

TENDER INVITES FOR PURCHASE, BLEND & SUPPLY OF BULK TEA

Tender Ref No. BNS/SALES/ 407 / Dated: 27/04/2022

Banaskantha District Co-Op. Milk Producers' Union Ltd., Banas Dairy, PB No-20, Palanpur invites tenders for the following scope of work.

- 1. Purchase of Tea at Kolkata/ Siliguri/ Guwahati Public Auction.**
- 2. Blending of Tea as per approved standard samples.**
- 3. Packing and transportation of Tea to the Palanpur**

Supplier's Responsibilities:

1. Provide a Sample of the Tea to the Banas dairy for Approval.
2. Purchase of tea, on behalf of Banas dairy as per the requirement of Banas Dairy from the auction house.
3. Blending of different lots of Tea as per the Banas dairy Specifications of Flavour, Taste, Strength, Colour, etc. Subject to seasonal variations.
4. Guide us

Banas Dairy Responsibilities

1. Providing requirements of Tea well in advance to enable procurement of the same.
2. Providing timely feedback on the Quality of Tea.
3. Payment to party within 15 days from the receipt of the stock at our premises.
4. Payments will be made to the party, irrespective of the location of the Goods.
5. Freight charges from the place of the auction will be paid by Banas dairy at the actual rate.

MODE OF OPERATION

1. The MOU will be signed with a successful bidder for one year to supply Tea as per requirements which can be extended further with mutual consent.
2. Banas dairy will inform the requirement of tea well in advance to party along with the maximum acceptable average Price and Sample of the Tea Quality.
3. Party will procure the tea on behalf of Banas Dairy through Kolkata/ Siliguri/ Guwahati Public Auction and blend it, to match the sample given by Banas dairy.
4. Party will send the sample for approval to Banas dairy.
5. Banas dairy will judge the Sample and convey its approval/ rejection of the Sample by fax/mail/email

6. In case of rejection, the party will re-procure/ re-blend the tea and send the sample for approval.
7. Upon approval of the sample, the party will properly pack the tea in bags and send it to Banas dairy through Road transport. The transportation cost will be reimbursed to the supplier on successful (quality and quantity) receipt of the stock. Responsibility for Stock (Quality & Quantity) will be with the Supplier till it received at Banas dairy Palanpur
8. Party will also send all the necessary papers to the Banas dairy for Payments and collection of Tea including auction papers.
9. The tea will be checked against the approved sample upon receipt at Banas dairy. In case of rejection, the party will replace the tea at no additional cost to Banas dairy.
10. The weight of the tea receipt will be taken as the final weight and shortages will be recoverable from the supplier.
11. Banas dairy will make payment to Party through RTGS.
12. ₹ 5,00,000/ to be given by the successful bidder as a security deposit which will be refunded after the successful completion of the contract without paying any interest

GENERAL INSTRUCTION TO PARTY/FIRM AND SPECIAL CONDITIONS

Sealed Tenders shall be submitted in envelopes consisting of the following:

1. **Tender copy for the above-mentioned activities for Banas Dairy.**
 - Portfolio of the company with relevant work done
 - Tenders should be addressed to HOD (Sales & Marketing), Banas Dairy Palanpur, HOD (Sales & Marketing), PB No 20 Palanpur, Distt: Banaskantha GujratPin Code: 385001
 - The tender should reach the above address with respective cover details within 15 days from the date of advertisement.
 - Write “Tender of Tea” on the envelope.
2. Statement of Experience (including the name of clients/s and no. of years) purchasing Tea through auction.
3. PAN No, TAN No, ST No. & Service Tax No., GST / VAT No (whichever is applicable)
4. Profile of Management Team, Organization Structure, Employee Strength
5. Audited Turn Over report for the last five years.
6. Registration Certificate with a Tea Board and Auction Centre as a broker.

7. The bidder should have to submit solvency certificate from the bank.
8. The tender shall be accompanied by the requisite amount of Tender Fees in form of a Demand Draft (Non-refundable) of ₹ 1180/- (1000/- + GST 18%) and EMD (Earnest Money Deposit) of ₹ 25,000/- should be made through NEFT/RTGS Payment in Banas Dairy Bank Accounts.

To transfer EMD through RTGS /NEFT only in our following Bank account.

Bank Details are as under:

Beneficiary: Banaskantha Dist. Co-op. Milk Producers Union Ltd.

Bank Name: HDFC Bank Ltd.

IFSC Code: HDFC0000335

Account No. 03350310000046

Branch: Palanpur.

