



THE PONDICHERRY CO-OPERATIVE MILK PRODUCERS' UNION LTD., No. P. 1
Vazhudavur Road, Kurumampet, Puducherry – 605 009.
Phone – 0413 2271607, 2272202
e-mail id: ponlaitmd@gmail.com

TENDER NOTICE

E-TENDER FOR

Supply of Cattle Feed Raw Materials to Ponlait Cattle Feed Plant at A-1, Industrial Estate, Thattanchavady, Pondicherry-605009. (Two Bids System)

The Pondicherry Co-operative Milk Producers' Union Ltd. (**PONLAIT**), invites two bid systems single stage two envelopes unconditional Bids from the interested Registered Companies / Firms / Co-operative Societies / Manufactures / Suppliers / Dealers / Traders or any other legal entity in India from within and outside Union Territory of Puducherry through registering and enrolment in online tendering system in <https://pudutenders.gov.in>

Tender Form Cost: Rs.1,000/- plus GST 18 % = Rs.1,180/- (Non-refundable)

Earnest Money Deposit: Rs.80,000/- (Refundable)

1. Tender Schedule

Sl. No.	Particulars of Tender	Date	Time
1	Publishing Date	02.09.2024	09.30 a.m.
2	Document Download Start Date	02.09.2024	10.00 a.m.
3	Document download end date	09.09.2024	04.00 p.m.
4	Seek clarification start date	02.09.2024	10.00 a.m.
5	Seek clarification end date	09.09.2024	03.00 p.m.
6	Pre-bid meeting	04.09.2024	11.00 a.m.
7	Sample submission start date	02.09.2024	10.00 a.m.
8	Sample submission end date	09.09.2024	12.00 p.m.
9	Bid submission start date	02.09.2024	10.00 a.m.
10	Bid submission end date	09.09.2024	04.00 p.m.
11	Technical Bid opening date	10.09.2024	12.00 p.m.
12	Price bid will be opened only after receipt of sample test analytical report and the decision of Ponlait is final.	Bidders are informed to periodically check the tender status column of the Government of Puducherry website https://pudutenders.gov.in	

2. NIT Tender Documents:

Sl. No.	Details of the tender document
1	Tender Notice
2	Terms and Conditions
3	Bidder Instructions
4	Technical Specifications
5	BOQ (Bill of Quantity)

3. Raw Material Requirement:

**THE PONDICHERRY CO-OPERATIVE MILK PRODUCERS' UNION LTD., No. P. 1**

Vazhudavur Road, Kurumampet, Puducherry – 605 009.

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Sl. No.	Raw Material	Quantity in MT.	Supply Schedule
1	Cotton Seed Extraction (DOC)	19.0 MT	Single Lot
2	De-Oiled Rice Bran	82.0 MT	4 Spells
3	Maize	24.0 MT	2 Spells
4	Molasses Mixed Bran	41.0 MT	2 Spells
5	Tapioca Thippi / Flour	15.0 MT	Single Lot

Total Estimate Cost: Rs.41,42,250/-

4. The rate quoted for the supply of materials as per e-tender will remain the same for a period of three months from the date of opening of quotation.

5. The monthly requirement of raw materials shall be intimated by Ponlait to the successful bidder 15 days before the start of the supply.

6. The tender / bid shall only be submitted through the online tendering system of <https://pudutenders.gov.in>. The interested bidders shall have to enrol / register with the portal of <https://pudutenders.gov.in> for participating in the Bidding process as per the bidders' manual kit for enrolment and Digital Signature Certificate registration that is available in the same website.

7. If the dates mentioned above are declared as holidays for any reason whatsoever, the Tenders will be received and opened on the next working day.

8. Tender Form and Terms & Conditions (not transferable) can be downloaded from the websites <https://pudutenders.gov.in>. The tender may also be viewed from the tender's column of <http://www.py.gov.in>.

9. Out of two part bid, The Technical bid should comply with all the documents as mentioned in the Tender Terms & Conditions and should be submitted both in online and offline (physical) mode on or before the date mentioned in the tender schedule.

10. The price bid should be submitted through BOQ (Bill of Quantity) for all raw material and uploaded in the online tendering system only through <https://pudutenders.gov.in>

11. No physical / off-line price bid shall be accepted. Only documents stated in tender conditions of technical bid will be accepted in physical mode. Conditional tenders and casual letters sent by the bidders also will not be accepted.

12. Registered Companies / Firms / Co-operative Societies / Manufacturers / Suppliers / Dealers / Traders who are blacklisted by the Government / State Agency



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are not entitled to file / participate in the tenders. Minors / insane are not eligible to participate.

13. Bidders should quote for one or more number of items of the cattle feed raw materials proposed to be purchased and the price bid of the bidders who are technically qualified and L1 rate (lowest bid) will be calculated based on the item-wise lowest rate per Kg.

14. Bidders are requested to send one representative with an authorization letter on the day of opening the tender for participation. Without authorization no one will be permitted for participation.

15. All bidders are advised to frequently visit the website www.pudutenders.gov.in for any corrigendum / addendum regarding the tender published.

16. The L1 bidders shall be intimated via letter and he shall acknowledge his acceptance by signing an agreement and payment of security deposit.

17. The Managing Director, The Pondicherry Co-operative Milk Producers' Union Ltd., No. P. 1 reserves the rights to extend/reject/accept any/part/all tenders with or without assigning any reason thereof.

Asst. Manager (Pur.)

