


**BUNDELKHAND SAHAKARI DUGDH
SANGH MARYADIT, SIRONJA,
SAGAR 470004**



**Supply Of Packaging Materials (Corrugated Boxes)
Tender**

CHIEF EXECUTIVE OFFICER
BUNDELKHAND SAHAKARI DUGDH SANGH
MARYADIT SIRONJA, SAGAR 470004

	<p align="center">BUNDELKHAND SAHAKARI DUGDH SANGH MARYADIT</p> <p align="center">SIRONJA, SAGAR (M.P.) 470004</p> <p align="center">AN ISO 9001 : 2015 Certified Organization</p>
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Ref No: 287/IM/BKDS/SAGAR/ 2023

Dated: 18-12-2023

NOTICE INVITING E-TENDER

Online Tenders are invited for Supply Of **Corrugated Boxes** at Bundelkhand Sahakari Dugdh Sangh Maryadit, Sagar from manufacturer/distributor/dealer/suppliers. The tender documents containing the terms and conditions can be purchased online & downloaded through following website <http://www.mptenders.gov.in> from 19.12.2023 onwards. The tender will be opened in the office of the undersigned as mentioned in tender time schedule (key date). The detailed Tender Form can be seen (only for reference) at our HO website:www.sanchisagar.com any changes in tender documents will be notified on above website only and not at any other sources/platforms, hence bidders are requested to visit the site regularly. The Chief Executive Officer Bundelkhand Sahakari Dugdh Sangh has all the right to accept or reject any or all bids.

Name of item	EMD (Rs)	Tender Fee (Rs)	Bid submission due date & time	Technical Bid opening Date & time
Corrugated Boxes	12,000/-	1000/-	08.01.2024 04:00 PM	09.01.2024 04:00 PM

CHIEF EXECUTIVE OFFICER

BUNDELKHAND SAHAKARI DUGDH SANGH MARYADIT

SIRONJA, SAGAR (M.P.) 470004

AN ISO 9001 : 2015 Certified Organization

DOCUMENT COST Rs. 1000/-

TENDER FOR PURCHASE OF PACKING MATERIALS

TENDER DOCUMENT

Schedule I	:	General Terms & Conditions.
Schedule II	:	Specification & Qty & EMD
Schedule III	:	Form A (To be downloaded filled manually & scanned copy uploaded online.)
Schedule IV	:	Price Schedule
Tender Cost	:	Rs.1000/- (Rupees One Thousand only)
Place of opening of Tender	:	Meeting Hall of The Bundelkhand Sahakari Dugdha Sangh Maryadit, Sagar.
Address for Communication	:	The CEO, Bundelkhand Sahakari Dugdha Sangh Maryadit, Sagar 470004

CHIEF EXECUTIVE OFFICER

SCHEDULE - I
General Terms & Conditions for tender submission & supply

Bundelkhand Sahakari Dugdha Sangh Maryadit, Sagar (BkDSM), an ISO certified cooperative organization, invites online e tender from bonafide manufacturers and/ or their authorized dealers or other suppliers for supply of PACKING MATERIALS strictly in adherence to the detailed specifications given in the schedule II of the tender documents.

Bundelkhand Sahakari Dugdha Sangh Maryadit, Sagar reserves the right to accept or reject any or all tenders, which in their opinion justify such actions, without further explanation to the tenderers.

1.0 DECLARATION :

The submission of a tender by a tenderer implies that he/she has read the notice and conditions of the tender and the terms and conditions of contract and has made himself/herself aware of scope and specifications of the supplies to be made and the destination where the supplies have to be made and satisfied himself/herself regarding the quality and specifications of the articles.

2.0 TENDER SUBMISSION:

- 2.1** Tenders received by e-mail will not be considered. However, amendments by e-mail to a tender sent will be considered, provided the same are received before the opening of the tender
- 2.2** The tenderer(s) should clearly state in their offer the address, telephone, e-mail, PAN and GST Numbers. Any change in the address should immediately be communicated to the Chief Executive Officer, Bundelkhand Sahakari Dugdh Sangh Mydt, Sagar and correspondence thereafter will be made at the changed address.
- 2.3** Negligence on the part of tenderer in filling the tender form offers him/her no right to withdraw the tender after it has been opened.
- 2.4** The acceptance of the tender and award of the purchase order will be the sole right of the Chief Executive Officer, Bundelkhand Sahakari Dugdh Sangh Mydt, Sagar who does not bind himself to accept a tender in whole or in part or reject any or all the tenders received without assigning any reasons and no explanation can be demanded of the cause of rejection of the tender by any tenderer.
- 2.5** The Chief Executive Officer, BkDSM reserves the right to place order for whole requirement with any tenderer or split the orders among one or more tenderers or not to purchase at all any item even after rate approval.
- 2.6** Each tender should be accompanied with copy of PAN, GST, Firm Registration, ITR of 2 Assessment Year (2022-23, 2023-24).
- 2.7** The tenderers should submit the rates online only. The conditional tenders are liable to be rejected.
- 2.8** No person or firm is permitted to submit more than one tender under different names.
- 2.9** The tenderer shall not sublet the contract or assign to any other party or parties, the whole or any portion of the contract without prior written permission of Chief Executive Officer, BkDSM.

