



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



## TENDER DOCUMENT FOR

# SUPPLY OF 180 ML EMPTY GLASS BOTTLE AT MEDHA DAIRY PLANT, HOTWAR-RANCHI

### Single Stage – Two Envelop Bid

**Tender No. JMF-P&P-02-2023-24/0117**

The Jharkhand State Co-operative Milk Producers' Federation Limited

#### Important dates:

- Tender Release/ Request date : **29 Feb 2024**  
Last date of Receipt of Tender : **21 Mar 2024 till 04:00 PM**  
Opening of Technical Bid (Part-1) : **21 Mar 2024 till 04:30 PM**  
Opening of Financial Bid (Part-2) : The date of opening of Financial Bid will be informed to technically qualified bidders only.

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

Address: \_\_\_\_\_  
\_\_\_\_\_

Tel./ Mob. no: \_\_\_\_\_

Email \_\_\_\_\_

**Tender Document Fee: 2,000/-**

**EMD: Rs. 21,500/-**

All rights reserved. This material is confidential and proprietary of The Jharkhand State Co-operative Milk Producers' Federation Ltd (JMF) and no part of this material should be reproduced, published in any form by any means, electronic or mechanical including photocopy or any information storage or retrieval system nor should the material be disclosed to third parties without the written authorization of JMF



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



## TENDER NOTICE

SI No.	Tender details	Tender /Bidding Document No.	Tender Fee (Rs.)	EMD (Bid Security) (Rs.)	Last Date & Time for bid Submission
1.	SITC of Solar Based DPMCU – 264 Sets at Dhurwa, Ranchi.	JMF-PI-02-2023-24/0113, Dt. 29.02.2024	2,000/-	Rs. 2,64,000/-	By 21 Mar 2024 by 02:30 PM
2.	Supply of Office LTSC Standard 2021, Windows 11 PRO and Quick Heal Antivirus PRO at Hotwar, Ranchi.	JMF-ICT-02-2023-24/0112, Dt. 29.02.2024	Nil	Rs. 5,000/-	By 21 Mar 2024 by 03:00 pm
3.	ARC for Wall & Shutter Painting Work in the state of Jharkhand & its adjoining cities located in Bihar.	JMF-MKT-02-2023-24/0111, Dt. 29.02.2024	2,000/-	Rs. 50,000/-	By 21 Mar 2024 by 03:30 pm
4.	Supply of Empty Glass Bottle - 180 ML (For Flavored Milk) At Medha Dairy Plant, Hotwar-Ranchi	JMF-P&P-02-2023-24/0117, Dt. 29.02.2024	2,000/-	Rs. 21,500/-	By 21 Mar 2024 by 04:00 PM
5.	Supply and Installation of Network Firewall at Hotwar, Ranchi.	JMF-ICT-02-2023-24/0114, Dt. 29.02.2024	Nil	Rs. 3,000/-	By 22 Mar 2024 by 03:00 pm
6.	ARC for Conversion of liquid Milk into SMP and Ghee.	JMF-PP-02-2023-24/0115, Dt. 29.02.2024	Nil	Nil	By 22 Mar 2024 by 04:00 pm
7.	SITC of 'Floor Standing Server Rack (42U Network Rack)' including KVM and Console at Hotwar, Ranchi.	JMF-ICT-02-2023-24/0116, Dt. 29.02.2024	Nil	Rs. 3,000/-	By 22 Mar 2024 by 04:30 pm

\*For further details, interested bidders may download the respective Tender Document from JMF web site [www.jmf.coop](http://www.jmf.coop) and submit their Technical & Commercial Bids along with Tender fee & EMD in the manner specified.

The corrigendum, (if required), shall only be published in JMF website but not in any other media/newspapers.

For any clarification, please contact Head (Purchase), JMF, Hotwar, Ranchi, Jharkhand-834012.

**N.B** Bidders are requested to be in touch with our website till the date of opening of the bids in order to be informed about any corrigendum/modification etc. in the bid documents.