Asst. Manager (Products)

Manager (P&I)

Manager (DP)

Internal Auditor

Managing Director



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TERMS & CONDITIONS

E-TENDER FOR SUPPLY OF CATTLE FEED RAW MATERIALS TO PONLAIT CATTLE FEED PLANT AT A-1, INDUSTRIAL ESTATE, THATTANCHAVADY, PONDICHERRY- 605 009.

1. General Terms:-

- a. The Pondicherry Co-operative Milk Producers' Union Ltd. (**PONLAIT**), invites two bid systems single stage two envelopes unconditional Bids from the interested Registered Companies / Firms, Co-operative Societies / Manufactures / Suppliers / Dealers / Traders or any other legal entity in India from within and outside Union Territory of Puducherry through registering and enrolment in online tendering system in <https://pudutenders.gov.in> for the supply of Cattle Feed Raw Materials for Cattle Feed Plant at Pondicherry. Bidders may quote the rate and submit tenders for the Raw Materials.
- b. First download NIT documents namely Tender Notice, Terms and Conditions, Bidder Instructions, Technical Specifications and BOQ File (Price Bid) from the Tender published in the website www.pudutenders.gov.in and www.py.gov.in read all the terms and conditions of the two part tender before uploading the files in the website.
- c. The quotation for the supply remains open for a period of three months from the date of opening of the quotation.
- d. Tenders received after the specified date and time shall be summarily rejected.
- e. The PONLAIT will not be responsible for delayed downloading and uploading documents in the web site.
- f. The signatory of the tender should indicate his/her/their status in which he/she/they have signed and submit necessary documentary proof admissible in law in respect of such authority assigned to him / her / them by the firm.
- g. Bidders shall quote the price only in the prescribed tender form of BOQ file which can be downloaded from the website complying to all the terms and conditions.
- h. The PONLAIT reserves the right to modify the tender documents by way of amendments, in which case the same will be informed to the respective tenderers by way of letter and through publishing as corrigendum in the website.
- i. The PONLAIT may at its discretion extend the deadline for submission of tender by way of notification Corrigendum in website.
- j. No telephonic / fax offers will be considered.
- k. Tenderers will not be permitted to modify the tenders in any form after submission of tender.



- l. At any time before the acceptance of tender if information is received that the tenderer is banned or black listed by any procuring entity, the tender will not be accepted even if it is the lowest.
- m. If the due date of opening of tender happens to fall on a bundh or a holiday, the tender will be received and opened at the same time and at the same place on the next working day.
- n. The Managing Director, Pondicherry Cooperative Milk Producers' Union Ltd., reserves the right to postpone, or cancel the tender. Notwithstanding anything contained in the tender schedule, no obligation will rest on the PONLAIT to accept the lowest tender and the PONLAIT shall also have the right to extend/accept or reject any or part or all of the tender.
- o. At the time of supply, samples shall be drawn from each consignment, pooled and one sample shall be given to supplier on request, one shall be stored for future reference and the other shall be used for analysis of quality at PONLAIT Quality Assurance Laboratory.
- p. The raw materials supplied shall be analyzed at the PONLAIT Quality Assurance Laboratory. The quality results so declared by the PONLAIT Quality Assurance Laboratory shall be final.
- q. Raw material received below the standard quality will be rejected subject to admissible limit as to be specified in the agreement to be executed.
Supply will be considered to be completed on receipt of the entire ordered quantity subject to variation of plus or minus 0.5 % of the quantity mentioned in the purchase order.
- r. The raw material must be packed in uniform / equal weight in good gunnies / PP sacks without patches or tears. If the gunnies / PP sacks are found in damaged condition, appropriate cut will be imposed as per the prevailing rate of disposal of old gunnies / PP sacks by the Union and the tender may be even rejected.
- s. The weight of raw materials received and recorded at the cattle feed plant will be final.
- t. If the PONLAIT incurs any loss due to the default of the tenderer on account of supply of poor quality raw material, then the same will be recovered from the tenderer or from any other transaction of the tenderer with this Union or through arbitration mutually agreed upon.
- u. In case of partial / short supply of the ordered quantity of the raw material, bill amount for the quantity supplied will be settled only after deducting security deposit and the same will be forfeited. Defaulters due to non supply of the ordered quantity of raw material/ Materials in the previous tender within the prescribed time schedule will be debarred in the subsequent tender for all the materials.



- v. Debarring for three tenders in a financial year will lead to be black listed permanently.
- w. Delayed supply due to strikes, lockouts, fire accidents or any other bonafide causes beyond the reasonable control by the tenderer and such delay or impediment occurs before the time it shall be the duty of the tenderer to set forth this case and request for extension time for supply.

1. (A) Penalty Clause:

- a. **The PONLAIT has the right and at its discretion may accept replacement of the rejected quantity at the request of the tenderer which should be completed within 07 days from the date of intimation. Both lifting back and replacement of the rejected material should be done within 07 days, If not done within 07 days it will attract a penalty of Rs.10/-PMT/day from 08th day onwards and up to 60 days.**
- b. **The PONLAIT reserves the right to dispose of the rejected materials or destroy the same without any further notice to the supplier if the materials are not cleared within 60 days from the date of intimation. No claim is admitted from the supplier thereafter and the supplier will be construed as defaulter in supply. Apart from forfeiture of security deposit amount, penal charges will also be recovered from the pending bills if any.**

