

**KRISHAK BHARATI COOPERATIVE LIMITED**  
**KRIBHCO NAGAR, SURAT – 394 515**  
Tel. 0261-2803097  
E-Mail: Ganeshtoppo@kribhco.net

**HP/6000/P040/PQ/PROC/aMDEA/2025**

**ANNEXURE-1**

**NOTICE INVITING APPLICATIONS FOR PRE-QUALIFICATION OF VENDORS FOR SUPPLY OF ACTIVATED METHYL DIETHANOLAMINE (a-MDEA) IN KRIBHCO:**

KRIBHCO operates Natural gas (NG) based Fertilizer Plant comprising two streams of Ammonia, four streams Urea, Power Plant, Product Handling Plant and other Offsite plants and based at Hazira, Surat, Gujarat.

Applications are invited from reputed Parties for Prequalification / Registration for Contract for supply of Activated Methyl Diethanolamine (a-MDEA) in KRIBHCO, Surat in Gujarat. Parties interested in pre-qualification must have work experience in relevant field at Fertilizers / Petrochemical Industries. Interested parties are requested to submit their willingness along with required documents.

**DETAILED REQUIREMENTS OF PRE-QUALIFICATION CRITERIA:**

KRIBHCO intends to procure 60 MT/Yr a-MDEA solution. Interested vendors are invited to submit their application for pre-qualification with following documents / details as per criteria:

1. Vendor should be capable to supply a-MDEA as per KRIBHCO specification (MDEA Min 90%, Piperazine Min 8% and Moisture Max 2%). Undertaking for the same have to be provided on your letter head.
2. Vendor should submit single PO of minimum 30MT of a-MDEA supplied to Indian Fertilizer unit/PSU/Reputed industries during last 05 years from 1st August 2020- 31st July 2025 along with performance certificate, if any, against same PO. Vendor should be capable to give technical support.
3. The vendor should apply with relevant documents as per criteria along with Nonrefundable fee of Rs. 2360/- (Rs 2000 plus GST) per application by way of Demand Draft on nationalized or scheduled bank only drawn in favour of KRIBHCO, payable at Surat within 30 days of this advertisement.
4. Bank Solvency Certificate by the Nationalized/Scheduled Bank issued on or after the date of press advertisement for a minimum value of Rs.40.0 Lakhs
5. Detail about the firm, full address of Registered Office with Phone / mobile No., E-mail address & Name of Contract person.

6. Brief History of the firm, type of firm, and organization structure with name of Director / Partners.
7. Copies of Registration of the firm, Partnership deed or Memorandum and Article of Association or Bylaws & authorization letter for the signatory.
8. Copy of Income Tax Return for last 03 Assessment years 22-23 , 23-24 & 24-25
9. Copy of Audited Annual Report of the firm for last 03 Financial Years 21-22 , 22-23 & 23-24
10. Copy of Permanent Account No. (PAN) issued by Income Tax Department.
11. Copy of GST Registration No.
12. A Declaration on company's letter head confirming that vendor is not blacklisted or banned or put on Holiday list in any public sector undertaking / government undertaking / Govt. Dept. / Central Govt. Financial Institution, court during last 05years.
13. A Declaration on company's letter head that none of group / Associate / Sister Concern has applied for pre-qualification. In case of concealment of any fact, if detected later on, applicant will be debarred from all future dealings with KRIBHCO.
14. The prospective vendors having any common partners / Directors / Managing Partners etc. or having any business / family, relations or any other common criteria shall be considered as Sister / Group / Associated Company. In such cases, only one of them will be eligible for pre-qualification. The vendor shall indicate which Associate / Concern they intend to get pre-qualified. In case no mention is made about the same, KRIBHCO at its own discretion shall decide, which shall be binding to the vendor.