PR 320717 (Jharkhand Milk Federation) 23-24 (D) Managing Director, JMF



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



## 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.	Cost of the Tender document <b>(Rs. 2,000 /- (Rupees Two thousand Only)</b> submitted to JMF, Ranchi along with bid		
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)		





# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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



## INDEX

Sr. No.		Description	Page No.
1	SECTION-I	Invitation for bids	5 TO13
	SECTION-II	Instruction to Bidders	
2	SECTION-III	Terms & Condition of Contract	14 TO15
3	SECTION-IV	Vendor Registration Form	16
	SECTION-V	Technical Specification	17
4	SECTION-VI	Declaration Regarding Blacklisting	18
5	SECTION-VII	Schedule of Quantities (SOQ)	19
6	SECTION-VIII	Form of Bid	20 TO 23
	SECTION-IX	Deviation Statements	





# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



## SECTION- I

### INVITATION OF BID

**The Jharkhand State Cooperative Milk Producers' Federation Ltd. (JMF) invites Single Stage- Two Envelope Unconditional Bids from Manufacturers / Suppliers for supply of 180 ML EMPTY GLASS BOTTLE on F.O.R. basis to Medha Dairy Plant, Hotwar- Ranchi, Jharkhand -835217 (India).**

The Head Office is Located at Ranchi (Jharkhand) and is inviting offers as per prescribed proforma

The quantity detail is mentioned as below:

S. No.	Description	Estimated Qty	Delivery Location	Remarks
1.	Supply of 180 ML Empty Glass Bottle as per detailed specification attached as Section V	3,00,000 No	Medha Dairy Plant, Beside Birsa Munda Central Jail, Hotwar, Ranchi-835217, Jharkhand	MOQ for delivery: To be specified by bidders

The tender document can be downloaded from our website [www.jmf.coop](http://www.jmf.coop)

Filled in tender document duly signed & stamped on all pages of the tender document with subject line: **'TENDER FOR SUPPLY OF 180 ML EMPTY GLASS BOTTLE'** should reach us on or before **21 Mar 2024 by 04:00 PM** at the below Address ONLY.

"The Jharkhand State Cooperative Milk Producers' Federation Ltd  
Medha Dairy Plant, Beside Birsa Munda Central Jail, Hotwar, Ranchi-835217, Jharkhand."

**The rate offered shall be on 'Free Delivery at Site (F.O.R.)' Basis to be delivered at following address:**

#### Medha Dairy Plant

(A Unit of Jharkhand State Cooperative Milk Producers' Federation Ltd.)

Beside Birsa Munda Central Jail, **Khelgaon, Hotwar, Ranchi- 834012**

Mob: 7544003404 / 7544003412

Any corrigendum, updates etc. relating to this tender will be published only in our web site and not in any other media including newspaper. Therefore, interested bidders may regularly visit our website or contact the undersigned.

**Managing Director**

The Jharkhand State Co-Op.  
Milk Producers' Fed. Ltd.



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



## Section-II

### INSTRUCTION TO BIDDER / TENDERER

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.



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



## TENDER SUBMISSION:

SEALED-TENDERS are invited for supply of **180 ML EMPTY GLASS BOTTLE** on single stage two envelope system i.e. Pre-Qualification/Technical Bid (Technical Envelope) and Financial Bid (Commercial Envelope) as below:

### Envelope 1:

- 1.1. **Technical Bid:** - Under technical bid, the Tenderer/ bidder interested, shall fill its complete profile in the enclosed format **Section –IV– ‘Tenderers’ Profile’ &Section- V** and shall provide/ submit all such documents as requested/ required.
- 1.2. The items’ technical details/parameters/ specifications must be provided under the technical bid envelope.

### Envelope 2:

- 1.3. **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 **Section- VII– ‘Commercial Bid’**.
- 1.4. Bid Currencies: -The rate/ price should be quoted in Indian Rupees only.

Under this process, the Eligibility and qualification of the bidder will be first examined based on the details submitted in first cover (Technical Bid) with respect to eligibility criteria and specifications as prescribed in this tender document. The Price Bid under the second cover shall be opened for only those bidders whose technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

## ELIGIBILITY AND QUALIFICATION REQUIREMENTS:

The bidders must meet the following minimum qualifying criteria:

- a) 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.
- b) 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.
- c) 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. 11 Lakh.
- d) Copy of the Income Tax Returns for three previous years for income tax purpose.
- e) Copy of TDS certificate issued by the client to substantiate the claim for the value of works executed in the private sector.
- f) 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.





# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: [purchase@jmf.coop](mailto:purchase@jmf.coop)



## 1. Eligible Bidders

- i. This invitation for Bids is open to all bidders who meets the minimum eligibility criteria, if any, as specified in this bidding document.

## 2. Bidding Document

- i. The fee/cost for bidding document is Rs. 2,000/-.
- ii. The Bidder shall bear all costs associated with the preparation and submission of its bid, and The Jharkhand State Coop Milk Producers' Federation Ltd will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
- iii. Interested eligible bidders may obtain further information from Managing Director, The Jharkhand State Coop Milk Producers' Federation Ltd, Beside Birsa Munda Central, Jail, Hotwar, Ranchi-834012, Phone no.: +91-(0651) 2270046, Email – [purchase@jmf.coop](mailto:purchase@jmf.coop)

## 3. Downloading the Document

- i. The bid documents will also be available in the website at <http://www.jmf.coop> and can be downloaded.
- ii. If any change/additions/ deletions/alterations are found to be made by them in the tender and the same is subsequently noticed at any stage, even after award of the contract, the bidders are liable for all consequences thereof and JMF shall be free to take suitable action as deemed necessary.

## 4. Content of Bidding Documents

4.1 The Bidding Document includes:

- a) Invitation for Bids;
- b) Instruction to Bidders;
- c) Terms & conditions of the Contract;
- d) Technical Specifications & Scope of work;
- e) Schedule of quantities;
- f) Form of Bid;
- g) Deviation statement;
- h) Acceptable form of Bank Guarantees

7.2 The Bidder is expected to examine all instructions, forms, terms and specifications in the Bidding Documents. Failure to furnish all information required by the Bidding Documents or submission of a bid not substantially responsive to the Bidding Documents in every respect will be at the Bidder's risk and may result in the rejection of its bid.

## 5. Clarification of Bidding Documents

A prospective Bidder requiring any clarification of the Bidding Documents may notify JMF in writing or email. JMF will respond in writing to any request for clarification of the Bidding Documents, which it receives prior to the deadline for the submission of bids. Bidders should preferably forward their queries earlier than 10 days prior to the bid submission date. Written copies of JMF's response will be sent to the respective Bidder. Also, corrigendum, if necessary, will be uploaded in the JMF's website without identifying the source of the inquiry.





# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



## 6. Amendment of Bidding Documents

At any time prior to the deadline for the submission of bids, JMF may modify the bidding document by the issuance of amendment. The amendment will be uploaded on JMF website and will be binding on them. JMF may also at its own discretion, extend the deadline for submission of bids. Before submission of the bid, the bidder should check the JMF website for any Corrigendum/additional information on the bidding document, if any.

## 7. Preparation of Bid

The Bid prepared by the Bidder and all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser, shall be written in the English language.

## 8. Submission of bid

The bidders, who downloaded the bidding documents, are eligible for submission of bids in their names only. All the bidders should submit their bids in Part I – Technical Bid and Part II – Price Bid. The Technical bid (Part I) shall contain all the details EXCEPT THE PRICE.

The complete bidding document duly signed and sealed should be submitted without any modifications/alternations, as a token of their acceptance towards the scope of work, terms and conditions of the bid unconditionally.

Full details of materials including the manufacturer's name, model no. must be submitted in the portal along with Technical Bid (Part I), wherever requested.

Bids must be submitted by the bidder at the given address not later than the time specified for receipt of the bids in the Invitation for Bids.

The Bidder cannot modify or withdraw its bid after the last date & time of bid's submission. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity. Withdrawal of a bid during this interval may result in the forfeiture of Bidder's EMD.

The bids are to be uploaded/ submitted with drawing, specifications or as per drawings, specifications given in the tender and submitted as such, shall be deemed to mean that the bidder submitting such a bid is fully acquainted with the technical details.

## 9. Period of Validity of Bids:

The Bids shall remain valid for 120 days from the date of bid opening prescribed by the JMF. A bid valid for a shorter period shall be rejected by JMF as non-responsive.

## 10. Earnest Money Deposit:

- 10.1 All bids must be accompanied by EMD and the same should be in the form of Demand Draft or NEFT/RTGS.
- 10.2 In case of EMD submitted in the form of DD:



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: [purchase@jmf.coop](mailto:purchase@jmf.coop)



The EMD in the form of DD [in original] should be submitted latest by 12:00 pm on the date of submission of bids to communication address as stated above.

