



**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 HDPE BAGS
FOR CATTLE FEED PLANT,
HOTWAR, RANCHI**

Single Stage – Two Envelope Bid

झारखण्ड राज्य सहकारी दुग्ध उत्पादक महासंघ लिमिटेड

The Jharkhand State Co-operative Milk Producers' Federation Limited

Tender No. JMF-PE-HDPE Bags-CFP/2022-23/023

Important dates:

Publication of Tender Notice : 23 July 2022

Receipt of completed tender : 13 Aug 2022 till 15:00 Hours

Name of Bidder : _____

Address : _____

Tel./ Mob. no : _____

Email Address : _____

The bidder 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 bidder.

Tender Document Fee: Rs. Nil/-

EMD Rs. 10,000/-

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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.	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.		



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SECTION-I

INVITATION FOR BIDS (IFB)- LOCAL COMPETITIVE BIDDING (LCB)

SEALED BIDS ARE INVITED FOR SUPPLY OF HDPE BAGS FOR CATTLE FEED PLANT, HOTWAR, RANCHI

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 H.O. is located at Sec-II., H.E.C., Near FTC Campus, Dhurwa, Ranchi – 834004

JMF (Jharkhand State Cooperative Milk Producers' Federation Limited, Ranchi), hereby invites tender (in sealed envelope) under two bid system i.e. technical and financial bids from the manufacturers for the supply of HDPE Bags on F.O.R basis for delivery at Hotwar-Ranchi .

Sl. No.	Name of Item	Qty (in Nos)	Remarks
1	HDPE Bags (25" X 41" (Medhadaan Hypro), Front side single color print as per artwork provided by JMF)	25,000	The rate quoted must be on F.O.R. site basis inclusive of P&F, Insurance, Freight, GST loading/unloading etc.
2	HDPE Bags (25" X 41" (Medha Gold) Front side single color print as per artwork provided by JMF)	20,000	

The bids shall be submitted in two separate envelopes (under one main envelope super-scribing: **"TENDER FOR SUPPLY OF HDPE BAGS FOR CATTLE FEED PLANT, HOTWAR, RANCHI"**).

1. Cost of documents (Non- Refundable) : Rs. Nil
2. EMD Amount : Rs. 10,000/-
3. Tender Start Date : 23 July 2022
4. Tender submission End Date & Time : 13 Aug 2022 at 15.00 hours
5. Opening of Technical Bid (Part-1) : 13 Aug 2022 till 15:30 hours
6. Opening of Financial Bid (Part-2) : The date of opening of Financial Bid will be informed to technically qualified bidders

All the tenders will be acceptable only in 'Sealed Envelope' on or before the due date. Tenders will be opened on the prescribed date as mentioned above in the presence of the agency or their authorized representative who may like to be present in the office at Hotwar Dairy Plant of Jharkhand State Cooperative Milk Producers' Federation Limited, Ranchi.

All tenders in which any of the prescribed conditions are not fulfilled or which have been vitiated by errors in calculations, totaling, or other discrepancies or which contain over writing in figures or words or corrections not initialed and dated will be liable to rejection.



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SECTION II

INSTRUCTION TO BIDDERS

1. MODE OF SUBMISSION OF TENDER:

SEALED-TENDERS are invited in single stage two cover system i.e. Pre-Qualification/Technical Bid (Technical Envelope) and Financial Bid (Commercial Envelope) for Supply of Packing Material for Cattle Feed Plant as below:

Envelope 1: (Cover “A”)

- 1.1. **Technical Bid:** - Under technical bid, the Tenderer/ bidder interested, shall fill its complete profile in the enclosed format **Section – I – ‘Vendor Registration Form’, Section-V** and shall provide/ submit all such documents as requested/ required.
- 1.2. Bidders qualifying the technical bid (based on the documents submitted) will be intimated to submit the samples within a stipulated time period before opening of Price bid.

Envelope 2: (Cover “B”)

- 2.1. **Commercial Bid:** -Under commercial bid, the price/ rate should be quoted on F.O.R. destination basis inclusive of packing forwarding, GST, insurance, loading/unloading & transportation charges etc. in the enclosed format **-Section-VI – ‘Commercial Bid’**.
- 2.2 Bid Currencies: -The rate/ price should be quoted in Indian Rupees only.

