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Created Date 21-Mar-2024 02:48 PM



Kerala Cooperative Milk Marketing Federation Ltd.

Head Office, Milma Bhavan, Pattom P.O Thiruvananthapuram-695 004 PHONE: 0471 2786436,2786424 E mail:marketing@milma.com

GST No:32AAAAK5375M3ZE (KCMMF)

BID REF No KCMMF/MKTG/69/2024 dated 07/03/2024

TENDER FOR THE PRODUCTION, PACKING AND SUPPLY OF 'READY TO DRINK PALADA WITH EXTENDED SHELF LIFE' FOR THE PERIOD FROM 01/04/2024 TO 31/03/2026



Kerala Cooperative Milk Marketing Federation Ltd. Head Office, Milma Bhavan, Pattom P.O Thiruvananthapuram-695 004

No. KCMMF/MKTG/69/2024

07.03.2024

E-TENDER NOTICE

The Kerala Cooperative Milk Marketing Federation Ltd. invites e-tender from eligible competitive bidders in the field of Manufacturing, Packing and Supply of 'Ready to Eat'/'Ready to Cook' food segment in India for carrying out the **Production, Packing and Supply of 'READY TO DRINK PALADA' with Extended Shelf life.** to MILMA Central Products Dairy, Punnappra P.O., Alappuzha, Kerala- 688004 during the period from 1st April 2024 to 31st March 2026 as per the schedule and subject to the terms and conditions stipulated in tender document.

- 1. The bid shall be submitted in a two cover system consisting of Technical & Financial bid. The necessary documents if any may be uploaded along with the tender.
- 2. Detailed terms and conditions, scope of work as indicated in the bidding document of the above works is uploaded in the Kerala Government e-portal www.etenders.kerala.gov.in

SL.No	Particulars	Details		
1.	Bid Reference No.	KCMMF/MKTG/69/2024		
2.	Total Estimated Cost	300.00 Lakhs		
3.	Tender download	Can be downloaded from the Website : www.etenders.kerala.gov.in		
4.	E.M.D	Rs.50,000.00		
5.	Tender Fee	Rs.5000.00		
6.	Bid submission starting date	07-03-2024, 5.00 PM		
7.	Last date and time of submission	21-03-2024 up to 2.00 PM		
8.	Date and time of opening	22-03-2024 at 2.00 PM.		

The Kerala Cooperative Milk Marketing Federation Ltd. shall have the right to accept/ reject the offer fully or partially without assigning any reason thereof.

Managing Director

GENERAL TERMS & CONDITIONS FOR E-PROCUREMENT

This tender is an e-Tender and is being published online for carrying out the **Production, Packing and Supply of 'READY TO DRINK PALADA' with Extended Shelf life** to Central Products Dairy, KCMMF Ltd, Punnappra P.O., Alappuzha, Kerala-688004, during the period from 1st April 2024 to 31st March 2026. The tender is invited in two cover system from eligible individuals and registered firms through e-procurement portal of Government of Kerala (<u>https://www.etenders.kerala.gov.in</u>). Prospective bidders willing to participate in this tender shall necessarily register themselves with above mentioned e-procurement portal.

The tender timeline is available in the critical date section of this tender published in <u>www.etenders.kerala.gov.in</u>.

A). Online Bidder registration process:

Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on <u>www.cca.gov.in</u>. Once the DSC is obtained, bidders have to register on <u>www.etenders.kerala.gov.in</u> website for participating in this tender. Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost.

Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at **0471-2577088**, **2577188**, **2577388** or **0484 – 2336006**, **2332262** or through email: **etendershelp@kerala.gov.in** for assistance in this regard.

B). Online Tender Process:

The tender process shall consist of the following stages:

- **i. Downloading of tender document**: Tender document will be available for free download on <u>www.etenders.kerala.gov.in</u> .However, tender document fees shall be payable at the time of bid submission as stipulated in this tender document.
- **ii. Publishing of Corrigendum**: All corrigenda shall be published on <u>www.etenders.kerala.gov.in</u> and shall not be available elsewhere.
- iii. Bid submission: Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document on <u>www.etenders.kerala.gov.in</u> .No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.
- **iv. Opening of Financial Bids:** Bids shall be opened and evaluation of the financial bid will be done on the date and time mentioned in critical date's section.

C). Documents Comprising Bid:

1. The First Stage (Pre-Qualification or Technical Cover based on 1 cover or 2 cover tender system):

Pre-Qualification or Technical proposal shall contain the scanned copies of the documents that every bidder has to upload which are mentioned in clause no. 1 of General terms and conditions.

2. The Second Stage (Financial Cover or as per tender cover system):

The Bidder shall complete the Price bid as per format given for download along with this tender.

<u>Note</u>: The blank price bid should be downloaded and saved on bidder's computer without changing file-name; otherwise price bid will not get uploaded. The bidder should fill in details in the same file and upload the same back to the website.

Fixed price: Prices quoted by the Bidder shall be fixed during the entire period of the contract and not subject to variation on any account after finalization of the contract. A bid submitted with an adjustable/ variable price quotation will be treated as non - responsive and will be rejected.

D). Tender Document Fees and Earnest Money Deposit (EMD)

The Bidder shall pay, a tender document fees of Rs. 5000/- (Rupees Five Thousand Only) and Earnest Money Deposit (EMD) or Bid Security of Rs.50,000/- (Rupees fifty Thousand Only). The Bid security is required to protect the purchaser against risk of Bidder's conduct, which would warrant the forfeiture of bid security.

Online Payment modes: The tender document fees and EMD can be paid in the following manner through e-Payment facility provided by the e-Procurement system:

- i. <u>State Bank of India (SBI) Internet Banking</u>: If a bidder has a SBI internet banking account, then, during the online bid submission process, bidder shall select SBI option and then select Internet banking option. The e-Procurement system will re-direct the bidder to SBI's internet banking page where he can enter his internet banking credentials and transfer the tender document and EMD amount.
- ii. National Electronic Fund Transfer (NEFT) If a bidder holds bank account in a different bank, then, during the online bid submission process, bidder shall select NEFT option. An online remittance form would be generated, which the bidder can use for transferring amount through NEFT either by using internet banking of his bank or visiting nearest branch of his bank. After obtaining the successful transaction receipt no., the bidder has to update the same in e-Procurement system for completing the process of bid submission. Bidder should only use the details given in the Remittance form for making a NEFT payment otherwise payment would result in failure in e-Procurement system. As NEFT payment status confirmation is not received by e-Procurement system on a real-time basis, bidders are advised to exercise NEFT mode of payment option at least 48 hours prior to the last date and time of bid submission to avoid any payment issues.

NEFT payment should be done according to following guidelines:

- a) <u>Single transaction for remitting Tender document fee and EMD</u>: Bidder should ensure that tender document fees and EMD are remitted as one single transaction.
- **b)** <u>Account number as per Remittance Form only</u>: Account no. entered during NEFT remittance at any bank counter or during adding beneficiary account in Internet banking site should be the same as it appears in the remittance form generated for that particular bid by the e-Procurement system. Bidder should ensure that tender document fees and EMD are remitted only to the account number given in the Remittance form provided by e-Procurement system for that particular tender. Bidders must ensure that the banker inputs the Account Number (which is case sensitive) as displayed in the Remittance form. No additional information like bidder name, company name, etc. shall be entered in the account no. column along with account no. for NEFT remittance.</u>
- **c)** <u>**Only NEFT Remittance Allowed:**</u> RTGS payments, Account to Account transfers, State Bank Group Transfers (GRPT) or Cash payments are not allowed and are treated as invalid mode of payments. Bidder must ensure that the banker does NEFT transaction only irrespective of the amount and specially instruct the banks not to convert the payment type to RTGS or GRPT.
- **d)** <u>Amount as per Remittance form</u>: Bidder should ensure that the amount being remitted is neither less nor higher than the amount shown in remittance form.
- **e)** <u>UTR Number</u>: Bidders should ensure that the remittance confirmation (UTR number) received after NEFT transfer should be updated as it is, in the e-Procurement system for tracking the payment.
- **f)** One Remittance Form per Bidder and per Bid: The remittance form provided by e-Procurement system shall be valid for that particular bidder and bid and should not be re-used for any other tender or bid or by any other bidder.

Any transaction charges levied while using any of the above modes of online payment has to be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment status against bidder is showing "Success" during bid opening.

