

GOVERNMENT OF JAMMU AND KASHMIR

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DISTRICT PROGRAMME OFFICER (ICDS) REASI

STANDARD BIDDING DOCUMENT

FOR

NUTRITION ITEMS

FOR

THE YEAR 2015-16

Cost of Tender

: Rs. 1000

SSI Units : Rs. 200

**Nawab Din KAS
District Programme Officer
ICDS Project Reasi
Tele/Fax No: 01999-244040**



GOVT OF JAMMU AND KASHMIR
DEPARTMENT OF SOCIAL WELFARE

OFFICE OF THE DISTRICT PROGRAMME OFFICER (ICDS PROJECTS) REASI

Telephone No. 01999-244040
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NOTICE INVITING e-TENDER

e- NIT: NO:-01 DPOR/ICDS of 2015

Dated:- 20 -05-2015

For and on behalf of Governor of Jammu and Kashmir State fresh e-Tenders are invited from Government/Semi Government Department /Original Manufactures/Authorized Distributors and those firms/dealers who are either registered by those who are dealing actually in the goods for which this e-tender is floated for Supply of Nutrition items as per the detail given in the Tender document for the year 2015-16. The detail of items is as under:-

S.no	Name of items	SPECIFICATION WITH GRADE IN ACCORDANCE WITH FOOD SAFETY ACT AND STANDARD 2006	Approximate Qty. required (in Qntl)	Tentative Cost (in lacs)	EMD in Shape of CDR/FDR (in lacs)
1	Dalia	Reputed Brand, 1kg Pack	968	58.08	1.16
2	Skimmed Milk Powder	Reputed Brand (1Kg Pack)	474	13.035	0.26
3	Sugar	Grade –I 50 Kg Pack	532	19.68	0.39
4	Suji Granules	White (Grade-1 of 20 kg pack)	895	20.59	0.41
5	Refined Soya Veg. Oil	05 litres Cane of standard quality	508	55.88	1.11
6	Moongi	Green Whole Grade-1 (50 Kg pack)	666	55.28	1.10
7	M. Oil	Agmark, Grade-1 (15 kg tin)	693	65.15	1.30
8	Salt	Double fortified Salt ,Iron + Iodine (01 Kg Pack)	266	5.32	0.106
9	Haldi Powder	Agmark, (05 kg pack)	135	14.58	0.29
10	Glucose Biscuits	Glucose Biscuits of 50 gm pack Nutrative value per 100 gm is (a) energy value(g) = 445-525 kcl (b) Protein = 05 - 08(g) (c) Carbohydrates= 60-80(g) (d) Fats = 12-25 (g)	965	59.83	1.19

11	Roasted Sevian Wheat	Standard quality (500gm pack) Nutrative value per 100 gm is :- (a) Energy value = 330-380 kcl (b) Protein = 10-12 (g) (c) Carbohydrates= 75-82(g)	484	18.88	0.37
12	Nutri (Chanks)	Standard quality,10 kg pack	532	29.26	0.58
13	Channa	Whole Grade-1, Yellow (50 Kg pack)	2118	80.48	1.60
	Total		9236	496.045	9.866

