



# INVITATION FOR BIDS (IFB)

[LOCAL COMPETITIVE BIDDING (LCB)]

(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

[Tender Document]

FOR

## Supply, Installation & Commissioning of:

1000 CFM Rectangular Cabinet Fan and Ducting with all accessories & 500 CFM Inline Fan with all accessories as per attached scope of works at State Central Lab, Medha Dairy Plant, Hotwar, Ranchi.

**Tender No: JMF-QA-012-2023-24/095**

[Single Stage - Two Bid System]

Date of Tender Publishing : 19 Dec 2023  
Last date for submission of Tender : 09 Jan 2024 till 04:00 PM

**Opening of Technical Tender:**

Date: 09 Jan 2024 till 04:30 PM

At Medha Dairy Plant, Hotwar,  
(Khelgaon), Ranchi, Jharkhand – 835217

**Opening of Financial Tender:**

Shall be notified to Technically Qualified  
Bidders only.

Name of Bidder: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Tel./ Mob. No: \_\_\_\_\_

Email \_\_\_\_\_

**Tender Fee: Rs. NIL**

**EMD: Rs. 2,500/-**

**H.O./ Regd. Off Address:**

Near F.T.C. Campus, Sec-II, H.E.C., Dhurwa, Ranchi (Jharkhand) – 834004

Ph.: +91-(0651) 2543062, Website: [www.jmf.coop](http://www.jmf.coop)

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[LOCAL COMPETITIVE BIDDING (LCB)]

(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

## [Tender Document]

### SCHEDULE

<b>Mode of Submission of Bids</b>	in 'SEALED ENVELOPE' *
<b>Last Date &amp; Time of Submission of Bids</b>	<b>09 Jan 2024 till 04:00 PM</b>
<b>Tender fee</b>	Rs. NIL
<b>Earnest Money (EMD) / Bid Security Amount.</b>	Rs. 2,500/-
<b>Date &amp; Time of Opening of Bids (Part-I)</b>	<b>09 Jan 2024 at 04:30 PM</b> (Only Technical Bids shall be opened)
<b>Date &amp; Time of Opening of Financial Bids (Part -II)</b>	Shall be notified to technically qualified bidders Only
<b>Place for submission / Opening of Bids</b>	<b>Medha Dairy Plant,</b> (A unit of Jharkhand State Coop. Milk Prod. Fed. Ltd., Ranchi), Beside Birsa Munda Central Jail, Khelgaon, Hotwar, Ranchi 834012 (Jharkhand).

This document is a complete bidding document with detailed terms and conditions and ready format annexures for the bidders to participate conveniently. The same can be available from our Hotwar Dairy Plant office or can be downloaded from our website [www.jmf.coop](http://www.jmf.coop) .

Interested eligible bidders may obtain further information from Purchase Department, of The Jharkhand State Coop Milk Producers' Federation Ltd, Beside Birsa Munda Central, Jail, Hotwar, Ranchi-834012, Ph. no.: +91-(0651) 2270046, Email – [purchase@jmf.coop](mailto:purchase@jmf.coop)



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# INVITATION FOR BIDS (IFB)

[LOCAL COMPETITIVE BIDDING (LCB)]

(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

[Tender Document]

## NIT

### The Jharkhand State Cooperative Milk Producers' Federation Ltd

Near F.T.C Campus, Sec-II, H.E.C., Dhurwa, Ranchi – 834004

Ph.: +91-(0651) 2270046/ 7544003404 / 7544003412

Email id: [purchase@jmf.coop](mailto:purchase@jmf.coop), website: <http://www.jmf.coop>

#### TENDER NOTICE

Ref: JMF:Advt:192

Date: 19 Dec 2023

Tenders are invited in SEALED ENVELOPE under two bid system (i.e. Technical & Financial Bids) from reputed eligible Bidders/Agencies for:

Sl No.	Tender details	Tender /Bid ding Document No.	Tender Fee (Rs.)	EMD (Bid Security) (Rs.)	Last Date & Time for bid Submission
1.	Civil Works for Construction of 02 Milk Booths at Dhanbad	JMF-MKT-012-2023-24/0101 Dt. 19.12.2023	1,000/-	11,000/-	By 30.12.2023 till 03:30 PM
2.	Supply of Empty PP Bottle -180 MI with Cap & Conduction Sealing Film at Medha Dairy Plant, Sahibganj	JMF-PP-012-2023-24/093, Dt. 19.12.2023	1,000/-	10,000/-	By 09.01.2023 till 03:30 PM
3.	SIC of 1000 CFM Rectangular Cabinet Fan and Ducting with all accessories and 500 CFM Inline Fan with all accessories at State Central Lab, Medha Dairy Plant, Hotwar, Ranchi	JMF-QA-012-2023-24/095, Dt. 19.12.2023	NIL	2,500/-	By 09.01.2023 till 04:00 PM
4.	SIC of Nitrogen Evaporator, Ultrasonic Bath and Refrigerated Centrifuge at State Central Laboratory Hotwar, Ranchi	JMF-QA-012-2023-24/096, Dt. 19.12.2023	1,000/-	6,500/-	By 09.01.2023 till 04:30 PM
5.	Supply of Various Laboratory Glasswares and Chemicals for State Central Laboratory at Medha Dairy Plant, Hotwar, Ranchi	JMF-QA-012-2023-24/097, Dt. 19.12.2023	1,000/-	12,500/-	By 10.01.2023 till 03:00 PM
6.	ANNUAL RATE CONTRACT for Supply of Corrugated Box (CBX) at Medha Dairy Plant, Hotwar, Ranchi.	JMF-PP-012-2023-24/099 Date: 19.12.2023	2,000/-	40,000/-	By 10.01.2023 till 03:30 PM
7.	Civil Works for Construction of 14 No. Medha Milk Parlors/Booth Centers at different locations in Deoghar, Dumka and Godda Districts.	JMF-MKT-012-2023-24/0100 Date: 19.12.2023	2,000/-	1,12,000/-	By 10.01.2023 till 04:00 PM
8.	SIC of Floor Standing Server, Accessories and Laptop at Medha Dairy Plant, Hotwar, Ranchi	JMF-ICT-012-2023-24/0102 Date: 19.12.2023	NIL	5,000/-	By 11.01.2023 till 03:30 PM

For further details, interested bidders may download the respective Tender Document from JMF web site [www.jmf.coop](http://www.jmf.coop) and submit their Technical & Commercial Bids along with Tender fee & EMD in the manner specified.

