



The Bhagirathi Co-operative Milk Producers' Union Limited

(A Govt. of West Bengal Project)

BU/P&I/ICT/0571

Dated:08.07.2025

NOTICE INVITING TENDER

The Bhagirathi Cooperative Milk Producers' Union Limited Invites Online Tender (E-Tender) in two bid system for supply of 10 No of Computers/Desktops, Dot Matrix Printers and Monitors. Accredited bidders are requested to go through the tender document and quote their lowest rates.

IMPORTANT DATE AND TIME SCHEDULE

Sl. No.	Particulars	Date & Time
1	Date of Uploading (Publishing) of N.I.T. Documents (Online).	08.07.2025 at 1500 hrs.
2	Documents Download Start Date (Online).	08.07.2025 at 1505 hrs.
3	Technical Bid Proposal Submission Start Date (Online).	08.07.2025 at 1510 hrs.
4	Bid Submission End Date (Online).	23.07.2025 at 1600 hrs.
5	Technical Bid Opening Date.	25.07.2025 at 1600 hrs.
7	Financial Bid Opening Date.	To be notified later

The details of work are given below:

Nature of Work	Supply of Computers/desktops, Dot Matrix Printers and Display Monitors.
Scope of Work	Supply of 10 No of Computers, Printers and Monitors respectively (as per specification mentioned in Annexure-A)
Estimated Cost of Work	Rate should be quoted by the bidder as per prevailing market rate.
Bid Inviting Authority	The Managing Director of The Bhagirathi Cooperative Milk Producers' Union Limited.
Statutory & Non Statutory Documents	<ol style="list-style-type: none">1. Company Profile (MOA & AOA/ Partnership/ Proprietorship deed etc.).2. Trade License.3. GSTIN (GST Registration Certificate)4. PAN CARD5. The bidder must have executed similar nature works of minimum of Rs. 10 lakh in each of the last three financial years. Work Orders and corresponding Completion Certificates must be uploaded as proof of experience.6. Bidder must provide letters of authorization from principal companies (HP), (EPSON), (iVoomi/ Equivalent) for participation in this tender and rendering services and support as per terms and conditions of the tender.



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	<p>7. Declaration of the Make and Model of quoted items along with a declaration in the letterhead of the company that the model quoted is compliant to our given specifications.</p>
Earnest Money Deposit	<p>The EMD amounting to Rs 14,000/- 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">1. Net banking (any of the banks listed in the ICICI Bank Payment gateway) in case of payment through ICICI Bank Payment Gateway.2. RTGS/NEFT in case of offline payment through bank accounts in any Bank. <p>Payment procedure.</p> <p>a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway :</p> <ol style="list-style-type: none">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.2. Bidder will make the payment after entering his Unique ID and password of the bank to process the transaction.3. Bidder will receive a confirmation message regarding success/failure of the transaction.4. 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.5. For transaction failure, the bidder will again try for payment by going back to the first step. <p>b) Payment through RTGS/NEFT:</p> <ol style="list-style-type: none">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



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	<p>to complete, in order to verify the payment made and continue the bidding process.</p> <p>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.</p> <p>5. Hereafter, the bidder will go to e-Procurement portal for submission of his bid.</p> <p>6. But if the payment verification is unsuccessful, the amount will be returned to the bidder's account.</p> <p>B. Refund/Settlement Process:</p> <p>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.</p> <p>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.</p> <p>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. 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</p>
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	<p>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 & Tender Fees (if any) were initiated.</p>
Technical Bid Evaluation	<p>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.</p>
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). Only downloaded copies of the above documents, digitally signed by the bidder are to be uploaded (Excel file).</p> <p>The rate quoted per unit item 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 installation and commissioning.</p>
Validity of Bid	365 days
E Tender registration and bidding	<p>ONLINE BID SUBMISSION:</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>
Download of Tender	<p>1. Download of Tender</p> <p>Tender to be downloaded only from the e-Tendering portal of Govt. of West Bengal i.e. https://wbtenders.gov.in. The tender will be submitted in two bid system i.e. Technical bid & Financial bid only through online.</p> <p>2. Online Bid submission procedure</p> <p>i. Registration of Bidders: Agencies/Bidders who are interested in participating e-tenders will have to get enrolled & registered with the Government e-Procurement system. through logging on to https://wbtenders.gov.in</p> <p>ii. Digital Signature certificate (DSC): Each bidders is required to obtain a class-II or Class-III Digital Signature Certificate (DSC)</p>



