

**GOA STATE CO-OPERATIVE MILK PRODUCERS' UNION LIMITED**  
**CURTI PONDA GOA - 403401**

Phone: 0832-2312247

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# ***TENDER DOCUMENT***

**Open Tender Document No:Ref No: GMU/PURCH/Butter/24-25/829**  
**Dated:20/08/2024 For Supply of Good Quality Unsalted Yellow Butter**  
**(Cow)**

**[www.goadairy.com](http://www.goadairy.com)**

**GOA STATE CO-OPERATIVE MILK PRODUCERS' UNION LIMITED**  
**CURTI PONDA GOA.403401**

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Tender Notice No.GMU/PURCH/Butter/2024-25/829

Date: 20/08/2024

**OPEN TENDER NOTICE**

Sealed tenders containing two envelope are invited by Goa State Co-operative Milk Producers' Union Limited, Curti Ponda Goa for supply of **Unsalted Yellow Butter (Cow)** from Reputed Suppliers/Manufactures .

**Note:** 1] Detailed specifications of **Unsalted Yellow Butter (Cow)** along with tender terms and conditions are enclosed with the tender form.

2] Cost of the Tender Form is Rs. 1000/- .

- 1] Tender form will be issued from **21/08/2024** upto **28/08/2024 upto 01.00 P.M** working days during office hours.
- 2] Last date of submission of Tender Form is **28/08/2024 upto 05.00 P.M.**
- 3] Place: Goa State Co-op. Milk Producers' Union Ltd., Curti Ponda Goa.
- 4] Date of opening of Tender is **29/08/2024 at 11.00 A.M.**

The Goa Milk Union reserves the right to accept or reject any or all the tenders without assigning any reason whatsoever.

Date: 20/08/2024

Place: Curti Ponda Goa.

sd/-  
**I/C MANAGING DIRECTOR**  
Goa State Co-operative Milk Producers' Union Limited

**GOA STATE CO-OPERATIVE MILK PRODUCERS' UNION LIMITED**  
**CURTI PONDA GOA.403401**

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SEALED TENDER FOR SUPPLY OF **Unsalted Yellow Butter (Cow)** FOR GOA DAIRY  
PLANT.  
TWO ENVELOPE METHOD

The tender shall be submitted in the two envelopes method. One of which will be called “Envelope of Technical Offer” and other one a “Commercial Envelope” or “Envelope of Rates”.

**A) The envelope of Technical offer** shall contain the following documents:

- 1] (a) **Cash receipt / Demand Draft / NEFT / RTGS details of Rs.1000/-** as a Tender Form fees.
- (b) **EMD amount Rs. 40,000/- as per statement below** By way of **Cash receipt or Demand Draft / Nationalised Bank Guarantee** having minimum 6 month validity on the value quoted against each item in the Commercial envelop or Envelope of Rates. DD in favour of Chairman, **Goa State Co-operative Milk Producers' Union Limited**, payable at Ponda Goa. **NEFT / RTGS details if amount is transferred online. Copy of MSME Certificate if opted for exemption.**
- 2] General Profile of Tenderer. (Annexure – C)
- 3] General Terms & Condition of the Tenders (Annexure – A)
- 4] Factory License/Factory Registration Certificate
- 5] Copy of FSSAI License
- 6] GST Registration Certificate
- 7] Latest Copy of Income Tax Return file Acknowledgement
- 8] Copy of ISO – Certificate (Optional)
- 9] MSME registration certificate / National Small Industries Corporation registration certificate if applicable for EMD exemption.

**NOTE: Above documents must be submitted in the “Technical Offer” envelope failing which “Commercial Envelope” of such tenderers will not be opened.**

**B} Commercial Envelope or Envelope of rates** shall contain the following documents:-

- 1] The price offered by the tenderers which is duly signed.----- **Annexure -**

Both the above envelopes shall be separately sealed and marked clearly as (A) “**TECHNICAL TENDER ENVELOPE** and (B) **COMMERCIAL TENDER ENVELOPE OR ENVELOPE OF RATES.**

These envelopes shall be kept together in a big envelope, which shall also be sealed.