Date of publishing of E-tender documents from 21 - 05-2015 at 10:00 AM

- 1- The bidding documents can be downloaded from the website www.jktenders.gov.in from 21-05-2015 at 10.00 AM onwards.
- 2- (a) The bids shall be deposited in electronic format on website www.jktenders.gov.in **from 21-05-2014, 10 AM to 07 -06-2015 up to 03.00 PM**). The Technical bids received will be opened in the office of District Development Commissioner, Reasi on line **on 8-06-2015 at 12 PM**.
(b) The complete bidding process will be on line.
- 3- Bid documents can be seen at and downloaded from the website www.jktenders.gov.in bid documents containing qualifying criteria for bidder, specification, conditions and other details.
4. The bids must be accompanied by bid cost of tender document in the shape of Demand Draft in the name of District Development Commissioner Reasi as non refundable payment of tender document obtained online **Rs.1000/- for general and Rs.200/= for SSI Units Registered**. Security deposit (EMD) in the shape CDRs/FDRs be pledged in favour of District Development Commissioner Reasi. The cost of Downloaded tender documents in the form of DD shall be in separate envelope with cover marking cost of the documents on or before **07 -06-2015 up to 3 pm**.
5. The interested bidder can download the NIT/Bidding document from the website www.jktenders.gov.in
 - a). To participate in bidding process, bidders have to get " Digital Signature Certificate " (DSC) as per information technology Act 2000 to participate in online bidding. This certificate will be required for digitally signing the bid. The bidders can get above mentioned digital certificate from any approved vendors. The bidders who already possess valid (DSC) Digital Signature certificate, need not to procure new digital Signature certificate (DSC).
 - b). The Bidders have to submit their bids on line in electronic format with (DSC) Digital Signature. The bids cannot be uploaded without Digital Signature. No proposal will be accepted in the Physical Form.
 - c). Before submission of online bids, bidder must ensure that Scanned copy of all necessary documents have been attached with bid.
 - d). The Department will not be responsible for delay in online submissions of bid what so ever reasons may be.
 - e) . All the required information for bid must be filled and submitted on line.

- f) . Bidders should get ready with the scanned copies of cost of documents and EMD as specified in the tender document.
- g). The details of documents, EMD specified in the tender documents, should be the same, as submitted on line (Scanned copies) otherwise bid will not be accepted.
- h). Bidders can contact office of undersigned for any guidance for getting the (DSCs) or any other relevant details in respect of e – tendering process.
- i) All the samples should be accompanied with latest Analytical Test Report of the Govt approved Laboratory/Expert Opinion of the Govt. Department as applicable, should be deposited in the office of **District Programme Officer ICDS Projects, Reasi** by or before **07-06-2015 up to 3 pm**. No sample will be entertained without the above referred analytical test report/Expert opinion. The rate quoted should be FOR headquarters of ICDS Projects of District Reasi and should be inclusive of all Taxes including VAT/Incidental/ Handling Charges/Carriage Charges/Loading/unloading etc.
- ii) The scanned copies of relevant documents should also be deposited in the office of the **District Programme Officer ICDS Projects, Reasi** by or before **07-06-2015 up to 3 pm**.

The successful tenders shall have to execute agreement with the Department and the Approved rates shall remain operative up **30-06-2016**.

Nawab Din (KAS)

District Programme Officer, ICDS Projects Reasi

(Member secretary District Level Purchase Committee for District Reasi)

NO:-DPOR/ICDS/ e-tender / /2015

Dated: 20 .05.2015

Copy to the:-

01. Commissioner/Secretary to Government, Social Welfare Department, J&K Civil Secretariat J&K Jammu for favour of Information;
02. State Mission Director ICDS J&K Civil Secretariat Srinagar for favour of Information;
03. Deputy Commissioner Reasi for kind information.
04. Joint Director, Information Department, Jammu. She is requested to kindly get the notice widely published in at least three leading local English/Urdu dailies and two English National News Papers.
05. District Information officer, Reasi with the request to publish the same in leading dailies.
06. District Treasury Officer, Reasi (Member) for information and necessary action;
07. Chief Planning Officer Reasi for favour of Information.
08. Chief Medical Officer, Reasi (Member) for information and necessary action
09. Assistant Director, CA & PD, Reasi for information and necessary action

