

	<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> <p align="center">E-mail: sanchimccsagar@gmail.com</p> <p align="center">Phone 07582-281345</p>
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Ref No: 574 /BKDS/IM/2021

Dated: 15.04.2021

NOTICE INVITING TENDER

Online Tenders are invited for supply of **PRINTED STATIONERY & OFFICE STATIONERY** at Bundelkhand Sahakari Dugdh Sangh from bonafide manufacturers and/ or their authorized dealers or other suppliers for supply of Printed Stationery. The tender documents containing the terms and conditions can be purchased online & downloaded through following website <http://www.mptenders.gov.in> from 16.04.2021 12.00 PM 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 H.O website: www.mpcdf.gov.in OR www.sanchidairy.com

Name of item	EMD (Rs)	Tender Fee (Rs)	Bid submission due date & time	Technical Bid opening Date & time	Financial Bid Opening Date & Time
PRINTED STATIONERY & OFFICE STATIONERY	30000.00	500/-	05.05.2021 4.00 pm	06.05.2021 4.00 pm	07.05.2021 4.00 pm

CHIEF EXECUTIVE OFFICER

BUNDELKHAND SAHAKARI DUGDH SANGH MARYADIT

SIRONJA, SAGAR 470004

AN ISO 9001: 2015 Certified Organization

E-mail: sanchimccsagar@gmail.com,

Phone 07582-281345

TENDER FOR PURCHASE OF Printed & Office Stationery

TENDER DOCUMENT

Schedule I	:	General Terms & Conditions.
Schedule II	:	Specification & Qnty & EMD
Schedule III (To be downloaded filled manually & scanned copy uploaded online.)	:	Form A & B
Schedule IV	:	Price Schedule
Tender Cost	:	Rs.500/-(Rupees Five hundred 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 Mydt, Sagar (BKDSM), an ISO certified cooperative organization, invites online tenders from bonafide manufacturers and/ or their authorised dealers or other suppliers for supply of Printed/Computer Stationeries strictly in adherence to the detailed specifications given in the schedule II of the tender documents.

Bundelkhand Sahakari Dugdha Sangh Mydt., 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 and confirmed by post.
- 2.2 The tenderer(s) should clearly state in their offer the address, telephone, fax, 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 Sah. Dugdha Sangh Mydt. 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, income tax clearance certificate, sales tax number and sales tax clearance certificate.
- 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 the enclosed form- A,B in schedule-III. (To be uploaded –mandatory.)

Bid Validity

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

Documents composing the Bid

Technical bid:

1. Technical bid (Form A&B) filled (to be uploaded)
2. Online EMD transaction acknowledgement

3. Tender document each page sealed and signed as token of acceptance to each and every terms and conditions.
4. Technical documents/bid should reach physically in BKDS, Sagar upto 4.00 pm of bid submission due date mentioned.
5. Copy of Firm Registration Certificate & PAN & GST Certificate.

Commercial Bid

- Commercial Bid form filled Online.

Bid price

Price indicated on the price schedule shall be inclusive of pkg & frdg & freight.

GST (shall be extra)

3.0 Earnest Money Deposit (Rs.30,000/-)

EMD should be submitted online only and attach copy of proof for payment of EMD in technical bid.

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 so as to enable you for EMD exemption.

- 3.2 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.
- 3.3 No interest will be paid on the earnest money for the period during which (the EMD) lies in deposit with Bundelkhand Sahakari Dugdha Sangh.Maryadit.
 - 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 firm and free from all escalations and shall 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 3 months. We would communicate our rate approval within 60 days of opening of tender.
- 4.2 The tenderer should quote rate on FOR dairy plant Sagar basis(GST shall be extra)
- 4.3 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.
- 4.4 The prices charged for the material supplies 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.
- 4.6 The lowest rate shall not be the only criteria for approving the tender.

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.
- 5.3 Wharfage /Demurrage etc. on account of incorrect or delayed despatch of material/documents shall be the responsibility of supplier and shall be recovered from the bills.

6.0 LIQUIDATED DAMAGES:

- 7.0 6.1 Delivery date 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 affected 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.

6.2 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.

7.0 INSURANCE:

Insurance is to be arranged by the tenderer.

