

AAVIN

**THE TAMILNADU CO-OPERATIVE MILK PRODUCERS'
FEDERATION LIMITED:
CENTRAL DAIRY: CHENNAI 600 051.**

TWO PART TENDER

**WORK CONTRACT FOR PROVIDING 104 NOS. OF
UNSKILLED LABOURERS TO WORK IN VARIOUS SECTIONS
IN PROCESSING, ENGINEERING, STORES, HOUSEKEEPING
AND GARDENING, TUB WASHING AND OTHER DAIRY
ACTIVITIES IN 3 SHIFTS AT CENTRAL DAIRY**

PART – I

TECHNICAL BID

2024-2026

ESTIMATE COST 4.89 Crores

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FEDERATION LIMITED:
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PART – I

TECHNICAL BID

TENDER DOCUMENT ISSUED TO

M/S.

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PART-I TECHNICAL BID

From

To
The Joint Managing Director,
T.C.M.P.F. Limited.,
29 & 30 Industrial Estate,
Ambattur, Chennai-600 098.

Sir,

Sub: Work contract for Providing of 104 Nos. of Unskilled labourers to work in various sections in Processing, Engineering, Stores, Housekeeping and Gardening, Tub washing and other dairy activities in 3 shifts at Central Dairy for 24(Twenty four) months from the date of execution of agreement by the tenderer - submission of tender documents - Regarding.

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Having examined the two part tender documents consisting of Part I Technical Bid and Part II Commercial Bid with price quotation, I/we hereby submit all the necessary documents and relevant information for bidding the above mentioned tender.

The application is made by me/us on behalf of.....
in the capacity of duly authorized to submit this two-part tender offer.

Necessary legal evidence in respect of authority assigned to me / us on behalf of the bidding firm is herewith attached.

I/we submit the documents herewith agreeing to all the instructions, Terms and Conditions detailed in the two part tender.

SIGNATURE OF THE TENDERER

I/We understand that the Managing Director, T.C.M.P.F. Ltd., Chennai-35 reserves the right to reject any tender offer fully or partly without assigning any reasons thereof.

I / We hereby agree to hold the tender offer valid for acceptance for a period of not less than 180 days from the date of opening of Part –I Technical bid.

I/We understand that the tender on acceptance will be valid for a period of 24 (Twenty four) months and extendable upto 6 months on the same rate terms and conditions from the date of execution of the agreement.

SIGNATURE OF THE TENDERER

2.TENDER INFORMATION

1.	Name and address	:	The Joint Managing Director, Tamilnadu Co-operative Milk Producers' Federation Ltd., Plot No. 29 & 30, SIDCO Industrial Estate, Ambattur, Chennai – 600 098. Telephone No : 044-23464528 – 32 Mail Id : aavinmetrojmd@gmail.com
2.	Name and address of the User	:	The Deputy General Manager (Engg) T.C.M.P.F. Limited, Central Dairy Madhavaram milk colony, Chennai - 600 051.
3.	Name of the work	:	Work Contract for providing 104 Nos. of Unskilled labourers to work in various sections in Processing, Engineering, Stores, Housekeeping and Gardening, Tubwashing and other dairy activities in 3 shifts at Central Dairy for two years (2024-26).
4.	Tender Reference Number	:	REF NO : 2480/U1/CD/2023
5.	Tender Estimate Value	:	Rs.4.89 crores
6.	Earnest Money Deposit (EMD)	:	Rs. 4,90,000/-
7.	Website for e-submission of tender	:	https://tntenders.gov.in
8.	Date of Pre-Bid meeting	:	18.01.2024 Time : 11.30 AM
9.	Last date and time for submission of the two part tender – both technical and commercial bids with samples.	:	29.01.2024 Time : 03.00 PM
10.	Date and time of opening of part I Technical Bid Document.	:	30.01.2024 Time :03.30 PM
11.	Date and time of opening of part II Commercial Bid	:	Commercial Bid will be normally opened within 90 days from the date of opening of Part – I pre qualifications – technical bid. The date of opening of Commercial Bid will be informed to the eligible tenderers who are found and declared as qualified in Part-I technical bid.
12.	Place of sale of Tender Documents, Pre – Bid meeting & Part I Technical Bid and Part II Price Bid opening	:	The Deputy General Manager (Engg) T.C.M.P.F. Limited, Central Dairy Madhavaram milk colony, Chennai - 600 051.

SIGNATURE OF THE TENDERER

3.CHECK LIST:

Kindly ensure compliance of the undermentioned documents attested by the notary public enclosed with part-I Technical bid only as per Tender terms & conditions mentioned in pre qualification in Serial No.6.(6.01 – 6.11)

1. Whether the EMD amount of Rs.4,90,000/- (Rs. Four lakhs ninety thousand only) is remitted by means of Online or not?	Yes / No
2. Whether the Photostat copy of bank account showing the balance amount of Rs.20.00 lakh in his/her account for the past 1 year as on the date of tender submission is enclosed?	Yes / No
3. Whether the Photostat copies of certificates for one year experience on contract basis in any Govt. organization, Co-operative organization or any reputed private organization within the period of 3 years experience is enclosed as on the date of tender submission?	Yes / No
5. Whether the Photostat copies of the following notary public certified certificates enclosed? If so, the details: a) E.P.F registration No..... b) E.S.I registration No..... c) PAN Account No..... d) GST Tax registration No	Yes/No
4. Whether the tenderer has either been black listed or charged for non - performance in honouring any of the contractual obligations either partly or fully in the past 3 years in the Federation/ District Union/Other Government organisation.	Yes/No
5. Whether all the pages in the Part-I Technical bid and Part II Commercial bid have been duly signed by the tenderer or by his authorised signatory?	Yes/No
6. Whether the attested copies of the work order or attendance register or wage register or EPF challans or any other document containing a minimum manpower of 120 persons are enclosed.	Yes/No

SIGNATURE OF THE TENERER

4.INSTRUCTIONS TO THE TENDERERS

This two-part tender consists of the following documents:

- a. Part I - Pre-qualifying Technical bid
- b. Part II- Commercial bid for price-quote schedules.

4.01. The tenderer is requested to read all the terms and conditions of the two-part tender carefully before start filling up.

4.02. The tenderer is requested to inspect the work site at Central Dairy during the working hours on any working day before submitting his tender offer, so as to have firsthand knowledge about the work.

4.03. The tenderer is requested to submit the Original set of the two-part tender (both Part-I - Technical Bid and part II Commercial Bid) duly filled in, attaching necessary documents and he is advised to retain the duplicate set of document for his reference / records.

4.04. The Part-1 pre-qualification cum technical bid consisting of page Nos. 1 to 39 and the part-II Commercial bid consisting of page Nos. 40 to 41 should be submitted **The tender documents duly filled can also be submitted by e-tendering through the e-procurement website"**<https://tntenders.gov.in>. "Tender for the work contract for providing 104 Nos. of Unskilled labourers to work in various sections in Processing, Engineering, Stores, Housekeeping and Gardening, Tub washing and other dairy activities in 3 shifts at Central Dairy" The work is for 24 (Twenty four months) months period from the date of execution of agreement by the tenderer and that period of 24 months is extendable up to 6 months from the date of expiry of the contract at the same rate and the same terms and conditions.

SIGNATURE OF THE TENDERER

- 4.05. The tenderer is requested to kindly go through the check-list in Page No. 7 and ensure compliance of the documents attested by the Notary Public.
- 4.06. The tenderer / his authorized signatory shall compulsorily sign with name and seal of the firm (as a token of a acceptance of the tender) at the bottom of each page without any omission. The Tenderer is specifically informed to upload all the pages of both Part – I and Part – II.
- 4.07. The tenderer who is downloading the document from the website is instructed to look for any corrigendum after the date of pre bid meeting, for any amendments if any issued. The tenderer is advised to download the above amendments and enclose it without fail along with the technical bid document, duly authenticating. In case of failure to submit the amended document (if any), the Federation reserves the right to reject the tender offer.
- 4.08. A prospective tenderer requiring any clarification with respect to any tender condition may address to the Tender Inviting Authority by letter and he/she will respond in writing to any relevant query regarding the Tender conditions. However, correspondence in this regard or delay in getting reply from the Tamilnadu Co-operative Milk Producers Federation Limited shall not be taken as an excuse for delayed submission of tender or non submission of tender.
- 4.09. All the tenderers must periodically browse the above website for any amendment or corrigendum issued in connection with this tender. The Tamilnadu Co-operative Milk Producers Federation Limited will not be responsible for the failure of the tenderer to update or to have comprehensive understanding of the provision of this tender document including the changes announced through the website.

SIGNATURE OF THE TENDERER

5.PARTICULARS OF THE TENDERER

1	Registered name of the tenderer:	
2	Registered address of the tenderer:	
3	Address for all communications	
4	e-mail ID	
5	Mobile Nos.	
6	Aadhar No.	
7	Name/Names of persons whom to be contacted regarding this tender with Telephone Nos. & Mobile Nos.	
8	Is the tenderer a registered contract Firm? If so the details including registration & enclose a copy of the registration Certificate.	

SIGNATURE OF THE TENDERER

6.PRE QUALIFICATION OF THE TENDERER

The Part – I Pre-qualification cum technical bid contain the under mentioned aspects pertaining to the prospective tenderer about his suitability, capacity, financial status, antecedents, past performance etc., The tenderer should furnish all the Photostat copies of the following documents duly attested by a Notary Public and enclose them along with the part-I technical bid of the tender.

- 6.01. **The tenderer should enclose the prescribed amount of Earnest Money Deposit for Rs.4,90,000/- (Rs.Four lakhs ninety thousand only) by online payment only.** No other form of remittance shall not be accepted.
- 6.02. The tenderer should furnish Photostat copies of certificate for one year experience on contract basis in any Govt. organization, Co-operative organization or any reputed private organization within the period of 3 years on the date of tender submission.
- 6.03. The tenderer should furnish the statement of account either in his/her saving bank account or current bank account showing the balance amount of Rs.20.00 lakhs on any date for the past one year as on the date tender submission.
- 6.04. The tenderer should furnish Photostat copy of documentary evidence for having provided not less than 120 Nos. of Unskilled people in a single organization for one year on contract basis to any Govt. organization, Co-operative organization or any reputed private organization within the period of 3 years period as on the date of submitting the tender.
- 6.05. The tenderer should furnish the attested copy of the work order or attendance register or wage register or EPF challans or any other document containing a minimum manpower of 120 persons.
- 6.06. The tenderer should furnish Photostat copy of Employees Provident Fund registration certificates.
- 6.07. The tenderer should furnish Photostat copy of Employees State Insurance certificates.

SIGNATURE OF THE TENDERER

- 6.08. The tenderer should furnish Photostat copy of Permanent Account No. card.
- 6.09. The tenderer should furnish Photostat copy of GST registration certificate.
- 6.10. The tenderer should produce all the above mentioned documents in original for verification when called for.
- 6.11. The Federation reserves the right to reject the offer of a tenderer who had either been black listed or charged for non-performance of any work either in part or full in the Federation/Union/ Other Government organization previously during the last 3 years.

THE TENDER NOT COMPLYING WITH THE ABOVE TENDER REQUIREMENT IS
LIABLE TO BE REJECTED.

SIGNATURE OF THE TENDERER

7.GENERAL TERMS AND CONDITIONS

The work contract for providing of 104 Nos. of Unskilled labourers to work in various sections in Processing, Engineering, Stores, Housekeeping and Gardening, Tubwashing and other dairy activities in 3 shifts at Central Dairy for 24 months from the date of execution of agreement by the tenderer.

- 7.01. The tenderer should furnish a **EMD of Rs.4,90,000/-** by means of online payment only. No other form of remittance shall be accepted.
- 7.02. The tenderer should have the balance amount of Rs.20.00 lakh on any date for the past one year either in his/her saving bank account or current bank account as on the date of tender submission.
- 7.03. The tenderer should have the capacity to provide sufficient manpower of 120 persons.
- 7.04. The tenderer should have Employees Provident Fund & Employees State Insurance registration certificates.
- 7.05. The tenderer should have Permanent Account No. card.
- 7.06. The tenderer should have GST registration certificate.
- 7.07. If the pre-bid day is declared as holiday, the pre-bid shall be held on the next working day at the same time and place.
- 7.08. The PART – I Technical bid will be opened on the date, time and venue specified, in the presence of the tenderers or their authorized representatives who opt to be present during the opening.
- 7.09. If the tender opening day is declared as holiday, the tender shall be received and opened on the next working day at the same time and place.
- 7.10. PART I Technical bid, specifies the pre qualification based on various factors such as man power strength, capacity, suitability, eligibility etc., of the tenderer, that will be evaluated, considered and decided prior to opening of their part II commercial Bids of the tenderer.

SIGNATURE OF THE TENDERER

- 7.11. The tenderer who do not satisfy any/all the terms and conditions specifically so mentioned under Part – I Technical bid, are not eligible for opening of commercial bid and the Part II Commercial Bid shall not be opened, treating it as non responsive.
- 7.12. The Part – II Commercial bids shall normally be opened within 90 days from the date of opening of the Part – I Technical Bid at the convenient date and time of Tender Inviting Authority.
- 7.13. The date of opening of commercial bid will be intimated separately to those who are qualified in the Part – I Technical bid. The Part – II Commercial bid will be opened in the presence of tenderers or their authorized representative who are present at the time.
- 7.14. The Tender forms are not transferable or assignable.
- 7.15. In the event of revision of daily wages by the District Collector during the period of the contract and revised order implemented in the Federation, the successful tenderer shall pay the revised rate and claim from the Federation. No change in the rate is allowed during the contract period, except the revision of collector wages on implementation in the Federation and corresponding EPF, ESI and GST.
- 7.16. The signatory of the tenderer should indicate his/her/their status in which he/she/they have signed and should submit necessary legally admissible documentary proof in respect of such authority assigned to him/her/them by the Firm.
- 7.17. No tenderer shall be allowed to withdraw the tenders after submitting the tender.
- 7.18. The tenderer may submit a modified tender before the last date for receipt of tender provided that where more than one tender is submitted by the same tenderer, the lowest eligible financial tender shall be considered for evaluation.
- 7.19. The variation in GST levied by the Government shall be effected on the end price to the benefit of either the tenderer or the Federation as the case may be.
- 7.20. The successful tenderer alone is the sole employer and it is his responsibility to extract work from his employees conforming to the stipulations in this tender document. For any commission or omission on the part of his employees, the successful tenderer alone is liable and the latter shall pay damages to the Federation for any damage / loss caused to the Federation by his employees.

SIGNATURE OF THE TENDERER

- 7.21. There will be no employer- employee relationship between the employees of the successful tenderer and the Federation.
- 7.22. The successful tenderer alone is liable for implementation of all the Labour Laws applicable to his employees.
- 7.23. In case, by chance, the Federation has to shoulder any liability arising out of any statutory provisions, the successful tenderer shall make good the loss in that regard to the Federation
- 7.24. In case of any accident involving the employees of the successful tenderer the compensation and the penal consequences under the relevant Act shall be borne entirely by the successful tenderer
- 7.25. If the Federation has to incur any expenditure in that regard, the same shall be reimbursed by the successful tenderer.
- 7.26. The employees so engaged by the successful tenderer under no circumstances could be considered for appointment in the Federation on the ground that they have worked as a contract labourer.
- 7.27. The employees of the successful tenderer cannot claim any benefits or amenities extended to Federation employees.
- 7.28. All sums found due to the Federation under or by virtue of these payments shall be recoverable from the successful tenderer under the provisions of Tamilnadu Co-op. Societies Act 1983 or in any other legal manner as the Federation may deem fit, if the same could not be recovered by adjusting from the security deposit or the bills of the tenderer, due to any reason.
- 7.29. The Managing Director, TCMPF Ltd., Chennai reserves the right to spilt the tender and place orders on one or more tenderer. The Managing Director, also reserves the right to reject any tender offer fully or partially without assigning any reason thereof.
- 7.30. The successful tenderer, after the expiry of the contract period has to execute the work at the same rate, terms and conditions for a period upto 6 months from the date of expiry of the contract in case of delay in finalization of new tender.

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- 7.31. The successful tenderer should not engage persons below 18 years and above 50 years of age to do this work.
- 7.32. The successful tenderer shall be responsible to the TCMPF for any loss or damage arising out of theft, burglary, pilferage, larceny, mischief, looting etc., due to the involvement or negligence of his workers and the successful tenderer shall make good any such losses or damages as ascertained by the Federation and such losses are liable for deduction from his bills/deposits etc.
- 7.33. The Successful tenderer should furnish medical fitness certificates from FSSAI format within 30 days from the date of taking over the job in respect of all his workers that they are not affected with any communicable diseases. Failing which the Federation will arrange for the medical checkup and certificates and the cost of expenditure incurred in such medical checkup will be recovered from the successful tenderer.
- 7.34. The Successful tenderer should execute the work as per requirement in the tender documents. If the successful tenderer fails to execute the work in part or in full or any lapse is noticed for more than 3 occasions, the Federation reserves the right to terminate the contract and the Federation would be at liberty to call for new tender. This is in addition to forfeiting the Security Deposit and recovering damages for the losses caused to the Federation by such lapses.
- 7.35. If the contract is prematurely terminated for lapses on the part of the tenderer to fulfill the terms and conditions or prematurely withdrawn by the successful tenderer, the Security Deposit is liable to be forfeited and if the amount of such loss is more than the security deposit, the same will be recovered from the successful tenderer by legal means, apart from forfeiture of any amount due to the successful tenderer.
- 7.36. The successful tenderer should pay not less than the daily wages prescribed by the District Collector to his workers.
- 7.37. The successful tenderer should compulsorily maintain a wage register in Form No XVII showing that the minimum wages are paid to his workers as per the "Minimum wages Act". The wage register should be produced as and when demanded for verification.

SIGNATURE OF THE TENDERER

- 7.38. The Federation shall have no control over the employees of the contractor. It is for the contractor engages the employees of his choice and the Federation is concerned only with the quality of the work. Based on the quality of work the monthly bill will be settled.
- 7.39. The successful tenderer shall be responsible for the discipline of the persons engaged by him for the execution of the work in this dairy.
- 7.40. The successful tenderer should provide Uniform or Over coat or Apron with cap and face mask to his employees with the name or emblem the Company, failing which it will be supplied by the Federation and the cost will be recovered from the successful tenderer.
- 7.41. All the workers should be provided with the Identity card with color photo, Name, date of birth, local and Permanent address of his workers and the supervisor. Failing which, it will be supplied by the Federation and the cost will be recovered from the successful tenderer.
- 7.42. The successful tenderer should remit EPF and ESI amount payable to the concerned Department as per rules in force in respect of his workers.
- 7.43. The successful tenderer alone shall be responsible for discharge of all the legal obligation & under various labour legislation statutory dues in force for the persons engaged by him. In case, by chance the Federation has to shoulder any liability arising out of any statutory provisions, legal obligations the successful tenderer shall make good the loss in that regard to the Federation.
- 7.44. The successful tenderer shall indemnify and keep harmless the TCMPP Ltd., from any claim by employee/workers employed/engaged by him for the purpose raised under workman's compensation Act, or other enactments of such nature in force.
- 7.45. It shall be incumbent upon the successful tenderer to register himself with the appropriate authorities under the contract labour (Regulation & Abolition) Act 1970.
- 7.46. In respect of the successful tenderer liability under the Labour laws or any other laws, if the Federation incurs any loss, or expenditure the same will be recovered/ deducted from the successful tenderer.

SIGNATURE OF THE TENDERER

- 7.47. The successful tenderer alone is the sole employer and it is his responsibility for the discipline of his persons and to extract work from his employees conforming to the stipulations in this tender document. For any commission and omission on the part of his employees, the successful tenderer alone is liable and the latter shall pay damages to the Federation for any damage loss caused to the Federation by his employees.
- 7.48. No labourer of the Contractor shall be supplied any eatables from the Central Dairy canteen at subsidized rates applicable to workers/staff of TCMPF Ltd.
- 7.49. All the contract labourers should entered attendance through Bio metric while on entry and leaving from the Dairy. The late arrival of contract labourers penalty will be imposed. If any late attendance found management reserves to take final decision.
- 7.50. The successful tenderer shall pay the salary to the workers not less than the minimum wages declared by the District Collector. The salary must be deposited in the individual workers' bank account only/ Escrow account the remittance details for the above must be submitted to TCMPF Ltd., along with the next month bill, violation of any of the above conditions will be seriously viewed and the successful tenderer will only be held responsible for any sort of action that will be taken by the Labour Welfare Department.
- 7.51. If the rate quoted is below the basic rate as per the minimum wages declared by The collector, then that rate will be rejected from the commercial evaluation, even though the quoted rate is L1.
- 7.52. The successful tenderer should pay the minimum wages for 8 hours duty per person. No Contract labourers to be allowed beyond the 8 hours duty.
- 7.53. The successful tenderer should do the work directly and no sub contract is allowed.
- 7.54. The successful tenderer shall bear all expenses regarding uniforms, preparation of their ID Cards, compensation, wages and allowances such as PF, ESI etc.,

SIGNATURE OF THE TENDERER

- 7.55. The successful tenderer shall pay the wages to the individual on or before 12th of every succeeding month.
- 7.56. The successful tenderer shall also quote his rate of profit (Service charges) in addition to the wages paid to the workers.
- 7.57. The successful tenderer shall submit the workers name EPF number and proof of submission of EPF, ESI etc., as applicable every month for the previous month along with the monthly bill with respect to all the employees deployed by the successful tenderer.
- 7.58. The tenderer providing labourer should do the work assigned by DGM (Dg)/ AGM (Engg) /AGM(DG)/AGM(QC) in any Central Dairy officer.
- 7.59. Use of cell phones by the contract operators is prohibited at the working place. The Management reserves the rights to take suitable action in case of violation.
- 7.60. General discipline, respect to co-workers especially to women workers should be maintained
- 7.61. The work should be done on all days including on Bundh days, Hartal days and even on National calamity days unless and otherwise, it is declared not necessary by the Federation.
- 7.62. The successful tenderer shall comply with the requirements or directions of statutory authorities like Inspector of Factories pertaining to the contract work.
- 7.63. The Successful tenderer shall be responsible for the discipline of the persons engaged by him/her for the execution of the works.
- 7.64. No worker is permitted to bath inside the premises or take lunch other than the specified places. Penalty of Rs.100 per occasion will be levied for any deviation on the above.
- 7.65. Smoking, spitting, littering or any other kind of intoxicants by the workers inside the Dairy premises is prohibited.

SIGNATURE OF THE TENDERER

- 7.66. Use of cell phones by the contract labourer except supervisor is prohibited at the working place. The Management reserves the rights to take suitable action in case of violation.
- 7.67. Performance of the work done by the Successful tenderer and his workers will be evaluated daily. Based on the fulfillment of the contractual obligations in 3 shifts, the monthly bill will be settled.

PAYMENT OF EARNEST MONEY DEPOSIT:

- 7.69. The tender shall be pay an Earnest Money Deposit for Rs.4,90,000/- (Rs. four lakhs ninety thousand only) The above said EMD shall be remitted online only before the closure date and time as specified.
- 7.70. The tender either without EMD in 7.69 will be summarily rejected
- 7.71. The EMD remitted by the tenderes shall be forfeited if the tenderer:
- a. withdraws his tender after submission but before opening of the tender or,
 - b. Following the opening of tender, withdraws its tender before expiration of the period of effectiveness of the tender, or
 - c. Fails to furnish the required performance Security at the stage, the tenderer is required to do so as per the tender documents.

SECURITY DEPOSIT

- 7.72. After evaluation and finalization of Part I Technical bids and Part II Commercial bids, selected tenderer shall furnish a Security Deposit amount at 5% of the order value (including EMD) for 24 (Twelve) months, by means of Demand Draft drawn from any Nationalized / Scheduled Bank drawn in favour of The Deputy General Manager (Engg), TCMPE Ltd., Chennai-51 prior to the date of execution of the work. Payable to Chennai within 15 days from the date of receipt of work order failing which the successful tenderer will not be permitted to execute the work.
- 7.73. No exemption will be given from payment of Security deposit under any circumstances as per TTT Act and the same should be remitted by Demand Draft or Banker's cheque only. Bank guarantee or any other form of remittance will not be accepted.
- 7.74. The Earnest Money Deposit paid along with the tender shall be adjusted against security deposit to be paid by the successful tenderer. If the successful tenderer fails to remit the Security Deposit the tender will be treated as cancelled and the EMD remitted by the tenderer will be fully forfeited. Besides the tenderer will be debarred from participating in any of the subsequent tenders for a period of 3 years in the Federation.

SIGNATURE OF THE TENDERER

- 7.75. The security deposit is liable to be adjusted against any loss or damage caused by the successful tenderer to the Federation by his violation of the tender conditions.
- 7.76. The security deposit will be refunded only after the expiry of 6 months from the date of satisfactory completion of the contract and satisfactorily complying with the scope of work and the conditions thereof.
- 7.77. No interest shall be paid on the earnest money deposit or security deposit.

AGREEMENT

- 7.78. The successful tenderer should sign an agreement on a non judicial stamp paper to the value of Rs.100/- prior to the date of execution of work. Non execution of the agreement will lead to cancellation of work order and forfeiture of Earnest Money Deposit.
- 7.79. If the successful tenderer fails to execute the contract satisfactorily at the tendered rate, the security deposit will be forfeited by the Federation besides recovery of consequent losses.
- 7.80. If the Federation incurs any loss or damage or any additional expenditure due to the negligence of the successful tenderer during the period of contract or on extension period, the same shall be recovered from the successful tenderer.
- 7.81. The losses or damages, if any, caused by the successful tenderer or his employees to the property of the Federation, the cost ascertained by the Federation will be recovered from the successful tenderer.
- 7.82. No increase in the rate will be allowed during the period of contract or on extension period under any circumstances.

PAYMENT TERMS

- 7.83. Performance of the work done by the successful tenderer will be evaluated daily. Based on the fulfillment of the contractual obligations for 3 shifts daily the monthly bill will be settled.
- 7.84. The successful tenderer shall submit necessary monthly bill in duplicate along with advance stamped receipt, performance report, copies of the EPF & ESI Challans of the previous month and monthly GST tax remittance for making payments. Actual EPF, ESI paid for the No.of workers in the monthly bill will only be given and rest of the amount will not be given by the TCM PF Ltd.

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- 7.85. The quality of the work as certified by the official concerned only will be considered as work of the day for payment of the bill. The payment shall be made within 30 days from the date of receipt of the bills based on satisfactory performance of the work.
- 7.86. Income tax will be deducted from the monthly bill of the successful tenderer and the same will be remitted to the Income Tax Department.
- 7.87. It is the liability of the successful tenderer to pay GST Tax as per the rules in force.
- 7.88. The payment shall be made within 30 days from the date of receipt of the correct bill based on satisfactory performance of the work.
- 7.89. Any changes in statutory levies and taxes by State Government/Central Government shall be effected on basic price to the benefit of either the contractor or Federation as the case it may be.

VIOLATION OF CONTRACT

- 7.89. Not with-standing anything contained in the tender schedule, no obligation is cast on the Federation to accept the lowest tenderer and the Federation shall also have the right to accept or reject the tender, if the Tender Accepting Authority decides that the price quoted by the tenderer is higher than the prevailing market rate.
- 7.90. For violation of any of the Terms and conditions of the contract, the Federation reserves the right to terminate the contract.
- 7.91. In the event of termination of contract, the Security Deposit will be forfeited and the resultant loss shall be recovered from the successful tenderer.
- 7.92. If the contract is found to be blacklisted or terminated in any other contract , the Federation reserves the right to terminate the contract.
- 7.93. If the successful tenderer defaults to execute agreement or to pay security deposit or to execute the ordered quantity either in part or full shall be terminated from the contract and shall be debarred from participating in the subsequent any tenders for a period of 3 years in the Federation and it is District Union Dairies. Besides, the existing contract works being carried out in the Federation and its District Unions also will be terminated.

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LEGAL JURISDICTION

- 7.93. The successful tenderer shall become an Associate Member of TCMPF Ltd. by paying the requisite fees under the Tamilnadu Co-operative Societies Act & Rules 15 days from the receipt of the work order.
- 7.94. If either party is in any way aggrieved, that party has the right to raise dispute by way of Arbitration under Section 90 of the Tamilnadu Co-operative Societies Act before the Deputy Registrar (Dairying)Thiruvallur whose decision shall be accepted as final.
- 7.96. In case of dispute, the relevant court in Chennai alone will have jurisdiction.

TENDER EVALUATION CRITERIA

- 7.97. The tender offer should be unconditional and it should be for conforming to all the stipulations in the tender terms and conditions.
- 7.98. The tender will be evaluated as per TTTT Act 1998.
- 7.99. The tender should clearly indicate that the bid takes care of the Minimum wages and Statutory dues.
- 7.100. The tenderer should offer his rate per day per operator for 8 hours duty basis as mentioned in the tabular column of the commercial bid.
- 7.102. No column should be left blank in the commercial bid. In such case the tender will not be considered for evaluation.
- 7.103. All inclusive end rates shall be considered for evaluation of lowest offer.

VALIDITY

- 7.104. The tender offer shall be valid for acceptance for a period of not less than 180 days from the date of opening of Part I Technical bid. The offers with lower validity period are liable for rejection.
- 7.105. The tenderer shall agree to extend the validity of the bids without altering the substance and prices of his bid for further period, if required by Federation.

DEVIATION

- 7.106. The offers of the tenderer with deviations on Technical/ Commercial bids of the tender will be rejected.
- 7.107. No alternate offer will be accepted, after opening the Part –I Technical bid.

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8.SCOPE OF WORK

The successful tenderer should provide of 104 no's of unskilled workers to work in various section daily for the above work as detailed below:

Sl. No	Department / Nature of work	A Shift	B Shift	C Shift	General	Total
A	Processing					
1	CIP	1	-	1	-	2
2	Tonning	1	1	-	-	2
3	Milk Pumping	1	1	1	-	3
4	SMP	1	1	1	-	3
5	Butter	2	2	2	-	6
6	Tanker Washing	1	1	2	-	4
7	Line cleaning	1	1	-	-	2
8	Re-checking	-	1	-	-	1
	Total (A)	8	8	7	-	23
B	Engineering Section					
1	Refrigeration	-	-	-	1	1
2	Air Compressor	1	1	1	-	3
3	ETP	1	1	1	1	4
4	Electrical	-	-	-	1	1
5	Hydro flow	1	1	1	-	3
6	Tub washing Machine & Conveyor Maintenance	-	-	-	1	1
7	Pre-pac operation	3	3	2	-	8
	Total (B)	6	6	5	4	21
C	Other Sections					
1	General stores	1	-	-	3	4
2	Mini Stores	-	1	-	-	1
3	Materials lifting from General Stores to production	-	-	-	2	2

4	Marketing	-	2	2	-	4
5	QC Lab	2	2	2	-	6
7	Weighment	-	1	-	-	1
8	Training Centre	-	-	-	2	2
	Total (C)	3	6	4	7	20
D	Housekeeping & Gardening	-	-	-	20	20
E	Tub Washing	8	8	4	-	20
	Total (D + E)	8	8	4	20	40
	Total (A+B+C+D+E)	25	28	20	31	104

As a whole the minimum strength per day should be 104 No's in each shift. The contractor should provide one supervisor, in which the salary is paid by the contractor.

Note: The above deployment of workers may change in following nature of work.

RECONSTITUTION WORK FOR BUTTER MELTING AND SMP

- 8.1. To bring the butter from cold room to anti cold room then & there.
- 8.2. To transfer butter cartons from butter cold room should be kept in anti cold room in a pallet and keep the butter above the pallet one by one by neat.
- 8.3. After collecting the butter, the butter wrapper and the plastic cover should be separated and kept in scrap yard above the pallet.
- 8.4. Keep the Butter deep freezer room, Anti cold Room clean & hygiene.
- 8.5. Clean the butter vat daily and inform to Quality Control lab for swap test. After the swap test, if the test result is fine, then put the butter in butter vat.
- 8.6. After cleaning the butter vat , the butter cartons should be put gentile for melting the empty butter cartons and the poly liner should be separated and kept in scrap yard.
- 8.7. Before cleaning the butter vat, the butter particles should be collected in a trolley and poured it in to another butter vat.
- 8.8. Clean the butter horizontal disc filter & pump shift wise then and there in the butter room.
- 8.9. The butter which is obtained through filter during cleaning it should be collected in trolley poured it in to butter vat.

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- 8.10. Unwanted things should not be in the butter room.
- 8.11. Always the butter vat should be clean and neat and also clean the trolley shift wise
- 8.12. Do the above activities in the entire shift regularly.
- 8.13. To carry the SMP powder from SMP godown and keep it in reconstitution room.
- 8.14. SMP Bags always kept in the pallet only.
- 8.15. SMP & Butter Reconstitution should be done as per the instruction of process in charge.
- 8.16. After reconstitution the SMP empty bags and liner should be separated and handed over to General Stores.
- 8.17. Daily remove the duplex filter and it should be cleaned.
- 8.18. Keep the powder room neatly and tidy and SMP reconstitution room clean.
- 8.19. The funnel used for pouring the powder should be cleaned by shift wise.
- 8.20. Clean the pallets shift wise regularly.
- 8.21. The tenderer providing labourer should do the work assigned by DGM (Dg)/AGM(Engg)/AGM(DG)/AGM(QA) then and there.

CIP SECTION

- 8.22. The contractor should provide one no of worker in A Shift and 1 no of worker in C shift.
- 8.23. Raw material i.e. caustic soda & Nitric acid required for CIP should be collected from General stores and kept in plant.
- 8.24. As per the instruction of process in charge use the raw material in cleaning time.
- 8.25. After cleaning the empty caustic soda can and Nitric acid can it should be handed over to General store.
- 8.26. When cleaning is scheduled the Nitric acid and caustic soda should be poured in the plant.
- 8.27. The motors, milk line and all process area, CIP room, RSM room in the plant should be kept clean.

REFRIGERATION SECTION HELPER

- 8.28. The contractor should provide one no of worker in C shift.
- 8.29. Condenser sump water draining work as well as top up.

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- 8.30. Chemsol 102A, 131A, adding in Sump water.
- 8.31. Condenser sump Water and Soft water sample has to be given to lab.
- 8.32. RC evaporative condenser water draining and cleaning after topup with new water.
- 8.33. CR and RC sump waste water draining work.
- 8.34. Air curtain for CR cleaning work. Any one on daily basis.
- 8.35. Monitoring of CR AHU unit operation.
- 8.36. Compressor cleaning works both (RC&HSC).
- 8.37. Co ordinate with technicians for attending any nature of maintenance work.
- 8.38. Co ordinate with technicians while gas charging.
- 8.39. Must co ordinate with Technicians while attending any nature of service work in motors attached with the system.
- 8.40. Co ordinate with technicians while cleaning CR AHU unit.
- 8.41. BDF room temperature monitoring and cleaning of both indoor and outdoor frequently.
- 8.42. HSC and RC LP Receiver and HP receiver Cleaning work.
- 8.43. All the control panels outer area to be cleaned.
- 8.44. IBT top side covers area, Main header need to be cleaned regularly.
- 8.45. Must co ordinate with technicians during HSC oil filter cleaning.
- 8.46. Main air receiver water drained work for every one hour.
- 8.47. Chill water pump and pre chiller area cleaning work.

GENERAL STORES

- 8.48. Receiving of all materials and stacking in respective place as per the instruction of section head
- 8.49. SMP, Butter, Film and Engineering materials issue to all the sections based on the indent.
- 8.50. Maintaining the day book of purchase daily
- 8.51. Bin Card writing and attaching the same with respective materials then stacked at the allocated area
- 8.52. Cleaning materials, Lye and Acids has to be given to production section every day as per the indent after approval of section head.

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- 8.53. Materials inspection report and tapal to be given to all sections.
- 8.54. SMP, Butter and Chemicals inspection report has to be given to Lab.
- 8.55. Receiving of all scrap materials and placing the scrap in allocated scrap area
- 8.56. Employee welfare: Issue the materials of Uniform, soap, towel, chappals, sarees given to all the employees.
- 8.57. Cleaning of stores area regularly
- 8.58. GRN of Film, SMP and Butter should be handed over to the JMD office for payment process.
- 8.59. Must carry out the additional necessary work given by the section head then and there, if any.
- 8.60. Co-ordinating while unloading of raw materials like SMP, Butter and Film.

PLANT OPERATION

- 8.61. They should attend the duty in round the clock in time.
- 8.62. They should work as per shift officers intimation.
- 8.63. Plant operation should be done as per the Standard operative procedures.
- 8.64. The check points to be checked thoroughly before milk taken into the plant.
- 8.65. Monitor and follow CCP properly.
- 8.66. Plant cleaning schedule must be followed.
- 8.67. During operation heating temperature and chilling temperature must be Continuously maintained.
- 8.68. The work spot should be maintained neat & clean.

BOILER MAINTENANCE HELPER

- 8.69. Clean oil filters at least twice a week
- 8.70. Keep sight glasses clean. This allows for a clear view of the burner flame
- 8.71. Unloading of furnace oil from the tanker by fixing oil hose and switch on the pump.
- 8.72. Cleaning of Solar panel periodically.
- 8.73. Sample of Feed water and blow down water given to lab for water analysis.
- 8.74. Removing of carbon particles from the boiler front and back door.
- 8.75. Opening of PRV as per boiler operator instructions.

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- 8.76. Helping welder for attending maintenance work.
- 8.77. Co ordinate with technicians for attending any nature of maintenance Work.
- 8.78. Must co ordinate with technicians while attending any nature of service Work in motors attached with the system.
- 8.79. Attending the emergency maintenance work with the technicians.

TANKER WASHING

- 8.80. The contractor should provide one no of worker in A shift, one no of worker in B shift and 2 nos of workers in C shift from 6.00 AM to next day 6.00 AM daily.
- 8.81. Daily a minimum of 30-35 Nos. of Milk tankers milk unloading, fat collection and tanker washed on Inner side shift with the help of required persons.
- 8.82. The work should be carried out daily in all 3 shifts depending on the arrivals of the tankers.
- 8.83. Tanker washing entire area should be cleaning properly (like pipe line, plat form & other handling areas in the tanker reception dock).
- 8.84. Cleaning material like Teepol, hand brush, long handle brush of 5 Meters length etc. will be supplied by the Federation with the help of mobile SS trolley to collect Raw fat particles in each compartment for all tankers, The collected fat's are weighed and store in separate milk can.
- 8.85. Once in 2 days the raw fats may boiled @ 110° c and collected the Ghee should hand over to the General stores.
- 8.86. Collection of the fat, collection qty in all tankers is mentioned in the monthly payment bill.
- 8.87. The tenderer providing labourer should do the work assigned by DGM (Engg)/AGM(Engg)/AGM(DG)/AGM(QC) or by any Central Dairy officer.

HYDRO FLOW

- 8.88. Back washing of sand filter in both the softening plants to remove the settled solid particles.
- 8.89. Raw water and soft water sample collection for testing of water parameters at laboratory.

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- 8.90. Maintaining the adequate level of raw water and soft water at all the sumps.
- 8.91. Periodical Maintenance of Sludge motors and sump motors near the canteen, ETP and sumps.
- 8.92. Back washing of R.O water plant at canteen and sump area.
- 8.93. Maintaining the adequate level of R.O water in the R.O sump.
- 8.94. Monitoring and maintaining the overall operations of hydro flow system.
- 8.95. Attending the emergency maintenance work with the technicians.
- 8.96. Co -coordinating for salt regeneration work for softener plants 1 & 2.
- 8.97. Operating of pond motors near the canteen to pump out the stagnated water.
- 8.98. Maintaining the adequate level of R.O water in the R.O sump.
- 8.99. Monitoring and maintaining the overall operations of hydro flow system.
- 8.100. Periodical Maintenance of Sludge motors and sump motors near the canteen, ETP and sumps.
- 8.101. Back washing of R.O water plant at canteen and sump area.

TONING / STANDARDIZATION

- 8.102. They should attend the duty in round the clock in time.
- 8.106. They should work as per shift officers intimation.
- 8.107. They are responsible for batch preparation of TM, SM, FCM & DTM.
- 8.108. The Quantity of milk, butter, SMP will be falsen as per shift officers intimation.
- 8.109. The preparation / standardization of TM, SM, FCM will be made as per the requirement of sachets production section / Marketing.
- 8.110. After milk processing and standardization, sample should be given to lab for testing.
- 8.111. After lab clearance, TM, SM, FCM will be pumped to mezzanine tank through chiller and monitor temperature.
- 8.112. Maintain the work spot neat & clean.

9.HOUSEKEEPING AND GARDENING

The House keeping work should be done on all days including Sundays for 2 years by deploying 20 Nos. of workers at Central Dairy.

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Manpower deployment.

- | | |
|---|--------------|
| 1. Main Prepac Block Cleaning | - 2 worker. |
| 2. Prepac Production area, Processing hall | - 3 workers. |
| 3. Toilet cleaning (16 Toilets) | - 4 workers. |
| 4. Leak film spools lifting and other related works | - 2 workerS. |
| 5. Drainage cleaning in all areas | - 3 workers. |
| 6. Sweeping all the offices including Lab | - 2 worker. |
- And other related work assigned by the DGM(P) or
By the Shift Officer.

I. General Cleaning:

The following areas are to be swept daily.

1. All the roads leading from main gate to around the dairy premises.
2. Entire Office 1st floor, including all office rooms, all sections and Stair case
3. Workers rest room, Canteen and Cycle stand.
4. Dy.Genl. Manager (Production) / Shift Officer room, Engineering Section, JMD's cabin, Corridor, QC lab.
5. Engineering workshop, Boiler room, Electrical room, Refrigeration, Prepac, Processing, General Stores, Air Compressor, Security Cabin, Reception dock and weigh bridge area.
6. Open terrace (Rain season daily, other times weekly)

II. MOPPING:

To be done on alternate days

- 1) The entire corridor starting from the Dairy entrance to First floor of Central Dairy.
- 2) Entire corridor of both side Gallery.
- 3) Main Administrative block entrance and the Stair case leading to JMD's room.
- 4) The entire cabin of JMD's, DGM (P)'s room, AGM (Engg)/ Accounts, U Sec. Admn.Section and Lab section.

III. WATER WASHING WITH DETERGENT: To be done on alternate days

1. Loading "A, B & C"- flooring & walls dock washing by using (Outer Portion) detergents.
2. The entire side walls of the corridor.
3. Cleaning all drainages inside and outside the dairy and proper maintenance as per drawing.(Necessary drawing should be given by Civil Section).

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4. Floor cleaning of all cold room, cleaning of stacking area & SS conveyors packing area all with required detergents.
5. Cleaning of Processing Hall,, Tub washing area refrigeration room, BDF room & Reconstitution room. Walls and tiles flooring should be cleaned with detergents.

IV. SWEEPING:

- 1) Dairy area, Boiler, Tub washing, Hydro flow, Electrical, Tanker washing.
- 2) Workers rest room,(Both Men & women) canteen, General Store, MR Room, Shift Officer Rooms, Stabilizer room film storage room, office administration area. AGM(Engg), DGM(P) U Section, Accounts Section, Admn. Section area, QC Lab.
- 3) Visitor Gallery, Corridor should be cleaned, Mob cleaning and frequent floor washing should be done.

V. GLASS PANEL:

1. The entire glass panels inside the Dairy prepac section has to be cleaned once in a week by using Colin spray.
2. The Glass panels in the entrance and the 1st floor Corridor has to be cleaned on alternate days.

VI. COBWEB CLEANING:

The Cobweb cleaning has to be done in all the rooms in the dairy as well as in the service block once in a week, using your own vacuum cleaner.

VII. TOILET:

Daily cleaning of the following toilets and bath rooms.

1. Toilet in the Administrative Block both Ladies and gents
 - a. Ladies toilet- 1 IWC & 1 EWC , Gents toilet – 1 IWC & 1 EWC, 3 Urinals,
 - b. JMD Room – 1 EWC, DGM Room – 1 EWC.
2. Ladies Toilet adjacent to the workers rest room.
 - a. 4 IWC, 3 Bathroom.
3. The workers Rest room.
4. Gents Toilet adjacent.
 - a. 6 IWC, 2 EWC, 10 Urinals.

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VIII. MATERIALS:

All the following materials required has to be arranged by the Contractor, which should be of standard quality.

Sl. No	Name of the materials	Quantity per month	Places for usage
1	Hard Phenoyl	20 LTS	Toilets & Drainage Points.
2	Perfumed White Phenoyl	60 LTS	Reception, Admn. Block & Officers Room
3	Diluted Acid	10 LTS	Toilets & Floor removing strains.
4	Liquid detergent	40 LTS	Floors
5	Room Freshners	10 No's	Officers' Cabin
6	Air Freshners	15 No's	Toilets
7	Urinal cakes	50 No's	Urinals & Wash basins
8	Naphthalene Balls	2 kg	Urinals & Wash basins
9	Colin bottle	4 No's	Cleaning of glasses
10	Long and Short Brushes	6 No's each	General usage
11	Rubber squeezer	7 No's	General Usage
12	Mop	4 Nos	General Usage
13	Coconut brooms & Soft brooms	10 Nos	General Usage
14	Toilet Brushes	10 Nos	General Usage
15	Rubber gloves	5 Pairs	General Usage

The above Materials to be brought inside the Dairy and it should be produced for authentication of Security Personnel in the Main Gate. The list of such materials should be produced along with the monthly bills duly authenticated by the Security personnel.

IX. SMP /Butter Deep Freezer areas are to be cleaned:

The SMP room and unloading dock to be cleaned on alternate days.

X. MACHINERIES: (Daily Cleaning)

All the Silos and plant's accessories and the connected Stainless Steel Pipe lines in the processing hall and CIP room are to be cleaned daily. Entire services block area machineries to be cleaned.

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XI. STORM WATER DRAIN / DRAINAGE CHAMBER'S

The entire storm water drain and the drains in the reception dock and other places to be cleared periodically to avoid stagnation of water.

XII. KERBS:

The entire kerbs provided are to be painted black and yellow (using acrylic paint) once in six months.

XIII. SPECIAL:

In case of visits by VIPs special cleaning has to be done in and around the Dairy Premises administrative office as instructed by Dy.Genl.Manager (Engg) or by the Shift Officer.

GARDENING

The Garden Maintenance Work should be done on all days including Sundays by deploying 04 Nos. of workers at Central Dairy.

1. Daily 4 Nos. of workers should be deployed for maintaining the land scraping work at Central Dairy. Two carts load of cow dung manure, for plants and trees should be supplied every year. Pesticides for pest control should be done periodically and also as and when needed. , Watering, weeding, lawn moving etc., should be done daily. Special works if any shall be done as per the direction of the Officials of this Dairy.
2. **Gardening Materials**

Sl.No	Name of the Materials	Qty per year
1	Motorized lawn mower	1 No
2	Crow bar	1 No
3	MS or plastic Bond pan	2 Nos
4	Sickles	7 Nos
5	Spades	2 Nos
6	Weeds remover	5 Nos
7	Long knife to cut grasses and plants	10 Nos
8	Wood cutter	2 Nos.
9	Hose pipes for watering	Sufficient Length
10	Sprinklers, insecticides, wheel barrows	12 Nos

Above said materials shall be brought and utilized by the contractor at his / her own cost. Plant growth in and around should be removed.

3. Any Plant/Part of lawn which dies shall be replaced by the Contractor. Necessary protective measures to save them from dying is to be taken by the contractor at contractor's cost.
4. Complete sweeping, watering, trimming the plants.
5. Cutting and trimming of the lawn, plants trees inside the Central Dairy campus has to be done then and there.
6. Grass cutting, Plant cutting, supplying water and removing unwanted material should be done daily.

4. BUSHES CLEARING IN THE FOLLOWING AREAS:

1. All around ETP Section beyond the Sludge drying beds.
2. All around boiler and Electrical section.
3. All around Hydro flow, tub washing section
4. At the entrance before the Compound wall from the dairy gate entrance both left and right side up to Production wing, tub washing, Cycle stand, General Stores etc.,
5. Other areas if any pointed out by the Officials.
6. ETP: Garden maintenance, solar area.
7. Maintenance of flower pots. Unnecessary plant growth in and around should be removed.
8. The new plants should be planted wherever the bushes are cleared. (Plants will be supplied by the Federation.)

The rate quoted shall be inclusive of labour charges, the cost of manures, pesticides, applying the same as and when needed, chemicals, watering of the Plant / Lawns and trees etc.

TUBWASHING

1. About 34,000 tubs to be washed every day includes minimum 6000 tubs should be cleaned manually and the rest by machine washing. No separate rate for manual washing. These tubs to be cleaned in A, B and C shifts.

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'A' Shift	: 3 Female Male	: 5
'B' Shift	: 3 Female Male	: 5
'C' Shift	:Female Male	: 4

Total 20 Nos

(a) If washed tubs are increased above 34,000, for every increase of 1000 tubs one person as to be deployed in addition to 20persons.

The above deployment may change ascertaining to the change in production plan.

2. The empty tubs which are received through the route vehicles and Wholesale Distributors' vehicles are to be stacked and moved to the cleaning area, cleaned properly, subjected for quality check and the cleaned tubs are to be shifted to the respective sachets stacking areas.
3. In case of breakdown of machines or power failure, the cleaning works have to be done manually, and no entire payment will be done for this.
4. The cleaning of tubs will be checked by the shift officers Quality Control wing. If found not satisfactory it should be taken up for cleaning again either manually or by machine as decided by Quality Control wing and clearance should be obtained from Quality Control wing. No payment will be made for re-cleaned tubs.
5. The cleaning material required for tub washing both by machine and manual Cleaning will be issued by the Federation.
 1. Teepol - 150 kg
 2. Washing soda - 300 kg
 3. Hand brush - 150 Nos
 4. Coconut brooms - 5 nos
 5. Soft brooms - 5 nos
 6. Mops - 5 Nos
 7. Squeezer - 2 Nos
 8. Cob web remover - 2 Nos
6. The TubS unloaded in the unloading dock from the vehicle must be moved to washing area. The washing schedule prescribed by the Production wing and Quality Control wing must be carried out.

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9. The manual tub washing bay, tub unloading dock, the tub washing machines and the work area must be cleaned, hygienised and sanitized by the Contractor as per the check list issued by Quality Control wing and Production wing.
10. The tub lifting aids must be cleaned, lubricated and kept ready by the contractor for use. The tub lifting aids' repairs and maintenance works will be carried out by the Federation.
11. The contractor will have to carry out the additional works in Tub washing as and when required by the Production Officers and as per their needs.
10. The successful tenderer should provide 20 Nos. of persons in 3 shifts as said starting from 6.00 AM to next day 6.00 AM daily.
12. The washed tubs should be stacked and stored in orderly manner systematically for easy moving.
13. The successful tenderer should ensure the availability of cleaned empty tubs nearer to the sachets stacking point.
14. The successful tenderer shall suitably direct his employees to rectify any defects pointed out by the Shift Officer/Dy. Manager (DE) and they shall not leave the place of work allotted to any other place without the specific permission of Shift Officer.

PENALTY

The following penalties will be imposed on the successful tenderer for the following lapses:

1. Unsatisfactory Cleaning in Dairy premises, Butter vat, Butter Room, Anti cold Room, SMP Godwon and Tubs as found out by the dairy officers penalty will be imposed Rs.500/- per occasion.
2. Any damage of the Butter melting vat in dairy premises in any manner, a fine will be imposed Rs.500/- per occasion.
3. In case the contractor failed to supply required manpower in any particular shift i.e., A, B or C shift as mentioned in the scope of work Double amount the minimum wages will be recovered from the current month claim bill.

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4. Proportionate rate cut will be imposed for the late arrival of employees or late commencement of work or Double amount the minimum wages will be recovered.
5. Empty butter cartons and the plastic liner should be separated and kept in scrap yard if it fails the penalty will be imposed Rs.500/- per occasion.
6. SMP powder empty bag and liner should be separated and then & there handed over to General Stores if it fails the penalty will be imposed Rs.500/- per occasion.
7. No workers are permitted to bath inside the premises or take lunch other than the specified places. For deviations Rs.1000/- per occasion will be recovered as penalty.
8. Time being the essence of this contract no variation shall be permitted and if the tenderer fails to supply and execute the work in full or part of the order as per the work order, the Federation shall reserve the right to cancel the order besides forfeiting the Security Deposit.
9. If the successful tenderer defaults to execute agreement or to pay security deposit or to either in part or full. He / she shall be debarred from participating in any of the subsequent tender for a period of 3 years.
10. Penalty at 5 times of the MRP cost will be recovered from the bill of the successful tenderer if milk packets or milk product or any dairy materials is found with the worker of the successful tenderer at the Security gate while leaving from the duty. Such worker should be immediately stopped from working at this dairy.
11. A penalty of Rs.1000/- per person will be levied in case of shortage of persons supplied.
12. Use of panparag, smoking, betel chewing, spitting, littering or any other kind of intoxicants by the workers inside the Dairy is prohibited. If any littering found on the lawns or inside the Dairy, it should be removed immediately. If failed to remove any littering suitable penalty will be imposed and the amount will be deducted from the bill of the contractor.

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13. The Contractor should maintain the entire Dairy and its premises neat clean and hygienic, failing which suitable penalty will be imposed for the lapses and the amount will be recovered from the bill of the contractor.
14. The contractor should provide one supervisor in each shift. If the contractor fails to provide supervisor, penalty will be imposed Rs.1000/- per occasion.
15. Delayed supply of washed tubs for stacking the sachets due to the fault of the successful tenderer, a fine of Rs.500 per occasion will be recovered.
16. As deployment of 104 workers by the successful tenderer is the essence of the contract, in case of short fall of the stipulated number of employees, then penalty will be imposed at the rate of Rs.1000/- per head per day and the same will be collected from the monthly claim bill or cost of alternative arrangement done by the federation will be recovered from the contractor.

SIGNATURE OF THE TENDERER

AAVIN

**THE TAMILNADU CO-OPERATIVE MILK PRODUCERS' FEDERATION LIMITED
MADHAVARAM::CENTRAL DAIRY:: CHENNAI - 600 051**

PART – II**COMMERCIAL BID QUALIFICATION**

The Commercial offers of such of those tenderer who qualify themselves for being considered for the tender for the Work contract for providing 104 Nos. of Unskilled labourers to work in various sections in Processing, Engineering, Stores, Housekeeping and Gardening, Tub washing and other dairy activities in 3 shifts at Central Dairy for 24 (Twenty four) months period from the date of execution of agreement by the tenderer by fulfilling the entire Terms and Conditions as laid in Part I "Technical Bid" of this tender will be considered for opening the Commercial Bid.

SIGNATURE OF THE TENDERER

**THE TAMILNADU CO-OPERATIVE MILK PRODUCERS FEDERATION LIMITED
MADHAVARAM :: CENTRAL DAIRY :: CHENNAI 600 051**

PART-II COMMERCIAL BID

Work contract for providing 104 Nos. of Unskilled labourers to work in various sections in Processing, Engineering, Stores, Housekeeping and Gardening, Tub washing and other dairy activities in 3 shifts at Central Dairy for 24 months for the year 2024-2026

Sl. No	Description	No of persons required as per tender	Rate per person/ per day wages (Rs.)	EPF 13% (Rs.) (EDLI – 0.5%, Admn. Charge- 0.5%)	ESI 3.25 % (Rs.)	Service Charges (including material cost) (Per day) (Minimum 3.85%) (Rs.)	GST 18% (Rs.)	Total rate Per person/ per day (Rs.)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1	Unskilled worker	104 Nos.	439	57	14			
		Rate should be quoted in price bid in online						
							Total	
Total in words for Unskilled worker per person / 8 hours								

NOTE:

- A. The successful tenderer should pay not less than the minimum wages prescribed by the District Collector to his workers and take care of other statutory dues.
- B. The rate should be quoted for the above work both in figures and in words without correction. If any corrections are made, the same should be attested by the tenderer or his authorized signatory.
- C. If any discrepancy is found between the prices quoted in words and in figures, the lower of the two shall be considered.
- D. The rate quoted is taking into consideration of the Minimum wages Act and Statutory dues
- E. After quoting the rate, if the tenderer goes back, the Earnest Money Deposit remitted by the Tenderer shall be forfeited fully.
- F. The lowest service charge (as per column No. 7) will be considered for award of contract.
- G. Rate worked out cost sheet should be submitted during the online opening of commercial bids.

SIGNATURE OF THE TENDERER