2. Technical Bid Conditions:-

- a. The Part-I Pre-qualification-cum-Technical Bid should be submitted in cover, wax sealed and duly superscribed as **“Part I-Technical Bid, e-Tender for the Supply of Cattle Feed Raw Materials to PONLAIT Cattle Feed Plant”** addressed to the Managing Director, The Pondicherry Co-operative Milk Producers' Union Ltd, Kurumampet, Puducherry-605 009 and submitted either in person or by post so as to reach on or before the time and date specified in the tender schedule.
- b. The Bidders are to submit the Part-I Technical Bid cover enclosing the under mentioned aspects pertaining to the prospective suppliers' suitability, supply capacity, financial status, past performance, etc. The conditions are as follows:
 - i. Tender Form Cost of Rs.1,000/- + GST 18 % = Rs.1,180/- (Rupees One Thousand One Hundred and Eighty only) (Non-Refundable). **The Tender Form Cost + GST must be paid through online and is not refundable.**
 - ii. Earnest Money Deposit of Rs.80,000/- (Rupees Eighty Thousand only) (Refundable). **The Earnest Money Deposit must be paid through online.**
 - iii. Bidders Profile (The Bidders Profile/Data is to be furnished by filling the required data in the Annexure - I in the last page of this Terms & Conditions and enclosed in the Technical Bid).



- iv. Bidders Acceptance (The Bidders Acceptance shall be furnished by signing in the all pages of this Tender document at right side bottom with office seal).
- v. Bid Submission confirmation received from the e-Tender website.
- vi. Valid GST Registration Certificates and documents shall be enclosed.
- vii. Section 194 Q of the Income Tax Act, 1961 shall be strictly adhered and documents / declarations relevant to this shall be enclosed.
- viii. Annual Business Turnover of the Bidder should be at least **Rs. 50 lakhs per year for past 3 years**. The Annual turnover certificate should be obtained from Government Authority (Commercial Tax / Income Tax Department) or Chartered Accountant otherwise the tender will be rejected.
- ix. Statement of Accounts for Net worth thereof to the value not less than **Rs.30 Lakhs issued by Chartered Accountant for the past three years**.
- x. Copy of affidavit in Rs.20/- Non-Judicial e-Stamp paper duly notarized for the bidder is not black listed by the Government / State Agency as per Annexure-II enclosed with this Tender documents.
- xi. If any previous supply order can be uploaded in technical bid in the field of Animal Feed / Raw Material Trading.
- xii. The bidder should submit samples (**1 Kg packets**) of each raw material in separate sealed packets, which will be subjected to analysis after opening of Technical Bid and should confirm to the Standard Specification mentioned in the Technical Specifications. The raw material samples may be handed over on or before the date and time mentioned in the tender schedule at Head Office, The Pondicherry Co-operative Milk Producers Union Ltd., No.P.1, Kurumampet, Pondicherry – 605 009 and scanned copy of the acknowledgement (Annexure-III) in the prescribed format should be obtained and uploaded in the technical bid of e-tender. The samples will be tested in any one of the Laboratories owned by Government / Government Bodies.
- c. The Bidders are to upload the scanned copies of the above mentioned documents (Sl. No. i – xii) through Technical Bid cover in the Tender portal of the website www.pudutenders.gov.in
- d. The Bidders Profile/Data is to be furnished by filling the required data in the prescribed format attached in the last page of this Terms & Conditions and enclosed in the Technical Bid.
- e. The Bidders Acceptance shall be furnished by signing in all the pages of this Tender document at right side bottom with office seal.
- f. PART-I Technical Bid, wherein the pre-qualification, based on various factors such as supply capacity, suitability and eligibility of the tenderer will be evaluated, considered and decided prior to opening of price bids under PART-II of the tender.
- g. THE PART – I Technical bid shall be opened in the presence of the tenderers or their authorized representative who opt to be present during the opening.



- h. The PART-II price bid of the tenderers who do not satisfy any/all the terms and conditions specifically so mentioned under PART-I technical bid, shall not be considered eligible and shall not be opened.

3. Price / Financial Bid Conditions:-

- a. The Bidders are instructed to enter the rate in BOQ file.
- b. The Bidders are to enter the Bidder name and rate per Kg including all the charges for delivery at Cattle Feed Plant, Puducherry, and inclusive of all taxes **based on supply schedule mentioned in Tender Notice** for the items in column number 5 of the BOQ file and upload through price bid cover in the Tender portal of the website www.pudutenders.gov.in
- c. Part-II price bid will be opened for those Bidders who meet the criteria of eligibility and selection in Part-I Technical Bid.
- d. Price bid will be opened only after receipt of sample test analytical report.
- e. The Part-II price bids shall be opened after opening of the Part-I prequalification / technical bids, in BOQ file uploaded in <https://pudutenders.gov.in>
- f. The Price bid should be submitted in BOQ file .xls format only through <https://pudutenders.gov.in>
- g. The BOQ file shall be downloaded from the <https://pudutenders.gov.in> and enter the rate as detailed below only.
- h. There should not be inserting of worksheet or any other data in this BOQ file.
- i. After the above entries the file shall be saved and uploaded in the <https://pudutenders.gov.in>
- j. Non-compliance of the above clause entirely results in summarily rejection of the tenderer as per the terms and conditions of the tender.
- k. The rate quoted for the supply of materials as per e-tender will remain the same for a period of three months from the date of opening of quotation.
- l. The monthly requirement of raw materials shall be intimated to the successful bidder 15 days before the start of supply.
- m. Bidders should quote the rate for one or more number of items of the cattle feed raw materials on item basis.
- n. L1 rate (lowest bid) will be calculated based on the **item-wise lowest rate per Kg.**
- o. The L1 bidder shall be intimated via letter and he shall acknowledge his acceptance by signing an agreement and payment of security deposit.



