



**THE JHARKHAND STATE COOPERATIVE MILK
PRODUCERS' FEDERATION LTD.,**

FTC CAMPUS, SEC-2, DHURWA, RANCHI – 834004

PHONE: (0651) 2543062, MOB: 7360035219, EMAIL: PURCHASE@JMF.COOP

TENDER / BIDDING DOCUMENT



**TENDER FOR SUPPLY OF
PRINTED ALUMINIUM FOIL LIDS
(For Sealing of Dahi/ Curd Cups)**

Cost of Tender Document – Rs. NIL/-

Tender Ref. No.: JMF-PP-Aluminum Foils-ARC/2019-20/030

Tender Release date: 05.02.2020

Last Date for submission of Tender:

On or before: 21-FEB-2020 by 05.30 P.M.

Opening of Technical Tender:

Date: 22-02-20 at 11.30 A.M.

At Medha Dairy Plant.
Hotwar, (Khelgaon), Ranchi,
Jharkhand – 835217

Opening of Financial Tender:

Shall be notified Later after opening of
Technical Bid.

Name of Tenderer: _____

Address: _____

Tel./ Mob. no: _____

Email _____

Regd. /Head Office:

Near FTC Campus, Sec-II, H.E.C., Dhurwa, Ranchi – 834004, Jharkhand

Ph: 7544003404/7360035219/0651-2443055/62,

Email: purchase@jmf.coop



BIDDING DOCUMENT

(COMPLETE BIDDING DOCUMENT)

Tender for Supply of Printed Aluminum Foil Lids (For sealing of Dahi Cups) On Annual Rate Contract Basis.



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Tender Invitation

The Jharkhand State Cooperative Milk Producers' Federation Ltd. (JMF), registered under Jharkhand Co-operative Societies Act, 1935 is engaged in milk procurement, processing and marketing activities of item milk and milk products in the state of Jharkhand and is popularly known for its brand 'Mother Dairy- Medha'. Under an MoU, the Federation is being run & managed by the National Dairy Development Board (NDDB). The office is located at Ranchi.

Sealed Tenders under "TWO BID SYSTEM" for Supply of Printed Aluminum Foils (Food Grade) for sealing of Dahi/ Curd Cups on ANNUAL RATE CONTRACT basis. The tender is to be submitted in two (02) parts comprising Part-I: Technical Bid (i.e. Pre-Qualification bid) & Part-II: Financial Bid. Both the parts should be properly marked and enclosed in separate sealed envelopes for their proper identification. The envelopes need to be super scribed as TECHNICAL BID and FINANCIAL BID and then they are to be sealed in a third bigger envelope superscribing the details of tender no. and the labelling as "TENDER FOR SUPPLY OF PRINTED ALUMINUM FOIL LIDS".

Under this process, the Eligibility and qualification of the Applicant/ Agency will be first examined based on the detail submitted under first cover (Technical Bid) with respect to eligibility criteria and specifications /parameters prescribed in this tender document. The Price Bid under the second cover shall be opened for only those Applicants whose technical applications are responsive to eligibility and qualifications requirements as per Tender document.

JMF hereby invites tender from manufacturers / producers for supply of **Printed Aluminum Foils (Food Grade) for sealing of Dahi / Curd Cups** on F.O.R basis (FREE DELIVERY AT SITE) for delivery at its Medha Dairy Plant, Hotwar, Ranchi as detailed below:

Sl No.	Description of Item	ANNUAL Qty (Pcs.)	Remarks	Cylinder Charge
1.	Printed Aluminum Foil Lids – (For Cup top diameter 69 mm) for packing Dahi/ Curd Cups 80gm	35.0 Lakh ±5%	Technical Specifications are mentioned in Annexure -I	To be borne by the tenderer
2.	Printed Aluminum Foil Lids – (For Cup top diameter 95 mm) for packing Dahi/ Curd Cups 200gm	2.0 Lakh ±5%		

Note: Item Nos. 1 and 2 shall be strictly be evaluated as per samples provided by the tenderer (after trial run and on confirmation/ acceptance of specifications/ properties of samples) by JMF Quality Section/ Dept.

