

KENDRIYA BHANDAR

GROCERY DIVISION

NEW DELHI

NOTICE FOR REGISTRATION OF ATTA MILLERS

Registration of Suppliers for Participation in tenders for supply of Agmark Grade Standard Chakki Wheat Atta

Terms & Conditions

Kendriya Bhandar's invites applications from Millers manufacturing & supplying Agmark Grade Standard Chakki Wheat Atta (hereinafter called Supplier) having minimum three years experience in the said manufacturing for registration with Kendriya Bhandar for supply of Agmark Grade Standard Chakki Wheat Atta in HDPE Packing (with handle for carrying 10 kg pack) along with supply of bulk pack Atta, Maida/Suji etc.

The existing registered Kendriya Bhandar suppliers need not to apply afresh.

The application/offer along with requisite documents should be submitted at

Kendriya Bhandar

E Wing, Pushpa Bhawan

Madangir Road, New Delhi-110 062

Last date of submission of offer : 15.04.2026

(I) **Eligibility :**

The Supplier having minimum three years experience with sales turnover of at least Rs. 2 Crores or more per annum in the trading account in last two years i.e. FY 23-24 and FY 24-25.

Following Firms will NOT be eligible for registration with Kendriya Bhandar :

- a) Suppliers who are doing only commission sales.
- b) Sister concerns i.e. firms/suppliers having common proprietor/partner
- c) Black-listed firms by Kendriya Bhandar or by any other Cooperative Organization/Govt. Organization etc.

(II) **Documents required to be submitted for registration :**

- a) Kendriya Bhandar application form

Application Form for empanelment as supplier to be duly filled in and signed/stamped along with application fee receipt of Rs. 1000.00 (in case application form is obtained from KB)/Banker Cheque/DD of Rs. 1000/- (in case application form is downloaded) cost of application form : Rs. 1000/- only

- b) Balance sheet, Audited Annual Accounts for the last three years.

- c) Income Tax Returns and GST Return copies for the last three years along with Tax Audit Report incorporating a certificate from their CA firm.
- d) A copy of the GST Registration, PAN Number etc.
- e) Copy of the FSSAI Certificate
- f) Letter from the Bankers mentioning financial soundness of the firm.
- g) A copy of the registered partnership deed/registration certificate of the firm/company as the case may be.
- h) Certificate/documents showing minimum three years experience in production/supply of Atta.
- i) Details regarding Mill/Atta Godown/infrastructure etc.
- j) Copy of registration / license towards factory/mill for processing of wheat to atta
- k) Security Deposit
Bank draft for a sum of Rs. 3,00,000/- (Rs. Three lakhs only) drawn in favour of Kendriya Bhandar as security deposit along with application form, which shall remain with Kendriya Bhandar till the validity of registration. No interest shall be payable on the Security Deposit. Security Deposit amount may be revised for any higher amount on any future date and the same will be payable by supplier.
Security deposit of unsuccessful bidders shall be refunded within 3 months of completion of the process on the request of the bidder for refund.
- l) Processing fees
Processing fee of Rs. 25,000/- is to be deposited along with application for registration of supplier in the form of bank draft, which will be non-refundable.
- m) Undertaking on Non-Judicial Stamp Paper
Firms shall be required to submit undertaking stating as under :-
 - i) That their firm does not have any sister concern registered with Kendriya Bhandar for supply of Atta or any other items.
 - ii) That their firm has not been blacklisted by Kendriya Bhandar or any other Cooperative Society/Govt. Organizations etc.
 - iii) That they fulfill all requisite statutory requirements for manufacturing/supplying Atta as prescribed by Govt. of Delhi/Govt. of India/FSSAI prevailing from time to time and they shall be solely responsible for any violation on this account and shall indemnify KB against any liability arising from violation of any statutory requirement at their end.
 - iv) The firms furnishing wrong information in the affidavit will be blacklisted/de-registered by Kendriya Bhandar and in addition, the security amount shall be forfeited by the Management.
 - v) The existence/business of their firm is not only through commission sales.