### 10.3 In case of EMD submitted through NEFT/RTGS:

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

The payment should be made on or before 12:00 PM on the date of submission of bids.

For EMD payment, the bidder is requested to send the communication about EMD payment made by 12:30 PM on the date of submission of bids in following format through e-mail to: [purchase@jmf.coop](mailto:purchase@jmf.coop)

With tender reference \_\_\_\_\_ as subject line.

The bidder is also required to submit/upload the successful transaction details along with technical bid as given below:

Name of the bidder	EMD Amount Paid in Rs.	LCB Ref. No.	DD No. with Bank Details/UTR No.	Transection date & time in case of NEFT/RTGS payment

For EMD refund through NEFT/RTGS, bank details in following format should be submitted:

1. Beneficiary Name	:	
2. Beneficiary Bank & Branch	:	
3. Account Number to be credited	:	
4. Type of Account to be credited	:	
5. RTGS/IFSC Code	:	

### 10.4 The EMD may be forfeited:

- a) If a bidder withdraws or modifies its bid during the period of bid validity

OR

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

Unsuccessful bidder's bid security will be discharged/returned as promptly as possible but not later than 30 days after the expiration of the period of the bid



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



validity of 120 days from the date of bid opening. The successful Bidder's EMD will be discharged upon the Bidders executing the Contract i.e., return the signed copy of duplicate Purchase Order, and furnish the Performance Security, if asked for.

10.5 The EMD will be forfeited in following cases:

- a) If the bidder withdraws its tender before the finalization of tendering process/contract.
- b) If the bidder fails to accept the order based on his offer (bid) and within the prescribed time.
- c) If the performance during the contract period is found unsatisfactory
- d) The Tender is liable to be rejected in case EMD at prescribed rate is not furnished along with the tender.

## 11. Price:

The bidder shall indicate on the Price Bid as per section-VII the final unit prices (after considering discount, if any) excluding applicable GST for the goods/ services it proposes to deliver under the contract. Bidders must submit a bid for the full quantity specified for individual capacity, failing which, such bids will not be taken into account for evaluation and comparison and will not be considered for award.

Prices indicated in the Price Bid shall be entered in the following manner

- a. The item wise quoted price of goods to be supplied shall be indicated in the field "Unit Rate (in Rs.)" on the portal on FOR site basis and shall include the charges for packing and forwarding, transportation, transit insurance, unloading and all other local costs incidental for delivery to their final destination, storage insurance (if asked for) and safe custody at recipient's place (If asked for), excluding GST.
- b. A statement indicating item wise HSN/ SAC codes considered for Supply & installation items shall be submitted along with the Technical Bid (Part I).
- c. Bidder shall be responsible for selection of appropriate HSN/ SAC code and applicable GST thereon for the items quoted by them.

Contractors registered under Composition Scheme of GST (Not Applicable)

## 12. Fixed Price:

- i. Basic Price quoted by the Bidder shall be fixed during the bidder's performance of the Contract/Supply and not subject to variation on any account. A bid submitted with an adjustable price quotation for such goods and services will be treated as non-responsive and rejected.
- ii. Payment of differential amount due to price variation on account of change in applicable taxes and duties on the invoiced items/ services shall be payable only if, the details of the taxes and duties included in the prices & HSN/ SAC code considered, is furnished in the Technical bid (Part – I). If any altogether new tax an duty is imposed on such contract after the bid opening date, the same shall be considered for payment/ reimbursement upon documentary evidence. Similarly, the differential amount shall be recovered, if the rates of taxes and duties are revised downward.

## 13. Bid Form:

- i) The Bidder shall complete the Bid Form furnished in the Bidding Document and submitted in the JMF Office.





# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



- ii) All the required documents, duly signed, should be submitted on or before the specified date and time.

## 14. Opening of Bids

Technical bids of those bidders whose EMD in the form of Original DD have reached the office of JMF OR payment by NEFT/RTGS is received by JMF as mentioned in the IFB, shall be opened in the presence of bidder on the date and time specified in the tender document.

JMF will open the technical bids on the time and date stated in the IFB. Bidders can present at the time of opening of the bids.

Commercial bids will be opened only those bidders whose Technical Bid (Part-I) is found to be acceptable by JMF. Such eligible bidders will be intimated the date of opening of Commercial Bid (Part II) separately.

