BHARATIYA RASTRITYA UPBHOKTA SAHKARI SANGH MARYADIT

NATIONAL COOPERATIVE CONSUMERS' FEDERATION OF INDIA LTD. (NCCF)

D-79, Vigyanpuri, Mahanagar Extension, Lucknow – 226006, Uttar Pradesh

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Ref. No: NCCF/LKO/Procurement/2026-27/ 526 Dated: 07/10/2026

"EOI FOR THE APPOINTMENT OF ELIGIBLE & INTERESTED CO-OPERATIVE SOCIETIES / MULTI-STATE COOPERATIVE SOCIETIES / FPOs / PACS FOR THE PROCUREMENT OF KHARIF MARKETING SEASON PADDY 2026-27"

1. INTRODUCTION

Department of Food and Civil Supplies and Consumer Affairs, Uttar Pradesh has nominated NCCF Lucknow as one of the procurement agencies for procurement of Paddy in Uttar Pradesh State. Accordingly, NCCF Lucknow Branch Invites Expression of Interest (EOI) from eligible Cooperative Societies / Multi-State Cooperative Societies / FPOs / PACS having experience in handling procurement centres and having sound financial position to make payment to farmers from their own funds for purchase of Paddy.

Interested Cooperative Societies / Multi-State Cooperative Societies / FPOs / PACS having relevant experience and satisfactory performance record may submit their EOI to NCCF Lucknow Branch within the prescribed date and time. The address for submission is as under:

NCCF of India Ltd.
D-79, Vigyanpuri, Mahanagar Extension, Lucknow-226006.
Email: bm.lucknow@nccfindia.com, nccflko@gmail.com

2. NAME OF WORK

Empanelment of Cooperative Societies / Multi-State Cooperative Societies / FPOs / PACS for procurement of Paddy KMS 2026-27 Season in Uttar Pradesh through NCCF Lucknow Branch.

3. SCOPE OF WORK

- Procurement of Paddy/ Millets from farmers at the MSP rate prescribed by the Government/competent authority.
- Packing, handling, custody, storage and all other activities connected with procurement of Paddy/millets.
- Ensuring safe custody of procured Paddy/ Millets and its delivery/movement as directed by NCCF and the concerned State Government authorities.

- Delivery/deposit of CMR Rice equivalent to the prescribed 67% of Paddy as per the quality standards, quantities and timelines prescribed by the Department of Food and Civil Supplies, Uttar Pradesh.
- Delivery/deposit of Millets as per the quality standards, quantities and timelines prescribed by the Department of Food and Civil Supplies, Uttar Pradesh.
- Maintaining all records, documents and supporting evidence relating to procurement, farmer payments, stock movement, delivery of CMR as required by NCCF/State Government.

4. EOI / WORK SUMMARY

Name of Work	**Procurement of Paddy/ Millets KMS 2026-27 Season**
Period of Work	KMS 2026-27 Season
Date of Publication on NCCF Website	07.10.2026
Last Date of Submission of EOI	27.10.2026 up to 2:00 PM
Place of Submission / Opening	NCCF of India Ltd., D-79, Vigyanpuri, Mahanagar Extension, Lucknow-226006
Cost of EOI Form	₹1,180/- (Non-Refundable)
Security Deposit	₹2500/Quintal basis against the total allocated/proposed procurement Target Quantity.
NCCF Bank Details	Name: National Cooperative Consumers' Federation of India Ltd. Bank: Central Bank of India, Mahanagar Account No.: 1366779173 IFSC: CBIN0282148

5. DOCUMENTS TO BE SUBMITTED

Valid GST Registration Certificate.
Valid PAN Card.
Aadhaar Card / identity document of the authorized signatory, as applicable.
Copy of Registration Certificate of the Society under the applicable Society/Cooperative law / Multi-State Cooperative Societies Act.
List of Directors/Board Members and Bye-laws of the Society.
Resolution of the Board/competent authority authorizing the Society to undertake procurement work with NCCF.
Audited Balance Sheets with Valid UDIN of the last three financial years.
Income Tax Returns (ITR) for the last three financial years.
Valid and undisputed documentary proof verifying a minimum of 3 (three) years of continuous experience in Paddy/Food grain procurement operations conducted with Government agencies.
Undertaking of non-blacklisting / self-declaration in the prescribed Annexure.
Bank account details for payment/refund of Security Deposit.
Any other relevant and material documents.

In Case of non-availability or further requirement of documents NCCF may ask the bidders to submit the required documents.

6. EARNEST MONEY / SECURITY DEPOSIT

- Amount of ₹50,000/- (Rupees Fifty Thousand Only) per Procurement Centre shall be deposited in the NCCF designated bank account by the applicant, as EMD.
- EMD may be deposited by way of RTGS/NEFT or DD in favour of M.D. NCCF of India Ltd, Payable at Lucknow.
- At the time of submission of the proposal of procurement centre and procurement quantity by the successful bidder(S), the Society may submit a Bank Guarantee (BG) in lieu of payment through RTGS/NEFT/DD as Security Deposit (SD). However, before commencement of procurement, the BG must be replaced by the transfer of the required funds through RTGS/NEFT/DD. Otherwise, the Bank Guarantee shall be encashed by NCCF.
- Payment of the Security Deposit will only be accepted via RTGS/NEFT/DD. Cash or Cheque will not be accepted under any circumstances. The Security Deposit shall be refundable subject to satisfactory completion of the procurement-related obligations, settlement of recoveries/claims, and submission of required documents.
- Where any amount is recoverable from the Society on account of penalty, damage, loss, statutory recovery, quality/quantity shortfall or any other contractual liability, NCCF shall have the right to adjust the same from the Security Deposit or other amounts payable to the Society.

7. ELIGIBILITY CRITERIA

- The Society must have valid GST, PAN and all other statutory registrations/licenses applicable to the procurement work.
- The Society must not have been blacklisted or debarred by any Government Department, PSU, Autonomous Body, Cooperative Institution or NCCF.
- The Society must not be under a declaration of ineligibility for corrupt or fraudulent practices issued by any Government Department.
- The applicant Society must have a minimum 3 (three) years of experience in successfully managing and operating paddy procurement.
- The Society must have sound financial capacity for procurement operations.
- Empanelment shall be subject to scrutiny and assessment by NCCF of the submitted documents, financial position, experience, past performance and ability to handle procurement operations.

8. GENERAL TERMS AND CONDITIONS

- Successful Bidder may adjust/Convert EMD at the time of making payment of Security Deposit.
- The selection and allotment of procurement targets shall strictly prioritize societies that have successfully completed 3 years of paddy procurement work with satisfactory performance records.

- Empanelment of a Society shall not confer any right or entitlement to allotment of a procurement centre or procurement work. Procurement centres/work shall be allocated only as and when decided by NCCF.
- The MSP rate and other procurement expenses shall be as fixed/prescribed by the State Government/Department of Food and Civil Supplies, Uttar Pradesh and shall be governed by the applicable Cost Sheet.
- The rates contained in the applicable Cost Sheet shall be final and binding for the concerned procurement operations and shall be treated as mandatory and non-negotiable.
- The Society shall not sublet, assign or transfer the procurement work to any third party.
- All responsibilities relating to procurement, farmer payments, custody of stock, damage/theft, loss, insurance of stock, mandi tax/charges and other liabilities/ loss arising from procurement of Paddy/ millets up to deposit/delivery of CMR Rice/ millets other shall be borne by the Society, subject to applicable Government/NCCF terms.
- Procurement, delivery and deposit of CMR Rice/ millets shall be completed within the stipulated period. Delay shall attract applicable penalty/recovery as per the State Government/NCCF terms.
- The Society shall indemnify and keep NCCF indemnified against financial, legal or other losses arising from its non-compliance, default, negligence or failure to perform its obligations.
- Any recovery/deduction imposed by the State Government/Government of India or any competent authority in respect of the procurement operation and attributable to the Society shall be recoverable from the concerned Society.
- All applicable terms, conditions, instructions, quality specifications and timelines issued by the State Government/Department of Food and Civil Supplies, Uttar Pradesh shall be binding on the concerned Society.
- The participating society must ensure 100% compliance with all terms and conditions of the procurement policy issued by the Government of Uttar Pradesh/NCCF for Paddy procurement.
- Following the issuance of the Government Order (GO)/procurement policy and prior to the commencement of actual procurement operations, a formal agreement shall be executed between NCCF and the selected society.
- NCCF reserves the right to accept or reject the application of any society without assigning any reason. Furthermore, the absolute right to determine, allocate, or modify the procurement centres and targets shall remain reserved with NCCF.
- The quantity of procurement/number of procurement centres may vary depending upon the requirement and directions of the competent authority.
- In case of any ambiguity or dispute regarding interpretation of the provisions of this EOI, the interpretation of NCCF, subject to applicable law and Government directions, shall be final and binding on the applicants.

9. BID / EOI SUBMISSION INSTRUCTIONS

- EOI shall be submitted physically at NCCF Lucknow Branch on or before 22.10.2026 up to 2:00 PM.
- EOIs received after the specified date and time shall be rejected and shall not be considered under any circumstances.

- All documents shall be clear, legible, properly arranged and self-attested/signed by the authorized signatory wherever applicable.
- All pages of the EOI document and supporting documents shall be duly signed/initialled by the authorized signatory and bear the seal/stamp of the Society.
- Incomplete EOI or EOI not accompanied by the required Security Deposit/documentation, wherever applicable, may be treated as invalid.
- At any stage, if any certificate, information or document submitted by a Society is found to be incorrect, false or misleading, NCCF may take appropriate action, including cancellation of empanelment, forfeiture/adjustment of Security Deposit and blacklisting/debarment, as applicable.
- Applicants shall remain responsible for the correctness and completeness of the information furnished by them.

10. EOI EVALUATION / SCRUTINY

- NCCF shall scrutinize the documents and eligibility of the applicants.
- Assessment may include financial position, verification of the mandatory three-year procurement experience, past performance, ability to handle procurement centres and compliance with statutory requirements and others as mentioned above.
- NCCF may seek clarification or additional supporting documents from an applicant where considered necessary; however, such clarification shall not create any right to empanelment.
- Only eligible applicants satisfying the requirements of this EOI shall be considered for empanelment.
- Empanelment shall not constitute a commitment by NCCF to allot any particular procurement centre or quantity of Paddy/ millets.

11. SELECTION AND EMPANELMENT OF SOCIETIES

- Eligible Societies shall be considered for empanelment after completion of document scrutiny and evaluation by NCCF.
- Where more than one Society is empaneled, allotment of procurement centres/work may be done by NCCF depending upon operational requirement, location, financial capability and past performance.
- NCCF may issue separate work/allotment orders to empaneled Societies specifying the procurement centre, quantity, period, applicable rates, timelines and other conditions.
- NCCF may allot another procurement related works to the successful bidders.
- No Society shall commence procurement on behalf of NCCF without a written authorization/work order issued by NCCF.

12. AWARD / ALLOTMENT OF PROCUREMENT WORK

- On selection, NCCF may issue an empanelment/award letter and, wherever applicable, a separate procurement centre/work allotment order.
- The allotment order shall specify the procurement centre(s), applicable quantity, period, timelines, delivery/CMR obligations and other operational requirements.

- The Society shall comply with all instructions issued by NCCF and the concerned State Government authorities during the procurement season.
- NCCF may increase, decrease, reallocate or withdraw the allotted work/quantity depending upon operational requirements and Government directions.

13. PROCUREMENT, CUSTODY, QUALITY AND DELIVERY

- The Society shall procure Paddy strictly at the applicable MSP and in accordance with the quality specifications and procurement instructions issued by the State Govt./ NCCF.
- The Society shall ensure proper weighing, documentation, safe custody, storage and handling of Paddy.
- The Society shall be responsible for any loss, shortage, damage, theft or deterioration attributable to its custody or handling, subject to applicable Government provisions.
- CMR Rice shall be delivered/deposited in the prescribed proportion (67% as stated in the existing EOI) and within the stipulated time and quality standards prescribed by the State Government/NCCF.
- The Society shall maintain procurement records, stock statements, farmer payment details, delivery challans, CMR deposit documents and other relevant records as required.
- NCCF/Govt. may inspect procurement centres, stock, records, farmer payments and delivery documents at any stage.

14. PAYMENT TERMS / INVOICING

- Payment shall be released to the successful Society only after NCCF receives the corresponding payment from FCI for the respective quantity procured. NCCF shall not be liable to make payment where the corresponding amount has not been received from the FCI. This is a non-negotiable and mandatory condition.
- No advance payment shall be made by NCCF to the Society under this EOI.
- Payments shall be subject to applicable statutory deductions and NCCF's approved service margin.
- The Society shall submit all required supporting documents related to the procurement operation to the NCCF/Govt.
- NCCF will release payment after receipt of corresponding payment from the FCI, subject to verification, inspection/acceptance, reconciliation and submission of complete documents and submission of proper invoice.
- GST component shall be released subject to correct uploading/compliance of the invoice and availability of eligible Input Tax Credit.
- In Case of any recovery done by FCI, NCCF will not be liable for payment of that amount, Incidental amount will be paid only on receipt of amount in the Bank Account of NCCF.
- Any denial, reversal or loss of Input Tax Credit attributable to the Society shall be recoverable from its bills/security deposit, as applicable.
- NCCF reserves the right to deduct penalties, damages, replacement costs, extra procurement costs or other recoverable amounts arising from Society default.

- NCCF may withhold payment in case of non-compliance, delay, incomplete documentation or any other default/ breach under the applicable terms.

15. PENALTY CLAUSES

- Delay in procurement, delivery or CMR/ millets deposit beyond the stipulated timeline shall attract penalty/recovery as prescribed under the applicable State Government/NCCF procurement terms.
- Any loss, shortage, damage, quality rejection, farmer-payment default or other financial liability attributable to the Society shall be recoverable from the Society.
- Where the Society fails to perform the allotted work within the prescribed period, NCCF may take suitable action including cancellation/withdrawal of allotment, recovery of additional costs and adjustment from Security Deposit, as applicable.
- Repeated or material default may result in cancellation of empanelment and/or debarment/blacklisting in accordance with applicable rules and due process.

16. WARRANTY / RESPONSIBILITY FOR STOCK AND CMR

- The Society shall remain responsible for the quality, quantity, safety and proper custody of Paddy and CMR handled by it during the period for which the stock remains under its responsibility.
- Any stock found damaged, deteriorated, short or otherwise non-compliant due to the Society's acts/omissions shall be dealt with at the Society's risk and cost as per applicable Government/NCCF provisions.
- The Society shall remain responsible for legal, financial and other consequences arising from quality, quantity, food-safety or procurement-related non-compliance attributable to it.

17. RESOLUTION OF DISPUTES / ARBITRATION

- Any dispute or difference arising out of or in connection with the procurement work shall, as far as possible, be resolved amicably between NCCF and the concerned Society.
- If the dispute is not resolved amicably, the matter shall be referred to arbitration in accordance with the Arbitration and Conciliation Act, 1996, as amended from time to time. The Arbitration shall be conducted by a Sole Arbitrator to be mutually appointed by both the parties.
- The venue and seat of arbitration shall be Lucknow, Uttar Pradesh, India.
- The parties shall continue to perform their undisputed obligations during the pendency of any dispute, subject to applicable law.

18. FORCE MAJEURE

- All terms, conditions, directions, instructions, and provisions relating to Force Majeure, as prescribed, issued, or notified from time to time by the State Government and/or NCCF, shall be binding upon all Procuring Agencies. All Procuring Agencies shall strictly comply with such terms, conditions, directions, instructions, and provisions and shall not take any action, or impose any condition, inconsistent with or contrary to the Force Majeure provisions

prescribed, issued, or notified by the State Government and/or NCCF. The affected party shall notify the other party in writing within 7 days of occurrence of such circumstances.

