



**NATIONAL COOPERATIVE CONSUMERS' FEDERATION OF INDIA LTD.(NCCF).**  
30-11-11, 2<sup>nd</sup> Floor, Sri Nilayam, Main Road, Lakshmi St, Daba Gardens,  
Allipuram,  
Visakhapatnam, Andhra Pradesh -530020  
E-Mail: [-nccfild1415@gmail.com](mailto:nccfild1415@gmail.com)

Ref: NCCF/VSKP/Buss./928; dated: 19.05.2026

**NOTICE INVITING QUOTATIONS**

NCCF invites sealed quotations from interested, registered and eligible vendors/suppliers of NCCF Visakhapatnam for the supply of Groceries, Milk, Vegetables, Chicken & Eggs, Snacks, Fruits, and other approved food items to designated institutional hostels under NCCF Visakhapatnam for the Academic Year 2026–2027. Eligible registered vendors of the Visakhapatnam Branch may submit their sealed quotations on or before 25.05.2026 by 1:00 PM to the NCCF Visakhapatnam Branch Office. Quotations received after the designated due date and time will not be considered.

- 1 NCCF reserves the right to reject all or any of the applications submitted in response to this notice at any stage without assigning any reasons whatsoever.
- 2 NCCF reserves the right to modify, cancel, suspend, change or supplement this notice at any stage.
- 3 Any change to this notice document shall be uploaded on NCCF website <https://nccf-india.com/> applicants are advised to keep viewing the NCCF website for any corrigendum/ change.

**SCOPE OF WORK**

**The selected suppliers/traders shall be responsible for:**

- a) Supply of approved items meeting quality, safety, and statutory standards.
  - Supply 100% quality groceries, dairy, and poultry that strictly match FAQ standards and pre-approved samples.
  - Replace all rejected, substandard, or short-weight items within 5 days at the supplier's own expense.

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- b) Ensuring timely delivery at designated NCCF warehouses/locations/hostels across Andhra Pradesh.
- Deliver indented goods directly to designated hostels at the supplier's expense, strictly matching daily and monthly timelines.
  - Supply milk before 5:00 AM, fresh items (vegetables, chicken, eggs) before 8:00 AM, and groceries during the first week of the month.
- c) Complying with all legal, statutory, and regulatory requirements for supply, storage, and transportation of the goods.
- Maintain active GST registration, valid PAN, and necessary FSSAI licenses throughout the entire contract period.
  - Ensure absolute compliance with national food safety, weight laws, and strict anti-subletting regulations.
- d) Providing necessary documentation such as invoices, quality certificates, test reports, etc.
- Submit original GST invoices addressed to NCCF Visakhapatnam along with official proof of portal uploading (ARN/IRN).
  - Provide a 2-year government residential supply experience certificate and NABL-accredited lab quality reports upon request.

## 2. Eligibility Criteria

A Demand Draft (DD) must be attached showing payment made at a scheduled bank in the name of the **Branch Manager, NCCF Visakhapatnam, Andhra Pradesh**, for the Earnest Money Deposit (E.M.D.) amounts specified below:

### E.M.D. Schedule Table

S.No.	Details	E.M.D. to be attached in Rupees (in the form of DD)
1	Grocery Items (Kirana)	Rs. 70,000/-
2	Milk	Rs. 50,000/-
3	Vegetables	Rs. 50,000/-
4	Skinless Chicken	Rs. 50,000/-
5	Bananas	Rs. 40,000/-
6	Eggs	Rs. 50,000/-
7	Hair Cutting (Barber)	Rs. 5,000/- Only for Boys Schools

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### **Additional Technical Eligibility Metrics:**