The corrigendum, (if required), shall only be published in JMF website but not in any other media/newspapers.

For any clarification, please contact Head (Purchase), JMF, Hotwar, Ranchi, Jharkhand-834012.

**N.B** Bidders are requested to be in touch with our website till the date of opening of the bids in order to be informed about any corrigendum/modification etc. in the bid documents.

PR 313740 Jharkhand Milk Federation (23-24)\_D

Managing Director, JMF





# INVITATION FOR BIDS (IFB)

[LOCAL COMPETITIVE BIDDING (LCB)]

(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

## [Tender Document]

### CHECK-LIST

#### TO BE SUBMITTED ALONG WITH TECHNICAL BID (\*)

(\*) Check list is Mandatory to fill and attached with technical Bid.

Sr. No.	Particulars:	Submitted Yes/No	Details/ Remarks
<b>A.</b>	<b>Requirements</b>		
1.	EMD (Rs. 2,500/-)		Details:
2.	Tender Fee (Rs. NIL)		
3.	The Bidder is in same name & style in business for at least for three (03) years at the time of bid opening		(Supporting documents to be submitted)
4.	Bidder should have successfully executed at least 2 work of similar nature		(Copy of PO/WO/ supporting documents to be submitted)
5.	The bidder has valid registration under various act that may be applicable for the supply/contract proposed		(Relevant documents to be submitted)
6.	The bidder's financial Turn-Over in the same name & style during each of the last three financial years (2020-21, 2021-22 & 2022-23) should not be less than <b>Rs. 1.50 Lakh</b>		FY 2020-21: FY 2021-22: FY 2022-23:
7.	Copies of Audited Balance Sheet and P&L A/c for the last 3 Financial Years (FY 2020-21, FY 2021-22, FY 2022-23) for income tax purpose. (If not audited, to be certified by CA)		(Relevant documents to be submitted)
<b>B.</b>	<b>Another documents submitted:</b>		
i)	Copy of TDS certificate issued by the client		
ii)	Copy of form 26AS for the last three FY		
iii).	GST Registration Certificate		
iv)	PAN Copy		
v)	Cancel Cheque		
vi)	Any other Certification/ License (if any)		
vii)	Offered Product/ item Brochure/ Technical details		

Date:

Place:

(Signature & Stamp of the Bidder)



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(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

## [Tender Document]

### SECTION -I

#### BID INVITATION DETAIL

The Jharkhand State Cooperative Milk Producers' Federation Ltd. (JMF), registered under Jharkhand Co-operative Societies Act, 1935 is engaged in milk procurement, processing and marketing activities of item milk and milk products in the state of Jharkhand and is popularly known for its brand '**Medha**'. Under an MoU, the Federation is being run & managed by the National Dairy Development Board (NDDB).

1. We, the Jharkhand State Cooperative Milk Producers' Federation Limited, Ranchi (JMF), hereby invites sealed bids/ quotation from reputed eligible bidders for SITC of following item as per below table:

Sl. No.	Item/ Job Description	Qty	Unit	Ship to / SIC Address
1.	Supply, Installation & Commissioning of 1000 CFM Rectangular Cabinet Fan and Ducting with all accessories (As per Scope & Technical Specifications mentioned in Section-IV)	01	Lot	State Central Laboratory Medha Dairy Plant, Near Birsa Munda Jail, Hotwar Jharkhand- 834012
2.	Supply, Installation & Commissioning of 500 CFM inline fan with all accessories (As per Scope & Technical Specifications mentioned in Section-IV)	02	Lot	

The rate quoted must be on F.O.R. Site basis inclusive of P&F, Insurance and Freight and all other charges. The bidders should go through all terms and conditions / instructions mentioned in the tender document carefully for an actual assessment prior to submitting the bids.

**This is a two-envelope bid system consist of:**

- **Part-A:** Pre qualifying technical bid.
- **Part B:** Commercial / Price bid

. The Bids will be acceptable only in 'Sealed Envelope' on or before the due date.

**Downloading of the Tender/ Bid Document.**

- i. The tender /bidding document is available at our website [www.jmf.coop](http://www.jmf.coop) which can be downloaded and sent by post/ courier or submitted by hand at our office by time as specified in tender notice.
- ii. If any change/additions/ deletions/alterations are found to be made by them in the tender and the same is subsequently noticed at any stage, even after award of the contract, the bidders are liable for all consequences thereof and JMF shall be free to take suitable action as deemed necessary.

**All the bids will be acceptable only in 'Sealed Envelope'. The offers received through other E-mail will not be considered.**

Bids can be sent by post/ courier or submitted by hand at our office by time as specified in tender notice. Bids received late shall be rejected. For bids submitted by post or Courier, it is bidder's responsibility that bid reaches our office on or before the scheduled time and date.



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In case tender opening date is declared a Holiday, bids shall be opened on next working day at the same time specified in tender. Bidders are requested to visit JMF website regularly as any corrigendum / addendum may be published in JMF website and not in any other media/ newspapers.

JMF reserves the right to accept or reject any or all the tenders or part thereof without assigning any reason.

The Technical bids shall be opened initially. After evaluation of technical bids, the price bid of responsive bidders shall be opened under intimation to technically qualified bidders, who may also attend, if they so desire in the office at Hotwar Dairy Plant, Ranchi.

