



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

FTC CAMPUS, SEC-2, DHURWA, RANCHI – 834004
Ph.: +91-(0651) 2543062, MOB: 7544003404/7360035219,
Email: purchase@jmf.coop



TENDER DOCUMENT

(COMPLETE BIDDING DOCUMENT)

Tender Invitation for Conversion of Surplus Milk into Whole Milk Powder (WMP)

Single Stage - One Part Bid

Important dates:

Date of Enquiry : 29/07/2020
Receipt of completed tender : 08/08/2020 till 05:00 PM

Name of Tenderer : _____
Address : _____
Tel./ Mob. no : _____
Email Address : _____

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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. 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. (Except in certain case where it has been requested through emails).
3. In case tender opening date is declared a Holiday, bids shall be opened on next working day at the same time specified in tender.
4. 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.
5. To establish their eligibility, Bidders shall complete the eligibility criteria specified /requested in the Bid/ Tender document.
6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. 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.
12. 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.
13. 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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TENDER NOTICE

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).

Regd./ Head Office:

The Jharkhand State Cooperative Milk Producers Federation Limited,
FTC Campus, Sector-2, HEC, Dhurwa, Ranchi, Jharkhand. - 834004
GST No. 20AADAT8604K1ZJ

We, the Jharkhand State Cooperative Milk Producers' Federation Limited, Ranchi (JMF), hereby invites quotation /offers from different Institutions, dairies, Cooperatives etc **for Conversion of surplus milk into Whole Milk Powder (WMP) to be supplied by our Dairy Plant** as per detailed given herein below:

Sl No.	Item Description	Unit	Milk Qty for Conversion	Remarks
1	Conversion of Chilled Milk to Whole Milk Powder as per BIS Standard	Kg	5,00,000	To be supplied by our Dairy Plant, Hotwar, Ranchi- 835217 (Jharkhand)

The MD, JMF reserves the right to accept any or all offers which in their opinion justify such actions without further explanation to the parties.

The offer/ Quotation to be submitted in the Financial Bid Format Only enclosed as Annex-II

The filled in tender/bid in all respect should reach us **on or before the due date 08 Aug 2020 by 05.00 PM.**

The tender / offer is accepted in email in wake of COVID-19 Pandemic in email id jmftenders@jmf.coop

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



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1.0 ELIGIBILITY CRITERIA

- 1.1. The bidder should have minimum three years' experience in same nature of business in the same name & style to different Institutions, dairies, Cooperatives etc. The bidder should furnish relevant documents/ purchase orders as proof.
- 1.2. The Bidder should submit the copy of Financial annual turnover 2018-19 and 2019-20. If the accounts of financial year 2019-20 have not been audited as yet, a certificate of the statutory auditor regarding turnover of the firm may be obtained.
- 1.3. The bidder should agree to sign an agreement with JMF before lifting of milk.
- 1.4. The bidder should have required mechanism with experience Technical Manpower to run Milk Processing, Powder, Ghee Plant etc.
- 1.5. The bidder should have sufficient storage facilities for Milk, Powder, Ghee and White Butter.
- 1.6. The bidder must be having equipped Testing Laboratory / facility to test milk, Milk Powder, Butter and Ghee.
- 1.7. The bidder should have sufficient numbers of Owned/Hired tanker to transport milk.
- 1.8. The bidder should have GST No., PAN, FSSAI License, BIS certifications, Factory License and any other License if any.
- 1.9. The bidder should not adopt unfair means for allotment of said Work Order.
- 1.10. The bidder should not have been blacklisted by any dairy, Cooperatives or Institutions.

2.0 OFFER SUBMISSION:

- 2.1 The offers should be submitted within scheduled time & date.
- 2.2 The rates should be quoted in prescribed format enclosed in this tender document
- 2.3 The party should clearly mention in the offer the address, e-mail/telephone nos. Any change in the address should immediately be notified to the JMF and correspondence thereafter will be made at the changed address.
- 2.4 Individual submitting the offer and other related documents must specify whether he has submitted as
- 2.5 The sole proprietor of the firm or constituted attorney of such proprietor.
- 2.6 A partner of the firm, if it is partnership firm in which case he must have authorities to refer to the arbitration disputes concerning the business of the partnership either by virtue of partnership deed or by Power of Attorney.



