



SUNDARBAN CO-OPERATIVE MILK & LIVESTOCK PRODUCERS' UNION LTD. (SMLU)

New Administrative Building, 8th Floor, Alipore, Kolkata-700027, West Bengal • Reg. No. 1/SMLU (S-24) of 1997

E-mail: storeincharge@sundarini.organic Contact: 6289232509 GSTIN: 1919AAIAS2776C1ZA

NIT No.: SMLU/CS/P&QC/NIT/21-22/89

Date: 01.11.2021

NOTICE INVITING TENDER

The In-charge of (Store & Purchase) Sundarban Cooperative Milk & Livestock Producers' Union Ltd., West Bengal is going for tender for supply of the following materials at Sweet Manufacturing Unit, Sundarban Cooperative Milk & Livestock Producers' Union Ltd., C/O- Ratnodeep Garden, 482 Paschim Chowbagha, P.S.- Anandapur, Kolkata-700105. Landmark Near China Mandir. Sealed tenders are invited from the accredited and authorized Manufactures/ bonafied suppliers having credential to execute such work. List along with description of the items are annexed with this Notice (**Annex. A: 2 pages -39 nos. items**).

Terms and Conditions:

1. Rates are to be quoted for either (a) Traditionally Cultivated or Sourced items (b) Organically/Naturally Cultivated or Sourced items or for both. All Items should be mentioned clearly in the Bid whether Traditionally Cultivated or Sourced Organically/ Naturally Cultivated or Sourced otherwise Bid will not be accepted.
2. Cost of Tender Paper: NIL
3. Rate should be inclusive of all taxes and charges for packing, forwarding, loading, unloading, insurance etc.
4. Tender of the above stated equipment must be supported by:
 - a) Tenderers have to submit technical specification of the product, supporting papers relating to specifications mentioned in the tender paper (in case of organic/natural products certification or declaration is mandatory) physically along with brochure of the quoted item to the below mentioned address through a forwarding letter in a sealed cover super scribing supply.
 - b) GST Registration Certificate.
 - c) Copy of terms & conditions for submission of tender duly signed.

Bidder(s) will have to sign the terms & conditions of N.I.T. before execution of agreement, if selected.

NO TENDER WILL BE ACCEPTED IF THE SAME IS NOT SUPPORTED WITH ALL THE ABOVE DOCUMENTS MENTIONED

1. THE OFFERED RATE SHOULD BE VALID FOR AT LEAST 365 DAYS.
2. The undersigned reserves the right to reject any/or all tenders/ at any stage without assigning any reason thereof & will not bound to accept lowest tender. No Tender will be accepted across the table/tender box/by post or otherwise.
3. RATE INCLUSIVE OF ALL TAXES ALONG WITH SUPPLY, DELIVERY, LOADING, INSURANCE, UNLOADING AT Sundarini Sweet Manufacturing Unit, Sundarban Cooperative Milk & Livestock Producers' Union Ltd., C/O- Ratnodeep Garden, 482 Paschim Chowbagha, P.S.-Anandapur, Kolkata-700105 (**2nd Floor**) or any nearby Unit of this organization in Kolkata specified in the Purchase Order. No escalation in price will be considered after submission of bids.
4. Tender shall only be accepted in sealed envelope subscribing the Enquiry No. No quotations shall be accepted through mail. Incomplete quotations are liable to be rejected.
5. **SUPPLY:** Supply of the ordered item (as per specification) must be completed in good condition STRICTLY within 07 (Seven) days from the date of order. Penalty @ 5% of Bill amount will be charged for late supply.

IT IS OBLIGATORY FOR THE BIDDER TO NOTE THAT FAILURE TO MAINTAIN DELIVERY & I/C SCHEDULE OF ORDERED ITEM WILL LEAD TO SEVERE DISLOCATION IN CARRYING OUT PUBLIC SERVICE FOR WHICH SUCCESSFUL BIDDER WILL BE HELD RESPONSIBLE & ACTION WILL BE TAKEN STRICTLY AS PER TENDER RULES LAID DOWN HEREIN WITHOUT ANY PREJUDICE ANY SHORT OF PLEA WILL BE CONSIDERED, SAVE & EXCEPT ANY INCIDENT OCCURRED 'BY ACT OF GOD' OR NON READINESS OF SITE BY ANY MEANS MAY BE CONSIDERED ONLY.

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6. PAYMENT:

- a) Tax Invoice against all supplies is/are to be sent in TRIPLICATE and should invariably be submitted along with supply documents (Challan, e-waybill, bilty etc.) to the Purchase Section at New Administrative Building, 8th Floor, Alipore, Kolkata-27. NO ADVANCE PAYMENT WILL BE ENTERTAINED.
- b) Tax Invoice must carry RECEIPT CHALLAN (duly signed and sealed) from the In-Charge/Representative of Sundarban Milk Union posted at Sweet Production Unit. No Invoice will be processed without receipt challan copy.
- c) 100% payment will be released after delivery of the item in good condition at specified site and on receipt of acknowledged copy of challan/Invoice etc. The payment shall be withheld, in case of violation of any tender terms & conditions. Payment shall be made in NEFT/RTGS within 30 days of receipt of the bill along with the materials in good condition certified by competent authority.

7. DATES & INFORMATION:

Sl. No.	Particulars	Date, Time	Venue
1.	Date of Publishing of N.I.T. & other Documents	01.11.2021	Sundarban Cooperative Milk & Livestock Producers' Union Ltd., Sweet Manufacturing Unit, C/O Ratnodeep Garden, 482 Paschim Chowbaga, P.S.- Anandapur, Kolkata-700105
2.	Bid submission (Starting) date	01.11.2021	
3.	Final Date & Time for Bid Submission	08.11.2021/ 2.00 PM	
4.	Date & Time for opening of Financial Proposals	08.11.2021/ 3.30 PM	

8. Successful bidder will have to supply the above item against the supply order of the undersigned.
9. Representative of Bidders may remain present during opening of the Bid on specified date and venue.
10. The Milk Union reserves full right to accept or reject any tender/all tenders or to cancel the entire process without assigning any reason thereof.