## 15. Evaluation of bids

### 1. Preliminary Evaluation

JMF will examine the technical bids to determine whether they are complete, whether required EMD and supporting documents have been furnished, and whether the bids are generally in order.

Where the bidder has quoted and the bid security furnished is inadequate, the bid will be treated as non-responsive.

JMF will also examine whether the bid is complete. If the prices of certain item are found as "0 (Zero)" it will be presumed the bidders have included the cost of such items against some other items of the price bid. The bidder shall furnish the details of such inclusions separately along with their Technical Bid (Part I).

Prior to the detailed evaluation, JMF will determine the substantial responsiveness to the bidding document. A substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Document without material deviations. A material deviation is one which affects in any substantial way the functionality, scope, quality or performance of the deliveries or which limits in any substantial way inconsistent with the bidding documents, JMF's rights or the bidder's obligations under the contract and the rectifications of which deviations would affect unfairly the competitive position of other bidders presenting substantially responsive bids. JMF's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

No post-bid clarification at the initiative of the bidder shall be entertained. For evaluation and comparison of bids, the purchaser may, at its discretion, ask the bidder for clarification on the bid. The shortfall information / documents shall be sought only in case of historical documents which pre-existed at the time of tender opening and which have not under gone change since then.

So far as the submission of the documents is concerned with regard to qualification criteria, after submission of the tender, only related shortfall documents shall be asked for and considered. For example, if the bidder has submitted a supply order without its completion / performance certificate, the certificate can be asked for and considered. However, no new supply order shall be asked for and considered so as to qualify the bidder.

In case the required clarifications are not received by the Purchaser in time, the Technical bid may be treated as incomplete and non- responsive.



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: [purchase@jmf.coop](mailto:purchase@jmf.coop)



A bid determined as not substantially responsive will be rejected by JMF and will not subsequently be made responsive by the Bidder by correction of the non-conformity.

JMF may waive any minor informality or non-conformity or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of the Bidder.

## 2. Evaluation and Comparison of Bids

The Evaluation and comparison of bids shall be done on the basis of item wise quoted price (inclusive of applicable GST).

## 3. Currency of Bid

All bid prices shall be in Indian Rupees only.

## 16. Award Criteria

- i. JMF will award the contract to the successful bidder whose bid has been determined to be substantially responsive and has been determined as the lowest evaluated bid on item wise basis.
- ii. JMF may award one single contractor more than one contract to the successful bidder at JMF's discretion.

## 17. Signing of Contract

Within 30 days from the receipt of the Purchase Order, the successful bidder shall return the duplicate copy of the Purchase Order, duly signed and sealed along with Performance Security, wherever applicable.

## 18. Rights Reserved by JMF

JMF does not bind itself to accept the lowest bid. JMF reserves the right to award the job either in part or full. JMF at its sole discretion and without assigning any reason thereof, also reserves the right to accept any/or reject any or all bids.

Note:

- i. Deviations in commercial terms and conditions of the bid may be rejected
- ii. The Bidder should mention the HSN/SAC Code of each item along with the Technical Bid (Part I).
- iii. GST TDS as per section 51 of CGST Act 2017 will be deducted, if applicable.
- iv. Bidders to submit the following details along with Technical Bid (Part I):

4. State from where the goods will be supplied/ Invoices will be made:

B. Corresponding GST No. (of that state): -----

## 19. Address for Communication:

Group Head (Purchase)

The Jharkhand State Coop Milk Producers' Federation Ltd

Beside Birsa Munda Central Jail, Hotwar, Ranchi-834012, Jharkhand

Ph.: +91-(0651) 2270046, Email: [purchase@jmf.coop](mailto:purchase@jmf.coop)



