

**TENDER DOCUMENT**  
**FOR**  
**SUPPLY OF RUBBER MAT FOR COWS FOR**  
**The Bolangir- Kalahandi- Nuapada Regional Co-Operative**  
**Milk Producer's Union Ltd.**

Inside Veterinary Hospital Campus.

Hatalapada, Bolangir

Dist.- Bolangir-767001,Odisha

Bolangir-767001,Odisha.

Tel:06652 230334

**E-mail :omfedbknmul@yahoo.eom.**

**Website:- [www.bknmilkunion.com](http://www.bknmilkunion.com)**

**DATE OF COMMENCEMENT OF  
SALE OF TENDER DOCUMENT :**

10.02.2021

**LAST DATE FOR SALE OF  
TENDER DOCUMENT :**

25.02.2021 upto 1pm

**LAST DATE AND TIME FOR  
RECEIPT OF TENDERS :**

25.02.2021 upto 1pm

**TIME AND DATE OF OPENING  
OF TENDERS :**

25.02.2021 at 3.0pm (Technical Bid)  
26.02.2021 at 3.0pm (Price Bid)

**PLACE OF OPENING OF TENDERS : Head Office BKN Milk Union.Balangir**

**ADDRESS FOR COMMUNICATION : General Manager,  
Balangir Kalahandi Nuapada  
Regional Milk Producer's  
Union Ltd,Balangir**

**Cost of Tender paper Rs. 1000/- +12% GST= 1120/-**

*9/2/2021*

**THE BOLANGIR-KALAHANDI-NUAPADA REGIONAL CO-OPERATIVE MILK  
PRODUCERS' UNION LTD.**

**INSIDE VETERINARY HOSPITAL CAMPUS,HATISALPADA, BOLANGIR**

**DIST.-BOLANGIR -767001 (ODISHA)Tel:06652-230334**

**Email-omfedbknmul@yahoo.com .Website: www.bknmilkunion.com**

**TENDER NOTICE FOR PURCHASE OF VETERINARY DRUGS & FEED ADDITIVES AND  
RUBBER MAT FOR COWS**

Sealed Tenders in separate envelopes i.e. Technical & Financial are invited from the Manufacturers/Authorised Distributors for supply of Veterinary Drugs and feed supplements and Rubber mat for cows for the period of 24 months from the date of finalization of tender.

The tender documents shall be downloaded at BKN Co-op. Milk Union Office website mentioned below on payment of Rs. 1120.00(Rupees One Thousand +GST 12%) only in form of DD in favour of Bolangir-Kalahandi-Nuapada Regional co-operative Milk Producers Union Ltd payable at Bolangir from 10.02.2021 to 25.02.2021. In such cases, the cost of tender paper Rs. 1120/-i.e. (Rs. 1000+12% GST )in shape of Demand Draft must be accompanied with Technical Bid of the tender which shall be received up to 1 P.M. on dtd.25.02.2021 and shall be opened on the same day i.e. 25.02.2021 at 3 P.M. (Tech. Bid) and 26.02.2021at 3pm(Price bid) at BKN Milk Union Head Office in presence of Bidders. Any addendum, corrigendum or update shall be posted only on BKN website.

BKN reserves the right to cancel any or all the offers without assigning any reason thereof.  
For details please visit our website [www.bknmilkunion.com](http://www.bknmilkunion.com).

  
General Manager

# The Bolangir- Kalahandi- Nuapada Regional Co-Operative

## Milk Producer's Union Ltd.

Inside Veterinary Hosp'tal Campus.Hatisalapada, Bolangir

Dist.- Bolangir-767001,Odisha

Bolangir-767001,Odisha.Tel:06652 230334

B.K.N Milk Union invites Techno-commercial offer(TENDER) from reputed Manufacturer / distributor in separate envelopes i.e. technical & financial for supply of rubber mat for coes for the period of 24 months from the date of finalization of tender.