The tenderers shall write:- 1) His full name, 2) Address, 3) Tender Notice number & date of opening Etc. On this envelopes

**GOA STATE CO-OPERATIVE MILK PRODUCERS' UNION LIMITED**  
**CURTI PONDA GOA.403401**

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**ANNEXURE - A**

**GENERAL TERMS AND CONDITIONS OF THE TENDERS FOR  
PURCHASE OF UNSALTED YELLOW BUTTER (COW) THROUGH OPEN  
TENDER .**

1. Reputed manufacturers/ Suppliers /Co-Operative milk Unions/Milk Federations equipped with sophisticated technology with storage facility and sound financial capability for supplying butter can participate in the tender.
2. Prescribed tender forms will be available online on the website [www.goadairy.com](http://www.goadairy.com)
3. On payment of tender fees (non refundable) as mentioned in the tender notice.
4. Bidder should quote rates for F.O.R destination including all taxes & other costs.
5. E.M.D amount @ 40,000/- on the value quoted against the total amount of butter By way of RTGS/NEFT shall be credited by the tenderer which will be converted as performance security till the supply of butter of successful bidder. If the bidder is applicable for EMD exemption attach necessary documents for the same.( attach MSME registration certificate /National Small Industries Corporation registration certificate)
6. **Performance Security**:-The successful bidder who are exempted from EMD have to submit the performance security amount (3% of total amount of butter ) in the form of Account payee Demand draft or Bank Guarantee from commercial bank which is valid for minimum 60 days.
7. Validity period of a tender shall be for a period of 45 days from the date opening tender.
8. **Inspection: GOA STATE CO-OPERATIVE MILK PRODUCERS' UNION LTD** reserves the right to inspect the butter manufacturing unit before purchase of butter.
9. **Supply**:-Supply as per specifications schedule(C) given by purchase department of Goa Milk union after receipt of Purchase Order. Butter should be dispatched in insulated van & should be properly covered under transit insurance, however the supplier will be responsible until the entire material arrives in good condition. Butter will be accepted on working days between 10 am to 4 pm in Goa dairy Cold Store
10. Successful bidder should attach the certificate of Analysis of butter along with the consignment.
11. **Payment Terms**:- within 30 days on receipt of material at site and after confirmation of the quality of Butter by Production department and Quality control department of Goa Milk Union .

12. **Bills:** Bills should be prepared in the name of Goa State Co-operative Milk Producers' Union Limited, Curti Ponda Goa in duplicate. Mentioning the basic cost of the butter & other components including taxes separately.
13. Loading from suppliers cold storage & Unloading of material in cold storage at Goa dairy plant of **GOA STATE CO-OPERATIVE MILK PRODUCERS' UNION LTD** -Curti, between 10 am to 4 pm on working day, Loading & Unloading charges should be paid by supplier

sd/-

**I/C MANAGING DIRECTOR**

Goa State Co-operative Milk Producers' Union Limited

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I/we read the terms and conditions and agree with the same

Name & Address of Tenderer's

**Sign & Stamp**

**GOA STATE CO-OPERATIVE MILK PRODUCERS' UNION LIMITED  
CURTI PONDA GOA.403401**

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**ANNEXURE – B (CHECKLIST)**

**FOR PURCHASE OF 5 MT UNSALTED YELLOW BUTTER (COW)**

**A).Eligible bidders should submit the following copies for qualifying in technical bid.**

- 1. General Profile of Tenderer. (Annexure – C)**
- 2. General Terms & Condition of the Tenders (Annexure - A)**
- 3. Factory License/Factory Registration Certificate**
- 4. Copy of FSSAI License**
- 5. GST Registration Certificate**
- 6. Latest Copy of Income Tax Return file Acknowledgement**
- 7. Copy of ISO – Certificate (Optional)**
- 8. MSME registration certificate / National Small Industries Corporation registration certificate if applicable for EMD exemption.**

