



**THIRUVANANTHAPURAM REGIONAL CO.OPERATIVE MILK  
PRODUCERS' UNION LTD. KSHEERA BHAVAN, PATTOM,  
THIRUVANANTHAPURAM -695 004**

**Bid Ref. No. TRU/PPM/93/2025-26  
Tender ID: 2025\_KCMMF\_758655\_1**

**TENDER FOR**

**Testing of Milk, Milk products, water and packing materials  
from NABL accredited laboratories**

**2025**

## **BID FORM**

1. Registered Name of Bidder :

2. Address :

### 3.Contact details

i) Land phone :

ii) Mobile :

iii) E-mail :

iv) Fax :

**THIRUVANANTHAPURAM REGIONAL CO.OPERATIVE MILKPRODUCERS' UNION LTD.**  
**KSHEERA BHAVAN, PATTOM, THIRUVANANTHAPURAM -695 004**  
**Phone Nos. 2558850, 2446845 Fax: 2449567, E-mail ID – [trcmpu.prod@gmail.com](mailto:trcmpu.prod@gmail.com)**

**NOTICE INVITING TENDER**

The Managing Director, Thiruvananthapuram Regional Co-operative Milk Producers Union Ltd (TRCMPU Ltd) invites online bids from NABL accredited laboratories for testing of Chemical and microbiological analysis of milk, milk products, packing materials and water as per the required FSSAI standards.

1	Tender No. & Date	TRU:PPM:93:2024-25 DATE 07.04.2025
2	ITEM	Testing of milk, milk products, packing materials and water
3	Date of Publication of tender.	07.04.2025
4	Date of Submission of tender	07.04.2025 ,10 AM to 22.04.2025, 2 PM
5	Date and time of opening of tender	23.04.2025 – 2 PM
6	Tender submission and place of opening	TRCMPU Ksheera Bhavan, Pattom P.O,Trivandrum Kerala - 695004

**TERMS AND CONDITIONS REGULATING ANALYSIS OF VARIOUS PARAMETERS IN MILK, MILK PRODUCTS, PACKING MATERIALS AND WATER**

**1. Scope of Work:**

The laboratory will have to perform the test as per FSSAI compendium FA & FP Reg: 2020 standard method, Appx. B of FSSAI compendium, AGMARK regulations & IS: 10500: 2012 RA 2018 on the samples of milk, milk products, packing materials and water.

2. The description of work mentioned above is only indicative and MILMA reserve the right to refer any additional number of above said samples at any time during the quotation period for analysis for the said parameters and the laboratories shall have no right to object the additional number of samples to be analyzed or the time of referring the samples.
3. The laboratory has to collect samples from each dairies with prior intimation to the concerned dairies to collect samples through their representatives.
4. The laboratory has to send the individual samples wise report to the concerned Dairy Managers within 15 working days after receipt of the samples. Soft copy of the individual sample report shall be send via e-mail to concerned Dairy Managers and QA/QC head. The e-mail id's are given below.

1. Thiruvananthapuram Dairy  
Unit Head : [milmatdgm@gmail.com](mailto:milmatdgm@gmail.com)  
QC Head : [milmatdqc@gmail.com](mailto:milmatdqc@gmail.com)
  
2. Kollam Dairy  
Unit Head : [milmaklmmgr@gmail.com](mailto:milmaklmmgr@gmail.com)  
QC Head : [milmaklmqc@gmail.com](mailto:milmaklmqc@gmail.com)
  
3. Pathanamthitta Dairy  
Unit Head : [milmaptamgr@gmail.com](mailto:milmaptamgr@gmail.com)  
QC Head : [milmaptaqc@gmail.com](mailto:milmaptaqc@gmail.com)

## **2. QUOTATIONS OF RATES BY NABL ACCREDITED LAB**

- Rate to be quoted as per the BOQ only. Rate to be quoted in Rupees including GST
- The charges for analysis quoted by the laboratories shall not be more than the charges as per FSSAI agreement / order
- The charges for analysis quoted shall remain firm throughout the contract period. It shall remain constant notwithstanding any changes to the tax structure, input costs etc.

## **3. PARAMETERS TO BE ANALYSED IN THE SAMPLES**

The laboratory will have to perform the test as per standard method.

