



JHARKHAND STATE COOPERATIVE MILK PRODUCERS'
FEDERATION LIMITED
REQUEST FOR QUOTATION

JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD

Near Farmers Training Centre Campus, Sec-II, H.E.C., Dhurwa,

Ranchi – 834004, Jharkhand

Phone no: 7544003404/7360035219/0651-2443055/62

Email: purchase@jmf.coop

Website: www.jmf.coop

TENDER DOCUMENT
FOR SUPPLY OF MILK PLASTIC HDPE CRATES (12
LTR SQUARE TYPES)



Tender No.: JMF-PP-Milk Crate-Square /2020-21/003

Tender Release date: 25.02.2020

Last Date for submission of Tender:

On or before: 20 Mar 2020 by 05.30 P.M.

Opening of Technical Tender:

Date: 21 Mar 2020 At 16.00 P.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 Bidder: _____

Address: _____

Telephone no: _____

Email Id _____

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TENDER INVITATION

Invitation for Tender/ Quotation for Supply of:

MILK PLASTIC HDPE CRATES (12 Ltr Square Type) with Branding

The Jharkhand State Cooperative Milk Producers' Federation Ltd. (JSCMPFL), 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 'Medha'. Under an MoU, **the Federation is being run & managed by the National Dairy Development Board (NDDB)**. The office is located at Ranchi, Jharkhand.

You are invited to submit your most competitive quotation for the following item(s): -

Sl. No.	Description of Materials	Qty	Unit	Remarks
1.	MILK PLASTIC HDPE CRATES , (12 LTR SQUARE TYPE)	10,000	Nos	The rate quoted must be on F.O.R. basis inclusive of P&F, Insurance, Freight, GST etc for delivery at our Medha Dairy Plant, Hotwar, Ranchi-835217

1. NOTICE INVITING TENDER:

The Jharkhand Milk Federation (JMF), Ranchi invites sealed tenders under "TWO BID SYSTEM" for Supply of Milk Plastic HDPE Crates at the JMF (Jharkhand State Cooperative Milk Producers' Federation Ltd).

"Tenders/ offers may be submitted on or before **20 March 2020 by 17:30 hrs** in a sealed cover super scribing clearly "OFFERS FOR SUPPLY OF MILK PLASTIC HDPE CRATES, CAPACITY-12 LTR" at the following address: "Jharkhand State Cooperative Milk Producers' Federation Ltd. Medha Dairy Plant, Beside Birsa Munda Central Jail, Hotwar, Ranchi – 835217 (Jharkhand), India".

2. Mode of Submission of tender:

Interested Bidders/ Parties need to submit the Tender under two stage bidding system i.e. Pre-Qualification/Technical Bid (Envelope-I) and Financial Bid (Envelope-II) which shall be put under one main envelope (cover) as below:

Envelope I: Technical Bid: The bidder should submit the technical documents (mentioned herein) and shall be put under one envelope (Envelope -I) mentioning "TECHNICAL BID FOR SUPPLY OF MILK PLASTIC HDPE CRATES -12 LTR CAPACITY".

The tender documents should carry catalogue & detailed specifications of the quoted item along with copy of GST Registration, PAN, Cancelled Cheque and other requisite documents along with Tender's profile (enclosed as Annex-I).

Envelope 2: Commercial Bid: The bidders should quote the rates for the items in Indian Rupees in the format enclosed as Annex-II (Financial /Commercial Bid Format) and shall be put under one envelope (Envelope-II) mentioning "COMMERCIAL BID FOR SUPPLY OF MILK PLASTIC HDPE CRATES -12 LTR CAPACITY".

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). The Price Bid under the second cover shall be opened / considered for only those Applicants whose technical Applications / specification of item(s) are found responsive to eligibility and qualifications as per JMF requirements as per Tender document.

N.B:- The tenderer/ bidder are instructed to read the complete bid document carefully. The following points may be noted so that mistakes/lapses/shortcomings during Bid submission may be avoided.