The tender documents shall be downloaded at BKN Regional co-op. milk union office website mentioned below on payment of Rs.1120.00 (Rupees one thousand + GST 12%) only inform of DD in favour of Balangir-Kalahandi-Nuapad Regional co-operative milk producers union ltd. payable at Bolangir from 10-02.2021 to 25-02.2021. the DD must be accompanied with technical bid of the tender which shall be received up to 1.0 p.m. on dtd.25.02.2021 and shall be opened on the same day i.e. 25.02.2021 at 3 p.m. (tech. bid) and on 26.02.2021 at 3.0pm (Price bid) at BKN milk union head office in presence of bidders. any addendum, corrigendum or update shall be posted only on BKN website. BKN MU reserves the right to cancel any or all the offers without assigning any reason thereof. for details please visit our website [www.bknmilkunion.com](http://www.bknmilkunion.com).

### Eligibility Criteria

#### A. For Participation in the tender

1. The tenderer should be a MANUFACTURER or Distributor having valid GST registration.
2. The Rubber mats shall be supplied by the firm within the stipulated time as will be intimated in the purchase order ensuring specification as per the tender. Failing which the EMD by the approved firm will be forfeited and performance of the firm shall be considered unsatisfactory and the tender of the firm will not be entertained in future.
3. The documents attached to the tender shall be verified by the Technical Committee of the BKN Milk Union Ltd. along with the original documents who will report in details on the eligibility of the tenderer on the day of opening of Technical Bid.
4. The tenderers are required to provide the sample of the item for examination of the technical committee as well as for record, along with Tender paper.
- 5-The participant of the tender must have not been blacklisted by any Govt. office /Govt.Undertakings / organizations. In case it is detected later on that the participant firm is a blacklisted one, the tender submitted by such tenderer would be rejected forthwith the earnest money and or security deposit will be forfeited. In addition to this, legal action as deemed proper may be initiated against such tenderer.
- 6-The annual business turnover preferably not below Rs.20 lakhs in last Financial year 2019-20.

#### B. For submission of Tender(Technical Bid)

There shall be two bids system to be submitted in separate envelopes. One is technical bid and another is price bid. Both the envelopes shall be put in a single large envelop for submission.

2. The tenderer should mention clearly the details of the manufacturing address of the Rubber mats to satisfy the requirement of exact location of the manufacturer for further correspondence by the BKN Milk Union Ltd. Whenever required.
3. The tenderer should mention the status of the manufacturer such as ISO Certificate.
4. The annual business turnover preferably not below Rs. 20 lakhs in each year for preceding 3 years for the satisfaction of committee constituted for the purpose.
- 5.The Tenderer submit the sample of the quoted item along with Tender paper.

YR  
9/02/2021

Signature of the Tender  
with seal & date

5. All the supporting documents as required in the terms and conditions of this tender shall be enclosed with the technical bid by the Tenderer.
6. The EMD of Rs.25000.00(Rupees Twenty Five Thousand) only in shape of Bank Demand Draft (D.D.) is to be payable in favour of "The Bolangir-Kalahandi-Nuapada Regional Coop Milk Producers Union Ltd. Bolangir", payable at Bolangir along with technical bid.
7. It is for the information of all concerned, that EMD is binding for all bidder , except valid NSIC & MSME certificate holder / Co-operative as per rule.
8. The manufacturer should have valid latest ISO certification.

#### **Price Bid**

The tenderer should quote the price of the rubber mat in the prescribed format as annexed writing the serial number of the item and its name. If the tenderer does not qualify himself in the technical bid, the price bid offered will not be entertained. In case of unsuccessful bidders for the technical bid, price bid will be returned as received in the sealed cover without being opened. The tenderer should submit the price bid in Annexure II.

#### **Deposit of Earnest Money**

- 1-The tender shall not be entitled to any interest on the earnest money.
- 2-The earnest money deposited by unsuccessful tenderers will be refunded without bank interest as early as possible after the tenders are finalized.
- 3- Earnest money deposited by the successful tenders shall be retained & will be returned after expiry of the approved list or completion of supply.
- 4-The EMD will be forfeited if the tenderer withdraws the tender or does not accept the Approved list or does not supply the items within the stipulated time as per the terms & conditions of tender or the product supplied is proved to be of substandard quality.
5. Copy of EMD exemption in case of MSME Certificate/Co-Operative as per rule.

#### **Delivery Time.**

The items shall be supplied within 45 days from the date of acceptance of the order.

#### **Payment Terms**

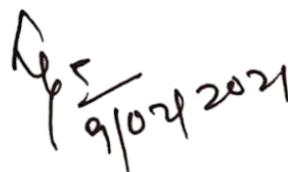
90 % payment against supply and rest 10% after successful usage of minimum one month.