Tender detail is mentioned herein below:

1. **Document Cost** : Rs. NIL/-
2. **Earnest Money Deposit (EMD)** : Rs. 10,000/-
3. **Last Date & Time for receipt of Tender.** : On or Before - **21.02.2020 by 05.30 P.M.**
4. **Date & Time of tender Opening** : At **11.30 A.M. on 22.02.2020.**



5. The Tender document shall be placed in a properly sealed bigger envelope addressed to 'PURCHASE SECTION', Medha Dairy Plant, (A Unit of Jharkhand State Co-Op. Milk Producers' Federation Ltd.), Near Birsa Munda Central Jail, Hotwar, Ranchi – 835217 and the said bigger envelope shall contain two separate sealed envelopes. Envelopes containing Technical & Commercial bids. The bigger envelope shall be super- scribed with tender number, due date and time. The two sealed envelopes inside the bigger envelope must be super-scribed as:

- a. Envelope No-1: "TECHNICAL BID - JMF-PP-Aluminum Foils-ARC/2019-20/030"
- b. Envelope No-2: "COMMERCIAL BID - JMF-PP-Aluminum Foils-ARC/2019-20/030"

6. Place of submission & opening of Tender:

Medha Dairy Plant

(A Unit of Jharkhand State Co-Op. Milk Producers' Federation Ltd.)

Near Birsa Munda Central Jail, Hotwar, Ranchi – 835217

(Contact No. 7544003404/ 7360035219)



INSTRUCTIONS TO BIDDERS

- 1) The tender documents can be downloaded from our website www.jmf.coop from **05.02.2020**.
- 2) All the tenders will be acceptable only in 'Sealed Envelope' on or before the due date.
- 3) The Tender shall be duly filled and all pages of the tender should be signed by the Authorized Signatory of Bidder with company seal.
- 4) The bidder should strictly follow the specifications of the items mentioned in Annexure -I for quoting/ offering the price. The bidder may contact JMF for any clarifications on the specifications if required.
- 5) Bid Currencies: -The rate/ price should be quoted in Indian Rupees only.
- 6) Food grade/COA certificate shall be provided with material during supply.
- 7) Any cutting/over writing etc. in the tender must be signed by the person who is signing the tender. The rates shall not be overwritten. The financial figures in commercial bid shall always be both in figures and words. In case of any discrepancy in figures and words, the amount written in words shall be considered.
- 8) The tenderer shall have to pay **EMD** amount of Rs. **10,000/-** (INR Ten Thousand Only). The payment of EMD can be made in form of DD (Demand Draft) in favor of '**The Jharkhand State Cooperative Milk Producers' Federation Limited, Ranchi.**
- 9) The Tenders will be opened on the prescribed date as mentioned above in the presence of the agency or their authorized representative who may like to be present in the office at Hotwar Dairy Plant of Jharkhand State Cooperative Milk Producers' Federation Limited, Ranchi.
- 10) All communication with respect to the tender shall be addressed to: PURCHASE SECTION', Medha Dairy Plant, (A Unit of Jharkhand State Co-Op. Milk Producers' Federation Ltd.), Near Birsa Munda Central Jail, Hotwar, Ranchi – 835217
- 11) The suppliers should be capable to supply the entire requirement. However, JMF reserves the right to engage more than one supplier for critical item & for item required in large quantity.

Corrigendum if any will be published in JMF web site only.

Signature of the Bidder with stamp
Authorized Contact Person
Mobile No. _____



ELIGIBILITY AND QUALIFICATION REQUIREMENTS:

- 1) The bidders must meet the following minimum qualifying criteria:
- 2) The Bidder must be in the business of this type for the last 3 years
- 3) The bidder must be Manufacturer.
- 4) That, bidder in the same name & style, should be in business at least for three years at the time of bid opening. In case of change of name of the bidder by merger /acquisitions/change in status, the bidder may be eligible based on the documentary evidence.
- 5) Copy of the Income Tax Returns for three previous years for income tax purpose.
- 6) Copy of TDS certificate issued by the client to substantiate the claim for the value of works executed in the private sector.
- 7) Copy of form 26AS for the last three Financial years.



