



**JHARKHAND STATE COOPERATIVE MILK PRODUCERS'
FEDERATION LIMITED
REQUEST FOR QUOTATION**

TENDER DOCUMENT
FOR SUPPLY OF STEAM COAL-200MT



Tender No.: JMF-PP-Steam Coal-Grade A/2021-22/013

Date of Tender : 21 May 2021
Last date for submission of Tender : 31 May 2021 by 14:00 hrs

Opening of Technical Tender:

Date: 31 May 2021 at 03.30 P.M.
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: _____
: _____
: _____
Off. Ph. No. : _____ Mobile No. : _____
Email ID : _____ Website : _____

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TENDER INVITATION

SEALED TENDER/QUOTATION IS BEING INVITED FOR SUPPLY OF STEAM COAL-200MT

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	Req. Qty	Remarks
1	SUPPLY OF STEAM COAL (GCV 5500-5800), (Grade A, Moisture-Under 8%, Ash Content-Under 14%)	200 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-835217

Sealed tenders/ offers may be submitted at the below address **on or before 31 May 2021 by 14:00 hrs** in a sealed cover super-scribing clearly with "**OFFERS FOR SUPPLY OF STEAM COAL (GCV 5500-5800)-200MT**".

Jharkhand State Cooperative Milk Producers' Federation Ltd

Medha Dairy Plant, Beside Birsa Munda Central Jail,

Hotwar, Ranchi - 835217, Jharkhand, INDIA.

Ph. No: 7544003404/7360035219/0651-2443055/62

Email: purchase@jmf.coop

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.

SEALED-TENDERS are invited for Supply of Steam Coal (GCV 5500-5800) 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 relevant documents, eligibility criteria, technical details as required in enclosed **Annex-I & Annex-III**.

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-II**.

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.



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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. 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. Bidder must be registered under GST Act.
3. Copy of the Income Tax Returns for three previous years for income tax purpose.
4. Bidder Traders/Supplier unit who has been blacklisted either by the Tender inviting authority or by any state Govt. or Central Govt. organization is not eligible to participate in the tender for that item during the period of blacklisting.
5. 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.
6. Even though the Bidder meet the specified criteria, the bid may be disqualified in case the bidder has:
 - a. Made untrue or false declaration in the forms, statements and attachments submitted in proof of their qualifications.
 - b) Record of poor performance such as abandoning the works, not properly completing the contract, inordinate delays in completion or financial failure etc.
7. 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.
8. 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.

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.



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3. TERMS AND CONDITIONS:

1. The bidders are instructed to submit the Tender in Sealed Envelope Only either through speed post/ courier or by hand in the format as enclosed in Tender document.
2. The rate offered by the tenderer shall be valid for **three months** from the date of opening of bid(s)/ tender.
3. The bidder needs to fill the company's detail in the prescribed format enclosed in **Annexure -I**.
4. 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.
5. The bidders are instructed to quote the price as per the enclosed format "**Annex-II: Financial / Commercial Bid**" wherein all parameters need to be filled for quoted items.
6. The bidder must follow the scope of work/ technical specifications and quantity while quoting for the items mentioned in **Annexure - III**.
7. 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.
8. The suppliers have to present all supporting documents with bill.
9. **Payment Terms:** 100% within 30 days from the date of receipt of materials/ services and its acceptance & Submission of bills.
10. **EARNEST MONEY DEPOSIT:** a) Technical Bid should accompany an earnest money deposit of Rs. 15,000/- (Rupees Fifteen Thousand only) in the form of a Demand Draft drawn in favor of "**Jharkhand State Co-Op. Milk Producers' Federation Ltd.**" payable at Ranchi on a scheduled/nationalized bank. JMF shall not be liable for payment of any interest on EMD.
 - a. 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.
 - b. 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.
 - c. If the tenders are cancelled or recalled on any ground(s), the EMD will be refunded to the agency/agencies.
 - d. 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.
 - e. No interest will be paid on this EMD deposit.
11. The EMD will be forfeited in following cases:
 - a. If the bidder fails to accept the order based on his offer (bid) and within the prescribed time.
 - b. If the performance during the contract period is found unsatisfactory.
12. The Tender is liable to be rejected in case EMD at prescribed rate is not furnished along with the tender.
13. 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.
14. 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.
15. Bidders who were qualified in our previous coal supply tender processes conducted in FY 19-20 & 20-21 for coal supply are deemed to be pre-qualified for this bidding process and are required to submit the documents as per Annex-I provided the bidder should not defaulted.
16. 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.



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17. 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.
18. Documents shall be legible. Erasures and other changes shall be countersigned by the Authorized Signatory.
19. **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.
20. 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.
21. **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.
22. **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.
23. 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.
24. On receiving orders from JMF, the supply of Product at Jharkhand Milk Federation, Ranchi or any location specified by it shall be the responsibility of the supplier. The rejected material, if any, shall have to be lifted by the supplier at their own cost within a week time from the date of intimation from JMF. JMF shall not be responsible for any deterioration due to delayed lifting of the rejected material by the supplier.
25. Material to be suitably packed to prevent damages during transit.
26. GST TDS @2% shall be deducted from the payment made or credited to the supplier (Deducted) of taxable goods or services or both, where the total value of such supply, under a contract, exceeds two lakh and fifty thousand rupees which is effective from 1st November, 2018
27. JMF has right to summarily reject / disqualify bidder at any stage if it transpires to JMF that bidder has changed its identity to defeat the past poor record and thus attempted to mislead JMF.
28. JMF reserves the right to accept or reject any or all the offers without assigning any reason thereof. Managing Director, JMF shall be Arbitrator in case of any disputes and his decision will be final and binding on both the parties. For all legal matters & dispute Ranchi court shall be our Jurisdiction. Any money found recoverable shall be recovered under the public Demand Recovery Act without prejudice to any other mode of recovery.

**Managing Director,
Jharkhand State Coop Milk Producers' Federation Ltd**



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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:			
Seal & Sign. of Vendor			



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ANNEXURE -II
PRICE/FINANCIAL BID

SI No.	Item Description	Unit	Qty required	Ex Rate/ Unit (₹)	Total Amt. (₹)
1	Supply of Steam Coal (GCV 5500-5800), (Grade-A, Moisture Content must be under 8% and Ash Percentage must be under 14%)	MT	200		
				Subtotal:	
				Discount: _____ %	
				Total 1:	
				P & F:	
				Shipping/Handling:	
				Insurance:	
				Total 2:	
				GST: _____ %	
				Grand Total: (₹)	

(In Words) Rupees _____)

Thanking you,

Yours faithfully,
Signature & Stamp of the Supplier/ Bidder

Name of Tenderer: _____

Name of Contact Person: _____

Post / Designation: _____



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ANNEXURE-III.

TECHNICAL SPECIFICATIONS

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