**Special Note: -**

- Applications received without prescribed fee will not be considered.
- Applications received after the stipulated date will not be considered.
- KRIBHCO reserves the right to verify information / documents as submitted by the applicant.
- KRIBHCO reserves the right to visit the office/establishment of applicant.
- KRIBHCO also reserves the right to accept or reject any or all applications without assigning any reason whatsoever.
- **The applicant shall submit application for prequalification with requisite documents latest by 17.09.2025.**
- The vendors shall submit Vendor Application Form along with all the requested documents, considering the criteria mentioned in the attached Annexure.

In case of any genuine query, may reach out to following contacts: -

- Sh. Paresh A. Sangathiya: 0261-280-2093 , Pareshsagathia@kribhco.net
- Sh. Shashank Jain: 0261-280-2024 , Shashankjain@kribhco.net
- Sh. Dilip Dhabarde: 0261-280-2032 , Dilipdhabarde@kribhco.net

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 <b>HAZIRA PLANT PURCHASE</b>	<b>Integrated Management System Procedure (ISO 9001:2015, ISO 14001:2015 &amp; ISO 45001:2018)</b>	DOCUMENT NO:IMS-F-PURC-01
		Page : 1 of 5
		Rev No : 00
		REVISION DATE: 01.10.2019
<b>TITLE: APPLICATION FORM FOR ENLISTMENT AS APPROVED VENDOR FOR PROCUREMENT</b>		

To,  
**KRISHAK BHARATI COOP. LTD.,**  
**P.O. KRIBHCO NAGAR, SURAT – 394515**  
**GUJARAT, INDIA**

Ph. 0261-280-3097 (Direct)  
Web site: [www.kribhco.net](http://www.kribhco.net)  
E-MAIL: [Ganeshtoppo@kribhco.net](mailto:Ganeshtoppo@kribhco.net)

Kind Attn.: GENERAL MANAGER (COMMERCIAL)

Date: 19.08.2025

SUB: APPLICATION FOR VENDOR REGISTRATION FOR “PROCUREMENT OF aMDEA”

Registration for Product Name:

Vendor's introduction letter no. \_\_\_\_\_ Dtd. \_\_\_\_\_


REF: HP/6000/040/PQ/PROC/aMDEA/2025

Please submit your application in the format mentioned below: -


- Full relevant details indicating concerned page number in your application / file
- Enclose all required copies of documents / certificates as mentioned in your file / application, duly page numbered.

Please submit following details of your Firm's letter along with copies of documents as requested / applicable in this form: -

Sr. No.	Please submit the following details / documents:		Page No
<b>1.0</b>	<b>CORPORATE DETAILS:</b>	<b>M/s</b>	
1.1	a) Name of the Company		
	b) Registration Sought for	1.	
	(If required more space please attached separate paper.)	2.	
1.2	Details of Registered Office		
	a) Address		
	b) Phone Nos.		
	c) E-mail Address		
	d) Web site details		
	e) Name of Contact Person & Mob. No.		
1.3	Details of Factory		
	a) Address		
	b) Phone Nos.		
	c) E-mail Address		
	d) Name of Contact Person & Mob No.		
1.4	Address for Correspondence		
	a) Address		
	b) Phone Nos.		
	c) E-mail Address		
	d) Name of Contact Person & Mob No.		