8.0 INSPECTION:

8.1 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.

8.2 Sample of the articles should be sent/produced before the competent authority if asked for within 7 days or as mutually agreed.

9.0 PAYMENT

9.1 Our normal terms of payment is 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. Tenderer agreeing to these terms would be given preference over those specifying other terms.

10. TERMINATION OF CONTRACT:

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

11.0 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 Dugdha Sangh Mydt. to cancel the contract and to purchase material from any other alternate sources on the risk and cost of the defaulting unit.

12. DISPUTE ARBITRATION & FINAL AUTHORITY:

12.1 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 Dugdha Sangh Mydt., in this respect will be final and binding on the successful tenderer.

12.2 For all matters of dispute, the decision of the Honourable Chairman, Bundelkhand Sah. Dugdha Sangh Mydt. Under Arbitration and Conciliation Act. 1996 shall be final and binding on all the concerned.

12.3 For all disputes, the venue for legal course shall be at Sagar.

Chief Executive Officer
Bundelkhand Sahakari Dugdha Sangh Mydt. Sagar

SCHEDULE –II**A- PRINTED STATIONARY**

Tender Ref :734/ BKDS /IM/Stationery/2019

S.No.	Name of Item	Size	Colour & No.of Leaves, Numbering	Binding	Estimated Annual Req.
1.	Milk Collection Reg.	16"x26"/4	250 Leaves-500 N.	R.B.	5000 Reg
2.	Ledger	17"x27"/4	Ledger 50 N.	R.B.	1000 Nos.
3.	Pass Book	17"x27"/16	Ledger 44 L+2 Cover Page	B.B.	50000 Nos.
4.	Truck Sheet Sets(3 Nos.each Set.)	17"x27"/2	3 Leaves/w/w/w (Perforated)	Loose	10000 Set
5.	Cash Book	20"x30"/4	Ledger 150N.	R.B.	2000 Nos.
6.	Head Load Book	18"x22"/12	Colour/White 100x2 LN.	B.B.	1000 Nos.
7.	Delivery Challan/Bill Book	18"x22"/8	Colour P.B.Y.+W 50x4 LN.	B.B.	1000 Nos.
8.	Monthly Progress Report Book	17"x27"/4	6 SetsX21 Lx15 Set Colour Paper (180 leaf)	B.B.	5000 Nos.
9.	Proceeding Register	17"x27"/4	White 100 N.	R.B.	1000 Nos.
10.	Stock Register	20"x30"/4	White 50 N.	R.B.	1000 Nos.
11.	Milk Payment Reg.	16"x26"/4	White 100 LN.	R.B.	2000 Nos.
12.	A.I.Register	17"x27"/4	White 100 Nos.	R.B.	200 Nos.
13.	Share & Share Holder Register	17"x27"/4	White 100 Nos	R.B.	500 Nos.
14.	Member Record Reg.	17"x27"/4	White 100 Nos	R.B.	500 Nos.
15.	Return Slip Book	17"x27"/4	Colour Paper 50x5 Leaves, perforated 4	B.B.	1000 Nos.
16.	Stock Book	20"x30"/4	Ledger 80 GSM With	Leather	10 NOS.
			Index 500 Leaf Full Cloth	Binding	

			Index 500 Leaf Full Cloth	Binding	
17.	Stock Book	20"x30"/4	-do- 200 Leaf	Leather Binding	50 Nos.
18.	Stock Book	20"x30"/4	-do- 100 Leaf	Leather Binding	50 Nos.
19.	Note Sheet Pad	17"x27"/4	Ledger paper 70 GSM 100 Leaf each Pad	Pad	500 Nos.
20.	Daily fat SNF Sheet	31x2=62	White Paper	BB	100 Nos.
21.	Medical Bill Pad	16x26/4	White Paper 100 each	B.B.	20 Pad
22.	Gate Pass Book	18x22/6	Colour 100x3 perforation	B.B.	50 Books
23.	Hourly Test Register	20x30/4	Ledger Paper 200 page	R.B.	20 Reg.
24.	Compressor Log Book	20x30/4	62 Leaf Both side Printing Double Board binding	R.B.	10 Book
25.	File Cover Clip Type	As per our Sample	31 Kg Card Sheet with Printing		2000 Nos.
26.	Letter Head	18"x23"/4	Executive Bond Paper A/4"size Four Colour Printing 100 Leaf each Pad	B.B.	100 Pads
27.	Indent Book DCS	5 ½"x9"	Red & White 100x2 Page 47 GSM one perforated	B.B.	50 Nos.
28.	Receipt Book DCS	6 ¼" X 5"	White 100x2 Page 57 GSM one perforated	B.B. Cloth Binding	500 Nos.

