



**The Bhagirathi Co-op. Milk Producers' Union Ltd.**  
**Feeder Dairy: P.O-Berhampore: PIN -742101: Dist.-Murshidabad**  
e-mail: [bhagirathi6@rediffmail.com](mailto:bhagirathi6@rediffmail.com); Website:  
[www.bhagirathimilk.com](http://www.bhagirathimilk.com)

**BU/DAIRY/SMP/1472**

**Dated: July 11, 2019**

### **NOTICE INVITING TENDER**

The Bhagirathi Cooperative Milk Producers' Union Limited invites Online Tender (E-Tender) in Two bid system for procurement of 30,000 Kgs (30 Metric Ton) Skimmed Milk Powder (SMP) in craft paper bags of 25kgs to be delivered in 2 consignments of 15,000-kgs each as per prescribed IS Standard and date of manufacture should not be before June 2019.

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

Sl. No.	Particulars	Date & Time
1	Date of uploading (Publishing)of N.I.T. Documents (Online)	11.07.2019 at 1600 hrs
2	Documents download start date (Online)	11.07.2019 at 1605 hrs
3	Technical Bid proposal submission start date (Online)	11.07.2019 at 1610 hrs
4	Bid Submission end date (Online)	25.07.2019 at 1600 hrs
5	Technical bid opening date	27.07.2019 at 1600 hrs
6	Pre bid Meeting (The Office of The Bhagirathi Milk Union)	15.07.2019 at 1600 hrs
7	Financial Bid Opening date	To be notified later

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

<b>Nature of Work</b>	Procurement of 30,000kgs Skimmed Milk Powder (SMP)
<b>Scope of Work</b>	Procurement of 30,000 Kgs (30 Metric Ton) Skimmed Milk Powder (SMP) in craft paper bags of 25kgs to be delivered in 2 consignments of 15,000 kgs each as per prescribed IS Standard and date of manufacture should not be before June 2019.
<b>Estimated Cost of Work</b>	Rate to be offered by the bidder depending upon the prevailing Market rate
<b>Bid Inviting Authority</b>	The Managing Director of The Bhagirathi Cooperative Milk Producers' Union Limited
<b>Eligibility Criteria</b>	<b>Credentials:</b> 1. <b>Experience:</b> Minimum 1 year experience within the last five years in Supply of SMP in Milk Unions/Dairies/ any private dairy. The one year's experience of the tenderer should be in the same name and style as the bidding entity

	<p>Experience certificate <b>from competent authority</b> supporting the claim must be uploaded in the Technical Bid Folder</p> <p>2. <b>TEST REPORT:</b> The bidder should furnish the Test Report of SMP put in the Tender from NABL (National Accreditation Board for Testing and Calibration Laboratories) Certified Laboratory on or after Tender.</p>
<p><b>Statutory &amp; Non Statutory Documents</b></p>	<ol style="list-style-type: none"> <li>1. GST Registration Certificate</li> <li>2. PAN Card</li> <li>3. Documents in support of Credentials</li> <li>4. Sample of SMP (to be sent physically (not mandatory for existing supplier))</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 except the sample.</b></p>
<p><b>Earnest Money Deposit</b></p>	<p>The EMD amounting to Rs. 20,000/- should be deposited online through Net Banking, NEFT/RTGS in favour of 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, 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.

	<p>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/PRI, 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/PRI, 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</p>

	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.
Validity of Bid	60 days
E Tender registration and bidding	<p style="text-align: center;"><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 style="text-align: center;"><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>
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 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> <p>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></p> <p>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.</p> <p>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</p>

	<p><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.</p> <p>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).</p>
<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>

## 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. Supply of Goods: The supply of goods must be completed within **10 days** from the date of issue of Purchase Order. The Purchase Order will issued for supply of SMP in 2 consignments of 15,000 kgs. Date of Supply Order will depend upon consumption of materials.
4. Time being the essence of the contract, materials must be delivered within 7 days after placement of Purchase Order. If materials are not delivered in scheduled time for which the production gets jeopardized liquidated damage of 0.5% of the total value Purchase Order of per day will be deducted subject to a maximum of 10% of the total Purchase Order Cost and the amount will be recovered from Security deposit and the bills. If the Milk Union makes an alternative arrangement for purchase due to delay/failure from your side the increase in cost of the purchase shall be deducted from the bidder.
5. Place of Delivery: The office of The Bhagirathi Cooperative Milk Producers' Union Ltd. Feeder Dairy, Panchantala, Berhampore, Murshidabad, Pin-742165, West Bengal.
6. Conditional *and* incomplete tender will not be entertained. Violation of one or more clause will result in rejection of the tender.

7. 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.
8. In case of any dispute between the supplier and the Milk Union the decision of the Milk Union shall be the final binding.
9. 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.
10. 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.
11. Mode of transportation for the supply of the goods to our site will be arranged by the bidder.
12. 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 and no claim in this regard will be entertained.
13. The quality must conform to the prescribed norms. Any supply of goods not adhering to the specification shall be accepted/rejected on mutual inspection.
14. Loading and Unloading of the goods will be the responsibility of the bidder and no claim regarding this will be entertained.
15. Payment will be made within 20-30 days on receipt of materials in good quality and quality test report of the supplied materials from Requisitioning Authority & on submission of Bill in duplicate along with the received challans from the Competent Authority.
16. Taxes will be deducted as per Govt. norms.
17. 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. Office Copy
2. Office Notice Board
3. Official Website ( [www.bhagirathimilk.com](http://www.bhagirathimilk.com) )
4. E-Procurement portal of Govt. of West Bengal (<https://wbtenders.gov.in> )