#### **RIGHT OF ACCEPTANCE/REJECTION OF TENDER**

The following documents shall be submitted by the tenderer as a MUST along with Tender papers.

- 1-Original tender paper with proper sign and stamp with date in each page.
- 2-Tender Paper Cost In Shape Of DD in respect of purchase of tender papers.
- 3- EMD (earnest money deposit) except MSME/Co-operative.
- 4 Self Attested Photocopy of the up-to-date manufacturing license of the manufacturer.
- 5- Self Attested photo copy of up to date Income Tax return of the year (2019-20).
- 6- Self attested copy of PAN card .
- 7- Attested Photocopy of up to date (at least up to 31.03.2020) valid Sale tax clearance certificate /GST clearance certificate, duly attested.
- 8- Attested photocopy of GST Registration Certificate.
- 9- Detail name, Address, telephone no., Fax, E-mail of the firm& of the Director / Managing Partner / Proprietor of the firm.
- 10- Annual Turn Over of Rs. 20 lakhs in each year for Preceding 3 years disclosed in Balance Sheet of the audited Account of last three years of the Firm.
- 11- Declaration regarding not blacklisted by any Govt. Offices/ Govt undertakings/ Organisations / UNO agencies/ PSUs etc.
12. Documentary evidence in support of minimum annual turnover of Rs. 20 lakhs in each year for Preceding 3 years in supply of items to Government/semi Government organizations / UNO agencies / PSUs etc.
- 13- **Annexure • I, IV** duly filled in and check list in Annexure "III" No tender shall be accepted if the same is not supported with the above documents mentioned at Sl.No-1 to 13.

**Signature of the Tender  
with seal & date**

  
9/02/2021

The right of acceptance of tender and/ or award of contract rests with the General Manager who does not bind himself to accept the lowest tender and also reserves himself the right to reject any or all the tender(s) received without assigning any reason whatever. Any dispute arises in future will be finalized-by BKN, The legal dispute is subject to Bolangir jurisdiction only.

### **VALIDITY OF TENDERS**

The rate so approved will remain valid till Twenty Four (24) months from the date of approval or as decided by the BKN Milk Union duly approved by the competent authority.

### **Tenderer's understanding the tender documents**

The tenderers shall carefully go through the tender documents and fully inform himself to all the terms and conditions contained therein before submission of the tender. If the tenderer find discrepancies or omission or should be in doubt as to their meaning relating totender documents, he should at once inform the General Manager, BKN Milk Union Ltd. and obtain clarification in writing prior to submission of the tender. Verbal clarification or information given by the General Manager, The BKN Regional Co-Operative Milk Producers' Union Ltd., or the authorized representative working under shall not be binding on the BKN Milk Union Ltd. ,in any way.

### **TERM AND CONDITIONS FOR SUBMISSION OF TENDER**

#### **A. Instructions to tenderer towards purchasing**

Each set of tender papers shall be downloaded from website.

The tenderer who downloaded tender documents from website should furnish the Bank DD towards cost of tender paper along with tender.

#### **B. Instructions to tenderer while submitted the tender paper**

1. All papers submitted with the tender and the tender itself should bear the dated signature of the tenderer in every page.

2. Capital letters should be used in filling up of the tender form and should be neatly typed computerized.

3. Rates should be quoted on the prescribed tender form (Annexure •II Price Bid). The rates offered should be written both in figures and in words and no erasing or overwriting shall be entertained.

4. All information in these tender documents shall be in English only.

5. The Tenderer may quote the rates for all the items contained in the Tender or a part thereof. The rate to be quoted should be FOR destination of all units of our milk union inclusive of packing, and forwarding charges. The rate should be quoted in Indian currency only. It is necessary that specific brand make etc. should be clearly mentioned on the tender paper for each item furnished to compare the specification and the rate against multiple offers.

6. The tenderer must quote the rates of the items for which they have been specifically asked for as per tender. Tenderer quoting the rates or units different from those mentioned in the tender liable to be rejected.

