SUPPLIES:

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

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
2022							
2023							
2024							

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	PRE-QUALIFICATION OF VENDORS FOR THE SUPPLY OF FERTILISERS	ENQ.NO._MAT-RM-FERT-PQV dated 06/03/2025
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Check List of Documents to be enclosed along with Annexure D:

In the case of Producer/Manufacturer:

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 Vendor.

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 Vendor.

FACT CORPORATE MATERIALS	PRE-QUALIFICATION OF VENDORS FOR THE SUPPLY OF FERTILISERS	ENQ.NO._MAT-RM-FERT-PQV dated 06/03/2025
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Annexure - E

Ref: Enquiry No. MAT-RM-FERT-PQV dated 06/03/2025

Vendors shall mention quoted/not quoted for the fertilisers submitted for pre-qualification.

Sl. 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	