Filled in tender document duly signed & stamped in all **pages of tender document along with refundable EMD amount of Rs. 10,000/-** should be submitted **on or before 13 Aug 2022 by 15:00 hrs** in a sealed cover super-scribed clearly with **“TENDER FOR SUPPLY OF HDPE BAGS FOR CATTLE FEED PLANT” DUE ON 13 AUG 2022** 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

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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2. 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. Bids can be sent by post/ courier or submitted by hand at our office by time as specified in tender notice. Bids received late shall 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 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.
9. 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.
10. 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.
11. 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.
12. 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.
13. 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.
14. 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.
15. 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.
16. 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:

- 3.1 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.
- 3.2 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.
- 3.3 That, bidder's financial turn-over in the same name & style during period 2018-19, 2019-20 & 2020-21 should not be less than Rs. 5 Lakh.
- 3.4 Copy of the Income Tax Returns for three previous years for income tax purpose.
- 3.5 Copy of TDS certificate issued by the client to substantiate the claim for the value of works executed in the private sector.
- 3.6 Copy of form 26AS for the last three financial years.

4. EARNEST MONEY DEPOSIT:

- 4.1 Earnest Money Deposit: a) The technical bid should be accompanied by an earnest money deposit of Rs. **10,000/-** (Rupees ten thousand only).
- 4.2 All bids must be accompanied by EMD and the same should be in the form of Demand Draft or NEFT/RTGS.
- 4.3 The EMD shall be either in the form of Demand Draft issued by Nationalised Bank/Scheduled Bank/Foreign Bank having branches in 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. 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.
- 5.1 For NEFT/RTGS payment bank details are as under:

1. Beneficiary Name	The Jharkhand State Co-op. Milk Producers' Federation Ltd
2. Beneficiary Bank & Branch	Axis Bank Ltd., Ashok Nagar Branch
3. Account Number to be credited	914020036149007
4. RTGS/IFSC Code	UTIB0000837

- 5.4 In case of EMD submitted in the form of DD :

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



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2. In case of EMD submitted through NEFT/RTGS:

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

With tender reference (JMF-PE-HDPE Bags-CFP/2022-23/023) 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.	Tender Ref. No.	DD No. with Bank Details/UTR No.	Transaction 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	:	

The EMD may be forfeited:

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



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copy of duplicate Purchase Order, and furnish the Performance Security, if asked for.

- i. 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.



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SECTION-III

5. General Terms & Conditions: -

1. The rate offered by the suppliers shall remain valid for at least 120 days from the date of tender opening or up to the period of delivery schedule mentioned in purchase order, whichever is later and supplier will have to supply the materials at the quoted rate as per the specification of materials, terms & conditions, delivery schedule as stipulated in the purchase order.
2. Bidders are requested to read the tender document very carefully, especially the desired specification of packing material to be procured and compulsorily sign each and every page of the whole tender document with official seal.
3. The bidders should fill its complete detail/ profile (**in Section-IV**) and submit along with required documents.
4. Bidder has to provide the technical specification of the item quoted in **Section-V** or should provide the catalogue of the same.
5. The rate of the item should be quoted on F.O.R. at site basis inclusive of GST, P&F, Insurance, Transportation and all other charges in the format enclosed as **Section-VI** and submit in the Financial Bid envelope (Envelope-II).
6. All Designing will as per the approved artwork provided by JMF.
7. Rates shall be quoted on FOR Medha Dairy Plant, Hotwar inclusive of all taxes. All statutory compliances till delivery of materials will be the sole responsibility of the suppliers.
8. **Consignee/Delivery address:** Cattle Feed Plant, Medha Dairy Plant, Hotwar, (A unit of The Jharkhand State Cooperative Milk Producers' Federation Ltd), Beside Birsa Munda Central Jail, Hotwar, Ranchi, Jharkhand – 834012.
9. The bidder (supplier) must mention their GST, PAN and Certificate of Registration in their offers, without which the offer will be summarily rejected. Applicable taxes (if any) must be specifically indicated in the offer even if the net offered rate is inclusive of taxes.
10. **Payment Terms:** - 100% payment within 30 days after receipt of materials & its acceptance and submission of bills. The payment to the party would be processed as mentioned above through RTGS/NEFT only.
11. The item to be delivered by the “Supplier” would be exclusively as per prescribed delivery schedule and after **getting individual trucks or consignment to be laden with applicable necessary documents like, E-Way Bill, challan etc.** The “Purchaser” reserves right to modify the schedule of delivery on arriving goods based on available stock with intimation to the Supplier to comply and there the purchaser is not entitled to give any clarification to the Supplier.
12. On receiving orders from “Purchaser”, the supply of materials at Medha Dairy Plant, Hotwar, Ranchi or any location specified by Purchaser, 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 15 days' time from the date of intimation either through telephone or email or letter from the Purchaser. Purchaser shall not be responsible for any deterioration of the rejected material. Delayed lifting by the supplier despite intimation may invite additional payments towards its storing charge at par with FCI



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norms or as decided by the “Purchaser”. Materials can be rejected upon physical verification also.