7. Tender containing clerical error/ typographical error/ arithmetical mistake(s) may be liable to be rejected.

8. One rate shall be offered for one item. In case there are really different specification or brands to be offered against one item and all of them confirm to the standard and specification of the required item more than one rate can be offered for consideration. But the tenderer in all such cases shall clearly mention the make, brand, specification and shall furnish literature/ sample for each item

9. The tenderer is required to submit samples/ detail brochures & leaflets in respect of the items of Rubber mat as offered in the Tender along with the technical bid and produce the sample for scrutiny by the technical committee Whenever it is required and further consideration by the committee to analyse the price bid, failing which the items so offered will not be considered. The samples of the successful bidders shall be kept as Master sample for verification against the supplied items.

10. Submission of more than one Tender by a particular tenderer under different names is strictly prohibited. In case it is found later on that this condition has been violated, all the tenders submitted by such tenderer will be rejected or cancelled and earnest money shall be forfeited. in addition to such, legal action may be initiated as deemed proper against such tenderer.

*N. 9/02/2021*

**Signature of the Tender  
with seal & date**

11. EACH PAGE OF TENDER PAPERS BESIDES THE PLACES SPECIFIED SHALL BE SIGNED BY THE TENDERER WITH HIS SEAL AND SIGNATURE.

12. All offers shall be addressed to the GENERAL MANAGER, BKN REGIONAL COOPERATIVE MILK PRODUCER'S UNION LTD., BOLANGIR in double sealed cover clearly marked outside. "Tender for supply of Rubber Mat" as well as their name should be super scribed by the tenderer on the envelope containing the Tender paper. If the due date so mentioned above is declared as holiday, the last date and time for submission and opening of tenders shall respectively be the time as aforesaid on next working day.

13. Tenders sealed and super scribed as above will sent by Registered Pos/CourierService Delivery addressed to the above authority so as to reach by the due date and time. The tenders delivered or sent otherwise as stated above will be at the risk of the Tenderer. The tender which is received after the time and date specified above will not be entertained and is liable to be rejected.

14. The rate so approved will remain valid for Twenty Four(24) Months from the date of publication or as decided-by BKN Milk Union duly approved by competent authority.

15. THE TENDER COMMITTEE/ TENDERING AUTHORITY/UNDERSIGNED RESERVES THE RIGHT

a. To reject any/ or all the Tenders at any stage without assigning any reason there of  
b. To purchase RUBBER MAT at the approved rate of the catalogue from any Outsider during the Tender/ Contract Period in case of emergency, if the Tenderers fail to supply such items on short notice observing financial formalities.

c. To withdraw any item from the tender at any stage. In such contingency the selection of such item already made in favour of any Tenderer shall be treated as cancelled.

d. To make additions to or deletion from the list of consuming units/ delivery points to any time during the period of validity of the tender or of the contract in pursuance of the Tender.

16. The period of firmness of the approved rates is 24 months. However, if at any time during the period of contract, the price of any tendered item is reduced or brought down by any law or act of the Central or State Government or the tenderer, the tenderer shall be morally and statutorily bound to inform BKN Milk Union immediately about such reduction in the contract price. The General Manager, BKN Milk Union Ltd. is empowered to unilaterally effect such reduction as is necessary in rate, in case the tenderer fails to notify or fails to agree for such reduction or rate.

17. No payment will be made before completion of supply. Full payment will not be made against shipping or railway document. Payment should be completed only after the receiving officer of the BKN Milk Union has taken delivery of Store and found them to be satisfactory in every respect.

18. If the performance of the approved firm is found to be not satisfactory for irregular supply of approved items against indents placed during the validity period of the tender, the earnest deposited by the approved firm will not be released and will be forfeited The tender of the firm will not be entertained in future.

19. The Earnest money deposit furnished by the Tenderer will be liable to be forfeited, if the Tenderer Withdraws his tender as a whole or for any particular item at any stage after the submission of the tender or fails / refuses to enter into written agreement for any/ or all other items of his accepted tender within the time specified when requested to do so The earnest money deposit furnished by a tenderer and even the tenderer is liable forfeiture and cancellation without prejudice to any other action in the event of failure / refusal to supply order and or according to contract specification and/ or quantity.

20. PACKAGING: All the packaging should be primary (New). The supplier shall provide such packaging of the goods as is required to prevent their damage or deterioration during transit to their final destination. The packaging shall be sufficient to withstand without limitation rough handling during transit & open storage. The manufacturing date, batch no, etc. must be disclosed in the body of the packages.