- a) Raw milk : FSSAI compendium FA & FP Reg:2020
- b) Skim milk powder : FSSAI compendium FA & FP Reg:2020 and  
Appx. B of FSSAI compendium
  
- c) Processed milk &  
Milk products : FSSAI compendium FA & FP Reg: 2020 and  
Appx. B of FSSAI compendium
- d) Ghee : AGMARK regulations
- e) Packing material  
(LDPE film,  
HDPE bottles, PPjars) : FSSAI requirements.
- f) Water : IS: 10500: 2012 RA 2018

## **4. TESTING DURATION**

Water - every six month

Milk, milk products, packing materials - twice in a year

(it may change if required / as per FSSAI requirements)

**THE PARTY SHALL UPLOAD THE TESTING PARAMETERS OF EACH PRODUCT ALONG WITH YOUR BID DOCUMENT**

## **5. PAYMENT**

1. Payment for the sample analyzed and test results will be made only after the receipt of the test results along with invoice and recommendation by the concerned officer of respected Dairies.
2. Payment shall be released through NEFT/RTGS only and it shall be responsibility of the lab to provide the bank details. Payment shall be done against the actual tests conducted only.
3. The payment to the lab shall be made by the concerned dairies on submission of the following documents/test results as under:
  - a) Original and duplicate copies of commercial invoice
  - b) Copies of original laboratory report with analysis results.
  - c) TDS as applicable would be deducted as per rules.
4. The quoted rates shall remain firm throughout the contract period. It shall remain constant not withstanding any changes to the tax structure, input costs etc.
5. Rates quoted shall be including GST.
6. The price quote for various tests for various products shall be quoted in the attached format.

**Yours faithfully**

**sd/-  
Managing Director**

## Terms & Conditions for e-Procurement

This tender is an e-Tender and is being published online for work / supplying of equipment as mentioned in the Invitation to bid. The tender is invited in two cover system from the registered and eligible manufacturers / suppliers through e-procurement portal of Government of Kerala (<http://www.etenders.kerala.gov.in>). Prospective bidders willing to participate in this tender shall necessarily register themselves with above mentioned e-procurement portal.

The tender timeline is available in the critical date section of this tender published in [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in).

### **A. Online Bidders registration process:**

Bidders should have a Class II or above Digital Signature Certificate (DSC) to be procured from any Registration Authorities (RA) under the Certifying Agency of India. Details of RAs will be available on [www.cca.gov.in](http://www.cca.gov.in). Once, the DSC is obtained, bidders have to register on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) website for participating in this tender. Website registration is a one-time process without any registration fees. However, bidders have to procure DSC at their own cost.

Bidders may contact e-Procurement support desk of Kerala State IT Mission over telephone at 0471-2577088/188/388 or 0484-2336006, 2332262 or 0497-2764788, 2764188 or 0483-273294 or through e-mail: [etendershelp@kerala.gov.in](mailto:etendershelp@kerala.gov.in) or [helptender@gmail.com](mailto:helptender@gmail.com) for assistance in this regard.

### **B. Online Tender Process:**

The tender process shall consist of the following stages:

- i) **Downloading of tender document:** Tender document will be available for free download on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) from the date & time of publication of e-tender, till the last date & time for online submission of e-tender. However, tender document fees shall be payable at the time of bid submission as stipulated in this tender document. Downloading of tender documents will not be possible after the date specified above.
- ii) **Pre-bid meeting:** Refer page 3 of the tender document
- iii) **Publishing of Corrigendum:** All corrigenda shall be published on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) and shall not be available elsewhere.
- iv) **Bid submission:** Bidders have to submit their bids along with supporting documents to support their eligibility, as required in this tender document to [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in). No manual submission of bid is allowed and manual bids shall not be accepted under any circumstances.
- iv) **Opening of Technical bid and bidder short-listing:** Technical bids will be opened, evaluated and shortlisted as per the eligibility and technical qualification. All documents in support of technical qualification shall be submitted online as well as offline within the due date and time. Failure to submit the documents will attract disqualification. Bids shortlisted by this process will be taken up for opening the financial bid.
- v) **Opening of financial bids:** Bids of the qualified bidders shall only be considered for opening and evaluation of the financial bid on the date and time mentioned in the critical date section

