

Bhagirathi

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

BU/PUR/MKTG/3358

Dated: 04/01/ 2019

NOTICE INVITING OFFLINE TENDER

Name of the work: Extension Materials for Marketing Activities.

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 sufficient experience in **supply of Extension materials** and technical credential on execution of similar nature of work.

Scope of Work:

SI No.	Description Goods	Specifications	Quantity
01.	Cap	Stander quality.	3000 Pcs.
02.	T-Shirt	Round Neck	110 Pcs.
03.	Streamers	8" (H) x 10" (H), 9 creative x 1Pc-total 9 leaf-1 Set,220 GSN IMP Art paper, 4+0 Colour.	5000 Pcs.
04.	Gumming Stickers	A4 Size.	5000 Pcs.
05.	Milk Carrying Bag	As per our sample, Both sides print.	20 Pcs.
06.	Paper Insert	8" x 10", 130 gsm Art Paper, 4 Colour one side offset print.	50000 Pcs.
07.	Full Gumming Poster	14" x 19", Gumming paper, 4 colour one side offset print.	1000 Pcs.
08.	Full Gumming Sticker	A3, Gumming paper, 4 colour one side offset print.	2500 Pcs.

Time line for tender:

PARTICULAR	DATE & TIME
Date of Publication of NIT	04.01.2019
Tender submission start date & time	04.01.2019 at 11:00 am
Pre-bid meeting in the office of the Managing Director BCMPUL	07.01.2019 at 11:00 am
Last date & time of submission of Technical Bid and Financial Bid	15.01.2019 at 15:00pm
Date & Time of opening of Technical Bid	17.01.2019 at 16:00 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:

Experience: Bidder should have at least 3 (three) years of experience in supply of milk crate. Work Order value Rs. 2, 00,000/- should be executed by the party within the last three years and Work Completion certificate/Work Order from a competent authority should be submitted in support of the claim.

Financial Capacity: Bidder should have annual turnover of at least Rs. 5 lakh in the last three consecutive financial years. Attested balance sheets shall be submitted in support of the claim.

Statutory documents:

- Bidder shall submit latest GST Registration Certificate
- Copy of valid PAN Card
- Copy of latest IT return.

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:

All the mandatory documents namely:

1. Work completion certificate / Work Order from competent authority
2. GST Registration
3. Copy of valid PAN
4. Latest IT Document
5. Audited Balance Sheets for last 3 financial years.

Shall be placed in a sealed cover having written on top “Tender for procurement of **Extension Materials for Marketing Activities**”

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 **Extension materials**”.

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

Financial Bid Submission:The financial offer of the bidder shall be submitted in a sealed cover having written on top “Financial Bid for Procurement of **Extension 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 of Rs. for **Extension materials for Marketing Activities**. 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:

Validity of the bid: The bid once submitted will be valid for 90 days.

Delivery period: The selected bidder shall deliver the materials within 7 days from the date of issuing Purchase Order.

Other Terms & Conditions:

1. Income tax and other mandatory tax deduction shall be done as per government norms before payment.
2. This office shall have the right and discretion to terminate the contract in the event of any sort of breach of contract.
3. Any black listed bidder shall not be allowed to participate in this NIT.
4. No cost escalation will be entertained.
5. Payment will be made after satisfactory supply of goods receipt of the same in good condition with 15 days.
6. Subletting of work is not allowed.
7. Penalty shall be imposed if the goods are not delivered within due time.

The bid inviting authority reserves the right to reject or cancel any bid without assigning any reason whatsoever.

Bid Inviting Authority

Sd/-

Managing Director
The Bhagirathi Cooperative
Milk Producers' Union Limited

Copy forwarded to:

1. MIS Officer for publication in website (www.bhagirathimilk.com)
2. I/C Mktg. (Office Copy /Indenting Section)
3. Office Notice Board