Instructions to Bidders

The bidding process will be under 2 Cover System

Technical Cover (1st Cover)-Annexure-A

1. Scanned copy of Tender Fee.
2. Scanned Copy of EMD in the shape of CDR/FDR as per amount given in the table below:

S. No.	NAME OF ITEM/SPECIFICATION	EMD in shape of CDR/FDR (Rs. In lacs)
1	Dalia Reputed Brand, 1kg Pack	1.16
2	Skimmed Milk of reputed Brand (1Kg Pack)	0.26
3	Sugar Grade –I 50 Kg Pack	0.39
4	Suji White (Grade-1 of 20 kg pack)	0.41
5	Refined Soya Veg Oil 05 litres Cane pack standard quality	1.11
6	Moongi Green Whole Grade-1 (50 Kg pack)	1.10
7	M-Oil Agmark, Grade-1 (15 kg tin)	1.30
8	Salt Double fortified Salt ,Iron + Iodine (01 Kg Pack)	0.106
9	Haldi Powder Agmark, (05 kg pack)	0.29
10	Glucose Biscuits of 50 gm pack	1.19
11	Roasted Sevien Wheat Standard quality (500gm pack)	0.37
12	Nurti Chunks of Standard quality,10 kg pack	0.58
13	Channa Whole Grade-1, Yellow (50 Kg pack)	1.60

Scanned copies of below mentioned documents shall be attached from My Documents area of the Bidders.

1. Scanned copy of latest analytical report of the Govt. Approved Laboratory indicating the name of the brand of the item tendered for and should be duly sealed with the sample by the testing authority.
2. Scanned copy of Agmark/ISI/ISO Certificate of competent authority where applicable.
3. Scanned copy of Registration certificate
4. Scanned copy of NOC from Commercial Tax Department on the prescribed form to be attached.
5. Scanned Copy of Annual Turnover
6. Scanned copy of Registration Certificate of SSI Unit.
7. Scanned copy of production capacity of the unit
8. Scanned copy of existence certificate

9. Scanned copy of permanent registration certificate obtained from General Manager DIC concerned and also that the unit is functional along with a certificate that the said unit is manufacturing the particular item tendered for

10. Scanned copy the FSSA License in the name of manufacturing unit/ tenderer wherever applicable.

11. Scanned copy of Affidavit enclosed below and original shall be send to the office along with EMD and Tender fee.

12. Scanned copy of form VAT 03.

I/We have read all the terms and conditions of the Notice Inviting Tender and Tender Documents and the Annexure there to and agree to accept and abide by the same in toto. The above quotation prepared after taking into account all the terms and conditions of the Tender Documents and Notice Inviting tender.

Signature of the Tenderer _____

“Seal”

Name of the signatory _____

(in capital letters)

Designation of signatory _____

Date & Place

Financial Cover(2nd Cover)-Annexure B

1. Rates Submitted by bidder in the BOQ.

TERMS AND CONDITIONS

01. The tenderer shall carefully examine the conditions and specifications of tender documents enclosed and in case of any doubt the tenderer shall get it clarified before signing the contract.
- 02- The tenderers shall have to submit the financial bid and technical bid in two different Covers. The Financial Bid will consist of rate(s) offered for the item(s) by the tenderers and will be considered/opened in respect of those tenderers who qualify in the technical bid and had deposited Branded and superior quality samples of nutrition items tendered for.
- 03- No conditional tender shall be entertained /accepted.
- 04- The tenderers shall have to submit the Earnest Money Deposit (EMD) @2% of the total value of nutrition item in shape of Call Deposit Receipt / Fixed Deposit Receipt (CDR/FDR) drawn on any nationalized Bank/J&K Bank pledged to District Development Commissioner Reasi (Chairman District Level Purchase Committee), along with requisite documents as per conditions to this E-NIT (Notice inviting tender), failing which the financial bid, will not be considered and opened. No cash, Cheque, Demand draft or previous CDR/FDR, if any, lying with the department will be accepted. The CDR/FDR shall be released in favour of the unsuccessful tenderer within one month of the final acceptance of the tender. The Government Department / undertakings / SSI Units shall be required to pay 50% amount of prescribed earnest money or Rs. 5000/-whichever is less, separately for each nutrition item. The SSI units shall have to furnish a certificate from the concerned General Manager District Industries Centre to this effect that the Unit is formally/ permanently registered and is in production of the tendered item(s).
- 05- The sample as well as supply shall be supported with a Latest Analytical Report/Expert opinion of Government approved Laboratory /Authority. The tenderer for the item(s) having Agmark/ISI/ISO licensing should accompany the requisite certificate i.e. Agmark/ISI/ISO) of the competent authority wherever applicable and copy of the FSSA license in the name of the manufacturing unit/tenderer. Any sample found without above mentioned report/opinion will not be considered. Further the tenderer (s) is/are required to deposit branded and superior quality samples and the tender of only those tenderer (s) shall be opened who have deposited samples of Nutrition items as per specification.

- 06- One Sample of nutrition item(s) weighing 01 Kg (sealed in a transparent plastic Jar of each item) is to be deposited as per time schedule given in the tender notice which should clearly depict the brand of the item and name of the manufactures with **batch No., date of manufacturing and Expiry date** wherever is applicable. The each sample should be stamped and duly signed by the tenderer. Purchase Committee may get the sample again tested from any Government approved testing Laboratory if necessary and the cost on account of this shall be borne by the tenderer and if any nutrition item on testing by laboratory found adulterated or sub-standard or expired the same shall be replaced by the tenderer on his own cost and he will be liable to penalty as decided by the Chairman DLPC including black listing of the firm and will be dealt under relevant laws governed the matter of adulteration.
- 07- The intending officer(s) shall also be at liberty to test/ check the supplies and obtain analytical report from the component laboratory of State or Central Government (located within the state) and the cost of such tests shall be borne by the supplier. If at any stage, it is found that the supplier has supplied spurious/adulterated nutrition items, the firm will be black listed besides, further necessary action as deemed fit by the authorities including forfeiture of CDRs/FDRs / Termination of contract will be taken.
- 08- The tender document should be numbered and bear signature of authorized signatory with seal on each & every page.
- 09- The brand of the item should specially be mentioned.
- 10 The District Level Purchase Committee (DLPC) reserves the right to accept or reject any tender or part thereof, without assigning any reason and does not bind itself to accept the lowest tendered rates. The DLPC reserves the right to accept/ approve even higher rates on the basis of quality of the products/ goods to be supplied viz-a-viz laboratory test report.
- 11 The unit rate of any nutrition item must not, under any circumstances, be altered and the rates should be entered in words as well as in figures and the successful tenderer shall not assign or sublet his contract or any part thereof to any other agency.
- 12- The rates should be inclusive of all taxes including F.O.R. (Freight on road) VAT, Excise duty, Octroi, Toll Tax, Freight, Loading, Un-loading, Handling and all other incidental charges including Entry tax if any, net delivery in all ICDS Project Headquarters of District Reasi.
- 13- The rates quoted shall be valid from the date of submission of bid to **30.06.2016** and no price cancellation shall be allowed during the tenure of the contract under any circumstances.
- 14- The goods/ Nutrition items shall have to be supplied **F.O.R Destination at all ICDS Project Headquarters situated in District Reasi i.e at Reasi, Pouni, Arnas, and Mahore.**