4. Earnest Money Deposit:-

- a. The Bidders should remit the amount of EMD Rs.80,000/- (Rupees Eighty Thousand only) (returnable) through Internet Banking / NEFT / RTGS at the time of submission of bid. (Instructions given in tender document – Instructions to Bidder – Sl. No.6) and it will not carry any interest.
- b. Along with EMD amount, the tender form cost Rs.1,180/- including GST 18 % (Rupees One Thousand One Hundred and Eighty only) (non-returnable) have to be paid through online payment through Internet Banking / NEFT / RTGS.
- c. No other form of remittance shall be accepted.
- d. No Exemption from the payment of EMD.

5. Security Deposit:-

- a. Successful bidder shall give in writing the acceptance of the purchase order as per time specifications mentioned.
- b. After evaluation and finalization of pre-qualification / technical bids and Price bids, selected tenderers would be required to sign an agreement and furnish a Security Deposit.
- c. An amount of 5% of the total value of the raw materials to be purchased have to be paid as Security Deposit along with the agreement.
- d. The security deposit will be refunded only after the date of completion of the supply of Raw materials satisfactorily complying with the specification of the Raw material.
- e. On termination of the contract, the Security Deposit is liable to be forfeited and any of the resultant loss beyond Security Deposit will be recovered from the contractor by legal means apart from forfeiture of any amount due to the successful bidder.
- f. No exemption will be given for payment of Security deposit.
- g. No interest shall be paid on Security Deposit

6. Validity of Supply:-

- a. **The rate quoted for the supply of materials as per e-tender will remains the same for a period of Three months from the date of opening of quotation.**
- b. The monthly requirement of raw materials shall be intimated to the successful bidder 15 days before the start of supply.
- c. The total quantity of Cattle Feed raw material has to be supplied within 15 days from the date of the Purchase order/supply schedule.
- d. The PONLAIT at its discretion, at any point of time may extend or shorten the supply schedule when circumstance so warrants.
- e. The supply schedule or the time limit for the delivery must be adhered to. The suppliers shall be required to supply goods as per supply schedule. The order is liable to be cancelled at the option of the PONLAIT if not executed in time.



- f. The PONLAIT reserves the right to grant / refuse the extension of supply period to the tenderer.

7. Agreement:-

- a. The successful Bidder has to execute an agreement on Rs.100/- non judicial stamp paper incorporating the terms and conditions for a period of three months within 15 days from the date of intimation of the acceptance of the tender. In case of default of either of the conditions (i.e.) remitting the security deposit and execution of the agreement within the time allowed the EMD paid is likely to be forfeited by the Union.
- b. If the supplier fails to execute the agreement satisfactorily at the quoted rate the security deposit will be forfeited by the Union and the decision of the Union is final.
- c. For violation of any of the terms and conditions, the Union reserves the right to cancel the agreement, with or without notice as applicable.
- d. If the PONLAIT incurs any loss / additional expenditure due to the negligence of the supplier in connection with the supply during the period of the contract, the same shall be recovered together with all charges and expenses from the supplier and the decision of the Union is final.
- e. The breakages or damages, if any, caused by the supplier to the property of the Union, the cost will be recovered from the supplier and the decision of the Union is final.

8. Payment Terms:-

- a. Payment of bills shall be considered only on proper execution of deed of agreement and supply of raw materials as per tender terms and conditions.
- b. Payment will be made only based on the quality of the raw material analyzed at the PONLAIT Quality Assurance Laboratory.
- c. Payment of raw materials will be made at 100% value within 15 to 20 days from the date of receipt of materials in good conditions based on the test report.
- d. Payment will be made for net weight only excluding gunny bag / Polypropylene sacks @ 1kg for each gunny bag and @ 250 gms for each Polypropylene sack. Old gunnies / poly sacks will not be returned back to the suppliers.
- e. All payments will be made only through A/C payee cheque. In case of request for payment by RTGS / Fund Transfer, it will be considered as a special case and the payment will be made after deducting bank commission.
- f. Appropriate penalty will be imposed as stipulated up to the acceptable limit of rebate conditions depending upon the quality of the raw materials supplied and payment will be made accordingly.
- g. The Invoice shall be recommended for the release of payment based on the quality report.



- h. Short supply of the ordered quantity of raw material will result in cancellation of purchase order for the pending quantity and forfeiture of Security Deposit. The defaulter is eligible to claim only the value of material supplied.
- i. The PONLAIT whenever is obliged to deduct tax at source under any of the provisions of the income tax act from payment made to the suppliers, it will make such deduction from the payment to the supplier as per the provisions of such Act applicable to such suppliers of raw materials from time to time if necessary documents (of having paid such taxes) have not been furnished at the time of claiming of Invoices.

9. Disputes and Arbitration:-

The parties agree that our mutual dispute with regards to terms of this Contract shall be handled through Arbitration, as per the following terms, between them:

- I. THAT, the parties agree that any dispute or difference whatsoever arising between the parties out of / under or in connection with or relating to the construction, meaning, scope, operation, or effect of the contract or the validity or the breach thereof shall be referred to a Sole Arbitrator as appointed under clause (IV) herein below, and that the award made in pursuance thereof shall be binding on the parties;
- II. AND THAT, the parties agree that in respect of those matters, as are not defined in the terms and conditions of the main contract, or in this Arbitration Agreement, the same shall be decided and settled by the Sole Arbitrator in accordance with the Arbitration and Conciliation Act, 1996 and the amendments thereof as in operation on the date of execution of the Contract;
- III. AND THAT, the parties agree that the place of Arbitration shall be at Pondicherry in the Union Territory of Puducherry;
- IV. AND THAT, whenever the parties decide to resort to Arbitration for dispute resolution, the Managing Director, The Pondicherry Co-operative Milk Producers' Union Ltd. (PONLAIT) shall be the authority to appoint the Sole Arbitrator from amongst a panel of Arbitrators maintained by the Government of Puducherry, and such appointment shall be binding on both the parties:
Provided that before requesting the Managing Director, The Pondicherry Co-operative Milk Producers' Union Ltd. (PONLAIT) for appointing an Arbitrator, the parties shall make a sincere attempt to resolve their dispute, within a time period of 3 months, through mutual conciliation, and if so felt necessary by the parties under the supervisory guidance of the Managing Director, The Pondicherry Co-operative Milk Producers' Union Ltd. (PONLAIT).
- V. AND THAT, all costs relating to the Arbitration proceedings, shall be borne equally by both the parties;
- VI. AND THAT, the parties agree that the language for making all submissions and evidence will be presented in ENGLISH during the proceedings;



- VII. AND THAT, it is agreed between the parties that they shall extend their fullest support and co-operation to the Sole Arbitrator and not seek adjournment of the Arbitration proceedings, without explaining the reasons therefor, in writing, in advance, for seeking of such adjournment, and further that there shall not be more than two such adjournments granted, even when there exists a valid reason for seeking such adjournment. And it is further agreed that the parties should cooperate in completing the arbitration process and the broader dispute resolution within 6 months or at most with an extension, on mutual consent, of another 6 months;
- VIII. AND THAT, it is agreed by the parties hereto that, in so far as there is an arbitral award for payment of money, the Sole Arbitrator may include in the sum for which the award is made, interest at the RBI repo rate, as on the date on which the cause of action arose, plus 2 % on the whole, or any part of the money, for the whole or any part of the period, between the date on which the cause of action arose and the date on which the award is made:
Provided that, on the sum so directed to be paid by an arbitral award, there shall be no interest payable for three months commencing from the date of award, but thereafter, interest shall be payable at RBI repo rate plus 4% for such period of delay, till the date of payment;
- IX. The Arbitrator shall record, in writing, the arguments of the two parties on each of the points of dispute and pass a speaking order thereon.
- X. AND THAT, in so far as Arbitration is concerned, the terms and conditions of this Chapter shall prevail over anything to the contrary that may be spelt out in the contract agreement.

10. Legal Jurisdiction:-

In case if either party of the tender is aggrieved by the award of the arbitrator so appointed as per clause or otherwise, they can appeal to court. The courts situated in Pondicherry shall have jurisdiction to entertain such disputes.

11. Quality of Raw Material Required:-

- Goods should be fresh and free from rancidity, impurities, adulterants, insects, fungus infestation, undesirable and objectionable odor, it should also be free from dirt and extraneous matter including thread, iron and metallic pieces.
- Guaranteed quality requirement shown in the Technical Specifications is always on as such basis and not on moisture free basis.
- De-Oiled cakes and Extractions shall be the products of continuous processing plants and free from toxic residue of the solvent.
- Oil cakes and De-oiled cakes should be free from **castor and mahuwa cakes**.
- All the raw materials should be free from Urea. If the raw materials are found adulterated with Urea the same will be summarily rejected.



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- f. The raw materials should be packed in uniform size and weight as far as possible.
- g. The raw material supplied should be free from Aflatoxin. Raw material found containing Aflatoxin shall be rejected.
- h. Raw materials shall be supplied as per the quality standards as found in the Technical specifications.
- i. Penalty depending upon the quality of raw material supplied shall be applicable up to the acceptable limit.
- j. Quality of raw material found above / below the acceptable limit shall be rejected.
- k. Bidders should quote for one or more items of the cattle feed raw materials proposed to be purchased and the price bid of the bidders who are all technically qualified for the particular item will only be opened and L1 rate (lowest bid) will be calculated based on the items wise lowest rate per Kg.
- l. The L1 bidder shall be intimated via letter and he shall acknowledge his acceptance by signing an agreement and payment of security deposit.

The Managing Director, The Pondicherry Co-operative Milk Producers' Union Ltd., No. P. 1 reserves the rights to extend/reject/accept any/part/all tenders with or without assigning any reason thereof.

Asst. Manager (Pur.)

Asst. Manager (Products)

Manager (P&I)

Manager (DP)

Internal Auditor

Managing Director



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Technical Bid – Check List

Kindly ensure compliance of the under mentioned requirements as per Tender terms and conditions for opening and evaluation of Technical Bid.

S.N.	Details	Yes/No
1	Bidders Profile / Bidders Data as per Annexure - I	
2	Valid GST Registration Certificates and documents.	
3	Section 194 Q of the Income Tax Act, 1961 shall be strictly adhered and documents / declarations relevant to this shall be enclosed.	
5	Annual Business Turnover Certificate at least Rs.50 lakhs per year for past three years	
6	Statement of Accounts for Net worth thereof to the value not less than Rs.30 Lakhs issued by Chartered Accountant for the past three years.	
7	Copy of affidavit in Rs.20/- Non-Judicial e-Stamp paper duly notarized for the bidder is not black listed by the Government / State Agency as per Annexure-II enclosed with this Tender documents.	
8	Raw Material sample packets	

After the verification of above documents by the Purchase Committee the tenders of the bidders will be admitted in the Technical Bid and then only the Price Bid will be opened.



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ANNEXURE - I
Bidders Profile/Bidders Data

1	Name & Address	
2	Phone (O)	
3	Fax No.	
4	Mobile No.	
5	e-mail Id	
6	GST Registration No.	
7	Income Tax PAN Certificate No.	