TERMS AND CONDITIONS OF THE BID

- 1) Participation in this tender is invited from the manufacturer only. When any item is required to be ISI marked, the manufactures/Suppliers along with their offer should attach photocopy of the required certificate.
- 2) Design, Art-Work, Plates, Cylinder making and development charges, if any, should be borne by the supplier /manufacturer and such price quoted, should be inclusive of all these charges.
- 3) The offered rate should be on the basis of F.O.R. at destination as mentioned in tender notice. The element of Goods & Service Tax, freight/ P&F/ Octroi, discount or any should be mentioned clearly stated, failing which it will be presumed that these elements are included in the rates quoted for. Breakup of the price quoted should be given.
- 4) The rate quoted by the bidder should be as per specification of items enclosed as Annexure-I
- 5) The interested Party/ bidder should submit its Company's Profile in the format enclosed as **Annexure-II** duly signed & stamped.
- 6) The rate should be quoted in the format enclosed as **Annexure-III**.
- 7) The tenders without earnest money will not be entertained. The firm registered with DGS&D, National small-scale industries Corporation or Govt. approved sources / Enterprises etc. are not exempted from deposit of earnest money
- 8) **EARNEST MONEY DEPOSIT:** a) Technical Bid should accompany an earnest money deposit of Rs. 10,000/- (Rupees Ten Thousand only) in the form of a Demand Draft drawn in favor of "Jharkhand State Co-Op. Milk Producers' Federation Ltd." payable at Ranchi on a scheduled/nationalized bank. JMF shall not be liable for payment of any interest on EMD.
 - a) Any request by the bidders to consider their EMD furnished by them to JMF for any other contract/ tender cannot be considered as EMD for this tender.
 - b) The EMD will be returned to the unsuccessful bidders soon after the orders are placed to the successful bidder. In case of successful bidder, the EMD shall be converted to performance security deposit and will be returned after completion of contract/ delivery, subject to successful performance.
 - c) If the tenders are cancelled or recalled on any ground(s), the EMD will be refunded to the agency/agencies.
 - d) The earnest money deposited for the tender will not be returned to the bidders till the acceptance of tender or three months or after finalization of tender, whichever is earlier.
- 9) The EMD will be forfeited in following cases:
 - a) If the bidder fails to accept the order based on his offer (bid) and within the prescribed time.
 - b) If the performance during the contract period **is found unsatisfactory**
- 10) The Tender is liable to be rejected in case EMD at prescribed rate is not furnished along with the tender.
- 11) The offer shall remain open for acceptance for a period of 90 days from the date of opening of tenders. Withdrawal of offer before expiry of validity period will result the forfeiture of the earnest money of the tenderers withdrawing his offer.



