

**AAVIN**

**THE TAMILNADU CO-OPERATIVE MILK PRODUCERS’  
FEDERATION LIMITED:  
SHOLINGANALLUR DAIRY: CHENNAI 600 119.**

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**PART – I  
TECHNICAL – BID**

**NAME OF WORK : 52 Nos. of Unskilled labourers and one supervisor for the usage of washing of empty milk tubs and utilization in various sections at Sholinganallur dairy**

**TENDER PERIOD : 2024-2026**

**TENDER VALIDITY : 24 MONTHS**

**TENDER VALUE : 2.55 Crores**

TENDER DOCUMENT SUBMITTED BY

M/S. ....

.....

## INDEX

Sl.No	Description	Page No.
1	Part- I Technical Bid	3-4
2	Check List	5
3	Instruction to the tenderer	6-7
4	Tender details	8
5	Particulars of the tenderer	9
6	Pre qualification of the tenderer	10-11
7	General Terms and Conditions	12-24
8	Scope of work	25-32
9	Penalty	33-35
10	Letter of tender	37-37
11	Statement and Declarations	38-40
12	Schedule	41
13	Commercial Bid qualification	42
14	Part – II Commercial bid	43

PART-I TECHNICAL BID

TWO PART TENDER APPLICATION

1.

From

To

M/s.

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

Madam,

Sub: Two part tender for contract work for 52 Nos. of unskilled labourers and one supervisor for the usage of Washing of empty milk tubs and utilization in various section at Sholinganallur dairy for 24(Twenty four) months for the year 2024-2026 - 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.

Enclosures:

1. Evidence of authority to sign
2. Part I pre-qualification – Technical bid
3. Part-II Commercial bid with price quotation.

SIGNATURE OF THE TENDERER(S)

**CHECK LIST:**

Kindly ensure compliance of the under mentioned 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.12.

1. Whether the EMD amount of Rs.1,00,000/- (Rs. One lakh only) by means of Online payment remitted	Yes/No
2. Whether the Photostat copy of experience certificate for 1 year as on the date of opening of Technical bid in for providing for unskilled labourers on contract basis to any Govt. organization or Co- operative Institution or any reputed organization enclosed?	Yes/No
3. Whether the Photostat copy of an average annual financial turnover of minimum 30% of the estimate value in the last 3 years (Financial year i.e 2020-21, 2021-2022, 2022-23) the average annual turnover statement duly certified by the Chartered accountant with proper authentication evidence.	Yes / No
4. Whether the photostat copy of documentary evidence for having provided not less than 50 Nos. of labourers in a single organization of contract basis to any Govt. organization, Co-operative institution or any organization with in the period of 3 years as on the date of submitting the tender.	Yes / No
5. Whether 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 50 persons.	Yes/No
6. Whether the Photostat copies of the following certificates enclosed? If so, the details: a) E.P.F registration No..... b) E.S.I registration No..... c) PAN Account No..... d) GST registration No .....	Yes/No
7. 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/Union/Govt/ Private Institute	Yes/No.
8. Whether the price schedule of the Commercial Bid Part-II tender duly filled up in figures and words?	Yes/No
9. 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

SIGNATURE OF THE TENDERER

## **1.0 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.
- 1.01. The tenderer is requested to read all the terms and conditions of the two-part tender carefully before start filling up.
  - 1.02. The tenderer is requested to inspect the work site at Sholinganallur Dairy during the working hours on any working day before submitting their tender offer, so as to have firsthand knowledge of the work.
  - 1.03. 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 they are advised to retain the duplicate set of document for their reference / records.
  - 1.04. The Part-1 pre-qualification cum technical bid consisting of page Nos. **1 to 26** and the part-II Commercial bid consisting of page Nos. **27 to 28** should be submitted. The tender documents duly filled can only be submitted by e-tendering through the e-procurement website "<https://tntenders.gov.in>" for the "Tender for the contract work for 52 Nos. of Unskilled labourer and one supervisor for the usage of washing of empty milk tubs and utilization in various sections daily for 3 shifts at Sholinganallur Dairy". The work is for 24 (Twenty four) months for the period from the date of execution of the agreement by the tenderer and that period of 24 months is extendable upto 6 months from the date of expiry of the contract at the same rate and the same terms and conditions. The tenderer may download the tender forms through designated website <https://tntenders.gov.in>
  - 1.05. The tenderer is requested to kindly go through the check-list in **Page No. 5** ensure compliance of the documents attested by the Notary Public.
  - 1.06. The tenderer is specifically informed that all the pages in both Part I-Technical Bid and Part II- Commercial Bid should be signed at the bottom of each page without any omission by the tenderer / his authorized signatory with name and seal of the Firm as token of acceptance of the tender.

SIGNATURE OF THE TENDERER

- 1.07. 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 of the tender offer.
- 1.08. 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 Tamil Nadu Co-operative Milk Producers' Federation Limited shall not be taken as an excuse for delayed submission of tender or non submission of tender.
- 1.09. All the tenderers must periodically browse the above websites for any amendment or corrigendum issued in connection with this Tender. The Tamil Nadu 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 provisions of this tender document including the changes announced through the websites

SIGNATURE OF THE TENDERER

## 2. **TENDER DETAILS**

This Two part tender form contains the schedules as indicated.

1.	Name and address of Tender inviting Authority	:	The Joint Managing Director, Tamilnadu Co-operative Milk Producers' Federation Ltd., Plot No. 29 & 30, SIDCO Industrial Estate, Ambattur, Chennai – 600 098.
2.	Name and address of the User	:	The Deputy General Manager (Dg) T.C.M.P.F. Limited, Rajiv Gandhi Salai, Sholingnallur Dairy, Chennai – 600 119.
3.	Name of the work	:	52 Nos. of unskilled labourers and one supervisor for the usage of washing of empty milk tubs and utilization in various sections daily for 3 shifts at Sholingnallur Dairy for 24(Twenty four) months for the year 2024-2026
4.	Method of Tender	:	e-Tender System (Online Technical Bid and Financial Bid) through e-Procurement Portal <a href="https://tntenders.gov.in">https://tntenders.gov.in</a>
5.	Tender Reference Number	:	Ref No:225/E2/SNR/2024
6.	Tender Estimate Value	:	Rs.2.55 Crores
7.	Earnest Money Deposit (EMD)	:	Rs.1,00,000/-
8.	Website for e-submission of tender	:	<a href="https://tntenders.gov.in">https://tntenders.gov.in</a>
9.	Cost of Tender Document	:	Tender documents can be downloaded at free of cost from the website <a href="https://tntenders.gov.in">https://tntenders.gov.in</a>
10.	Date of Pre-Bid meeting	:	13.03.2024 Time : 11.30 AM
11.	Last date and time for submission of the two part tender – both technical and commercial bids through online	:	21.03.2024 Time : 03.00 PM
12.	Date and time of opening of part I Technical Bid Document.	:	22.03.2024 Time : 03.00 PM
13.	Date and time of opening of part II Commercial Bid	:	Commercial Bid will be normally opened within <b>90</b> 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.
14.	Place of Pre- Bid meeting & Part I Technical Bid and Part II Financial Bid opening	:	The Joint Managing Director, Tamilnadu Co-operative Milk Producers' Federation Ltd., Plot No. 29 & 30, SIDCO Industrial Estate, Ambattur, Chennai – 600 098.

***SIGNATURE OF TENDERER***



### 3. PARTICULARS OF THE TENDERER

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

SIGNATURE OF THE TENDERER

#### **4. PRE-QUALIFICATION:**

The Part – I Pre-qualification cum technical bid contain the under mentioned aspects pertaining to the prospective contractor 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.

- 4.01. The tenderer should furnish an earnest money deposit amount of **Rs.1,00,000/- (Rupees One lakh only)** by Online payment only. No other form of remittance shall be accepted.
- 4.02. The tenderer should have a minimum of 1 year previous experience as on the date of opening of Technical bid of having provided unskilled labour on contract basis to any Govt. organization, Co-operative organization or any organization. The Federation reserves the right to inspect any organization where the tenderer provided labourers on contract basis. The copies of work order or any other authentic document to show that the tenderer has such experience should be enclosed as evidence.
- 4.03. The tenderer should have an average annual financial turnover of minimum 30% of the estimate value in the last 3 years (Financial year i.e 2020-2021, 2021-2022, 2022-2023) the average annual turnover statement duly certified by the Chartered accountant with proper authentication evidence.
- 4.04. The tenderer should furnish Photostat copy of documentary evidence for having provided not less than 50 Nos. of labourers in a single organization of contract basis to any Government organization or Co-operative Institutions or any reputed organization within the period of 3 years as on the date of submitting the tender.
- 4.05. The tenderer should furnish a Photostat copy of work order or attendance register or wage register or Employees Provident Fund challans or Employees State Insurance challans or any other document containing a minimum manpower of 50 persons.
- 4.06. The tenderer should furnish Photostat copy of Employees Provident Fund registration certificates.
- 4.07. The tenderer should furnish Photostat copy of Employees State Insurance certificates.

SIGNATURE OF THE TENDERER

- 4.08. The tenderer should furnish Photostat copy of Permanent Account No. card.
- 4.09. The tenderer should furnish Photostat copy of have GST registration certificate.
- 4.10. **The tenderer should furnish the self declaration form for 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/ Unions/Govt. / Private Institution.**
- 4.11. The tenderer should produce all the above mentioned documents in original for verification when called for.
- 4.12. 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 previously during the last 3 years.

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

SIGNATURE OF THE TENDERER

## 5.0 GENERAL TERMS AND CONDITIONS

TWO PART TENDER for the contract work for 52 Nos. of unskilled labourers and one supervisor for the usage of washing of milk tubs and utilization in various sections daily for 3 shifts at Sholinganallur Dairy for 24 (Twenty four) months period from the date of execution of agreement by the tenderer.

- 5.01. The tenderer should furnish an earnest money deposit amount of **Rs.1,00,000/- (Rupees One lakh only)** by Online payment only. No other form of remittance shall be accepted.
- 5.02. Online payment gateway has been enabled for Tamilnadu Cooperative Milk Producers' Federation Limited, Chennai 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>. The EMD will not carry any interest.
- 5.03. Tenderer has to select the payment option as "pay online" to pay the EMD amount. Only after payment of EMD, tenderer 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. TCMPF will not be responsible for any sort of difficulty faced/failure in submission of bids online by the tenderers. Any other mode of payment of EMD shall not be accepted.
- 5.04. If the day of pre bid meeting or the tender opening day is declared as holiday, the meeting the tender shall be received and opened on the next working day at the same time and place.
- 5.05. 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.
- 5.06. PART I Technical bid, specifies the pre qualification based on various factors such 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

- 5.07. 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.
- 5.08. 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.
- 5.09. 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.
- 5.10. The tenderer should hold the tender offer valid for acceptance for a period of 180 days from the date of opening of Part I Technical Bid.
- 5.11. The Tender forms are not transferable or assignable.
- 5.12. 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 Federation and corresponding EPF, ESI and GST.
- 5.13. 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.
- 5.14. No tenderer shall be allowed to withdraw the tenders after submitting the tender.
- 5.15. 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.
- 5.16. 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.

- 5.17. In case the tenderer engaged workers from other states, it is the liability of the contractor to obtain necessary migration certificate from the authorities of the state concerned as per rules in force and a copy of it should be provided to this office.
- 5.18. No revision of any tax will be entertained at any cost during the contract period and on extension period except the revision of collector wages on implementation in Federation and corresponding EPF, ESI and GST as in Tender clause 5.12.
- 5.19. The successful tenderer should ensure that his workers abide the instructions given by the officials or shift officers or AGM(Engg) or DGM(Dg) of this from time to time
- 5.20. The Tentative Requirement of manpower of various categories and the tentative number of candidates in each category are given below

Sl. No.	Details of work	A 6-14 hrs	B 14 hr-22hr	C 22 hr-6 hr	Total
1	Tub washing	15	5	8	28
2	Butter & SMP	2	2	2	6
3	PLC	1	1	1	3
4	Lab	1	1	2	4
5	Pre pac Maintenance	1	1	1	3
6	Tub washing	1	1	1	3
7	Hydro flow	1	1	2	4
8	General Store	General Shift			1
9	Supervisor	General Shift			1
	Total				53

Note: The above deployment of worker may be changed depending upon the dairy activities.

- 5.21. The above SFA cadre vacant post filled by the Federation in Sl. No.2 to 8 any appointment or any transfer after getting JMD's concurrence the contract person will be terminated immediately. Further during the tender period any vacancy arises the contractor should provide additional manpower based on the JMD's approval within the cadre strength of SNR Dairy.
- 5.22. The above sl. No.1 to 3 & 6 under the control of Shift officer sl. No.4 is under the control of AGM(QC) and Sl. No.5, 7, 8 under the control of AGM(Engg) at SNR dairy.

SIGNATURE OF THE TENDERER

- 5.23. The tenderer should quoted the rate in service charges in Column No.7 in one lumpsum in total value. The tenderer quoted the aggregate value least will be taken as L1
- 5.24. The contract workers shall not be relieved from the work spot without arrival of the reliever.
- 5.25. The contractor should furnish the copy of the contract labour licence under contract labour act 1970 section12.
- 5.26. The tenderer providing the labourers should do the any other work assigned by the DGM(Dg), SNR Dairy.

**PAYMENT OF EARNEST MONEY DEPOSIT:**

- 5.27. The tenderer shall pay an Earnest Money Deposit amount of Rs.1,00,000/- (Rs. One lakh only) by Online payment only. No other form of remittance shall be accepted.
- 5.28. The Tender not accompanied with Earnest Money Deposit payment through online. The tender will be similarly rejected.
- 5.29. The Earnest Money Deposit remitted by the tenderer shall be forfeited in full and the offer will be summarily rejected in the following contingencies:-
- a. If the tenderer withdraws his offer or backs out before the expiry of the validity period or after acceptance of the tender.
  - b. If the tenderer revises any of the terms quoted during the validity period.
- 5.30. 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.
- 5.31. There will be no employer- employee relationship between the employees of the successful tenderer and the Federation.
- 5.32. The successful tenderer alone is liable for implementation of all the Labour Laws applicable to his employees.
- 5.33. 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.

- 5.34. 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.
- 5.35. If the Federation has to incur any expenditure in that regard, the same shall be reimbursed by the successful tenderer.
- 5.36. 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.
- 5.37. The employees of the successful tenderer cannot claim any benefits or amenities extended to Federation employees.
- 5.38. 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.
- 5.39. 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.
- 5.40. 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.
- 5.41. The successful tenderer should not engage persons below 18 years and above 50 years of age to do this work. Aadhar card / other govt. record to be submitted for proof. The successful tenderer should supply all the manpower's and the tenderer should supply manpower as per requirement each shortfall of manpower penalty will be imposed double the District Collector wages.

SIGNATURE OF THE TENDERER



- 5.42. 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.
- 5.43. The Successful tenderer should furnish medical fitness certificates from FSSAI Medical Officer 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.
- 5.44. 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.
- 5.45. 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.
- 5.46. The successful tenderer should pay not less than the daily wages prescribed by the District Collector to his workers.
- 5.47. The successful tenderer should compulsorily maintain a wage register in Form No XVII showing that the collector 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

- 5.48. 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.
- 5.49. The successful tenderer shall be responsible for the discipline of the persons engaged by him for the execution of the work in this dairy.
- 5.50. The successful tenderer should provide Uniform (or) Over coat or Apron with cap 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.
- 5.51. 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.
- 5.52. The successful tenderer should remit EPF, ESI and GST amount payable to the concerned Department as per rules in force in respect of his workers.
- 5.53. 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.
- 5.54. The successful tenderer shall indemnify and keep harmless the TCMPF 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.
- 5.55. It shall be incumbent upon the successful tenderer to register himself with the appropriate authorities under the contract labour (Regulation & Abolition) Act 1970.
- 5.56. 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

- 5.57. 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.
- 5.58. No labourer of the Contractor shall be supplied any eatables from the SNR Dairy canteen at subsidized rates applicable to workers/staff of TCMPF Ltd.
- 5.59. 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.
- 5.60. The successful tenderer shall pay the salary to the workers not less than the collector wages declared by the District Collector. The salary must be deposited in the individual workers' bank account only and 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.
- 5.61. The successful tenderer should pay the collector wages for **8 hours** duty per person. No Contract labourers to be allowed beyond the 8 hours duty. Double duty also not entertained.
- 5.62. The successful tenderer should do the work directly and no sub contract is allowed.
- 5.63. The successful tenderer shall bear all the expenses regarding uniforms, preparation of their ID Cards, compensation, wages and allowances such as PF, ESI etc.,
- 5.64. The successful tenderer shall pay the wages to the individual on or before 12<sup>th</sup> of every succeeding month.

SIGNATURE OF THE TENDERER

- 5.65. The successful tenderer shall also quote his rate of profit (Service charges) in addition to the wages paid to the workers as mentioned in column No.7 in Commercial Bid in Rupees.
- 5.66. 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.
- 5.67. The successful tenderer should provide the one supervisor and the supervisor should arrange the manpower shift wise without delay & to avoid late arrival of the workers.
- 5.68. The successful tenderer should aware that, the service charge to be quoted including the tender clause No.6.05. detergents and cleaning. No need to quoted the material cost separately. No claim to be allowed for cleaning materials separately.
- 5.69. The tenderer should quoted the rate in service charges in Column No.7 in one lumpsum in total value. The tenderer quoted the aggregate value least will be taken as L1

#### **SECURITY DEPOSIT**

- 5.70. 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 (Twenty four) months, by means of Demand Draft drawn from any Nationalized / Scheduled Bank drawn in favour of The Deputy General Manager (Dairying), TCMPF Ltd., Chennai- 119 payable at Chennai within 10 days from the date of receipt of work **order without fail on or before the end of the office working hours and also clearness details to be obtained from the Accounts section, SNR Dairy.** Failing which the successful tenderer will not be permitted to execute the work. Further the Federation reserves the right to cancel the work order without any prior intimation.

SIGNATURE OF THE TENDERER

- 5.71. No exemption will be given from payment of Security deposit under any circumstances as per TTTT 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.
- 5.72. 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.
- 5.73. 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.
- 5.74. 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.
- 5.75. No interest shall be paid on the earnest money deposit or security deposit.

**AGREEMENT:**

- 5.76. 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.
- 5.77. 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.
- 5.78. 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.
- 5.79. 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.

SIGNATURE OF THE TENDERER

- 5.80. No increase in the rate will be allowed during the period of contract or on extension period under any circumstances, except the revision of collector wages on implementation in Federation and corresponding EPF, ESI and GST.

**PAYMENT TERMS:**

- 5.81. 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 then only the monthly bill will be settled.
- 5.82. The successful tenderer shall submit necessary monthly bill in duplicate along with advance stamped receipt, performance report, copies of the EPF & ESI Challans and monthly GST tax remittance for making payments of the previous month. 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 TCMPPF Ltd.
- 5.83. The actual No. of tubs washed as certified by the official concerned only will be considered as production 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.
- 5.84. Income tax will be deducted from the monthly bill of the successful tenderer and the same will be remitted to the Income Tax Department.
- 5.85. It is the liability of the successful tenderer to pay GST Tax as per the rules in force.
- 5.86. The payment shall be made within 30 days from the date of receipt of the correct bill based on satisfactory performance of the work.
- 5.87. Any changes in statutory levies and taxes by state Government / Central Government shall be effected on the Basic price to the benefit of either the contractor (or) Federation as the case it may be

**VIOLATION OF CONTRACT**

- 5.88. Not with-standing anything contained in the tender schedule, no obligation is cost 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.

SIGNATURE OF THE TENDERER

- 5.89. For violation of any of the Terms and conditions of the contract, the Federation reserves the right to terminate the contract.
- 5.90. In the event of termination of contract, the Security Deposit will be forfeited and further, the resultant loss, if any shall be recovered from the successful tenderer.
- 5.91. If the contract is found to be blacklisted or terminated in any other contract with the Federation/ District Union or any Govt. entries, the Federation reserves the right to terminate the contract.
- 5.92. 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's District Union Dairies. Besides, the existing contract works being carried out in the Federation and it's Dist. Unions also will be terminated.

**LEGAL JURISDICTION:**

- 5.93. The successful tenderer shall become an Associate Member of TCMPPF Ltd. by paying the requisite fees under the Tamilnadu Co-operative Societies Act & Rules 15 days from the receipt of the work order.
- 5.94. 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.
- 5.95. In case of dispute, the relevant court in Chennai alone will have jurisdiction.

**TENDER EVALUATION CRITERIA:**

- 5.96. The tender offer should be unconditional and it should be for conforming to all the stipulations in the tender terms and conditions.
- 5.97. The tender will be evaluated as per TTTT Act 1998.
- 5.98. The tender should clearly indicate that the bid takes care of the collector wages and Statutory dues.
- 5.99. The tenderer should offer his rate as mentioned in the tabular column of the commercial bid.

SIGNATURE OF THE TENDERER

5.100. No column should be left blank in the commercial bid. In such case the tender will not be considered for evaluation.

5.101. All inclusive end rates shall be considered for evaluation of lowest offer. The lowest service charges as per **column 7** of Commercial bid will be considered for award of contract

5.102. The tenderer with service charge less than 3.85% will be summarily rejected.

5.103. In case of more than one bid is eligible commercial evaluation, and they quoted on the same rate, the successful bidders will be selected as draw basis.

**VALIDITY**

5.104. 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.

5.105. 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:**

5.102. The offers of the tenderer with deviations on Technical/ Commercial bids of the tender will be rejected.

5.103. No alternate offer will be accepted.

SIGNATURE OF THE TENDERER



## **6.0 SCOPE OF WORK**

- 6.01. Approximately daily 43,000 empty milk tubs are to be washed both inner side and outer side by Machine and 5,000 Nos. of Tubs to be washed manually daily for 3 shifts. Totally 48000 tubs are to be washed daily in 3 shifts by engaging 28 workers daily in A, B and C shifts
- 6.02. The empty tubs which are received through the route vehicles and Wholesale distributors' vehicles are to be stacked and moved to the cleaning area. The tubs should be neatly cleaned and properly stacked, for quality check. Then the cleaned tubs are to be shifted to the respective production areas.
- 6.03. In case of breakdown of machines or power failure, the cleaning works have to be done manually.
- 6.04. The cleaning of tubs will be checked by the 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.
- 6.05. The following detergents and washing materials will be provided by the successful tenderer at his/her own cost.

The following quantity of cleaning materials should be used:-

- i. Teepol 5 Kgs. daily for manual cleaning daily
  - ii. Washing soda 20 Kgs. daily for machine cleaning
  - iii. Hand brush 5 Nos. daily
  - iv. Brooms 6 Nos. per month
  - v. Squeezer 2 Nos. per month
  - vi. Cob web remover 2 Nos. per month
- 6.06. If not, the Federation will provide the above detergents and cleaning materials for which double the cost of the materials will be recovered from the bill of the successful tenderer.
  - 6.07. The above detergents and cleaning 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 and Shift incharges.

SIGNATURE OF THE TENDERER

- 6.08. 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.
- 6.09. The manual tub washing bay, tub unloading dock, the tub washing machines and the work area to be cleaned, sanitized, maintained hygienically by the successful tenderer as per the check list issued by Quality Control wing and Production wing
- 6.10. The tub lifting aids must be cleaned, lubricated and kept ready by the successful tenderer for use. The tub lifting aids' repairs and maintenance works will be carried out by the Federation.
- 6.11. **The successful tenderer should carry out the additional works in Tub washing work as and when required by the Production Officers and as per the requirement.**
- 6.12. The successful tenderer should provide 28 Nos. of workers (including supervisor) for 3 shifts starting from 6.00 AM to next day 6.00 am daily.
- 6.13. For every increase in 1000 tubs exceeding 48000 tubs per day, one person has to be deployed in addition to 28 persons.
- 6.14. For every decrease of 1000 tubs in washing of 48000 tubs per day one person can be short supplied by the successful tenderer in the total manpower of 28 persons.
- 6.15. The washed tubs should be stacked and stored in orderly manner systematically for easy moving.
- 6.16. The successful tenderer should ensure the availability of empty tubs nearer to the tub washer yards.
- 6.17. The successful tenderer shall suitably direct his/her employees to rectify any defects pointed out by the Shift Officer/ Manager(Dg) /Dy. Manager (Dg) and they shall not leave the place of work allotted to than any other place without the specific permission of Shift Officer.
- 6.18. The work should be carried out on all days of the year, including on Bundh days, Hartal days and even on natural calamity days unless and otherwise it is declared not necessary by the Federation.
- 6.19. The successful tenderer should ensure that his/her workers abide by the instructions given from time to time by the DGM (Dg) or the Shift Officers, Sholinganallur Dairy.

SIGNATURE OF THE TENDERER

- 6.20. The successful tenderer shall comply with the requirements or directions of statutory authorities like Inspector of Factories, employees state insurance etc., pertaining to the contract work.
- 6.21. The successful tenderer should compulsorily maintain a Wage Register showing the wages paid to his workers. The Register should be produced along with the bill.
- 6.22. The Successful tenderer shall be responsible for the discipline of the persons engaged by him/ her for the execution of the works.
- 6.23. General discipline, respect to co- workers especially women workers shall be maintained
- 6.24. The successful tenderer should provide identity cards with name, color photo of his workers, date of birth, temporary and permanent address of all his contract workers.
- 6.25. The successful tenderer should provide apron to all his/her workers at the time of working.
- 6.26. No labourer of the successful tenderer shall be supplied any eatable from the Dairy canteen at subsidized rates applicable to workers/staff of TCMPF Ltd.
- 6.27. Usage of panparag or similar items, by the workers inside the Dairy premises is prohibited. If found, suitable penalty will be imposed.
- 6.28. Smoking, spitting, littering or any other kind of intoxicants by the workers inside the Dairy premises is prohibited.
- 6.29. 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.
- 6.30. **The contractor should be maintaining the separate register for daily cleaning schedule for machine cleaning, and manual tub cleaning and also the usage of chemical details and get authentication from the Milk Recorder and Shift officer.**
- 6.31. 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.

SIGNATURE OF THE TENDERER

**RECONSTITUTION WORK FOR BUTTER MELTING AND SMP- 6 Male workers**

- 6.32. Bring the butter from cold room to anti cold room then & there.
- 6.33. 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.
- 6.34. 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.
- 6.35. Always keep the Anti cold Room clean & hygienic
- 6.36. **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 shifted to scrap yard then and there immediately.**
- 6.37. Before cleaning the butter vat, the butter particles should be collected in a trolley and poured it in to another butter vat.
- 6.38. Clean the butter horizontal disc filter & pump shift wise then and there in the butter room.
- 6.39. The butter which is obtained through filter during cleaning it should be collected in trolley poured it in to butter vat.
- 6.40. Unwanted things should not be in the butter room.
- 6.41. Always the butter vat should be clean and neat and also clean the trolley shift wise.
- 6.42. Do the above activities in the entire shift regularly.
- 6.43. To carry the SMP powder from SMP godown and keep it in reconstitution room.
- 6.44. SMP Bags always to be kept in the pallet only.
- 6.45. SMP & Butter Reconstitution should be done as per the instruction of process in charge.
- 6.46. **After reconstitution the SMP empty bags and liner should be separated and shifted to the scrap yard then and there immediately.**
- 6.47. Daily remove the duplex filter and it should be cleaned.
- 6.48. Keep the powder room neatly and tidy and SMP reconstitution room clean.
- 6.49. The funnel used for pouring the powder should be cleaned by shift wise.
- 6.50. Clean the pallets shift wise regularly.
- 6.51. The work should be done on all days including on Bhundh days, Hartal days and even on National calamity days unless and otherwise, it is declared not necessary by the Federation.
- 6.52. The tenderer providing labourer should do the work assigned by DGM (Dg)/AGM(Engg)/AGM(DG)/AGM(QC) in any SNR dairy officer.

SIGNATURE OF THE TENDERER

**PREPAC MAINTENANCE HELPER- 3 NOS.**

- 6.53. Electrode cleaning – Replacing of used barrier strips, cleaning the carbon formation on electrodes, removing of barrier strip adhesives over the mica strip or liner. Activity to be performed on all the heads in the morning before the start of production.
- 6.54. Vertical jaw barrier cloth to be cleaned and rotated on daily basis
- 6.55. Film guide rollers are to be cleaned as and when required
- 6.56. All the guide shafts and gear contact areas are to be lubricated on daily basis
- 6.57. Nip rollers are to be cleaned with IPA liquid for 2 days once to avoid short packet in productions once in 2 days in all the heads
- 6.58. Sealing jaws are to be serviced by means of cleaning with highjet pressure pump to remove scale formations in chill water circulation area.
- 6.59. Co ordinate with technicians for attending any nature of maintenance work
- 6.60. Must co ordinate with technicians while attending any nature of service work in motors attached with the system
- 6.61. Attending the emergency maintenance work with the technicians
- 6.62. **All the pre pac machines should be cleaned on daily with the usage of Soap oil.**

**LAB - 4 Nos.**

- 6.63. Milk is being received through tanker from various union, seal No in the tanker should be verified with invoice. After confirmation to agitate the milk use plunger and collect the milk.
- 6.64. The milk should be submitted to quality wing for testing purpose (COB & MBR).
- 6.65. As per the instruction of shift in charge of lab, collect the milk from the tanker for sampling, clean the entire lab Equipments.
- 6.66. Before CIP, check the strength of lye and acid.
- 6.67. After cleaning the silo and mini tanks, if shift in- charge(QC) is satisfied by the cleaning then use the silo for milk production.
- 6.68. Collect the sample from Prepac sachets and Silo Sample collection Swab collection, butter and SMP collection
- 6.69. Water sample collections has to be done in every shift.

SIGNATURE OF THE TENDERER

6.70. Keep the lab and lab equipments cleanly.

6.71. Samples should be collected from silos, pre pac section, butter (Swab collection) & SMP Section.

6.72. As per instruction of shift in-charge of lab, do all the work as assigned.

**HYDRO FLOW OPERATORS- 4 Nos.**

6.73. Back washing of sand filter in both the softening plants to remove the settled solid particles.

6.74. Raw water and soft water sample collection for testing of water parameters at laboratory.

6.75. Maintaining the adequate level of raw water and soft water at all the sumps.

6.76. Periodical Maintenance of Sludge motors and sump motors near the canteen, ETP and sumps.

6.77. Back washing of R.O water plant at canteen and sump area.

6.78. Maintaining the adequate level of R.O water in the R.O sump.

6.79. Monitoring and maintaining the overall operations of hydro flow system.

6.80. Attending the emergency maintenance work with the technicians.

6.81. Co -ordinating for salt regeneration work for softener plants 1 & 2.

6.82. Operating of pond motors near the canteen to pump out the stagnated water.

6.83. Maintaining the adequate level of R.O water in the R.O sump.

6.84. Monitoring and maintaining the overall operations of hydro flow system.

6.85. Periodical Maintenance of Sludge motors and sump motors near the canteen, ETP and sumps.

6.86. Back washing of R.O water plant at canteen and sump area.

**General Stores – 1 No.**

6.82. Receiving of all materials and stacking in respective place as per the instruction of section head

6.83. SMP, Butter, Film and Engineering materials issue to all the sections based on the indent

6.84. Maintaining the day book of purchase daily

SIGNATURE OF THE TENDERER

- 6.85. Bin Card writing and attaching the same with respective materials then stacked at the allocated area
- 6.86. Cleaning materials, Lye and Acids has to be given to production section every day as per the indent after approval of section head
- 6.87. Materials inspection report and tapal to be given to all sections
- 6.88. SMP, Butter and Chemicals inspection report has to be given to Lab.
- 6.89. Receiving of all scrap materials and placing the scrap in allocated scrap area
- 6.90. Employee welfare: Issue the materials of Uniform, soap, towel, chappals, sarees given to all the employees.
- 6.91. Cleaning of stores area regularly
- 6.92. GRN of Film, SMP and Butter should be handed over to the JMD office for payment process
- 6.93. Must carry out the additional necessary work given by the section head then and there, if any.
- 6.94. Co-ordinating while unloading of raw materials like SMP, Butter and Film.

**TUBWASHING MAINTENANCE HELPER- 3 NO**

- 6.95. Lubricating of moving parts and tub washing machine gear sprocket
- 6.96. Coordinating with maintenance team to carry out the preventive maintenance.
- 6.97. Check and replace gland ropes in pump at tub washing machines
- 6.98. The chain link to be checked periodically and the damaged chain to be linked
- 6.99. Lubricating the idle wheel and load wheels for free rotation to have proper movement of chain over the tracks
- 6.100. Verifying the opening of steam valve so that the required temperature to be obtained as per FSSAI
- 6.101. Must carry out the additional necessary work given by the section head then and there, if any.
- 6.102. Must co ordinate with technicians while attending any nature of service work in motors attached with the system
- 6.103. Tub washing maintenance helper after completion of regular work should be used in additional work like reconstitution and butter melting as the usage increased from 3.5 to 7.5 tons per day as well as shall be used for attending minor petty works in painting for which materials shall be provided by the Federation..

**PLC & CIP Section- 3 No's:**

- 6.104. Must maintain the PLC plant neat & clean.
- 6.105. All the motors, milk line and all process area, CIP room, RSM room in the plant should be kept clean.
- 6.106. Empty silo, RSM tanks manhole doors to be opened for auto cleaning further completion of auto cleaning the gaskets and inner side of silo , tanks must be cleaned manually if is required. Cleaning to be ensured by Lab by swab test and thereafter the manhole doors are to be closed intact without fail.
- 6.107. Must follow the cleaning schedule given for plant, Silo, RSM. As per the directions of PLC shift in charge the necessary cleaning agent like Nitric acid, caustic soda to be added in the CIP tanks and plants for effective cleaning. After cleaning a necessary clearance to be obtained from the Quality Control.
- 6.108. The empty cans of nitric acid, caustic soda are to be moved to General stores then and there to avoid accumulations in processing area.
- 6.109. Raw material i.e. caustic soda & Nitric acid required for CIP purpose are to be received from General stores and kept in to CIP room carefully.
- 6.110. The usages of nitric acid, caustic soda are to be followed as per the norms.
- 6.111. The butter collected cans in processing area to be shifted to butter melting room and after dosing in to the melting vat, the cans are to be cleaned properly.
- 6.112. The pipelines, cluster valve area, tanks outer and inner side are to be cleaned manually and wherever possible by jet cleaning to maintain hygiene in processing.
- 6.113. Must attend minor breakdowns like damaged air hose replacement, filters at various locations cleaning, and cleaning of vital part on the equipments.

SIGNATURE OF THE TENDERER



**7.0. PENALTY:-**

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

- 7.01. Unsatisfactory washing of tubs found out by the officials, a fine of Rs.500/- will be recovered.
- 7.02. Delayed despatch of vehicles due to the washing of lesser No. of tubs by the successful tenderer, a fine of Rs.1000/- per occasion will be recovered
- 7.03. Breaking of tubs due to improper handling / usage, double the cost of the tub will be recovered.
- 7.04. Penalty at 5 times of the MRP cost will be recovered from the bill of the successful tenderer if milk packet 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.
- 7.05. No worker will be permitted to bath inside the premises or take lunch other than the specified places. If found, penalty of Rs.100 per occasion will be recovered.
- 7.06. Daily a minimum of 5000 Nos. of tubs should be washed manually for 3 shifts and get certificate from the QA wing. Any deviations noticed Rs.1000/- as a penalty shall be imposed.**
- 7.07. After completion of the Manual tub cleaning work all the 3 Nos. of cleaning tank also to be cleaned failing which penalty of Rs. 500 per tanks shall be imposed.**
- 7.08. If the workers of the successful tenderer uses Polythene liner or SMP empty bag or Empty film carbon or any other dairy materials for their personal use and then scatters them inside the dairy penalty at the rate of Rs.200/- per instance will be recovered.
- 7.09. The workers of the successful tenderers should be present in their work spots during the working hours. Failing which, double the District collecto wages will be recovered from the Contractor as penalty, for each shortfall of man days.
- 7.10. After completion of the work the waste materials during the time of washing of tubs should be put in the dust bin and the area should be kept cleaned. If failed to do so, penalty of Rs.500/- will be recovered

SIGNATURE OF THE TENDERER

- 7.11. Proportionate rate cut will be made for the late arrival/early leaving or late commencement of work by the workers at the rate of District collector wages.
- 7.12. Any shortage of the unskilled labourers and supervisor, double the cost of collector wages will be recovered from the bill of the successful tenderer.
- 7.13. The contract workers should be present at the work spots during working hours. Failing which, will be recovered from the bill of the successful tender as penalty, for each shortfall of man days.
- 7.14. All the 3 tub washing machines should be cleaned daily. If not cleaned properly Rs.500/- per machine penalty will be imposed.
- 7.15. Weekly once the entire nozzle should be cleaned. If not performed a penalty of Rs. 1000.00 per machine also If any loss of nozzle found that double the nozzle cost will be recovered from the contractor bill.
- 7.16. If pre pac production was affected due to non availability of cleaned empty tubs Rs.1000/- as a penalty will be imposed per occasion

clause No	Description	Penalty amount
7.14	Unsatisfactory Cleaning in Dairy premises, Butter vat, Butter Room, Anti cold Room and SMP Godwon as found out by the dairy officers penalty will be imposed.	Rs.500/- per occasion
7.15	Any damage of the Butter melting vat in dairy premises in any manner, a fine will be imposed.	Rs.500/- per occasion
7.16	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 the wages to be recovered from the current month claim bill.	Double the wages of billing cost per person
7.17	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
7.18	SMP powder empty bag and liner should be separated and then & there and it should be <b>shifted to the scrap yard daily</b> if it fails the penalty will be imposed	Rs.500/- per occasion.

- 7.19. 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.

SIGNATURE OF THE TENDERER

## 8. LETTER OF TENDER

To,

The Managing Director,  
TCMPF LTD, Aavin Illam,  
Nandanam  
Chennai – 600 035.

Sir,

I / We do hereby tender / offer to the Tamil Nadu Co-operative Milk Producers' Federation Limited for the "for 52 Nos. of unskilled labourer and one supervisor for usage of Washing of empty milk tubs and utilization in various sections at Sholinganallur dairy for 24(Twenty four) months for the year 2024-2026 of Tamil Nadu Co-operative Milk Producers' Federation Limited" conforming to the terms and conditions stated in the contract.

I / We have understood the requirement of the Tamil Nadu Co-operative Milk Producers' Federation Limited, the details of the manpower to be supplied and have carefully understood the conditions of contract and the specification with all the stipulations of which I /We agree to comply.

I / We hereby undertake to provide required manpower at the places mentioned in the tender, within the time limit specified by the Tamil Nadu Co-operative Milk Producers' Federation Limited.

I am / We are aware that time of providing manpower is the essence of this contract and accordingly, I / we would adhere to the same.

I / We further agree that I / We would not withdraw this tender either in full or in part. If by chance, I / we have to withdraw the offer, I / we agree that the EMD/SD paid will be forfeited by the Tamil Nadu Co-operative Milk Producers' Federation Limited, without any notice to me / us.

I / We affirm that in any previous tender to the Tamil Nadu Co-operative Milk Producers' Federation Limited I / we have not committed any fraud by furnishing wrong information and the Tamil Nadu Co-operative Milk Producers' Federation Limited had not written to us alleging fraud in our transaction with the Tamil Nadu Co-operative Milk Producers' Federation Limited.

I / We further confirm that in case, any of the information noted above is found to be incorrect, I / We will be liable for any action under the terms of the tender / contract including termination of the contract and forfeiture of the Earnest Money / Security Deposit.

I / We hereby undertake and agree to pay the Security Deposit as per the tender conditions within ten days from the date of issue of Work Order.

I / We undertake to sign the contract with the Tamil Nadu Co-operative Milk Producers' Federation Limited within ten days from the date of issue of Work Order.

I / We further agree that the acceptance of the tender conditions would, by itself, constitute a valid and concluded contract binding on me/us, even if separate contract is not signed.

I / We further agree that in the event of my/our failing to deposit securities mentioned above or to execute the Contract within the period of ten days as referred to above, the Manager Director, Tamil Nadu Co-operative Milk Producers' Federation Limited, shall be entitled to cancel the contract and there upon arrange for any other person or persons to supply manpower herein before mentioned and I / We agree to be liable for all damages, losses, charges and expenses arising from or by reason of such failure on our part.

I / We hereby further agree and undertake that in case, there is any misconduct noticed with any of the personnel by the Tamil Nadu Co-operative Milk Producers' Federation Limited, I/we undertake to withdraw the personnel immediately.

Having fully understood the tender conditions and the above undertaking in this letter, we sign on this ..... Day of .....at Chennai.

Yours faithfully,  
Authorized Signature :

Name & Title of Signatory :  
.....  
....

Name of the Tenderer : .....

Address : .....  
.....  
.....

### **9.PROFILE OF THE BIDDING ORGANISATION**

The tenderer shall furnish the following details without fail:

Name of the Organization	
Whether Sole Trader / Partnership / Private Limited Co. of Public Limited Co.	
Year of Incorporation(Furnish copy of Certificate of incorporation)	
Address of the Registered Office:	
Contact Person Name:	
Contact Person Mobile:	
E-Mail Address:	
Registered under (give details under which Act the Company is registered)	
ISO Registration:	
List of large companies / Public Sector Undertakings / Local Bodies /Companies to which the manpower has been supplied	
GST Registration Number(Furnish copy of GST Certificate)	
PAN Number(Furnish copy of PAN Card)	
ESI Registration details	
EPF Registration details	
Names of the Bankers	
Whether registered with MSME/NSIC. If so, furnish the details.	

Note: The tenderer 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 tenderer with office seal

Place:

Date:

**10 . STATEMENTS****1. DECLARATION**

I / We ..... having the registered office at .....  
..... hereby declare that the Firm / Company or its Partners /  
Shareholders have not been blacklisted by the Tamil Nadu Co-operative Milk Producers'  
Federation and its District Unions or any Undertaking / Corporation of the Central / State  
Governments or any other reputed Organization.

**Signature of the Tenderer  
with Seal**

**2. DECLARATION FORM**

I/We ..... having the registered office at..... declare that I/we have carefully read all the terms and conditions of Tender floated by the Tamil Nadu Co-operative Milk Producers' Federation vide Tender Ref. No ..... for the supply of labourers and supervisors for the work for 52 Nos. of Unskilled labourers and one supervisor for the usage of Washing of empty milk tubs and utilization in various sections at Sholinganallur dairy for 24(Twenty four) months for the year 2024-2026 strictly conforming to the specifications as given in the Tender Document and I / we shall abide by all the conditions set forth therein.

**Signature of the Tenderer  
with Seal**

### **3. CERTIFICATE**

I/we having office at ..... declare that the tender forms downloaded from the website <https://tntenders.gov.in> and [www.aavin.tn.gov.in](http://www.aavin.tn.gov.in) have not been tampered with /modified in any manner. In case, if the same is found to be tampered with / modified, my / our Tender shall be summarily rejected.

**Signature of the Tenderer  
with Seal**



**Scheduled**

Tub washing machine and manual cleaning schedule

Date	Machine No.1			Machine No.2			Machine No.3			Tubs Manual Cleaning	Machine area cleaning	Cob Web	Usage of Washing soda	Sign of Supervisor	Sign of the MR	Sign of the
	Manual	JET	NOZ ZEL	Manual	JET	NOZ ZEL	Manual	JET	NOZZ EL							
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**Signature of the Tenderer**

**AAVIN**

**THE TAMILNADU CO-OPERATIVE MILK  
PRODUCERS' FEDERATION LIMITED:  
CHENNAI - 600 119**

**PART – II****COMMERCIAL BID****QUALIFICATION**

The Commercial offers of such of those tenderer who qualify themselves for being considered for the tender for the contract work for 52 Nos. of unskilled labourers and one supervisor for the usage of washing of empty milk tubs and utilization in various section daily for 3 shifts at Sholinganallur 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 the finalisation of the tender.

**SIGNATURE OF THE TENDERER**

**THE TAMILNADU CO-OPERATIVE MILK PRODUCERS FEDERATION LIMITED**  
**THIRD DAIRY: SHOLINGANALLUR: CHENNAI 600 119**  
**PART-II COMMERCIAL BID**

**PRICE QUOTATIONS: RATE QUOTED PER PERSON**

Contract work for 52 Nos. of unskilled labourers and one supervisor for washing of empty milk tubs and utilization in various sections daily for 3 shifts at Sholinganallur Dairy' for the year 2024-2026'

S. 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/per person) (Minimum 3.85%) (IN INR) (Rs.)	GST 18% (Rs.)	Total rate Per person/ per day (Rs.)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
1	Supervisor	1 No.	629.	82	20			
2	Unskilled worker	52 Nos.	439	57	14			
<b>Rate should be quoted in price bid in online</b>								
<b>Total</b>								
<b>Total in words ..... for Supervisor per person/ 8 hours ..... for unskilled workers per person / 8 hours</b>								

**NOTE:**

- A. The amount should be quoted in Rupees only in column No.7**
- B. The successful tenderer should pay not less than the wages prescribed by the District Collector to his workers and take care of other statutory dues.
- C. 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.
- D. If any discrepancy is found between the prices quoted in words and in figures, the lower of the two shall be considered.
- E. The rate quoted is taking into consideration of the Minimum wages Act and Statutory dues
- F. After quoting the rate, if the tenderer goes back, the Earnest Money Deposit remitted by the Tenderer shall be forfeited fully.
- G. The lowest service charge (as per column No. 7) will be considered for award of contract.
- H. Rate worked out cost sheet should be submitted during the online opening of commercial bids meeting.
- I. The tenderer should quoted the aggregate value least in Coloumn.7

SIGNATURE OF THE TENDERER