29.	M.B.R. Register	16"x26"	Red & White 200x1 Page 57 GSM	B.B. Cloth Binding	15 Nos.
30.	Bill Book Credit	18"x22"/6	Colour page 50x5 GSM 47	B.B. Cloth Binding	20 Nos.
31.	Daily Product Book Sheet	17"x13 1/2"	White Paper GSM 57 Two Side Printing	B.B. Cloth Binding	15 Nos.
32.	Deduction Pad	10/5x8/5	Colour Paper 47 GSM 100x3	B.B. Binding	50 Nos.
33.	Addition Pad	10/5x8/5	Colour Paper 47 GSM 100x3	B.B. Binding	50 Nos.
34.	D.M. Book (Mktg)	21x25/A4	Colour Paper 47 GSM 50x5	B.B. Cloth Binding	50 Nos.
35.	Product Report Book (QC)	A4 Size	White Paper 60 GSM 2x100 One perforated	R.B. Cloth Binding	15 Nos.
36.	Gate Pass Book Secu.	4x4"	Colour Paper 100x2 GSM 47 One perforated	B.B. Binding	100 NOS.
37.	Box File				Nos 100
38.	Ghee Transfer To store Book	7 1/2 x8"	Colour Paper 100x2 GSM 47 One perforated	B.B. Cloth Binding	50 Nos.
39.	E.T.P Plant Log Book	16 1/2 X13 1/2	White Paper Both Side 57 GSM 1x200	R.B.	100 Nos.
40.	M.R. Book Cash	7"x5"	Colour Paper 100x2 GSM 47 Perforated	B.B.Cloth Binding	50 Nos.
41.	File Pad	13 1/2 x10"	32 Ounce		1500 Nos.
42.	Attendance Register	14"x9.5"	One Quire	R.B.	50 Nos.
43.	Vehicle Log Book	17x27"/8	100 L	R.B.	50 Nos
44.	Contract Bill Pad (FO)	18x22"/4	50x3 with numbering	Pad cloth binding	200 Nos.
45.	Envelope Large Size	10x12"	Laminated		500 Nos.
46.	A.I. Ledger	17"x27"/4	White 100 Nos.	R.B.	100 Nos.
47.	Samagra Sanklan Patrak (FO)	8"x13"	Colour Paper Red & White 1 Perforated 47 GSM	Pad Binding	50 Nos.
48.	E.L. Forms	A4 Size	White Paper 57 GSM Two Leafs Four Page Both Side Printing	Loose Binding	1000 Nos.
49.	Fix T.A Bill Pad	A4 Size	White Paper 57 GSM 3x50 Leafs 1Perforated	Pad Binding	50 Nos.
50.	Regular T.A. Bill Pad	13.5"x 17"	100 Leaves		10 Nos.

51.	Miscellaneous Advance Form Pad	A4 Size	White Paper 57 GSM	Pad Binding	20 Nos.
52.	Recuipment/Advance Adjustment Voucher Pad	A4 Size	White Paper 57 GSM	Pad Binding	10 Nos.
53.	Receipt Register	A4 Size	White Paper 8 Quair	Leather Binding	20 Nos.
54.	Despatch Register	A4 Size	White Paper 8 Quair	Leather Binding	20 Nos.
55.	Register	A4 Size	White Paper 1/2/3/4/5 Quairs	R.B. Binding	50 Nos.
56.	Bacteriology Register	8.5:x13.5"	Orient 100 L	R.B	5 Nos.
57.	Boiler Log Book	13.5"x17"	Orient 100 L	R.B	10 Nos.
58.	Consumable Register	8.5"x13.5"	200 page Orient	R.B	15 Nos
59.	Cream & Butter Product Sheet	8"x13"	32x2 Orient	B.B cloth	10 Nos.
60.	Can Milk Summary	8"x13"	200 page orient	B.B cloth	10 Nos
61.	Collection Report Book plant	A4 Size	White Paper 57 GSM32x2	Pad Binding	15 Nos.

62.	D.M. Register	13"x17"	100 page leaves	Ledger	5 Nos.
63.	Journal Voucher Pad	A-4 size	100 Leaves	Pad Binding	50 Nos
64.	I.G. Book	9x7.5"	Both side 4 copy 100 set		30 Nos.
65.	Log book Pouch Film	8.5"x13.5"	100 L Orient paper	Pad	40 Nos.
66.	Milk Disposal Sheet	8"x13"	100 L White	Pad	50 Nos.
67.	Material Return Book	9"x5"	100 set x 3 colour	B.B.	80 Nos.
68.	Requisition Book	8"x13"	50x3	Pad Cloth Binding	25 Nos.
69.	Raw Milk Tanker Details	10"x15"	100 Leave Register	R.B	20 Nos.
70.	Tanker Incoming Register	8.5"x13.5"	100 L Orient paper	RB	15 Nos.
71.	Tanker Despatch Note	A4 size	100 Colour Paper 47 GSM 100x4 Perforaton 3 Fix one	Pad Cloth Binding	60 Nos.
72.	Cheque Receipt Book	8 ½"x5 1/2"	White Paper 100x2 57 GSM 1 Perforated	Pad Cloth Binding	20 Nos.
73.	Sanction Memo	7 ½"x 5	Colour Paper 47 GSM 100x3 Perferation2	Pad Cloth Binding	20 Nos.
74.	Window Envelope	4"x9"	White Paper two colour Printing	B.B. Cloth Binding	15000nos
75.	Delivery challan ghee	18x22/8	Colour paper 49GSM ABC 50x4=200 pages		80 Nos
76.	Leaky Pkt Register (city supply)	17x27/4	Original paper (white paper) 58 GSM 100 pages		11 Nos
77.	Tanker seal detail milk collection transport sheet	18x22/4	Original paper 58 GSM		50 Nos

78.	Pouch film testing reg.	17x27/4	Maplitho paper 70 GSM 100 pages		5 nos
79.	Delivery challan book(store)	18x22/4	Colour paper 49GSM ABC 50x4=200 pages		60 nos
80.	Gate pass book (MDM)	18x22/4	Colour paper 49GSM ABC 50x6=300 pages		20 nos
81.	Daily disposal sheet	18x22/1/2	Maplitho paper 70 GSM 100 pages		20 nos
82.	Tanker gate pass book	18x22/8	Colour paper 49 GSM ABC paper 100 + 100=200		65 Nos
83.	Adultration Test Register	20X30/4	Ledger Paper 200 Page		20 nos
84.	CIP Log Book(Plant)	18X22/4	As per sample		10 Nos

E.M.D.

A. For all printing stationery (Sr. No. 1 to 84) EMD of Rs. 20,000/- is required.

Specification of printing of above stationery

- Paper of standard mills only be used (J.K, Orient) White paper of 57 GSM colours 47 GSM and Ledger paper 70 GSM only will be used.
- Putta of the following thickness shall be used:
 - Pads - 8 oz
 - Book Binding (Putta on one side) 16 oz
 - Ordinary Register binding (Putta on both the sides) - 16 oz.
- Sample of all the printing material can be seen for numbering, binding and ruling purpose in our stores on any working days.
- Please quote rate as per tender specification of dimension & standard quality of paper only and not as per sample.
- Quantities mentioned in the schedule are only approximate and may be about 30% on either side.
- Sample paper of 8"/13" duly sealed and signed shall be submitted along with technical bid.

B- OFFICE STATIONERY

S.No.	Description	Qty.Approx.	Specifications
1.	10"X12"X1	100 pkts	Plain,Perforated 70 GSM +/- 5% 1000 Sheets each pkt. Maplitho
2.	10"x12"x2	400 pkts	70 GSM +/- 5% 2x500 Sheets each Packet Maplitho
3	Index file	100	Make – Veer No 574846/ good quality
4	15"X12"x1	100 pkts	70 GSM +/- 5% 1000 Sheets each Pkt. Maplitho
5.	15"x12"x2	200 pkts	70 GSM +/- 5% 2x500 Sheets each Pkt. Maplitho
6.	Photocopy Paper 500 sheets/pkt	1000 Pkts	75 GSM Each pkts with 500 sheets A-4 size JK Red.
7	Photocopy Paper 500 sheets/pkt	1000 pkts	75 GSM Each pkts with 500 sheets A-4 size JK Green
8	Basta Cloth	20	1X1 mtr
9	Carbon(pencil)	50	8X13 cores
10	Carbon (Pencil)	25	13X17 cores
11	Brown tape	50	2"/1" 30 mtr
12.	Cello tape	50	12 mm L-30 mtr
13.	Duplicate book	25	8X13 mb/orient
14	Dak Pad	20	Good Quality
15	Duplicate Book	20	Orient size 1/6
16	Duplicate Book	20	Orient size 1/4
17	Duplicate Book	20	Orient size 1/8
18	Envelop(tink paper)	500	9X4 white orient
19	Envelop(ditto)	500	11X5 white orient
20	Envelop(felt fabric)	500	10x12 khki colour
21	Envelop(ditto)	500	10X12 khki colour
22	Envelop(tink paper)	500	Cloth flap with corner
23	Gum Bottle	20	300 ml/cores
24	Lace (Long)	500	White
25	Plain Paper	200	Orient full scape 13X17
26	Paper Pin	100	100 gm/cores
27	Punching Machine	10	Small cores KP80
28	Punching Machine	10	Big cores
29	Paper white	50	Glass normal size
30	Plastic scale	5	12"/18"
31	Pencil(HB)	20	Natraj/ Apsara
32	Dot Pen	50	Reynold/good quality
33	Rould paper	20	Orient fullscape 13X17
34	Refills	100	Dot pen/ long & small
35	Refill(ordinary)	100	Jetter pen
36	Rubber band	100	Good quality
37	Rough pad	100	Size 1X4 &1X6
38	Register(rulled)	50	1Q/8x13 orient
39	Register(rulled)	50	2Q/8x13 orient
40	Register(rulled)	50	3Q/8x13 orient

41	Register(rulled)	50	2Q/13x17 orient
42	Stamp Pad	20	Reguler size Ashoka
43	Stamp pad ink(30ml)	15	Ashoka blue/red/green
44	Stapler m/c	20	No.10 Kangaroo
45	Stapler m/c	20	24/6 kangaroo
46	Stapler Pin	100	No. 24/6 kangaroo
47	Stapler Pin	100	No 10 Kangaroo
48	Tag(small)	500	white
49	Toncha	10	Plastic handle
50	U pin	100	100gm plastic
51	White correcting(Fluid)	20	White diluter cores
52	Computer ribbon	20	Good quality
53	Electronic Calculator	10	Make- Casio 12 digit

E. M. D. for above (sl.No.1 to 53) Rs. 10,000/-

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



SCHEDULE – III

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

To,
Chief Executive Officer
BKDSM, SAGAR

Dear Sir,
Please find enclosed herewith scan copy of Online EMD transaction acknowledgement vide
no.....dtd.....Rs.....towards EMD deposit.

Seal & Signature of the of the tenderer

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



SCHEDULE – III

**Form – B
(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 /Mobile Nos: : _____
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 ofCo.(with proof)
8. GST NO dtd.....
9. PAN Number(Permanent Account Number- Income Tax) :
10. Have your Co./Unit or its sister concern ever been black listed/ debarred by BSDSM or its sister Milk Unions or GOI /GOMP & its undertaking ? YES / NO

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

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



SCHEDULE – IV

Form – C

(PRICE BID) ONLINE ONLY

NIT Ref. No.	
NAME OF TENDERER:	