E. SUBMISSION PROCESS:

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit the tender through online on <u>www.etenders.kerala.gov.in</u> along with online payment of tender document fees and EMD.

For page-by-page instructions on bid submission process, please visit <u>www.etenders.kerala.gov.in</u> and click "Bidders Manual Kit" link on the home page

It is necessary to click on "Freeze bid" link/ icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/ opening during bid opening process.

GENERAL TERMS & CONDITIONS

The Kerala Cooperative Milk Marketing Federation Ltd. invites e-tender from eligible competitive bidders for carrying out the **Production, Packing and Supply of 'READY TO DRINK PALADA' with Extended Shelf life** to Central Products Dairy, KCMMF LTD, Punnappra P.O., Alappuzha, Kerala- 688004 during the period from 1st April 2024 to 31st March 2026 subject to the following terms and conditions.

1. Eligibility and qualification requirements.

To be eligible for the award of Contract, bidders shall provide satisfactory evidence to the Kerala Cooperative Milk Marketing Federation Ltd., the following informations.

- **1.1** Copy of PAN CARD
- **1.2** Address Proof in case of Individual Aadhar Card/Election Identity Card/Driving License/Indian Passport.
- **1.3** Address Proof in Case of Proprietorship/Partnership firm or any institution/ company registered under Companies act – Copy of registration certificate issued by any competitive authorities of State/Central Government
- **1.4** Contact Details and Email address authenticated by the bidder (signed by the competent authority/Person)
- **1.5** Copy of certificate of GST registration
- **1.6** The bidder shall have their own manufacturing facilities with the State of the Art Technology in Ready to Eat Food production segment and the proof of the same shall be uploaded.
- 1.7 The institution/ organisation/company should have the new generation Sterilization Technique Microwave Assisted Thermal Sterilization (MATS) Technology that provide extended shelf life to the product. The details of such techniques currently using shall be provided.

2. <u>Scope of work.</u>

Production, Packing and Supply of 'READY TO DRINK PALADA' with extended shelf life to Central Products Dairy, KCMMF Ltd Punnappra P.O., Alappuzha, Kerala- 688004, a dairy working under Kerala Cooperative Milk Marketing Federation Ltd during the period from 1st April 2024 to 31st March 2026 without any interruption includes in the scope of work.

3. <u>Terms and conditions:-</u>

- 3.1 The contract period shall be for a period of two years from 1st April 2024 to 31st March 2026
- **3.2** Bidder should have well equipped and hygienic manufacturing facilities to manufacture and supply the items.
- **3.3** Items should be hygienically produced using standard manufacturing facilities and techniques as per ISO 22000:2018 requirements or equivalent or higher international standards
- **3.4** The KCMMF Ltd. reserves the right to extend the supply contract for three more months at the same rate and terms if required.
- **3.5** <u>Packing configuration</u>: The packing configuration of **'Ready to Drink Palada'** with extended shelf life shall be in Standing Pouch with net weight of 400 grams.
- **3.6 Packing:** The primary packing shall be in standing pouches and the bottom portion shall be transparent to see the product. The material shall be good enough to use sterilization process and the pouches with a maximum weight variation 400+5 Grams (excluding packing material weight) shall be acceptable. The individual standing pouches shall be packed in a suitable secondary packaging such as corrugated cartons. The materials for Primary and Secondary packing shall be supplied by the contractor. Artwork to be printed on the pouch and cartons will be provided by KCMMF Ltd.
- **3.7 Delivery:** You shall supply the intended quantity at Central Products Dairy, Alappuzha, Kerala within 15 days of receipt of indent/ Purchase Order. However, the indents for the month of August and September will be placed in advance to make it convenient to arrange larger quantity of raw materials required for meeting the demands during 'Onam and Vishu' festival seasons in Kerala. The indent will be forwarded from Central Products Dairy, Alappuzha. Our average monthly requirement and the Onam, Vishu festival month requirement is as follows.

ltem	Average Monthly Requirement (in 400 g pouches)	Monthly Requirement during the Onam , Vishu Festival months (in packets)
Ready to Drink		
Palada with extended shelf life	*25,000	*5,00,000
(400 g pouch)		

*Actual demand may vary depending upon the consumer acceptance and demand as it is newly introducing product

3.8 PAYMENT TERMS: - GST invoices shall be raised and shall be submitted to Manager, Central Products Dairy, KCMMF Ltd Punnappra P.O., Alappuzha, Kerala- 688004 in the below mentioned address along with the consignment. Payment will be released within 10 days from the date of receipt of products in good condition as per the quality standards described through online payment.

Bills & Delivery in favour of

Manager. Central Products Dairy,KCMMF Ltd, Punnappra P.O., Alappuzha, Kerala- 688004 GSTIN : 32AAAAK5375M4ZD

3.9 PRODUCT SPECIFICATIONS

The ingredients used for the preparation of 100 kg of Ready to Drink Palada with Extended Shelf life should be in the below said proportion:

	Quality of ingredients for 100 kg Palada					
Item No	Item	Quantity used				
1	Double Toned Milk	108.1 Litres				
2	Dry Ada Flakes	5.4 kg				
3	Sugar in crystal form	16.2 kg				
4	Stabilizer	0.216 kg				

3.10 Shelf Life: The Product should have a shelf life of minimum **6 to 12 months** from the date of manufacture and it should be supplied to our Dairy within a period of 20 days after production.

3.11 Product Consistency:

• Ada has to be uniformly cooked after the high heat treatment process. It

should not affect by texture of the product.

- Natural colour of 'Palada' has to be retained after the sterilization process.
- Ada should not be settled at the bottom portion of Pouch during storage; which means Ada should be in floating stage.
- **3.12** Normally no modifications in the recipe will be allowed. However, Party can make changes in the given recipe, if required for conforming to the quality standards stipulated by Food Safety and Standards Act. But, such changes shall be made only after obtaining written consent from our side.
- 3.13 Quality standards: The physical, chemical and bacteriological quality of 'Ready to Drink Palada' with extended shelf life and its price shall be the essence of this contract. Party shall manufacture the product as per the quality standards and recipe described in the Item Specifications. A sample of product manufactured as per the suggested recipe shall be supplied to Alappuzha Dairy for approval before the commencement of regular supply. Party shall maintain the same quality as per this approved sample. Party shall ensure that 'Ready to Drink Palada' in 400 g pouches supplied to the Dairy, confirm to the standards specified in the Food Safety and Standards Act (herein after referred to as FSSAI). If any Quality /quantity variations are reported by consumers or detected by Food Safety Officers, or any other law enforcing officers of the Government at any stage, Party will be solely responsible for the defect and offence. For the purpose of legal issues related to the quality of Ready to Drink Palada, KCMMF Ltd. will be a marketing agency and all legal liabilities related to the quality/quantity of the product shall vest with the Party. Party shall also compensate the losses in this regard occurring to Dairy and its distributors and consumers.
- **3.14 Damage replacement:** Additional pieces @1% of the off take, towards provision for damage replacement and another one piece as representative sample shall be supplied free of cost along with each consignment.
- **3.15 Rejection Clause:** The Quality Control Department of MILMA Central Products Dairy, Punnappra P.O., Alappuzha, Kerala will draw a random sample from each consignment of the Product supplied and verify whether the Product and packing materials conform to the legal specifications and the specifications mentioned in the Item Specification. If the quality of the product, its packing etc. does not conform to specifications or found defective otherwise, we reserve the right to reject the consignment summarily. Supplies not made as per delivery schedule are also likely to be rejected. In case of rejection of the product, we will not be responsible for payment of any damage to you.

- **3.16 Visit at supplier premises**: Before finalisation of the Bid and after executing agreement, contractor shall allow dairy officials to check & verify manufacturing facilities and processing methods at your premises without any hindrance and hesitation.
- **3.17** Item shall be delivered as requested and as per the requirement of the Central Products Dairy, KCMMF Ltd Punnappra P.O., Alappuzha, Kerala
- **3.18** No interruption in supply shall be allowed. The contractor shall ensure the supply of the required quantity without any delay. In case, the loss due to the delay in supply of material or due to the alternate arrangement made by the Alappuzha Dairy for supply of material shall be recovered from the contractor.
- **3.19** The rate shall be quoted for 1no of 400 grams 'Ready to Drink Palada' with extender shelf life pouch to be supplied to MILMA Central Products Dairy, Punnappra P.O., Alappuzha, Kerala- 688004 which is inclusive of cost of all raw materials, processing cost, packing cost including consumables, loading & unloading charges and transportation charges up to Central Products Dairy, KCMMF Ltd, Punnappra P.O., Alappuzha, Kerala and exclusive of GST.
- **3.20** We will provide Double toned milk in packed conduction to the manufacturer/supplier at the rate of Rs.52/- per litre 'FOR' Manufacturer premises.

