



**The Bhagirathi Cooperative Milk Producers' Union Limited**  
(A Govt. of West Bengal Project)

**Memo No: BU: PUR: NIT: 1096**

**Dated: 07.08.2020**

**NOTICE INVITING OFFLINE TENDER (TWO COVER SYSTEM)**

**Website Copy**

**Name of the work: Tender for Supply of Packaging Materials for 1 year.**

Offline tenders are invited by The Bhagirathi Cooperative Milk Producers' Union Limited in **TWO BID SYSTEM** from reliable, resourceful, bonafide and experienced firms / companies / individual contractors having requisite financial capability and credential on execution of similar nature of supply.

<b>Sl No.</b>	<b>Particulars</b>	<b>Specifications</b>	<b>Quantity (May vary)</b>
01	Shelf Adhesive Tape	Bopp shelf Adhesive Tape, Brown, 60 mm X 65 mtrs/Roll	650 Rolls/Year
02	Box Strapping	Yellow Box Strapping, One(1) Kg/Roll, Size: 12 mm, Thickness: 0.8 mm	650 Kgs/Year
03	Box Packing Clip	G.I Box Packing Clip, Size: 12 mm X 48 mm, Soft	400 Kgs/Year
04	Sealing Machine	Sealing Machine (Tensioner + Sealer), Make: Eagle	6 Sets/Year

**Time line for tender:**

<b>PARTICULAR</b>	<b>DATE &amp; TIME</b>
Date of Publication of NIT	07.08.2020 at 3.00 pm
Tender submission start date & time	07.08.2020 from 3.05 pm
Last date & time of submission of Technical Bid and Financial Bid	21.08.2020 at 3.00 pm
Date & Time of opening of Technical Bid in the office of the Managing Director BCMPUL	22.08.2020 at 4.00 pm
Date & Time of opening of Financial Bid in the office of the Managing Director BCMPUL	To be notified later

**Estimate of the Work:** NIL. The rate shall be quoted by the bidder depending upon the prevailing market rate.

**Earnest Money Deposit:** EMD of Rs. 5,000/- in favour of The Bhagirathi Co-operative Milk Producers' Union Limited in form of Demand Draft is to be submitted along with the Technical Bid.

**Experience:** Bidder should have minimum 1 (One) year experience in supply of Packaging Materials to any dairy or manufacturing unit.

**Submission of bids:** The bids will be submitted in offline mode.

**Technical bid submission:**

The entire mandatory documents namely

1. Documents in support of Credential i.e. Work Completion Certificate / P.O.
2. EMD of Rs. 5,000/- in favour of The Bhagirathi Co-operative Milk Producers' Union Limited in the form of Demand Draft payable at Berhampore.
3. GST Registration Certificate
4. Copy of valid PAN Card
5. Sample of quoted material

Shall be placed in a sealed cover having written on top "**Tender for Supply of Packaging Materials**".

**Financial Bid Submission:**

The financial offer of the bidder shall be submitted in a sealed cover having written on top "Financial Bid for **Tender for Supply of Packaging Materials**". The financial offer of the bidder shall be in the following format:

To

Bid Inviting Authority  
Office of the Managing Director  
The Bhagirathi Cooperative  
Milk Producers' Union Limited

Sub: Financial Offer

Sir,

I beg to submit that I agree with all the terms and conditions mentioned in the NIT No.....  
Dated ..... and submitting my Financial Offer is Rs...../kg for **Supply of Packaging Materials** in my financial offer includes all the taxes and incidental charges FOR BCMPUL. The Total Cost in this contract is Rs..... inclusive of all for 1 (One) year.

You are requested to kindly accept my financial offer

Yours faithfully

Dated:

[Name of the Bidder]

Both the sealed covers of Technical and Financial bid shall be placed in another bigger sealed cover having written on its top as “BID for **Tender for Supply of Packaging Materials**”.

The bid shall be submitted in The Bhagirathi Cooperative Milk Producers’ Union Limited, Feeder Dairy, Panchanantala, Berhampore, Murshidabad, 742165, WB.

**Validity of the bid:** The bid once submitted will be valid for 60 days.

**Validity of Contract:** 365 days.

**Other Terms & Conditions:**

1. The bidders are required to submit their tender before last date and time of submission. No bids will be accepted for evaluation after last date and time of bid submission.
2. Partial/incomplete tenders are liable to be rejected. The tender documents should be properly indexed and signed and sealed by the bidder.
3. The rate quoted in the financial bid is fixed for the Tenure of Contract and there shall be no variation in rate whatsoever and no claims regarding escalation of rates will be entertained during the contract period.
4. Sample not conforming to the specification as prescribed in the NIT shall not be accepted.
5. Price quoted by the bidder should be inclusive of all taxes levies packing, forwarding and transportation charges & FOR dairy.
6. EMD of successful bidder shall be converted to security deposit. EMD of unsuccessful bidders shall be refunded. EMD shall not carry any interest.
7. Time being the essence of contract, materials must be delivered within 7 days after placement of Supply Order. The party should have the capacity to supply the consignments required for 3 months in a single month if any exigency situation arises.
8. Penal Clause: Liquidated Damage of 0.5% of the total cost shall be charged if there is any delay in supply of goods subjected to a maximum of 10% of the total cost and the amount shall be recovered from the bills. If the Milk Union makes alternative arrangements due to negligence of the party, the cost of the consignment arranged from the different source shall be deducted from the party.
9. Force Majeure: For delay in supply of goods for which neither the supplier or the Milk Union is responsible like strikes, lockouts, war, catastrophe shall be termed as “Force Majeure” and penalty clause will not be applicable.
10. Payment will be made in NEFT/RTGS after 15 to 20 days after delivery of goods and receipt at the Store Section of the Milk Union in good condition followed by submission of bills. The bank details of the party are to be mentioned in the bills clearly.
11. The Requisitioning Authority will certify the quality of goods received at the store. In case if any consignment is not conforming prescribed specification and quality, penalty shall be imposed and the cost will be deducted from the bill accordingly.
12. In case of any dispute between the Milk Union and the bidder the decision of the Milk Union shall be binding.
13. The Milk Union reserves the right to cancel the Contract if the Supplier fails to supply the goods in due time or compromises with the quality of the goods. On termination of contract the security deposit shall be forfeited.
14. Milk Union reserves the right to accept or reject the Tender on the basis of the sample provided.

Sd/-  
Managing Director  
The Bhagirathi Cooperative  
Milk Producers’ Union Limited

Copy forwarded to:

1. Office Notice Board
2. Website Copy