- 12) **VALIDITY OF QUOTATION/ OFFER:** The quotation must be valid for 90 days from the date of opening of quotations. JMF reserves the right to request the Bidder for the extension of the validity of the quotations. The Bidder will be at liberty to accept or reject the request.
- 13) **DELIVERY/ COMPLETION:** The deliveries will be as per schedule mentioned in contract/ order or as per requirement during the One (01) year Contract Period. The material is to be supplied strictly as per required specifications and delivery schedule. There will not be any compromise on the quality of the material and material not found as per our specifications is liable to be rejected.
- a) The goods will be properly packed before dispatch. All losses in transit due to improper / poor packing will be borne by the supplier.
 - b) Delivery period shall start within 30 days from date of receipt of order. In case of Cylinder making/ development, the delivery period should start within 30 days from the date of finalization of Cylinder proof by JMF in writing.
 - c) The Jharkhand Milk Federation also reserves the option to go in for the purchase of material at the risk and cost of the successful tenderers, if the party fails to give supplies as per our specifications and schedule. The extra amount if any, in doing so will be recoverable from the defaulter.
 - d) All inspection of the material will be carried out at our concerned Hotwar Dairy Plant after receipt of material and our decision regarding quality will be final and binding. In case of rejection, the supplier will give free replacement without any delay and objection within 15 days. Rejected goods if not lifted by the supplier within 15 days of intimation, shall be disposed of by consignee at the cost of supplier. No claims thereafter by the supplier will be entertained.
 - e) In case of non-supply of the material or any act of commission or omission of a supplier, the Jharkhand Milk Federation may cancel the tender & forfeit the earnest money of the party. In case of Major commission/omission, the party may be debarred/ black listed.
- 14) **LIQUIDATED DAMAGES (LD):**
- a) The bidder shall take appropriate steps to ensure that the delivery is completed within the stipulated time to avoid imposition of liquidated damages. In the event of any delay in delivery as per contract/ order schedule, liquidated damages @ 0.50% per week of the total order value will be recovered from the Bills submitted against the delivery/ consignment.
 - b) If any supplier has any genuine problem beyond his control for arranging the supplies as per our schedule, he will have to get the extension in delivery schedule well in time, failing which schedule given to him in original will be final. Request for extension in delivery schedule after expiry of schedule time and supply will not be entertained.
- 15) Even after inspection, if any defective material is observed during usage, the same shall stand rejected. It will not be obligatory to accept the lowest tender and the JMF reserves the right to accept/reject/scrap any or all of the tenders without assigning any reasons.
- 16) **CONTRACT PERIOD:** The contract/order will be valid for a period of One (01) Year. JMF may terminate the contract at any point of time during the contract period by giving 1-month notice.
- 17) **SUB-CONTRACTING OR SUB-LETTING:** The bidder is prohibited from sub-contracting or sub-letting of the work to any other agency.



18) PAYMENT TERMS:

- a) 100% within 30 days from the date of receipt and its acceptance.
 - b) The payments shall be made through NEFT/RTGS and all payments shall be made in Indian Rupees only.
- 19) CANCELLATION/TERMINATION OF ORDER BY JMF: If services are not found satisfactory during contract period, JMF reserves the right to cancel/terminate the contract by giving 30 days' notice. EMD shall be forfeited and Supplier may be blacklisted and shall be barred by JMF to do any business for next three years.
- 20) JMF reserves the right to verify/seek confirmation of all original documentary evidence submitted by Bidder in support of above-mentioned eligibility criterion. In case any information furnished by the bidder is found to be false/incorrect at any stage, the bid shall be summarily rejected and no correspondence on the same shall be entertained.
- 21) Force Majeure: In the event of any unforeseen circumstances directly interfering with the supply of goods/work/service arising during the execution of order such as war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, earthquakes, explosions, epidemics, quarantine restrictions, strikes, lockouts, or acts of God, the Bidder shall, within a week from the commencement thereof, notify the same in writing to the Purchaser with reasonable evidence thereof. Either party shall have the option to terminate the contract on expiry of 30 days of commencement of such force majeure by giving 14 days "notice to the other party in writing. In case of such termination, no damages shall be claimed by either party against the other.
- 22) Code of Ethics: The Purchaser as well as the Bidder shall observe the highest standard of ethics including laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988", during the procurement or execution of such supply, installation and commissioning orders. If the bidders are found in Bid pooling or against law against fraud and corruption, then their firms may be blacklisted.
- 23) Submission of tenders shall carry the undertaking that the tenderer concerned has studied the terms and conditions, specifications, quality, type, character and workmanship of the materials tendered.
- 24) Jurisdiction: In case of any dispute, arising out of the contract, the same will be referred to sole arbitration of M.D., Jharkhand State Cooperative Milk Producers' Federation Limited or his authorized representative whose decision in the matter will be final and binding on both the parties. For all legal matters & dispute Ranchi court shall be our jurisdiction.

We confirm with our acceptance to the Terms & Conditions stated under point 1 to 23 above.