- 2.10 Manufacturers will be given preference. Copy of license is to be attached with tender for each item filled in, wholesalers dealing with the item will have to attach copy of authorization certificate of the manufacturer.
- 2.11 Tenderer shall fill all the details of the unit in Form- A in schedule-III. (To be uploaded – mandatory.)
- 2.12 Tenderer offering rates for packing materials shall submit Food Grade Certificate and COA, NABL Lab analysis report at the time of supply. (if not provided then payment of supply not done)

Bid Validity

Bid shall be valid for a period of 90 days from the date of opening.

Documents composing the Bid

Technical bid: (To be uploaded online mandatory)

1. Form A filled with copy of PAN, GST, Company/Firm Registration or Factory License, ITR of 2 Assessment Year (2022-23, 2023-24).
2. Online EMD transaction acknowledgement or EMD exemption certificate (if applicable see Sr. No. 3.2)

Commercial/Financial Bid

- Commercial/Financial Bid form online (submit online in excel format only)

Bid price

Price indicated on the price schedule shall be inclusive of pkg/frdg, freight and Cylinder/dye making charge, if any. GST (to be shown extra)

Note:-When submitting EMD online please note that you pay only the EMD of particular item you would like to offer the rate. By choosing “Yes” option (in mptenders.gov.in portal) so as to enable you for EMD exemption.

3.0 Earnest Money Deposit (As per Schedule-II)

- 3.1 EMD should be submitted online only and attach copy of proof for payment of EMD in technical bid.
- 3.2 MSME industries of TheMadhya Pradesh State will be exempted from payment of the EMD and tender fee of the tender. MSME certificate should be of relevant category of supplies/materials/works. (MSME Certificate to be uploaded online mandatory)
- 3.3 Any tender which is not accompanied by Earnest Money deposit are liable to be rejected. Earnest money deposit of unsuccessful tenderers will be returned within 90 days from the date of opening of the tender. The earnest money deposit of the successful tenderers will be released on completion of supply/work as the case may be within the stipulated period.
- 3.4 No interest will be paid on the earnest money for the period during which (the EMD) lies in deposit with Bundelkhand Sahakari Dugdh Sangh Mydt, Sagar
 - EMD may be forfeited :
 - If successful Bidder/supplier fails/denies to perform work
 - If any bidder/supplier withdraw its bid during the bid validity period

4.0 PRICES:

- 4.1** Prices offered by the tenderers should be valid at least for a period of 12 months from the date of approval of rates. BkDS will have the right to extend the validity of the tender approval by 6 months. We would communicate our rate approval within 60 days of opening of tender. The tenderer should quote rate on FOR dairy plant, Sagar basis, GST extra.
- 4.2** If need be, negotiations will be done for prices and as well as terms & conditions of material supply only with the party which offers the lowest rate.
- 4.3** The prices charged for the material supplied under the contract by the supplier firm in no event shall exceed the lowest price at which the supplier firm sells the material of identical tender description to any other persons/firms during the period and until the execution of all supply orders placed during contract period.
- 4.4** The lowest rate shall not be the only criteria for approving the tender.
- 4.5** BkDS Sagar will have right to purchase materials from the other bidders whom participated in the same tender and willing to supply the material on L-1 approved rates for which BkDS will take the consent of other bidders too. For the issue of purchase order, the proportionate ratio will be 60:40. (60% Order for L1 Bidders and 40% Order for other Bidders)

5.0 MODE OF DESPATCH

- 5.1** The material to be supplied by successful firm shall be dispatched to the dairy under prior intimation. Depending upon the type of material, the supplier shall have to carry out proper packing/crating to avoid damage during transit.
- 5.2** Wharfage /Demurrage etc. on account of incorrect or delayed dispatch of material/documents shall be the responsibility of supplier and shall be recovered from the bills.
- 6.0** **FOOD GRADE CERTIFICATE** from NABL lab for the material coming in direct contact of food is to be provided with every supply as per FSSAI packaging regulation 2018 clause 3.2 & 3.14. (if not provided then payment of supply not done)
- 7.0** **PRINTING:** Printing work on each & every item should be printed as per BkDS approved artwork.