- 15- All the Nutrition items to be supplied shall be of good quality and strictly in accordance with the tender specification. The item must be of approved and standard brand and quality as approved by the District Level Purchase Committee. The quantity of the "Nutrition items" to be procured is and shall be tentative and may vary depending upon the requirement, number of beneficiaries in the Anganwadi Centres, number of AWCs operational and number of feeding days.
- 16- All liabilities on account of VAT, Income Tax and other Taxes in vogue shall be borne by the supplier and deduction shall be made from the bills of the suppliers as per standing Government Orders/Instructions. Hence the rate quoted shall be inclusive of all taxes /charges up to destination.
- 17- The successful tenderer shall have to arrange the complete supply as given in supply order(s). The Quantities shown in the Tender documents are approximate and may vary as per actual requirement. The supplies will have to be arranged in a phased manner i.e. on the quarterly basis (each quarter shall consist of 75 days) in accordance with the requirements of the Department and tenderer should start the **supply within 7 days from the issuance of the supply orders**. However, extension of supply period can be allowed by the District Development Commissioner Reasi in case he/she is satisfied of the reasons being beyond the control of the approved supplier in any particular case. It should be crystal clear to successful tenderers that they will have to supply the nutrition items in 4 phases, every phase/ quarter shall consists of 75 days and the tenderers will have to keep them ready for the fresh supply of nutrition items after every 75 days as per the requirement of the department.
- 18- The successful tenderer shall have to abide by the standard terms and conditions as laid down in the J&K Financial Rules / Code & the conditions as per the contract and the contract of supply can be repudiated at any time if the supplies are not made to the satisfaction of the department.
- 19- The supplier may get his goods insured against any theft, loss, destruction, fire damage, vehicle accident or riots at his own as he shall be responsible for any such event till his supplies are delivered at the stores of the department.
- 20- The acceptance of supplies made by the supplier shall be subject to verification and examinations per the quality, specification by the competent authority. The supplies which are rejected shall have to be lifted back and replaced by the supplier forthwith at his own risk and cost and for the rejected/replaced supply, if the same is not replaced, penalty upto 10% at the discretion of District Development Commissioner Reasi (Chairman District Level

Purchase Committee) shall be imposed, besides the firm may also be black- listed for further dealing with the Department.

- 21- The tenderer shall be responsible for the proper packing. In the event of any loss, damage, leakage, breakage/pilferage or any shortage of the receipt of material at Project, the tenderer shall be liable to make good of such loss and shortage. No extra cost on his account shall be admissible. The delivery of material in good condition to the destination will be the responsibility of supplier.
- 22- In case approved tenderer supply any approved item on F.O.R. destination basis during the rate contract under reference on cheaper rates to any other Government Institutions / Department in the state of Jammu & Kashmir, the difference of cost shall be recovered from the concerned supplier.
- 23- If approved suppliers fail to supply the goods of the prescribed specification/approved sample and on approved rates, the purchasing officer shall be at liberty to arrange the supply either by retendering or otherwise after giving notice to the approved suppliers. The extra cost, if any, involved in re-tendering or making alternative arrangements, shall be recovered from the supplier besides firm will be black listed for future dealing with the Department and the extra cost incurred will be recovered from CDRs/FDRs /earnest money or in case of shortfall the recovery shall be made under the provisions of J&K Land Revenue Act.
- 24- In case approved supplier fails to make the supply within the stipulated period of time or makes the short supply, a penalty up to 10% of the un-executed value of the orders shall be imposed at the discretion of District Development Commissioner Reasi.
- 25- a) The contract shall be a binding upon the successful tenderer from the time of the acceptance of the rates of the items approved are communicated to them.
b) A formal agreement deed incorporating all the terms and conditions of the NIT/ rate contract shall be executed by the successful tenderer with the District Programme Officer ICDS Reasi on Non-judicial stamp paper of Rs. 20/- **within three days (03 days)** after the finalization of rate contract in the prescribed form. The expenses of completing and stamping the agreement shall be paid by the supplier and the purchasing officer shall be furnished with one executed stamped copy of the agreement. Failure to execute such a formal agreement shall not however prevent the contract being enforced against the approved supplier. The terms and condition as laid down in the NIT shall form essential part of the agreement deed. In case of failure to abide by terms and conditions, by the tenderers, the Chairman District Level Purchase Committee(DDC Reasi) may without prejudice to other remedy available to

him under any law for the time being in-force in the state, impose all or any of the following penalties, besides forfeiture of security deposited in full or any part thereof :