3. INSTRUCTIONS TO BIDDERS

- 3.1 The tender documents can be downloaded from our website www.jmf.coop from 05.03.2020.
 - 3.2 All the tenders will be acceptable only in 'Sealed Envelope' on or before the due date.
 - 3.3 The Tender shall be duly filled and all pages of the tender should be signed by the Authorized Signatory of Bidder with company seal.
 - 3.4 The bidder should strictly follow the scope of work/specifications of the items mentioned in Annexure -III for quoting/ offering the price. The bidder may contact JMF for any clarifications on the specifications if required.
 - 3.5 Bid Currencies: -The rate/ price should be quoted in Indian Rupees only.
 - 3.6 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.
 - 3.7 The tenderer shall have to pay **EMD** amount of Rs. **15,000/-** (INR Fifteen 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.**
 - 3.8 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.
 - 3.9 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.
 - 3.10 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. _____

4. **ELIGIBILITY AND QUALIFICATION REQUIREMENTS:**

The bidders must meet the following minimum qualifying criteria:

- 4.1 The Bidder must be in the business of this type for the last 5 years
- 4.2 Only Manufacturer of Crate shall be considered.
- 4.3 Bidder must be registered under GST Act.
- 4.4 Copy of the Income Tax Returns for three previous years for income tax purpose.
- 4.5 Copy of TDS certificate issued by the client to substantiate the claim for the value of works executed in the private sector.
- 4.6 Copy of form 26AS for the last three Financial years.
- 4.7 Minimum turnover of Rs. 1 crore per year during each of the last three years (valid and certified proof has to be attached);
- 4.8 Bidder/Manufacturing/Supplier unit who has been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting.
- 4.9 Bidders should furnish stipulated documents in support of fulfillment of qualifying criteria. Non submission or incomplete submission of documents may lead to rejection of offer.

Interested bidders are instructed to read the complete bid document carefully and submit their valuable Tender on or before the due date mentioned above.

Late submission of Tender & Tender sent through email will not be considered in any case.

5. **TERMS & CONDITIONS:**

- 5.1. Jharkhand State Cooperative Milk Producers' Federation Limited hereinafter will be referred as "Purchaser" and the bidder hereinafter referred as "Supplier" in the tender document.
- 5.2. 'Sealed tenders/ offers may be submitted to the undersigned on or before **20 March 2020** by 17:30 hrs in a sealed cover super-scribing clearly with "**OFFERS FOR SUPPLY OF MILK PLASTIC HDPE CRATES -12 LITER CAPACITY**"
- 5.3. The Bidder interested, shall fill their complete profile in the attached Annexure – I.
- 5.4. The supplier must submit detailed Technical Specification of the above item along with tender document. The item must be as per technical specification provided in Annex-III
- 5.5. The Supplier should quote for the job/ items in the prescribed format mention enclosed as Annex-II.
- 5.6. Each Bidder shall submit only one quotation. Bidder shall not contact other Bidders in matters relating to this Quotation.
- 5.7. The Supplier must quote for the items requested inclusive of all taxes and duties, P& F, Insurance, Freight, Branding and other levies payable on the materials and components shall be included in the total price and it should be on F.O.R destination basis.
- 5.8. No tenders/rates by way of Email/Fax/Telex etc. will be accepted /considered unless JMF specifically asks for rates through such mode of communication.

- 5.9. **Specification:** The Supplier must confirm in writing that the goods supplied by them shall be as per specification of goods mentioned in Annexure – “III” and in case of any variation; the contract shall be liable to be cancelled immediately. The EMD/Security Deposit will also be forfeited.
- 5.10. **Quality of goods:** The supplier will be entirely responsible for quality of supplied goods/ materials. The supplier should replace the rejected/ damaged stores within 10 days, failing which penalty will be imposed by the Purchaser.
- 5.11. Certificate of Analysis/ MSDS/ Food Grade Certificate shall be provided with material along with the supply and bid documents.
- 5.12. **Delivery:** All the goods/ materials ordered shall be delivered within 20 days from the date of issuing purchase order. All the aspects of safe delivery & installation shall be the exclusive responsibility of the supplier.
- 5.13. Materials to be suitably packed & properly sealed, free from any tampering or being pilferage and protection to prevent damages during transit.
- 5.14. **Warranty / Guarantee:** The Supplier must quote for 01 years’ Manufacturing/comprehensive warranty from the date of completion of the satisfactory supply.
- 5.15. GST, Packing & Forwarding, Freight, Insurance and other incidental charges shall be shown separately.
- 5.16. The Prices shall be quoted in Indian Rupees only.
- 5.17. The Supplier should put his initial on all pages of the tender document. The conditions mentioned in different parts of the tender documents are co-related and explanatory to each other. If any of the points are found contradictory, purchaser decision will be final and bidding.
- 5.18. For ready reference, we are providing standard quotation format for quoting the price. Please quote your price in attached format given at Annex-III only.
- 5.19. **Payment Terms:** The payment terms would be 100% within 30 days against receipt of materials against submission of bill.
- 5.20. **Consignee/Delivery Address:** Medha Dairy Plant (A unit of Jharkhand Milk Federation), Beside Birsa Munda Central Jail, Hotwar, Ranchi, Jharkhand
- 5.21. **Legal Jurisdiction:** All disputes or differences arise shall be subject to the exclusive jurisdiction of court within the limit of Ranchi.
- 5.22. **Clarification of Bids:** To assist in the examination, evaluation and comparison of bids, the empowered committee/ official may ask bidders individually for clarification of their bids, including breakdowns of unit prices. The request for clarification and the response shall be in writing or e mail, but no change in the price or substance of the bid shall be sought, offered or permitted except as required to confirm the correction or arithmetical errors discovered during the evaluation of the bids.
- 5.23. 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.