A- PRINTED STATIONERY

S. No.	Name of Items	Rate per unit/ GST Extra
1	Milk Collection Reg.	
2	Ledger	
3	Pass Book	
4	Truck Sheet Sets(3 Nos.each set)	
5	Cash Book	
6	Head Load Book	
7	Delivery Challan/Bill Book	
8	Monthly Progress Report Book	
9	Proceeding Register	
10	Stock Register	
11	Milk Payment Reg.	
12	A.I.Register	
13	Share & Share Holder Register	
14	Member Record Reg.	
15	Return Slip Book	
16	Stock Book 500 L	
17	Stock Book 200 L	
18	Stock Book 100 L	
19	Note Sheet Pad	
20	Daily fat SNF Sheet	
21	Medical Bill Pad	
22	Gate Pass Book	
23	Hourly Test Register	
24	Compressor Log Book	
25	File Cover Clip Type	
26	Letter Head	
27	Indent Book DCS	
28	Receipt Book DCS	
29	M.B.R. Register	

30	Bill Book Credit	
31	Daily Product Book Sheet	
32	Deduction Pad	
33	Addition Pad	
34	D.M. Book (Mktg)	
35	Product Report Book (QC)	
36	Gate Pass Book Secu.	
37	Box File	
38	Ghee Transfer To store Book	
39	E.T.P Plant Log Book	
40	M.R. Book Cash	
41	File Pad	
42	Attendance Register	
43	Vehicle Log Book	
44	Contract Bill Pad (FO)	
45	Envelope Large Size	
46	A.I. Ledger	
47	Samagra Sanklan Patrak (FO)	
48	E.L. Forms	
49	Fix T.A Bill Pad	
50	Regular T.A. Bill Pad	
51	Miscellaneous Advance Form Pad	
52	Recuipment/Advance Adjustment Voucher Pad	
53	Receipt Register	
54	Despatch Register	
55	Register 1 Qr	
56	Register 2 Qr	
57	Register 3 Qr	
58	Register 4 Qr	
59	Register 5 Qr	
60	Bacteriology Register	
61	Boiler Log Book	
62	Consumable Register	
63	Cream & Butter Product Sheet	
64	Can Milk Summary	
65	Collection Report Book plant	
66	D.M. Register	
67	Journal Voucher Pad	
68	I.G. Book	
69	Log book Pouch Film	
70	Milk Disposal Sheet	
71	Material Return Book	
72	Requisition Book	
73	Raw Milk Tanker Details	
74	Tanker Incoming Register	
75	Tanker Despatch Note	
76	Cheque Receipt Book	
77	Sanction Memo	

78	Windows Envelope	
79	Delivery challan Ghee	
80	Leaky pkt register (city supply)	
81	Tanker seal detail milk collection transport sheet	
82	Pouch film testing register	
83	Delivery challan book(store)	
84	Gate Pass Book (MDM)	
85	Daily disposal sheet	
86	Tanker Gate pass book	
87	Adultration test register	
88	CIP Log book	

B- OFFICE STATIONERY

S.No.	Description	Rate per Unit / GST Extra
1.	10"X12"X1	
2.	10"x12"x2	
3	Index file	
4	15"X12"x1	
5.	15"x12"x2	
6.	Photocopy Paper 500 sheets/pkt	
7	Photocopy Paper 500 sheets/pkt	
8	Basta Cloth	
9	Carbon(pencil)	
10	Carbon (Pencil)	
11	Brown tape	
12.	Cello tape	
13.	Duplicate book	
14.	Dak Pad	
15.	Duplicate Book	
16.	Duplicate Book	
17.	Duplicate Book	
18.	Envelop(tink paper)	
19.	Envelop(ditto)	
20.	Envelop(felt fabric)	
21.	Envelop(ditto)	
22.	Envelop(tink paper)	
23.	Gum Bottle	
24.	Lace (Long)	
25.	Plain Paper	
26.	Paper Pin	
27.	Punching Machine	

28.	Punching Machine	
29.	Paper white	
30.	Plastic scale	
31.	Pencil(HB)	
32.	Dot Pen	
33.	Rould paper	
34.	Refills	
35.	Refill(ordinary)	
36.	Rubber band	
37.	Rough pad	
38.	Register(rulled)	
39.	Register(rulled)	
40	Register(rulled)	
41	Register(rulled)	
42	Stamp Pad	
43	Stamp pad ink(30ml)	
44	Stapler m/c	
45	Stapler m/c	
46	Stapler Pin	
47	Stapler Pin	
48	Tag(small)	
49	Toncha	
50	U pin	
51	White correcting (Fluid)	
52	Computer ribbon	
53	Electronic Calculator	