



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

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

PHONE: (0651) 2543062, MOB: 7544003404/7360035219,

EMAIL: PURCHASE@JMF.COOP

TENDER / BIDDING DOCUMENT

(COMPLETE BIDDING DOCUMENT)



**Tender for Supply of Office /Lab Chairs
at Medha Dairy Plant, Hotwar, Ranchi**

Cost of Tender Document – Rs. NIL/-

Tender Ref. No.:

Tender Release date: 21.03.2020

Last Date for submission of Tender:

On or before: 27-Mar-2020 by 05.30 P.M.

Opening of Tender:

Date: 28-Mar-2020 At 11.30 A.M.

At Medha Dairy Plant.

Hotwar, (Khelgaon), Ranchi,

Jharkhand – 835217

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

INDEX

<u>SI No.</u>	<u>Description</u>	<u>Page Nos</u>
1	Tender Notice	3
2	Tender Invitation Detail	4
3	Eligibility & Qualification Criteria	5
4	Terms & Conditions	6 - 8
5	Instructions to Bidders	9
6	Specifications & Scope of Work (Annexure – I)	10 - 11
7	Layout & Drawing (Annexure-II)	12

To be filled and submitted by Tenderer

10	Annexure-III: Technical details (Tenderer's Profile)	13
11	Annexure-IV : Financial /Commercial Bid	14



TENDER INVITATION DETAIL

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 'Medha'. Under an MoU, the Federation is being run & managed by the National Dairy Development Board (NDDB). The office is located at Ranchi.

Jharkhand State Cooperative Milk Producers' Federation Ltd. (JMF), hereby intends to invite tender /quotation from relevant manufacturer/ authorized dealers/ distributors/ firms to submit their quotation / Tender in sealed envelope by post/ courier/ by hand as per below details mentioned herein.

Sl No.	Description	Make/ Model No	Qty Required	Colour	Delivery Location
1	Office /Lab Chairs	Make: NILKAMAL Model: MIRAGE -High Back (560W x 680D x 1040H)	10 Nos	Black	Medha Dairy Plant (A Unit of Jharkhand State Co-Op. Milk Producers' Federation Ltd.) Near Birsa Munda Central Jail, Hotwar, Ranchi – 835217
2		Make: NILKAMAL Model: THAMES – Mid Back (670W x 645D x 1095H)	90 Nos	Black	
3	Laboratory Revolving Stool	Leg Material: SS Top Material: Cushion Height adjustable	20 Nos	Black	

The tender is to be submitted in Single Stage as 'Techno-Commercial'. The Sealed Tender to be submitted superscripting the details of tender no. and the labelling as "**Tender for Supply of Office / Lab Chairs**"

The offers/tenders in sealed envelope should reach on or before 27.03.2020 by 05.30 PM at the following office address.

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)

TENDER DETAILS ARE AS BELOW:

- a. **Tender Document Cost:** Rs. NIL
- b. **Earnest Money Deposit:** Rs. NIL
- c. **Last date & time for submission of bids/tenders** : 27 Mar 2020 (05.30 pm)
- d. **Date & time of opening of Bid:** : 28 Mar 2020 at 11:30AM
- e. **Bid validity up to:** 90 days from the date of opening of bid

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



INSTRUCTIONS TO BIDDERS

- 1) The tender documents can be downloaded from our website www.jmf.coop from 21.03.2020.
- 2) 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) The bidder should strictly follow the specifications, make/brand for quoting/ offering the price.
- 4) Bid Currencies: -The rate/ price should be quoted in Indian Rupees only.
- 5) 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.
- 6) The Tenders will be opened on the prescribed date (if mentioned) 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.
- 7) 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
- 8) The suppliers should be capable to supply the entire requirement.
- 9) Corrigendum if any will be published in JMF web site only.

Signature of the Bidder with stamp
Authorized Contact Person

Mobile No. _____



ELIGIBILITY AND DOCUMENTATION CRITERIA:

The bidders must meet the following minimum qualifying criteria:

- 1) The Bidder must be in the business of this type for the last 3 years.
- 2) The bidder must be Manufacturer/Authorized Dealer / for supply of items requested in tender.