You are requested to write your company name & Tender Ref BNS/Sales/407, Dated 27/04/2022 in RTGS form in the reference field

9. EMD of successful bidders shall be retained as security deposits without any interest till supplies are completed against the Purchase Orders issued under this Contract. (i.e. Contract Period Completion)
10. Earnest money of unsuccessful bidder shall be returned within 30 days from the finalizing of contracts, without any interest on it.
 - The Tender shall remain valid for an acceptance period of 45 days from the date of opening the financial bid and the tenderer shall not cancel or withdraw the tender during this period.
 - Each page of the Tender documents should be signed by the person or persons submitting the tender in token of his/they're having acquainted himself/themselves with the General Conditions of Contract, General Specifications, and Special Conditions, etc., as laid down. Any tender with any of the documents not so signed will be rejected.
 - The tender submitted on behalf of a firm shall be signed by the person who has the necessary authority on behalf of the firm to enter into the proposed contract. Otherwise, the tender may be rejected by Banas Dairy Palanpur.
 - Banas Dairy Palanpur reserves the right to reject any/fail applications without assigning any reasons thereof. Mere submission of an offer to Banas Dairy Palanpur does not entitle an applicant to any benefits/rights/preference. Canvassing in any form is prohibited and will lead to disqualification.

- The bidder shall keep confidential all the information relating to work or to any other aspect of Banas Dairy business that comes into its possession as a result of or in connection with its work under this tender.

ELIGIBILITY CRITERIA:

- Minimum Annual Turn Over of Firm/Person should be ₹ 25 cr for the last five years
- Minimum Experience of firm/person should be 10 years in the purchase, blending, and sale of Tea
- The firm/person must be registered with the Tea Board of India.
- The firm/person should also be registered with auction centers.

PARTY/FIRM/BIDDER TO INFORM HIMSELF FULLY:

If the Party/Firm/Bidder shall have any doubt as to the meaning of any portion of the general conditions, or the special conditions or the size and scope of the work or the specifications, or any other matter concerning the contract he shall in good time, before submitting his tender, put forth the particulars thereof and submit them to Banas Dairy, Palanpur in writing so that such doubts may be clarified in writing before tendering. Once a tender is submitted the matter will be decided according to tender conditions in the absence of such authentic pre-clarification.

In case of any Clarification you may Please contact the following officials on any working day during office hours: -

Name: Amitkumar

Mobile No: 9890264113

Banaskantha District Co-Op. Milk Producers Union ltd

Banas Dairy, PB No 20, Palanpur

Dist: Banaskantha Gujrat

Pin Code: 385001

Email: amitkumar@banasdairy.coop

TECHNICAL BID

Sr. No.	Description	Details
1.	Name of the bidder	
2.	Address of Office With the Name of the contact person and telephone & fax numbers and email address	
3.	Local sales tax Registration No., PAN No., TAN No, and GST No.	
4.	Whether you have minimum yearly Turnover of ₹ 25 Crore from Tea business in last 5 Year. Say " Yes" or " No"	
5.	Bank Details (A/C no. with RTGS/N EFT). (Enclose cancel cheque)	
7.	Whether you have a minimum of 10 years of experience in Purchasing Tea through an auction in different auction Centers in India. Say " Yes" or " No"	
9.	Whether you have done any work for Banas Dairy Palanpur in the past If yes, provide details	
10	If already registered with Banas Dairy then provide vendor code	

Checklist for documents enclosed:

1. Statement of Experience (including the name of clients/s, nature of business, and no. of years) in executing the project similar to the scope of work mentioned above.
2. PAN No., TAN No., GST NO. (Whichever is applicable)
3. Profile of Management Team, Organization Structure, Employee Strength
4. The Signatory of the tender should be duly authorized by the concerned firm to sign these kinds of tender documents on behalf of the firm.
5. Acceptance of all the terms and conditions stipulated in the tender document by signing on each page of the document
6. Audited Turn Over report for the last five years.
7. Registration Certificate with a Tea Board and Auction Centre as a broker.

I / We confirm that the information provided above is correct to the best of my knowledge and any concealment of facts will read to my disqualification at any stage by the competent authority.

Date:

Place:

Authorized Signatory

COMMERCIAL BID

Sr. No.	Unit	Base Price (Rate)	Taxes if applicable	Total (Rs.) (Rate)
Commission (on auction price)	In percentage terms			
Warehouse Charges/Handling Charges	Per Bag (mention avg wt. in each bag in kg)			
Auction Brokerage/ Tea Board (on auction price)	Per Kg basis			
Blending /Packing / Stitching charges	Per Kg basis			
Cost of new Polythene liner/Paper Bag	Per Kg of Packed Tea			
Any Other (Plz Specify)				

Note:

The commercial bid shall be evaluated based on unit cost per item,
Bidder must submit an all-inclusive quotation indicating the cost of each head, mentioned under 'Commercial Bid Table

Date:

Place:

Authorized Signatory