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 THE DESIGN,SUPPLY, INSTALLATION AND COMMISSIONING OF 150 TR SS AMMONIA EVAPORATIVE CONDENSER, PONLAIT.

(Two Bids System)

The Pondicherry Co-operative Milk Producers' Union Ltd., invites two bid systems single stage two envelopes unconditional Bids for the **Design, supply, installation and commissioning of 150 TR SS Ammonia Evaporative Condenser for Refrigeration section at PONLAIT,** from the Manufacturers / Dealers / Authorized Suppliers / Scientific Firms or any other legal entity in India from within and outside Union Territory of Puducherry through registering and enrolment in online tendering system published in https://pudutenders.gov.in

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

Earnest Money Deposit: Rs.70,000/- (Refundable)

1. Tender Schedule

SL. NO.	Particulars of Tender	Date	Time
1	Publishing Date	29.10.2021	09.00 am
2	Document Download Start Date	29.10.2021	10.00 am
3	Document download end date	24.11.2021	04.00 pm
4	Seeking clarification start date	29.10.2021	10.00 am
5	Seeking clarification end date	24.11.2021	04.00 pm
6	Pre-bid meeting	12.11.2021	12.00 pm
7	Bid submission start date	29.10.2021	10.00 am
8	Bid submission end date	24.11.2021	04.00 pm
9	Technical Bid opening date	25.11.2021	12.00 pm

2. NIT Tender Documents & Equipments:

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)

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3. Tender Equipments.

Sl. No.	Item Description	Quantity
1	150 TR SS Ammonia Evaporative Condenser	1 No.

4. The tender / bid shall only be submitted through online tendering system of https://pudutenders.gov.in. The interested bidders shall have to be enrolled / registered with 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 available in the same website.

5. If the dates mentioned above are declared as holidays, the Tenders will be received and opened on the next working day.

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

7. Out of two-part bid, The Technical bid should contain all the documents as mentioned in the Tender Terms & Conditions except for Tender Form Cost & EMD and should be submitted both in online and offline (physical) mode on or before the date mentioned in the tender schedule. Tender Form Cost and EMD have to be paid through online through Internet Banking / NEFT / RTGS at the time of submission of bid. (Instructions given in tender document – Instruction to Bidder – Sl. No.6)

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

9. The Manufacturers / Dealers / Authorized Suppliers / Scientific Firms who are blacklisted by the Government / State Agency are not entitled to file / participate in the tenders. Minors / insane are not eligible to participate.

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

11. 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.

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

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

14. **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 (Purchase) Asst. Manager (ASLP) Asst. Manager (Maint.)

Manager (DP) Manager (Products)

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TERMS AND CONDITIONS

E-TENDER FOR THE DESIGN,SUPPLY, INSTALLATION AND COMMISSIONING OF 150 TR SS AMMONIA EVAPORATIVE CONDENSER, PONLAIT.

(Two Bids System)

1) GENERAL CONDITIONS:

- M/s. The Pondicherry Co-operative Milk Producers' Union Ltd.(PCMPU), invites two bid systems (Technical Bid and Price Bid) single stage two envelopes unconditional Bids for the **Design, supply, installation and commissioning of 150 TR SS Ammonia Evaporative Condenser for Refrigeration section at PONLAIT** from the Manufacturers / Dealers / Authorized Suppliers / Scientific Firms or any other legal entity in India from within and outside Union Territory of Puducherry through online tendering system published in https://pudutenders.gov.in
- Only those who have actually supplied similar type of equipments in India either to any firms, co-operative institutions or reputed dairies / colleges / food industries need to participate in the tender.
- The performance report (or) previous purchase order copies for similar type of supply of Refrigeration Unit shall be enclosed in the technical bid.
- 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.
- Tenders received after the specified date and time shall be summarily rejected.
- The PCMPU will not be responsible for delayed downloading and uploading documents in the web site.
- 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.
- 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.

- The PCMPU reserves the right to modify the tender documents by way of amendments, in which case the same will be informed to the respective Bidders by way of publishing as corrigendum in the website.
- The PCMPU may at its discretion extend the deadline for submission of tender by way of notification Corrigendum in website.
- No telephonic / fax offers will be considered.
- Bidders will not be permitted to modify the tenders in any form after submission of tender.
- At any time before the acceptance of tender if information is received that the Bidder is banned or black listed by any procuring entity, the tender will not be accepted even if it is the lowest. 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 document.
- 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.
- All bidders are advised to frequently visit the website www.pudutenders.gov.in for any corrigendum / addendum regarding the tender published.
- 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.
- 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, 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 PCMPU to accept the lowest tender and the PCMPU shall also have the right to extend/accept or reject any or part or all of the tender.