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	<p>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. Tender Download: The bidders can search & download NIT & Tender Documents electronically from computer once he logs in to the e-Tendering portal https://wbtenders.gov.in using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.</p> <p>Submission of Tenders: General process of submission, Tenders are to be submitted through online to the stipulated website in two folders, (one is Technical Bid & the other is Financial Bid) before the prescribed date & 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>
Award of Contract	The bidder selected 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.
Publication of Tender	<ol style="list-style-type: none">1. E-Procurement Portal Govt. of West Bengal (https://wbtenders.gov.in)2. Website of the Milk Union (www.bhagirathimilk.com)

GENERAL TERMS & CONDITIONS

1. During evaluation the Milk Union may summon any bidder and seek clarification/information regarding bids within the stipulated time frame. In case the bidders fail to clarify any query during the stipulated time frame the bid shall be liable for rejection.
2. The Milk Union may reject any bid from any party with unsatisfactory performance with the Milk Union or any other Milk Union in the past.
3. Inspection of materials may be undertaken at the supplier's premises whenever necessary by the Tendering Authority/ any officer authorized by the undersigned.
4. Bidders are required to go through the Tender Documents understand the requirement and then quote their rate. Rate once quoted by the bidder shall be deemed to be quoted by the bidder after understanding the requirements of the Milk Union. Rates once quoted are final and no alteration in rate shall be allowed.
5. **Price:** Price to be quoted as per BOQ. Price to be quoted must be inclusive of all taxes and levies, transit insurance and any other incidental charges FOR Bhagirathi Milk Union.



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6. **Payment:** Payment shall be released in 2 phases in NEFT/RTGS to the Bank Account of the supplier after submission of 2 copies of invoice along with documents mentioned in Documentation clause which are as follows:
 - a. **First Phase:** 90% payment shall be released after receipt of the materials (all the components) as per the technical specification in good condition certified by the Concerned Official and approved by the Competent Authority. EMD shall also be released after receipt of an intimation in writing from the supplier.
 - b. **Second Phase:** Remaining 10% payment shall be released within 60 days after receipt of equivalent amount of Performance Bank Guarantee valid for 3 years. In case the party fails to provide maintenance and support as per the requirement of the Milk, the Performance Bank Guarantee shall be forfeited after giving a Notice to the supplier in writing and the supplier shall be debarred from participating into any tender in future. Performance Bank Guarantee shall be released within 60 days of successful execution of the Contract.
7. **EMD & Security Deposit:** EMD shall not carry interest. EMD of the successful bidders shall be converted into Security Deposit and shall be released along with the first phase of payment. EMD of disqualified bidders shall be refunded as per norms.
8. **Insurance:** - The supplier shall make arrangements for insuring the goods against loss or damage incidental to manufacture or acquisition, transportation, storage, and delivery. If the components are not handed over to The Bhagirathi Co-operative Milk Producers Union Ltd. within the specified period, the insurance will have to be extended by the supplier at their cost till the successful handing over of the goods to The Bhagirathi Co-operative Milk Producers' Union Ltd.
9. **Penal Measure:** Time being the essence of the contract, failure to supply the materials within due time shall invite penalty. 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. **Loading and Unloading** of goods is the responsibility of the supplier. If the Milk Union makes its own arrangement for the unloading of the materials the respective cost of the same shall be deducted from the bidder.
11. **Documentation:** Complete documentation like principal warranty papers, manuals, document of technical specifications and guarantee cards have to be furnished by the supplier. Failure to submit any of the above document in hard copies at the time of supply of the materials shall lead to non-acceptance of the material.
12. **Inspection:** The Milk Union shall make a detailed inspection of all components prior to the acceptance of the material. The Milk Union can also conduct joint inspection or engage a third party for inspection of the components.
13. **Warranty:** The bidder must provide 3 years of comprehensive onsite warranty against each item. Materials delivered if found to be possessing manufacturing defect must be replaced by the supplier within 7 days with new item failure to which shall attract



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penalty and forfeiture of Security Deposit. The subsequent company shall also be blacklisted from participation into any tender for 3 years.

14. **Delivery:** The materials must be delivered in the Office of The Bhagirathi Cooperative Milk Producers' Union Ltd. Feeder Dairy, Panchantala, Berhampore, Murshidabad, Pin-742101, West Bengal.
15. **Standards:** The Goods supplied under this Agreement shall conform to the standards mentioned in the Technical Specifications and when no applicable standard is mentioned, to the authoritative standards appropriate to the Goods' country of origin.
16. **Registration of Goods:** If required under the Applicable Law, Goods supplied under the Agreement shall be registered for use in India.
17. **Packing:** The Supplier shall provide such packing of the Goods as is required to prevent their damage or deterioration during transit to their destination, as indicated in the Purchase Order. Damaged goods shall not be accepted.
18. **Dispute Resolution** Any dispute arising out of the Agreement, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the Arbitration and Conciliation Act of 1996 of India. The venue of adjudication/arbitration shall be Kolkata. The language of arbitration shall be English.
19. **Applicable Law:** The Agreement shall be interpreted in accordance with the laws of Union of India.
20. **Force Majeure:** If, at any time during the subsistence of this contract, the performance in whole or in part by either party of any obligation under this contract is prevented or delayed by reasons of any war or hostility, act of public enemy, civil commotion, sabotage, fire, floods, explosion, epidemics, quarantine restriction, strikers lockout or Act of God (hereinafter referred to as events) neither party shall have any claim for damages against other in respect of such non-performance or delay in performance.
21. 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 Milk Union



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ANNEXURE-A

SPECIFICATION OF COMPONENTS

1. COMPUTER

Hardware & Software	Models of PC offered should be of Enterprise / Business Class Desktop PC (OEM). Home / SMB Class Desktop PC shall not be accepted.
Make	HP (Computers other than these makes shall not be accepted)
Processor	13 th Generation Intel Core i5 or higher.
Form Factor	Tower Model
Chipset	Intel Chipset Supporting the above processor
Memory	8 GB DDR4 SDRAM
Internal Storage	500 GB SSD (Solid State Drive NVME/M.2)
Graphics	Integrated Intel HD Graphics supporting 1600 x 1200 resolutions
Audio	Integrated high-definition audio
Network	10/100/1000 Mbps Gigabit Ethernet. Device must support USB Tethering from Smartphones or USB dongles.
Wireless	Realtek RTL8821CE-M 802.11a/b/g/n/ac (1x1) Wi-Fi® and Bluetooth® 4.2 wireless card.
Display Monitor	18.5" wide screen LCD/ LED Backlit TFT Colour HD Monitor with 1366 x 768 native Resolutions.
Input Devices	USB standard Keyboard and USB Optical 2 button Scroll Mouse with Mouse Pad
Ports & Connectors	3 Serial Port, 1 Parallel Port, 1 VGA Port, 1 HDMI Port, 1 Microphone / Headphone jack, 1 RJ45 Port.
USB Ports	6 USB 2.0 Ports (Min. two on front and two on rear side)
PCI Slots	Minimum 2 free PCI Slots.
Compatibility	Windows 11/ Windows 10.
Operating System	Licensed Windows 10 professional 64 bit Preloaded.

2. DOT MATRIX PRINTER

Make	EPSON
Print Method	• Impact Dot Matrix external printer
Pins in head	• 24 pins
Print Direction	• Bi-direction parallel interface UBC 2.0 (Full speed)
Print speed	• 300 cps high speed draft, LQ and other features
Printable column	• 80 (10 cpi)
Paper Handling	• Pull tractor unit
Paper Path	• Manual insertion –front or rear in – top out; Push Tractor- front or rear in – top out, Pull tractor – front or rear or bottom in and top out.
MTBF (hours at 25% duty cycle)	• 10000 POH (25% Duty)
Copy Capability	• Original + 3 copies
Cartridge	• Ribbon cartridge black, with 2.5 million characters
Compatible OS with drivers	• MS Windows 11/ 10/ 8 / 7 /Vista / XP (32 bit /64 bit), Windows Server 2003 /2008/ 2012 (32 bit /64 bit), Mac OS X v 10.3.9, 10.4, 10.5, 10.6, UNIX, LINUX.
Accessories	• Roll stand



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3. Display Monitor

Make	iVoomi/ Equivalent
Display	19 inch (minimum) LED Display
Backlight	LED Backlit Backlight
Panel Type	IPS Panel
Resolution	1440X900 pixels
Screen Resolution Type	Full HD
Screen Form Factor	Flat
Maximum Refresh Rate	60 Hz (Analog), 60 Hz (Digital)
Contrast Ratio	1000:1
Response Time	5 ms
Connectivity	HDMI / VGA
Others	Material with higher specification shall also be accepted

Sd/-

**Managing Director
The Bhagirathi Milk Union**