



JHARKHAND STATE COOPERATIVE MILK
PRODUCERS' FEDERATION LIMITED, RANCHI.

BIDDING DOCUMENT
**TENDER FOR PURCHASE OF PLASTIC SPOON/
PLASTIC STRAWS FOOD GRADE ON ANNUAL
RATE CONTRACT BASIS**

(COMPLETE BIDDING DOCUMENT)



JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LIMITED, RANCHI.

Ref. No. JMF/HOTWAR/P&P/03/ARC

Dated: -05/01/2019

Tender Invitation

Dear Sir,

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 H.O. is located at Sec-II., H.E.C., Near FTC Campus, Dhurwa, Ranchi – 834004

JMF (Jharkhand State Cooperative Milk Producers' Federation Limited, Ranchi), hereby invites tender (in sealed envelope) under two bid system i.e. technical and financial bids from the manufacturers for the purchase of following **Plastic spoon (Belcha Type) (Medha Embossed)/ Plastic Straws** on F.O.R basis for delivery at its Medha Dairy Plant, Hotwar, Ranchi.

Sl No.	Name of Item	Reqd. Qty (Pcs.)	Cylinder / Mould Charge (if any)	Purpose of Requirement	Remarks
1.	Plastic spoon (Belcha Type) (Embossed with 'Medha' Logo)	40,00,000	To be borne by the tenderer	For Use with Dahi Cups	The rate quoted must be on F.O.R. basis inclusive of P&F, Insurance, Freight, GST etc for delivery at our Hotwar Dairy Plant, Ranchi - 835217
2.	Plastic Straws (Food Grade Plastic P.P.) COLOUR.: - Natural	70,00,000		For Use with Lassi Pouch	

The bids shall be submitted in two separate envelopes (under one main envelope super-scribing: 'Tender for Supply of Plastic spoon (Belcha Type) (Medha Embossed)/ Plastic Straws.

* Item Nos. 1 shall be strictly be evaluated as per samples provided by the tenderer.

1. Cost of documents : Nil
2. Tender Start Date : 07.01.2019
3. Tender submission End Date & Time : 22.01.2019 at 17.00 hours
4. Tender Opening Date: : 23.01.2019 at 12.30 hours

All the tenders will be acceptable only in 'Sealed Envelope' on or before the due date. 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.

All tenders in which any of the prescribed conditions are not fulfilled or which have been vitiated by errors in calculations, totaling, or other discrepancies or which contain over writing in figures or words or corrections not initialed and dated will be liable to rejection.



JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LIMITED, RANCHI.

DETAIL NOTICE INVITING TENDER

SEALED-TENDERS are invited for supply of Plastic spoon (Belcha Type) (Medha Embossed)/ Plastic Straws in single stage two cover system i.e. Pre-Qualification/Technical Bid (Technical Envelope) and Financial Bid (Commercial Envelope) as below:

Envelope 1: Technical Bid

The bidder should submit EMDs, eligibility criteria, technical details as required in enclosed **Annex-I** and **Annex-II** in the Technical Bid.

Envelope 2: Commercial Bid

The bidders should quote the prices in Indian Rupees in price bid format in the Commercial Bid enclosed as **Annex-III**

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 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.

Requirement details:

Item Sl No.	Name of Item	Required Qty (Pcs.)	Delivery / Dispatch	Type of Order
1.	Plastic spoon (Belcha Type) (Embossed with 'Medha' Logo)	40,00,000	Within 30 days from the date of Order and shall be in phase manner during 01 Year Period.	Annual Contract Order
2.	Plastic Straws (Food Grade Plastic P.P.)	70,00,000		

The tenderer shall have to pay EMD Fee of Rs. 10,000/-. 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.**

Note: If the tenders are cancelled or recalled on any ground(s), the EMD will be refunded to the agency/agencies.

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.

ELIGIBILITY AND QUALIFICATION REQUIREMENTS:

1.0. The bidders must meet the following minimum qualifying criteria:

1.1. The Bidder must be in the business of this type for the last 3 years

1.2. The bidder should be Manufacturer/ supplier.



JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LIMITED, RANCHI.

2.0 Submission of Tender/Bid in Sealed Envelope

2.1. Technical Bid: - Under technical bid, the Tenderer/ bidder interested, shall fill its complete profile in the enclosed format **Annexure – II – “Tenderers’ Profile’** and all such documents as requested/ required.

2.2. The technical details/parameters of items must be mentioned as requested in enclosed **Annexure-I– ‘Technical Specifications’**.

2.3 Commercial Bid: -Under commercial bid, the price/ rate should be quoted on F.O.R. destination basis inclusive of packing forwarding, GST, insurance & transportation charges etc. in the enclosed format - **Annex-III–‘Commercial Bid’**.

2.4. Bid Currencies: -The rate/ price should be quoted in Indian Rupees only.

3.0 Period on Validity of Bids:-

3.1.Bids shall remain valid for 90 days after the date of bid opening prescribed by JMF, Ranchi. A bid valid for a shorter period shall be rejected as non-responsive.

4.0 Payment Terms: -

4.1 100% within 30 days from the date of receipt and its acceptance.

4.2. The payments shall be made through NEFT/RTGS and all payments shall be made in Indian Rupees only.

5.0 Price Escalation: -

5.1 Escalation clause is applicable in case of any change in raw material price during the contract period which shall be justified by the supplier in written.

GENERAL TERMS AND CONDITIONS

1. The rate should be on the basis of F.O.R. our 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.
2. Design, Art-Work, Plates, Cylinder/ Mould making and development charges, if any, will be borne by the supplier as such price quoted should be inclusive of all these charges.
3. 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.
4. The material is to be supplied strictly as per our 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.
5. The goods will be properly packed before dispatch. All losses in transit due to improper / poor packing will be borne by the supplier.
6. Delivery period shall start within 45 days from date of receipt of order. The delivery of the entire materials should be in phase manner as and when required by JMF during the annual contract period.



JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LIMITED, RANCHI.

7. Late supplies will attract penalty @ 0.5% per week or part thereof subject to a maximum of 5% of value of goods delayed.
8. 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.
9. 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.
10. 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.
11. 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.
12. 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.
13. Participation in this tender is invited from the manufacturer or their authorized dealer only. When any item is required to be ISI marked, the manufactures/Suppliers along with their offer should attach photocopy of the required certificate.
14. 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. 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.
16. 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.
17. 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.

Managing Director
Jharkhand Milk Federation




**JHARKHAND STATE COOPERATIVE MILK
PRODUCERS' FEDERATION LIMITED, RANCHI.**

ANNEX – I - TECHNICAL SPECIFICATIONS

1. Plastic spoon (Belcha Type)

(Embossed with “Medha” Logo) in Hindi/ English.

Material	Virgin Food Grade Plastic P.P.	
Colour	Transparent	
Logo	Medha (Embossed)	
Length	73 mm +/- 2mm	
Weight	0.6 gm	
Packing	1 x 12 pcs (tied with Rubber band)	
Packaging	Packed in Plastic Liner	

Picture of spoon with embossed logo “Medha”.

2. PRODUCT SPECIFICATIONS: PLASTIC STRAWS – (FOR LASSI)

Product	Plastic Straws – (for Lassi)
Material	Food Grade Plastic P.P.
Colour	Transparent
Logo	Not required
Dimensions	Dia : 04 mm (O.D) Thickness: 0.2mm Length: 155mm
Type	One Side Angular Cut
Packing	1 x 25 pcs (packed in plastic)



**JHARKHAND STATE COOPERATIVE MILK
PRODUCERS' FEDERATION LIMITED, RANCHI.**

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.
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			



**JHARKHAND STATE COOPERATIVE MILK
PRODUCERS' FEDERATION LIMITED, RANCHI.**

ANNEX – III- COMMERCIAL BID

Sl No.	Item Description	Qty	UOM	HSN Code	Ex- Rate /Unit (Rs.)	P&F, Freight/ Transport, Insurance etc	GST %	GST Amt. (Rs.)	Total Amt.* (on F.O.R. basis)
1	Plastic spoon (Belcha Type) (Medha Embossed)	40,00,000	Nos						
2	Plastic Straws (Food Grade Plastic P.P.), COLOUR.: - Natural (25 pieces per pouch PACKING PER BAG: - 200 pouch pack in LLDP bag & 5 such bag packs in a parceli.e.1000 pouch in a parcel).	70,00,000	Nos						
Notes:									

***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:

Tenderer Signature & Seal

Name:

Designation