- 26- a). Termination of contract within 10 days notice to the approved supplier under registered cover or its publication in the news paper(s).
- b). The extra cost, if any involved in re-tendering or making tendering arrangement shall be made good from the approved supplier.
- 27- The direct/Indirect canvassing on the part of the tenderers or their representatives will disqualify their tender.
- 28- In case of any dispute between the suppliers and department, the case shall be referred to the Administrative Department for arbitration/settlement whose decision shall be final and binding upon both the parties.
- 29- No dues Certificate from Commercial Taxes Department should be enclosed with the tender and the defaulter firm shall not be considered for the bid in any way.
- 30- Legal proceeding, if any of the matters between the approved supplier and the District Level Purchase Committee and or department of Social Welfare (ICDS wing) shall be subject to the jurisdiction of competent Courts in Reasi and J&K High Court at Jammu only.
- 31- The payment shall be made to the supplier after due verification of the nutrition items and report of verification committee constituted for the purpose. The payment against the supplies shall be made only after supplies are delivered in full through endorsed WDC bills/bank drafts in the favor of approved firm and the bank charges on a/c of remittances shall be made good from the payee. No advance payment shall be made. The payment for the supply shall be subject to the availability of funds and clearance of claims at Govt. Treasury.
- 32- A sum of Rupees @ 10% of the payment of each consignment will be deducted from the Payment as security deposits in shape of Bank Draft till the result of Nutrition items which needs to be tested are received.
- 33- Any other clause if found necessary shall be entered in the agreement to be executed with this department by the supplier.
- 34- In case of any nutrition item where reasonability of rate is not established, the District Level Purchase Committee will be at liberty to negotiate rates with any tenderer or issue approval to any other agency, in the interest of the department.
- 35- The tenderer should have minimum annual turnover Rs 58.08.50 Lacs for Dalia; Rs 13.03 Lacs for Milk powder, Rs 19.68 Lacs for Sugar; Rs 20.59 Lacs for Suji; Rs 55.88 for Soya Oil; Rs 55.28 lacs for Moongi; Rs.65.15 lacs for M.Oil; Rs. 35.32 lacs for salt; Rs. 14.58 lacs for Haldi Powder; Rs 59.83 lacs for G.Biscuit; Rs 18.88 lacs for Sevian; Rs 29.26 lacs for nutria chunks, and Rs 80.48 lacs for Channa whole. The annual turn over should be 22.29 lacs in case of single item to be tendered and consolidated annual turnover of **Rs 496.045 Lacs** in case of all items to be Tendered for.

- 36- The tenderer should be registered with the Commercial Taxes department for the required items and should enclose a copy of requisite certificate/registration certificate issued by the concerned Commercial Taxes Officer indicating TIN of the tenderer and VAT clearance certificate in form VAT-46 for the previous year and the latest assessing period. The tender should be submitted by those firms/ dealers who are either registered /approved suppliers and who are dealing actually in the goods for those items for which tender is being submitted.
- 37- The District level purchase committee or its authorized subcommittee shall have the rights to take steps as deemed proper for verification of credentials of the tenderers by inspecting their business premises/ factories/ go downs etc before or after arriving at any final decision regarding approval of rates of the tendered items.
- 38- It will not be binding upon the department to affect the purchase of all items listed in the tender notice even if approved by the District level purchase committee and the objections if any in the matter filed by the tenderer shall not be entertained.
- 39- The approved tenderer shall not assign or sublet his contract or any substantial part thereof to any other agency.
- 40- No other conditions except that mention above will be entertained in the tender.
- 41- All supplies should be marked in bold Block Letters as “J&K GOVT. ICDS SUPPLY, DISTRICT REASI”, and “NOT FOR SALE”. The manufacturing date, Batch No. and date of expiry should specifically be mentioned on the packing.

Sd/

**District Programme Officer ICDS, Projects,
Reasi
(Member Secretary District Level Purchase Committee)**

Sd/

**District Development Commissioner,
Reasi
(Chairman District Level Purchase Committee)**

NO:-DPOR/ICDS/ e-tender / 235-42 /2015

Dated: 20 .05.2015