- a) The bidder must attach an experience certificate proving that they have supplied goods to government residential homes for at least three financial years (FY 2023-24, FY 2024-25, FY 2025-26), self-attested.
- b) The bidder must not have been blacklisted or debarred by any Government department, public sector undertaking, or cooperative federation. The bidder shall submit a Self-Declaration to this effect on a Rs. 100 non-judicial stamp paper as per Annexure-A.
- c) The bidder must be capable of supplying Groceries items with timely delivery and shall provide samples of 1kg each at the time of submission of the EOI.
- d) The bidder must agree to provide samples for quality testing and must pass the quality check conducted by NABL-accredited labs or as arranged by NCCF.
- e) Bidders shall submit a self-declaration that they agree to abide by all terms and conditions of the EOI and the resultant agreement.
- f) The bidder must submit the last three years of audited Financials/balance sheets with Valid GST, PAN, and FSSAI license (if applicable).
- g) The bidder must submit GSTR-3B and GSTR-1 for the last three months.
- h) The bidder must submit a Self-Declaration on a Rs. 100 non-judicial stamp paper confirming compliance and non-conviction status.
- i) Prior experience of supplying to the Government/PSU/Cooperative sector is desirable.
- j) Capability to deliver items at the required quantity and frequency must be demonstrated.
- k) Have a current GST Registration Certificate (with active status).
- l) Have a valid PAN Card.
- m) Must not have been convicted under the Prevention of Corruption Act, 1988, or any law causing public harm.
- n) The Bidder shall submit all the relevant and material documents in support of their eligibility.

### **3. Preference In Selection**

The selection process shall involve the following sequential steps:

- a) **Technical Evaluation:** Bids will first be evaluated on the basis of eligibility criteria, compliance with terms, and approval of submitted samples.

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Bidders arriving at the District Collector's Office without quality samples will be rejected.

- b **Financial Evaluation:** Among technically qualified and sample-approved bidders, financial bids will be opened. Selection will be on an **L1 (lowest rate)** basis within each preference category.

**Preference Criteria:**

NCCF shall follow the below preference order while finalizing the supply order:  
First Preference: Empanelled Business Associates of the EOI NCCF Visakhapatnam Branch.

Second Preference: Empanelled Business Associates of other NCCF Branches.

Third Preference: Non-empanelled vendors, subject to meeting eligibility, quality, and delivery criteria.

NCCF reserves the right to bypass any level in case of non-availability or disqualification of bidders.

**4. Product Specification**

Commodity: Grocery items (Kirana), Milk, Vegetables, Skinless Chicken, Bananas, and Eggs.

Quality: As per the samples approved by NCCF. Quality must strictly conform to FAQ (Fair Average Quality) and FSSAI standards. Materials must be supplied on a credit basis without lowering sample benchmarks.

**5. Quantity & Delivery Schedule:** The quantity will be supplied in 2 distinct phases:

Phase I: 25% of the total quantity to be delivered within 3 days from the issuance of the supply order.

Phase II: Balance 75% to be delivered within the next 3 days.

The delivery schedule is strict, and no extension will be granted except under valid Force Majeure conditions.

**6. EMD And EOI Fee:**

EMD:

S.No.	Details	E.M.D. to be attached in Rupees (in the form of DD)
1	Grocery Items (Kirana)	Rs. 70,000/-
2	Milk	Rs. 50,000/-
3	Vegetables	Rs. 50,000/-
4	Skinless Chicken	Rs. 50,000/-

5	Bananas	Rs. 40,000/-
6	Eggs	Rs. 50,000/-
7	Hair Cutting (Barber)	Rs. 5,000/- Only for Boys Schools

to be submitted via RTGS to the NCCF Visakhapatnam branch account. Non-submission of EMD payment shall lead to outright rejection of the bid.

EOI Document Fee: Rs. 500 + 18% GST (Non-refundable), to be deposited via RTGS.

**Bank Account Details:**

- **Name of Account Holder:** NCCF of India Ltd.
- **Account Number:** 1492121299
- **Name of Bank and Branch:** Central Bank of India, Suryabagh, Visakhapatnam
- **IFSC Code:** CBIN0281394

**7. Agreement Execution:** Within three days of being selected, the successful tenderer must execute an agreement on a Rs. 100/- stamp paper and submit it along with the performance security framework drawn in favor of the competent authority.

**8. Quality Assurance & Penalties**

Samples from each consignment will be tested at designated laboratories.

In case of deviation from the approved quality or rejection, the vendor must replace the consignment within 5 days at their own risk and cost. Failing this, a 20% penalty will be imposed on the total value of the rejected quantity.

Penalties for Delayed Supplies:

- @ 1% of the delayed quantity value for the 1st week of delay.
- @ 3% of the delayed quantity value for the 2nd week of delay.
- @ 5% of the delayed quantity value for the 3rd week of delay.
- @ 10% of the delayed quantity value for the 4th week of delay.