2) TECHNICAL BID CONDITIONS:

- The Part-I Pre-qualification cum Technical bid should be submitted in cover, wax sealed and duly super scribed as **"Part I-Technical Bid, e-Tender for the Design, supply, installation and commissioning of 150 TR SS Ammonia Evaporative Condenser for Refrigeration section at PONLAIT"** addressed to the Managing Director, The Pondicherry Co-operative Milk Producers' Union Ltd., Kurumampet, Pondicherry-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.
- The Bidders are to submit the Part-I Technical Bid cover enclosing the following:

a) 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 have to be paid through online and is not refundable.**

b) Earnest Money Deposit of Rs.70,000/- (Rupees Seventy Thousand only) (Refundable). **The Earnest Money Deposit have to be paid through online.**

c) Scanned copy of 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).

d) Bidders Acceptance (The Bidders Acceptance shall be furnished by signing in all pages of this Tender document at right side bottom with office seal).

e) Bid Submission confirmation received from the e-Tender website.

f) Valid GST Registration / Provisional Certificates and documents shall be enclosed.

g) Section 194 Q of the Income Tax Act, 1961 shall be strictly adhered and documents / declarations relevant to this shall be enclosed.

h) The Bidder should submit Annual Sales Turnover of minimum Rs. 15.00 Lakhs per year duly certified by the Charted Accountant consistently in the last 3 financial years

i) Valid solvency certificate thereof to the value not less than Rs.30.00 Lakhs issued by any Nationalized / Scheduled Bank. In the case of a firm, the solvency may be either in the name of the firm / or any partner / proprietor of the firm and in the case of a limited company, solvency should be in the name of the company only. The validity of solvency certificate should not be later / older than 365 days on the date of opening of technical bid.

j) 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 document.

k) The Bidder should have previous experience in having supplied similar type of equipments to companies / firms / Dairies / Co-operative Institutions in Pondicherry or outside Pondicherry and submit records with client list along with Part-I Technical bid. Previous purchase order / Work order copies from any firms, Co-operative institution or dairies or food industries (or) Colleges.

l) Satisfactory performance / completion certificate from the previous clients of the Bidder for the similar type and capacity of equipments should be attached with Part-I technical bid, failing which the offers will not be considered.

m) The Bidder should have necessary infrastructural facilities such as plant and machineries for the manufacturing of such equipments.

n) Brochure/Catalogue for similar capacity equipments

o) If the Bidder is other than manufacturer, then the Bidder should submit authorization from the manufacturer from whom he sources the equipments to be supplied under this Tender.

- All the above mentioned documents (a to o) are to be submitted in cover, wax sealed and duly super scribed as **"Part I-Technical Bid, e-Tender for the Design, supply, installation and commissioning of 150 TR SS Ammonia Evaporative Condenser for Refrigeration section at PONLAIT"** addressed to the Managing Director, The Pondicherry Co-operative Milk Producers' Union Ltd., Kurumampet, Pondicherry-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.
- The Bidders are to upload the scanned copies of the above-mentioned documents (Sl. No. a to o) through Technical Bid cover in the Tender portal of the website www.pudutenders.gov.in
- PART-I Technical Bid, wherein the pre-qualification, based on various factors such as supply, capacity, suitability and eligibility of the Bidders will be evaluated, considered and decided prior to opening of price bids under PART-II of the tender.

- THE PART – I Technical bid shall be opened in the presence of the Bidders or their authorized representative who opt to be present during the opening.
- The PART-II price bid of the Bidders 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.
- The Bidders should mention clearly the details of the manufacturing address of the Ammonia Evaporative Condenser to satisfy the requirement of exact location of the manufacturer.
- The Bidders should mention the status of the manufacturer such as ISO-9001-2000 / ISI mark etc.

3) FINANCIAL / PRICE BID CONDITIONS:

- The Price bid should be submitted in BOQ file .xls format only through https://pudutenders.gov.in
- The BOQ file shall be downloaded from the https://pudutenders.gov.in and enter the rate as detailed below only.
- Enter the Bidder Name in the cell against Bidder name.
- Enter the total rate for one set of equipment in Rupees including all charges namely cost of the equipments, insurance, loading, freight, unloading, installation and commissioning charges in column no. 5 of the BOQ file.
- Enter the GST amount for one set of equipments in Rupees in column no.6 of the BOQ file.
- There should not be any inserting of worksheet or any other data in this BOQ file.
- Mention of any details other than the name of the bidder in Name of the Bidder column makes the bid unqualified and it will not be accepted even if it is the L1 bid.
- After the above entries the file shall be saved and uploaded in the https://pudutenders.gov.in
- Non-compliance of the above clause entail in summarily rejection of the tender as per the terms and conditions of the tender.

