



# The Bhagirathi Cooperative Milk Producers' Union Limited

(A Govt. of West Bengal Project)

## NOTICE INVITING EXPRESSION OF INTEREST

BU: MKTG:S&PA:3291

Dated: 15.03.2024

Offline Expression of Interest are invited by The Bhagirathi Cooperative Milk Producers' Union Limited in from reliable, resourceful, bonafide and experienced firms / companies / individual contractors having requisite financial capability and sufficient experience in carrying out survey and promotional activities to boost up sales for the job mentioned hereunder:

### Scope of Work:

Particulars	Details
<b>Detailed Activity:</b>	Door to Door promotional activity which includes: 1. Distribution of Hand bill & Consumer Interaction. 2. Sample distribution of Milk & Milk Product . 3. Filling up Survey format. 4. Providing information regarding availability in that particular locality.
<b>Duration of the programme:</b>	7 days. (28 <sup>th</sup> March 2024 to 05 <sup>th</sup> April 2024) (Issues pertaining to survey shall be resolved on 29 <sup>th</sup> March 2024)
<b>Areas to be Covered:</b>	Berhampore: Day 1: Khagra & Soidabad. Day 2: < Addressing issues pertaining to the Survey> Day 3: Indraprastha. Day 4: Ranibagan & Kadai. Day 5: Swarnamoye, Sutirmath, Chuanpur. Day 6: JugeCourt More & Nimtola more. Day 7: Modhupur & Cossimbazar Day 8: Panchanantala & Bhakuri
<b>Coverage of Household:</b>	2500 numbers (approximately 360 numbers of Household per day)
<b>Time Schedule:</b>	10:00 AM to 4:00 PM ( Everyday )
<b>Survey Reporting Type</b>	Digital (Service provider must ensure survey through android mobile)
<b>Orientation Programme:</b>	Tentatively on 27 <sup>th</sup> March 2024 (11:00 AM to 1:00 PM)

Bidders are requested to go through the scope of work, understand the scope of work and then quote their best rate in sealed envelope inscribing 'Offer for Survey & Promotional Work of Bhagirathi'. The offer must be submitted the office of The Bhagirathi Cooperative Milk Producers' Union Limited, Feeder Dairy, Panchanantala, Berhampore, Murshidabad Pin 742101 before the last date and time of bid submission.

### Timeline for EOI

PARTICULAR	DATE & TIME
Date of Publication of EOI	15.03.2024 at 1500 hrs
Offer submission start date & time	15.03.2024 from 1600 hrs
Last date & time of submission of Offer	22.03.2024 till 1700 hrs
Date & Time of opening of Offer in presence of willing bidders	23.03.2024 at 1300 hrs

**Estimate of the Work:** Nil. Rate to be offered by the bidder should be upon prevailing market rate.

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

**Necessary Documents to be submitted:**

1. Signed Copy of EOI as a token of acceptance of all terms and conditions stipulated in the EOI.
2. GST Registration.
3. Commercial offer against the scope of work.

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

**Work Completion period:** As specified in the scope of Work.

**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 bid.
4. No cost escalation will be entertained.
5. Payment will be made after satisfactory completion of Work with 7 days in the bank account of the service provider subject to submission of bills survey reports duly certified by the concerned Sectional In-Charge and approved by the Competent Authority. Payment shall not be made against incomplete surveys.
6. Subletting of work is not allowed.
7. Scope of Work shall be detailed in the orientation programme.
8. The information collected in the course of this survey is purely confidential and it should not be shared and disclosed with any other company. If the service provider is found to do so the Milk Union shall take necessary steps in accordance to the law.
9. Lowest bidder has to submit a declaration in a Non Judicial stamp paper of Rs. 20/- as stipulated in Annexure-A.
10. The Service provider must keep the Milk Union indemnified against any untoward situation arising in the Market during the course of the survey and promotional activity.
11. In case of any dispute between the supplier and the Milk Union the decision of the Milk Union shall be final and binding.

The bid inviting authority 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. Official Website ([www.bhagirathimilk.com](http://www.bhagirathimilk.com))

**ANNEXURE-A**

**DECLARATION**

**(To be furnished in the Letter Head of the Lowest Bidder)**

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 been blacklisted in the past.
3. I/We the undersigned do hereby certify that the Milk Union shall be indemnified against any untoward activity arising in the market during the course of Survey and promotional work which is beyond the control of the Milk Union.
4. I/We the undersigned do hereby certify that my firm shall not be involved into any unethical or illegal activity during the course of the survey or promotional work.
5. I/We the undersigned do hereby certify that no documents/information pertaining to the survey shall be disclosed to any other entity.
6. **I/We agreed to abide by the terms and conditions of the Tender Notice.**

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)