The Documents required are:

- 3) A copy of Authorization Letter of the Brand quoted (If bidder is authorized dealer)
- 4) Copy of the Income Tax Returns for three previous years for income tax purpose.
- 5) Copy of GST
- 6) Copy of PAN Card
- 7) A Cancelled Cheque
- 8) Detailed Specification of items with Catalogue (if any)
- 9) Tender document duly signed and stamped by authorized signatory.
- 10) Tender's Profile (as per Annexure - I enclosed in Tender)



TERMS AND CONDITIONS: -

- 1) The Tenderer/ Bidder must submit its profile duly filled and stamped as per **Annexure- I**.
- 2) The rate should be quoted in the format enclosed as **Annexure-II** (COMMERCIAL BID).
- 3) The tenderer should provide after sales support (warranty/service) for any maintenance for the period of one (01) year from the date of DELIVERY.
- 4) **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.
- 5) Participation in this tender is invited from the manufacturer/Authorized Dealer only.
- 6) The bidder shall attach the copy of the authorization letter as the proof of authorization dealer/distributor.
- 7) 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.
- 8) The material is to be supplied strictly as per required specifications.
- 9) In case of any dispute the legal jurisdiction shall be within the jurisdictions of Ranchi only.
- 10) **DELIVERY/ COMPLETION:** Within 30 days from the date of issue of PO.
- 11) The goods will be properly packed before dispatch. All losses in transit due to improper / poor packing will be borne by the supplier.
- 12) 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.
- 13) **PAYMENT TERMS:**
 - a. **For Supply:** 100% within 30 days from the date of receipt of materials/ services and its acceptance.
 - b. The payments shall be made through NEFT/RTGS and all payments shall be made in Indian Rupees only.
- 14) **Warranty Clause:** Goods manufactured should be free of defects in material and workmanship for 12 months from the date of receipt of delivery and commissioning.
- 15) 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.
- 16) **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.

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- 17) **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.
- 18) 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.
- 19) **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.
- 20) Place of submission & opening of Tender:
Medha Dairy Plant
Near Birsa Munda Central Jail, Hotwar, Ranchi – 835217
(Contact No. 7544003404/ 7360035219)

Managing Director
Jharkhand State Cooperative Milk
Producers’ Federation Ltd

I/We do hereby declare that I/We have gone through the above cited terms and conditions before filling up our rates and submission of the Tender document and agree to abide by the terms and conditions stipulated therein.

SIGNATURE OF THE TENDERER WITH SEAL

Date:



Tenderer's Profile

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)	Email IDs		
7)	Type Of Firm : Ltd Co/ Pvt. Ltd. / Partnership/ Proprietor		
8)	Nature Of Firm: Manufacturer/ Traders / Autho. Dist. / Dealer		
9)	Year Of Establishment		
10)	Name Of Product, you Deal		
	Please, Specify in separate sheet (As per below Format)		
	S. No	Item Description (Shortly)	Make/Brand
11)	G.S.T. No & Reg. Date		
12)	PAN No		
13)	Turn Over Of last 3 Year (Rs.)	1. 2. 3.	
14)	If You have maintained any quality standard (Pl. Specify)		
15)	Name Of Clients (If required, Pl. Specify in separate sheet)	1. 2. 3.	
16)	Min. Lead Time Required (Days)		
17)	Bank Details	Name of Bank : Branch Address: Account No. : IFSC Code :	
18)	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 – II- COMMERCIAL BID

Name of Bidder:

Sl. No.	Item Description	Offered Make	Unit	Qty Req.	Rate/ Unit (Rs.)	Total Amt. (Rs.)
1	Supply of Office / Lab Chairs	Make: NILKAMAL Model: MIRAGE -High Back (560W x 680D x 1040H)	Nos	10		
2		Make: NILKAMAL Model: THAMES – Mid Back (670W x 645D x 1095H)	Nos	90		
3	Laboratory Revolving Stool	Leg Material: SS Top Material: Cushion Height adjustable	Nos	20		
					Discount (if any): ___%	
					Subtotal 1:	
					P & F:	
					Transportation/ Freight __ %:	
					Insurance ___%:	
					Subtotal 2:	
					GST: ___%	
					Total Landed Cost (F.O.R.) :	

FOR ANY CLARIFICATIONS PLEASE
CALL US ON 7544003404/ 7360035219

OR EMAIL US ON : PURCHASE :JMF.COOP

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 specifications mentioned in the tender.

Date:

Place:

Bidder's Signature & Seal

Name:

Designation