



The Bhagirathi Co-op. Milk Producers' Union Ltd.
(A Govt. of West Bengal Project)

Feeder Dairy: P.O-Berhampore: PIN -742101: Dist.-Murshidabad
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NOTICE INVITING E-TENDER

BU/PUR/FOandCO/0892

Dated: 02/09/2025

The Bhagirathi Cooperative Milk Producers' Union Limited invites Online Tender (E-Tender) in two bid system for Lifting, Transportation and Unloading of LSHS-P Furnace Oil from Hindusthan Petroleum Corporation Limited, Haldia Depot to our Feeder Dairy, Panchanantala, Berhampore, Murshidabad, West Bengal upto 30th September 2025.

IMPORTANT DATE AND TIME SCHEDULE

Sl. No.	Particulars	Date & Time
1	Date of uploading (Publishing) of N.I.T. Documents (Online)	02.09.2025 at 1600 hrs
2	Documents download start date (Online)	02.09.2025 at 1605 hrs
3	Technical Bid proposal submission start date (Online)	02.09.2025 at 1610 hrs
4	Bid Submission end date (Online)	09.09.2025 at 1600 hrs
5	Technical bid opening date	11.09.2025 at 1600 hrs
6	Pre bid Meeting (Any query can be addressed by mail or telephonic communication)	NIL
7	Financial Bid Opening date	To be notified later

The details of work are given below:

Nature of Work	E-Tender for Lifting, Transportation and Unloading of LSHS-P Furnace Oil from Hindusthan Petroleum Corporation Limited, Haldia Depot to our Feeder Dairy, Panchanantala, Berhampore, Murshidabad, West Bengal
Scope of Work	E-Tender for Lifting, Transportation and Unloading of LSHS-P Furnace Oil from Hindusthan Petroleum Corporation Limited, Haldia Depot to our Feeder Dairy, Panchanantala, Berhampore, Murshidabad, West Bengal
Estimated Cost of Work	Rate to be offered by the bidder as per prevailing market rate.
Statutory & Non Statutory Documents	1. GST Registration Certificate 2. Copy of valid PAN Card 3. Credential of similar nature of transportation 4. Letter from HPCL as enlisted transporter of them N.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.
Earnest Money Deposit	The EMD amounting to Rs. 10,000/- 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. 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) :

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.

Payment procedure

a) Payment by Net Banking (any listed bank) through ICICI Bank Payment Gateway :

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.

1. 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.

2. 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.

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

4. 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 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. iv. If the L1 bidder accepts the LOI and the same is processed electronically in the e-Procurement portal and the information on Award of Contract (AOC) to the L1 bidder is uploaded to the e-Procurement portal by the tender inviting authority. v. As soon as the L1 bidder is awarded the contract (AOC) and the same is processed electronically in the e-Procurement portal – 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. 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. vi. The Bank will share the details of the GRN No. generated on successful entry in GRIPS with the E-Procurement portal for updation. 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. viii. All refunds will be made mandatorily to the Bank A/c from which the payment of EMD (if any) were initiated.
Bid Document	The bid document is available in the E-Tendering Portal of Govt. of West Bengal https://wbtenders.gov.in .
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	Rate shall be quoted in the Financial bid 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).

	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.
Validity of Bid	425 days
Award of Contract	The bidder/bidders shall be selected after item-wise evaluation (Financial Evaluation shall be done separately) 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	1. E-Procurement Portal Govt. of West Bengal (https://wbtenders.gov.in) 2. Website of the Milk Union (www.bhagirathimilk.com) 3. Office Notice Board

Sl No	Description	Quantity (May Vary depending upon demand / consumption)
1.	Lifting, Transportation and Unloading of LSHS-P Furnace Oil from Hindusthan Petroleum Corporation Limited, Haldia Depot to our Feeder Dairy, Panchanantala, Berhampore, Murshidabad, West Bengal	420 MT/Year

General Terms & Conditions

1. It is a two part bid which consists of Technical & Financial bid separately. The applicants must upload the credentials Statutory & Non Statutory documents in the Technical Folder. Technical & Financial quote must not be sent through post / physically. Bhagirathi may physically verify documents if required.
2. The intending bidders are required to quote the rate online only. Financial Bid will contain rate of items only. No other document will be sent in the financial bid (Folder).
3. Price quoted by the bidder should be inclusive of all taxes levies packing, forwarding, transportation, unloading and any other incidental charges & FOR Feeder Dairy Berhampore.
4. EMD of successful bidder shall be converted to security deposit. EMD of unsuccessful bidders shall be refunded. EMD shall not carry any interest. The EMD which has been converted to Security Deposit shall be released after 12 month of successful execution of the Contract.
5. You have to procure Delivery Order (D.O.) from HPCL, Kolkata for taking delivery of LSHS-P Furnace Oil from their Haldia Depot on receiving the NEFT/RTGS from our end.
6. You will be sole responsible to receive LSHS-P Furnace Oil from Hindusthan Petroleum Corporation Limited, Haldia Depot on our behalf and deliver the same to our Feeder Dairy, Panchanantala, Berhampore, Murshidabad, West Bengal on the very next day.
7. In case, you fail to deliver the LSHS-P Furnace Oil to us after receiving the same on our behalf, due to any reason, the cost of the LSHS-P Furnace Oil would be recovered from you at par Invoice raised by Hindustan Petroleum Corporation Limited.
8. If there is any complaint regarding the quantity/quality/short supply etc. you will be responsible of the same and the cost of such item would be deducted from your Bill. Maximum tolerance of variation of weightage in compare with the quantity mentioned in the invoice raised by HPCL would be considered upto 30Kgs/10MT however, this should not be considered for all the trips.

9. Penal Clause: Liquidated Damage of 0.5% of the total cost shall be charged if there is any delay in supply of goods, installation and commissioning subjected to a maximum of 10% of the total cost and the amount shall be recovered from the bills. If the Milk Union makes alternative arrangements due to negligence of the party, the cost of the consignment arranged from the different source shall be deducted from the party.
10. Force Majeure: For delay in supply of goods for which neither the supplier or the Milk Union is responsible like strikes, lockouts, war, catastrophe shall be termed as “Force Majeure” and penalty clause will not be applicable.
11. **Payment shall be made within 30 days in NEFT/RTGS** on receipt of quality report of the supplied materials from Requisitioning Authority & on submission of Bill in duplicate along with the received challans from the Competent Authority. If the materials received does not conform to the above prescribed standard then the materials shall not be accepted or rejected after joint inspection.
12. The Requisitioning Authority will certify the quality of goods received at the store. In case if any consignment is not conforming prescribed specification and quality, penalty shall be imposed and the cost will be deducted from the bill accordingly.
13. The renewal of Master D.O. for LSHS-P Furnace Oil for the period from 01/04/2025 to 31/03/2026 from Hindustan Petroleum Corporation Limited, Kolkata would be your responsibility, on behalf of us.
14. Tanker detention will not exceed 24 hours as per provisions made from our end from the time of arrival to Feeder Dairy.
15. In case of any dispute between the Milk Union and the bidder the decision of the Milk Union shall be binding.
16. The Milk Union reserves the right to cancel the Contract if the Supplier fails to supply the goods in due time or compromises with the quality of the goods. On termination of contract the security deposit shall be forfeited.
17. The Milk Union reserves the right to accept or reject any tender/all tenders or to cancel the entire process without assigning any reason thereof.

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

Copy forwarded to:

1. E-Procurement portal of Govt. of West Bengal (<https://wbtenders.gov.in>)
2. Official Website (www.bhagirathimilk.com)
3. Office Notice Board