



THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD

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

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

EMAIL: purchase@jmf.coop

TENDER / BIDDING DOCUMENT



Tender for Supply Office Steel Almirah at the Jharkhand State Cooperative Milk Producers' Federation Ltd

Tender Ref. No.:

Tender Release date: 05.02.2020

Last Date for submission of Tender:

On or before: 21-MAR-2020 by 03.30 P.M.

Opening of Technical Tender:

Date: 21-MAR-2020 At 04:30 PM.

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 OFFICE STEEL
ALMIRAH AT THE JHARKHAND STATE
COOPERATIVE MILK PRODUCERS'
FEDERATION LTD, RANCHI**



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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.

Sealed Tenders under "TWO BID SYSTEM" for Supply Office Steel Almirah are invited from relevant manufacturer/ authorized dealers/ distributors/ firms on FREE DELIVERY AT SITE (F.O.R. basis) for delivery at Latehar (20 Nos), Lohardaga (15 Nos), Dhurwa, Ranchi (35 Nos) and Hotwar, Ranchi (30 Nos).

The requirements are below:

Sl No.	Description of Item	QTY	Delivery Location	Warranty Period	Remarks
1.	Supply of Office Steel Almirah	100 Nos	Latehar, Lohardaga & Ranchi	12 months	

Tender detail is mentioned herein below:

1. **Document Cost** : Rs. NIL/-
2. **Earnest Money Deposit (EMD)** : Rs. NIL/-
3. **Last Date & Time for receipt of Tender.** : On or Before - **21.03.2020 by 03.30 P.M.**
4. **Date & Time of tender Opening** : **At 4.30 P.M. on 21.03.2020.**
5. **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)

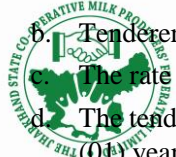
TERMS AND CONDITIONS: -

The Bidders should submit the proposal as follows:

- A. Technical Bid
- B. Price Bid
- A) Technical Bid

Technical Bid should contain:

- a. Tenders must fill its profile in the format attached as **Annexure –I.**



- b. Tenderers must follow the scope of work and specifications as detailed in **Annexure- II**.
 - c. The rate should be quoted in the format enclosed as **Annexure-III (COMMERCIAL BID)**.
 - d. The tenderer should provide after sales support (warranty/service) for any maintenance for the period of one (01) year from the date of supply.
 - e. The material quality supplied should be mentioned in the tender.
 - f. Copy of Goods & Service Tax registration.
 - g. Copy of PAN Card.
- B) Price Bid**
- a. The rate offered should be F.O.R. destination (inclusive of P&F, Freight, GST, Service Charge, etc)
 - b. Overwriting /Cutting should be avoided and be attested if any.
 - c. The Prices shall be quoted in Indian Rupees only.
1. **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.
 2. Participation in this tender is invited from the Manufacturer/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.
 3. The bidder shall attach the copy of the authorization letter as the proof of authorization dealer/distributor.
 4. 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.
 5. 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.
 6. In case of any dispute the legal jurisdiction shall be within the jurisdictions of Ranchi only.
 7. **DELIVERY/ COMPLETION:** Within 10 days from the date of issue of PO.
 - 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. 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.
 - c. All inspection of the material will be carried out at our concerned 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.
 - d. 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. In case of Major commission/omission, the party may be debarred/ black listed.
 8. **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.
9. 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.
 10. **SUB-CONTRACTING OR SUB-LETTING:** The bidder is prohibited from sub-contracting or sub-letting of the work to any other agency.
 11. **PAYMENT TERMS:**
 - a. 100% payment within 30 days after receipt of materials & submission of bills.
 - b. The payments shall be made through NEFT/RTGS and all payments shall be made in Indian Rupees only.
 12. **Comprehensive Warranty Clause:** 12 months from the date of supply.
 13. 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.
 14. **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.
 15. **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.
 16. 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.
 17. **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.

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. I/We agree to abide by the terms and conditions stipulated therein.



Date:

INSTRUCTIONS TO BIDDERS

- 1) The tender documents can be downloaded from our website www.jmf.coop from 14 Mar 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 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.
- 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 QUALIFICATION REQUIREMENTS:

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 /Distributor for supply of items requested in tender.
- 3) 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.
- 4) Copy of the Income Tax Returns for three previous years for income tax purpose.
- 5) Copy of TDS certificate issued by the client to substantiate the claim for the value of works executed in the private sector.
- 6) Copy of form 26AS for the last three Financial years.



Tenderer's Profile – Annex- 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)	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:			

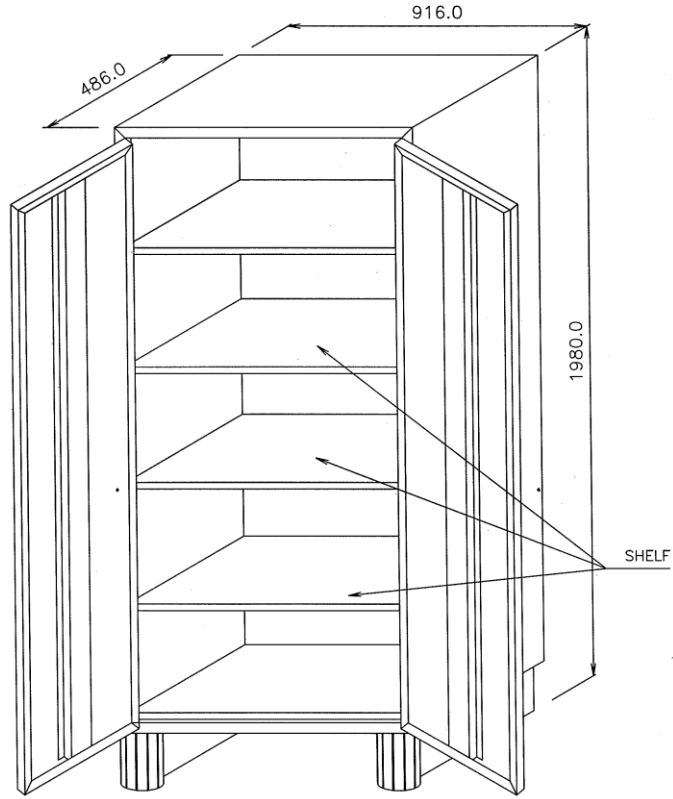


Seal & Sign. Of Vendor

ANNEX – II –

TECHNICAL SPECIFICATIONS OF OFFICE STEEL ALMIRAH

Sl. No	Feature or Parameter	Specifications
1	Product Size	1980 (± 0.05 mm) (h) x 916 (± 0.05 mm) (w) x 486 (± 0.05 mm) (d) mm
2	Construction & Materials	Welded Construction
		0.7mm thk (± 0.07 mm) CRCA for Shelf or higher
		0.8mm thk (± 0.08 mm) High Yield Strength CRCA for doors and back or higher
		0.9mm thk (± 0.08 mm) CRCA for all other components or higher
	Adjustable make five compartment high quality cold rolled close annealed (CRCA) sheet anticorrosion treated components	
3	Locking & Handle	Mazak Handle or Equivalent
4	Shelving	Height wise adjustable Shelf Mounting
		Uniformly Distributed Load Capacity per each full Shelf is 40 Kg maximum
		4nos or 5nos of adjustable full shelf
5	Colour	Grey Colour
6	Finish	Epoxy Powder Coated to the Thickness of 50 microns (± 10).





**ANNEX – III-
COMMERCIAL BID**

Name of Bidder: _____

Sl. No.	Item Description	Offered Make	Unit	Qty Req.	Ex Rate/ Unit (Rs.)	Total Amt. (Rs.)
1	SUPPLY OF OFFICE STEEL ALMIRAH		Nos	100		
					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