### 2. Bid Security / Bid Document Fee:

- Earnest Money Deposit (Bid Security) : Rs. 2,500/- (Refundable)
- Bid /Tender Document Fee : Rs. NIL

The Bidder shall bear all costs associated with the preparation and submission of its bid, and The Jharkhand State Coop Milk Producers' Federation Ltd. (JMF) will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

### 3.0 BIDS SUBMISSION DETAIL:

4.1 BIDS to be submitted in **single stage two cover system** i.e., Pre-Qualification/Technical Bid (Technical Envelope) and Financial Bid (Commercial Envelope) as detailed below:

#### **Envelope 1:**

Technical Bid (Part-1) : The bidder should submit the relevant documents related to eligibility criteria, technical details for the item/ equipment/ machinery as required in the tender and shall be put under one envelope (Envelope -I) mentioning “**Technical Bid for SIC of 1000 CFM Rectangular Cabinet Fan and 500 CFM Inline Fan at State Central Lab, Hotwar, Ranchi**”.

#### **Envelope 2:**

Commercial Bid (Part-2): The bidders should quote the prices in Indian Rupees in “Price Bid Format” enclosed as Annex-III and shall be put under one envelope (Envelope-II) mentioning “**Price Bid for SIC of 1000 CFM Rectangular Cabinet Fan and 500 CFM Inline Fan at State Central Lab, Hotwar, Ranchi**”.

Both envelopes (**Envelope-I & II**) to be put under one Main Envelope super scribing clearly-“ **BID FOR SIC of 1000 CFM RECTANGULAR CABINET FAN AND 500 CFM INLINE FAN AT STATE CENTRAL LABORATORY, HOTWAR**” and should be submitted at the address mentioned in tender document

Under this process, the Eligibility and qualification of the bidder will be first examined based on the detail submitted under first cover (Technical Bid) with respect to eligibility criteria and specifications prescribed in this tender document. The Price Bid under the second cover shall be opened for only those bidders whose technical Applications are responsive to eligibility and qualifications requirements as per Tender document.

**Managing Director**  
The Jharkhand State Co-Op. Milk  
Producers' Fed. Ltd.



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## [Tender Document]

### SECTION -II

### INSTRUCTIONS TO BIDDERS

#### **1.0 ELIGIBILITY CRITERIA:**

- 1.1 **That, bidder in the same name & style, should be in business at least for three years at the time of bid opening.** In case of change of name of the bidder by merger /acquisitions/change in status, the bidder may be eligible based on the documentary evidence.
- 1.2 **That, bidder should have valid registration under various act that may be applicable for the supply/contract proposed.** This shall include but not limited to Income tax, Companies Act, Goods & Service Tax (GST), Welfare Cess Act apart from any other applicable tax-imposed time to time by State/Central Govt. and Employee State Insurance, Contract Labour, Provident Fund etc.
- 1.3 **That, bidder's financial turn-over in the same name & style during each of the last three financial years (FY 2020-21, FY 2021-22, FY 2022-23) should not be less than Rs. 1.50 Lakh.**
- 1.4 Followings to be submitted:
  - 1.4.1 Copy of the Income Tax Returns for three previous years for income tax purpose.
  - 1.4.2 Copy of TDS certificate issued by the client to substantiate the claim for the value of works executed in the private sector.
  - 1.4.3 Copy of form 26AS for the last three financial years.

**Note: The documents should be enclosed in Cover "A" (Technical Bid) by the Bidder. All the photocopies are to be self-attested.**

#### **2.0 VALIDITY OF BIDS/ OFFERS:**

The Bids /Offers shall remain valid for **120 days** from the date of bid opening prescribed by the JMF. A bid valid for a shorter period shall be rejected by JMF as non-responsive

#### **3.0 EMD/ TENDER FEE SUBMISSION:**

- 1.1 **Earnest Money Deposit:** All bids must be accompanied by EMD as Bid Security and Tender Document Fee (if any) and the same should be submitted in the form of Demand Draft or through NEFT/RTGS as per below:

##### **1.1.1 In case of EMD/Tender Fee submitted in the form of DD:**

EMD /Tender Fee should be submitted in Technical Bid Envelope in the form of Demand Draft [in original] issued by Nationalized Bank/Scheduled Bank/Foreign Bank having branches in India in favor of "The Jharkhand State Co-Op. Milk Producers' Federation Ltd", payable at Ranchi

##### **1.1.2 In case of EMD/ Tender Fee submitted through NEFT/RTGS:**

It should be deposited\* to the following Bank Account.

<b>1. Beneficiary Name</b>	<b>The Jharkhand State Co-op. Milk Producers' Federation Ltd</b>
<b>2. Beneficiary Bank &amp; Branch</b>	State Bank of India, H.E.C. SEC- II, Dhurwa, Ranchi
<b>3. Account Number to be credited</b>	<b>33842021519</b>
<b>4. RTGS/IFSC Code</b>	<b>SBIN005596</b>





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**\*The payment should be made on or before 12:00 PM on the date of submission of bid.**

For EMD payment, the bidder is requested to send the communication about EMD payment made by 12:30 PM on the date of submission of bids in following format through e-mail to: [purchase@jmf.coop](mailto:purchase@jmf.coop)

With tender reference \_\_\_\_\_ as subject line.

The bidder is also required to submit the successful transaction details along with technical bid as per format given below:

Tender /Bid Ref. No.:	IFB Ref: LCB: No.		
Name of Bidder:	M/s.		
Payment Towards	Amount Paid in Rs.	DD No. with Bank Details/UTR No.	Transaction date & time in case of NEFT/RTGS payment
Earnest Money Deposit			
Tender Document Fee			

**For EMD refund through NEFT/RTGS, bank details in following format should be submitted:**

1. Beneficiary Name	:	
2. Beneficiary Bank & Branch	:	
3. A/c No. to be credited	:	
4. Type of A/c to be credited	:	
5. RTGS/IFSC Code	:	

1.2 The Bid is liable to be rejected in case EMD/Tender Fee at prescribed rate is not furnished along with the tender/ bid.