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



## Section-III

### GENERAL TERMS AND CONDITIONS:

1. 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.
2. Participation in this tender is invited from the manufacturer, supplier or 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. 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.
4. 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.
5. 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.
6. 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.
7. The goods will be properly packed before dispatch. All losses in transit due to improper / poor packing will be borne by the supplier.
8. Certificate of Analysis/ MSDS/ Food Grade Certificate shall be provided with material along with the supply and bid documents.
9. The tender should fill its profile in enclosed format -**SECTION-IV**.
10. Specifications of required Glass Bottle are given the **SECTION- V**. Interested parties should offer their rates by considering given specifications. One sample of Glass Bottle-180ml must be submitted along with the Tender.
11. The rate to be quoted in the prescribed format enclosed as **Section- VII** – “Financial Bid”.
12. The Glass Bottle diagram is enclosed as for reference purpose only.
13. **Delivery Schedule:** 1<sup>st</sup> Lot of approx. 50% quantity shall be delivered within 25 days from date of receipt of order and balance 50% quantity shall be delivered by 31.05.2024 or within 60 days from the dispatch of 1<sup>st</sup> lot whichever is later.
14. Late supplies will attract penalty @ 0.5% per week or part thereof subject to a maximum of 10% of value of goods delayed.
15. 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.
16. 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.
17. 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.
18. 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





# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



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.

19. 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.

20. **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.

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. 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.

23. All disputes or differences arises shall be subject to the exclusive jurisdiction of court within the limit of Ranchi.

24. JMF Reserves the right to reject all or to any of the tenders or to accept the tender or to accept the quotation/ tender either in full or in part or to split of the contract without assigning any reason.

25. **Period on Validity of Bids:** -

25.1 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.

26. **Payment Terms:** -

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

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

**Managing Director**

**The Jharkhand State Coop Milk Producers'  
Federation Ltd**



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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



## SECTION-IV VENDOR REGISTRATION FORM

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



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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



## SECTION – V

### TECHNICAL SPECIFICATION

#### SPECIFICATION OF GLASS BOTTLE- 180 ML FOR FLAVOURED MILK-

Sr. No.	Characteristics	Specification	Tolerance
01	Capacity (up to neck)	195.0 ml	± 3.0ml
02	Weight	139.0 gm	± 3gm
03	Height	145.0mm	± 2mm
04	Mid diameter	55.0mm	± 1mm
05	Opening (O.D)	26.0mm	±1mm
06	Surface	Should have smooth surface without any cracks, pinholes, sharp edges or broken bubbles. Should be free from blisters and stones.	-
07	Colour	Flint	-
08	Sample	The bidder must provide SAMPLE of Glass Bottle along with the bid	-
09	Odour	Odorless	-
10	Appearance	As far as possible, the milk bottles shall be made of colourless glass.	-





# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



## Section- VI

### DECLARATION REGARDING BLACKLISTING / DEBARRING FOR TAKING PART IN TENDER.

(To be executed & attested by Public Notary / Executive Magistrate on Rs. 50/- non judicial Stamp paper by the bidder)

I / We \_\_\_\_\_ Manufacture / Partner(s)/ Authorized Distributor /agent of M/S. \_\_\_\_\_ hereby declare that the firm/company namely M/s. \_\_\_\_\_ has not been blacklisted or debarred in the past by Union / State Government or organization/ Dairy/Cooperative from taking part in Government tenders in India.

Or

I / We \_\_\_\_\_ Manufacture / Partner(s)/ Authorized Distributor / agent of M/s. \_\_\_\_\_ hereby declare that the Firm / company namely

M/s. \_\_\_\_\_ was blacklisted or debarred by Union / State Government or any Organization Dairy/Cooperative from taking part in Government tenders for a period of \_\_\_\_\_ years w.e.f. \_\_\_\_\_ to \_\_\_\_\_. The period is over on \_\_\_\_\_ and now the firm/company is entitled to take part in Government tenders.

In case the above information found false I / we are fully aware that the tender / contract will be rejected / cancelled by the Jharkhand State Coop Milk Prod Fed. Ltd, Ranchi and EMD / SD shall be forfeited.

In addition to the above, Jharkhand State Coop Milk Prod Fed. Ltd, Ranchi, will not be responsible to pay the bills for any completed / partially completed work.

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Attested:

(Public Notary / Executive Magistrate)



**THE JHARKHAND STATE COOPERATIVE MILK  
PRODUCERS' FEDERATION LTD.**

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



**SECTION- VII  
SCHEDULE OF QUANTITIES (SOQ)**

Ref. No.: .....

Date:.....