- The affected party shall take reasonable steps to mitigate the effect of the Force Majeure event and resume performance as soon as reasonably practicable.
- Non-availability of funds or internal financial difficulty of the Society shall not by itself constitute Force Majeure.

19. NCCF BUSINESS GUIDELINES / GOVERNMENT INSTRUCTIONS

- All applicable instructions, guidelines and business policies issued by NCCF and the competent Government authorities from time to time shall be complied with by the empaneled Society.
- All applicable terms and conditions issued by the Department of Food and Civil Supplies, Uttar Pradesh and other competent authorities Paddy procurement shall form part of the procurement arrangement and shall be binding on the Society.
- Where any Government/NCCF instruction is issued or amended after publication of this EOI, the Society shall comply with such instruction to the extent applicable to the procurement work.

20. GENERAL DISCLAIMER

- Submission of an EOI shall not create any right in favour of the applicant for empanelment or allotment of procurement work.
- NCCF reserves the right to reject any or all applications, cancel/postpone the process, modify the requirements or seek additional information, subject to applicable Government directions.
- Applicants are advised to carefully examine the complete EOI and applicable Government procurement instructions before submission.

ANNEXURE – I

(To be submitted on ₹100/- non-judicial stamp paper and notarized, as applicable)

AFFIDAVIT

I/We, _____ having office at _____ do hereby solemnly affirm and declare as follows:

That I/We agree to undertake the procurement work strictly in accordance with the EOI terms and conditions, applicable NCCF instructions and the directions of the competent Government authorities and shall be fully responsible for any default or delay attributable to us.

That I/We undertake to indemnify and keep indemnified NCCF against any financial, legal or other loss arising from our non-performance, delayed procurement/delivery, stock loss, quality rejection or other default attributable to us.

That I/We have not been blacklisted or debarred by any Government Department, Public Sector Undertaking, Cooperative Institution, Autonomous Body or NCCF.

That I/We are not under any declaration of ineligibility for corrupt or fraudulent practices issued by any Government Department.

That all documents, information and statements furnished by us in the EOI are true and correct to the best of our knowledge and belief.

That we shall not sublet, assign or transfer the procurement work to any third party.

That we shall comply with all applicable statutory, financial, quality, procurement and Government requirements relating to the work.

Date: _____ DEPONENT

Place: _____ (Signature & Seal of Authorized Signatory)

Verification

Verified at _____ that the contents of the above affidavit are true and correct to the best of my knowledge and belief.

DEPONENT

ANNEXURE – II: BANK DETAILS FOR PAYMENT / SECURITY DEPOSIT REFUND

S.No.	Particulars	Details
1	Name of Society / Multi-State Society / FPO / PACS	
2	Registered Address	
3	Name of Bank	
4	Branch Address	
5	Beneficiary Name	
6	Account Number	
7	IFSC Code	
8	MICR Code (if available)	
9	Type of Account (Current/Savings)	
10	PAN of Society	

Declaration: I/We hereby declare that the above bank details are correct and authorize NCCF to make eligible payments/refunds through RTGS/NEFT to this account. Any delay arising from incorrect or incomplete bank details shall be our responsibility.

ANNEXURE – III: CHECKLIST OF DOCUMENTS

[ ] EOI document duly signed/initialled and stamped on each page.

[ ] Valid GST Registration Certificate.

[ ] Valid PAN Card.

[ ] Aadhaar/identity document of authorized signatory, as applicable.

[ ] Society Registration Certificate (under applicable State or Multi-State Cooperative laws).

[ ] List of Directors/Board Members and Bye-laws.

[ ] Board/competent authority resolution authorizing procurement work with NCCF.

[ ] Audited Balance Sheets – last three financial years.

[ ] ITRs – last three financial years.

[ ] Valid documentary proof of a minimum of 3 (three) years of experience in Paddy procurement.

[ ] Non-blacklisting / self-declaration / affidavit.

[ ] Bank account details for payment/Security Deposit refund.

[ ] Any other document required by NCCF/State Government.