- 5.24. 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.
- 5.25. **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.
- 5.26. 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.
- 5.27. JMF reserves the right to accept or reject any or all the offers without assigning any reason thereof. Managing Director, JSCMPFL shall be Arbitrator in case of any disputes and his decision will be final and binding on both the parties. For all legal matters & dispute Ranchi court shall be our Jurisdiction. Any money found recoverable shall be recovered under the public Demand Recovery Act without prejudice to any other mode of recovery.

6. VALIDITY OF QUOTATION

- 6.1. 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.
- 6.2. The rates quoted by the Supplier shall be fixed for the duration of 60 days from the last date of submission of the tender and shall not be subject to increase on any account.

7. EMD (EARNEST MONEY DEPOSIT)

- 7.1. Technical Bid should accompany an earnest money deposit of Rs. 15,000/- (Rupees Fifteen 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.
- 7.2. 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.
- 7.3. 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.

- 7.4. If the tenders are cancelled or recalled on any ground(s), the EMD will be refunded to the Manufacturer/Suppliers.
- 7.5. 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.
- 7.6. No interest will be paid on this EMD deposit.

8. AWARD OF CONTRACT

The Purchaser will award the contract to the Supplier whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

Managing Director
Jharkhand State Coop Milk Producers'
Federation Ltd

ANNEXURE- I

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)
		1	
10	G.S.T. No & Reg. Date		
11	PAN No & Date		
12	Turn Over Of last 3 Year (Rs.)	1.	2.
13	If You have maintained any quality standard (Pl. Specify)	3.	
14	Name of Clients (If required, Pl. Specify in separate sheet)	1.	2.
15	Min. Lead Time Required (Days)	3.	
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

ANNEXURE –II

PRICE/FINANCIAL BID FOR MILK PLASTIC HDPE CRATES

Supplier's Ref. No. _____

Date: _____

SI No.	Item Description	Unit	Qty Req.	Ex Rate/ Unit (Rs.)	Total Amt. (Rs.)
1	MILK PLASTIC HDPE CRATES WITH SCREEN PRINTING (12 Ltr Square Type), Colour: Pepsi Blue	Nos	10,000		
				Discount (if any): ___%	
				Subtotal 1:	
				P & F:	
				Transportation/ Freight	
				___%	
				Insurance ___%	
				Subtotal 2:	
				GST: ___%	
				Total Landed Cost (F.O.R.) :	

*The total rate 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.

"SUPPLIER 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."

We also confirm that the normal commercial warrantee/guarantee of months shall apply to the offered goods.

Date:

Place:

Tenderer Signature & Seal

Name:

Designation:

ANNEXURE –III

TECHNICAL SPECIFICATION FOR MILK PLASTIC HDPE CRATES: -

Specifications of Milk Crates

- Made from Food grade materials
- 100% hygienic.
- Strong and durable

Size: (OD) : 471mm (L) x 378mm (W) x 168 (H)mm. (± 3 mm)

(ID) : 427mm (L) x 335mm (W) x 155 (H)mm. (± 3 mm)

Weight : 1.5 Kg $\pm 2\%$

Material : HDPE

Capacity : For handling of 6 Lit Milk Packets x 2 Nos. With Partition height of 88 mm (8.8cm).

500 ml Milk Packets x 24 Nos. With Partition height of 88 mm (8.8cm).

Colour : Pepsi Blue or Decided by JMF

Printing : On both side of the length portion of Milk Crates following should be mentioned: 'MONTH/ 2020'. (**COLOR OF MEDHA ON CRATE SHOULD BE IN WHITE COLOR**), Use other than Medha Milk is Punishable Offense.