In-Charge (Store & Purchase)
For Sundarban Co-operative Milk
& Livestock Producers' Union Ltd.

NIT No.: SMLU/CS/P&QC/NIT/21-22/89/1(14)

Date: 01.11.2021

Copy forwarded for information with request for wide circulation to the:

1. ADM (Sundarini) & ADM (LA), South 24 Parganas.
2. OC, Sundarini & DNO, NREGS & ADC (Civil Defence), South 24 Parganas.
3. DIO, NIC, Alipore with a request to upload the notice in district website.
4. DICO, South 24 Parganas with a request to publish in one Daily Bengali Newspaper.
5. DD, ARD & PO, South 24 Parganas, Alipore, Kolkata-27.
6. PA to the Special Officer, SMLU & District Magistrate, South 24 Parganas.
- 7-11. Notice board of Bangshidharpur/Kakdwip/Basanti/Patharpratima/Namkhana Milk Chilling Plant, SMLU.
12. Notice board of Chowbaga Sweet Unit, Kolkata-105.
13. Notice board of Office of the Managing Director, Alipore, Kolkata-27.
14. Office Copy


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Annex-A

(List & Description of Items required vide NIT No. SMLU/CS/P&QC/NIT/21-22/89 Dated 01.11.2021)

Sl. No.	Item	Description of the Item	Approx. Quantity /Month	Rate to be Quoted per Unit basis
1	Disposable Wooden Ice-cream Spoon (Small)	With Sundarini Naturals Branding. Good Quality.	8000 Pcs	
2	Aluminium Foil Container with Lid (large size)_750ml	With Sundarini Naturals Branding. Good Quality.	12 Packet	
3	Aluminium Foil Container with Lid (medium size)_400ml	With Sundarini Naturals Branding. Good Quality.	12 Packet	
4	Aluminium Foil Container with Lid (small size)_225ml	With Sundarini Naturals Branding. Good Quality.	12 Packet	
5	Brown Paper Bag (Big) with Branding/Thonga	With Sundarini Naturals Branding. Good Quality.	5 Kg	
6	Brown Paper Bag (Medium) with Branding/Thonga	With Sundarini Naturals Branding. Good Quality.	5 Kg	
7	Brown Paper Bag (Small) with Branding/Thonga	With Sundarini Naturals Branding. Good Quality.	5 Kg	
8	Zipper Packet (Big)	Good Quality. Any reputed brand.	4000 Pcs	
9	Zipper Packet (Medium)	Good Quality. Any reputed brand.	4000 Pcs	
10	Zipper Packet (Small)	Good Quality. Any reputed brand.	4000 Pcs	
11	Disposable PE Hand Gloves (Half)	Good Quality. Any reputed brand.	2000 Pcs	
12	Dish Wash Liquid	Good Quality. Any reputed brand.	10 pcs.	
13	Dish Wash Bar	Good Quality. Any reputed brand.	20 pcs.	
14	Disposable Head Cap	Good Quality. Any reputed brand.	20 Pkt	
15	Silver Pouch	With Sundarini Naturals Branding. Good Quality.	25 pkt	
16	Earthen Pots- 100g Doi	With uniform size and shape. No weight variation.	2500 pcs	
17	Earthen Pots- 250g Doi	With uniform size and shape. No weight variation.	2500 pcs	
18	Earthen Pots- 500g Doi	With uniform size and shape. No weight variation.	2500 pcs	
19	Earthen Pots- Baked Mihidana type Bati-3"	With uniform size and shape. No weight variation.	2500 pcs	
20	Earthen Pots- Icecream Rasogolla type Bati	With uniform size and shape. No weight variation.	2500 pcs	
21	Earthen Pots-Colour Mihidana Bati_4"	With uniform size and shape. No weight variation.	2500 pcs	
22	Earthen Pots-Colour Mihidana Bati_3"	With uniform size and shape. No weight variation.	2500 pcs	
23	Earthen Pots- Colour Handi Bati (80g)	With uniform size and shape. No weight variation.	2500 pcs	
24	Mask	Good Quality. Any reputed brand.	500 pcs	

25	Rectangular Plastic Box Medium(500ml)	Good Quality	2000 pcs	
26	Round Plastic Box - Small_300ml	Good Quality	2000 pcs	
27	Round Plastic Box - Small_500ml	Good Quality	2000 pcs	
28	Cling Roll	Good Quality	15 pcs	
29	Plastic Cups	Good Quality	1500 pcs	
30	Rubber Band	Good Quality. Off-white colour.	4 kg	
31	Tissue Paper	With Sundarini Naturals branding. Good Quality	20 pkt	
32	Diamond Cap Big	Good Quality.	35 pkt	
33	Diamond Cap_Small	Good Quality.	35 pkt	
34	Garbage Bags	Good Quality	30 pkt	
35	Aluminium Foil Roll	Good Quality	10 pkt	
36	Golden Cup Big & Small	Good Quality	1000 pcs	
37	Sweet Paper cap	With Sundarini Naturals Branding. Good Quality paper. White, Off-white, Chocolate, Light Yellow/Green colours. Food grade colour. No smell of colour.	10000 pcs	
38	Wooden Spoon (Big)	With Sundarini Naturals Branding. Good Quality.	5000 pcs	
39	Wooden Spoon (Small)	With Sundarini Naturals Branding. Good Quality.	5000 pcs	

(Signature)
01/11/24

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