1.3 The EMD may be forfeited:

- If a bidder withdraws or modifies its bid during the period of bid validity OR If the bidder withdraws its tender before the finalization of tendering process/contract.
- In the case of the successful bidder, if the bidder fails to sign the Contract (i.e., return the signed copy of duplicate Purchase order, and furnish Performance Security, if asked for)

1.4 Unsuccessful bidder's bid security will be discharged/returned as promptly as possible but not later than 30 days after the expiration of the period of the bid validity of 120 days from the date of bid opening.

1.5 The EMD of successful bidder shall be released after acceptance of the contract and submission of performance security. In case of conversion of EMD into security deposit, the same shall be returned after completion of contractual obligations.

1.6 No interest shall be paid on EMD for the period during which the deposit lies with The Jharkhand State Co-Op. Milk Producers' Federation Ltd.

#### **4.0 PRICE:**

4.1 The bidder shall indicate on the **Price Bid, the final unit prices** (after considering discount, if any) excluding applicable GST for the goods/ services it proposes to deliver under the contract.

**4.2 Prices indicated in the Price Bid shall be entered in the following manner.**

4.3 The item wise quoted price of goods to be supplied shall be indicated in the field "Unit Rate (in Rs.)" on the portal on **FOR site basis** and shall include the charges for packing and forwarding,



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## [Tender Document]

transportation, transit insurance, unloading and all other local costs incidental for delivery to their final destination, storage insurance (if asked for) and safe custody at recipient's place (If asked for), excluding GST.

4.4 A statement indicating item wise HSN/ SAC codes considered for Supply /Service items shall be submitted along with the Technical Bid (Part I).

4.5 Bidder shall be responsible for selection of appropriate HSN/ SAC code and applicable GST thereon for the items quoted by them.

Contractors registered under Composition Scheme of GST (Not Applicable)

### **5.0 FIXED PRICE:**

5.1 Basic Price quoted by the Bidder shall be fixed during the bidder's performance of the Contract/Supply and not subject to variation on any account. A bid submitted with an adjustable price quotation for such goods and services will be treated as non-responsive and rejected.

5.2 Payment of differential amount due to price variation on account of change in applicable taxes and duties on the invoiced items/ services shall be payable only if, the details of the taxes and duties included in the prices & HSN/ SAC code considered, is furnished in the technical bid (Part – I). If any altogether new tax and duty is imposed on such contract after the bid opening date, the same shall be considered for payment/ reimbursement upon documentary evidence. Similarly, the differential amount shall be recovered, if the rates of taxes and duties are revised downward.

### **6.0 OPENING OF BIDS**

6.1 **Technical bids** of those bidders whose EMD in the form of Original DD have reached the office of JMF OR payment by NEFT/RTGS is received by JMF as mentioned in the IFB, shall be opened in the presence of bidder on the date and time specified in the tender document.

JMF will open the technical bids on the time and date stated in the IFB. Bidders can present at the time of opening of the bids.

6.2 **Commercial bids** will be opened only those bidders whose Technical Bid (Part-I) is found to be acceptable by JMF. Such eligible bidders will be intimated the date of opening of Commercial Bid (Part II) separately.

Technical bids of the bidders whose bids have reached the office of JMF on time as mentioned in the IFB and shall be opened in the presence of bidder on the date and time specified in the tender document.

### **7.0 EVALUATION OF BIDS:**

#### **7.1 Preliminary Evaluation**

JMF will examine the technical bids to determine whether they are complete, whether required EMD and supporting documents have been furnished, and whether the bids are generally in order.

Where the bidder has quoted and the bid security furnished is inadequate, the bid will be treated as non-responsive.

JMF will also examine whether the bid is complete. If the prices of certain item are found as "0 (Zero)" it will be presumed the bidders have included the cost of such items against some other items of the



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price bid. The bidder shall furnish the details of such inclusions separately along with their **Technical Bid (Part I)**.

Prior to the detailed evaluation, JMF will determine the substantial responsiveness to the bidding document. A substantially responsive bid is one, which conforms to all the terms and conditions of the Bidding Document without material deviations. A material deviation is one which affects in any substantial way the functionality, scope, quality or performance of the deliveries or which limits in any substantial way inconsistent with the bidding documents, JMF's rights or the bidder's obligations under the contract and the rectifications of which deviations would affect unfairly the competitive position of other bidders presenting substantially responsive bids. JMF's determination of a bid's responsiveness is to be based on the contents of the bid itself without recourse to extrinsic evidence.

No post-bid clarification at the initiative of the bidder shall be entertained. For evaluation and comparison of bids, the purchaser may, at its discretion, ask the bidder for clarification on the bid. The shortfall information / documents shall be sought only in case of historical documents which pre-existed at the time of tender opening and which have not under gone change since then.

So far as the submission of the documents is concerned with regard to qualification criteria, after submission of the tender, only related shortfall documents shall be asked for and considered. For example, if the bidder has submitted a supply order without its completion / performance certificate, the certificate can be asked for and considered. However, no new supply order shall be asked for and considered so as to qualify the bidder.

In case the required clarifications are not received by the Purchaser in time, the Technical bid may be treated as incomplete and non- responsive.

A bid determined as not substantially responsive will be rejected by JMF and will not subsequently be made responsive by the Bidder by correction of the non-conformity.

JMF may waive any minor informality or non-conformity or irregularity in a bid which does not constitute a material deviation, provided such waiver does not prejudice or affect the relative ranking of the Bidder.