(III) **Procedure for procurement /Terms & Conditions of Supply**

- a) Limited tenders will be called by Kendriya Bhandar from the suppliers registered with Kendriya Bhandar (for the purpose of registration, the said applications are invited) for making purchases of Agmark Grade Standard Chakki Wheat Atta.
- b) The intimation regarding date of tender along with detailed terms & conditions shall be communicated to all registered suppliers.

(IV) **Quality Assurance/Visual Inspection & Lab Testing**

- (1) Kendriya Bhandar reserves the right to upgrade/modify the specifications of the items from time to time to improve the quality. The modification in the specifications of the item shall be communicated to all the suppliers before tenders.
- (2) Visual Inspection shall be carried out by concerned godown Supdt./KB official before accepting supplies, further it will be subject to lab testing as per Kendriya Bhandar specifications.
- (3) Kendriya Bhandar reserves the right to send the product (atta for lab testing in an accredited laboratory appointed by Kendriya Bhandar as per Kendriya Bhandar's specifications. **The laboratory testing by Kendriya Bhandar is final and binding on all the suppliers.**
- (4) In case the sample of the supplier fails in lab testing, the samples may be considered for re-testing (in exceptional cases) in the same laboratory at the cost of the supplier based on the specific request received from the concerned supplier.
- (5) In case sample from any supplier fails in lab testing, suitable actions, as deemed fit by Competent Authority, Kendriya Bhandar will be taken. The consignment will be rejected and the same will have to be removed from concerned godown/store of Kendriya Bhandar within 2 days by the respective supplier.
- (6) In case the goods are not removed within the specified period of two days, Kendriya Bhandar shall levy a minimum demurrage Rs.1000/- per day per location.

(V) **Review of Registration and renewal :**

- i) Kendriya Bhandar reserves the rights for registration of suppliers on continuous basis subject to requirements.
- ii) In case any registered supplier does not participate in tender/non-adhering to Quality Standard/failure of the sample/quality complaints or due other reason, Kendriya Bhandar reserves the rights to de-register the concerned supplier/forfeit the security or can taken any action as deemed fit.
- iii) Registration of the suppliers shall be renewed on yearly basis keeping in view the performance of the supplier.

(VI) **Direct procurement from Mandi/Millers:**

In exceptional/emergent situation or in the event of quoting of higher prices by the Suppliers or suspected formation of cartel by the registered Suppliers, the Purchase Committee reserves the right to procure directly from the Mandi/any other sources any item, if required.

(VIII) Other conditions:

1. The firms furnishing wrong information in the affidavit and submitting false documents will be blacklisted/de-registered by Kendriya Bhandar and in addition, the security amount and bank guarantee (if any) shall be forfeited/encashed.
2. The Managing Director, Kendriya Bhandar reserves the right to debar any registered firm from participating in next tender/tenders if in his opinion the conduct and performance of the supplier is not satisfactory. Further, Managing Director, Kendriya Bhandar in his discretion and upon facts and circumstances of each case, may impose penalty/fine as deemed fit.
3. (a) Kendriya Bhandar reserves the right to reject any or all the tenders without assigning any reasons thereof.
(b) Kendriya Bhandar reserves the right to amend either commercial terms and conditions or specification etc. or impose any other condition with prior intimation to empanelled suppliers which shall be binding upon them.
4. **Kendriya Bhandar technical specifications in respect of Atta** will be provided by Quality Control Deptt. of Kendriya Bhandar after the registration process is completed and the same shall be indicated in details in the tender documents.

Kendriya Bhandar reserves its right to change its procurement policy any time without assigning any reasons.

The interested Atta Millers may submit their application along with all requisite documents in or before the due date indicated in the tender document for registration in Kendriya Bhandar for supply of Agmark Grade Standard Chakki Wheat Atta.

The separate tender indicating the detailed terms & conditions for calling the rates or supply of Atta will be called from registered suppliers.