4) E.M.D. PAYABLE CONDITIONS:

- The Bidders should remit the amount of EMD Rs.70,000/- (Rupees Seventy 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.
- 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.
- **No other form of remittance shall be accepted**.
- No Exemption from the payment of EMD.

5) SECURITY DEPOSIT CONDITIONS:

- After evaluation and finalization of pre-qualification / technical bids and financial bids, selected Bidders would be required to sign an agreement and furnish a Security Deposit for the value of 5% of the lowest quoted rate and it does not carry any interest.
- The Security Deposit shall be remitted by way of Demand Drat from any Nationalized Bank / Scheduled Bank drawn in favour of "**The Pondicherry Co-operative Milk Producers' Union Ltd."** **payable at Puducherry. No interest shall be paid on Security Deposit.**
- No exemption will be given for payment of Security Deposit under any circumstance as per Act and the same should be remitted by Demand Draft within 15 days of intimation of acceptance of tender. Bank guarantee will not be accepted.
- The security deposit will be refunded only after expiry of one-year contract period and satisfactory performance of the equipments and shall not carry any interest.
- On termination of contract, the Security Deposit is liable to be forfeited and any of the resultant loss beyond Security Deposit will be recovered from the supplier by legal means apart from forfeiture of any amount due to the supplier and decision of the Union is final.

- If for (or) any reasons whatsoever, if the successful bidder does not comply with the terms & conditions including technical specifications during and in the course of contract period the contract will be terminated, the Security Deposit is liable to be forfeited and any of the resultant loss beyond Security Deposit will be recovered from the supplier by legal means apart from forfeiture of any amount due to the supplier and decision of the Union is final.

6) Delivery Period:

- The equipments shall be supplied within 60 days from the date of acceptance of the Purchase order.
- It is mandatory on the part of the successful bidder to commission the Ammonia Evaporative Condenser and take successful trials and training within 30 days from the date of supply.
- Time being the essence of contract no variation shall be permitted in the delivery time as prescribed in the delivery schedule. If the Bidder fails to supply the equipment in full or part of the order as per the delivery schedule, the Union shall reserve the right to cancel the order besides forfeiture of Security Deposit and decision of the Union is final.

7) Guarantee/ Warranty

- Guarantee / Warranty will be for a period of one year from the date of successful commissioning of the equipments at site.
- The successful bidder should take care of one year after sale service and replacement of repair parts of the equipments, from the date of successful commissioning of equipments at site.
- The onsite warranty and service shall be carried out and replacements of equipments till the repaired equipment to be placed for operation.
- The training shall be arranged to the employees by the supplier for proper functioning and handling of the equipments.

8) AGREEMENT CONDITIONS:

- The successful Bidder has to execute an agreement on Rs.100/- non-judicial stamp paper incorporating the terms and conditions 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 bid will not be accepted and the decision of the Union is final.
- The period of contract will be effected from the date of successful commissioning of equipments at site and it shall be for a period of one year.
- If the supplier fails to execute the agreement satisfactorily at the quoted rate the security deposit will be forfeited by the Union and decision of the Union is final.
- Notwithstanding anything contained in the tender schedule, no obligation will rest on the Union to accept the lowest tender and the Union shall also have the right to accept or reject any or all the tenders fully or partly without assigning any reasons.
- For violation of any of the terms and condition, the Union reserves the right to terminate the contract, with or without notice as applicable.
- If the Union incurs any loss / additional expenditure due to the negligence of the supplier in connection with the work during the period, the same shall be recovered together with all charges and expenses from the supplier and decision of the Union is final.
- 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 decision of the Union is final.

9) PAYMENT TERMS:

- NO ADVANCE PAYMENT WILL BE MADE.
- 60% of basic price + 100% taxes and other charges shall be released on receipt of the equipments / materials in good condition at the respective destination.
- 35% payment after successful installation & commissioning of the equipments.
- Balance 5% payment after expiry of contractual period of one year from the date of successful commissioning of equipments at site.
- N.B. NO OTHER TERMS OF PAYMENT WILL BE ENTERTAINED

- The variation in the statutory levies and taxes by Union Territory / Central Government shall be effected on the end price to the benefit of either the bidder or the Union as the case may be.