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		Page : 2 of 5
		Rev No : 00
		REVISION DATE: 01.10.2019
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1.5	Type of Company: ( <b>Proprietary / Partnership/ Private Ltd. / Public Ltd. / etc.</b> )				
1.6	Please submit <b>Notarized copy</b> of documentary <b>proof of Registration</b> of yr. Firm i.e. <b>Affidavit for Proprietary, Partnership Deed, Certificate of Incorporation, Memorandum &amp; Articles of Association,</b>				
1.7	Please give <b>brief History</b> of the Company with details of <b>Directors / Chief Executive / Partners / Proprietor.</b>				
1.8	Please give <b>Organization Structure</b> of your Company with Name of <b>Proprietor/ Partners/ Directors/ Chief Executive</b>				
2.00	<b>FINANCIAL DETAILS: Please submit the following details / documents</b>				
2.1	Notarized copy of <b>Bank Solvency Certificate</b> issued by any Nationalized / Scheduled Bank (other than Gramin or Cooperative Banks) issued on or after date of press advertisement for minimum value of Rs. 40 Lakh				
2.2	Annual Audited <b>Financial Reports &amp; Balance Sheets &amp; Copy of Income Tax Returns</b> for last <b>three financial years.</b>	<b>2023-24</b>	<b>2022-23</b>	<b>2021-22</b>	Page no.
	Copy of <b>Income Tax Returns</b> for last 03 Assessment Years	<b>2024-25</b>	<b>2023-24</b>	<b>2022-23</b>	
2.3	<b>Copy of GST Registration Number</b>				
2.4	<b>Copy of Permanent Account Number (PAN)</b> issued by ITO				
2.5	Please submit <b>EFT details with cancel cheque of your Bank Accounts</b> as per attached format.				
2.6	Non-refundable fee of Rs 2360/- per application by way of DD/NEFT from any nationalized or scheduled bank only; drawn in favor of KRIBHCO, payable at Surat; issued on or after of this advertisement				
3.0	<b>TECHNICAL DETAILS: Please submit the following details / documents:</b>				
3.1	Details / Specifications, name of item / Product/ Sub Group no. for which <b>Registration is requested.</b>				
3.2	<b>Product catalogue / brochure / literature</b> , if any.				
3.3	Details of <b>mfg. facilities with capacity, list of equipment/machinery</b> , etc.				
3.4	Details of <b>Quality Testing Facilities</b> ,				
3.5	Details of Arrangement for <b>Third Party Inspection</b> , etc.				
3.6	Details of <b>manpower position</b> .				
3.7	Details of <b>present work load in hand</b>				
3.8	Details of <b>After Sales Services</b>				
4.0	<b>EXPERIENCE / PAST PERFORMANCE: Please submit the following documents:</b>				
4.1	Please submit copies of completed / executed Purchase Orders [with all details] during last 05 [Five] years i.e., from 01.08.2020 to 31.07.2025 supplied to industries like chemical/fertilizer industry or PSUs. The vendor should have at least one purchase order having minimum qty of 30 MT for AMDEA, executed during last five years i.e., from 01.08.2020 to 31.07.2025				
4.2	Copies of Performance certificates for the above submitted order copies.				
5.0	<b>DECLARATIONS: Please submit following Declarations in the format enclosed:</b>				
5.1	That your Firm has not been banned / black listed / De-registered or put on holiday list by any Government Department / Central Govt. Unit / Public sector Units / Financial Institutions / Court as per format enclosed.				
5.2	That none of your close / distant relatives are working in KRIBHCO as per format enclosed.				

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		Page : 3 of 5
		Rev No : 00
		REVISION DATE: 01.10.2019
<b>TITLE: APPLICATION FORM FOR ENLISTMENT AS APPROVED VENDOR FOR PROCUREMENT</b>		

5.3	Details of your <b>Sister / Group / Associate Company</b> . “as per format enclosed.	
6.0	Please confirm whether your company has been registered in the category of “Micro, Small and Medium Enterprises under the provision of the <b>Micro, Small &amp; Medium Enterprises Development Act-2006</b> . If yes, please send <b>Notarized</b> copy of acknowledgement issued by the concerned authorities for our consideration.	
6.1	Dealer / Agent shall submit <b>Authorization Letter from Principal / Manufacturer</b> .	
7.0	<b>Any other details / documents in support of application for registration.</b>	
8.0	While submitting application, please ensure that it is complete in all respects of enclosing on the supporting documents. <b>If any documents are found fake or any information intentionally hidden or incomplete, your application shall be out rightly rejected without entering into any correspondence. KRIBHCO reserve the right to verify information / documents submitted by you, to accept / reject your application.</b>	

Please ensure to submit Notarized copy of sl.no. 1.6, 2.1 to 2.5, 4.1 & 6.0 of these documents & fill all the above columns carefully and if any column is not applicable to you, mark it as “N.A”.