  
9/02/2021

Signature of the Tender  
with seal & date

21. All the supplies should invariably display the particulars on its label and / or cartoon in a distinct manner.
22. Abnormally low price of an item quoted by the tenderer in the Tender with some malafide intention will not be accepted, if detected and his offer will be rejected.
23. TENDERS ARE TO BE ACCOMPANIED WITH THE FOLLOWING DOCUMENTS and also should furnish a certificate at Annexure-III of the tender paper, list the documents submitted with initial/ signature with their seal and the tenderer shall furnish the details of firm with the status in **Annexure - I**.
- a) Covering letter in the letter head pad of the Tenderer.
- b) The Original money receipt obtained towards purchase of tender papers should be carefully preserved and should be enclosed in original at the time of submission of tender papers. The tenderer who downloaded tender documents from website should furnish the Bank DD towards cost of tender paper along with tender.
- c) Complete tender papers with initial / signature of the tenderer with rubber seal in each page and in the enclosing documents.
- d) copy of Income Tax Return for the Assessment year-2019-20.
- e) copy of Sales Tax Return for the Assessment year-2019-20
- f) E.M.D. as prescribed in the Tender Notice.
- g) Literature of information Brochures indicating detailed specification.
- h) Documentary evidence in support of minimum annual turn over not below Rs. 20 lakh of year 2019-20.
- i) Rates should be quoted in model format enclosed along with tender paper (Annexure. II(Price Bid).
- j) List of enclosures to be furnished as per Annexure-II enclosed.
- k) Details of the requirement for technical bid as mentioned in Para B under "Submission of tender in Annexure- IV.
- m) Copy Of MSME /CO-OPERATIVE Certificate .
24. After testing of Rubber mat in any adverse report on any item is received, the supplier/ Tenderer will have to refund the entire cost of Rubber mats supplied along with forfeiture of EMD. In case where payment is not required to be released the same shall be forfeited. Besides the above, action will be initiated for black listing Firm/ Supplier/ Tenderer on the report of the competent authority.
25. Any dispute arises out of the contract shall be settled amicably. However the decision of the Administrator, BKN Milk Union Ltd. In this regard shall be treated as final.
26. Any legal dispute is subject to Balangir jurisdiction only.

### TECHNICAL SPECIFICATION RUBBER MAT

Usage	:	Cow Mat
Type/ Material	:	Rubber
Thickness	:	25mm-28mm
Weight	:	20kg
Size	:	5ft x 8ft
Shape	:	Rectangular
Warranty	:	24 months

*[Handwritten Signature]*  
9/10/2021

**Signature of the Tender  
with seal & date**

**TENDER FORM**

From

M/s. ....  
.....  
.....

To

The General Manager  
The Bolangir Kalahandi Nuapada Regional  
Co-operative Milk Producer's Union Ltd.  
Bolangir-767001, Odisha.

Sub. : Tender Notice No..... Dated .....

Dear Sir,

In response to your advertisement in the ..... Dated..... for supply of rubber mat . I/We, a Company / a Partnership / Firm / an Association / Sole proprietor in the case of a firm, an association of a syndicate (please set out here full name of all partners or members).....

..... carrying on business at.....

..... Hereby offer tender to supply the items including all accessories and attachments complete in all respects at the firm rates quoted in the schedule attached.

- 1- I/We agree that this offer shall remain valid for a period of 24 months from the date of issue of the approved list .
- 2- I/We hereby agree to abide by and fulfil the terms & conditions set out in the INVITATION TO TENDER INSTRUCTIONS TO TENDERERS CONDITIONS OF THE TENDER SCHEDULE AND ANNEXURES HERETO, which shall be deemed to form a part of this tender & I/We return herewith all these documents attested on each page in token of my/our acceptance thereof.
- 3- I/We hereby further agree to notify the General Manager, The B-K-N Regional Co-operative Milk Producers Union Ltd., at any time whether before or after acceptance of my/our tender any change in the address and or constitution of my/our firm/association/syndicate either by death or retirement of any partner or by the admission of a new partner of member or otherwise (this clause shall apply where tenderer is a firm/association or syndicate)
- 4- I/We do hereby certify that, I am/we are real manufacturer/stockist/importers / authorized agents of the overseas suppliers and my/our financial position is quite sound to fulfil the contract.
- 5- I/We hereby declare that this Tender and your acceptance to be notified by you shall constitute a valid and binding contract between us.