Sl. No	Item Description	HSN Code	Qty(No)	MOQ/ Lot	Unit Rate (Rs.)	Total Amt (Rs.)
1	Supply of 180 ML Empty Glass Bottle		3,00,000			
					<b>Total Value</b>	
					<b>GST: ____%</b>	
					<b>Total Landed Cost:</b>	

\*The quoted unit rate should include P&F, Freight/transport, Insurance, Loading Charges etc. on free delivery at Site basis.

**Delivery:** 1<sup>st</sup> Lot of approx. 50% quantity within 25days from the date of technically and commercially clear purchase order and approval of sample whichever is later. Balance 50% quantity shall be delivered by 31.05.2024 or within 60 days from the date of dispatch of 1 st lot whichever is later.

I / We hereby declare that the information furnished above are 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



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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

Ph.: +91-(0651) 2270046, Email: purchase@jmf.coop



## **SECTION VIII- FORM OF BID**

### **FORM OF BID**

(Bidders are requested to upload the FORM OF BID as per the Format given in this Section, filling all the blank spaces.)

Date :

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

TO:

The Jharkhand State Coop Milk Producers' Federation Ltd

Beside Birsa Munda Central Jail, Hotwar

Ranchi-834012, Jharkhand

झारखण्ड राज्य सहकारी दुग्ध उत्पादक महासंघ लिमिटेड  
The Jharkhand State Co-operative Milk Producers' Federation Limited

Gentlemen:

Having examined the Conditions of Contract, Technical Specifications and the Drawings included in or referred to in the Bidding Documents including Addenda Nos. (Insert Numbers), the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver Goods and Services including installation and commissioning as detailed in the price bid, in conformity with technical specifications and drawings (except to the extent of deviation statement furnished in our bid) and the Conditions of Contract as mentioned in or referred to in the said Bidding Document for the sum as may be ascertained in accordance with the Bid Prices and made part of this bid and the said conditions.

Our acceptance to all the conditions of the Bidding Document in this bid form shall persist over any other terms and conditions, if any, given in our bid.

We undertake, if our bid is accepted, to commence and complete delivery of all the goods and Services including installation and commissioning as specified in the Schedule of Quantities of the Bid Document, from the date of receipt of your Purchase Order.

If our bid is accepted, we will obtain the bank guarantees as per the conditions of the Contract for the due performance of the Contract.

We agree to abide by this bid for the period of 120 days from the date fixed for bid opening as per the Instruction to Bidders and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your Purchase Order / notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.





# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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



Dated this      day of 20.

Signature

(In the Capacity of)

Duly Authorized to sign bid for and on behalf of

(Name & Address of Bidder) :

Name of Witness:



झारखण्ड राज्य सहकारी दुग्ध उत्पादक महासंघ लिमिटेड  
The Jharkhand State Co-operative Milk Producers' Federation Limited

Signature:

Address :





# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

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



## SECTION-IX

### DEVIATION STATEMENT

#### DEVIATION STATEMENT FORM TECHNICAL DEVIATION

#### STATEMENT FORM PART-A

- (1) The following are the particulars of deviations from the requirements of the tender specifications:

CLAUSE	DEVIATION	REMARKS
--------	-----------	---------

(Including justification)

The technical specifications furnished in the bidding document shall prevail over those of any other document forming a part of our bid, except only to the extent of deviations furnished in this statement.

Dated:

Signature and seal of the  
Manufacturer/Bidder

NOTE:

- (1) Where there is no deviation, the statement should be returned (uploaded) duly signed with an endorsement indication "**NO DEVIATIONS**"



# THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD.

FTC Campus, Sec-2, H.E.C., Dhurwa, Ranchi – 834004

Ph.: +91-(0651) 2270046, Email: [purchase@jmf.coop](mailto:purchase@jmf.coop)

[www.jmf.coop](http://www.jmf.coop)



## BIDDING TERMS

### DEVIATION STATEMENT FORM PART-B

(2) The following are the particulars of deviations from the requirements of the bidding conditions/terms:

CLAUSE	DEVIATION	REMARKS
--------	-----------	---------

(Including justification)

Dated:



झारखण्ड राज्य सहकारी दुग्ध उत्पादक महासंघ लिमिटेड  
The Jharkhand State Co-operative Milk Producers' Federation Limited

Signature and seal of the  
Manufacturer/Bidder

NOTE:



(1) Where there is no deviation, the statement should be returned (uploaded) duly signed with an endorsement indication "**NO DEVIATIONS**"

