



**The Bhagirathi Co-op. Milk Producers' Union Ltd.**  
**Feeder Dairy: P.O-Berhampore: PIN -742101:**  
**Dist.-Murshidabad**  
☎ (03482) 250898, 260534 & FAX: 03482 – 251978  
e-mail: [bhagirathi6@rediffmail.com](mailto:bhagirathi6@rediffmail.com); Website:  
[www.bhagirathimilk.com](http://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 TENDER**

The Bhagirathi Cooperative Milk Producers' Union Limited invites Online Tender (E-Tender) in Two bid system for procurement installation and commissioning of Double Head AFFS Packaging Machine.

**TENDER NIT NO: BU/DAIRY/PKGMS/3987**

### **IMPORTANT DATE AND TIME SCHEDULE**

Sl. No.	Particulars	Date & Time
1	Date of uploading (Publishing)of N.I.T. Documents (Online)	02.02.2019 at 17:00pm
2	Documents download start date (Online)	02.02.2019 from 17:05pm
3	Documents download end date (Online)	18.02.2019 till 16:00 pm
4	Date of hosting of documents at departmental website ( <a href="http://www.bhagirathimilk.com">www.bhagirathimilk.com</a> )	02.02.2019 at 17:00 pm
5	Technical Bid proposal submission start date (Online)	02.02.2019 from 17:10 pm
6	Bid Submission end date (Online)	18.02.2019 at 16:00 pm
7	Technical bid opening date	20.02.2019 at 16:30 pm
8	Pre bid Meeting (The Office of The Bhagirathi Cooperative Milk Producers' Union Limited)	04.02.2019 at 11:00 pm
9	Financial Bid Opening date	To be Notified Later

**The details of work are given below:**

<b>Nature of Work</b>	Procurement Installation and Commissioning of Double Head AFFS Packaging Machine.
<b>Scope of Work</b>	Procurement installation and commissioning of Double Head AFFS Packaging Machine for packaging pouch milk sachet of 500 ml
<b>Estimated Cost of Work</b>	Rs.8,00,000/-
<b>Bid Inviting Authority</b>	The Managing Director of The Bhagirathi Cooperative Milk Producers' Union Limited
<b>Eligibility Criteria</b>	<b>Credentials:</b> <ol style="list-style-type: none"><li><b>Experience:</b> Minimum 1 year experience within the last five years in supply installation and commissioning of Dairy Machinery and Plant items. Experience certificate of 8 lakhs from competent authority supporting the claim must be uploaded in the Technical Bid Folder.</li><li><b>Turnover:</b> Average Annual Turnover from this business should be minimum 20 lakhs for the last 3 financial years. Audited Balance Sheet should be produced in support of</li></ol>

	<p>the claim and must be uploaded in the Technical Bid Folder.</p>
<b>Statutory &amp; Non Statutory Documents</b>	<ol style="list-style-type: none"> <li>1. GST Registration Certificate</li> <li>2. PAN Card</li> <li>3. Trade License</li> <li>4. IT Return and Balance Sheet for last 3 financial years</li> <li>5. Documents in support of Credentials</li> <li>6. Experience Certificate</li> </ol> <p><b>All these documents are mandatory. Failure to upload the documents will result in disqualification during technical bid. No document is to be sent physically.</b></p>
<b>Earnest Money Deposit</b>	<p>The EMD amounting to Rs. 10,000/- should be deposited online through Net Banking, NEFT/RTGS in favour of the Managing Director, The Bhagirathi Cooperative Milk Producers' Union Limited payable at Berhampore. EMD shall not carry interest.</p> <p>Tenderers will select the Tender to bid and initiate payment of pre-defined EMD for that tender by selecting from either of the following payments modes (vide Finance Department Memorandum no. 3975-F(Y) Dt. 28/07/2016) :</p> <ol style="list-style-type: none"> <li>1. Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway.</li> <li>2. RTGS/NEFT in case of offline payment through bank accounts in any Bank.</li> </ol> <p><b>Payment procedure.</b></p> <p><b>a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway :</b></p> <ol style="list-style-type: none"> <li>1. On selection of net banking as the payment mode, the bidder will be directed to ICICI Bank Payment Gateway webpage (along with a string containing a Unique ID) where he will select the Bank through which he wants to do the transaction.</li> <li>2. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.</li> <li>3. Bidder will receive a confirmation message regarding success/failure of the transaction.</li> <li>3. If the transaction is successful, the amount paid by the bidder will get credited in the respective Pooling account of The Bhagirathi Cooperative Milk Producers' Union Limited maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road, Kolkata for collection of EMD/Tender Fees.</li> </ol>

4. For transaction failure, the bidder will again try for payment by going back to the first step.

**b) Payment through RTGS/NEFT:**

1. On selection of RTGS/NEFT as the payment mode, the e-Procurement portal will show a pre-filled challan having the details to process RTGS/NEFT transaction.

2. The bidder will print the challan and use the pre-filled information to make RTGS/NEFT payment using his Bank account.

3. Once payment is made, the bidder Will come back to the e-Procurement portal after expiry of a reasonable time to enable the NEFT/RTGS process to complete, in order to verify the payment made and continue the bidding process.

4. If verification is successful, the fund will get credited to the respective Pooling account of The Bhagirathi Cooperative Milk Producers' Union Limited maintained with the Focal Point Branch of ICICI Bank at R.N. Mukherjee Road for collection of EMD/Tender Fees.

5. Hereafter, the bidder will go to e-Procurement portal for submission of his bid.

6. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.

**B. Refund/Settlement Process:**

i. After opening of the bids and technical evaluation of the same by the Quotation inviting authority through electronic processing in the e-Procurement portal of the State Government, the Quotation inviting authority will declare the status of the bids as successful or unsuccessful which will be made available, along with the details of the unsuccessful bidders, to ICICI Bank by the e-Procurement portal through web services.

ii. On receipt of the information from the e-Procurement portal, the Bank will refund, through an automated process, the EMD of the bidders disqualified at the technical evaluation to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of bid is uploaded to the e-Procurement portal by the Tender inviting authority.

iii. Once the financial bid evaluation is electronically processed in the e Procurement portal, EMD of the technically qualified bidders other than that of the L1 and L2 bidders will be refunded,

	<p>through an automated process, to the respective bidders' bank accounts from which they made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on rejection of financial bid is uploaded to the e-Procurement portal by the Quotation inviting authority. However, the L2 bidder should not be rejected till the LOI process is successful.</p> <p>iv. If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal, EMD of the L2 bidder will be refunded through an automated process, to his bank account from which he made the payment transaction. Such refund will take place within T+2 Bank Working Days where T will mean the date on which information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority.</p> <p>v. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal –</p> <p>a) EMD of the L1 bidder for tenders of State Government offices will automatically get transferred from the pooling account to the State Government deposit head “8443-00-103-001-07” through GRIPS along with the bank particulars of the L1 bidder.</p> <p>b) EMD of the L1 bidder for tenders of the State PSUs/Autonomous Bodies/Local Bodies/PRIs, etc will automatically get transferred from the pooling account to their respective linked bank accounts along with the bank particulars of the L1 bidder. In both the above cases, such transfer will take place within T+1 Bank Working Days where T will mean the date on which the Award of Contract (AOC) is issued.</p> <p>vi. The Bank will share the details of the GRN No. generated on successful entry in GRIPS with the E-Procurement portal for updation.</p> <p>vii. Once the EMD of the L1 bidder is transferred in the manner mentioned above, Tender fees, if any, deposited by the bidders will be transferred electronically from the pooling account to the Government revenue receipt head “0070-60-800-013-27” through GRIPS for Government tenders and to the respective linked bank accounts for State PSU/Autonomous Body/Local Body/PRIs, etc tenders.</p> <p>viii. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD &amp; Tender Fees (if any) were initiated.</p>
Bid Document	The bid document is available in the E-Tendering Portal of Govt. of West Bengal <a href="https://wbtenders.gov.in">https://wbtenders.gov.in</a> .
Technical Bid Evaluation	The Technical Bid will be evaluated by the Tender Committee. Bidders shall upload all the necessary documents in the Technical

	Folder which will be verified and evaluated by the Tender Committee.
Financial Bid	<p>Rate shall be quoted in the Financial bid</p> <p>The bidder shall quote the rate online through Computer only in the space marked for quoting rate in the Bill of Quantities (BOQ). <b>Only downloaded copies of the above documents, digitally signed by the bidder are to be uploaded (Excel file).</b></p> <p>The rate quoted by the tenderer shall be inclusive of all elements of taxes and duties, demands, tolls etc. The tenderer shall include income tax, GST etc as applicable, octroi if any and all other charges if applicable while quoting the rate, FOR (freight on road) delivery of the material in the place of delivery.</p>
Validity of Bid	180 days
E Tender registration and bidding	<p><b>ONLINE BIDDS:</b></p> <p>The bidders interested to submit the bid Online shall get registered and get a digital signature as per the procedure described below: Companies\ Agencies\ bidders who are interested in participating e tenders are requested to contact the representatives of NIC for registration, computer setting and clarification on e-tendering Online tenders can be submitted by logging in the e –Tendering portal of Govt. of West Bengal i.e. <a href="https://wbtenders.gov.in">https://wbtenders.gov.in</a> .</p> <p><b>ONLINE BID SUBMISSION:</b></p> <p>The bidders are required to submit the Technical and Financial bid documents ONLINE i.e. uploading of the documents complete in all respect by following the Online Bid submission procedure.</p>
Important Instructions	<p>Names of the technically qualified bidders as per the bid criteria after <b>verification with original</b> &amp; evaluation will be displayed in the e-portal.</p> <p>The financial bid documents of the technically qualified bidders will only be opened.</p> <p>List of Financial comparison chart of bidders will be published after opening of Financial Bid. The Managing Director, Bhagirathi Cooperative Milk Producers’ Union Limited reserves the right to reject or cancel any or all pre-qualification documents and bid document without assigning any reasons whatsoever.</p> <p>All duties, taxes, toll and other levies payable by the Bidders under the Contract to the State / Central Government for any other cause, shall be included in the rates, prices and total Bid price submitted by the bidder.</p>
Download of Tender	<p><b>1. Download of Tender</b></p> <p>Tender to be downloaded only from the e-Tendering portal of Govt. of West Bengal i.e. <a href="https://wbtenders.gov.in">https://wbtenders.gov.in</a> . The tender</p>

	<p>will be submitted in two bid system i.e. Technical bid &amp; Financial bid only through online.</p> <p><b>2. Online Bid submission procedure</b></p> <ol style="list-style-type: none"> <li>i. <b>Registration of Bidders:</b> Agencies/Bidders who are interested in participating e-tenders will have to get enrolled &amp; registered with the Government e-Procurement system. through logging on to <a href="https://wbtenders.gov.in">https://wbtenders.gov.in</a></li> <li>ii. <b>Digital Signature certificate (DSC):</b> Each bidders is required to obtain a class-II or Class-III Digital Signature Certificate (DSC) having Signing and Encryption certificate for submission of tenders from the approved service provider of the National Information's Centre (NIC) on payment of requisite amount or any service provide as may be allowed by the Finance Department, Govt. of West Bengal.</li> <li>iii. <b>Tender Download:</b> The bidders can search &amp; download NIT &amp; Tender Documents electronically from computer once he logs in to the e-Tendering portal <a href="https://wbtenders.gov.in">https://wbtenders.gov.in</a> using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.</li> <li>iv. <b>Submission of Tenders:</b> General process of submission, Tenders are to be submitted through online to the stipulated website in two folders, (one is Technical Bid &amp; the other is Financial Bid) before the prescribed date &amp; time using the Digital Signature Certificate (DSC). The documents are to be uploaded duly digitally signed. The documents will get encrypted (transformed into non readable formats).</li> </ol>
<b>Award of Contract</b>	The <b>bidder selected</b> after evaluation of financial bid by the tender committee will be given Award of Contract, subject to fulfillment of Terms and Conditions provided in the tender.
<b>Publication of Tender</b>	<ol style="list-style-type: none"> <li>1. E-Procurement Portal Govt. of West Bengal (<a href="https://wbtenders.gov.in">https://wbtenders.gov.in</a>)</li> <li>2. Website of the Milk Union (<a href="http://www.bhagirathimilk.com">www.bhagirathimilk.com</a> )</li> <li>3. Office Notice Board</li> </ol>

# Technical Specifications

## Double head Pouch Filling machine - 5000 pouch/hr

**Make: Samarpan / Nichron /Standard Packaging/ equivalent**

Product: Milk

Feeding system: **Gravity Filter**

Dosage: Upto 1000 ml.

Accuracy: + 0.5% from 250 to 1000 ml. Under ideal working condition.

Average output: 5000 pouch/hr. in ideal working condition.

Packing material: Virgin film-Any impulse sealing material like co-ex LDPE

1. Film width 324 mm + 2 mm
  2. Thickness 60 to micron.
  3. Maximum weight of the film rolls 18 - 20 kg.
  4. Film roll dia - 500 mm. Core dia - 700 mm.
- Std. Pouch size : 1000 ml - 152 X 255 mm 500 ml - 152 X 160 mm 250 ml - 152 X 110 mm  
125 ml - 152 X 90 mm.
- Type of seal: Vertical overlap - standard. Fin - optional. Horizontal round standard  
Extruded- optional.

**The machine should be provided with TTO printer for date coding and PHOTOCCELL.**

### DESCRIPTION OF THE MACHINE:

**MACHINE BODY:** This consist of Stainless Steel sheet metal built on a treated aluminum machined base plate and vertical plates. All the sub-assemblies are mounted on these machined plates.

All parts in contact with product are of AISI 304 Stainless Steel with smooth finish.

**SPOOL BEARER ASSEMBLY:** The heat sealable film roll of 20 kg. Maximum weight will be mounted on the spool bearers at the rear bottom of the machine for each head. The spool bearer assembly is sliding type of facilitate easy change over the film roll. The film layer is then passed through various rollers and sub-assemblies such as:

- a. End of the film.
- b. Film loosening.
- c. Film brake.
- d. UV tubes etc.

The film layer is then formed into a tube at the confirmatory.

**VERTICAL SEAL:** The film is overlapped and sealed into a Tube by Vertical electrode. The Jaw is Cam operated and its water cooled.

**FILM FEED:** Downward movement of the film tube is controlled by rubber nip rollers driven by grooved cam, follower, sprocket & chain drive and free wheel assembly.

**INJECTION SYSTEM:** The constant level tank with mechanical float is fixed on the roof of the machine. The product from tank is passed through injection tube into film tube. The fill quantity of



the product in each pouch is controlled by opening of the gate valve at the bottom of the injection tube.

**HORIZONTAL SEAL:** The horizontal sealing and cutting takes place at the same time by horizontal electrode mounted on fixed Horizontal jaw. The fixed horizontal jaw is water-cooled and rear moving jaw is mechanical cam operated.

**ELECTRICAL CONTROL PANEL:** The electrical switches, control relays, solid state varies, pouch counters are to be mounted on this panel. The electric control panel is at the center of the machine for convenient of the operator.

**OTHER FEATURES OF THE MACHINE:**

1. No Air supply should be required to run the Machine.
2. Individual head operation. Possible 1 ltr. On one head and ½ ltr. On another head can be packed at the same time.
3. Auto operation of the machine stops and audiovisual alarm is given to operator is given when film Roll is over in either head of machine.
4. Emergency switches to stop of the machine to be provided on the front side of the machine.
5. Suitable adaptors for injection nozzles to be provided separately for CIP of the machine.

## Terms and Conditions

1. The documents submitted by the bidders should be properly indexed & digitally signed.
2. During the scrutiny, if it comes to the notice to the tender inviting authority that the credential(s) and/or any other paper(s) has/have been of any bidder found incorrect/ manufactured/ fabricated, that bidder will not be allowed to participate in the tender process and that application will be rejected outright. The Bhagirathi Cooperative Milk Producers' Union Ltd. Reserves the right to cancel the N.I.T. at any time without showing any reason and no claim in this respect will be entertained.
3. During evaluation the Committee may summon of the Bidders and seek clarification/information regarding bids within the stipulated time frame, their proposals will be liable for rejection.
4. Inspection of materials may be undertaken at the supplier's premises whenever necessary by the Tendering Authority/ any officer authorized by the undersigned.
5. The Bidders should have local arrangement (within West Bengal) for 'prompt after sale service' of the installed unit as and when required within warranty period free of cost. The service must be attended within 48 hours from the receipt of the information.
6. Warranty period shall be twelve months from the date of Commissioning of the installed unit from the principal company. Requisite document / warranty papers should be furnished by the Supplier after erection installation and commissioning of the machines. Machines not accompanied by warranty papers after commissioning will be rejected.
7. If the machine is not operational as a result of manufacturing defect or as a result of poor workmanship the machine has to be replaced by the bidder.

8. Supply, installation & commissioning of the ordered item with all accessories must be completed within 45 (Forty five) days from the date of order. Trial – run of the whole unit will be done in presence of Milk Union’s authorized personnel. Trial run report shall be submitted duly signed by the authorized personnel. Training of Operation & Maintenance to the operator will have to be imparted free of cost at the time of Commissioning & Trial-run.

**IT IS OBLIGATORY FOR THE BIDDER TO NOTE THAT FAILURE TO MAINTAIN DELIVERY& I/C SCHEDULE OF ORDERED ITEM WILL HELD THE SUPPLIER RESPONSIBLE & ACTION WILL BE TAKEN STRICTLY AS PER TENDER RULES LAID DOWN HEREIN WITHOUT ANY PREJUDICE OR ANY SHORT OF PLEA WILL NOT BE CONSIDERED EXCEPT ANY INCIDENT OCCURRED “BY ACT OF GOD” OR NON READINESS OF SITE BY ANY MEANS MAY BE CONSIDERED ONLY.**

9. **Penal Measure:** Time being the essence of the contract failure to supply the materials within due time or delay in installation and commissioning of the materials shall invite penalty.
  - I. **Liquidated damages of 0.5%** per week subject to a maximum of 10% of the total cost of materials shall be charged if goods are not delivered in time and the amount will be deducted from the Security Deposit and bills submitted by the supplier.
  - II. For violation of any terms and conditions of the contract the Bhagirathi Milk Union reserves the right to cancel the contract without assigning any reason thereof. On termination of Contract the Security Deposit will be forfeited and the resultant loss shall be recovered from the company. The subsequent company will be blacklisted for 3 years.
10. **Place of Delivery, Installation and Commissioning:** The office of The Bhagirathi Cooperative Milk Producers’ Union Ltd. Feeder Dairy, Panchantala, Berhampore, Murshidabad, Pin-742101, West Bengal.
11. Conditional *and* incomplete tender will not be entertained. Violation of one or more clause will result in rejection of the tender
12. The accepting authority (The Bhagirathi Cooperative Milk Producers’ Union Ltd.) reserves the right to reject any or all the tenders without assigning any reason whatsoever and will not be bound to accept either the lowest tender or any of the tenders.
13. The rate quoted by the bidder shall be inclusive of all taxes Excise Duty, GST and other charges/ taxes if any for the delivery of the goods in the office of The Bhagirathi Cooperative Milk Producers’ Union Ltd.
14. EMD of the lowest bidder shall be converted to Security Deposit and will be refunded after successful execution of the contract. EMD of unsuccessful bidders shall be refunded as per E-Tender norms mentioned above. EMD shall not carry interest.
15. Mode of transportation for the supply of the goods to our site will be arranged by the bidder.
16. Materials dispatched from the bidder until or unless reaches the Place of Delivery is the sole responsibility of the bidder. The Milk Union will not be responsible for any damage in transit, loading or unloading and no claim in this regard will be entertained.

17. Loading and Unloading of the goods will be the responsibility of the bidder and no claim regarding this will be entertained.
18. Complete documentation like principal warranty papers, operation manuals, technical specifications and guarantee cards have to be furnished by the supplier.
19. Payment: Tax Invoice against all supplies is/are to be sent in **TRIPLICATE** and should invariably be submitted along with supply documents (Challan, e-waybill etc).
  - 50% will be released on receipt of acknowledged copy of challan/Invoice etc. of the whole unit in good condition at the specified site.
  - 50% payment will be released after successful Installation, Commissioning & Trial-run of the whole unit duly certified by the official of Union.
20. Taxes will be deducted as per Govt. norms.
21. Successful bidder have to submit an affidavit as in a Non-Judicial Stamp paper of Rs. 20/- the clause stipulated in Annexure-II of the NIT.
22. The undersigned reserves the right to accept or reject any tenders and to cancel the entire tender process without assigning any reason whatsoever.

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

Copy forwarded to:

1. I/C Dairy
2. I/C Purchase
3. I/C F&A
4. I/C Store
5. Website ( [www.bhagirathimilk.com](http://www.bhagirathimilk.com) )
6. Office Notice Board

**Annexure – II**

**AFFIDAVIT**

**(To be furnished in a Twenty Rupees Non-Judicial Stamp Paper duly certified by Notary Public)**

1. I/We the undersigned solemnly declare that all the statements made in the documents, records etc., attached with this application are true and correct to the best of my/our knowledge.
2. I/We the undersigned do hereby certify that neither my/our firm/company nor any of its constituent partners have abandoned any work/works of similar nature and magnitude in India, in the past.
3. I/We the undersigned do hereby certify that any of the contracts awarded to me/us has not been terminated rescinded, due to breach of contract on my/our part in the past.
4. I/We the undersigned authorize (s) and request any bank / person / firm / corporation / Government Departments to furnish pertinent information deemed necessary and requested by The Bhagirathi Cooperative Milk Producers' Union Ltd. to verify the statement made by me/us or to assess my/our competence and general reputation.
5. I/We the undersigned, understand(s) that further qualifying information / clarifications on the statement made by me / us may be requested by The Bhagirathi Cooperative Milk Producers' Union Ltd and agree(s) to furnish such information/clarification within SEVEN Days from the date of receipt of such request from The Bhagirathi Cooperative Milk Producers' Union Ltd

**Dated Signature of Applicant with Seal:**

To be signed by the officer authorized by the Firm/  
Company to sign on behalf, the Firm /  
(Company with company's seal)

**Note:** In case of sole proprietary concern, affidavit should be signed only by the  
Sole proprietor.

(Title of the Officer)

(Title of the firm/Company)

(Date)

The above named deponent has understood the contents well and

Solemnly and sincerely declared and affirmed by the deponent in my presence at.....and signed  
before me on this day of..... (Seal).

**(Signature of the Notary Public)**