DECLARATION

The above information is correct and true in all respects and we undertake to inform you if any change in the above particulars regarding our business from time to time.

Date:

Place:

**Signature of Authorized Representative
of the firm under proper seal**



THE PONDICHERRY CO-OPERATIVE MILK PRODUCERS' UNION LTD., No. P. 1
Vazhudavur Road, Kurumampet, Puducherry – 605 009.
Phone – 0413 2271607, 2272202
e-mail id: ponlaitmd@gmail.com

ANNEXURE - II
(Specimen of Affidavit)
Affidavit

I.....S/o.....R/o.....
.....
.....

...hereby solemnly and declare as under:-

That I or my partners or my firm is not blacklisted by any Government Department / Organization connected with the supply of Cattle Feed raw materials as authorized dealers & suppliers.

That it is my true statement and I shall be responsible for any false statement.

DEPONENT

Verification:

Verified at on this day of
that the contents of this above affidavit are true and correct to the best of my knowledge and belief.

DEPONENT

Signature of the tenderer with Seal

Note: Affidavit should be typed in Rs.20/- non Judicial Stamp paper and signed in front of Notary public.



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ANNEXURE - III

ACKNOWLEDGEMENT / PROFORMA FOR SUBMISSION OF SAMPLES WITH REFERENCE TO SUPPLY OF CATTLE FEED RAW MATERIALS

Sl. No.	Name of the Raw Material	Quantity of Sample Submitted
1	Cotton Seed Extraction (DOC)	
2	De-Oiled Rice Bran	
3	Maize	
4	Molasses Mixed Bran	
5	Tapioca Thippi / Flour	

Total number of sample submitted:

Signature with Name seal and address of
the person submitting samples

Place:

Date:

Note: Scanned copy of this proforma should be submitted along with other documents in Technical cover. The original document should be submitted in the sealed Technical bid cover along with the other documents, wax sealed and duly super scribed as "Part I-Technical Bid, Tender for the supply of raw materials for Cattle Feed Plant" addressed to the Managing Director, PONLAIT, Kurumampet, Pondicherry-605 009 and submitted either in person or by post so as to reach on or before the time and date specified.

Acknowledgement of the person receiving the
Samples with date, time, and seal.



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BIDDER INSTRUCTIONS

Instructions to Bidders for Online Tendering (e-Tendering)

E-Tender for Supply of Cattle Feed Raw Materials to Ponlait Cattle Feed Plant at A-1, Industrial Estate, Thattanchavady, Pondicherry-605009. (Two Bids System)

1. The bidders are required to submit soft copies of their bids electronically on the e-Procurement Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the e-Procurement Portal, prepare their bids in accordance with the requirements and submitting their bids online on the e-Procurement Portal.

More information useful for submitting online bids on the e-Procurement Portal may be obtained at: <https://pudutenders.gov.in>.

2. REGISTRATION

- i. Bidders are required to enroll on the e-Procurement module of the e-Procurement Portal (URL: <https://pudutenders.gov.in>) by clicking on the link “Online bidder Enrolment” on the e-Procurement Portal which is free of charge.
- ii. As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- iii. Bidders are advised to register their valid e-mail address and mobile numbers as part of the registration process. These would be used for any communication from the e-Procurement Portal.
- iv. Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any of the Certifying Authority recognized by CCA India (e.g. nCode, eMudhra etc.), with their profile.
- v. Bidder then log-in to the site through the secured log-in by entering their user ID / password and the password of the Digital Signature Certificate.

3. SEARCHING FOR TENDER DOCUMENTS

- i. There are various search options built in the e-Procurement Portal, to facilitate bidders to search active tenders by several parameters. These parameters include Tender ID, Organization Name, Location, Date, Value, etc.
- ii. Once the bidders selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective



'My Tenders' folder. This would enable the e-Procurement Portal to intimate the bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.

- iii. The bidder should make a note of the unique Tender ID assigned to each tender; in case they want to obtain any clarification / help from the helpdesk.

4. PREPARATION OF BIDS

Bidder should take into account corrigendum published on the tender document before submitting their bids.

- i. Please go through the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents – including the name and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- ii. Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document and generally they can be in PDF format. Bid documents may be scanned with 100 dpi which helps in reducing size of the scanned document. Maximum size of the bid document shall not exceed 35 MB.

5. SUBMISSION OF BIDS

- i. Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission date/time. Bidder will be responsible for any delay due to other issues.
- ii. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- iii. All the documents being submitted by the bidders will be encrypted using PKI encryption techniques to ensure secrecy of data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. Confidentiality of bids is maintained using the Secured Socket Layer (SSL) 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using Department's bid openers public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.
- iv. The uploaded tender documents become readable only after the tender opening by the authorized bid openers.



- v. Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission acknowledgement which is downloadable/printable. This acknowledgement may be used as an entry pass for any bid opening meetings.

6. ONLINE PAYMENT OF EMD & TENDER FEES

The bidders have the option to make payment of EMD & Tender fee through the following modes:

- i) Internet Banking
- ii) NEFT/RTGS.

In Internet banking, bidders shall make payments using his/her internet Banking enabled account with any of the banks listed in the Annexure enclosed. The Payment Gateway will display a list of banks wherein the bidder has to choose his bank. Upon selection, the bidder will be taken to the login page of his/her bank. The bidder has to Login and proceed for paying the Tender fees/EMD. If the transaction is successful, system will be redirected to the e-Tendering portal for submission of bid.

To facilitate Bidders who do not have Internet banking facility, payment can be made offline through NEFT/RTGS mode. In this option, the bidder has to take print-out of the NEFT/RTGS payment Challan auto-generated by the system and visit his/her bank to remit the requisite amount. Once payment is received in the pooling account, the bidders will be able to proceed for bid submission by feeding the Unique Transaction Reference (UTR) number in the e-Procurement portal. It is advised that the bidders make payment one day in advance for validation purpose.

Bid submission can be done immediately when EMD/Tender fee is paid through “Internet Banking” mode when compared to NEFT/RTGS mode of payment.

During evaluation of tender, EMD of unsuccessful bidders will be automatically refunded to the bidder's account from where they initiated payment.

7. ASSISTANCE TO BIDDERS

For Training/clarification regarding online bid submission, contact e-Procurement Cell, 3rd Floor, Chief Secretariat, Puducherry. Help-Line: (0413) 2220225



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ADDITIONAL INSTRUCTIONS:

1. Tender documents are available only in electronic format which bidders can download free of cost from website <https://pudutenders.gov.in> and www.py.gov.in
2. Bidders who wish to participate in this tender will have to be registered on <https://pudutenders.gov.in> as bidder enrollment and registration of digital signature certificate should be carried out two days well before participating in the tender as per the guidelines in Bidders manual kit and Registration of bidders through <https://pudutenders.gov.in/nicgep/app;jsessionid=F51D275812C79E1AFF57AAC10F83C389?page=BiddersManualKit&service=page>.
3. Technical bid required to be submitted in physical form with required Tender document Fee, Earnest Money Deposit, Tender Documents (Duly signed and sealed), and required relevant copies of documents and experience Certificate. Price bid should be submitted online through the website <https://pudutenders.gov.in>.
4. Bidders who wish to participate in online tenders will have to procure / should have legally valid Digital Signature Certificate as per Information Technology Act, 2000, using which they can sign their electronic bids. Bidders can procure the same from any of the license certifying Authority of India or can contact e-procurement Cell, Puducherry for clarifications and further details, who are licensed Certifying Authority by Government of India.
5. All bids should be digitally signed, for details regarding Digital Signature Certificate and related training involved, bidders may contact at the below mentioned address;

Local Help Desk: e-Procurement Cell,
3rd Floor, Chief Secretariat,
Puducherry – 605 009.
Telephone: **0413-2220225 / 0413-2233262**
Toll Free: 180030702232
Email: support-eproc.py@supportgov.in
National Help Desk Number 0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787,
Mobile: 91-7878007972 and 91-7878007973.
6. Kindly take note that, valid Digital Signature Certificates is must for all the interested Registered Companies, Cooperative Societies, Firms, or any other legal entity from within Union Territory of Puducherry.
7. Online tendering process is not possible without valid Digital Signature Certificate.



8. Interested bidders are advised to complete their procedure for taking Digital Signature Certificate in respect to filling of application form, supporting documents with necessary fees at least 3 days before last date of tender submission.
9. If any Bidder fails to submit the on-line tender due to pending procedure for taking valid Digital Signature Certificate or any other reason; neither e-procurement cell nor PONLAIT is responsible for it.
10. If the bidders who have no knowledge to participate in on-line tenders, they are advised to contact e-procurement cell, Puducherry for guidance and further clarification.
11. Free vendor training camp will be offered by e-procurement cell, Puducherry during the tender schedule during working days at office hours. Bidders can take benefit of the same after sending written confirmation / consultation over phone in advance, if necessary.
12. All the correspondence in respect to training, support or Digital Signature Certificate should be addressed to e-procurement cell, Puducherry on the above-mentioned address.
13. No physical submission of price bid will be entertained as it should be furnished on-line only. Also, no fax, email, SMS, letters or any other form of communication will be entertained for the same.
14. Before electronically submitting the tenders, it should be ensured that all the tender papers are digitally signed by the Bidder.
15. Any attempt to submit price bid through mode other than online will result in cancellation of bid and forfeiture of EMD of the bidder concerned.
16. Interested Bidders can view the tender documents namely Tender Notice, Terms and Conditions, Bidder Instructions and Technical Specification on line and completely after reading only can participate in the tender. Bidders can download tender documents as mentioned above.
17. Bidders who wish to submit their offer shall pay tender document cost & Earnest Money Deposit online in the website <https://pudutenders.gov.in>.
18. Bidders shall have to submit Technical Bid cover both off-line and on-line mode and Hard copy to Ponlait Head Office and Soft copy uploading in the website with required documents eligible for Technical Bid mentioned in the check list.



19. Price Bid / Financial bid Cover (.xls format)

The Bill of Quantity (BOQ) must be uploaded after entering the rate in the BOQ for the Tender.

- a) Bidder shall enter the name of the firm on BOQ only.
- b) Bidders are requested not to edit or change or insert worksheet for any item
- c) Rates are to be filled only on BOQ (in .xls format) sheet only at permitted cell.

20. The price bids would be opened for those bidders who meet the criteria of eligibility and selection in the Technical Bid.

21. The final results of the e-tender process are binding on all bidders and PONLAIT. Any requests for cancellation received after the conclusion of the on-line bidding shall result in the forfeiture of the EMD.

22. All bidders are advised not to wait till last date to submit their tender / bid. PONLAIT shall not be responsible for any inconvenience in website and no extension in deposition of tender / bid be allowed for any bidder.

23. All bidders are advised to participate in the pre-bid meeting at Head Office, The Pondicherry Co-operative Milk Producers Union Ltd., No.P.1 Vazhudavoor Road, Kurumampet, Puducherry 605009 on the date as mentioned in the e- tendering system details for further clarification to submit and complete the tender procedure in the on-line tendering process.

24. Bidders are requested to send one representative with an authorization letter on the day of opening the tender for participation. Without authorization no one will be permitted for participation.

25. The L1 bidder shall be intimated via letter and he shall acknowledge his acceptance by signing an agreement and payment of security deposit.

26. All bidders are advised to frequently visit the website www.pudutenders.gov.in for any corrigendum / addendum regarding the tender published.

The Managing Director, PONLAIT reserves the rights to extend/reject/accept any/part/all tenders with or without assigning any reason thereof.

Asst. Manager (Pur.)

Asst. Manager (Products)

Manager (P&I)

Manager (DP)

Internal Auditor

Managing Director



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List of Banks available at present with the ICICI Bank-Payment Gateway

Sl. No	PARTICULARS
1	Allahabad Bank
2	Andhra Bank
3	Axis Bank
4	Bank of Bahrain and Kuwait
5	Bank of Baroda
6	Bank of India
7	Bank of Maharashtra
8	Canara Bank
9	Central Bank of India
10	City Union Bank
11	Corporation Bank
12	CSB Bank Ltd
13	DCB BANK Personal
14	Deutsche Bank
15	Dhanlaxmi Bank
16	Federal Bank
17	HDFC Bank Retail
18	ICICI Bank
19	IDFC First Bank
20	Indian Bank
21	Indian Overseas NetBanking
22	Indusind Bank
23	Jammu and Kashmir Bank
24	Karnataka Bank
25	Karur Vysya Bank
26	Kotak Mahindra Bank
27	Lakshmi Vilas
28	Oriental Bank Of Commerce
29	Punjab and Sind Bank
30	Punjab National Bank
31	RBL Bank Limited
32	Shamrao Vithal Co-op. Bank Ltd
33	South Indian Bank
34	Standard Chartered Bank
35	State Bank of India
36	Syndicate Bank



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37	Tamilnad Mercantile Bank
38	UCO Bank
39	Union Bank of India
40	United Bank of India
41	Vijaya Bank
42	Yes Bank



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ANNEXURE – I

TECHNICAL SPECIFICATION OF RAW MATERIALS

Sl. No.	Name of the Raw Material	Specification			
		CP % (Mini.)	CF% (Max.)	Sand Silica (Max.)	Moisture (Max.)
1	Cotton Seed Extraction	40.00	12.00	2.00	8.00
2	De-oiled Rice Bran	15.00	15.00	5.00	10.00
3	Maize	9.00	2.00	0.5	10.00
4	Molasses Mixed Bran	11.00	15.00	0.00	15.00
5	Tapioca Thippi / Flour	3.00	11.00	4.00	6.00



ANNEXURE – I

TECHNICAL SPECIFICATION (Rebate Chart) OF RAW MATERIALS

1. COTTON SEED EXTRACTION:

Parameter		Standard	Applicable Rebate per Unit		
			1%	2%	3%
1	Crude Protein, % Min	40	39.99-39.00	38.99-37.00	36.99 & below
2	Crude Fiber, % Max	12	12.01-13.00	13.01-14.00	14.01 & above
3	Sand Silica, % Max	2	2.01-3.00	3.01-4.00	4.01 & above
4	Moisture, % Max	8	8.01-9.00	9.01-10.00	10.01 & above

2. DE-OILED RICE BRAN

Parameter		Standard	Applicable Rebate per Unit		
			1%	2%	3%
1	Crude Protein, % Min	15	14.99-14.00	13.99-13.00	12.99 & below
2	Crude Fiber, % Max	15	13.01-14.00	14.01-15.00	15.01 & above
3	Sand Silica, % Max	5	8.01-9.00	9.01-10.00	10.01 & above
4	Moisture, % Max	10	10.01-11.00	11.01-12.00	12.01 & above

3. MAIZE:

Parameter		Standard	Applicable Rebate per Unit		
			1%	2%	3%
1	Crude Protein, % Min	9	7.99-7.00	6.99-6.00	5.99 & below
2	Crude Fiber, % Max	2	2.51-3.50	3.51-4.50	4.51 & above
3	Sand Silica, % Max	0.5	2.51-3.00	3.01-3.50	3.51 & above
4	Moisture, % Max	10	10-12	13-14	14 & above
5	Damaged Grain (Max)	5	6-10	11-15	16 & above
6	Dust/Foreign Body (Max)	2	3-4%	---	---



4. MOLASSES MIXED BRAN

Note: It describes single or multiple bran mixed with molasses as per Govt. norms with below parameter

Parameter		Standard	Applicable Rebate per Unit		
			1%	2%	3%
1	Crude Protein, % Min	11	10.99-10.00	9.99-9.00	8.99 & below
2	Crude Fiber, % Max	15	15.01-16.00	16.01-17.00	17.01 & above
3	Moisture, % Max	15	15.01-16.00	16.01-17.00	17.01 & above

5. TAPPICA TIPPI/FLOUR

Parameter		Standard	Applicable Rebate per Unit		
			1%	2%	3%
1	Crude Protein, % Min	3	2.99-2.00	1.99-1.00	0.99 & below
2	Crude Fiber, % Max	11	14.01-15.00	15.01-16.00	16.01 & above
3	Sand Silica, % Max	4	3.01-3.50	3.51-4.00	4.01 & above
4	Moisture, % Max	6	10.01-11.00	11.01-12.00	12.01 & above

Asst. Manager (Pur.)

Asst. Manager (Products)

Manager (P&I)

Manager (DP)

Internal Auditor

Managing Director