



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

Memo No: BU: PUR: NIT: 0472

Dated: 30.05.2020

NOTICE INVITING OFFLINE TENDER (TWO COVER SYSTEM)

Website Copy

Name of the work: Tender for Supply of Printing Register Society 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.

SI No.	Particulars	Specifications	Quantity
01	Printing Register Society	As per enclosed sheet.	

Time line for tender:

PARTICULAR	DATE & TIME
Date of Publication of NIT	01.06.2020 at 11.00 am
Tender submission start date & time	01.06.2020 from 11.05 am
Pre-bid meeting in the office of the Managing Director BCMPUL	03.06.2020 at 11.00 am
Last date & time of submission of Technical Bid and Financial Bid	20.06.2020 at 3.00 pm
Date & Time of opening of Technical Bid in the office of the Managing Director BCMPUL	22.06.2020 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.

Eligibility Criteria & Mandatory Documents:

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 worth Rs. 2.0 lakh in supply of Printing Register Society. Work Completion Certificate / PO in support of this claim must be attached.

Statutory documents: Bidder shall submit latest GST Registration Certificate, copy of valid PAN Card.

All the above-mentioned criteria and documents are mandatory and if the bidder fails to submit any of them, their bid will summarily be rejected.

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
3. GST Registration Certificate
4. Copy of valid PAN Card

Shall be placed in a sealed cover having written on top "**Tender for Supply of Printing Register Society**".

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 Printing Register Society**”. 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 Printing Register Society 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 Printing Register Society**”.

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. Price quoted by the bidder should be inclusive of all taxes levies packing, forwarding and transportation charges & FOR dairy.
5. EMD of successful bidder shall be converted to security deposit. EMD of unsuccessful bidders shall be refunded. EMD shall not carry any interest.
6. 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.
7. 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.
8. 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.
9. 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.
10. 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.
11. In case of any dispute between the Milk Union and the bidder the decision of the Milk Union shall be binding.
12. 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.

The Managing Director reserves the right to reject or cancel any bid or to cancel the entire process without assigning any reason thereof.

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

Bhagirathi

The Bhagirathi Co-op. Milk Producers' Union Ltd.

List of the Register Society

Sl. No.	Name of the Register	Description
1	Purchase Register (Socy.)	1/4 DFC, 10.4Kg Andhra Con, 400 pages Book, Board Binding.
2	Cash Book: (Socy.)	1/4 DFC, 10.4 kg Andhra Con, 200 Folio Page Book, Board Binding.
3	General Ledger (Socy.)	1/4 DFC, 10.4 kg Andhra Con, 100 pages Book, Board Binding.
4	Payment Register.	1/4 DFC, 8.0 kg Andhra, 100 Folio page Book, Board Binding.
5	Member ship Register:	1/4 DFC, 10.4 kg Andhra Con, 50 Folio page Book, Board Binding
6	Resolution Book:	1/4 DFC, 10.4 kg Andhra Con, 100 page Book, Board Binding.
7	Fat Test Book :	1/8 DFC, 8.0 kg Andhra, 200 pages Book, Board Binding.
8	Money Receipt Book	1/8 Colour Demy, Ballarpur, 100x2 pages Book.
9	Incentive Form:	1/4 DFC, 8.0 kg Andhra, 200 pages Pad Binding.
10	Letter Pad Socy.	1/6 Demy, J. K. Bond, 100x2 pages pad, 1st copy perforated.
11	Milk Card	1/16 Size, 14.2 kg Yellow Colour Board.
12	Milk Pass Book.	1/16 DFC, 8.0 kg Andhra, 38 Folio page Book with printed cover and Transparent Jacket.
13	C.F. Receipt Book.	1/4 DFC, 8.0 kg Andhra, 100x2 pages Book, 1st Copy perforated with number
14	A. I. Report Pad	Size 1/6 DFC, 8.0kg Andhra 24 pages pad
15	Society Challan Book	100x2 pages Book