**Signature of the Tenderer**

**Seal of Tenderer**

*Handwritten signature and date: 9/2/2021*

1. Status of the Firm (proprietorship, partnership, (P) Ltd., limited company)
2. Name of the Tenderer
3. Whether a limited firm or public or private undertaking
4. The name and address of proprietor/ partners/ managing director / manager / principal officer
5. Financial condition of the firm whether solvent or not with details thereof
6. Whether manufacturer or/ distributor or/ sole selling agent (in the case of mixed business, the items for each should be indicated)
7. Varieties of articles dealt with and names of the items
  - a) Is it a Registered Firm under the partnership Act ? If so, Regd. No. & date & office of Registration should be given (Please furnish and attested true copy of certificate of registration).
  - b) If it is a company incorporated under the companies act, please furnish an attested true copy of certificate of incorporation.
8. Name of the authorized person who can hold discussion on your behalf at the time of necessity.
9. The names of the proprietors / partners or Managing Directors / Principal Officer with address or Addresses as the case may be who is authorized to receive payment in case of endorsed bill on behalf of the firm from the General Manager/Indenting Officer and their specimen signatures in duplicate for each.
10. Are you an income tax assesses? Please furnish the current income tax return / non-assessment certificate.
11. Indicate in detail about the previous experience of supply of items tendered for (attach additional sheets)

**CERTIFICATE :**

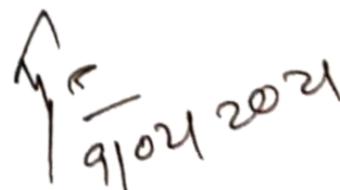
Certified that the information furnished above are true and correct to the best of our / my knowledge and belief. In case any or all the information given above or the tender documents is or are found to be incorrect at any time. I undertake the liability to be proceeded within any manner. Any change or changes in regard to the information furnished will be intimated by us/me as and when such changes occur.

Signature .....

Prop/Partner/Managing Director /Manager/

Principal Officer / Authorised Signatory

(Strike out which ever not applicable)



9/02/2021

**ANNEXURE-II  
PRICE QUOTE**

To  
The General Manager,  
The Bolangir Kalahandi Nuapada Regional  
Co-operative Milk Producer's Union Ltd.  
Bolangir-767001, Odisha.

Sub: Supply of Rubber Mat

Sir,

With reference, I/We herewith submitting my/our Tender "ON F.O.R DESTINATION BASIS, for the items indicated below:

SL. No.	Sl.No. of the tender item as per tender schedule.	Item Description as per tender schedule	Make/Brand	Unit Packing	Price MRP				In words for Quoted price(Including GST)
					MRP	Quoted Price including F.O.R.	GST	Total	
1	2	3	4	5	6	7	8	9(7+8)	10
		Rubber Mat Size-5ft X8ft							

The bidder have to quote the prices as per the format mentioned above only.

I/We, hereby once again confirm that, I/ We have thoroughly studied the Tender Document and understood the tender conditions, tender specification, details of goods required, t/ We fully understand the nature of item I/We quoted for the quantity and specification of the same. My/ Our offer to supply the stocks is strictly in accordance with these requirements. / We hereby agree that, the decision of General Manager, BKN Milk Union Ltd. shall be final in any disputes regarding the supply, tems & conditions of this tender.

Date:

**Signature of the Tender  
with seal & date**

*[Handwritten Signature]*  
9/02/2021

## ANNEXURE – III

List of enclosures attached to the Tender Documents:

1-

  
/ 9/02/2021

Signature of the Tender  
with seal & date

## ANNEXURE – IV

Sl. No.	Sl.No. of the Tender Item	Experience in supplying Rubber mats for Cows of reputed manufacturers of National and International level		The make and brand be specifically stated for each item/for which the rate is quoted		Specification of each item notified in the tender for which the rate is quoted by the tenderer	State the ISO Certification 9001-2000 for each items notified for which the rate is quoted by the tenderer
		Name of the Items	Name of the Manufacturer	Make	Brand		
1	2	3	4	5	6	7	8

*[Handwritten signature]*  
9/02/2021