- a) If printing found faded/blurred then a penalty of 5% cost will be imposed.
- b) If items Specifications found lesser than as specified in tender specification then a pro-rata deduction will be made.
- c) The barcode printing found unreadable then entire supply will be rejected.

8.0 LIQUIDATED DAMAGES:

- 8.1** The time period and the date of delivery of the material stipulated in the purchase order shall be deemed to be the essence of the contract. Once firm delivery dates are fixed for supply of material they shall be strictly adhered too. In case they are not followed, or in case of delay in execution or non-execution of the order, the Dugdha Sangh reserves the right either to cancel the order and make alternative purchases from other sources, at the risk and cost & expenses

of the defaulting supplier. In case the supplies are not fulfilled as per the schedules, the liquidated damages may be charged on the goods not so delivered as under:-

Sl.No.	Duration of delay	Liquidated Damages
1.	Upto 15 days	1% cost of the unit.
2.	Between 16 to 30 days	2% cost of the unit
3.	Beyond 30 days	Upto 5% cost of the unit.

- 8.2** If the tenderer fails to make supply as per purchase order without any valid reason, the order would be treated as cancelled and the firm may be blacklisted for future dealings and EMD also would be forfeited by the management.
- 8.3** If the qualified tenderer fails to make supply the materials as per specification/material quality/printing as per BkDS's approved artwork/specification, then the entire requirement shall be fulfilled through the other bidders and if the other bidders didn't agree to supply the material on L-1 approved rates the difference amount would be charged from deposited EMD or their pending bills of L-1 bidders.

9.0 INSURANCE:

Insurance is to be arranged by the tenderer.

10.0 INSPECTION:

- 10.1** All the supplies are subject to inspection at our plant before acceptance. If goods are rejected due to defective or wrong supply, the report of our authorized official in this respect shall be FINAL and no correspondence on the subject would be entertained. The rejected goods should be removed from our premises by the tenderer within 15 days after receipt of our inspection report failing which the same shall be returned to the supplier at his risk and expenses or disposed off in Auction and the proceeds, if any, less expenses would be credited to tenderer's account.
- 10.2** Sample of the articles should be sent/produced before the competent authority if asked for within 7 days or as mutually agreed.

11.0 ACCEPTANCE / PENALTY:

- 11.1** Material must be supplied as per specification of BkDSM Sagar.
- 11.2** If printing found faded/Blurred then a penalty of 5% cost will be imposed in an emergency requirement otherwise the full consignment shall be rejected.
- 11.3** If item's GSM found lesser than as specified in tender specification then a pro-rata deduction will be made in an emergency used otherwise the whole consignment shall be rejected.
- 11.4** In such condition when deficiencies are found more than one than the decision of CEO on recommendation of purchase committee shall be final.
- 11.5** In condition, if any consignment happens to declared as rejected, the supplier should have to visit BkDSM to know the causes for his own satisfaction.
- 11.6** The rejected material shall not be return to the supplier. To avoid any misuse of rejected material it shall be destroyed within a stipulated time of not more than 1 month, in presence of supplier at supplier cost and no payment shall be made for the rejected material.

12.0 PAYMENT:

Our normal terms of payment are full payment after receipt, inspection and acceptance of materials in our stores within a period of about 30 days after receipt. Such payments shall be made through RTGS.

13.0 TERMINATION OF CONTRACT:

If any act of commission or omission of a unit under contract brings Bundelkhand Sahakari Dugdh Sangh Mydt, to dispute, then Bundelkhand Sahakari Dugdh Sangh Mydt, Sagar. shall be competent to debar/blacklist the unit from further business.

14.0 CONSEQUENCES OF BREACH OF AGREEMENT:

If any firm under the contract commits breach of any of the conditions, it shall be lawful for the Chief Executive Officer, Bundelkhand Sahakari Dugdh Sangh Mydt, Sagar. to cancel the contract and to purchase material from any other alternate sources on the risk and cost of the defaulting unit.

15.0 DISPUTE ARBITRATION & FINAL AUTHORITY:

- 15.1** It should be clearly understood that in the event of a successful tenderer failing to accept and execute the supply order, then decision of the Chief Executive Officer, Bundelkhand Sahakari Dugdh Sangh Mydt, Sagar, in this respect will be final and binding on the successful tenderer.
- 15.2** In any case of dispute between material / services supplier and Bundelkhand Sahakari Dugdh Sangh matter will be presented to MD, MPCDF for resolution.
- 15.3** All disputes between tenderers and BkDS matter will be put to MD, MPCDF for resolution. In case no resolution action will be taken as per Arbitration Act. 1996.
- 15.4** For all disputes, the venue for legal courses shall be at Sagar.
- 15.5** If the tender opening date becomes any govt. holiday, then the next day may be considered for tender opening.