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3.0 TERMS AND CONDITIONS

- 3.1 The tender should fill its profile in enclosed format -**Annexure-I**.
- 3.2 The rate to be quoted in the prescribed format enclosed as **Annexure -II** – “Financial Bid”.
- 3.3 Rates should be quoted on the basis of strict adherence to specifications of WMP and recovery norms of FAT and SNF as given in **Annex -II** and should be quoted inclusive of all taxes and duties, if any.
- 3.4 The rate to be quoted in Indian Rupees Only. Offers should be strictly according to our requirement / specification and scope of work, failing which it may not be considered.
- 3.5 The Party /Supplier/ Bidder must provide copy of GST Certificate, PAN & Bank Details along with the quotation/ tender.
- 3.6 Transportation of Chilled Milk and Finished goods will be borne by JMF. Insurance also will be borne by JMF. Arrangement of Loading of Commodities should be done by party.
- 3.7 The WMP conversion shall have to be accomplished upto packaging stage as per the requirement. Packing of WMP will mean, filling in 25 Kg. Kraft Paper Bags with liner tying with thread, stitching of K.P. Bag. The packaging material shall be provided by the bidder itself.
- 3.8 It would be mandatory for the bidder / service provider to print the declaration like "Best Before" as per the packaging of various acts.
- 3.9 **Payment Terms:** The payment terms would be 100% within 30 days after receipt of the item/equipment and submission of bills after physical and quality verification.
- 3.10 The staff of the JMF /JMF authorized person shall have the right to inspect the bidder / service provider plant / office for checking quality of product manufactured / packed / supplied for JMF, as well as maintenance of plant, temperature of product kept in cold store, weight / quantities of packs, hygienic conditions in the plant or any other matter relating to product.
- 3.11 On receiving orders from JMF, the supply of Product at Jharkhand Milk Federation, Ranchi 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.
- 3.12 The tender document submitted by a tenderer shall become the property of the Federation and the Federation shall have no obligation to return the same to the tenderer.
- 3.13 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

I/WE DECLARE THAT I/WE HAVE GONE THROUGH THE ABOVE-MENTIONED CONDITIONS BEFORE FILLING UP OUR RATES AND SUBMISSION OF THE TENDER PAPER. I/WE ARE AGREEABLE TO ABIDE WITH THESE CONDITIONS UNTIL THE FINALISATION OF THE TENDER.

Enclosure(s):

1. **Name:**
2. **Name of Firm:**
3. **Address:**
- 4.
5. **Signature & date:**



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Annex-I: Tenderers'/Bidders' Profile

No	Details									
1	Name of Tenderer/ Bidder									
2	Type of Firm: Ltd Co/ Pvt. Ltd. / Partnership/ Proprietor/ Dairy Co-Op									
3	Address of Registered Office									
4	Email address									
5	Details of Key Personnel: CEO/ MD/ Director(s): Fin. & Accounts Manager: Business Development Manager:	<table border="1"><thead><tr><th>Name</th><th>Contact Nos</th></tr></thead><tbody><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr></tbody></table>	Name	Contact Nos						
Name	Contact Nos									
6	Office Tel. Nos.									
8	Year of Establishment									
9	Milk processing and products manufacturing capacity of the plant: MILK: WMP:									
10	If You have maintained any quality standard (Pl. Specify)									
11	Bank Details	Name of Bank: Branch: Account No.: IFSC Code:								
12	Documents to Be Attached	1. PAN Copy + GST Regn. 2. ISO Certificates (if any) 3. Factory Lic (if any) 4. Fin. Statements 5. Product Brochures 6. Copy of PO's (Min.5) 7. BIS License (IS: 1165:2002)								
Seal & Sign. Of Tenderer										



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Annex-II
(Financial Bid Format)

Dated: ____/____/2020

The bidders are requested to offer their best rate and filled the parameters as required:

Description	Basic conversion rate per Kg (Rs.)	GST Amt. (@____%)	Packing Material Cost /Kg (Rs.)	GST Amt. (@____%)	Total Amount per Kg (Rs.)
Conversion of Chilled Milk to Whole Milk Powder as per BIS Standard					

Total Amount (In Words) Rupees _____.

Calculation of Conversion of WMP						
Supplied Qty					Total Milk Solid Received at Conversion Plant as per BIS Standard (Kg)	WMP Qty (kg) as per BIS standards against Total Milk Solid Received) (Kg)
Milk Qty (Kg)	Fat%	SNF%	Kg Fat	Kg SNF		
500000	3.1	8.5	15500	42500	58000	

Thanking you,

Yours faithfully,
Signature & Stamp of the Supplier/ Bidder

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