10) DISPUTES AND ARBITRATION:

In case of disputes arising out of this tender, an arbitrator as mutually acceptable to the bidder and Union will be appointed by the Managing Director, PCMPU Limited. The arbitrator's decision shall be final, conclusive and binding on both the parties.

11) LEGAL JURISDICTION:

In case if either party to 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 / Chennai shall have jurisdiction to entertain such disputes.

12) CAUTION:

- Non-compliance of the EMD and tender form cost clause entail in summarily rejection of the tender as per the terms and conditions of the tender.
- No exemption for security deposit will be given and it is to be paid by Demand Draft. Form XVI will not be given for concessional rate of Tax.

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 (Purchase) Asst. Manager (ASLP) Asst. Manager (Maint.)

Manager (DP) Manager (Products)

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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	Sealed cover and duly superscripted as "**Technical Bid for the Design, supply, installation and commissioning of 150 TR SS Ammonia Evaporative Condenser for Refrigeration section at PONLAIT".**	
2	Tender form cost of Rs.1,180/-	
3	EMD of Rs.70,000/-	
4	Bidders Profile / Bidders Data as per Annexure - I	
5	Bidders Acceptance	
6	Bid Submission confirmation received from the e-Tender website.	
7	Valid GST Registration / Provisional Certificates and documents	
8	Section 194 Q of the Income Tax Act, 1961 shall be strictly adhered and documents / declarations relevant to this shall be enclosed.	
9	Annual Business Turnover Certificate of minimum Rs.15.00 Lakhs consistently in the last three financial years.	
10	Valid scanned copy of Solvency Certificate thereof to the value not less than Rs.30,00,000/- (Rupees Thirty lakhs only) issued by the Revenue Authority not below the rank of Deputy Tashildar or from any Nationalized Bank / Scheduled Bank.	
11	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.	
12	Past experience in supply, installation and commissioning of equipments by way of client list of any firms/Co-op. Institutions/ reputed Dairies / Colleges / food industries. Previous Purchase order / work order copies.	
13	Completion/satisfactory performance certificate from the client for similar capacity equipments.	
14	Documentary evidence of infrastructure facilities to manufacture/ supply the equipments.	
15	Brochure/Catalogue for similar capacity equipments	
16	If the Bidder is other than manufacturer, then the Bidder should submit authorization from the manufacturer from whom he sources the equipments to be supplied under this Tender.	

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	Central Sales Tax No.	
7	State Sales Tax / GST Registration No.	
8	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

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ANNEXURE - II
(Specimen of Affidavit)
Affidavit

I……S/o……R/o……..…….....
.....
.....hereby solemnly declare as under:-

1. That I or my partners or my / our Firm / NGO / Company / Co-operative institution is not blacklisted by any Government Department / Organization connected with the with design, supply, erection and installation of Ammonia Evaporative Condenser as authorized dealers & suppliers.
2. 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 content of this above affidavit are true and correct to the best of my knowledge and belief.

DEPONENT

Signature of the bidder 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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E-TENDER FOR THE DESIGN,SUPPLY, INSTALLATION AND COMMISSIONING OF 150 TR SS AMMONIA EVAPORATIVE CONDENSER, PONLAIT.

Technical Specification

1	Capacity	150 TR
2	Type	Induced draft
3	Refrigerant	NH 3 (Ammonia)
4	Coil	Stainless Steel 304 L
5	Condensing TempC	40˚C
6	Wet Bulb Temp C	28˚C
7	Casing	SS 304
8	Water Tank	SS 304
9	Coil Test Pressure	22.5 Kg / cm^2

Note:

- 150 TR Evaporative Condenser to be connected with Ponlait Refrigeration system.
- Receiver pressure should be 180 PSI while commissioning the Evaporative condenser

Asst. Manager (Purchase) Asst. Manager (ASLP) Asst. Manager (Maint.)

Manager (DP) Manager (Products)

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BIDDER INSTRUCTIONS

Instructions to Bidders for Online Tendering (e-Tendering)

E-TENDER FOR THE DESIGN,SUPPLY, INSTALLATION AND COMMISSIONING OF 150 TR SS AMMONIA EVAPORATIVE CONDENSER, PONLAIT.

:

(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

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 websitehttps://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.pon@nic.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 websitehttps://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. (B) Price Bid / Financial 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 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, 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 (Purchase) Asst. Manager (ASLP) Asst. Manager (Maint.)

Manager (DP) Manager (Products)

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

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

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