**NOTE: KRIBHCO intends to go for e-procurement in near future for the procurement and services. In view of this, the suppliers are requested to furnish the following details, if available: -**

- Whether you have Digital Certificate from any Digital certifying Key agency.
- Do you have Registration with any Service Providers for e-procurement/ services, e-tendering – Name & Address of the service providers may be furnished.

(Name of authorized applicant)  
Designation

Date:  
Place:

Name of Company  
(Official – seal)

  HAZIRA PLANT PURCHASE	Integrated Management System Procedure (ISO 9001:2015, ISO 14001:2015 & ISO 45001:2018)	DOCUMENT NO:IMS-F-PURC-01
		Page : 4 of 5
		Rev No : 00
		REVISION DATE: 01.10.2019
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**FORMAT OF DECLARATIONS  
(TO BE SUBMITTED ON NON-JUDICIAL STAMP PAPER DULY NOTARIZED)**

To:  
KRISHAK BHARATI COOPERATIVE LIMITED  
P.O. - KRIBHCONAGAR  
SURAT – 394 515

Date: \_\_\_\_\_

**Sub: Declarations**  
**Ref.: Vendor Registration**

Dear Sir,

1. We confirm that our firm has not been banned; black listed or put on holiday list by any Government Department / Central Government Unit / Public sector unit / Financial Institutions / Court.

**(...In case your has been black-listed or put into holiday list by any Government Department /Central Government Unit / Public Sector Unit / Financial Institutions / Court, please furnish the details of the same....).**

2. We hereby confirm that none of our close / distant relatives are working in KRIBHCO.

**(...If your closed / distant relatives are working in KRIBHCO, you are required to indicate names, designation/ department of that relative working in KRIBHCO...).**

3. We confirm & certify that none of our group / associate / sister concern / partnership firm as defined below, is registered for the **similar or same item** for which we have submitted our application for registration to participate in future bidding process.


“Any sister / group / associate company, having any common partner / Director / Managing partner etc. or having any business / family relations or any other common criteria, which indicate about their link / relation etc. shall be considered as sister / group associate company”.

**(...In case of concealment of above fact, if detected later on, that the bidder is have relation along with any group associate / sister / partnership concern / company participated in any tender, may be debarred for all future tenders in addition to other action like forfeiture of Earnest Money Deposit / Security Deposit / payment due, if any etc...)**

Thanking you,

Yours faithfully

Authorized Signatory  
(Name, Sign & Seal)

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		Page : 5 of 5
		Rev No : 00
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**Details to be submitted on the letter head of your company**

To,  
General Manager (Finance & Accounts)  
Krishak Bharati Cooperative Limited.,  
PO: Kribhco Nagar  
**S U R A T -394515**

**Sub: Our Bank Account details for effecting e-payment (EFT) Electronic Fund Transfer payments.**

Sir,

I/we hereby agree to receive the payment from M/S Krishak Bharati Cooperative Limited- Surat against bills raised by us directly to our Bank Account as per details given below through Electronic Fund Transfer Mechanism (EFT). The required details are given below.

Sr No.	Particulars	Details.
1	Name, Branch and Address of the Payee's Bank	
2	Title of the account	.
3	Nature of Account	Saving/ current/other*-(*please specify)
4	Account No.	
5	<b>Branch MICR code number (Please attach a leaf of cancelled cheque also)</b>	<b>(attaching a leaf of cancelled cheque of yr bank a/c. is compulsory)</b>
6	R T G S (Real Time Gross Settlement) I F S C (Indian Financial System code)	
7	Permanent Account Number of the payee (PAN Number)	
8	e-mail address, if any. (For sending payment details)	
9	Mobile No. (For sending payment intimation through SMS)	

Date ;

Authorised Signature of vender

Place

Name

(Official-seal)

Designation