4. GENERAL TERMS & CONDITIONS

- **4.1** The damages that are caused by the supplier due to his negligence while loading and stacking and on transit will have to be compensated by the supply contractor.
- **4.2** In case of negligence or misconduct of supplier or his Staffs or due to the problems in operation of his transportation vehicle any loss/ damage occurred to the assets (fixed or movable) of the Dairy will be recovered from supplier's eligible bills/Security deposit.
- **4.3** Payment will be made as per the actual quantity supplied within maximum 15 days from the date of receipt of invoice through bank payment.
- **4.4** The successful bidder shall remit a security amount of Rs.50,000/- (Rupees Fifty Thousand Only) to KCMMF Ltd. Central Products Dairy, Punnappra P.O., Alappuzha, Kerala- 688004 within fifteen days after finalising the supply contract. No Interest will be paid for security deposit. The security deposit

will be refunded only at the end of the successful completion of the contract period. The security deposit will be forfeited in favour of KCMMF Ltd,Central Products Dairy, Punnappra P.O., Alappuzha, Kerala- 688004 in case of any violation of the terms and conditions or abandoning of the contract by the contractor without due notice.

- **4.5** The successful bidder shall execute an agreement with the undersigned in a non-judicial stamp paper worth Rs.200/- (Rupees Two hundred only) incorporating all the terms and conditions of the contract for the satisfactory fulfilment of the contract.
- **4.6** The communication to the bidder shall be channeled only through email and hence the bidders are advised to check their email regularly to get latest information's. Scanned copy of the work order will be sent to the email id of the successful bidder once the administrative formalities are completed. Therefore, regular monitoring of email by the bidder is necessary.
- **4.7** An agreement shall have to be executed between the service provider and Managing Director, KCMMF Limited for the satisfactory accomplishment of the contract.

5 SUBMISSION OF TENDER

- **5.1** Tenders are to be submitted online only through the e-Procurement portal of Government of Kerala www.etenders.kerala.gov.in.
- **5.2** Price bid in the prescribed form available as BOQ (Bill of Quantities) in the website www.etenders.kerala.gov.in.
- 5.3 The tenderer should duly sign with seal on all the pages of the tender documents before scanning and uploading.
- 5.4 Tenderers alone will be responsible for submission of defective tenders and such tenders are liable to be summarily rejected.
- 5.5 The bidder should quote for the item specified in the price bid, else bid will be treated as incomplete and will stand invalid.
- 5.6 The tenders will be evaluated based on the total firm price quoted for the item in BOQ.
- 6 Opening of Tenders: The online tenders will be opened on the date and time of opening, as notified.

- 7 Unless accepted in writing, the conditions of the tender document will be valid and no extension of time for submission of tenders will be granted on any account.
- 8 The Kerala Cooperative Milk Marketing Federation Ltd. is not bound to accept the lowest price bid offer. Managing Director (KCMMF Ltd) has the absolute right to reject any or all the tenders without assigning any reason thereof.
- 9 If there is any jurisdiction regarding <u>this tender, the court situated in</u> <u>Alappuzha alone will have jurisdiction with regard to the Contract.</u>
- 10 The language of the tender should be English and the corrections, if any, should be attested under seal with full signature.
- 11 Kerala Cooperative Milk Marketing Federation Ltd. will not be responsible for any kind of online delay.
- 12 Only the authorized signatory should submit the tender.
- 13 At any time prior to the deadline for the submission of tenders, Kerala Cooperative Milk Marketing Federation Ltd. may, for any reason, whether at its own initiative or in response to a clarifications requested by any prospective tenderer, may modify the tender documents by amendments and in such an event, it shall be binding on all tenderers who have submitted the tenders online.
- 14 Amendments if any will be brought to the notice through the online website <u>www.etenders.kerala.gov.in</u> or <u>www.milma.com</u> to all prospective tenderers, and that will be binding on them.

Managing Director