

DETAILED TENDER DOCUMENT

**ODISHA STATE CO-OPERATIVE MARKETING
FEDERATION LTD.**

(MARKFED – ODISHA)

BHUBANESWAR

At- Old Station Road.

Dist: - Khurda (Odisha), Pin-751006

Tel: 2310626, Fax: (0674) 2311149,

E. Mail: orissamarkfed@yahoo.com, odishamarkfed@gmail.com



**Tender notice, Detail Tender Call notice (DTCN),
Terms & Conditions, Rate format
(Ten Pages)**



**ODISHA STATE CO-OPERATIVE MARKETING FEDERATION
LTD. (MARKFED) BHUBANESWAR-6**

Tel: - 0674-2310626, FAX-0674-2311149, e-mail: orissamarkfed@yahoo.com

Ref No- 4496

Date- 04.03.2015

SHORT TENDER NOTICE FOR SUPPLY OF P.P LENO BAGS

Sealed tenders are invited for supply of around 1 lakh new P.P Leno bags (for 50 kgs. packing of potato) as per standard specifications. The tender complete in all respect along with tender cost of Rs.1000/- (Rupees one thousand) per tender in shape of D.D in favour of Managing Director, MARKFED-Odisha on any Nationalized bank payable at Bhubaneswar, should be received upto 3 PM on 09.03.2015 at MARKFED, Bhubaneswar and opened on the same day at 4 PM in presence of the tenderers / authorized representatives. Interested parties may visit Odisha Govt. tender website i.e. www.tender.gov.in and detailed Terms & Conditions can be download from the above website.

**Sd/-
Managing Director**

Tenderer

Development Officer

**ODISHA STATE COOPERATIVE MARKETING FEDERATION
LTD.(MARKFED,ODISHA)
OLD STATION ROAD, BHUBANESWAR-751 006**

TENDER DOCUMENT

The Managing Director, MARKFED invites sealed Tenders from reputed registered suppliers of P.P. leno bags for packing of 50 kg. potatoes.

Important dates:-

- a) Period of issue of Tender Document **Dtd-05.03.2015 to 09.03.2015 (2PM)**
- b) Last Date and time for submission of Tender Document **dtd- 09.03.2015, 3PM**
- (c) **Tenders should be submitted by Speed Post / courier / e-mail.**

The tender papers sent through e-mail should be accompanied with scanned copy of the D.D purchased towards cost of tender paper i.e. Rs.1,000/- & Rs.30,000/- towards EMD. However, the tenderer / authorized representative of the tenderer should have to produce the original draft purchased for the purpose before the tendering committee at the time of opening of tender i.e. 4PM on 09.03.15 or else the tender papers will be rejected.

- (d) Date and time for opening of Tender papers. **Dtd- 09.03.2015 at 04.00 P.M.**

- (e) **Sealed tenders complete in all respect should be submitted in the following address:**

Address:- **Managing Director ,
Orissa state co-operative marketing federation ltd. (MARKFED)
Old-Station Road, Bhubaneswar-6**

Tel: - 0674-2310626, FAX-0674-2311149, e-mail: orissamarkfed@yahoo.com.

Tenderer

Development Officer

Detailed Terms and conditions of the Notice(DTCN).

A. SCOPE OF SUPPLY:

1. Product :

P.P. leno bags of standard size are required for packing of Potatoes to be procured under Potato Buffer Scheme'2015 Operation undertaken by OSCSC/ FS&CW Deptt. through MARKFED-Odisha. The bag size and quality should be sufficient and strong enough to pack 50 kg. Potatoes and should have strength to transport to distant procurement centers of MARKFED-ODISHA. The detail is as under:

A) Product : New P.P. Leno bag, as per following specifications

Size	22" X 40" +/- 1"
Bag Weight	52 to 55 grams
Bottom	The bottom of the bag will be stitched by HDPE/PP tape in double row by chain stitches with corner stitch and with white colour flap.
Colour	Red
Packing	1000 bags per compressed bale, wrapped in HDPE/PP woven fabric and strapped.

PP Leno bags should be fully fit and appropriate for filling of 50 kg Potato. There should be no spillage from the filled bag during the normal handling/ transit etc.

2. Quantity : -

Requirement of P.P leno bags: -

District	Tentative list of SCS (procurement centers)for supply of P.P. leno bags	Tentative requirement of P.P. leno bags
Puri	(i) Balanga SCS	15000
Khurdha	i)Bhubaneswar Cold Storage.	28,000
Nayagarh	Balabhadrapur SCS	8,000
Kendrapada	(i) Bharatpur SCS	20,000
Cuttack	(i) Madhyakachha SCS	10,000
	(ii) Jagatpur Cold Storage	14,000
Jajpur	(i) Prathamakhandi SCS	5,000
Total		1,00,000

Note: The quantity indicated above is purely indicative and not guaranteed and quantity can be decreased/ increased/ abolished by MARKFED depending upon the quantum of procurement. Moreover, other procurement centers can be added / changed / relocated depending on the availabilities of potatoes on mutual consent of successful tenderer. Hence the above lists of SCS are tentative.

3.) Delivery Period:-

The P.P. leno bags for packing are to be supplied **within 5 days** from the date of placement of order or as per the schedule to be given. The bags are required to be delivered on F.O.R basis at any procurement center in above

Tenderer

Development Officer

districts of Odisha for which the rate is to be quoted i.e. the rate should be inclusive of all Statutory Taxes and incidental expenses.

4) **Tender Cost:**

Tender papers will be available in the office of MARKFED – Odisha, Bhubaneswar – 6 on payment of Rs.1000/- (Rupees One thousand) only (non-refundable), inclusive of VAT in shape of D.D on any Nationalized Bank, in favour of “MARKFED-Odisha” payable at Bhubaneswar as mentioned in the Tender Notice. Tender without appropriate fees as referred above, shall not be accepted.

5) **E.M.D :**

An EMD of Rs.30,000/- (Thirty Thousand) only is to be deposited in shape of D.D in favor of “MARKFED-Odisha” on any Nationalized Bank, payable at Bhubaneswar .

(i) **REFUND of EMD:** - The EMD of unsuccessful tenderer shall be refunded after final acceptance of tender of successful bidder. EMD so deposited shall not accrue any interest.

6) **Receipt of tender documents:**

The tender papers complete in all respect duly signed in each & every page should reach the undersigned by courier / speed post /mail on or before 3PM on 09.03.2015. The tender papers sent through e-mail should be accompanied with scanned copy of the D.D purchased towards cost of tender paper i.e. Rs.1,000/- & Rs.30,000/- towards EMD. However, the tenderer / authorized representative of the tenderer should have to produce the original draft purchased for the purpose before the tendering committee at the time of opening of tender i.e. 4PM on 09.03.15 or else the tender papers will be rejected.

7) **Security :**

Security amount equivalent to 5% of the value of the total ordered quantity shall be deposited by the supplier with MARKFED within 3 working days of placement of order by way of DD. However, the EMD deposited by the successful bidder may be adjustable in security deposit. Such security deposit shall be refunded after successful execution of the order. If the supplier fails to supply the quantity as per order, the security deposit shall be liable to be forfeited. Security deposit shall, however, not accrue any interest.

8) **Inspection:**

The inspection shall be carried out by officials of MARKFED / Center In-charge / Other Agency appointed by MARKFED prior to purchase of P.P. leno bags. The bag size and quality should be sufficient and strong enough to pack 50 kg. Potatoes.

9) **Payment term:**

i) 70% payment of P.P. leno bags cost shall be released by MARKFED within 10 days on receipt of bags at site, due acknowledgement & certification of Area Manager concerned.

ii) Balance 30% shall be released within 15 days of receipt of complete material, subject to placement of required documents / bills etc.

10) **Validity of Offer:**

Offer (BID) shall be valid for a period of 90 days from the date of opening of tender during which no escalation in the rates will be allowed.

Sd/-

Managing Director

Development Officer

Tenderer

Terms of Reference

1. The tenderer shall have to carefully study and understand the conditions, specification and technical requirement of the bags to be supplied. If he has any doubt about the meaning of any term, conditions or specification etc., he should contact to the Managing Director / Manager (Marketing) to get clarification.
2. Sales Tax Registration and Clearance Certificate:- No manufacturer, who is not registered under the Sales Tax Act prevalent in the State, where his business is located, shall participate in tender. The Sales Tax Registration (Tin No.) should be quoted and a Sales Tax Clearance Certificate from the commercial tax officer of the circle concerned shall be submitted alongwith the certified copy of Registration Certificate, without which the tender may not be considered.
3. The tenderer shall not sublet the supply awarded to him.
4. The tenderer shall be responsible for packing and forwarding, loading / handling and transportation of material at the centers decided by MARKFED. Any losses occurred, in this process, shall be made good by the supplier.
5. The successful tenderer shall have to supply the material within the specified time schedule at the time of issuing Purchase Order (PO). In case, he fails to do so, the MARKFED shall be at liberty to get the supply from any other agency at the risk and cost of the tenderer.
6. In case the supply of the material is found to be sub standard or not as per the norms / specification, it shall be replenished within 24 hours or else the entire lot shall be rejected and the PO shall be cancelled by forfeiting EMD/ Security, which shall be acceptable to successful bidder.
7. At the time of filling the tender, it is to be ensured by the tenderer that the offer should be submitted in their letter head along with the required and relevant documents as per format enclosed with the tender form. Each and every page of the tender document has to be signed by the party, towards its acceptance.
8. If the successful tenderer fails to supply the material as indicated under the head of product in the DTCN. MARKFED shall be at liberty to arrange the same either by inviting fresh tenders or by any other alternative means, at the risk and cost of the successful tenderer.
9. In case, the supply is delayed due to some reason or the other, the liquidated damages for delay shall be imposed, that shall be acceptable to tenderer.
10. In case of extension in the delivery period with liquidated damages, the recovery shall be made on the basis of the following percentages of value of the stores which the tenderer has failed to supply.

(i) Delay up to one fourth period of the prescribed delivery period	1%
(ii) Delay exceeding one fourth but not exceeding half of the prescribed period	5%
(iii) Delay exceeding half but not exceeding three fourth of the Prescribed period	10%

Tenderer



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- a.) The maximum amount of damages shall be **10%**.
- b.) If the supplier requires extension in time in completion of contractual supply on account of occurrence of any hindrance, he shall apply in writing to the Authority in sufficient advance, which has placed the supply order, for the same immediately on occurrence of the hindrance but not after the stipulated date of completion of supply.
- c.) Delivery period may be extended with or without liquidated damages if the delay in supply of goods is on account of hindrances beyond the control of the tenderer.
11. In case the supply of material is found substandard or not as per the norms, the supplier will lift the stock at his own cost and expenses within 2 (two) days. The rejected bags will lie at the risk and cost of the supplier with purchaser. Losses incurred in this process shall be in supplier account only.
12. If a tenderer imposes conditions, which is in addition to or in conflict with the conditions mentioned herein, **his tender is liable to summarily rejection**. In any case non of such conditions will be deemed to have been accepted unless specifically mentioned in the letter of acceptance of tender issued by MARKFED,
13. The Managing Director, MARKFED reserves the right to accept or reject any or all tenders partially or fully without assigning any reason thereof.
14. If deemed fit, MARKFED shall depute its representative for inspection of material at tenderer's site prior to its dispatch for which the tenderer should have no objection.
15. In case of any dispute / difference arising between Tenderer & MARKFED, including interpretation of any clause relating to the tender, the same shall be settled through arbitration at Bhubaneswar. All disputes shall be subject to the jurisdiction of Registrar of Cooperative Societies, Odisha, Bhubaneswar court.

**Sd/-
Managing Director**

Tenderer



Development Officer

(To be submitted on letter head of Party)
FORM FOR SUBMISSION OF RATE.

Tender Form = Rs.1000/-
(Non-refundable)

Tender Form No. ...

Ref:

Date:

To

**Managing Director,
MARKFED-ODISHA,
Bhubaneswar-6.**

Sub: Submission of rate for supply of P.P. leno bags, –regd.

Dear Sir,

With reference to your advertisement appeared on _____ in _____ for purchase of P.P. leno bags, we are submitting our offer, and agreed as under:

District	Tentative requirement of P.P. leno bags to be supplied to the following SCS points as per Quantity indicated at DTCN.	Tentative Quantity to be supplied (No. of bags)	Rate per 50 kg. bag (Rs.)	VAT @ 5%	Total Cost (Rs.)	F.O.R. rates for delivery at destination points (per 50 bags) inclusive of all taxes.
Puri	(i) Balanga SCS					
Khurdha	(i)Bhubaneswar Cold Storage.					
Nayagada	Balabhadrapur SCS					
Kendrapada	(i) Bharatpur SCS					
Cuttack	(i) Madhyakachha SCS (ii) Jagatpur Cold Store.					
Jajpur	Prathamakhandi SCS					

Enclosed please find herewith D.D No. _____ dated _____ drawn on _____, _____ (Bank Name) for Rs. 1000/- (Rupees One thousand only) towards cost of Tender Paper.

Thanking you,
Signature

Yours faithfully,

Name :
Designation :
Seal / Rubber Stamp of the Firm/ Company
Date :

Tenderer



Development Officer

Annexure – “A”

(To be submitted on letter head of Party)

Ref:

Date:

To

**Managing Director,
MARKFED-ODISHA,
Bhubaneswar-6.**

Sub: Submission of offer for supply of P.P. leno bags_ –reg.

With reference to your advertisement appeared on _____ in _____ for purchase of P.P. leno bags, we are submitting our offer, and agreed as under:

1. We are submitting this offer (Proposal) on our own.
2. We agree to abide by the terms and conditions of the tender.
3. We agree to abide this offer for a period of 90 days from the due date _____ fixed for submitting the same and it shall remain binding upon us and may be accepted at any time before the expiry of that period.
4. In the event of our offer being accepted, we are agreed to deposit 5% of value of purchase order as Security Deposit within 03 working days from the date of issuance of purchase order.
5. We understand that MARKFED-Odisha is not bound to accept any or all offer it may receive.
6. We are enclosing the following :
 - i. We enclosed herewith D.D No. _____ dated _____ drawn on(Bank Name) for Rs. 30000/- (Rupees Thirty Thousand) on account of Earnest Money Deposit, as per terms and condition of offer.
 - ii. Attested copy of PAN / TIN No. of the firm / company.
 - iii. Letter of Authority issued by Firm / Company in favour of the person signing the documents.
 - iv. Brief profile of the establishment.
 - v. Sample of P.P. leno bags as per requirement, mentioned in DTCN to be supplied along with the tender.

Signature

Name :

Designation :

Seal /Rubber Stamp of the Firm / Company:

Date :

Tenderer



Development Officer

DECLARATION BY THE TENDERER

I / We have read and understood all the terms and conditions of the tender document, which are acceptable to me / us. No additional condition or point of difference has been given by me/ us.

I / We have fulfilled all the obligations mentioned in the check-list at **Annexure "A"**. Copy of all original documents, shall be produced by me/ us, on demand, if I/We are declared successful tenderer,

I am (Proprietor/ Director/ Manager) of the tendering firm and have been authorized to submit tender. The authority letter in this regard is enclosed here with.

Date:.....

Signature of the tenderer:.....

Place:.....

Name & Address of the tenderer:.....

Contact No.....

.....
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