### 7.2 Secondary Evaluation and Comparison of PRICE Bids

**The Evaluation and comparison of bid will be done on EVENTWISE basis** (inclusive of applicable GST).

- 8.0** Any attempt by a Bidder to influence the Procuring Entity "The Jharkhand State Cooperative Milk Producers' Federation Ltd. (JMF)", in the examination, evaluation, comparison, and post qualification of the Bids or Contract award decisions may result in the rejection of its Bid, in addition to the legal action which may be taken by the Procuring Entity under the Act and the Rules.
- 9.0** Information relating to the examination, evaluation, comparison, and post-qualification of Bids, and recommendation of contract award, shall not be disclosed to Bidders or any other persons not officially concerned with such process until information on Contract award is communicated to all Bidders.
- 10.0** To assist in the examination, evaluation, comparison and qualification of the Technical or Financial Bids, the Bid evaluation committee may, at its discretion, ask any Bidder for a clarification regarding its Bid. The committee's request for clarification and the response of the Bidder shall be in writing.
- 11.0** Any clarification submitted by a Bidder with regard to his Bid that is not in response to a request by the Bid evaluation committee shall not be considered.
- 12.0** The determination of qualification of a Bidder in evaluation of Technical Bids shall be based upon an examination of the documentary evidence of the Bidder's qualifications submitted by the Bidder and in accordance with the qualification criteria indicated in Qualification and Evaluation Criteria. Factors not included in Qualification and Evaluation Criteria shall not be used in the evaluation of the Bidder's qualification.



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## [Tender Document]

**13.0** The bidder has to submit the enclosed **Annexures** duly signed and stamped by filling the required fields and should submit the relevant /required documents.

**14.0** The Bid evaluation committee shall have full powers to undertake negotiations where it deemed necessary. Negotiations may, however, be undertaken only with the lowest Bidder(s) only.

**15.0** Bid Rejection Criteria:

A Bid may be rejected / treated as non – responsive if:

15.1 The Bidder fails to send /submit the Earnest Money Deposit (EMD) amount within the bid due date.

15.2 The Bidder does not meet the Eligibility or Pre-Qualification / Technical criteria and / or non-submission of documents specified. The deviations from the terms mentioned in the document affects in any way of scope, quality and performance.

15.3 Conflict of Interest between the Bidder and the JMF is detected at any stage

15.4 Tender/ Bid document is unsigned and incomplete in any aspect.

15.5 Bid validity is shorter than the required period

**16.0** Award Criteria

16.1 JMF will award the contract to the successful bidder whose bid has been determined to be substantially responsive and has been determined as the lowest evaluated bid.

16.2 JMF may award one single contract or more than one contract to the successful bidder at JMF's discretion.

**17.0** **Signing of Contract:** Within 07 days from the receipt of the Purchase Order, the successful bidder shall return the duplicate copy of the Purchase Order, duly signed and sealed.

**18.0** **Address for Communication:**

Group Head (Purchase)

The Jharkhand State Coop Milk Producers' Federation Ltd

Beside Birsa Munda Central Jail, Hotwar, Ranchi-834012, Jharkhand

Ph.: +91-(0651) 2270046, Email: [purchase@jmf.coop](mailto:purchase@jmf.coop)



# INVITATION FOR BIDS (IFB)

[LOCAL COMPETITIVE BIDDING (LCB)]

(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

## [Tender Document]

### SECTION -III

#### GENERAL TERMS & CONDITIONS

##### **3.0 Downloading the Bidding Document**

- 3.1 The bid documents shall also be available in JMF website at <http://www.jmf.coop> and the bidders can download for the bidding purpose.
- 3.2 If any change/additions/ deletions/alterations are found to be made by them in the tender and the same is subsequently noticed at any stage, even after award of the contract, the bidders are liable for all consequences thereof and JMF shall be free to take suitable action as deemed necessary.

##### **4.0 Clarification of Bidding Documents**

A prospective Bidder requiring any clarification of the Bidding Documents may notify JMF in writing or email. JMF will respond in writing to any request for clarification of the Bidding Documents, which it receives prior to the deadline for the submission of bids. Bidders should preferably forward their queries earlier than 10 days prior to the bid submission date. Written copies of JMF's response will be sent to the respective Bidder. Also, corrigendum, if necessary, will be uploaded in the JMF's website without identifying the source of the inquiry.

##### **5.0 Amendment of Bidding Documents**

At any time prior to the deadline for the submission of bids, JMF may modify the bidding document by the issuance of amendment. The amendment will be uploaded on JMF website and will be binding on them. JMF may also at its own discretion, extend the deadline for submission of bids. Before submission of the bid, the bidder should check the JMF website for any Corrigendum/additional information on the bidding document, if any.

- 6.0 Preparation of Bid:** The Bid prepared by the Bidder and all correspondence and documents relating to the bid exchanged by the Bidder and the Purchaser, shall be written in the English language.

All the bidders should submit their bids in **Part I** – Technical Bid and **Part II** – Price Bid.

**The Technical bid (Part I) shall contain all the details EXCEPT THE PRICE.**

The complete bidding document duly signed and sealed should be submitted without any modifications/alternations, as a token of their acceptance towards the scope of work, terms and conditions of the bid unconditionally.

Full details of materials including the manufacturer's name, model no. must be submitted in the portal along with Technical Bid (Part I), wherever requested.

Bids must be submitted by the bidder at the given address not later than the time specified for receipt of the bids in the Invitation for Bids.

The Bidder cannot modify or withdraw its bid after the last date & time of bid's submission. No bid may be withdrawn in the interval between the deadline for submission of bids and the expiration of the period of bid validity. Withdrawal of a bid during this interval may result in the forfeiture of Bidder's EMD.

- 7.0** The bids are to be uploaded/ submitted with drawing, specifications or as per drawings, specifications given in the tender and submitted as such, shall be deemed to mean that the bidder submitting such a bid is fully acquainted with the technical details.





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- 8.0 TECHNICAL SPECIFICATION:** The bidder /supplier must follow the technical specification of the product/ item as detailed in **SECTION-IV** while quoting the rate. Any deviation in specification shall not be entertained.
- 9.0** The Supplier confirms that all delivered materials are newly manufactured (after the supply order) and tested and sold to be free from all material defects and workmanship defects and shall perform in full conformity with the stated specifications.
- 10.0 PRODUCT /JOB WARRANTY:** The product supplied must have minimum 12 months' warranty from the date of supply.
- 11.0 FORMAT/ SECTIONS:** (to be submitted duly filled & signed as and wherever applicable)
- 11.1 **BIDDER'S PROFILE:** The bidder is requested to filled the required details of the bidding Agency /Firm as per the Format enclosed as **SECTION-V**
- 11.2 **BID FORM:** The Bidder shall complete the Bid Form furnished in the Bidding Document and submitted in the JMF Office. All the required documents, duly signed, should be submitted on or before the specified date and time. (**SECTION-VI**)
- 11.3 **TECHNICAL DEVIATION** (if any) – **SECTION VII**
- 11.4 **PERFORMANCE BANK GUARANTEE** (As per requirement) – **SECTION VIII**
- 12.0 PRICE BID:** The bidder is requested to quote the rate/ price in the respective format only wherein all parameters need to be filled. For ready reference, standard quotation format for quoting the price is attached as "**SECTION-IX**."
- 13.0** Each Bidder shall submit only one bid. Bidder shall not contact other Bidders in matters relating to this Tender.
- 14.0 SUB-CONTRACTING OR SUB-LETTING:** The bidder is prohibited from sub-contracting or sub-letting of the work to any other agency.
- 14.1 **Delivery/ Completion Period:** **Within 06 weeks from the date of technically and commercially clear purchase order / Within 04 weeks from approval of design.**
- 14.2 Technical Specifications/ COA/Food Grade Certificate (as applicable) shall be provided with material along with the supply and bid documents.
- 15.0** All inspection of the material will be carried out at respective delivery Site / Dairy Plants after receipt of materials and JMF decision regarding quality will be final and binding. In case of rejection, the supplier will give free replacement without any delay and objection within 15 days. Rejected goods if not lifted by the supplier within 15 days of intimation, shall be disposed of by consignee at the cost of supplier. No claims thereafter by the supplier will be entertained
- 15.1 The Bidder must provide copy of GST Certificate, PAN & Bank Details along with the quotation/ tender.
- 15.2 On receiving orders from JMF, the supply of Product at Jharkhand Milk Federation, Ranchi shall be the responsibility of the supplier. The rejected material, if any, shall have to be lifted by the supplier at their own cost within a week time from the date of intimation from JMF. JMF shall not be responsible for any deterioration due to delayed lifting of the rejected material by the supplier.
- 16.0 PAYMENT TERM:** -



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16.1 90% within 30 days from the date of completion of job and its acceptance.

16.2 10% after expiry of warranty period. However, this can be released along with 90% payment against submission of a Performance bank guarantee for 10 % value valid for one year from the date of effect of Warranty period with claim period of 90 days.

17.0 All applicable statutory deductions shall be made from the bill. The payments shall be made through NEFT/RTGS and all payments shall be made in Indian Rupees only.

18.0 **TDS GST DEDUCTION:** TDS under GST Act 2017 (w.e.f. from 01.10.2018), Section 51 @2% shall be deducted from the payment of supplier for the total value of taxable supply of goods/ services or both under a contract exceeding Rs. 2.50 lakhs.

19.0 **Rights Reserved by JMF:** JMF does not bind itself to accept the lowest bid. JMF reserves the right to award the job either in part or full. JMF at its sole discretion and without assigning any reason thereof, also reserves the right to accept any/or reject any or all bids.

Note:

19.1 Deviations in commercial terms and conditions of the bid may be rejected

19.2 The Bidder should mention the HSN/ SAC Code of each item along with the Technical Bid (Part I).

19.3 GST TDS as per section 51 of CGST Act 2017 will be deducted, if applicable.

19.4 Bidders to submit the following details along with Technical Bid (Part I):

19.4.1 State from where the goods will be supplied/ Invoices will be made:

19.4.2 Corresponding GST No. (of that state): -----

### 20.0 **Dispute/ Arbitration & Final Authority:**

The Federation (JMF) and the bidder shall make every effort to resolve any dispute / disagreement in connection with the bid amicably by direct negotiation. However, the decision of managing Director, JMF will be final & binding in case the disagreement or dispute is not resolved by mutual negotiation.

Legal dispute if any, concerning to this supply shall be subject to such courts as Exercising Civil Jurisdiction over Ranchi

The tender document /Bid submitted by a tenderer shall become the property of the JMF and JMF shall have no obligation to return the same to the tenderer.

**Managing Director**

The Jharkhand State Co-Op. Milk  
Producers' Fed. Ltd.



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## [Tender Document]

### SECTION -IV

### SCOPE /TECHNICAL SPECIFICATIONS

#### Scope of Work:

Supply Installation Testing and commissioning of Exhaust air ducting with duct inline fan from UPS room & Installation of Duct with Inline Fan for LAB. Cabinet fan 1000 CFM will run alternatively one by one attach with common ducting with the timer circuit.

1. Item Name : Rectangular Cabinet Fan
2. Capacity : 1000 CFM
3. Item Name : Ducting  
MOC : GI Thickness: 0.8 mm
4. Item Name : Gravity Louver MOC: PVC
5. Inline fan : 500 CFM
6. Ducting for 500 CFM : Circular

Sl.No	Items	Qty	Unit
1	Cabinet Fan 1000 CFM	2	Nos.
2	GI Ducting 0.8 MM	30	Sq.mt
3	Duct Damper	2	Nos.
4	Scaffolding	1	Job
5	Support Structure for Fan	2	Nos.
6	MCB with wiring	4	Nos.
7	Gravity Louver	5	Nos.
8	Arrangement to run cabinet fan based on automatic timer-based circuit	1	Lot
9	Inline Fan 500 CFM	2	Nos.
10	Ducting	2	Set

**MAKE-CABINET FAN-1. KRUGER, 2. SYSTEM AIR; 3. CARRYAIRI**

I / We hereby declare that I / We have understood the requirements and the submitted bid is in accordance with the scope and technical specifications mentioned above.

Date:

Tenderer Signature & Seal

Place:

Name:



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(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

## [Tender Document]

### SECTION -V BIDDER'S PROFILE

No	Details		
1	Name of Vendor/ Tenderer		
2	Address Of Registered Office		
3	Address Of Factory/ Works		
4	Name Of Contact Person		
5	Contact Nos.		
6	Email :		
7	Type Of Firm : Ltd Co/ Pvt. Ltd. / Partnership/ Proprietor		
8	Nature Of Firm: Manufacturer/ Traders / Autho. Dist. / Dealer		
9	Year Of Establishment		
10	Name Of Product, you Deal	Please, Specify in separate sheet (As per below Format)	
		S. No	Item Description (Shortly)      Make/Brand
11	G.S.T. No & Reg. Date		
12	PAN No & Date		
13	If You have maintained any quality standard (Pl. Specify)		
14	Name Of Clients (If required, Pl. Specify in separate sheet)	1. 2. 3.	
15	Min. Lead Time Required (Days)		
16	Bank Details	Name of Bank : Branch Address:  Account No. : IFSC Code :	
17	Documents to Be Attached	1. Copy of Registration + PAN Copy + GST Regn. 2. ISO Certificates    3. Autho. Dealership 4. Fin. Statements 5. Product Brochures 6. Copy of PO's (Min.5)	
Recommendation:			
<b>Seal &amp; Sign. Of Vendor</b>			



# INVITATION FOR BIDS (IFB)

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(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

## SECTION VI: FORM OF BID

(Bidders are requested to upload the FORM OF BID as per the Format given in this Section, filling all the blank spaces.)

Date:

Ref. No \_\_\_\_\_

TO:

The Jharkhand State Coop Milk Producers' Federation Ltd  
Beside Birsa Munda Central Jail, Hotwar  
Ranchi-834012, Jharkhand

Gentlemen:

Having examined the Conditions of Contract, Technical Specifications and the Drawings included in or referred to in the Bidding Documents including Addenda Nos. (Insert Numbers), the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver Goods and Services including installation and commissioning as detailed in the price bid, in conformity with technical specifications and drawings (except to the extent of deviation statement furnished in our bid) and the Conditions of Contract as mentioned in or referred to in the said Bidding Document for the sum as may be ascertained in accordance with the Bid Prices and made part of this bid and the said conditions.

Our acceptance to all the conditions of the Bidding Document in this bid form shall persist over any other terms and conditions, if any, given in our bid.

We undertake, if our bid is accepted, to commence and complete delivery of all the goods and Services including installation and commissioning as specified in the Schedule of Quantities of the Bid Document, from the date of receipt of your Purchase Order.

If our bid is accepted, we will obtain the bank guarantees as per the conditions of the Contract for the due performance of the Contract.

We agree to abide by this bid for the period of 120 days from the date fixed for bid opening as per the Instruction to Bidders and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this bid, together with your written acceptance thereof and your Purchase Order / notification of award, shall constitute a binding Contract between us.

We understand that you are not bound to accept the lowest or any bid you may receive.

Dated this    day of 20\_\_\_\_\_ .

Signature

(In the Capacity of \_\_\_\_\_)

Duly Authorized to sign bid for and on behalf of:

(Name & Address of Bidder):

Name of Witness:

Signature:

Address:





# INVITATION FOR BIDS (IFB)

[LOCAL COMPETITIVE BIDDING (LCB)]

(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

## SECTION- VII

### TECHNICAL DEVIATION

#### DEVIATION STATEMENT FORM PART-A

- (1) The following are the particulars of deviations from the requirements of the tender specifications:

CLAUSE	DEVIATION (Including justification)	REMARKS
--------	--	---------

The technical specifications furnished in the bidding document shall prevail over those of any other document forming a part of our bid, except only to the extent of deviations furnished in this statement.

Dated:

Signature and seal of the  
Manufacturer / Bidder

NOTE:

- (1) Where there is no deviation, the statement should be returned (uploaded) duly signed with an endorsement indication "**NO DEVIATIONS**"



# INVITATION FOR BIDS (IFB)

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(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

## BIDDING TERMS

### DEVIATION STATEMENT FORM PART-B

(2) The following are the particulars of deviations from the requirements of the bidding conditions / terms:

CLAUSE (Including justification)	DEVIATION	REMARKS
-------------------------------------	-----------	---------

Dated:

Signature and seal of the  
Manufacturer / Bidder

NOTE:

(1) Where there is no deviation, the statement should be returned (uploaded) duly signed with an endorsement indication "**NO DEVIATIONS**"



**INVITATION FOR BIDS (IFB)**  
[LOCAL COMPETITIVE BIDDING (LCB)]  
(Jharkhand State Co-Op. Milk Producers' Federation Limited, Ranchi)

**SECTION – VIII**

**FORMAT OF PERFORMANCE BANK GUARANTEE**

THE JHARKHAND STATE COOPERATIVE  
MILK PRODUCERS' FEDERATION LTD.  
SECTOR -2, H.E.C., DHURWA, RANCHI -834004  
JHARKHAND.

Dear Sir / Madam,

Bank Guarantee No :  
Amount INR : Rs. \_\_\_\_\_/-  
Guarantee Cover from dated :

Last date for Lodgement of Claim :

THIS DEED OF Guarantee executed by [ NAME OF BANK ], a banking company constituted under the Companies Act, 1956 and deemed to be a constitute under the Companies Act, 1956 and deemed to be a banking company under the Banking Regulation Act, 1949 having its registered office and head office at \_\_\_\_\_ (Hereinafter referred to as "Bank") in favour of THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD., SECTOR- 2, H.E.C., DHURWA, RANCHI - 834004 ,JHARKHAND, (Hereinafter referred to as "Beneficiary") for an amount not exceeding **Rs.** \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) at the request of M/S. \_\_\_\_\_ (Hereinafter referred to as "The Supplier/Contractor")

This Guarantee is issued subject to the condition that the liability of the bank under this Guarantee is limited to maximum of Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) and the guarantee shall remain in full force up to \_\_\_\_\_ (expiry date) and cannot be invoked otherwise than be a written demand under this guarantee served on the bank on or before the \_\_\_\_\_ (last claim date). The beneficiary on its own interest is advised to seek a confirmation of the issuance of this guarantee from the controlling office / head office enclosing a copy of the same.

THE H.O. ADDRESS:

NAME OF BANK  
BRANCH ADDRESS:  
STATE:  
PIN:  
E-mail:  
Ph:

This Guarantee consists of 3 pages including this page.

Whereas M/s. THE JHARKHAND STATE COOPERATIVE MILK PRODUCERS' FEDERATION LTD., SECTOR -2, H.E.C., DHURWA, RANCHI -834004 (hereinafter called the "Beneficiary")



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has placed a Purchase Order No. \_\_\_\_\_ Dated: \_\_\_\_\_ with M/s. \_\_\_\_\_ (Hereinafter referred to as "The Supplier/ Contractor") for supply of \_\_\_\_\_ as per the terms & conditions of the Purchase Order(s).

AND WHEREAS the said Beneficiary has called upon the same Supplier to give a Performance Bank Guarantee of Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) towards due and faithful performance of suppliers obligation under the above mentioned contract.

We, [NAME OF BANK] having our office at \_\_\_\_\_. Hereinafter referred to as "Bank" (Which expression shall, where the context so admits, administrators and assignees etc.) do hereby unconditionally and irrevocably furnish this guarantee bond and we agree, guarantee and undertake that we shall forthwith immediately and immediately upon receipt of written intimation/demand/letter/claim from your company without any deduction, reservation, protest, demur, delay or reference to M/s \_\_\_\_\_, the aforesaid sum Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) (being 10 % of the Contract value) immediately upon demand being made as aforesaid, without in any manner referring to, or seeking consent of or instructions from the supplier/contractor and without in any manner, explicitly or by conduct, issuing notice of our intent to honour our commitment under this guarantee or on the issue of any instructions to the contrary issued by the contractor/supplier, any such demand made by the company on the bank shall be conclusive and dispute pending before and court, tribunal, arbitrator or any other authority or and instructions. Letter contrarily issued by the contractor to be in force and enforceable till it is specifically discharged by the company during its validity period.

This guarantee shall not be affected by and change in the constitutions of the Bank of the Beneficiary or the Supplier/Contractor nor shall this guarantee be affected by any change in the constitution of the Beneficiary/ Supplier/ Contractor by enforceable by such body or corporation.

The Beneficiary may without affecting Bank's liabilities & obligations hereunder grant time or other indulgence to or compound with the Supplier or enter into any agreement of the terms and conditions or agree to vary any of the terms and conditions of the said order.

This guarantee is given to ensure the performance of the said contract within the completion time stipulated AND Supplier/Contractor meet all warranty obligations during Defect Liability period. In case of non-fulfilling the warranty obligations found by the Supplier/Contractor during the Bank guarantee Period, the Beneficiary can invoke the bank guarantee amount in written intimation/demand/letter/claim to Bank without any deduction, reservation, protest, demur, delay or reference to M/s \_\_\_\_\_, the aforesaid sum Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) (being 10 % of WO value) immediately.

AND WHEREAS the said Beneficiary has agreed to accept a guarantee from us, we, the said banker do hereby undertake to pay the Beneficiary immediately upon receipt of a demand to the extent of Rs. \_\_\_\_\_/- (Rupees \_\_\_\_\_ only) against any loss or damage caused to or suffered by the Beneficiary by reason of the non-performance as per the PO in the period of this guarantee i.e. up to \_\_\_\_\_.

Notwithstanding anything contained herein –



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1. Our liability under the bank guarantee shall not exceed of **Rs. \_\_\_\_\_/-** (Rupees \_\_\_\_\_ only)
2. This guarantee shall be valid till \_\_\_\_\_.
3. We shall be liable to pay the guaranteed amount or any part thereof under this bank guarantee only and only if you serve upon as written claim or demand on or before \_\_\_\_\_.
4. Thereafter all your right under this guarantee shall be forfeited and we shall be realised from all our liabilities hereunder irrespective of whether the guarantee in original is returned to us or not.
5. All disputes would be settled within Ranchi Jurisdiction of court of law only.





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**SECTION -IX**  
**SOQ/ PRICE BID FORMAT**

Ref: Tender No: JMF-QA-012-2023-24/095

Your Ref.. \_\_\_\_\_

Date: \_\_\_\_\_

Name of Bidder: .....

Item Description	Qty	Unit	Unit Rate * (Rs.)	GST %	Total Amount on F.O.R. Site basis (Rs.)
Supply, Installation & Commissioning of 1000 CFM Rectangular Cabinet Fan and Ducting with all accessories (As per Scope & Technical Specifications mentioned in Section-IV)	01	Lot			
Supply, Installation & Commissioning of 500 CFM inline fan with all accessories (As per Scope & Technical Specifications mentioned in Section-IV)	02	Lot			

**\*The Unit rates should include GST, P&F, Freight/transport, Insurance etc. delivered at Site.**

I / We hereby declare that the information furnished above is true and correct and agree to supply the above goods /materials in accordance with the scope and technical specifications mentioned above.

We also confirm that the normal commercial warrantee/guarantee of ..... months shall apply to the offered goods.

Date:

Tenderer Signature & Seal

Place:

Name: