

Tamilnadu Co-operative Milk Producers Federation Ltd.,
Ambattur



(E-Tender through e-Procurement Portal at <https://tntenders.gov.in>)
E-Tender Document for

**Operation and maintenance of Sachet Filling Machines on contract basis in
Ambattur dairy for a period of two years.**

Tender Reference No:1369/DGM(P)/AD/Z5/2024

THE DEPUTY GENERAL MANAGER (P),
TAMILNADU CO-OPERATIVE MILK PRODUCERS FEDERATION LTD,
NO.: 29 & 30, INDUSTRIAL ESTATE,
AMBATTUR,
CHENNAI –600 098,
MOBILE: 94441 18091,
Landline: 044-23464528 – 533.
E-Mail: dgm_pamb@gmail.com
Website for online bid submission <https://tntenders.gov.in>

TENDER INFORMATION

1. Name and address of the Unit	The Deputy General Manager(P), TCMPF Ltd., No.: 29 & 30, Industrial Estate, Ambattur, Chennai – 600098, Phone:044 - 23464528 – 533. E-Mail: dgmpamb@gmail.com
2. Place of Work	Ambattur Dairy, Chennai - 98
3. Name of the Item/Work	Operation and maintenance of Sachet Filling Machines in Ambattur Dairy on contract basis for a period of two years.
4. Method of Tender	e-Tender System (Online Technical Bid and Commercial Bid) through e-Procurement Portal https://tntenders.gov.in
5. Tender Reference Number	1369/DGM(P)/AD/Z5/2024
6. Tender Estimated Value	Rs.287.02 Lakh
7. Earnest Money Deposit(EMD)	Rs.1,00,000/- Rupees One Lakh only
8. URL for online bid submission for e-tender	https://tntenders.gov.in
9. Cost of Tender Document	Tender documents can be downloaded at free of cost from the website https://tntenders.gov.in
10.Tender Document Availability on the Portal	From:21.11.2024 to 05.12.2024 4 PM
11.Date of Pre-Bid meeting	Date:27.11.2024 Time:11.30 AM
12.Date of Closing of e-Submission of Technical Bid and Commercial Bid.	Date: 05.12.2024 Time: 4 PM
13.Date and time of opening of Part Technical Bid of e-Tender	Date: 06.12.2024 3.00 PM

14.Date and time of opening of Part-II Commercial Bid	The date of opening of Commercial Bid will be informed to the eligible tenderers through Online Portal and registered e-mail.
15.Place of Pre-Bid meeting & Part I Technical Bid and Part-II Commercial Bid opening.	The Deputy General Manager, TCMPF Ltd., No.: 29 & 30, Industrial Estate, Ambattur, Chennai – 600098.
16. Special Instructions to the Tenderers/ Tenderers for the e-submission of the bids online through this e-Procurement Portal. The link for which is	<u>https://tntenders.gov.in/nicgep/app?page=HelpForTenderers&service=page</u>
17. Tenderers Manual Kit. The link for which is	<u>https://tntenders.gov.in/nicgep/app?page=TenderersManualKit&service=page</u>

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ACRONYMS USED IN THE TENDER DOCUMENT

TCMPF Ltd	TAMILNADU COOPERATIVE MILK PRODUCERS' FEDERATION LIMITED
FSSAI	FOOD SAFETY AND STANDARDS AUTHORITY OF INDIA
DD	DEMAND DRAFT
EMD	EARNEST MONEY DEPOSIT
SD	SECURITY DEPOSIT
LD	LIQUIDATED DAMAGES
LOA	LETTER OF ACCEPTANCE
GST	GOODS AND SERVICE TAX
EPF	EMPLOYEES PROVIDENT FUND
ESI	EMPLOYEES STATE INSURANCE

TECHNICAL BID**1 PREAMBLE OF E-TENDER:-**

The Deputy General Manager(P), TCMPF Limited, Ambattur Dairy, Chennai invites Bids only by way of E- Submission from eligible tenderers for the Operation and maintenance of the Sachet Filling Machines for a period of two years on contract basis. There are 10 nos. of high speed (10K and 12K) machines and 1 no. of 5 Litre machine presently available and the average packing is 4,30,000 lts per day.

The available machinery details are as follows,

S. No.	Machine Make	Quantity	Capacity	Model
1	Samarpan	5 nos.	10 K	PRISM 10K TH
2	Samarpan - 5 litre	1 no.	15 sachets/min	SAMPRE-8
3	Nichrome	2 nos.	12 K	FILPACK SERVO 12K
4	Nichrome	1 no.	10 K	FILPACK CMD
5	Atomic Engineers	2 nos.	12 K	12K

The present packing varieties are as follows,

S. No.	Name of the Variant	Qty in Lts	No. of Pouches
1	Toned Milk (TM) 500 ml	122000	244000
2	Toned Milk (TM) 1000 ml	4500	4500
3	Standardized Milk (SM) 500 ml	140000	280000
4	Full Cream Milk (FCM) 500 ml	101000	202000
5	Delite Milk 200 ml	400	2000
6	Delite Milk 500 ml	56000	112000
7	Delite Milk 5000 ml	6100	1220
	Total	430000	845720

Applicability of Tamil Nadu Transparency in Tenders Act, 1998: -

This Tender will be governed by the Tamil Nadu Transparency in Tenders Act, 1998 and The Tamil Nadu Transparency in Tenders Rules, 2000 and subsequent amendments thereof are applicable to this Tender.

2 INSTRUCTION TO BIDDERS:-

2.1 The tenders are in Two Part System (a) Technical Bid without Financial Bid and (b) Financial Bid. All the Bidders are requested to examine the instructions, terms & conditions and specifications laid down in the Tender. Failure to furnish all required information in every aspect will be at their risk and may result in the rejection of their bid.

2.2 THE BIDDERS WHO DO NOT FULFIL THE “PRE-QUALIFICATION CRITERIA”AS PER CLAUSE 5.0 NEED NOT PARTICIPATE IN THE TENDER. OFFERS NOT SATISFYING THIS “PRE-QUALIFICATION CRITERIA” WILL NOT BE CONSIDERED AND WILL BE SUMMARILY REJECTED.

3 MODE OF SUBMISSION:

3.1).All the documents are to be uploaded in the Online Portal only. Website <https://tntenders.gov.in>.

3.1.1). Part A – Technical Bid

3.1.2). Part B – Financial Bid

4 LANGUAGE OF THE E-TENDER:-

All information in the tender offer shall be in ENGLISH only. It shall not contain interlineations, erasures or over writings except as necessary to correct errors made by the bidder.

5 PRE QUALIFICATION CRITERIA – TECHNICAL BID(PART-I):-

The Bidders should meet the following Pre-Qualification Criteria for bidding this tender and the proof for the Eligibility should be provided in the Technical Bid.

Pre-Qualification Criteria	Proof to be submitted for fulfilling the Pre-Qualification Criteria
5.1 Payment of EMD	The tenderer shall furnish evidence for e-payment of prescribed EMD.
5.2. PAN	Copy of the PAN Card
5.3. GST	Photostat copy of GST registration
5.4. EPF and ESI registration certificates	Copy of the EPF and ESI registration as proof for engaging labour on contract
5.5. Copy of the registration certification of the firm	Copy of registration certificate.
5.6. Proof for experience	Work order for one year experience from any of co-operative dairies or private dairies or any food products packing units or oil packing units within a period of five years. The minimum packing capacity shall be <u>50,000 lts/ day or kgs/ day</u>
5.7. Performance certificate	Proof for performance certificate from reputed concern within a period of five years
5.8 Financial Turn Over	Documentary evidence for average annual sales turn-over for the last three financial years (2021-22, 2022-23 and 2023-2024) The Average Turn Over Should be Minimum 30% of the Tender Value
5.9 Annexure I to VI (Pg.No:36 to 42)	1. Profile of the Bidding Organisation – Annexure –I 2. Financial Capability – Annexure – II 3. Declaration Form – Annexure – III 4. Certificate of Conformity – Annexure – IV 5. Bidder’s Experience Details – Annexure – V 6. Details of Abandonment of work litigation/ Debarring done – Annexure - VI

6 Operation and Maintenance Terms and Conditions:

SCOPE OF WORK

6.1. The successful bidder has to do Operation and maintenance of the Sachet Filling Machines for a period of two years on contract basis. The firm is entirely responsible for operating the Sachet Filling Machines confining all the parameters prescribed by the TCMPF Ltd.

6.2. There are 10 nos. of high speed (10K and 12K) machines and 1 no. of 5 litre machine presently available and the average packing is 4,30,000 lts per day approximately.

6.3. The successful bidder has to carry out the Operation and Maintenance of the Sachet filling machines for a period of two years on contract basis. The firm is entirely responsible for the operation and maintenance of the Sachet filling machines without leakages and less weight sachets as prescribed by the TCMPF Ltd.

6.4. The details of packing machines available at Ambattur dairy are as follows,

S. No.	Machine Make	Quantity	Capacity	Model
1	Samarpan	5 nos.	10 K	PRISM 10K TH
2	Samarpan - 5 litre	1 no.	15 sachets/min	SAMPRE-8
3	Nichrome	2 nos.	12 K	FILPACK SERVO 12K
4	Nichrome	1 no.	10 K	FILPACK CMD
5	Atomic Engineers	2 nos.	12 K	12K

6.5. The successful bidder has to arrange on site qualified personnel to carryout the routine maintenance works. The qualification of the maintenance person should be minimum of ITI or Diploma.

6.6. One managerial person of Diploma or above qualification shall be exclusively posted in all the shifts to attend the shift meetings conducted by shift in charge and get well acquitted with the daily activities. He should also monitor the maintenance and operation activities are carried out properly by the shift operators. He should appraise the details of the repairs carried out and status of the machines during the shift meetings to the shift officer in writing.

6.7. The required tools to carryout the operation and maintenance activities shall in the scope of the bidder. The minimum extent of tools to be in hand by the shift technician is given in the Tender clause no:39.4.

6.8. The consumables and spares required for the operation and maintenance of the sachet packing machines are in the scope of the bidder. Only the major spares as tabulated below will be supplied by TCMPF Ltd. The minimum extent of consumables and spares are given in the Tender clause no:39.5. The spares should be strictly purchased from the original equipment manufacturer and proof of purchase should be submitted.

The major spares details are as follows,

S. No.	List of Major Spares
1	Packing machine spares like drives, motors, gears, PLC, HMI, SMPS, shaft, vertical jaw and fork set.
2	Printer spares like printer head, PHM assembly, pneumatic kit and printer ribbon
3	Conveyor spares will be provided by TCMPF Ltd.

6.9. Except the major spares as mentioned above, the remaining spares and consumables are in the scope of tenderer. The printer has to be serviced by the tenderer and only the major spares will be supplied by TCMPF Ltd.

6.10. The bidder has to carry out the following preparatory works before starting the packing machines.

- a) Cleaning of sealing Electrodes, replacement of back up rubber, barrier cloth rotation, cleaning of all film feed rollers is to be carried out.
- b) The proper fixing of the balance tank float and its operation shall be ensured.
- c) The operation of the UV lamps, flow of cooling water are to be verified if any blockages it shall be cleared.
- d) All the film feed rollers are to be cleaned with soft cloth to remove the deposits and lubricate all the bushes.
- e) All the moving parts, bushes, bearings shall be oiled / greased for free movement.
- f) The balance tank shall be clean and no left-over cleaning water shall be ensured.

g) All the above activities are to be recorded in a register which shall be verified daily by the Managerial person and shift officer of TCMPF Ltd.,

6.11. The operation of the sachet packing machines shall be carried out as per the packing schedule given by the production in charge / shift officer.

6.12. The shift incharge of tenderer shall submit the satisfactory work carried out report for the shift indicating the details of the production, leakages etc. It shall be submitted to shift officer for every shift.

6.13. The starting of the sachet packing machines shall be carried out with minimum film pulling and wastages. The wastage film shall be collected in a separate tray to quantify it.

6.14. The milk sachet weight, length and sealing strength are to be tested once in 15 minutes.

6.15. All Pouch packing machines at Ambattur Dairy will be operated and maintained by tenderer manpower and under tenderer supervision.

6.16. The Bidder should provide one Technician per machine per shift (minimum ITI qualified, in the discipline of Electrical, Electronics, Instrumentation, Mechanical, Mechatronics, Fitter and Operation) and with sufficient additional manpower for weekly-off and leave relieving purpose for operation and maintenance of pouch packing machine.

6.17. The payment for the bidder will be paid only for every good pouches of milk packed. The leak pouches will not be considered.

6.18. a) The Contractor shall give the following minimum yield for different type of film and packing.

Type of packing	Film Thickness	Yield Minimum Sachets/kg.
1000ml packing	55 micron (+/-7.5%)	275
500ml packing	55 micron (+/-7.5%)	418
225 ml packing	55 micron (+/-7.5%)	625
5000 ml packing	110 micron (+/-7.5%)	36

- a) If any changes made in the polythene film specifications the corresponding production yield should be attained.
- b) The production and cold room film loss should be maintained between 0.5% to 1.0%.
- c) If the yield norms are not achieved. The corresponding film usage will be deducted from the contractor bill as per penalty clause.

6.19. The production schedule will be given by the Shift officer of TCMPF Ltd on starting of each shift and it will be monitored on hourly basis. After completion of the production, the milk sachets will be handed over to marketing section by the shift officer. For billing purpose, the quantity certified by shift officer will be considered. Bill has to be raised once in a month and the payments of bill will be done within 15th of subsequent month after receipt of claim.

6.20. Dairy will provide milk, water, pouch film, electricity, compressed air and the major packing machine spares. Rest of all materials will be of contractor's responsibility.

6.21. The contractor has to do necessary maintenance work for thermal print coding machines and except the major spares as tabulated above should be provided by the contractor for service work. The entire servicing work of printer is in the scope of tenderer.

6.22. The technician/shift supervisor engaged must ensure the filling quantity, sealing strength of both horizontal, vertical sealing and drop test. Separate register to be maintained to record the above said activity performed for every 15 minutes and communicated to shift officers.

6.23. In case when the leakage during production and Cold storage leakage exceeds 1.0% the loss occurred due to wastage of film as per penalty clause will be deducted from the bill.

6.24. Manpower engaged by the tenderer will not be eligible for any benefit of TCMPF Ltd and they will never be said Employee of this Federation. Any legal problem arise from manpower will be tenderer responsibility.

6.25. The responsibility of manpower provided by the tenderer with all respects i.e. Accident, Insurance, Labour acts'. E.P.F, E.S.I and Factory acts etc. In case any accident or any injury occurs to the employee deployed by the contractor, it will be the contractor's responsibility to pay the required compensation and comply with the Government authority etc. Case of failure by the contractor and any liabilities arises to the Federation, the Federation will be reimbursed from the contractor bill of all the amount and related expenses, etc. otherwise Federation has right to recover all such amount from the contractors bill amount or from his deposit amount or from personal property, etc. and it will be binding to his nominees and legal heir also.

6.26. The Contractor will have to provide E.P.F and ESI registration certificate and other legal documents which are required as otherwise the bill will not be released.

6.27. The Employee – Technicians/Helpers, Workers etc., retained by the contractor neither are/will not the employee of the Federation in any circumstances nor union have any connection with staff, workers, operators, supervisor retained/ deployed by the party under the contract nor any of his (union) officials, supervisor dictate to the employee the manner of execution/ completion of the job, works assigned under the contract.

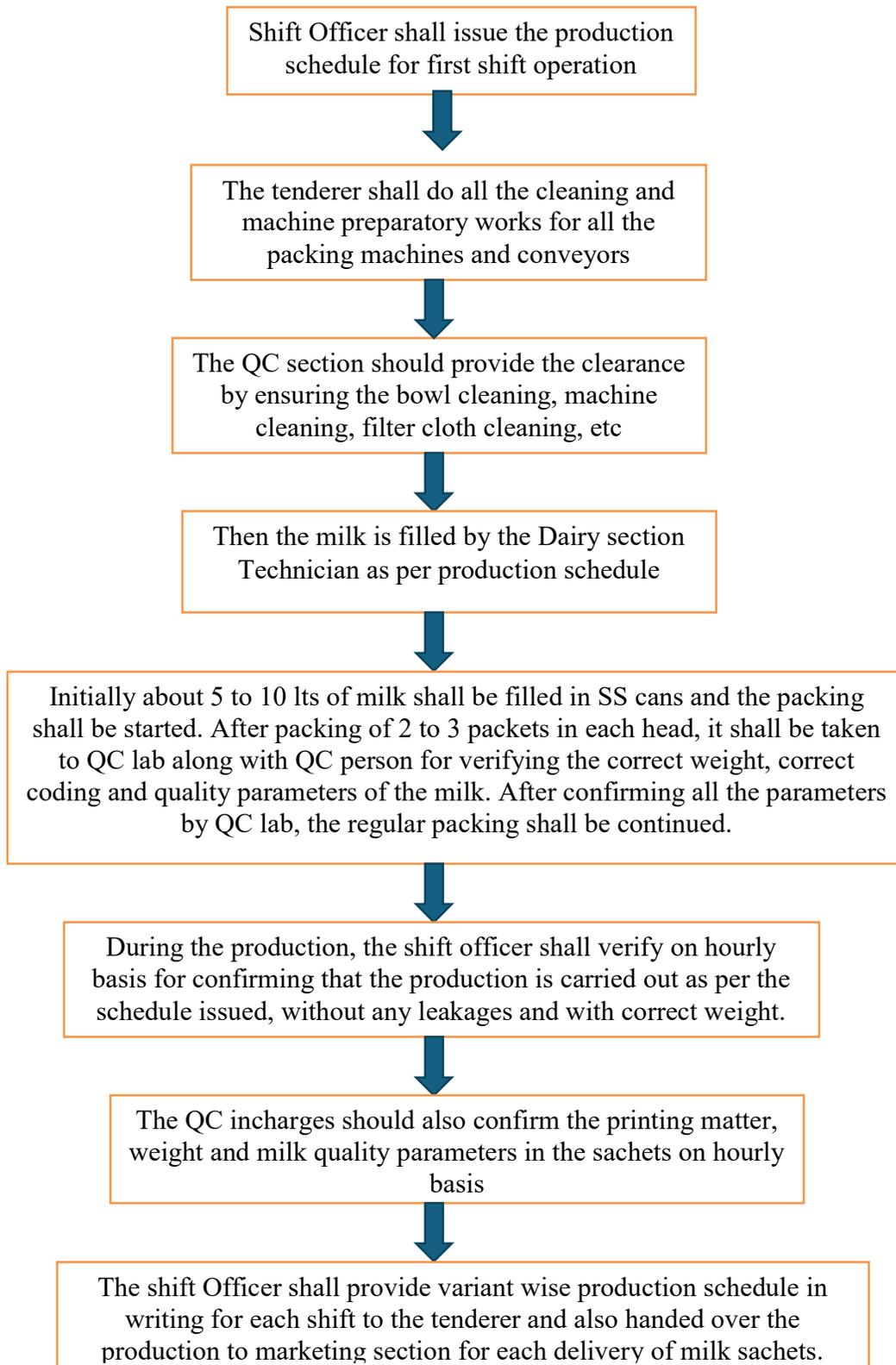
6.28. The Federation will have the priority of contract with the party under the contract only and will give instruction to him and will have nothing to do concerned with the conditions of Employment of the worker – Technician– helper etc. working for contractors – party under the contract more over the Federation will not be entitled to any control supervision, manner of discharge, dismissal or retrenchment or re-employment of the worker engaged / deployed by the contractor.

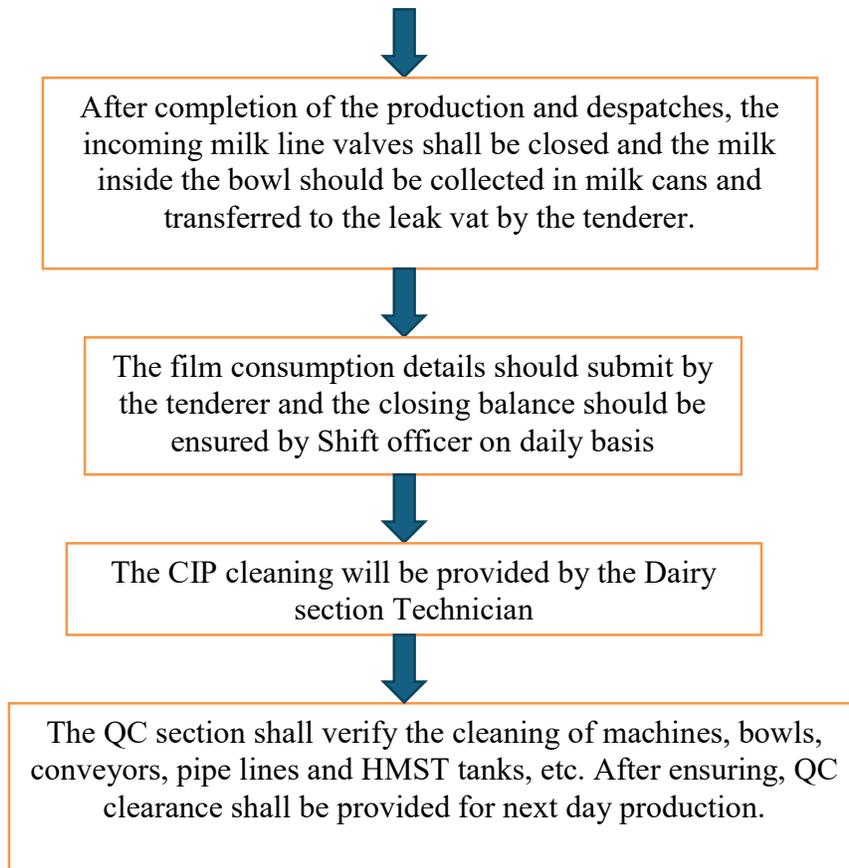
6.29. Deputy Registrar(Dairying) Court will be the Jurisdiction for any Dispute in the matter.

6.30. As per Labour law and as per the government order the wages to the contract employees will also applicable and the contractor has to abide and comply these conditions along with above stipulations.

6.31. The total packing quantity of 4,30,000 lts and variant wise quantity mentioned above is the present packing quantity. It shall vary depend upon the market status and TCMPF Ltd decision. The price fixed for packing **100 Litres** will not be changed in case of variation in the quantity of packing. The milk quantity in the sachet shall vary of plus or minus 50 ml per sachet and the price will not be changed for the respective variant.

6.32. The operational flow of sachet packing is as follows,





6.33. The tenderer should provide one supervisor and maintenance person for each shift. The spares required will be informed through letter before 30 days.

6.34. The existing conveyor maintenance should also be carried out by the contractor until the installation of auto conveyor system. The spares will be supplied by TCMPF Ltd.

6.35. The production details should be intimated to concerned officials regularly. There should be co-ordination between marketing, shift officer and packing section to avoid excess packing and cutting of packets.

6.36. The shift officer will provide shift schedule for each shift in writing to the packing section and should monitor on hourly basis to avoid excess production and cutting of packets.

6.37. The cleaning of machine inner, outer portions and bowl cleaning is under the scope of tenderer.

6.38. The machine should be operated to avoid packets with less weight and machine leakages. It should be ensured by the Shift officer and QC section on hourly basis.

6.39. The Teflon barrier strip/tape should be replaced for every 2 hours intervals to prevent leakages.

6.40. During packing, the machines should be operated with UV lamp working condition compulsorily.

6.41. The technician/supervisor must ensure the date printing on all the sachets are clear and in readable format and get approval from QC section during every change in shift and variants.

6.42. The spillages of milk and packets should be avoided. The necessary fine will be imposed as per the penalty clause.

6.43. The operator should present always before the machine during operation. The additional reliever should engage for sending the operator for taking food and rest room. In case of absence, the fine will be imposed.

6.44. The proper preventive and breakdown maintenance works should be carried out for machines and conveyor and it should be documented and submitted. It should be verified and signed by the Engineer incharge for sachet packing on shift basis.

6.45. The preventive maintenance schedule should be prepared and submitted to Federation for every 3 months. The machine should be operated to avoid any breakdowns.

6.46. The time taken for major maintenance and minor maintenance should be 6 hours and 2 hours respectively. The major maintenance works are mentioned below. Apart from major maintenance works, the remaining works are treated as minor works. The preventive maintenance of each head shall be taken for 6 to 8 hours on routine basis.

S. No.	Major Maintenance Works
1	Changing of gears, shaft, drives, servo motor, vertical jaw, jaw fork set, liner and horizontal jaw.

6.47. The replaced damaged spares should be handed over to general stores by indent signed by Federation officials.

6.48. Minimum 60 days spares and consumables should be maintained by the tenderer at the location.

6.49. The approval should be received from QC section in writing slip every time for printing matter and milk quality. The approval should be received before starting of production and change in variants. It should be acknowledged by both QC staff and tenderer.

6.50. The pest control will be made once in a week after completion of production. Two Technician should be provided by the contractor.

6.51. The operator should not stand on the machine horizontal jaw or any other machine parts. The damages occurring will be recovered from the tenderer. Instead, the stand and ladder shall be utilized provided by the Federation.

6.52. The film opening balance, receipt, consumption and closing balance details should maintained and get approval from concerned officials on daily basis. The loss should be arrived on daily basis by the Shift officer and tenderer.

6.53. The tenderer should take fresh film from general stores and returning of damaged film to general stores on daily basis by proper indent signed by concerned officials. The vehicle facility will be provided by TCMPF Ltd.

6.54. The availability of flies and insects should be immediately informed to Federation concerned officials for rectification.

6.55. The FSSAI and other food safety norms should be followed for hygienic sachet production. The head cap, face mask and apron should be provided by the tenderer to all contract workers. The hand should be sanitized during every entry into the production hall.

6.56. The identity card should be provided by the tenderer to all contract workers and the wearing should be ensured.

6.57. The stacking should not be carried out in uncleaned crates. The uncleaned crates should be segregated.

6.58. The accumulation and spillages of sachets in the conveyor should be avoided.

6.59. The machine should be operated in maximum speed to achieve the required sachet production and dispatch in time.

6.60. The operation should be carried out in such a way to complete the production within the fixed time frame.

7 TOTAL MANPOWER TO BE SUPPLIED

The work will commence within 15 days from the date of issuing of work order.

Sl.No	Nature of work	Required Tech (operation) per shift	Total
1	Operating the Prepac Machine (attending minor defect, film roll changing, sachet weight maintaining ensuring leak free sachets, change of barrier stripes, Milk Pumping to prepac overhead tanks from processing hall, CIP cleaning/ Bowl Cleaning/ Machine cleaning/ external cleaning/ Film roll stacking area cleaning, etc.)	10 persons / shift. For 11 machines. (Totally 30 persons for A,B and C shifts)	30
2	Prepac machine daily/Preventive maintenance	2 persons per day	2
3	Supervisor	1person per shift	3
		Total	35

8 EARNEST MONEY DEPOSIT

Bidder should pay the specified amount towards Earnest Money Deposit as follows:

S. No.	Name of work	EMD amount
1	Operation and maintenance of the Sachet Filling Machines for a period of two years on contract basis.	Rs.1,00,000/- (Rupees One Lakh only)

8.1 Online payment gateway has been enabled for The TCMPF Ltd in e-Procurement Portal <https://tntenders.gov.in>. The EMD amount should be paid only through online payment mode in e-tender portal of <https://tntenders.gov.in>.

8.2 The EMD will not carry any interest.

8.3 Bidder has to select the payment option as “pay online” to pay the EMD amount. Only after payment of EMD, bidder will be able to encrypt/upload their bids. In order to avoid any issues and last minute delay in processing of payment online, it is recommended to make payment and submit the bid as early as possible. The Federation will not be responsible for any sort of difficulty faced/failure in submission of bids online by the bidder.

8.4 Any other mode of payment of EMD shall not be accepted.

8.5 Online payment mode(EMD):

8.5.1 During online bid submission bidder shall select **SBI MOPS** option and submit the page, to view the terms and conditions page. On further submission, bidder will be re-directed to MOPS gateway, where two options namely SBI and Other Banks will be shown, here the bidder may proceed as follows:

8.5.1.1 SBI Account Holder: Shall click ‘SBI’ option to view the Net Banking Facility, where they can enter their internet banking credentials and transfer the EMD amount.

8.5.1.2 Other Bank Account Holders: Shall click ‘Other Bank’ option to view the bank selection page and select their respective bank to proceed with Net banking Facility for payment of EMD.

Note - Bidders using “Other Bank” option under SBI MOPS payment Gateway are advised by SBI to make online payment 72 hours in advance before tender submission closing time.

8.5.2 Any transaction charges levied while using any of the above modes of online payment has to be borne by the bidder.

8.5.3 The bidders will be evaluated only if payment status shows “Success” during bid opening. It is necessary to click on “Freeze bid” link/icon to complete the process of bid submission; otherwise the bid will not get submitted online and same shall not be available for viewing/opening during technical bid opening.

8.6 Refund of EMD of unsuccessful bidders:

The EMD paid by the bidder will automatically be deposited in the “Pooling Account” of the State Govt. only and not in TCMPF account. Hence refund process will be initiated automatically, once the bid is rejected by Federation during technical / financial evaluation and Federation is no way responsible for refund of EMD of the unsuccessful bidders.

8.7 EMD EXEMPTION

Only the online payment of EMD is acceptable for the qualification of the tender bid. Any other mode of payment or Exemption from payment of EMD is not acceptable.

8.8 Tenders not accompanied with Online Payment towards the prescribed EMD shall be summarily rejected.

9 COST OF BIDDING

The bidder shall bear all costs associated with the preparation and submission of its tender and TCMPF Ltd will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the tendering process.

10 SUBMISSION OF e-TENDER

Two-part (Technical and Financial Bid) online system should be uploaded in e- Procurement Portal (<https://tntenders.gov.in>)

10.1 General Instructions for Two Part E-Tender:

10.1.1 The tender proposes two stage tender system viz. (PART A) Technical Bid and (PART B) Financial Bid. The first stage enables Federation to know whether the Bidder is technically competent and capable of executing the order. Only those who qualify in the first stage would be eligible to take part in the second stage viz. Financial Bid. The Financial Bid of Bidders who failed in the first stage will not be opened.

10.1.2 Both the Technical and Financial Bids should be submitted in Online Portal <https://tntenders.gov.in>.

10.1.3 In Technical Bid – Documents listed in the **Tender Clause No.10.2** shall be uploaded.

10.1.4 In Financial Bid – The firm rates alone are to be quoted in the Financial Bid - BOQ (Excel Format) and to be uploaded online.

10.2 Details to be Uploaded in the Technical Bid:

10.2.1 Details of E-Remittance towards EMD Amount. (Screen shot/Payment confirmation) as per **Tender ClauseNo.5.1**.

10.2.2 Copy of PAN card as per **Tender ClauseNo.5.2**.

10.2.3 Photostat copy of GST Registration as per **Tender Clause No.5.3**

10.2.4 Copies of the EPF and ESI registration as proof for engaging labour on contract as per **Tender Clause No.5.4**

10.2.5 Copy of registration certificate as per **Tender ClauseNo.5.5**

10.2.6 Documentary evidence for work order from any co-operative dairies or private dairies or any food products packing units or oil packing units within a period of five years for the minimum packing capacity of 50,000 lts/day or kgs / day as per **Tender ClauseNo.5.6**

10.2.7 Proof for performance certificate from reputed concern within a period of five years as per **Tender ClauseNo.5.7**

10.2.8 Documentary evidence for average annual sales turn-over for the last three financial years (2021-22, 2022-23 and 2023-2024) as per **Tender ClauseNo.5.8**

10.2.9 The tender document and the following Supporting documents, including the Annexures / Amendments are to be uploaded duly signed and sealed in each and every page

- 1 Profile of the Bidding Organization as per Annexure-I.
- 2 Financial Capability as per Annexure-II
- 3 Declaration Form as per Annexure-III
- 4 Certificate of Conformity as per Annexure-IV
- 5 Bidder's Experience Details as per Annexure-V
- 6 Details of Abandonment of work Litigation/debarring done as per Annexure-VI.
- 7 Any other supporting documents wherever insisted in the tender document.

10.3 Details to be Uploaded in Financial Bid:

- 10.3.1 All rates shall be quoted in the format provided and no other format is acceptable. If the Financial Bid has been given as a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the unprotected cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the file name. If the BOQ file is found to be modified by the bidder, the bid will be rejected.
- 10.3.2 This financial bid will be opened only if the bidder is qualified to execute the tender as per technical bid.
- 10.3.3 The value +/- 20% than the estimated value will be rejected as it is considered unworthable. In case of more bids received at equal value, TT act will be followed.
- 10.3.4 The District collector wages rules should be followed for issuing wages to the labours.

11 SIGNING OF BIDS

- 11.1** The signatory of the tender should indicate his/their status in which he/they have signed and submit necessary documentary proof admissible in law in respect of such authority assigned to him/them by the firm.
- 11.2** If the Qualification application is made by a FIRM in partnership, it shall be signed by all the partners of the firm with their full names and current address or by a partner authorized by the firm (either as per Articles of the Deed of Partnership / by power of attorney)- for signing in Tenders, Agreements etc. In which case, certified copy of the registered deed of Partnership along with the current address of all the partners and a certified photocopy of the Registered Power of Attorney issued in favor of the Signatory should be produced.
- 11.3** If the Qualification Application is made by a Limited Company or a Limited Corporation, it shall be signed by a duly authorized person holding the Power of attorney for signing the application, in which case, the certified copy of the power of attorney shall accompany the qualification application. Such limited company or corporation shall also furnish satisfactory evidence of its' existence along with the Qualification schedule.

12 MODIFICATIONS/CLARIFICATIONS TO TENDER DOCUMENTS:

12.1 At any time after the issue of the tender documents and before the opening of the tender, Federation may make any changes, modifications or amendments to the tender documents and the same will be intimated to the concerned vendors through corrigendum which can be downloaded from the vendor login.

12.2 In case any bidder asks for a clarification to the tender documents before 48 hours of opening of tenders, **the AGM (Engg)**, Ambattur will clarify the same.

12.3 The responses to the clarification will also be notified on <https://tntenders.gov.in> without indicating the source of query.

12.4 The Federation at its discretion may or may not extend the due date and time for the submission of bids on account of amendments.

12.5 All the Bidders must periodically browse in website <https://tntenders.gov.in> till the closing date of this Tender for any amendments or corrigendum issued in connection with this Tender. Federation will not be responsible for any misinterpretation of the provisions of this tender document on account of the Bidders failure to update the bid documents based on changes announced through the website.

12.6 TCMPF Ltd reserves the right to verify the proof submitted. If found any violation, the tender will be summarily rejected.

13 WITHDRAWAL OF BIDS

No Bidder shall be allowed to withdraw the tenders after submitting the tender on the portal. If do so their EMD will be forfeited.

14 OPENING OF E-TENDER

14.1 Opening of Technical Bids without Price(Part-I):

The Tender offers except Financial Bid will be opened electronically on the date and time notified at the Office of the Joint Managing Director, TCMPF Ltd., Ambattur through e-Procurement Portal <https://tntenders.gov.in> in the presence of bidder's authorized representative who may wish to be present on the date of opening.

14.1.1 Technical Bid would be opened first on the due date and time. Pre- Qualification Criteria such as payment of EMD and compliance with pre-qualification conditions will be checked. The supporting documents would be cross checked wherever required.

14.1.2 Only the Technical Bid will be opened on the due date.

14.1.3 In the event of the specified date for tender opening day is declared as a holiday, bids will be opened on the next working day at the same time and venue.

14.2 Opening of the Financial Bids: (Part -II)

The date and time of opening of Financial Bids shall be later notified through the registered e-mail to the Bidders who fulfill the Pre-Qualification criteria and whose bids are found to be technically acceptable.

15 E-TENDER EVALUATION CRITERIA

The tenders will be evaluated strictly as per the Tamilnadu Transparency in Tenders Act 1998 and the Tamilnadu Transparency in Tenders Rules 2000 and amendments made thereon in the Act & Rules by the Government.

15.1 Technical Bid Evaluation:

Bidders will be eligible for further processing, only if they fulfill the following criteria:

15.1.1 Payment of EMD in accordance with Tender Clause No.8

15.1.2 Furnishing the tender document, Annexures, Amendments if any and any other document wherever insisted in the tender document duly signed.

15.1.3 Compliance with the Pre-Qualification Criteria indicated in Tender Clause no 5

15.1.4 Compliance with Technical specifications of tendered items / works as per tender conditions.

15.1.5 If any clarification is needed from the bidder about the deficiency in his uploaded documents in technical bid firm will be asked to provide it through Tamil Nadu Tender portal. The bidder shall upload the requisite clarification/ documents within the time specified failing which tender will be liable for rejection.

- 15.1.6 Federation will prepare a list of Bidders based on the compliance of detailed Technical Specifications for tendered item and company profile as given in Tender form. The Tenders, which do not conform to the Technical Specifications or Tender conditions or Tenders from Companies without adequate capabilities for supply shall be rejected. The eligible bidders alone will be considered for further evaluation.

15.2 Financial Bid Evaluation

- 15.2.1 For the purpose of evaluation of tender offers, the following factors will be taken into account for arriving the evaluation price.
- 15.2.2 The evaluation of offer will be computed by taking into account all aspects like operation, maintenance and necessary certification expenses put together.
- 15.2.3 The evaluation for L1 shall be on total end price of all items.

16 REJECTION OF TENDERS

16.1 Tender will be SUMMARILY rejected if

- 16.1.1 The EMD requirements are not complied with as specified in Tender Clause:8.
- 16.1.2 Bid Pre-Qualification Criteria as specified in Tender Clause 5.0 are not complied with.
- 16.1.3 If the documents furnished with the offer is found to be bogus or the documents contains any false particulars.

16.2 Tender is LIABLE to be rejected, if it is:

- 16.2.1 Not covering the entire scope of Operation and Maintenance of Sachet Filling Machineries.
- 16.2.2 Not in conformity with Federation's tender terms and Technical Specifications.
- 16.2.3 Not properly signed by the bidder.
- 16.2.4 From any blacklisted Firm or Contractor.
- 16.2.5 Received by Telex/Telegram / E-Mail/fax.
- 16.2.6 Not containing all required particulars as per Annexures I to VI
- 16.2.7 Offer submitted without GSTIN and PAN is liable for rejection.

17 NEGOTIATION

Federation reserves the right to negotiate with the Bidder whose offer is the lowest evaluated price for further reduction of price. Federation also reserves the right to negotiate with other Bidders to match the negotiated L1 price, strictly according to the Tamil Nadu Transparency in Tenders Rules,2000.

18 VALIDITY OF PRICE TENDER

18.1 The rate quoted should be valid for a minimum period for 180 days for acceptance from the due date. The offers with lower validity period are eligible for rejection. During the validity period, no bidder is permitted to make any upward revision in the rate. Further no bidder is permitted to withdraw their offer within the validity period of the tender or before finalization of Tender.

18.2 In exceptional circumstances, Federation may solicit the bidder's consent for an extension of the period of validity totally not exceeding 180 days. The request and the responses thereto shall be made in writing.

19 DEVIATIONS

19.1 The offers of the Bidders with Deviations in Commercial terms and Technical Terms of the Tender Document are liable for rejection.

19.2 No alternate offer will be accepted after opening the Part - I Technical bids.

19.3 No deviation will be allowed from the tender terms and conditions. Tenders with deviation will be summarily rejected. The Bidder has to submit a Certificate that the tender is in complete conformity with the tender terms and conditions as per format vide Annexure-IV.

20 SECURITY DEPOSIT

20.1 The successful bidders would be required to sign an agreement with TCMPF Ltd individually and furnish a Security Deposit of 5% of the order value, drawn by means of Demand Draft from any Indian Nationalized Bank or Scheduled Bank drawn in favour of "The Joint Managing Director, TCMPF Ltd, Chennai - 98" payable at Chennai within 15 days from the date of acceptance of the work order.

20.2 The EMD already paid along with tender shall be adjusted against security deposit to be paid by the successful tenderer.

20.3 No exemption will be given from payment of Security deposit under any circumstances as per TNTT Act and the same should be remitted by above means. Any other form of remittance will not be accepted.

20.4 The security deposit will be refunded only after the expiry of 6 months from the date of satisfactory completion of the contract.

20.5 The Security Deposit amount will not carry any interest.

21 AGREEMENT

21.1 The successful bidder has to execute an agreement with the TCMPF Ltd.

21.2 The successful bidder has to execute an agreement on Rs.100/-non-judicial stamp paper incorporating the terms and conditions of the contract and the specification within 15 days from the date of acceptance of the tender. In case of default of either of the conditions (i.e) remitting the security deposit or execution of the agreement within the time allowed, the EMD paid is likely to be forfeited by Federation.

21.3 RATES AND PRICE: This is a fixed price contract. Price adjustment clause (to account for raise or fall in the money value / taxes during the contract period) is not operatable for this contract. However any variation in the statutory levies and Taxes by State Government / Central Government shall be effected on the end price to the benefit of either the contractor or Federation as the case may be.

21.4 The successful bidder should carry out the work, in case of necessity as per the agreement beyond tender period up to the time permitted by the TNTT Rule 14 (9), at the same rate, terms and conditions.

22 PAYMENT TERMS:

- 22.1** The monthly claims will be paid by the Federation. The Contractor shall submit necessary monthly bill in duplicate along with advance stamped receipt, Performance report of the Shift Officer, EPF & ESI Remittance details as per the attendance Register, GST Remittance details, etc.,
- 22.2** 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 contracts.
- 22.3** NO OTHER TERMS OF PAYMENT WILL BE ENTERTAINED.

23 TERMINATION OF CONTRACT

- 23.1** Federation may, without prejudice to any other remedy for breach of contract by the Contractor, terminate the contract in whole or part, by a 7 days written notice of breach of contract to the Contractor.
- 23.2** If the Contractor fails to deliver any or all of the goods/Services within the time schedule specified in the Agreement.
- 23.3** If the Contractor fails to perform any of the obligation(s) under the Contract;
- 23.4** If the Contractor is found to have involved in fraudulent, corrupt and unfair practices in competing for or in executing the Contract.

24 CANCELLATION

In the event of unsatisfactory performance in executing the order as per the terms, the order is liable for cancellation. In the event of cancellation, the Security Deposit will be forfeited. Also, Federation reserves the right to cancel the order in full or part thereof without giving any reason by giving 15 days' notice if the tendered items works not required due to any reason. This cannot be a ground for the contractor to claim any compensation saying that the contractor has been put to loss because of this.

25 PENALTY**25.1** FORFEITURE OF EMD/SD:

If the successful bidder fails to act according to the Tender terms and conditions their SD will be forfeited or withdraws the offer after their tender is accepted, their EMD will be forfeited.

25.2If the successful Bidder(s) fails to remit the SD within 15 days from the date of LOA, the EMD remitted by him will be forfeited and their Tender will be held void. Federation will have the right to divert the order to other bidders.

25.3VIOLATION IN TERMS AND CONDITIONS: For any other violations in the terms and conditions, besides banning the business dealings with Government, recovery of additional cost plus 100% forfeiture of Security Deposit amount shall be imposed.

25.4If the successful tenderer fails to execute the above said nature of work, the following penalty will be imposed and the penalty amount will be recovered from the monthly claim bill.

Clause no.	Description	Penalty Amount
25.5.	Shortage of Technician/ Supervisor supply	Rs.2000/ person/ shift
25.6.	Unhygienic maintenance of the machine	Rs.1000/ machine
25.7.	Any abnormal leak found during the machine operation	As per the serious of incidence
25.8.	Lagging in registers and maintenance report submission	Rs.2000 per shift
25.9.	Shortage of consumables for machine operation	Rs.2000 per occasion

25.10.	Lagging in preventive or breakdown maintenance	Rs.3000 per occasion
25.11.	Film loss over and above 0.5% to 1.0%	Double the cost of film value
25.12.	Milk spillage and milk sachet spillages	Rs.50 per litre
25.13.	Presence of foreign particles in the sachet milk	Rs.4000 per occasion
25.14.	Any stoppage of machine for more than 24 hours due to breakdown	Rs.3000 per occasion
25.15.	Any violation of scope of work as prescribed	Rs.1500 per activity
25.16.	In case of any short supply of consumables, spares are observed, the same will be purchased by TCMPF and double the cost will be recovered from the contractor bill	Double the cost
25.17.	The contract workers should be present at the work spots during working hours. Failing which, will be recovered from the bill of the successful tenderer as penalty	Two times of minimum wages per person
25.18.	Penalty will be imposed towards the poor performance of the work / cleaning activities	Rs.1000 per occasion
25.19.	Use of panparag, smoking, betel chewing, spitting, littering or any other kind of intoxicants by the workers inside the dairy is prohibited. If any above found on the lawns, rest rooms, canteen or inside the dairy, penalty will be imposed and deducted from contractor bill	Rs.2500 per occasion

25.20.	The usage of cell phones is prohibited inside the dairy campus. If any found, penalty will be imposed and recovered from contractor bill	Rs.2500 per occasion
25.21.	The tokens issued to workers of the successful tenderer before commencement of work should be returned to the security personnel at the gate after completion of the work. For non return of tokens or loss of tokens will be deducted from the bill of the successful tenderer	Rs.100 per token
25.22.	Any damage caused inside the dairy campus, penalty will be imposed	Double the value of damage
25.23.	Proportionate rate cut will be imposed for the late arrival of employees or late commencement of work	Double the value of loss occurred
25.24.	No workers are permitted to bath inside the premises or take food other than the specified places. Penalty will be imposed	Rs.100 per occasion
25.25.	The double duty provided to the employees should be avoided. Otherwise penalty will be imposed	2 times the salary of respective contract labour
25.26.	Delay in starting of production in the morning time, lunch time and during shift change overs.	Rs.5000 per occasion
25.27.	Penalty will be imposed for delay in production	As per the actual seriousness of the issue

25.28. 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.

25.29.If the successful tenderer defaults to execute agreement or to pay security deposit or to either in part or full shall be debarred from participating in the subsequent any tender for a period of 3 years.

25.30.Penalty of 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 or inside the dairy. Such worker should be immediately stopped from working.

25.31.M/s.TCMPF Ltd will not be liable for any nature of operation and maintenance of packing machines during the contract period with the successful tenderer.

26 LIQUIDATED DAMAGES

26.1 If the bidder / Contractor fails in his due performance of the contract within the time fixed in the schedule accompanying the order or extension of time granted:-

26.1.1 Liquidated damages will be levied at Rs.100/- per day for the number of days that the supply / work has been delayed.

27 RIGHTS OF THE FEDERATION:

27.1 Time being the essence of contract no variation shall be permitted in the delivery time as prescribed in the delivery schedule. If the bidder fails to supply and execute the work in full or part of the order as per the delivery schedule, the Federation shall reserve the right to cancel the order besides forfeiture of EMD/Security Deposit.

27.2 Notwithstanding anything contained in the tender schedule, no obligation rests on the Federation to accept the lowest tender and the Federation shall also have the right to accept or reject any or all the tenders fully or partly without assigning any reasons.

27.3 For violation of any of the terms and conditions of the contract, the Federation reserves the right to terminate the contract, with or without notice as applicable.

27.4 On termination of contract, the Security Deposit is liable to be forfeited and any of the resultant loss beyond Security Deposit will be recovered from the contractor by legal means apart from forfeiture of any amount due to the contractor.

27.5 If the bidder defaulted in any of the previous tenders to execute agreement or to pay Security Deposit or to Work ordered quantity either in part or full will not be eligible from participating in this tender.

27.6 If the successful bidder either in Federation defaulted to execute agreement or to pay Security Deposit or to Work ordered either in part or full shall be debarred from participating in the subsequent tenders for a period of 3 years.

28 FORCE MAJEURE

28.1 Failure or delay in the part of bidder for supply due to force majeure causes enumerated here under shall be considered, provided the supplier produces documentary evidence.

- a. Any cause which is beyond the reasonable control of the bidder.
- b. Natural phenomena, such as floods, drought, earthquakes and epidemics.
- c. Act of any Govt. Authority, domestic or foreign, such as wars declared or undeclared quarantines, embargoes licensing control on production or distribution restrictions.
- d. Accident and disruptions such as fire, explosion, increase in power cut with respect to date of tender opening etc.,
- e. Strikes, slow down and lockouts.

28.2 The cause of force majeure condition will be taken into consideration only if the supplier notifies within 30 days from the occurrence of such eventualities. The purchaser shall verify the facts and grant such extension as the facts justify. For extension due to force majeure conditions, the supplier shall submit his representation with documentary evidence for scrutiny by the purchaser and decision of the purchaser shall be binding on the time.

29 DISPUTES AND ARBITRATION:

In case of disputes arising out of this tender, an arbitrator as mutually acceptable to the bidder and Federation will be appointed by the Managing Director, TCMPPF Ltd. The arbitrator's decision shall be final, conclusive and binding on both the parties.

30 LEGAL JURISDICTION

In case if either party to the tender is aggrieved by the award of the arbitrator so appointed as per clause 29.0 or otherwise, they can appeal to Court of Deputy Registrar (Dairying), Thiruvallur. The legal jurisdiction will be only Deputy Registrar (Dairying), Thiruvallur.

31 INSPECTION

The Federation officials may inspect the contract work at any time during the contract period. The Contractor has to assist the officials in report generation.

32 AMBIGUITIES IN CONDITIONS OF TENDERS

In the case of ambiguous or contradictory terms / conditions mentioned in the bid, interpretation as may be advantageous to the purchaser will be taken without any reference to the Bidder.

ANNEXURE-I**PROFILE OF THE BIDDING ORGANISATION**

The Bidder shall furnish the following details without fail:

Name of the Organization	
Nature of the Organization: PSU/Public Ltd/Private Ltd	
Year of Incorporation (Furnish copy of Certificate of incorporation)	
Address of the Registered Office:	
Contact Person Name	
Contact Person Mobile	
E-Mail Address	
GST Registration Number (Furnish copy of GST Certificate)	
PAN Number (Furnish copy of PAN Card)	

Note: The Bidder must upload documentary proof for the above details without fail. I/we hereby declare that the details furnished above are true and correct to the best of my knowledge. In case any of the above information is found to be false or untrue or misleading or misrepresenting, I/we am/are aware that I/we may be held liable for it.

Signature of the Bidder with office seal

Place:

Date:

ANNEXURE-II**FINANCIAL CAPABILITY**

The Average Annual Sales / Revenue Turnover of M/s.....
 (Name of Firm) address.....
 for the past three years are given
 below and certified that the statement is true and correct:-

S. No.	Financial Years	Sales / Revenue Turnover in Lakhs (Rs)
1	2021-22	
2	2022-23	
3	2023-24	
	Total	

Average annual Sales/Revenue turnover-Rs._____Lakhs

Note:-The Bidder must upload either the Annual Turn Over Certificate for above 3 years certified by Chartered Accountant or Annual statement of Accounts (i.e.) Profit & Loss Accounts and Balance Sheet for the above 3 years certified by Chartered Accountant in support of Annual Turn Over without fail.

Signature of the Bidder with office seal

Place:

Date:

ANNEXURE-III**DECLARATION FORM**

(To be signed with company seal on letter head and uploaded in the Technical Bid)

To

THE DEPUTY GENERAL MANAGER(P),
TAMILNADU CO-OPERATIVE MILK PRODUCERS FEDERATION LTD
NO.: 29 & 30, INDUSTRIAL ESTATE,
AMBATTUR,
CHENNAI – 600 098.

Sir,

Sub: Acceptance of Terms & Conditions of Tender.

Tender Ref. No.:1369/DGM(P)/AD/Z5/2024

Name of Tender: Contract work for operation and maintenance of the Sachet Filling Machines at Ambattur Dairy for a period two years

We, the undersigned, declare that:

- 1) I / We hereby certify that I / we have read the entire terms and conditions of the tender documents including all documents like detailed technical specification, annexure(s), etc ,
- 2) I/we agree to abide by all the detailed specifications, terms and conditions stipulated by the Federation which I/we have read and understood.
- 3) I/we certify that I/we have fully read and understood the instruction to bidders for online bid submission given by Federation, and any lapse to properly submit the bids result in rejection of the bid submitted.
- 4) I/we certify that the tender is offered without any alteration / addition /omission.
- 5) The corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this declaration form.
- 6) I/ we certify that all the conditions of the tender are accepted.

- 7) I/we agree that the Federation is not responsible for any data corruption that might arise during the transmission / uploading of data in the website or due to disruption in communication error in my / our tender.
- 8) I/we agree that the Federation has right to change schedule of opening or any technical corrective action to resolve any error that might arise during the opening of the e- tender by Federation.
- 9) I/we certify that I/we are responsible for the uploading of correct copies of scanned documents as per the e-tender procedure of Federation.
- 10) I /we understand that any error in doing so my /our tender may be summarily rejected by Federation.
- 11) I/We hereby agree to hold the tender offer valid for acceptance for a period of 180 days from the date of opening of Part – I – Technical bid.
- 12) In the event of failure on my / our part to comply with all the requirements mentioned in this tender document I / we unconditionally agree that the department is at its liberty to reject my/our tender including the forfeiture of the full said earnest money deposit absolutely.

Signature of the Bidder with office seal

Place:
Date:

ANNEXURE-IV

CERTIFICATE OF CONFORMITY

Certified that the offer is in total conformity with tender terms and specification without any deviation, whatsoever.

SIGNATURE OF THE BIDDER :

FULL NAME :

DESIGNATION :

SEAL OF COMPANY:

ANNEXURE – V

BIDDER'S EXPERIENCE DETAILS

Details of purchase orders successfully executed in last five years/ performance certificates of last five years may please be summarized chronologically in the given format and copies of the same may be scanned and uploaded.

S. No	Name and address of the Purchaser	Name of the Works/Item	Work Order No. & Date	Qty.	Value of order in Rs. Lakhs	Performance Certificate obtained on
1.						
2.						
3.						
4.						

Signature of the Bidder with office seal

Place:

Date:

ANNEXURE - VI

**INFORMATION REGARDING CURRENT LITIGATION / DEBARRING / EXPELLING OF
APPLICANT OR ABANDONMENT OF WORK BY THE APPLICANT**

1. (a) Is the Applicant currently involved in any Arbitration / litigation relating to any contract works.	Yes/No
(b) If Yes, Details thereon	
2. (a) Has the Applicant or any of it's constituent partners been Debarred/Expelled by any agency during the last Three years.	Yes/No
(b) If yes, Details thereon	
3. (a) Has the Applicant or any of it's constituent Partners failed to complete, any contract work during the past Three years.	Yes/No
(b) If yes, give details thereon	

Signature of Bidder with seal

Note: If any information in this Annexure is found to be incorrect or concealed, the Qualification Application will be summarily rejected & price tender will not be opened.

ANNEXURE – VII FINANCIAL BID

I/We have gone through and understood all the terms and conditions of the tender and will abide by all the condition laid down for the supply of tendered

Validate

Print

Help

items / works as per the detailed scope of works, terms and conditions laid down in the tender document.

Tender Inviting Authority: The Joint Managing Director, TCMPF Ltd.

Name of Work: Contract work for operation and Maintenance of Sachet Filling Machines at Ambattur Dairy for a period of 24 months for the year 2024-2026.

Contract No: 1369/DGM(P)/AD/Z5/2024

Name of the Bidder/Bidding Firm / Company :

PRICE SCHEDULE

(This BOQ template must not be modified /replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUM #	TEXT #	NUMBER #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	RATE per 100litre In INR to be entered by the bidder Rs. P	GST @ 18%	Total amount with tax	Total amount in words
1	Operation and maintenance of Sachet Filling Machine				INR Zero Only
	Total in Rs.				

1)The rate quoted in the Financial Bid (BOQ - Excel online) shall remain constant during the period of contract or till extended period if any and no other additional charges on any account will be claimed. The above rate is inclusive of all viz. operation and maintenance cost, material cost and Taxes.

2) The total packing quantity of 4,30,000 lts and variant wise quantity mentioned above is the present packing quantity. It shall vary depend upon the market status and TCMPF Ltd decision. The price fixed for packing 100 Litres will not be changed in case of variation in the quantity of packing. The milk quantity in the sachet shall vary of plus or minus 50 ml per sachet and the price will not be changed for the respective variant.

3) All the rates should be only in terms of Indian Rupees.

4) After the financial bid opening, the L1 bidder shall furnish complete break up details for the as per bill of materials mentioned in the Technical Specification in a separate sheet for Price, GST/IGST, with the percentage.

CHECK LIST**BIDDER TO FILL IN THE CHECK LIST AND UPLOAD IN THE ONLINE PORTAL
WHILE SUBMITTING THE TENDER (State YES / NO for each item)**

Kindly ensure compliance of the under-mentioned requirements, as per Tender Terms and Conditions.

S. No.	Description	Bidders Response
I.	TECHNICAL BID	
1.	Whether details of E-Remittance towards EMD Amount is uploaded as per tender clause 5.1.	Yes/No
2.	Whether documentary evidence for experience and proof for performance certificate as per tender clause 5.6 & 5.7 are uploaded.	Yes/No
3.	Whether PAN/GSTN photocopy, EPF&ESI registration copy, copy of company registration as per tender clause 5.2, 5.3, 5.4 & 5.5 are Uploaded.	Yes/No
4.	Whether the tender documents are Digitally signed and uploaded	Yes/No
5.	Whether the tender documents and following Supporting Documents, including the Annexures / Amendments are uploaded duly signed and sealed in each and every page	Yes/No
	a).Profile of the Bidding Organization as per Annexure-I.	Yes/No
	b).Financial Capability as per Annexure-II	Yes/No
	c).Declaration Form as per Annexure-III	Yes/No
	d).Certificate of Conformity as per Annexure-IV	Yes/No
	e).Bidder's Experience Details as per Annexure-V	Yes/No
	f).Details of Abandonment of work Litigation / debarring done as per Annexure - VI	Yes/No
	g).Any other documents wherever insisted in the tender document.	Yes/No
II.	FINANCIAL BID	
1.	Whether the Financial Bid - BOQ (Excel Format) is filled and uploaded	Yes/No

Note: Please ensure that all the relevant boxes are marked YES / NO against each column.

Important Note: Bidders must ensure to upload all the required documents indicated in the Tender document without fail in the Online Portal. Bids uploaded without supporting documents (See Clause No 5 Pre-Qualification Criteria) in respect of the various requirements mentioned in the tender document are liable to be rejected at the initial stage itself.

33. INSTRUCTION TO BIDDERS FOR SUBMISSION OF ONLINE BIDS IN E-TENDER

The bidders are required to submit scanned copies of their bids electronically on the <https://tntenders.gov.in>, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the portal, prepare their bids in accordance with the requirements and submitting their bids online. More information useful for submitting online bids on the portal may be obtained at <https://tntenders.gov.in>.

REGISTRATION:-

- 1) Bidders are requested to enroll on the e-procurement module of the Tamil Nadu Tenders procurement portal <https://tntenders.gov.in> by clicking on the link “on line bidder Enrollment” which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the portal.
- 4) Upon enrolment, the bidders will be required to register their valid (DSC) Digital Signature Certificate (Class II or Class III certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g.Sify/nCode/eMudhra etc), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder may then log in to the site through the secured log-in by entering their user ID/password and the password of the DSC/e-Token.

34. SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search operations built in the <https://tntenders.gov.in> to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organisation Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other key words etc to search for a tender published on the CPP portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents/tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable to intimate the bidders through SMS/e-mail in case there is any corrigendum issued to the tender documents.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender in case they want to obtain any clarification/help from the Help desk.

35. PREPARATION OF BIDS:

- 1) Bidder should take in to account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which bids documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should keep ready the bid documents to be submitted as indicated in the tender document /schedule and generally they can be in PDF/XLS/RAR/DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as part of every bid, a provision of uploading such standard documents (e.g PAN card copy, annual reports, auditor certificates etc) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

36. SUBMISSION OF BIDS:

- 1) Bidder should log in to the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be solely responsible for any delay due to other issues.
- 2) The Bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “online” to pay the tender rental/EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document.
- 5) Bidder is requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the Financial Bids a standard BOQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BOQ file, open it and complete the coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing filename. If the BOQ file is found to be modified by the bidder, the bid will be rejected.

- 6) The server time (which is displayed on the bidder's dashboard) will be considered as a standard time for referencing the deadline for submission of the bids by the bidders, opening of bids etc. The bidder should follow this during bid submission.
- 7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- 8) Upon the successful and timely submission of bids (ie after Clicking "Freeze Bid Submission" in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) The bid summary has to be printed and kept as an acknowledgement for the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

37. ASSISTANCE TO BIDDERS:

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for Tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to <https://tntenders.gov.in> in general may be directed to the 24x7 Help desk of the portal.

38. SYSTEM REQUIREMENT:

- i) Operating System - Windows XP-SP3 &above
- ii) Firefox/Internet browser - IE7 and above
- iii) Signing type digital signature
- iv) JRE 7 update 79 (Preferred file- Windows X-86 Offline) and above to be Downloaded and installed in the system.

To enable ALL active X controls and disable 'use pop up blocker' under Tools → Internet Options → custom level.

NOTE: The above instructions are time to time change by the NIC. Hence, all the Bidders must periodically browse the website <https://tntenders.gov.in> and follow the procedure and being updated.

39. GENERAL TERMS AND CONDITIONS:

39.1. The TWO PART TENDER for the Operation and Maintenance of Sachet Filling Machines for two years in Ambattur Dairy, TCMPF Ltd on Contract Basis for the Year 2024-2025 and 2025-26 consist of:

- i) PART-I TECHNICAL BID, wherein, the pre-qualification, based on various factors Such as (1) Having minimum one year experience in operation and Maintenance of Milk packing Sachet Filling Machines in minimum 50,000 lts/ kgs per day handled in reputed Dairy. (2) Qualified Technician (Specified ITI or Diploma). (3) Financial turn over for the last three financial year (2021-2022, 2022-2023 and 2023-2024) 4) PAN, E.P.F, E.S.I. & G.S.T Registration Certificates, (5) Remittance of **Rs 1,00,000/-** as EMD amount will be evaluated, considered and decided prior to opening and consideration of commercial Bid under PART-II of the tender Terms and conditions pertaining to the nature of work, which is enclosed with this Tender should be followed.
- ii) The above finally selected tenderer shall execute an agreement on Non-Judicial Stamp Paper for the value of Rs.100/- due and faithful performance of the contract at the tendered rates which shall be valid for 24 months from the date of issue of Order/execution of agreement.

- iii) The tenderer should provide one Technician per machine per shift (minimum ITI qualified) and one manpower for each machine operation with sufficient additional manpower for the operation and maintenance of pouch packing machine. Additional Technical persons should to be provided for increase of machines in future.
- iv) The tenderer should provide uniform, ID card and must wear head cap with mouth piece. Incase default occurs penalty will be imposed.
- v) 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.
- vi) The Successful tenderer should compulsorily maintain a wage register showing that the collector wages are paid. The wage register should be produced as and when demanded for verification.
- vii) 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 up to 6 months from the date of expiry of the contract in case of delay in finalization of new tender.
- viii) The successful tenderer should not engage persons below 18 years and above 50 years of age to do this work. If the successful tenderer engaged the persons below 18 years, the contract will be terminated.
- ix) It is the liability of the successful tenderer to pay statutory dues such as GST, EPF, ESI, etc., as per the rules in force. If any non-payment of statutory dues found in the previous work done by the successful tenderer, the contract will be terminated.
- x) The reputation of the federation should not be tarnished.
- xi) The contractor should inform the old employees of leaving the job and the appointment of the new employees.
- xii) 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/her workers and the successful tenderer should make good any such losses or damages as ascertained by the Federation and such losses are liable for deduction from his/her bills deposits etc.
- xiii) The Successful tenderer should execute the work as per requirement in the tender documents. If 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 recovering damages for the loss caused to the Federation by such lapses.

39.2. Instructions for Machine Preparatory works:

The tenderer should instruct the shift operators to carry out the following preparatory works daily before starting the packing machines.,

- i. Cleaning of all film feeding rollers and forming plate, horizontal and vertical sealing jaws, electrodes, etc.
- ii. Applying heater and blower to the control panel boards to avoid short circuit due to moisture.
- iii. Lubrication of moving parts in the packing machines, conveyor bearings, etc.
- iv. The inner and outer portions of the machines, trays and conveyors should be cleaned in each shift.
- v. Replacement of Teflon barrier tape and cloths, 5mm rubber and other components if needed.
- vi. Replacement of filter bag for each head injection tube after manual cleaning and whenever necessary to avoid weight variations and foreign particles in the milk. The providing of new filter bags are in the scope of tenderer.
- vii. Cleaning of all machines TTO printer head and caption rollers and ensure the date coding is legible.
- viii. Checking of horizontal and vertical seal cooling water flow and water leakages.
- ix. All the moving parts of the machine are to be lubricated with grease /oil as per the requirement.
- x. Chill water for sealing jaws pipe line, PU hose, nipples, etc are to be checked for cooling of the machine. If any damages noticed, immediately the same shall be replaced.
- xi. Cleaning of SS platforms and ladders provided for the machines.
- xii. Horizontal jaw electrodes to be cleaned before the start of production in A shift and the backup rubber pad to be changed by new one or twisted to other side which is not used. The rubber pads should be replaced on alternate days to avoid leak in production.
- xiii. Daily maintenance work register should be maintained and submitted to the prepack section in charge.
- xiv. The necessary welding works for machines, trays and conveyor should be carryout by the contractor. The spares will be supplied by Federation.

39.3. Instructions for Machine operation

The tenderer should carry out the following check during operations.

- i. Horizontal and vertical sealing of the sachets.
- ii. Weight of the sachets.
- iii. Proper Date code printing in the sachets.
- iv. Drop testing of the sachets should be carried out once in an hour.

- v. The Teflon barrier tape should be replaced before the burning to avoid leakage.
- vi. Should follow the splicing of ploy film roll
- vii. The Tenderer should ensure that the machines are operated continuously without break so as to achieve maximum production minimum leakage and drain of milk. The return and cut open sachets milk should be minimum.
- viii. During packing of operations the machines should be operated with 'UV' lamp working Condition and it should be switched off during cleaning period.
- ix. The machine should be operated by closing the front, rear and side doors.

39.4. Minimum Tools in hand by the Technicians.

1. Tester.
2. Screw driver kit
3. Cutting plier
4. Double end spanner set
5. Ring spanner set
6. Screw wrench
7. Multimeter
8. Tong tester
9. Hand knife
10. Test lamp
11. Oil can
12. Grease gun
13. Sprit bottle for cleaning
14. Banian Waste cloth

39.5. Minimum consumables and spares to be maintained daily

- | | |
|-------------------------|--------|
| 1. Teflon barrier tape | 20 nos |
| 2. Back up rubber | 20 nos |
| 3. Horizontal electrode | 20 nos |
| 4. Vertical electrode | 20 nos |

5. Teflon barrier cloth vertical	10 nos
6. Teflon barrier cloth Horizontal	10 nos
7. UV Lamp	5 nos
8. Sealing cable	5 set
9. Nip roller	10 nos
10. Film feed roller	10 nos
11. Electrode holder Vertical	5 nos
12. Electrode holder Horizontal	5 nos
13. Switch all types	5 set
14. Contactor all types	1 set
15. Sealing transformer vertical	1 no
16. Sealing Transformer horizontal	1 no
17. Complete O rings set	5 set
18. Spider arm spring	5 nos
19. Spider arm	5 nos
20. Horizontal Jaw spring	10 nos

39.6.Do 's

1. Always operate the sachet packing machine with front doors closed.
2. Switch OFF the mains before cleaning the jaws
3. Clean the Horizontal and vertical jaw surfaces once in an hour.
4. Do close all the openings in the balance tank with filter cloth.

39.7.Don'ts

1. Do not operate the machine with front doors open and balance tank open.
2. Do not put your hands in the jaw with mains ON
3. Do not splash water over the machine front panel.
4. Do not clean the jaw surfaces while the machine is in operation.

UNDERTAKING**NAME AND ADDRESS OF THE TENDERER / COMPANY TAKING PART IN THE TENDER**

- 1) I/We M/s _____ do hereby undertake to provide the best for Operation and Maintenance of Sachet machines on Contract basis to the **Ambattur Dairy, Chennai -98** for the period of two years 2024-2026 as per the prescribed norms of Tender conditions, in the event of being successful in the present tender proceedings.
- 2) I/We, undertake to provide Thirty (30) Technical (minimum ITI qualification awarded by Central/state Government approved institutions) persons for machine operation and Two (02) Technical (minimum ITI qualification awarded by Central/state Government approved institutions) persons for machine maintenance with sufficient additional manpower as assured and 3 Skilled supervisors (one supervisor for one shift), whose ESI and EPF subscription shall be remitted by me / us, for the period to be employed in Ambattur Dairy, TCMPF Ltd, Chennai -98.
- 3) We are also aware that, in the event of failure (on the part of the successful bidder) to comply with the said prescribed norms, suitable to nullify the Tender Acceptance Order/Contract will be initiated, by the Ambattur Dairy, TCMPF Ltd, Chennai -98.

SIGNATURE OF THE TENDERER**WITNESSES:**

- 1.
- 2.