



JHARKHAND STATE CO-OP MILK PRODUCERS' FEDERATION LTD

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

- 834004, Jharkhand

Phone no: 7544003404/7544003412/0651-2443055/62

Email: purchase@jmf.coop, WEBSITE: www.jmf.coop



Tender Document

झारखण्ड राज्य सहकारी दुग्ध उत्पादक महासंघ लिमिटेड

The Jharkhand State Co-operative Milk Producers' Federation Limited

**FOR SUPPLY OF 20 MT NITRIC ACID
AT MEDHA DAIRY PLANT, HOTWAR-
RANCHI**

Single Stage – Two Bid System

Tender No. JMF-P&P-01-2023-24/0107

Name of Tenderer: _____

Address: _____

Tel./ Mob. no: _____

Email _____

The tenderer shall sign on the last page together with initials on every page. Initial/signature will indicate the acceptance of the tender terms and conditions by the tenderer.

Tender Fee: Rs. 1,000/-

EMD (Rs.)- 12,000/-

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TENDER SCHEDULE

Date of Invitation of Bid/ Tender	29 Jan 2024
Last Date & Time of Submission of Bid/ Tender (in Sealed Envelope)	19 Feb 2024 by 03:00 pm
Date & Time of Opening of Bid/ Tender (Technical Bid)	19 Feb 2024 by 03:30 pm
Opening of Financial Bids/ Tenders	Shall be notified to the technically qualified bidders only
Address for submission of Bid/ Tender	Medha Dairy Plant, (A unit of Jharkhand State Coop. Milk Prod. Fed. Ltd., Ranchi) Beside Birsa Munda Central Jail, Khelgaon, Hotwar, Ranchi 834012
Place of opening the Bid/ Tender	Medha Dairy Plant, (A unit of Jharkhand State Coop. Milk Prod. Fed. Ltd., Ranchi) Beside Birsa Munda Central Jail, Khelgaon, Hotwar, Ranchi 834012
Tender Document Fee	1,000/-
Earnest Money (EMD)	Rs. 12,000/- (Refundable)

Note:

1. This Tender Document contains **11 pages** and bidder is requested to sign on all the pages.
2. This Tender Document can be downloaded from the website : www.jmf.coop
3. The Bid/ tender to be submitted under Two (02) Bid (Envelope) System 'Technical Bid' and 'Financial Bid' separately & both these sealed envelopes to be put in a bigger envelope.
4. The submitted Bid to be super scribed "TENDER DOCUMENT FOR SUPPLY OF 20 MT NITRIC ACID AT MEDHA DAIRY PLANT, HOTWAR-RANCHI".
5. The EMD should be enclosed/ attached with the Technical Bid and put in the envelope that contains the Technical Bid



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1. 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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2. 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.

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

Sl. No.	Description of Materials	Qty	Unit	Remarks
1.	NITRIC ACID (As per Technical Specifications mentioned in Annexure -I)	20	MT	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-834012

The Jharkhand Milk Federation (JMF), Ranchi invites sealed bids under "TWO BID SYSTEM" for Supply of (Jharkhand State Cooperative Milk Producers' Federation Ltd).

'Tenders/ offers may be submitted on or before **15 Feb 2024 by 15:00 hrs.**

The Sealed Envelope/Bid should be super scribed clearly "OFFERS FOR SUPPLY OF 20 MT NITRIC ACID AT MEDHA DAIRY PLANT, HOTWAR-RANCHI" and should be submitted at Medha dairy Plant, Hotwar Ranchi. (The detail address is mentioned in tender document).

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:

- a) **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 20 MT NITRIC ACID AT MEDHA DAIRY PLANT, HOTWAR-RANCHI".

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).

- b) **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 20 MT NITRIC ACID AT MEDHA DAIRY PLANT, HOTWAR-RANCHI".

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.

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



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1. Eligibility Requirements:

The bidders must meet the following minimum qualifying criteria:

1. 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.
2. 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.
3. That, bidder's financial turn-over in the same name & style during period 2020-21, 2021-22 & 2022-23 should not be less than Rs. 6 Lakh.
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.

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.

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.

3. TERMS AND CONDITIONS

- 3.1.** Each Bidder shall submit only one quotation. Bidder shall not contact other Bidders in matters relating to this Quotation.
- 3.2.** Participation in this tender is invited from manufacturer or Authorized Supplier/ 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.
- 3.3.** The tenderers need to fill the company's detail in the prescribed format enclosed as **Annexure -II**.
- 3.4.** The tenderer must quote the rate for the item as per technical specification mentioned in **Annexure-I** in the prescribed format enclosed as **Annexure-III** on F.O.R. basis at site inclusive of packing & forwarding, taxes, insurance, transportation charges and Installation etc.
- 3.5.** The quoted rate should be on F.O.R. destination basis as mentioned in tender document. The element of Goods & Service Tax, freight/ P&F/ Octroi, discount or any should be clearly mentioned, failing which it will be presumed that these elements are included in the rates quoted for. Breakup of the price quoted should be given.



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- 3.6. Price Variation:** The prices quoted shall be firm and shall remain applicable during the entire period of the contract till completion and no escalation in prices shall be permitted due to increase in prices of materials, rise in labour prices or due to any other reasons
- 3.7. Deviation:** The offers of the tenderers with deviations on technical / commercial terms of the tender will be rejected. No alternate offer shall be accepted
- 3.8. Validity of Bids:** -Bids shall remain valid for 120 days after the date of bid opening prescribed by JMF, Ranchi. A bid valid for a shorter period shall be rejected as non-responsive.
- 3.9. SUB-CONTRACTING OR SUB-LETTING:** The bidder is prohibited from sub-contracting or sub-letting of the work to any other agency.
- 3.10. Errors and Omissions:** Tenders should notify to JMF of any error, fault, omission, or discrepancy found in this tender document but not later than five working days prior to the due date for submission of tender.
- 3.11. Payment Terms: -**
- 3.11.1. 100% within 30 days from the date of receipt and its acceptance.
- 3.11.2. The payments shall be made through NEFT/RTGS and all payments shall be made in Indian Rupees only
- 3.12.** The bidder 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.
- 3.13.** Test Certificate / Certificate of Analysis & Food Grade Certificate shall be provided with material along with the supply and bid documents.
- 3.14.** Negligence on the part of the tenderer in preparing the tender confers no right for withdrawal of the tender after the bid has been submitted to the JMF.
- 3.15. Unresponsive bids:** The tenders /bids received, are liable to be treated as non – responsive and shall be summarily ignored, if following documents are not attached along with the bid.
- 3.15.1. Tender/ Bid document is unsigned and incomplete in any aspect.
- 3.15.2. Tender validity is shorter than the required period.
- 3.16.** JMF reserves the right to verify/seek confirmation of all original documentary evidence submitted by Bidder in support of 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.
- 3.17. Bid Security (EMD) and Tender Fee:** The bid/ tender must be accompanied by EMD and Tender Document Fee (as mentioned below) and the same should be in the form of Demand Draft or through NEFT/RTGS
- 3.17.1. **Tender Document Fee: Rs. 1,000/-**
- 3.17.2. **Earnest Money (Bid Security): Rs. 12,000/- Only**
- 3.17.3. The technical bid should be accompanied by an EMD & Tender Document Fee s requested in tender either in the form of Demand Draft issued by Nationalised Bank/Scheduled Bank/Foreign Bank having branches in

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India in favour of “The Jharkhand State Co-Op. Milk Producers’ Federation Ltd”, payable at Ranchi or by NEFT/RTGS payment to the following bank.

1. Beneficiary Name	The Jharkhand State Co-op. Milk Producers’ Federation Ltd
2. Beneficiary Bank & Branch	State Bank of India, HEC SECTOR II, RANCHI
3. Account Number to be credited	33842021519
4. RTGS/IFSC Code	SBIN0005596

3.17.4. In case of EMD/ Tender Fee submitted through NEFT/RTGS, the bidder is requested to send the communication about EMD payment in advance before the closing / Last date of submission of bids through e-mail to: purchase@jmf.coop

3.17.5. The bid security (EMD) without interest shall be discharged/returned after finalization of contract as promptly as possible but not later than 30 days after the expiration of the period of the bid validity returned to the unsuccessful bidders. No interest shall be paid on EMD for the period during which the deposit lies with The Jharkhand State Co-Op. Milk Producers’ Federation Ltd.

3.17.6. The EMD deposited of successful bidder will be converted towards Security deposit after the issue / Award of Order.

3.18. The EMD may be forfeited:

3.18.1. If a bidder withdraws or modifies its bid during the period of bid validity OR

3.18.2. If the bidder fails to accept the order based on his offer (bid) and within the prescribed time.

3.18.3. In the case of the successful bidder fails to sign the Contract (i.e., return the signed copy of duplicate Purchase order/ furnish Performance Security, if asked for)

3.18.4. If the performance during the contract period is found unsatisfactory

3.19. The Tender is liable to be rejected in case EMD at prescribed rate is not furnished along with the tender.

3.20. Delivery Schedule: The material / job is to be supplied / installed/ commissioned strictly as per JMF specifications and delivery schedule. There shall not be any compromise on the quality of the material and material not found as per our specifications is liable to be rejected.

3.21. 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.

3.22. 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



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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. Late supplies will attract penalty @ 0.5% per week or part thereof subject to a maximum of 10% of value of goods delayed.

- 3.23.** The Jharkhand State Coop Milk Producers' Federation Ltd 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.
- 3.24.** JMF will not entertain any modifications subsequent to opening of bids and bids not conforming to tender conditions shall be liable to be rejected. Therefore, bidders are advised to submit their bids complete in all respects as per requirement of tender document specifying their acceptance to all the clauses of Bid Evaluation Criteria, terms and conditions and compliance to the Scope of Work requirement etc
- 3.25.** The tender document submitted by a tenderer shall become the property of the JMF and JMF shall have no obligation to return the same to the tenderer.
- 3.26. 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.
- 3.27.** 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.
- 3.28.** Each page of the tender documents should be signed by the tenderer. The Tenderer/ bidder should put his initial on all pages of the tender document

Signature of the Bidder with stamp
Authorized Contact Person
Mobile No. _____



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ANNEX- I

TECHNICAL SPECIFICATIONS:

Item Description : Nitric Acid

Specification for Nitric Acid (GR)		
Sr. No	Parameters	Specification
1	Colour and Appearance	Slightly Yellowish, transparent and free from objectionable odour
2	Sediment	Free from any physical foreign matter
3	% Conc. of Nitric acid	Min. 60 %
4	COA	To be provided with every supply



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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. & Email ID			
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	
	1			
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				



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ANNEXURE –III
PRICE/FINANCIAL BID FOR NITRIC ACID

Ref. No. _____

Date: _____

Item Description	Qty Required	Unit	Basic Rate per Unit (Rs.)	Freight Rate per Unit (Rs.)	GST %	Total amount including Freight & GST on F.O.R. basis (Rs.)
Nitric Acid	20	MT				

***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 and agree to supply the above goods /materials in accordance with the scope and technical specifications mentioned above.

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

Date:

Place:

Tenderer Signature & Seal

Name: