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

**PART – I
TECHNICAL –BID**

NAME OF WORK: Operation and Maintenance of Effluent Treatment Plant with 9 persons and providing 2 Nos. Boiler man, 1 No. of Concentrated Solar Thermal Plant Operator, 2 Nos. of Milk Recorder, 1 No. of Dairy Technologist per day for 2 years

TENDER PERIOD: 2023-2025

TENDER VALIDITY: 24 MONTHS

TENDER VALUE : 91.00 Lakh

TENDER DOCUMENT SUBMITTED BY

M/S.

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PART-I TECHNICAL BID

From

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

Sir,

Sub: Work contract for Operation and Maintenance of Effluent Treatment Plant and providing 2 Nos. of Boilerman, 1 No. of CST Operator, 2 Nos. of Milk Recorder, 1 No. of Dairy Technologist per day at Sholinganallur dairy for 24(Twenty Four) months from the date of execution of agreement by the tenderer - submission of tender documents - Regarding.

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

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

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

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

SIGNATURE OF THE TENDERER

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

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

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

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

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.4

1. Whether the Photostat copy of experience certificate for 2 year as on the date of opening of Technical bid in operation and Maintenance of Effluent Treatment plant on contract basis to any Govt. organization or Co-operative Institution enclosed?	Yes / No
2. 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
3. Whether the Photostat copy of documentary evidence for having provided not less than 8 Nos. of labourers in a single organization for two years operation and maintenance of Effluent Treatment Plant on contract basis to any Govt. organization, Co-operative dairy as on the date of submitting the tender.	Yes / No
4. Whether the EMD amount of Rs.90,000/- (Rs. Ninety thousand only) by means of Online payment remitted	Yes/No
5. Whether the Photostat copies of the following notary public certified certificates enclosed? If so, the details: a) E.P.F registration No..... b) E.S.I registration No..... c) PAN Account No..... d) GST registration No	Yes/No
6. The tenderer should furnish the Photostat copy of the previous experience certificate for operation and maintenance of biogas digester in dairy sector with minimum plant capacity of 500m ³ /day and 2 year as on date of opening of technical bid on contract basis in any government organization or co-operative institutes.	Yes/No
7. Whether the tenderer should furnished the following certificate	Yes/No
Job Description	Qualification / No. of persons
Operators	ITI / Diploma certificate for 3 Person
CST Operators/ Maintenance	Experience certificate in relevant field for one person or ITI / Diploma certificate for one Persons
Boiler man	Grade1 or Grade2 Boiler operation Certificate for 2 Person
Milk Recorder	Experience certificate in relevant field or HSC qualification certificate for 2 persons
Dairy Technologist	B.Tech/B.Sc./M.Sc., Food Technology/Dairy Technology certificate or experienced candidate in SCADA operation (Supervisory Control And Data Acquisition)

8. 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. Self declaration to be furnished.	Yes/No
9. Whether the price schedule of the Commercial Bid Part-II tender duly filled up in figures and words?	Yes/No
10. 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. 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 his tender offer, so as to have firsthand knowledge about 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 he is advised to retain the duplicate set of document for his reference / records.
- 1.04. The Part-1 pre-qualification cum technical bid consisting of page Nos. 1 to 45 and the part-II Commercial bid consisting of page Nos. 46 to 47 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 work contract for Operation and Maintenance of Effluent Treatment Plant and providing 2 Nos. of Boilerman, 1 No. of CST Operator, 2 Nos. of Milk Recorder, 1 No. of Dairy Technologist per day 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>

SIGNATURE OF THE TENDERER

- 1.05. The tenderer is requested to kindly go through the check-list in **Page No. 5 & 6** 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.
- 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	:	Operation and Maintenance of Effluent Treatment Plant and providing 2 Nos. of Boilerman, 1 No. of CST Operator, 2 Nos. of Milk Recorder, 1 No. of Dairy Technologist per day for 2 years at Sholingnallur dairy
4.	Method of Tender	:	e-Tender System (Online Technical Bid and Financial Bid) through e-Procurement Portal https://tntenders.gov.in
5.	Tender Reference Number	:	Ref No:1327/E2/SNR/2023
6.	Tender Estimate Value	:	Rs. 91 Lakh
7.	Earnest Money Deposit (EMD)	:	Rs.90,000/-
8.	Website for e-submission of 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.	Date of Pre-Bid meeting	:	17.10.2023 Time : 03.00 PM
11.	Last date and time for submission of the two part tender – both technical and commercial bids through online	:	27.10.2023 Time : 03.00 PM
12.	Date and time of opening of part I Technical Bid Document.	:	27.10.2023 Time : 03.30 PM
13.	Date and time of opening of part II Commercial Bid	:	Commercial Bid will be normally opened within 90 days from the date of opening of Part – I pre qualifications – technical bid. The date of opening of Commercial Bid will be informed to the eligible tenderers who are found and declared as qualified in Part-I technical bid.
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

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

SIGNATURE OF THE TENDERER

4. PRE QUALIFICATION OF THE TENDERER

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

- 4.01. The tenderer should furnish the Photostat copy of the previous experience certificate for 2 years as on the date of opening of technical bid in operation and maintenance of ETP on contract basis any to Government organization or Co-operative Institutes or Private. The copies of work order or any other authentic document to show that the tenderer has such experience should be enclosed as evidence.
- 4.02. 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.
- 4.03. The tenderer should furnish Photostat copy of documentary evidence for having provided not less than 8 Nos. of labourers in a single organization for two years operation and maintenance of Effluent Treatment Plant contract basis to any private, Govt. organization, Co-operative dairy as on the date of submitting the tender.
- 4.04. The tenderer should furnish an earnest money deposit amount of Rs.90,000/- (Rupees Ninety thousand only) by Online payment only. No other form of remittance shall be accepted.
- 4.05. The tenderer should furnish the Photostat copy of the previous experience certificate for operation and maintenance biogas digester in industry like dairy, sugar etc., with minimum plant capacity of 1 LLPD / day and 2 years as on date of opening of technical bid on contract basis in any government organization or co-operative institutes.

SIGNATURE OF THE TENDERER

- 4.06. Whether the tenderer should furnished the following Experience certificate / Qualification Certificate

Job Description	Qualification / No. of persons
Operators	ITI / Diploma certificate for 3 Persons
CST Operators/ Maintenance	Experience certificate in relevant field for one person or ITI / Diploma certificate for one Persons
Boiler man	Grade1 or Grade2 Boiler operation Certificate for 2 Persons
Milk Recorder	Experience certificate in relevant field or HSC qualification certificate for 2 persons
Dairy Technologist	B.Tech/B.Sc./M.Sc., Food Technology/Dairy Technology certificate or experienced candidate in SCADA operation (Supervisory Control And Data Acquisition)

- 4.07. The tenderer should furnish the attested copy of the work order and attendance register, wage register or EPF challans or any other document containing a minimum manpower of 15 persons.
- 4.08. The tenderer should furnish Photostat copy of Employees Provident Fund registration certificates.
- 4.09. The tenderer should furnish Photostat copy of Employees State Insurance certificates.
- 4.10. The tenderer should furnish Photostat copy of Permanent Account No. card.
- 4.11. The tenderer should furnish Photostat copy of have GST registration certificate.
- 4.12. **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.**
- 4.13. The tenderer should produce all the above mentioned documents in original for verification when called for.
- 4.14. 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. GENERAL TERMS AND CONDITIONS

The work contract for Operation and Maintenance of Effluent Treatment Plant and providing 2 Nos. of Boilerman, 1 No. of CST Operator, 2 Nos. of Milk Recorder, 1 No. of Dairy Technologist per day at Sholinganallur dairy for 24 months from the date of execution of agreement by the tenderer.

- 5.01. The tenderer should furnish the Photostat copy of the previous experience certificate for 2 years as on the date of opening of technical bid in operation and maintenance of ETP on contract basis at any to Government organization or Co-operative Institutes. The copies of work order or any other authentic document to show that the tenderer has such experience should be enclosed as evidence.
- 5.02. The tenderer should furnish an earnest money deposit amount of Rs.90,000/- (Rupees Ninety thousand only) by Online payment only. No other form of remittance shall be accepted.
- 5.03. 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.
- 5.04. 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.
- 5.05. 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. 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.
- 5.07. 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.

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- 5.08. 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.
- 5.09. 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.
- 5.10. 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.
- 5.11. 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.
- 5.12. The Tender forms are not transferable or assignable.
- 5.13. 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.
- 5.14. 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.
- 5.15. No tenderer shall be allowed to withdraw the tenders after submitting the tender.
- 5.16. 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.
- 5.17. 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.
- 5.18. 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.

SIGNATURE OF THE TENDERER

5.19. 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 in Tender clause 5.13.

5.20. 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

5.21. 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	Manpower designation	A 6-14 hrs	B 14 hr-22hr	C 22 hr-6 hr	Total
1	Supervisor	Skilled Labourers	General Shift 8.00 AM to 17 hr			1
2	ETP	Chemist	As per the shift arrangement by the section in charges			2
3		Operator	1	1	1	3
4		Unskilled Labourers	1	1	1	3
5	CST	Operator/ Maintenance	General Shift 8.00 AM to 17 hr			1
6	Boiler	Operator	As per the shift arrangement by the section in charges			2
7	Milk Recorder	Skilled Labourers	As per the shift arrangement by the section in charges			2
8	Dairy Technologist	Skilled Labourers	As per the shift arrangement by the section in charges			1
Total						15

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

5.22. The above vacant post filled by the Federation in Sl. No.6,7 & 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 agreed to provide the manpower based on the JMD's approval with in the total tender manpower.

5.23. The above sl. No.1 to 6 under the control of AGM(Engg) sl. No.7 & 8 is under the control of Shift officer at SNR dairy.

5.24. The tenderer should quoted the rate in service charges in Column No.9 in one lumpsum in total value. The tenderer quoted the aggregate value least will be taken as L1

5.25. The contract workers are not reliving from the work spot without arrival of the reliever.

5.26. The contractor should furnish the copy of the contract labour licence under contract labour act 1970 section12.

SIGNATURE OF THE TENDERER

PAYMENT OF EARNEST MONEY DEPOSIT:

- 5.27. The tenderer shall pay an Earnest Money Deposit amount of Rs.90,000/- (Rs. Ninety thousand 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.

SIGNATURE OF THE TENDERER

- 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 manpowers and the tenderer should supply manpower as per requirement each shortfall of manpower penalty will be imposed double the minimum wages.
- 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.

SIGNATURE OF THE 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.
- 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 and ESI amount payable to the concerned Department as per rules in force in respect of his workers.

SIGNATURE OF THE TENDERER

- 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
- 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 form 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 is preferable 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.

SIGNATURE OF THE TENDERER

- 5.61. If the rate quoted is below the basic rate as per the collector wages declared by The District collector, that tender will be rejected from the commercial evaluation, even though he quoted rate is Lowest.
- 5.62. 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.
- 5.63. The successful tenderer should do the work directly and no sub contract is allowed.
- 5.64. The successful tenderer shall bear all the expenses regarding uniforms, preparation of their ID Cards, compensation, wages and allowances such as PF, ESI etc.,
- 5.65. The successful tenderer shall pay the wages to the individual on or before 12th of every succeeding month.
- 5.66. The successful tenderer shall also quote his rate of profit (Service charges) in addition to the wages paid to the workers.
- 5.67. 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.
- 5.68. The successful tenderer should provide the one skilled supervisor and the supervisor should arrange the manpower shift wise without delay & to avoid late arrival of the workers.

SECURITY DEPOSIT

- 5.69. 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), TCMPP 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.

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- 5.70. No exemption will be given from payment of Security deposit under any circumstances as per TINTT 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.

- 5.71. 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.
- 5.72. 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.
- 5.73. 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.
- 5.74. No interest shall be paid on the earnest money deposit or security deposit.

AGREEMENT:

- 5.75. 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.
- 5.76. 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.
- 5.77. 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.
- 5.78. 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.
- 5.79. 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.

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PAYMENT TERMS:

- 5.80. Performance of the work done by the successful tenderer will be evaluated daily. Based on the fulfillment of the contractual obligations for 3 shifts daily the monthly bill will be settled.

- 5.81. The successful tenderer shall submit necessary monthly bill in duplicate along with advance stamped receipt, performance report, copies of the EPF & ESI Challans of the previous month and monthly GST tax remittance for making payments. Actual EPF, ESI paid for the No. of workers in the monthly bill will only be given and rest of the amount will not be given by the TCMPF Ltd.
- 5.82. The quality of the work as certified by the official concerned only will be considered as work of the day for payment of the bill. The payment shall be made within 30 days from the date of receipt of the bills based on satisfactory performance of the work.
- 5.83. Income tax will be deducted from the monthly bill of the successful tenderer and the same will be remitted to the Income Tax Department.
- 5.84. It is the liability of the successful tenderer to pay GST Tax as per the rules in force.
- 5.85. The payment shall be made within 30 days from the date of receipt of the correct bill based on satisfactory performance of the work.
- 5.86. 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

- 5.87. Not with-standing anything contained in the tender schedule, no obligation is cast on the Federation to accept the lowest tenderer and the Federation shall also have the right to accept or reject the tender, if the Tender Accepting Authority decides that the price quoted by the tenderer is higher than the prevailing market rate.
- 5.88. For violation of any of the Terms and conditions of the contract, the Federation reserves the right to terminate the contract.
- 5.89. In the event of termination of contract, the Security Deposit will be forfeited and the resultant loss shall be recovered from the successful tenderer.
- 5.90. If the contract is found to be blacklisted or terminated in any other contract with the Federation/ District Union, the Federation reserves the right to terminate the contract.

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- 5.91. 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:

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

TENDER EVALUATION CRITERIA:

- 5.95. The tender offer should be unconditional and it should be for conforming to all the stipulations in the tender terms and conditions.
- 5.96. The tender will be evaluated as per TTTT Act 1998.
- 5.97. The tender should clearly indicate that the bid takes care of the collector wages and Statutory dues.
- 5.98. The tenderer should offer his rate as mentioned in the tabular column of the commercial bid.
- 5.99. No column should be left blank in the commercial bid. In such case the tender will not be considered for evaluation.
- 5.100. All inclusive end rates shall be considered for evaluation of lowest offer. The lowest service charges as per **column 9** of Commercial bid will be considered for award of contract

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VALIDITY

5.101. 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.

5.102. 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:

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

5.109. No alternate offer will be accepted.

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6.01. Operation of the Effluent Treatment Plant sand and Carbon filter attached with ETP should be done on all days for 3 shifts by providing 3 operators (minimum ITI qualification in Fitter-1 No, Electrical- 1 No, Instrumentation-1 No with 1 years of experience in ETP plant/any industry, age should be between 18-50), 2 Chemist (minimum B.Sc Chemistry with 1 years of experience in ETP/ any analytical lab, age should be between 18-50), 1 Supervisor (minimum Diploma in Mech/Electrical with 1 years of experience in ETP/any industry, age should be between 18-50), 3 helpers (minimum 8th Pass, age should be between 18-50) for Cleaning and other activities in ETP.

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

6.02. The ETP plant design, raw effluent and treated water characteristics are given below.

Flow, cum/day from 450 to 750					
S.No	Parameters	Plant Design	Raw effluent characteristics	Treated water characteristics	TNPCB Norms
1	pH	5.5-9.0	6.0-8.0	5.5-9.0	5.5-9.0
2	TSS	<100 mg/Ltr	350 mg/Ltr	<100 mg/Ltr	<100 mg/Ltr
3	TDS	<2100 mg/Ltr	1500 mg/Ltr	<2100 mg/Ltr	<2100 mg/Ltr
4	Chloride	Not mentioned	Not mentioned	Not mentioned	<1000 mg/Ltr
5	Sulphate	Not mentioned	Not mentioned	Not mentioned	<1000 mg/Ltr
6	BOD	<30 mg/Ltr	2000 mg/Ltr	<30 mg/Ltr	<30 mg/Ltr
7	COD	<250 mg/Ltr	4000 mg/Ltr	<250 mg/Ltr	<250 mg/Ltr
8	Oil & Grease	<10 mg/Ltr	450 mg/Ltr	<10 mg/Ltr	<10 mg/Ltr

6.03. It is necessary to maintain pH, TSS, TDS, Chloride, Sulphate, BOD, COD, Oil and Grease in the treated water characteristics as per the TNPCB norms as prescribed above. Failing of parameters will be imposed as a penalty to the contractor based on the report given by TNPCB.

Scope of work on daily basis	
A shift	1. Removing of floating debris at bar screen chamber 2. Removing of floating dead cells in both the aeration/ Equalization tank 2 Nos.. 3. Cleaning of floating sludges in both the clarifier 4. Watering the garden around ETP
B shift	1. Removing of floating debris at bar screen chamber 2. Removing of floating dead cells in both the aeration Equalization tank 2 Nos.. 3. Cleaning of floating sludges in both the clarifier 4. Watering the garden around ETP
C shift	1. General operation & maintenance work in plant

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Scope of work on weekly basis	
1	Digester top deposited sludge to be removed
2	Aerations and Clarifiers launder algae formation to be removed
3	V Notch to be cleaned
4	Sludge Dewatering plant to be operated
5	Treated water collecting sump floating materials to be cleaned
6	Grass/ burshes cutting around the ETP area
Scope of work on half yearly basis	
1	Bar screen settled sludge to be cleaned
2	Equilisation tanks deposited sludge at the bottom and the wall to be cleaned
3	Acid pahse floating sludge to be removed
4	Gas holder inside water to be refilled by fresh water
5	Fat collection tank and sludge storage tank to be cleaned
6	Overhead tank to be cleaned
7	Treated water collecting sump complete cleaning

6.04. The below said materials are to be used for effective treatment of plant and the same shall be provided by the Federation. The list of materials are given below

S.No	Name of the material	Appox. Quantity/month
1	Urea	250 Kg
2	DAP	150 Kg
3	Poly electrolyte	20 Kg
4	Aerobic culture	15 Kg
5	Alum	20 Kg
6	Cow dung	1 ton (Every six month)

6.05. The area around ETP shall be maintained by the contractor and shall be furnished with greenery in order to have pleasant look as well as to absorb the bed odour of effluent. For maintaining the greenery area in and around the ETP.

6.06. The successful tenderer should ensure that his workers abide the instructions given by the Aavin officials of this dairy from time to time.

6.07. The work should be carried out on all the 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.

6.08. The raw effluent water should not be let out anywhere else inside or outside the dairy. If found the successful tenderer alone is responsible for the discharge and all the legal obligations and statutory dues. The amount charged to the Federation for the above activity by statutory bodies should be paid by the contractor.

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- 6.09. The contractor should engage the manpower who must be in a position to carry out the preventive maintenance chart as enclosed in the annexure and the report should be submitted to the client. Failing will be imposed as a penalty.
- 6.10. Necessary chemicals and testing consumables required to carry out pH, TSS, TDS, Chloride, Sulphate, BOD,COD, Oil and Grease to be supplied by the Federation every month.
- 6.11. Since the ETP is located completely visible to the atmosphere the anti corrosive painting should be done for yearly twice to maintain the plant outer condition. At the time of painting work additionally the tenderer is permitted to utilized maximum of 10 Nos. of unskilled workers per occasion. Painting material shall be provided by the Federation. The list of painting materials are given below

Painting materials	Approx. Quantity/ occasion
Sand Paper	80 grit
Blue	5 Litres
Yellow	15 Litres
Red	15 Litres
Black	40 Litres
Primer	30 Litres

- 6.12. Before painting sand paper to be used to remove the rust particles and thereafter 2 coat paintings to be applied. The painting labours to be engaged at the cost of causal labourers. Maximum of 10 Nos. shall be utilized by the successful tenderer in addition for the work on every occasion. Total 4 times in a tender period the above nature of work to be performed.

S.No	Paramaters	Location	Time intervals
1	pH	Raw effluent inlet, Falsh mixer, acid phase, digester outlet, aeration tanks, clarifier outlet, Final outlet	Hourly
2	TSS	Raw effluent inlet, Equilisation tank, digester outlet and Final outlet	Shiftwise
3	TDS	Raw effluent inlet, Equilisation tank, digester outlet and Final outlet	Shiftwise
4	Chloride	Raw effluent inlet and final trated water	Shiftwise
5	Sulphate	Raw effluent inlet and final trated water	Shiftwise
6	BOD	Raw effluent inlet, digester outlet and Final outlet	Weekly once
7	COD	Raw effluent inlet, digester outlet and Final outlet	Daily
8	Oil & Grease	Raw effluent inlet and Final outlet	Shift wise
9	MLSS	Aeration tanks	Daily

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- 6.13. The chemist should perform the below listed test at various stages as prescribed and the report should be submitted to the client in the approved format and maintain the log register in printed format by serial No. Failing as penalty to be imposed on the contractor.
- 6.14. Keeping records for flow and other parameters like pumps, blower, operation period etc. on daily basis in the prescribed format.
- 6.15. Analysis of influent, treated effluent at outlet for required effluent parameters on daily basis in a log sheet.
- 6.16. Submission of analysis report to the concerned in charge in the prescribed format.
- 6.17. Minor rectification works like replacing gland packing, coupling bush for pumps, air lock problems, and any nature of electrical works must be carried-out by the contractor immediately.
- 6.18. As per the tender clause No.6.01 the manpower mentioned in the schedule are to be vary in 25% (+) or (-) depending upon the crisis situation and dairy activities.
- 6.19. The contractor should be received the ETP material as per tender clause 6.04 from the dairy stores and stock should be maintaining the separate ETP material register for making necessary entries (i.e receipt, usage & balance) and it should be authenticated by the stores incharge & AGM(Engg) on Daily basis.

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Sl.No	Equipment	Details	Remarks
1.	Air Blower	1. Check V Belt after every 3 months.	Refer vendor manual
		11. Check oil level after 1 month	
		12. Check Gaskets after 1 month	
		13. Clean the Silencer every 15 days.	
2.	Pumps	1. Check oil level after 1 month.	
		2. Check the seal position every 2 months.	
		3. Check the coupling fittings every 3 months	Refer Vendor Manual
3.	Submersible Mixers	1. Clean the mixers every week	
		2. Check the movement of mixer for up and down.	
4.	Flash Mixer	1. Check the gear box oil every 2 months.	
		2. Check the oil seal every month	
5.	Dosing pumps	1. Clean suction pipe every week	
		2. Flush dosing pumps with water when not in use	Refer manual
6.	pH Sensor	1. Clean sensor once in a week.	
		2. Calibrate with standard solution.	
7.	Volute Dewatering Machine	1. Drain the chamber completely.	
		2. Check the plate position once in the 15 days.	
		3. Clean the flocculation chamber once in 10 days.	
8.	Diffusers	1. Clean the diffusers once in 3 months	
9.	Digester	1. Check gas leakage in hoods once in 3 months.	
		2. Remove the fat accumulated every day.	
		3. Clean the effluent gutters every day.	
10.	Gas Holder	1. Check the water level in basin once in a month.	
		2. Check for gas leakages of domes once in a month.	
11.	Pipes & Fittings	1. Check flange joints for leakage once in month.	
		2. Check valves for leakage once in a month.	
		3. Check hand lever for smooth operation.	
12.	Fat Removal Unit	1. Check gear box oil once in a month.	
		2. Check skimmer arm movement once in a month.	Refer vendor manual
		3. Check skimmer for its proper alignment once in a month.	
		4. Grease / lubricate wheel assembly & rail once in 15 days.	
		5. Check limit switches once in a month.	

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PENALTY

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

6.20. Scope of work on daily basis		Penalty Amount
A shift	1. Removing of floating debris at bar screen chamber	Rs. 500.00
	2. Removing of floating dead cells in both the aeration.	Rs. 500.00
	3. Cleaning of floating sludges in both the clarifier	Rs. 500.00
	4. Water pouring to the garden around ETP	Rs. 500.00
B shift	1. Removing of floating debris at bar screen chamber	Rs. 500.00
	2. Removing of floating dead cells in both the aeration.	Rs. 500.00
	3. Cleaning of floating sludges in both the clarifier	Rs. 500.00
	4. Water pouring to the garden around ETP	Rs. 500.00
Scope of work on weekly basis		
1	Digester top deposited sludge to be removed	Rs. 1000.00
2	Aerations and Clarifiers launder algae formation to be removed	Rs. 1000.00
3	V Notch to be cleaned	Rs. 1000.00
4	Sludge Dewatering plant to be operated	Rs. 1000.00
5	Treated water collecting sump floating materials to be cleaned	Rs. 1000.00
6	Grass cutting around the ETP area	Rs. 1000.00
Scope of work on half yearly basis		
1	Bar screen settled sludge to be cleaned	Rs. 3000.00
2	Equilisation tanks deposited sludge at the bottom and the wall to be cleaned	Rs. 3000.00
3	Acid pahse floating sludge to be removed	Rs. 3000.00
4	Gas holder inside water to be refilled by fresh water	Rs. 3000.00
5	Fat collection tank and sludge storage tank to be cleaned	Rs. 3000.00
6	Overhead tank to be cleaned	Rs. 3000.00
7	Treated water collecting sump complete cleaning	Rs. 3000.00
6.21	It is necessary to maintain pH, TSS, TDS, Chloride, Sulphate, BOD,COD, Oil and Grease in the treated water characteristics as per the TNPCB norms as prescribed Scope of work 6.02. Failing of which Rs. 500/- parameters will be imposed as a penalty to the contractor based on the report given by TNPCB	Rs.500.00
6.22	The contractor should engage the manpower who must be in a position to carry out the preventive maintenance chart as enclosed in the annexure and the report should be submitted to the client. Failing will be imposed as a penalty.	Rs.2000.00 per case
6.23	The chemist should perform the below listed test at various stages as prescribed and the report should be submitted to the client in the approved format and maintain the log register in printed format by serial No. Failing as penalty to be imposed on the contractor.	Rs.1000.00
6.24	If the drying bed is not cleaned, the actual cost of the work incurred by carrying out the work by the Federation will be deducted from the contractors' bill.	

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6.25	In case the contractor failed to supply required manpower in any particular shift i.e., A, B or C shift as mentioned in the tender clause 5.21 the wages to be recovered from the current month claim bill.	Double the collector wages
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- 6.26. Penalty at 5 times of the MRP cost will be recovered from the bill of the successful tenderer if milk packets or milk product or any dairy materials is found with the worker of the successful tenderer at the Security gate while leaving from the duty. Such worker should be immediately stopped from working at this dairy.
- 6.27. No workers are permitted to bath inside the premises or take lunch other than the specified places. Penalty of Rs.100 per occasion will be levied and recovered.
- 6.28. Proportionate rate cut will be imposed for the late arrival of employees or late commencement of work or early leaving the work spot.

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SCOPE OF WORK FOR OPERATION AND MAINTENANCE OF CST

The CST operation starts from 8 am to 5.30 pm per day. The operation and maintenance are as follows.

- 6.29. Release the Parking anchors and switch – ON the system
- 6.30. Check the cables and sensors and put into Auto mode
- 6.31. Filling the cold water Input tank by RO line
- 6.32. Continuous monitoring of every axial and radial movements
- 6.33. Adjust the focal angle manually if necessary.
- 6.34. Continuous monitoring of Generated hot water level in the Insulated storage tank
- 6.35. Either it need for boiler feeding or reaching its full tank level immediately, switch on the pressure pump up to water drain.
- 6.36. Re-parking the anchors when he leaves the plant and shut down all systems.
- 6.37. Any un-uses al wind noticed system to be put in to parking mode.
- 6.38. Cleaning the Glasses for once in every week
- 6.39. Greasing & Lubricating the system for once in every month
- 6.40. Small repairs will provide free services.

SCOPE OF WORK FOR PROVIDING 2 NOS. OF BOILER MAN

- 6.41. Operation of Boiler along with solar panel should be done on all days by providing 2 boiler man with grade 1 or grade 2 boiler operation certificate with minimum 3 years of experience in any industry. The work force shall be deputed for uninterrupted 3 shifts operation of Boilers in A, B, C shift in 365 days & to co-ordinate with Federation Boilerman during maintenance work.
- 6.42. The boiler capacity and max working pressure are as follows

S.No	Boiler Number	Boiler Erection year	Boiler Make	Capacity	Max. Working Pressure
1	T-5507	1994	KesselPack	4 Ton	10.54 Kg/Cm2
2	T-5508	1994	KesselPack	4 Ton	10.54 Kg/Cm2
3	T-12417	2019	Industrial Boilers	5 Ton	17.54 Kg/Cm2

Total number of solar panels:123 Panels of Flat plate collector

- 6.43. (a).Normally any one of the boilers shall be in operation during the production of UHT plant, the 5 ton boiler must be in operation due to the high pressure requirement.

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6.44. Operational activities and general activities

S.No	Detailed Operational Activities
1	Filling of furnace oil from main storage tank to service tank
2	Filling of solar water from solar panels to insulated hot water tank
3	Transfer of hot water from hot water tank to feed water tank with respective to running boilers
4	Opening of steam to preheat the furnace oil
5	Operation of feed water pump
6	Checking the level of water in the furnace by using gauge glass
7	Operation of valves if necessary
8	During stratup check the pressure relief valve
9	Ensure that the vent valve on the boiler is open and check there is no pressure in the boiler
10	Check that all the valves for fuel are open, and let the fuel circulate through the system until it comes to therequired temperature
11	Check and open the feed water valves to the boiler and fill the water inside the boiler drum to just above the low water level. This is done because it is not possible to start the boiler below the low water level due to safety features that prevent the boiler from starting. Also, the level is not filled much because if filled too much, the water inside the boiler might expand and over pressurize the boiler.
12	Start the boiler in automatic mode.
13	Check the combustion chamber from the sight glass to ensure the burner has lit and the flame is satisfactory.
14	Keep a close eye on the water level as the pressure increases and open the feed water manually if required when the level of water inside the gauge glass is stable.
15	Close the vent valve after the steam starts coming outside (Only during startup time)
16	Blow down must be given at once in all shifts
17	Sample of Feed water and blow down water must be given to lab and report must be recorded
18	Do all regular operation of the boiler as and when required.
19	Shutting down and changing of running boiler as per in charge directions
20	Logging of boiler operation in record Book
21	Coordinating with in charge during the shutdown of the boiler
22	Coordinating with Tubwash supervisors for opening and closing of steam valves in Tub washing area
23	Must check all section for any leakage in steam pipelines, traps valves in duty hours and take immediate action for arresting immediately.
S.No	General Activities
1	Coordinate with in charge and go to IOCL Tondairpet terminal for taking furnace oil to dairy and unloading to main storage tanks by using unloading pump.
2	Coordinating with Concentrating solar thermal (CST) plant operator to collect Hot water generated from the CST to feed water tank

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6.45. (i) Maintenance activities

S.No	Detailed Maintenance Activities
1	Pump oil leak arresting
2	Strainers Cleaning
3	Gasket replacement in the steam and oil pipelines
4	Arresting steam line leaks by coordination with TCMPF welder
5	Arresting feed water pipeline leaks by coordination with TCMPF welder
6	Solar hot water pipelines leaks arresting work and cleaning of solar panels
7	Burners cleaning of all three boilers
8	Feed water valves and NRV replacement
9	Steam valves replacement.
10	Steam traps replacement
11	Gauge glass repair works
12	Boiler mobrey repair works and coordinating with TCMPF electrician
13	Bellows replacement
14	Replacement of love joy couplings
15	Replacement of small pipelines if required by coordinating with TCMPF welder
16	checking of oil, grease for all motors and bearings
17	Attending minor furnace refractory works
18	Minor painting works
19	Coordinating with TCMPF welder for boiler tube plucking and doing hydro test
20	Replacing of Photo cell, Ignition transformer, Electrodes, pressure gauges and porcelain tubes when it is found necessary
21	Miscellaneous works instructed by in charge

- 6.46. Payment of fee for statutory requirement to boiler directorate and annual cleaning and arrangement for inspection by Directorate of Boilers will be in the scope of M/s. TCMPF Ltd.,
- 6.47. The successful tenderer should ensure that his workers abide the instructions given by the Aavin officials of this dairy from time to time.
- 6.48. Oil spillage if any near service tank storage tank and oil unloading area to be cleaned immediately.
- 6.49. The contractor has to adopt the procedure laid down by DGM(Dg) SNR Dairy from time to time.
- 6.50. The rate offered should be firm and no revision of rate will be entertained at any cost during the contract period or on extension period.
- 6.51. The work should be done as indicated in the scope of work, terms and condition.

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- 6.52. The contractor is responsible for the cleaning of work place neatly.
- 6.53. The monthly bill will be settled based on the actual no of duties.
- 6.54. The federation has no control over the employees employed by the contractor. It is for the contractor to engage the persons of his choice and the federation is concerned with only the quality of work.
- 6.55. The preparatory works for all three boilers must be completed in time before the due date.
- 6.56. For 2 Nos. of boiler operator must cover accidental insurance policy as per the instruction of Director of boilers by the successful tenderer without fail. The insurance copy to be produced to the TCMPF Ltd., Certificate of the boilerman to be submitted to TCMPF Ltd., before engaging the individual to operation.

SCOPE OF WORK FOR MILK RECORDER

- 6.57. Maintaining of Proper receipt of all the empty tubs from all the route and agency vehicles and consolidating the total receipts from all the vehicles and closing the stock of empty tubs. Received at the end of each shift and tub dues to be recorded in the prescribe format and informed to Marketing wing in 'A' shift daily and get acknowledgement.
- 6.58. Segregating the damaged tubs and maintaining the stock of damaged tubs and handing over of empty tubs to general stores every week and Accounting the same in the tubs register and showing the physical stock to auditors / higher officials for verification.
- 6.59. All Milk Recorder's should maintain Hygiene of stacking area, empty tubs stacking area, leak milk cutting area, all cold rooms, loading docks A,B & C in their respective shifts.
- 6.60. Should ensure the leak cutting then and there and immediate reprocessing.
- 6.61. Recording the cold room stock variant wise in Shift Officers report book every one hour and reporting the same to AGM & DGM.
- 6.62. To look after the route and agency despatch based on Marketing Indent and the same to be recorded in shift officer book & Despatch book after receiving CD-15.
- 6.63. Handing over of the Indent copies and CD -15 to Dairy.

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- 6.64. Responsible for tallying the physical tub stock with the book stock on daily basis.
- 6.65. Maintaining records related to ISO, IDMS and other registers introduced related with packing & despatches activity.
- 6.66. Responsible to carry out the works allotted by the superior time to time.
- 6.67. The Physical stock of tubs to be counted at 6 AM and to be recorded in the tub register.
- 6.68. Responsible to verify tubs physically before unloading the empty tubs from vehicle & acknowledge the same in route schedule.
- 6.69. Collecting route schedules acknowledged by all the Milk Recorder's & Maintaining the tubs receipt register and tub account register. After reconciliation with Marketing handing the route schedule to Marketing.
- 6.70. Monitor washing of each and every tub before being taken for stacking.
- 6.71. To look after the route and agency vehicles despatches and same to be entered in the Shift Officers Book and despatch register.
- 6.72. All the registers related with tub account must be updated daily and keep ready for audit.
- 6.73. A separate register should be maintained for Agency and Route for accounting purpose.
- 6.74. The details of broken tubs must be informed to Dy.Manager(Stores) then and there for mailing necessary arrangements for disposal.
- 6.75. Tub receipt, issues, dues must be verified with Route and Agency CD 15 daily.
- 6.76. Should ensure the correct despatch of sachets of all varieties of milk and tubs as per the marketing indent in their shifts and look after the Evening agencies despatches at any one of the dock in the evening shift.
- 6.77. Despatches should be recorded in the despatch register.
- 6.78. Receipt of empty tubs should be followed and recorded and tubs cleaning must be ensured.
- 6.79. Should monitor the requirements of the stacked tubs to the Route /Agency for night shift despatch by coordinating with tub checker Milk Recorder in A, B & C dock and packed accordingly.

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- 6.80. To ensure the timely despatches of route/agency.
Night Shift Milk Recorders must monitor the cleaning of milk cans, fork lift, tubs stand, cold rooms and despatch docks to maintain hygienically.
- 6.81. Responsible for tallying the physical tub stock with the book stock on daily basis after night despatches.
- 6.82. Should ensure the correct despatch of sachets of all varieties of milk and Tubs as per the marketing indent in their shifts and look after the night Agencies/Route vehicles despatches at any one of the dock in the night shift.
- 6.83. Receipt of empty tubs should be followed and recorded and tubs cleaning must be ensured.
- 6.84. Broken / other brand / unwanted tubs if any found are to be reported to Shift officers immediately.
- 6.85. Should monitor the milk tubs loading during despatch as per marketing indent to avoid /excess / loading. Incase of excess of loading noticed in any of vehicle at the time of checking at dock the same to be reported to Shift officer immediately.
- 6.86. Any excess loading found at rechecking 5 times of penalty shall be imposed and recovered from the tenderer bill for the additional quantity loaded in the vehicle.
- 6.87. Any misbehaviors is observed in his contract period, without prior notice the individual shall be made not allowed immediately.
- 6.88. The individual engaged shall not be permitted to work in any other contract. If any found without prior notice the individual shall be made not allowed immediately.

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SCOPE OF WORK FOR DAIRY TECHNOLOGIST

- 6.89. Monitor the reception of Milk tankers as per monthly milk movement plan.
- 6.90. Pumping of milk tankers based on lab report and MBR time.
- 6.91. Coordinating with transport regarding parking the raw milk tankers for pumping.
- 6.92. Manual & CIP cleaning must be given after unloading of milk tanker.
- 6.93. Coordinating Lab about the quality of raw milk in Tanker & pasteurization milk in Silos.
- 6.94. Monitoring the plant out let Chilling temperature.
- 6.95. Pasteurization and preparation of all varieties of milk in silos as per the requirement preparation of production plan well in advance to avoid any dislocation.
- 6.96. Melting of butter for Standardization as per requirement and Reconstitution of SMP for standardization as per requirement.
- 6.97. CIP for all tanks and silos which are being emptied.
- 6.98. Physical observation of cleaning of Silos / Tanks.
- 6.99. Maintain the temperature on required level, report to AGM(Engg) / Maintenance team deviation if any.
- 6.100. Maintain Log book, A/c Register, Milk Reception Register, Batch preparation Register, SMP, Butter Register, etc.,
- 6.101. Accounting of milk receipts from all the unions on daily basis.
- 6.102. Accounting of all varieties milk preparation and despatch quantities.
- 6.103. Random checking of tanker Weighment / Prepac sachet Weighment etc., daily.
- 6.104. To keep physical stock of Butter, SMP, Milk and other Consumables as per book stock.
- 6.105. Removing the used packing materials (butter, cartons, SMP bags, liners) cut open tanker's, seals and handing over to stores/Scarp yard.
- 6.106. To release of empty tankers in time.
- 6.107. Supervising milk Receipts, Processing, Standardization despatch of milk for packing as per specific standards in procedure manual.
- 6.108. To carryout production as per production plan

SIGNATURE OF THE TENDERER

- 6.109. Inform deviation in the process to the AGM (Prodn)/AGM (Engg)/Shift Officer in respective shift for taking corrective and preventive action.
- 6.110. Ensure personnel hygiene, housekeeping and sanitation.
- 6.111. Placing indent for SMP, Butter and other consumables as per requirements on maintain account.
- 6.112. Maintaining accounts of milk, SMP, Butter and other consumable for items and responsible for maintaining physical stock as per accounts and Co-operative Audit purpose.
- 6.113. Timely despatch of milk through distribution vehicles as per market indent..
- 6.114. Inform the machine break down to maintenance section for rectification and follow up.
- 6.115. Responsible to arrange leave to the section operators and arrange substitute.
- 6.116. Responsible for preparing displaying SOP for the processing and related activities.
- 6.117. Monitor the strength of Lye & Acid and temperature in CIP section for effective cleaning.
- 6.118. Responsible for displaying of necessary instruction to the staff and workers related with safety and work procedure.
- 6.119. Responsible for personal hygiene of the staff and housekeeping of Dairy premises.
- 6.120. Responsible for maintenance of attendance and effective deployment and utilization of man power and achieving the given target in time.
- 6.121. Maintaining the records and registers related with FSSAI and other certifications.
- 6.122. In addition to the above responsible for carrying out the works allotted by the AGM (Prod)/DGM(Prodn)/Higher Officials now and then.
- 6.123. Supervise the weighbridge operations.
- 6.124. Reprocess of Non-conformity product.
- 6.125. CIP and manual cleaning of all equipments and storage tanks as per schedule
- 6.126. Maintaining production Norms / Ratios.
- 6.127. Responsible for making all the IDMS entries related to production module & MR modules.
- 6.128. Coordinate with Maintenance and quality control wings.
- 6.129. Operating the PLC System.
- 6.130. Maintain the CIP system.

SIGNATURE OF THE TENDERER

9. 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 "Operation and Maintenance of Effluent Treatment Plant and providing 2 Nos. of Boilerman, 1 No. of CST Operator, 2 Nos. of Milk Recorder, 1 No. of Dairy Technologist per day at Sholinganallur dairy Complex for 24 months during the year 2023-2025 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 ofat Chennai.

Yours faithfully,
Authorized Signature :

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

Name of the Tenderer :

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

7. 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:

11 . 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 Operation and Maintenance of Effluent Treatment Plant and providing 2 Nos. of Boilerman, 1 No. of CST Operator, 2 Nos. of Milk Recorder, 1 No. of Dairy Technologist per day at Sholinganallur dairy Complex for 24 months during the year 2023-2025 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> 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**

AAVIN

**THE TAMILNADU CO-OPERATIVE MILK
PRODUCERS' FEDERATION LIMITED:
SHOLINGANALLUR DAIRY
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 Work contract for **Operation and Maintenance of Effluent Treatment Plant and providing 2 Nos. of Boilerman, 1 No. of CST Operator, 2 Nos. of Milk Recorder, 1 No. of Dairy Technologist per day 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 opening the Commercial Bid.

SIGNATURE OF THE TENDERER

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

Work contract for Operation and Maintenance of Effluent Treatment Plant and providing
 2 Nos. of Boilerman, 1 No. of CST Operator, 2 Nos. of Milk Recorder, 1 No. of Dairy
 Technologist per day at Sholinganallur dairy for 24 months for the year 2023-2025

S. No	Description	No of persons as per tender	Rate per person/ per day wages (Rs.)	EPF 13% (Rs.) (EDLI – 0.5%, Admn. Charge -0.5%)	ESI 3.25 % (Rs.)	Wages / person / per day	Total wages per day for 15 person	Service Charges (Per day) (Minimum 3.85%) (On column No.8) (Rs.)	GST 18% (Rs.)	Total rate Per person/ per day (Rs.)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
1	Supervisor	1 No.	629	82	20	731	731			
2	Chemist	2 Nos	548	71	18	637	1,274			
3	Operator	3 Nos.	513	67	17	597	1,791			
4	Unskilled worker	3 Nos.	439	57	14	510	1,530			
5	Boilerman	2 Nos.	803	104	26	933	1,866			
6	CST Operator/ Maintenance	1 No	704	92	23	819	819			
7	Milk Recorder	2 Nos.	513	67	17	597	1,194			
8	Dairy Technologist	1 No	704	92	23	819	819			
	Total	15 Nos	4853	632	158	5643	10,024			

Rate should be quoted in price bid in online

Total in words

NOTE:

- The successful tenderer should pay not less than the collector wages prescribed by the District Collector to his workers and take care of other statutory dues.
- 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.
- If any discrepancy is found between the prices quoted in words and in figures, the lower of the two shall be considered.
- The rate quoted is taking into consideration of the Minimum wages Act and Statutory dues
- After quoting the rate, if the tenderer goes back, the Earnest Money Deposit remitted by the Tenderer shall be forfeited fully.
- The lowest service charge (as per column No. 9) will be considered for award of contract.
- The tenderer should quoted the aggregate value in Coloumn.9

SIGNATURE OF THE TENDERER