**NOTE:** Above documents must be submitted in the “Technical Bid” failing which tender will be summarily rejected.

**THE GOA STATE CO-OPERATIVE MILK PRODUCER'S UNION LTD.  
CURTI PONDA – GOA 403 401**

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**ANNEXURE- C**

**General Profile of the Tenderer**

1. Name of the Tenderer:
2. Address of the Tenderer:
3. Mobile No.:
4. Email:
5. GSTN:
6. PAN:
7. Payment Details of EMD submitted:

Rs. \_\_\_\_\_ (in words)

Through Cash/DD RTGS

If paid by DD: DD No. \_\_\_\_\_

If paid by cash: Cash Receipt No. \_\_\_\_\_

If paid by RTGS: UTR No. \_\_\_\_\_

**Bank Details:**

Bank Name: \_\_\_\_\_

Account No. \_\_\_\_\_ Branch \_\_\_\_\_

Bank Address: \_\_\_\_\_

IFSC Code: \_\_\_\_\_ MICR Code: \_\_\_\_\_

**DECLARATION**

The above information is true in all aspects and we undertake to inform you if any changes in the above particulars regarding our business from time to time.

Yours faithfully,

Seal & Signature of Tenderer

# GOA STATE CO-OPERATIVE MILK PRODUCERS' UNION LIMITED

CURTI-PONDA-GOA . PIN :403401

GMU/PRODC/Butter/24-25/829

Date:20/08/2024

## Schedule-C

### **TECHNICAL SPECIFICATIONS FOR UNSALTED YELLOW COW BUTTER**

Unsalted Yellow Butter (Cow) conforming to IS 13690 (Part-I), 1992 and satisfying the requirements of FSSAI Rules. The 20/25 Kg butter blocks shall be strapped in food- grade, transparent, unprinted, polythene wrapper/film of minimum 50 micron thickness. Butter paper shall not be used. Outer packing shall be of atleast 5 ply cardboard cartons properly gummed/cello taped. The butter shall not be more than six month old. The butter shall be more from fresh Cow Milk and it shall be free from any adulterants.

Sl. No.	Characteristic	Yellow Butter
A	<b><u>Physical &amp; Chemicals:</u></b>	
1	Milk Fat,% by mass, Min.	82.0
2	Moisture,% by mass,Max.	16.0
3	Acidity(as LA),% by mass,Max.	0.10
4	Curd, % by mass, Max.	1.5
5	Common Salt, % by Mass, Max.	Unsalted
6	Coliform count, per ml, Max.	5
7	Total Yeast & Mould count, per ml, Max	10

sd/-

I/C Quality Control





GOA STATE CO-OPERATIVE MILK PRODUCERS' UNION LTD.  
CURTI-PONDA-GOA 403 401

Tender No: GMU/PURCH/Butter/24-25/829

Dated: 20/08/2024

ANNEXURE - E FINANCIAL BID

PURCHASE OF 10MT UNSALTED YELLOW BUTTER (COW)

Name and Address of Tenderer  
(Ph. No., Mobile No., Fax No., Email)

Sr. No	Description	Unit	Qty	Rate in Rs.			b) transport charges & Transit insurance, Market fee(1% of Total Amount), loading, Unloading charges & any Other charges in Rs.	Total Price per kg In Rs.
				a)Cost Of Butter per kg in Rs.	GST (in % Only)	GST Amount in Rs.		
1	Purchase of UNSALTED YELLOW BUTTER (COW).	kgs	5000					

NOTES

1. EMD Details

Amount: Rs. ....- (Rupees ..... Only)  
Mode of Payment: NEFT/RTGS/ePayment (Debit Card/ Credit Card) Net Banking  
Ref.No:  
Date:

2

I/We agree to abide by all terms and conditions as specified in Annexure - A & Annexure D

Date  
Place

Sign and seal of Bidder