



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

FTC CAMPUS, SEC-2, DHURWA, RANCHI – 834004  
Ph.: +91-(0651) 2270046, MOB: 7544003404/7544003412,  
Email: purchase@jmf.coop



## TENDER DOCUMENT

# FOR SUPPLY OF STEAM COAL- 50MT AT MEDHA DAIRY PLANT, SARATH- DEOGHAR

### Single Stage – Two Envelope Bid

TENDER NO.: JMF-PP-STEAM COAL-SARATH/2022-23/034

Date of Tender : 28 Sep 2022  
Last date for submission of Tender : 19 Oct 2022 by 15:00 hrs

Filled in tender document duly signed & stamped in all pages of tender document should reach us on or before date at the below address:

#### Opening of Technical Tender:

**Date: 19 Oct 2022 at 15.30 Hrs**

At Medha Dairy Plant,  
Hotwar, (Khelgaon), Ranchi,  
Jharkhand - 834012

#### Opening of Financial Tender:

Shall be notified Later after opening of  
Technical Bid.

Name of Tenderer : \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Off. Ph. No. : \_\_\_\_\_ Mobile No. : \_\_\_\_\_  
Email ID : \_\_\_\_\_ Website : \_\_\_\_\_

**Tender Fee: Rs. 1,000/-**

**EMD Amount Rs. 8,000/-**

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## 1. TENDER INVITATION

### **SEALED TENDER/QUOTATION IS BEING INVITED FOR SUPPLY OF STEAM COAL-50MT**

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)**.

Sealed tenders/offers are invited from reputed Agency/ Coal Trader/Suppliers for the supply of Steam Coal (GCV 5500-5800).

The list of items required; its quantity is listed herein below:

Sl. No.	Name of Items	Qty	Delivery Period
1	SUPPLY OF STEAM COAL (GCV 5500-5800), (Grade A, Moisture- Max 8%, Ash Content- Max 14%) at Medha Dairy Plant, Sarath, Deoghar	50 MT	Within 10 days from the date of issue of order

**The rate quoted must be on F.O.R. basis inclusive of P&F, Insurance, Freight, GST etc.**

Sealed tenders/ offers may be submitted at the below address **on or before 19 Oct 2022 by 15:00 hrs** in a sealed cover super-scribing clearly with "**OFFER FOR SUPPLY OF STEAM COAL (GCV 5500-5800) FOR SARATH DAIRY PLANT**".

#### **TENDER SUBMISSION:**

The evaluation will be done based on the Successful Bidder, whose bids are found eligible and has offered the lowest landed cost to Medha Dairy plant.

Filled in tender document duly signed & stamped in all pages of tender document along with refundable EMD amount of Rs. 8,000/- should be submitted **on or before 19 Oct 2022 by 15:00 hrs** in a sealed cover super-scribed clearly with "**OFFER FOR SUPPLY OF STEAM COAL (GCV 5500-5800) FOR SARATH DAIRY PLANT- DEOGHAR**" at the below address:

#### **Medha Dairy Plant,**

(A Unit of Jharkhand State Co-Op. Milk Prod. Fed. Ltd.),  
Beside Birsa Munda Central Jail,  
Hotwar, Ranchi – 834012 (Jharkhand)  
Contact no. 0651-2270046

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## TENDER SCHEDULE

<b>Mode of Submission of Bids</b>	in 'SEALED ENVELOPE'
<b>Last Date &amp; Time of Submission of Bids</b>	<b>19 Oct 2022 by 15:00 Hrs</b>
<b>Tender fee</b>	Rs. 1,000/- (non-Refundable)
<b>Earnest Money (EMD)</b>	Rs. 8,000/-
<b>Date &amp; Time of Opening of Bids (Part-I)</b>	<b>19 Oct 2022, 15:30 Hrs</b> (Only Technical Bids shall be opened)
<b>Date &amp; Time of Opening of Bids (Part -II)</b>	Shall be notified to technically qualified bidders Only
<b>Place for submission / Opening of Bids</b>	Medha Dairy Plant, (A unit of Jharkhand State Coop. Milk Prod. Fed. Ltd., Ranchi), Beside Birsa Munda Central Jail, Khelgaon, Hotwar, Ranchi 834012

SEALED-TENDERS are invited for Supply of Steam Coal (GCV 5500-5800) in single stage two cover system i.e. Technical Bid (Technical Envelope) and Financial Bid (Commercial Envelope) as below:

### **Envelope 1: Technical Bid**

The bidder should submit relevant documents, eligibility criteria, technical details as required in enclosed **Annex-I & Annex-II**.

### **Envelope 2: Commercial Bid**

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

The **EMD** amount in form of **Demand Draft/RTGS** should be submitted in the Tender Bid Document Cover.

Under this process, the Eligibility and qualification of the Applicant/ Agency will be examined based on the details submitted in 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.



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## CHECKLIST TO BE SUBMITTED BY THE BIDDER ALONG WITH TECHNICAL BID (\*)

Sr. No.	Item	Submitted Yes/ No	Remarks if any
(*) Checklist is Mandatory to fill and attached with technical Bid.			
1.	EMD (Bid security) in original or payment by NEFT/RTGS submitted to JMF, Ranchi before last date of receipt		
2.	Tender Fee ( <b>Rs. 1,000 /- (Rupees One thousand Only)</b> ) submitted to JMF, Ranchi before last date of receipt		
3.	Submitted following documents:		
i.	Certificate of incorporation of the firm (Company act/Partnership etc.)		
ii.	Registration certificate of GSTIN, PAN, PF, ESI, Registration if any		
iii.	Profit & Loss Statement, Balance sheet for last 3 financial years including audit report		
iv.	Copy of the Income Tax Returns for three previous years for income tax purpose.		
v.	Copy of TDS certificate issued by the client to substantiate the claim for the value of works executed in the private sector.		
vi.	Copy of form 26AS for the last three financial years.		
4.	Technical & Bidding Terms Deviation if any		
5.	Power of attorney submitted (If bid is signed by other than Director/MD)		



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## 2. INSTRUCTIONS TO BIDDERS

- 1) The Bidder is expected to examine all instructions, forms, terms, and specifications in the Bidding Document. Failure to furnish all information or authentic documentation required by the Bidding Document may result in rejection of the Bid.
- 2) The Bid shall comprise of two envelopes (one containing the Technical Bid and the other the Financial or Price Bid) to be submitted simultaneously under one main envelope.
- 3) The Bidder shall submit the Technical Bid and Financial Bid using the appropriate Bid Submission Format provided in Bidding/ Tender document or as requested in Bid document. The forms/ formats must be completed without any alterations to their format, and no substitutes shall be accepted.
- 4) Tender bid can be sent by post/ courier or submitted by hand at our office by time as specified in tender notice. Tenders received late will be rejected.
- 5) Bid can be submitted by hand or by post/ courier. For bids submitted by post or Courier, it is bidder's responsibility that bid reaches our office on or before the scheduled time and date.
- 6) In case tender opening date is declared a Holiday, bids shall be opened on next working day at the same time specified in tender.
- 7) The unit rates and the prices shall be quoted by the Bidder entirely in Indian Rupees unless otherwise specified in Bidding/ Tender document in case of International Competitive Bidding (ICB). All payments shall be made in Indian Rupees only, unless otherwise specified in the Bidding/ Tender document.
- 8) To establish their eligibility, Bidders shall complete the eligibility criteria specified /requested in the Bid/ Tender document.
- 9) To establish the conformity of the Goods and Related Services to the Bidding Document, the Bidder shall furnish as part of its Bid, the documentary evidence (specifications, designs and drawings and others), supply samples where asked for, demonstrate trials or carry out tests as specified in Bidding /tender document.
- 10) Any attempt by a Bidder to influence the Procuring Entity "The Jharkhand State Cooperative Milk Producers' Federation Ltd. (JMF)", in the examination, evaluation, comparison, and post qualification of the Bids or Contract award decisions may result in the rejection of its Bid, in addition to the legal action which may be taken by the Procuring Entity under the Act and the Rules.
- 11) Information relating to the examination, evaluation, comparison, and post-qualification of Bids, and recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until information on Contract award is communicated to all Bidders.
- 12) To assist in the examination, evaluation, comparison and qualification of the Technical or Financial Bids, the Bid evaluation committee may, at its discretion, ask any Bidder for a clarification regarding its Bid. The committee's request for clarification and the response of the Bidder shall be in writing.
- 13) Any clarification submitted by a Bidder with regard to his Bid that is not in response to a request by the Bid evaluation committee shall not be considered.
- 14) The determination of qualification of a Bidder in evaluation of Technical Bids shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder and in accordance with the qualification criteria indicated in Qualification and Evaluation Criteria. Factors not included in Qualification and Evaluation Criteria shall not be used in the evaluation of the Bidder's qualification.
- 15) The Bid evaluation committee shall have full powers to undertake negotiations where it deemed necessary. Negotiations may, however, be undertaken only with the lowest Bidder(s) only.
- 16) JMF reserves the right to accept or reject any Bid, and to annul the Bidding process and reject all Bids at any time prior to Contract award without assigning any reasons thereof and without thereby incurring any liability to the Bidders.
- 17) JMF shall award the contract to the Bidder whose offer has been determined to be the lowest in accordance with the evaluation criteria set out in Evaluation and Qualification Criteria and if the Bidder has been determined to be qualified to perform the contract satisfactorily.



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### 3. ELIGIBILITY AND QUALIFICATION REQUIREMENTS:

The bidders must meet the following minimum qualifying criteria:

- 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.
- That, bidder should have valid registration under various act they may be applicable for the supply/contract proposed. This shall include but not limited to Income tax, Companies Act, Goods & Service Tax (GST), Welfare Cess Act apart from any other applicable tax-imposed time to time by State/Central Govt. and Employee State Insurance, Contract Labour, Provident Fund etc.
- That, bidder's financial turn-over in the same name & style during each of the last three financial years (to be specified in the bid document) should not less than 50% but relaxation can be extended with the approval of Competent Authority.
- Copy of the Income Tax Returns for three previous years for income tax purpose.
- Copy of TDS certificate issued by the client to substantiate the claim for the value of works executed in the private sector.
- Copy of form 26AS for the last three financial years.

**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.**

### 4. BIDDING DOCUMENT

- The fee/cost for bidding document is non-refundable amount of **Rs. 1,000/-**.
- The Bidder shall bear all costs associated with the preparation and submission of its bid, and The Jharkhand State Coop Milk Producers' Federation Ltd. (JMF) will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- Interested eligible bidders may obtain further information from Purchase Department, of The Jharkhand State Coop Milk Producers' Federation Ltd, Beside Birsa Munda Central, Jail, Hotwar, Ranchi-834012, Ph. no.: +91-(0651) 2270046, Email – [purchase@jmf.coop](mailto:purchase@jmf.coop)

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## 5. TERMS AND CONDITIONS:

1. The bidder needs to fill the company's detail in the prescribed format enclosed in **Annexure -I**.
2. The bidder must indicate their GST and PAN as mentioned in the proforma (**Annexure -I**) and submit along with tender, filling which, the offer of the party may summarily be rejected.
3. The bidders are instructed to quote the price as per the enclosed format "**Annexure-III Financial / Commercial Bid**" wherein all parameters need to be filled for quoted items.
4. The bidder must follow the technical specifications and quantity while quoting for the items mentioned in **Annexure - II**.
5. The rate/ price for the items must be quoted/ offered on F.O.R. at destination basis inclusive of P & F, Insurance, Freight/ Transportation, GST charges etc.
6. The suppliers have to present all supporting documents with bill.
7. The bidder will have to procure and supply coal from valid and legal sources.
8. The bidder will have to submit valid mining challan/document along with supply of coal. If the bidder does not submit valid mining challan/document along with the supply, the supply of coal shall be rejected.
9. **Payment Terms:** 100% within 30 days from the date of receipt of materials, its acceptance against submission of bills.
10. The bidder shall have to pay Earnest Money Deposit (EMD) Fees of **Rs. 8,000/-** (Rupees Ten Thousand Only) and Tender Fee of Rs. 1,000/- (One Thousand Only). The payment of EMD/Tender Fees can be made in form of DD (Demand Draft) in favour of 'The Jharkhand State Cooperative Milk Producers' Federation Limited, Ranchi OR the EMD can also be deposited through RTGS in the name of "**The Jharkhand State Cooperative Milk Producers' Federation Limited**", **Bank: - Axis Bank Ltd., Ashok Nagar Branch, Ranchi-834002, IFS CODE- UTIB0000837, A/C No: - 914020036149007**. Submission of earnest money by any mode other than specified above shall not be accepted and the concerned tender shall lose its eligibility for due consideration to take part in tender process.
  - 10.1 **Earnest Money Deposit Rs. 8,000/-** are to be submitted in form of Demand Draft/ RTGS drawn in favour of "**The Jharkhand State Cooperative Milk Producers' Federation Ltd**" payable at Ranchi. Tenders not accompanied with EMD shall be rejected.
  - 10.2 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.
  - 10.3 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.
  - 10.4 If the tenders are cancelled or recalled on any ground(s), the EMD will be refunded to the agency/agencies.



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- 10.5 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.
- 10.6 No interest will be paid on this EMD deposit.
11. **The EMD will be forfeited in following cases:**
  - 11.1 If the bidder fails to accept the order based on his offer (bid) and within the prescribed time.
  - 11.2 If the performance during the contract period is found unsatisfactory.
  - 11.3 The Tender is liable to be rejected in case EMD at prescribed rate is not furnished along with the tender.
12. The offer shall remain open for acceptance for a **period of 120 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. Specifications of coal offered by the Bidders are subject to acceptance by our Technical Team. In case no specifications offered by the bidder or specs offered are not approved by the technical team, JMF at its option may provide the bidder an opportunity to furnish additional specs.
14. Award of PO(s) which will be based on price competitiveness and requirement of JMF and governed by other terms and conditions of this Bid document.
15. Bid must be unconditional and non-suggestive. Bids with conditions/suggestions are liable to be summarily rejected. Any bidder specifying conditions/suggestions that are in material contravention with the terms of may be debarred from participation in the future bid process as decided by JMF.
16. Documents shall be legible. Erasures and other changes shall be countersigned by the Authorized Signatory.
17. **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.
18. 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.
19. **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







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## ANNEXURE - I 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	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:			
<b>Seal &amp; Sign. of Vendor</b>			



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## ANNEXURE-II

### TECHNICAL SPECIFICATIONS

1. Coal Type: Steam Coal
2. GCV: 5500-5800
3. Grade: A
4. Moisture : Max 8%
5. Ash content : Max 14%





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झारखण्ड राज्य सहकारी दूध उत्पादक महासंघ लिमिटेड  
The Jharkhand State Cooperative Milk Producers' Federation Limited

## ANNEXURE - III

### PRICE/FINANCIAL BID

Ref. No. \_\_\_\_\_

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Sl No.	Item Description	Unit	Qty	Unit Rate (₹)	Total Amt. (₹)
1	Supply of Steam Coal (GCV 5500-5800), (Grade-A), Moisture Content Max 8% and Ash Max 14%)	MT	50		
<b>Transportation Charges:</b>					
<b>Sub Total</b>					
<b>GST: _____ %:</b>					
<b>Total Amount (₹)</b>					
<b>GST Cess / MT:</b>					
<b>Grand Total: (₹)</b>					

(In Words) Rupees \_\_\_\_\_)

\*The quoted amount rate should include GST, P&F, Freight/transport, Insurance loading/unloading charges etc. delivered on F.O.R. basis at Site basis.

Thanking you,

Name of Tenderer: \_\_\_\_\_

Name of Contact Person: \_\_\_\_\_

Post / Designation: \_\_\_\_\_

Yours faithfully,  
Signature & Stamp of the Supplier/ Bidder