NCCF reserves the right to cancel the order beyond 4 weeks' delay and procure items at the vendor's risk and cost. If 30% of samples fail over multiple consignments, NCCF may initiate termination and/or blacklisting proceedings.

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## **9. Liquidated Damages**

In the event of delay in supply beyond the stipulated delivery schedule, NCCF shall be entitled to recover Liquidated Damages from the supplier at the rate of **0.5% of the value of delayed goods per week** or part thereof, subject to a maximum cap of **10% of the total order value**.

The Liquidated Damages shall be recovered from pending bills or the Performance Security. Imposition of Liquidated Damages shall not relieve the supplier from its contractual obligations to complete the supply.

## **10. Risk & Cost Purchase**

In case the supplier fails to supply the material within the stipulated time or fails to comply with contractual obligations, NCCF reserves the right to procure the required goods from alternate sources at the risk and cost of the supplier.

Any additional expenditure or financial loss incurred by NCCF in such procurement shall be recovered directly from the supplier's pending dues, Performance Security, or through legal means. The supplier shall have no claim or objection in this regard.

## **11. Payment Terms**

a) Payment shall be released to the successful vendor only after NCCF receives the corresponding payment from the concerned client department/Government of Andhra Pradesh for the respective quantity supplied. NCCF will not be liable to make any payment if funds are not received from the department for whatsoever reason.

b) No advance payment shall be made by NCCF under any circumstances. Supplies must be sustained on a credit basis every month without waiting for immediate bill clearance.

c) All payments shall be subject to applicable statutory deductions (TDS, etc.) and NCCF's approved service margin.

d) Mandatory Vendor Invoice Submission Documents:

- I. Original GST invoice in the name of NCCF Visakhapatnam Branch;
- II. Proof of uploading invoice on GST portal (screenshot/ARN/IRN);
- III. Bank details & PAN copy.

e) Payments are made strictly on a back-to-back basis via Account Payee cheques or online electronic transfers once funds are reconciled.

f) NCCF shall not be liable to pay any interest on delayed payments under any circumstances.

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- g) The GST component will be released only if the invoice is uploaded correctly and Input Tax Credit (ITC) is available.
- h) Any denial or reversal of ITC due to vendor fault shall be recovered directly from the vendor's bills/security deposit.
- i) Final payment is subject to complete reconciliation and fulfillment of replacement warranty obligations.
- j) NCCF reserves the right to deduct penalties, liquidated damages, replacement costs, or extra alternative procurement costs due to vendor default from any active invoice.
- k) The quoted rates shall remain firm and fixed for the entire contract period. No escalation in price shall be allowed on any account.
- l) **Validity:** The EOI and submitted documents must remain valid for either **60 days or until the completion of the supply** from the date of submission.

## **12. Other Conditions:**

Sub-letting, subcontracting, or assignment of this contract is strictly prohibited. Any attempt to sublet shall lead to immediate termination, blacklisting, and forfeiture of the Security Deposit.

NCCF / Institutional Principals reserve the right to terminate the contract or cancel orders at any stage without assigning any reason.

In case of non-fulfillment of obligations, NCCF reserves the right to cancel the agreement, forfeit any dues, and blacklist the vendor.

I. Date and Time of start of EOI Submission: **19.05.2026**

II. Last Date and time of EOI Submission: **25.05.2026 up to 01:00 PM**

III. Date and time of EOI Opening (Technical): **25.05.2026 at 01:30 PM**

IV. Place of EOI Opening: Office of Branch Manager, Visakhapatnam Branch / Representative Authority, NCCF.

V. NCCF reserves the right to reject all or any of the applications submitted in response to this EOI at any stage without assigning any reasons whatsoever. NCCF reserves the right to modify, suspend, change or supplement this EOI at any stage. Any change to this EOI document shall be uploaded on NCCF website <https://www.nccfindia.com/tenders> applicants are advised to keep viewing the NCCF website for any corrigendum/change.

The bidder must submit a self-declaration confirming they are not blacklisted or debarred by any government or public authority.