Chief Executive Officer
Bundelkhand Sahakari Dugdh Sangh Mydt. Sagar

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BUNDELKHAND SAHKARI DUGDHA SANGH MARYA

SIRONJA DAIRY PLANT, SAGAR

SCHEDULE - II

Specification for Corrugated Boxes with Vegetarian Green Colour symbol.

Sr No	Particulars	Size mm I.D	GSM per ply	Ply	B.S. min Kg/sq.cm	Variation %	Aprox. Qty Reqr	EMD
1.	For 20 kg white butter	410x355x175 12 staples	150± 5%	5	11 kg/cm ²	±1	12,000 Nos	Rs.12,000/-
2.	Ceka pack sanchi ghee 1ltr.x16 Nos	425x285x175 10 staples	150± 5%	3	7 kg/cm ²	±1	10,000 Nos	
3.	Ceka pack sanchi ghee 1/2ltr.x32 Nos	370x270x245 10 staples	150± 5%	3	7 kg/cm ²	±1	12,000 Nos	
4.	Ceka pack sanchi ghee 200mlx80 pkts	515x390x175 10 staples	150± 5%	3	7 kg/cm ²	±1	2,500 Nos	
5.	For Shrikhand 100g x20cup with centre plate	405x165x105 395x155	150± 5% 150± 5%	3 3	7 kg/cm ² 7 kg/cm ²	±1	12,000 Nos	
6.	For Sweet curd 100gx20cups with centre plate	405x165x105 395x155	150± 5% 150± 5%	3 3	7 kg/cm ² 7 kg/cm ²	±1	5,000 Nos	
7.	For Cheena Rabari 100 g x 20 cups with centre plate	405x165x105 395x155	150± 5% 150± 5%	3 3	7 kg/cm ² 7 kg/cm ²	±1	10,000 Nos	
8.	For Lassi 200ml x 20 glass With centre plate	400x165x200 395x155	150± 5% 150± 5%	3 3	7 kg/cm ² 7 kg/cm ²	±1	15,000 Nos	

Note:- All standards are minimum

Basic requirements for corrugated boxes

- 1) Cardboard Box colour outer paper should be in white paper duplex.
- 2) **Construction** – All universal type boxes shall be constructed from single piece double walled 5 ply or 3 ply heavy duty fiber board as per requirements, conforming to ISI 2771 Part 1 `1977 and subsequent revisions (1990). The fibre board must be derived from virgin kraft paper conforming to ISI-1397-1976 grade II. Only variation of $\pm 1\%$ from the specified grammage for all plies for all types of boxes is permissible.

All five or three plies shall be un bituminized and each ply shall be of gsm as stated above. The second and fourth ply shall be corrugated and embodied into the outer ply in a manner such that they cannot be separated by pulling apart without damaging the paper and tearing it. All plies should be constructed from required gsm virgin kraft only.
- 3) **Corrugation** -The height of corrugation should be between 2.1 and 2.9 mm and there should be 150 to 155 corrugations per running metre length or better.
- 4) **Gum/ Adhesive** – Any suitable adhesive capable of firmly adhering the various piles together may be used. Sodium silicate or any other highly alkaline adhesive shall not be used. The adhesive shall be applied not nearer to a cut edge than 3mm, and not nearer to a cease at the end of the lap than 12mm, gums/glues permissible under law for sticking as per FSSAI/legal standard to be used for packing. The adhesive used for the joint shall be water resistant type.
- 5) **Creasing, Scoring, Folding** - The boxes should be creased and scored such that folding is appropriate and symmetrical.
- 6) **Printing** - Printing on outer surface, printing shall be neat and clean without any defects. Proper quality ink shall be selected. Also, it shall not show any significant removal of the printed ink. Printing will be as per approved artwork. All boxes to be printed as per prescribed design and multi colour as per MPCDF/Union art & design. Permissible ink to be used as per law. Each box shall be legibly and indelibly marked.
- 7) **Joints** - All boxes should have lap type of joints with minimum width of 30 mm. All stitches should be on the central axis of the lap at an angle of 45 degrees and total eight staples non rusting in 100g x 20 cups, white butter total 12 staples non rusting. Ghee 01ltr. & 500ml. should 10 staples non rusting should be used including double staples on upper and lower ends of the joints of boxes. Only GI wire of 12 to 25 SWG should be used for stitching.
- 8) **Packing** - Boxes should be packed in bundles containing 20 units of each type of box and should be marked with supplier's name and/or initials/trade mark, batch No., lot No. and dimensions. Material to be suitably packed to prevent damages during transit. Bundles of 20 Nos packed properly with an outer cover to avoid dust.
- 9) **Hygiene** - All boxes shall be clean, dry and free from fungus, insect infestation, dust any type of deformities etc. As the boxes will be used to pack food products, extra care should be taken for maintenance of cleanliness and delivery of the boxes in the dairy in most hygienic condition.
- 10) **Cardboard separator-** Separator One/Two to maintain proper stacking of Cup/Glass for strengthening purpose. Ply-03, GSM-125 \pm 1% ,B.S-7 \pm 1 kg/cm²
- 11) **Specific requirements-** The material, used for the packaging of food materials, shall be manufactured from virgin pulp and shall be free from dioxins. Printed surface of the paper