Signature of the Bidder with stamp
 Authorized Contact Person
 Mobile No. _____



ANNEX – I - TECHNICAL SPECIFICATIONS

Aluminum Foil Lids

A. For Curd cup packing of 100 g capacity

Sl. No.	Description	Parameter
1.	Cup material	Polystyrene (HIP) food grade
2.	Cup capacity (g)	80/100 g
3.	Cup top diameter	69 mm
6.	Aluminum foil lid :	
	Dia (mm)	69.50 mm (suitable for packing 100gm Curd cup)
	Thickness	30 mic
	Printing	Single Colour with 'Medha' logo
	Artwork	Artwork to be provided by JMF

B. For Curd cup packing 200 g capacity

Sl. No.	Parameter	Parameter
1.	Cup material	Polystyrene (HIP) food grade
2.	Cup capacity (ml)	200 g
3.	Cup top diameter	95 mm
6.	Aluminum foil lid :	
	Dia (mm)	95.50 mm (suitable for packing 200 g Cup Curd)
	Thickness	30 mic
	Printing	Single Colour with 'Medha' logo
	Artwork	Artwork to be provided by JMF

N.B.: Final printing of Aluminum Foil Lids to be done only after written confirmation/ approval from JMF office on art work.



Tenderer's Profile – Annex- II

No	Details		
1	Name of Vendor/ Tenderer		
2	Address Of Registered Office		
3	Address Of Factory/ Works		
4	Name Of Contact Person		
5	Contact Nos.		
6	Type Of Firm : Ltd Co/ Pvt. Ltd. / Partnership/ Proprietor		
7	Nature Of Firm: Manufacturer/ Traders / Autho. Dist. / Dealer		
8	Year Of Establishment		
9	Name Of Product, you Deal		
	Please, Specify in separate sheet (As per below Format)		
	S. No	Item Description (Shortly)	Make/Brand
10	G.S.T. No & Reg. Date		
11	PAN No & Date		
12	Turn Over Of last 3 Year (Rs.)		
	1.	2.	3.
13	If You have maintained any quality standard (Pl. Specify)		
14	Name Of Clients (If required, Pl. Specify in separate sheet)		
	1.	2.	3.
15	Min. Lead Time Required (Days)		
16	Bank Details		
	Name of Bank :		
	Branch Address:		
	Account No. :		
	IFSC Code :		
17	Documents to Be Attached		
	1. Copy of Registration + PAN Copy + GST Regn. 2. ISO Certificates 3. Autho. Dealership 4. Fin. Statements 5. Product Brochures 6. Copy of PO's (Min.5)		
Recommendation:			
Seal & Sign. Of Vendor			



ANNEX – III- COMMERCIAL BID

Name of Bidder:

SI No.	Item Description	Unit	Qty Req.	Ex Rate/ Unit (Rs.)	Total Amt. (Rs.)
1	Printed Aluminum Foil Lids – (For Cup top diameter 69 mm) for packing Dahi/ Curd Cups 80gm	Nos	35,00,000		
2	Printed Aluminum Foil Lids – (For Cup top diameter 95 mm) for packing Dahi/ Curd Cups 200gm	Nos	2,00,000		
				Discount (if any): ___ %	
				Subtotal 1:	
				P & F:	
				Transportation/ Freight ___	
				___ %:	
				Insurance ___ %:	
				Subtotal 2:	
				GST: ___ %	
				Total Landed Cost (F.O.R.) :	

***The total amount should include GST, P&F, Freight/transport, Insurance etc. delivered at Site.**

I / We hereby declare that the information furnished above is true and correct.

We agree to supply the above goods /materials in accordance with the scope and technical specifications mentioned above.

"BIDDER TO FURNISH STIPULATED DOCUMENTS ALONG WITH TENDER IN SUPPORT OF FULFILLMENT OF TENDER CRITERIA. FURTHER CORRESPONDENCE IN THIS REGARD WILL NOT BE ENTERTAINED FOR ANY REASON. NON-SUBMISSION OR INCOMPLETE SUBMISSION OF DOCUMENTS MAY LEAD TO REJECTION OF OFFER."

Date:

Place:

Bidder's Signature & Seal

Name:

Designation