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### 13. GENERAL CONDITIONS

- a) Violation of any terms & conditions of this EOI is not allowed and may lead to termination/blacklisting.
- b) NCCF reserves the right to call for any additional information/documents from experienced firms/agencies, and the same shall be submitted within the given time period.
- c) It may kindly be noted that the Government of India or any State Government in India shall not be a formal party to this specific commercial transaction.
- d) At any stage, if it is found that the business associate/proprietor/supplier/trader has given an incorrect, fabricated, or misleading certificate/information/document, NCCF shall be free to take suitable action including cancellation of contract, forfeiture of security, blacklisting, and initiation of legal proceedings.
- e) NCCF shall terminate the empanelment of a Business Associate if they compete against NCCF in any competitive bid either individually, as a partner, or within a Joint Venture.
- f) Quantities of the items mentioned above are tentative and may vary depending upon actual institutional requirements.
- g) All data, records, and billing data must be maintained with strict confidentiality.

**Interpretation of Clauses:** In case of any ambiguity or dispute in the interpretation of any clauses in this document, NCCF's interpretation shall be final and binding on all applicants/parties.

**Integrity & Anti-Corruption Clause:** The bidder shall not engage in any corrupt, fraudulent, collusive, or coercive practices. If detected, NCCF may cancel the contract immediately, forfeit the EMD/Security Deposit, blacklist the supplier, and initiate appropriate statutory legal action.

**Indemnity Clause:** The supplier/trader shall indemnify and hold NCCF harmless against all claims, damages, losses, costs, and expenses arising out of negligence, defects in the products supplied, delays, or any breach of terms by the bidder.

### 14. FORCE MAJEURE

- I. The Supplier shall not be liable for forfeiture of its performance security, liquidated damages, or termination for default if and to the extent that its delay in performance or other failure to perform its obligations under the Contract is the result of an event of Force Majeure.

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**II.** "Force Majeure" means an event beyond the control of the Supplier, not involving the Supplier's fault or negligence, and not foreseeable. Such events include, but are not limited to, acts of the Purchaser in its sovereign or contractual capacity, wars or revolutions, fires, floods, epidemics, quarantine restrictions, strikes, earthquakes, and freight embargoes.

**III.** If a Force Majeure situation arises, the Supplier shall promptly notify the Purchaser in writing of such conditions and the cause thereof within **10 days**. Unless otherwise directed by the Purchaser in writing, the Supplier shall continue to perform its obligations under the Contract as far as is reasonably practical and seek all reasonable alternative means for performance.

**IV.** The decision of NCCF regarding the applicability and validation of Force Majeure shall be final and binding.

## **15. ARBITRATION**

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

### **NCCF's Rights**

**NCCF reserves the right to: -**

- a) **Reject all or any bids without assigning any reason.**
- b) **To modify, suspend, change or supplement this tender at any stage. Any change to this tender document shall be uploaded on NCCF website <http://NCCFindia.com>**
- c) **In case of any ambiguity/ dispute in the interpretation of any of the clauses in this Tender Document, NCCF's interpretation of the clauses shall be final and binding on all applicants/parties.**
- d) **At any stage, if it is found that the vendor (Proprietorship, Partnership, Private Limited Company, etc) has given incorrect and misleading certificate/information/document(s), NCCF shall free to take suitable action including cancellation of contract, forfeiture of security / Tender security amount, blacklisting of the applicant, etc.**
- e) **All for any additional information/documents from experienced firm (Proprietorship, Partnership, Private Limited Company, etc) and same shall be submitted by them to NCCF within given time period.**



- f) It may kindly be noted that Government of India or any State Government in India shall not be a party to this transaction.
- g) NCCF shall be at liberty to postpone / cancel the tender and accept or reject any bid without giving any reason whatsoever.
- h) NCCF shall terminate the empanelment of a Business Associate if they have competed against NCCF in any bid either individually, as a partner or in a Joint Venture.
- i) Violation of any terms & conditions of this tender may lead to termination/blacklisting/penalty.

#### **Subletting**

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

#### **Blacklisting**

NCCF reserves the right to blacklist the agency for up to 5 years for:-

- l) Fraudulent documents
- m) Non-compliance with laws
- n) Corruption or unethical practices.
- o) Breach of confidentiality, etc.

#### **Corrupt or Fraudulent Practices.**

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

#### **General Clause**

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

#### **Integrity & Anti-Corruption Clause:**

The supplier shall not engage in any corrupt, fraudulent, collusive, or coercive practices. If such activities are detected, NCCF may cancel the

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contract immediately and may blacklist the supplier, impose penalty and take legal action as per applicable laws.

#### Legal & Audit Protection Clause

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

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

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

#### Termination for Default

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

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

a) Termination under this clause shall be without prejudice to NCCF's right to recover losses or damages.