13. In case of non-delivery of ordered item by the Supplier either in part or full as per the prescribed delivery schedule, the purchaser reserves the right to procure the same item from open market at the risk, cost and volition of supplier. The difference amount, if any arises in the process of procuring goods from other sources would be recoverable from the account of supplier only.
14. The **specifications** of packing material is provided in **ANNEXURE-II**. Any deviation found from the specifications will be subject to deductions as per rebate structure mentioned.
15. **Late Delivery Penalty:** Should the Supplier anticipate difficulties that may prevent him from delivering on time or in the agreed quality, he shall notify the Purchaser thereof immediately, stating the reasons. IN ADDITION, IN CASE OF FAULT OF THE SUPPLIER THE PURCHASER SHALL BE ENTITLED TO DEMAND PAYMENT OF A LIQUIDATED DAMAGES AMOUNTING TO 0.5% OF THE VALUE OF THE LATE GOODS/SERVICES PER STARTED WEEK OF DELAY OF THE TOTAL SUPPLY VALUE. THE LIQUIDATED DAMAGES SHALL BE SET OFF AGAINST ANY CLAIMS FOR DAMAGES DUE TO LATE DELIVERY. (IN CASE THE ORDER IS ISSUED WITH PHASE WISE DELIVERIES / PER LOT BASIS, THE LD CLAUSE WILL EFFECT ON THE RESPECTIVE CONSIGNMENT/ DELIVERY). THE TOTAL AMOUNT SO DEDUCTED SHALL NOT EXCEED 10% OF THE TOTAL ORDER/CONTRACT VALUE. ONCE THE MAXIMUM IS REACHED, THE PURCHASER MAY CONSIDER TERMINATION OF CONTRACT. THE LIQUIDATED DAMAGES MAY BE ASSERTED UNTIL THE AGREED PRICE HAS BEEN PAID IN FULL. No deduction for LD will be applicable for delays less than a week.
16. **Packaging:** Materials to be suitably packed to prevent damages or any pilferages during transit. The goods packed in torn or unsound condition of bags may be rejected or may face proportionate deduction. The pack size of Bag (Bundle size) must be standard in 500/400 nos/pack only.
17. Purchaser reserves the right to accept or reject any or all the offers without assigning any reason thereof. Managing Director, Jharkhand State Cooperative Milk Producers' Federation Ltd. shall be the arbitrator in case of any dispute and his decision will be final and binding on both the parties. For all legal matters & disputes, Ranchi court shall be the Jurisdiction. Any money found recoverable from Supplier shall be recovered under the Public Demand Recovery Act without prejudice to any other mode of recovery.

Managing Director
The Jharkhand State Coop Milk
Producers' Federation Ltd



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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			



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SECTION-V

Specification of HDPE Bags

Sr. No.	Parameters	Requirements
1	Capacity	50 kg of pelleted cattle feed
2	Size	Width - 25 inches x Length - 41 inches
3	Weight	125 gm \pm 5%
4	Printing	As per ARTWORK provided by JMF
5	Material	HDPE woven sack without lamination , perforated with mesh finish
6	Bag colour	Milky White

Note-1) Inferior quality bags would be rejected and supplier has to replace the materials within 15 days of intimation from JMF, without fail. In case of emergency situation, the shortage in weight of bag would invite rebate at par with the double deficit of shortage on prorata basis.

2) Wrong or distorted printing in number of bags above 50% would invite flat rebate @10% or rebate as decided by local committee or inviting total replacement by the Supplier.





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SECTION-VI

Qtn Ref. No:

Dated:/...../2022

COMMERCIAL/FINANCIAL BID

Sl No.	Item Description	HSN Code	Unit	Qty	Ex Rate/ Unit (₹)	Total Amt. (₹)
1	Supply of HDPE Bags (25" X 41" (Medhadaan Hypro), Front side single colour print as per JMF Artwork)		No	25000		
2	Supply of HDPE Bags (25" X 41" (Medha Gold) Front side single colour print as per JMF Artwork)		No	20000		
Subtotal:						
Discount: _____ %						
Total 1:						
P & F:						
Freight Charges:						
Insurance:						
Total 2:						
GST: _____ %						
Grand Total: (₹)						

*The supplier should quote rates F.O.R. at Destination. (The total rate should include GST, P&F, Freight/transport, Loading/Unloading, Insurance etc. on FOR basis).

I / We hereby declare that the information furnished above is true and correct.

"SUPPLIER 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."

Thanking you,

Name of Tenderer: _____
Name of Contact Person: _____
Post / Designation: _____

Yours faithfully,
Signature & Stamp of the Supplier/ Bidder