shall not come into contact with the food and the maximum amount of contaminants in paper intended to come into contact with food shall not exceed the limits prescribed in IS 2771.

- 12) **Testing-** The type of test to be performed as per laid down tender conditions and above parameters.



**BUNDELKHAND SAHAKARI DUGDHA SANGH
MARYADIT, SIRONJA, SAGAR-470004**

SCHEDULE – III

**Form – A
(To be uploaded -mandatory)**

Chief Executive Officer
BkDSM, Sagar

Date:

Dear Sir,

I/We hereby furnish below some particulars about our company/unit which will form a part of our offer submission:

1. Name of the Co./Unit : _____
2. Address of the Co./Unit : _____

3. Telephone Nos.(with STD Code): _____
FAX No. : _____
Email ID : _____
4. Name of the CEO/Proprietor/ : _____
Partner
5. Name and designation of other : _____
Authorized signatory of the Co./Unit
6. Particulars of Regn. Certificate : _____
Issued by the competent authority
(Regn No. & Date)
7. We are manufacturer/distributor/dealer/supplier of Co.(with proof)
8. GST NOdtd.....
9. PAN Number (Permanent Account Number- Income Tax)
: _____
10. Have your Co./Unit or its sister concern ever been black listed/ debarred by BKDSM or its sister Milk Unions or GOI /GOMP & its undertaking? YES / NO
11. I/WE HAVE READ THE FULL SPECIFICATION/DIMENSIONS/CONDITIONS OF PACKAGING MATERIAL AND AGREE TO SUPPLY MATERIAL WITH SAME SPECIFICATION AFTER ORDER AND WITH ALL THE NECESSARY CERTIFICATES.
12. I/WE HAVE READ THE TERMS AND CONDITIONS OF THE TENDER DOCUMENT WHICH ARE ACCEPTABLE TO ME/US. NO ADDITIONAL CONDITION DEVIATION OR POINT OF DIFFERENCE HAS BEEN GIVEN BY ME/US. I AM PROPRIETOR/MANAGER/DIRECTOR.....OF THE TENDERING FIRM AND HAVE BEEN AUTHORISED TO SUBMIT THE AUTHORITY LETTER IN THIS REGARDS IS ENCLOSED HERewith.

**Seal & Signature of the
Authorized Signatory of the Co./Unit**



**BUNDELKHAND SAHAKARI DUGDHA SANGH MARYADIT
SIRONJA, SAGAR-470004**

SCHEDULE – IV

Form – B

**(Price bid Format)
(To be submitted Financial Bid Online only)**

S. No.	DESCRIPTION	Rate/unit F.O.R Dairy GST Extra.
		Submit Online in excel format only

Note: Purely indicative for e-tender as the rates are required to be filled on these lines in the prescribed BOQ in Excel format.

BIDDER'S CHECK LIST BEFORE TENDER SUBMISSION (Mandatory Documents)

S. No.	Tender Submission Check Points (mandatory documents)	Check before submission (write Yes or No)
1.	Online tender Fee and EMD payment transaction acknowledgement or EMD exemption certificate copy	
2.	Form A (with seal & sign)	
3.	The Authority letter on letter head (with seal & sign) as per Clause no.12 of Form-A, Schedule-III.	
4.	PAN Card Copy (with seal & sign)	
5.	GST Certificate Copy (with seal & sign)	
6.	Company/Firm Registration or Factory License Copy (with seal & sign)	
7.	ITR of 2 Assessment Year (2022-23, 2023-24) (with seal & sign)	
8.	Any Other documents (with seal & sign)	