

# Bhagirathi

## The Bhagirathi Cooperative Milk Producers' Union Limited

(A Govt. of West Bengal Project)

BU/MISC/NIT/2429

Dated: 24/12/2021

### NOTICE INVITING OFFLINE TENDER

**Name of the work: Procurement of Wall calendar and Executive Diary.**

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

Sl No	Particulars	Specifications	Quantity
1]	<b>Wall Calendar</b>	Size: 20"x30" Paper 130GSM real art paper. Printing 4 Colours. Binding of top & bottom tin mounting with hanging ribbon.	1200 Nos.
2]	<b>Executive Diary</b>	Size: 9.5" x 7.25". Cover and inside 6 pgs 4 colour. Paper 70GSM Maplitho Cover binding hard board with softy finish.  <b>N.B. :-</b> Printing matter and soft copy of photograph should be Collected from our Office.	1200 Nos.

#### **Time line for Tender:**

<b>PARTICULAR</b>	<b>DATE &amp; TIME</b>
Date of Publication of NIT	24.12.2021 at 15.00 pm
Tender submission start date & time	24.12.2021 from 15.05 pm
Last date & time of submission of Technical Bid and Financial Bid	31.12.2021 at 16.00 pm
Date & Time of opening of Technical Bid in the office of the Managing Director BCMPUL	01.01.2022 at 15.00 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.

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

**Technical bid submission:**

The entire mandatory documents namely

1. GST Registration Certificate
2. Copy of valid PAN Card

Shall be placed in a sealed cover having written on top “**NIT for Procurement of Wall calendar and Executive Diary.**”

**Financial Bid Submission:**

The financial offer of the bidder shall be submitted in a sealed cover having written on top “Financial Bid for “**NIT for Procurement of Wall calendar and Executive Diary**”. 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 of Rs. .... for <b>NIT for Procurement of Wall calendar and Executive Diary.</b> My financial offer includes all the taxes and incidental charges FOR BCMPUL.
You are requested to kindly accept my financial offer
Yours faithfully
[Name of the Bidder]
Dated:

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 NIT for Procurement of Wall calendar and Executive Diary**”.

The bid shall be submitted in The Bhagirathi Cooperative Milk Producers’ Union Limited.

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

**Delivery Period:** The selected bidder shall deliver the materials within **10** days from the date of acceptance Purchase Order.

### **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. Price quoted by the bidder should be inclusive of all taxes levies packing, forwarding and transportation charges & FOR Dairy.
4. Time being the essence of contact; materials must be delivered within 10 days after placement of Supply Order.
5. 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.
6. 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.
7. Payment will be made in NEFT/RTGS after 30 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.
8. 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.
9. In case of any dispute between the Milk Union and the bidder the decision of the Milk Union shall be binding.
10. The Milk Union reserves the right to cancel the Order if the Supplier fails to supply the goods in due time or compromises with the quality of the goods.

**The Managing Director of The Bhagirathi Cooperative Milk Producers' Union Limited reserves the right to reject or cancel any bid without assigning any reason whatsoever.**

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

Copy forwarded to:

1. NDC, MSD & OC BCMPUL with a request to publish the Notice to District Website (<https://murshidabad.gov.in>) through DIO, NIC.
2. Official Website ([www.bhagirathimilk.com](http://www.bhagirathimilk.com))
3. Office Notice Board