

Bhagirathi

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

Feeder Dairy: P.O-Baharampur: PIN -742101: Dist.-Murshidabad

☎ (03482) 250898, 260534 & FAX: 03482 – 251978

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www.bhagirathimilk.com

The Bhagirathi Cooperative Milk Producers' Union Ltd., was established in the year 1974, under the "Operation Flood Programme" as a Cooperative Society and is registered under West Bengal Cooperative Societies Act and Rules. The main objective of Bhagirathi Milk Union is bringing about socio-economic transformation of the rural masses through organizing Dairy Cooperative Societies in the district of Murshidabad. Over a period of 44 years, the Bhagirathi Milk Union has been able to infuse a new life in the cooperative movement of the West Bengal, ensuring democratic functioning of the cooperatives such as members' involvement in decision making process, to promote thrift, self-help and mutual aid, involving womenfolk and also to provide for transparent, devoted and efficient management and services relevant to the needs of the cooperatives. The operational area of the Union is entire Murshidabad district which covers 26 blocks.



Range of Products of Bhagirathi Milk Union

Our supply consists of exclusively cow milk obtained from good quality cattle and our effort is to bring fresh unadulterated cow milk to the doorsteps of the consumers. During the processing of the raw milk supplied to us by the farmers we pasteurize and homogenize and as well as maintain originality and purity of the cow milk. Our main objective is to supply fresh dairy products to the consumers within a reasonable cost.

NOTICE INVITING QUOTATION

BU/E&A/ISO/3800

Date: 16.01.2018

The Bhagirathi Cooperative Milk Producers' Union Limited invites Sealed Quotations from the reputed consultancy firms/ service providers/ agencies for entering into contract to perform all the necessary consultancies, documentation, gap analysis & other formalities to complete the whole process for awarding and obtaining ISO 22000:2005 certification.

IMPORTANT DATE AND TIME SCHEDULE

Sl. No.	Particulars	Date & Time
1	Date of Inviting NIQ	16.01.2019 11:00am
2	Quotation Submission Start Date	16.01.2019 11:10am
3	Quotation Submission End Date	28.01.2019 03:00pm
6	Bid Opening Date (to be opened in presence of willing bidders)	29.01.2019 03:00pm

The details of work are given below:

Nature of Work	Service
Scope of Work	Contract to perform all the necessary consultancies, documentation, gap analysis & other formalities to complete the whole process to be awarded with ISO 22000:2005 certification.
Area of Operation	The Bhagirathi Cooperative Milk Producers' Union Ltd.
Estimated Cost of Work	To be offered by the Bidders
Contract Period	As per scope for obtaining ISO 22000:2005
Bid Inviting Authority	The Managing Director of The Bhagirathi Cooperative Milk Producers' Union Limited
Security Deposit	NIL
Eligibility Criteria	Credentials: Experience: Preference will be given to the bidders having past experience for obtaining certification of ISO 22000:2005 for Dairy Unit.
Statutory & Non Statutory Documents	a) Photocopy of: (1) Registration Certificate Consultant/ Firms (2) GST registration Certificate b) To prove his past experience, photo copies of the experience /Work Orders/Payment certificate may be submitted if any.
Bid Document	The bid document is available in the official Website of The Bhagirathi Milk Union www.bhagirathimilk.com
Award of Contract	The bidder selected after evaluation of Quotations by the Committee will be given Award of Contract, subject to fulfillment of Terms and Conditions provided in the Quotation.
Validity of Bid	365 days after opening of Quotation

Important Instructions	<p>This sealed quotations should be dropped at the office of the Bhagirathi Cooperative Milk Producers Union Limited office at Berhampur, Murshidabad within stipulated time and date.</p> <p>Address: The Managing Director, Bhagirathi Co-op. Milk Producers' Union Ltd. Feeder Dairy: P.O-Baharampur: PIN - 742101: Dist.-Murshidabad</p> <p>Taxes will be deducted as per Govt. norms</p>
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GENERAL TERMS AND CONDITIONS

1. The Bhagirathi Co-operative Milk Producers' Union Ltd. will not accept any variation in conditions stipulated in the Quotation. Any suggestion in the Quotation, for any modification of the Quotation conditions will not be entertained and the conditional offer will render the Quotation invalid.
2. If the bidder has already been blacklisted by any Government/ Government Undertakings/ Co-operative societies, his Quotation will be rejected. In case information about such black listing comes to the knowledge of the Union after awarding of the Quotation, the contract will be terminated, liquidated damages levied, apart from taking penal action.
3. BCMPUL reserves the right to accept or reject any or all Quotation wholly / partly without assigning any reason thereof.
4. The necessary responsibilities must be fulfilled by the party as stated in **Annexure A**.

Annexure-A

1. To perform Gap analysis on the existing facilities/ documentation/ for departments/ sections falling under the defined scope, against the requirements of FSSM standard and produce a gap analysis report.
2. To plan together with management team of the Bhagirathi Milk Union on the ways to address the gap in order to develop the necessary documentation for standards compliances.
3. To maintain and update all records, procedures as required in standards and guide the management team all through its implementation.
4. To provide and develop customize internal training to workers and management team like Food Safety related training, housekeeping awareness, hygiene and sanitation awareness training, health & safety awareness training etc.
5. To develop and advise all departments and support an effective implementation of the standard requirements.
6. To offer close guidance in preparation and review of the final documents prior to completion of the audit.

7. To prepare FSMS manual, policies and procedure.
8. To assist and coordinate the required management review prior to completion of the audit.
9. To guide the management team in making an application for compliance audit.
10. To regulate coordination during the audit period of the Milk Union till completion successfully.
11. To guide and also make the correction, corrective action required to be taken against NCs and observations after audit completion.
12. All NCs closer report will be submitted to the certification body.
13. To submit audit report to the organization.
14. To develop all mandatory procedures as required in ISO 22000:2005 and guide the ISO project team on implementing the same.
15. To perform any other tasks to ensure for obtaining the certification of the department

PROJECT SCHEDULE:

- Facilitation services shall commence within 5 working days after receipt of the work order and shall end on completion of certification audit.
- Facilitation services are performed for one year.
- Internal audit is to be conducted as per requirement.
- Management review is to be conducted from time to time, as required.

PAYMENT SCHEDULE:

- 30% of the total amount of Work order
- 30% with tax after completion of policies, procedures, manuals, training, internal audit and management review meeting.
- 20% after the completion of the stage-1 audit.
- 20% after the final certification of audit.

1. Deliverables:

The deliverables will include the followings (but not limited to)

- Project schedule with defined milestones
- Gap analysis report as mentioned in terms of reference
- Necessary documentation like quality manual, procedures, instructions, records, as required in ISO22000:2005 standard
- Customized training modules for all necessary trainings
- Internal audits reports
- Progress reports of activities covered under terms of reference

2. Others

- Milk Union shall depute a senior officer for coordination with the consultant in matters related with the project.
- If for any reason the work is delayed, the project shall be rescheduled to mutual agreement between Milk Union and the consultant.

- All disputes and differences arising out or in any way touching or concerning this Agreement shall be referred to higher authority of the Milk Union.

The Managing Director reserves full right to accept or reject any bid or to cancel the entire tender process at any point of time without assigning any reason thereof.

We look forward to receiving your quotations and thank you for your interest in this project.

Managing Director
The Bhagirathi Co-operative Milk
Producers' Union Limited

Copy forwarded to:

1. Office Notice Board
2. Official Website (www.bhagirathimilk.com)
3. Tender Notice File

FORMAT OF RATE QUOTATION

Ibidder abide by all the terms and conditions of this NIQ and submit financial offer below:

SL No.	Description of work:	Basic amount of service charges (Rs.)	Taxes and other levies (Rs.)	Total Amount (Rs.)
1	Consultancies, documentation, gap analysis & other formalities to complete the whole process to be awarded with ISO 22000:2005 certification	To be quoted by the bidder	To be quoted by the bidder	To be quoted by the bidder

Thanking you,

Signature of the bidder

[Name in Capital Letter]