#### Termination for Convenience

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

**For NCCF of India Ltd**

*A. Sandeep* 19/05/2026

(A.Sandeep)

**BRANCH MANAGER**



**ANNEXURE-A**  
**(To be submitted on Letterhead)**

To  
The Branch Manager,  
NCCF Visakhapatnam Branch,  
Andhra Pradesh.

Sir/Madam,

**Sub: Declaration for Participation in tender for**

I/We hereby declare that I/We have read and understood the terms and conditions of Tender No. NCCF/VSKP/Buss. /2026-27/928; dated: 19.05.2026 And agree to abide by them.

I/we confirm that I/We have not been blacklisted/debarred by any Government Organization., PSU, or Cooperative.

All information submitted by me/us is true and correct.

I/We understand that any incorrect information may lead to disqualification and forfeiture of EMD.

Date:

Place:

Authorized Signatory:

Name:

Designation

Seal of Firm:

Contact No.:

Email ID

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**ANNEXURE-B**  
**(To be submitted on Letterhead)**

To  
The Branch Manager,  
NCCF Visakhapatnam Branch,  
Andhra Pradesh.

**Respected Sir,**

**Sub:** Submission of Tender Rates for Supply of Grocery Items (Kirana) for the Academic Year 2026–2027 – Reg.

**Ref:** NCCF/VSKP/Buss. /2026-27/928; dated: 19.05.2026

With reference to the subject cited above, we are hereby submitting our tender rates for the supply of Grocery Items (Kirana) required for the above-mentioned Andhra Pradesh Gurukul School from the commencement of the academic year **2026–2027** until the finalization and approval of tenders for the academic year **2027–2028**.

The details of the items along with specifications are furnished below for your kind consideration.

**Price Schedule**

S.No.	Particulars / Item Description	Unit	Specifications	Rate per 1 Kg (Rs.)	Rate in Words
1	Toor Dal / Pigeon Pea (Shiva Lingam Brand)	1 Kg	Markup/Nandini		
2	Raw Bengal Gram Dal / Chana Dal (Three Star Brand)	1 Kg	Markup/Nandini		
3	Urad Dal / Black Gram Split (Garuda Brand)	1 Kg	Markup/Nandini		
4	Moong Dal / Green Gram Split (A1 Brand)	1 Kg	Markup/Nandini		
5	Roasted Bengal Gram / Fried Gram (Three Star Brand)	1 Kg	Markup/Nandini		
6	Groundnuts / Peanuts	1 Kg	Markup/Nandini		
7	Big Chickpeas / Kabuli Chana	1 Kg	Markup/Nandini		
8	Green Peas (A1 Brand)	1 Kg	Markup/Nandini		
9	Cowpeas / Black-eyed Peas (Alasandalu)	1 Kg	Markup/Nandini		

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10	Whole Green Gram / Moong Whole	1 Kg	Markup/Nandini		
11	Tamarind (Seedless)	1 Kg	Markup/Nandini		
12	Parboiled Rice (Uppudu Biyyam)	1 Kg	Markup/Nandini		
13	Bansi Rava / Semolina (Double Swastik Brand)	1 Kg	Markup/Nandini		
14	Bombay Rava / Sooji (Bhagya Lakshmi Brand)	1 Kg	Markup/Nandini		
15	Idli Rava (Reliance Brand)	1 Kg	Markup/Nandini		
16	Sugar (Chekkera)	1 Kg	Markup/Nandini		
17	Wheat Flour / Atta (Annapurna Brand)	1 Kg	Markup/Nandini		
18	Maida Flour / Refined Wheat Flour (Mayouri Brand)	1 Kg	Markup/Nandini		
19	Dried Red Chillies (Guntur Mirchi)	1 Kg	Markup/Nandini		
20	Red Chilli Powder (MTR Brand)	1 Kg	Markup/Nandini		
21	Turmeric Powder (Ganesh Brand)	1 Kg	Markup/Nandini		
22	Coriander Powder / Dhaniya Powder (Aashirvaad Brand)	1 Kg	Markup/Nandini		
23	Sambar Powder (Priya Brand)	1 Kg	Markup/Nandini		

Date:

Place:

Authorized Signatory:

Name:

Designation

Seal of Firm:

Contact No.:

Email ID

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