### **C. Documents comprising bid:**

- i) **First Stage (Pre qualification or Technical cover based on 1 cover or 2 cover tender system):**  
Pre-Qualification or Technical proposal shall contain the scanned copies of the following documents which every bidder has to upload.
  - A. Copies of original documents defining the constitution or legal status, place of registration and principal place of business of the company or firm or partnership or if a joint venture, of each party there to constituting the bidder.
  - B. Copies of GST registration certificate.
  - C. Details of experience and past performance of the bidder (or of each party to a joint venture) on works of similar nature, and details of current contracts in hand and other contractual commitments shall be submitted. Customer's full address, contact persons, contact telephone number and e-mail ID are to be furnished.
  - D. The bidder should be in same business for which the bid is invited, for a minimum period of five years at the time of bid opening.
  - E. The bidder's annual financial turnover during any one of the last two years shall not be less than twice the estimated cost as specified in the Invitation to Bid.

- F. The bidder shall have completed at least 4 number of similar contracts for which this invitation to bid is issued during the last five years.
- G. The bidder shall furnish a copy of the Income tax Returns for the previous year in original or certified true copies.  
The department doesn't take any responsibility for any technical snag or failure that has taken place during document upload.

ii) **The Second Stage (Financial Cover or as per tender cover system):**

The Bidder shall complete the Price bid as per format given for download along with this tender.

**Note:** - The blank price bid should be downloaded and saved on bidder's computer without changing file-name otherwise price bid will not get uploaded. The bidder should fill in the details in the same file and upload the same back to the website.

**Fixed price:** Prices quoted by the Bidder shall be fixed during the bidder's performance of the contract and not subject to variation on any account. A bid submitted with an adjustable/variable price quotation will be treated as non-responsive and rejected.

**D. Tender Document Fees and Earnest Money Deposit (EMD)**

The Bidder shall pay a tender document fee and Earnest Money Deposit or Bid Security as given in the Tender Inviting Notice. The Bid security is required to protect the purchaser against risk of Bidder's conduct, which would warrant the forfeiture of security.

**Online Payment modes:** The tender document fees and EMD can be paid in the following manner through e-Payment facility provided by the e-Procurement system:

**State Bank of India Multi Option Payment System (SBI MOPS Gateway):** Bidder are required to avail Internet banking facility in any of the below banks for making tender remittances in e-Procurement system.

<b>A) Internet Banking Options (Retail)</b>			
1	Allahabad Bank	29	Janata Sahakari Bank
2	Axis Bank	30	Karnataka Bank
3	Andhra Bank	31	Karur Vysya Bank
4	Bandan Bank	32	Kodak Mahindra Bank
5	Bank of Bahrain and Kuwait	33	Lakshmi Vilas Bank
6	Bank of Baroda	34	Mehasana urban Co-op Bank
7	Bank of India	35	NKGSB Co-operative Bank
8	Bank of Maharashtra	36	Oriental Bank of Commerce
9	Bassein Catholic Co-operative Bank	37	Punjab and Maharastra Co-operative Bank
10	BNP Paribas	38	Punjab National Bank
11	Canara Bank	39	Punjab and Sind Bank
12	Catholic Syrian Bank	40	RBL Bank
13	Central Bank of India	41	Saraswat Cooperative Bank
14	City Union Bank	42	Shamrao Vithal Cooperative Bank
15	Corporation Bank	43	South Indian Bank
16	Cosmos Bank	44	Standard Chartered Bank
17	DCB Bank	45	State Bank of India
18	Dena Bank	46	Syndicate Bank
19	Deutsche Bank	47	Tamilnadu Mercantile Bank
20	Dhanalaxmi Bank	48	Tamilnadu Cooperative Bank
21	Federal Bank	49	The Kalyan Janatha Sahakari Bank
22	HDFC Bank	50	TJSB Bank(Erstwhile Thane Janata Sahakari Bank )
23	ICICI Bank	51	UCO Bank
24	IDBI Bank	52	Union Bank of India
25	Indian Bank	53	Vijaya Bank
26	Indian Overseas Bank	54	YES Bank
27	Indus Ind Bank	55	United Bank of India

28	Jammu & Kashmir Bank		
<b>B) Internet Banking Options (Corporate)</b>			
1	Bank of Baroda	19	Karur Vysya Bank
2	Bank of India	20	Kodak Bank
3	Bank of Maharashtra	21	Lakshmi Vilas Bank
4	BNP Paribas	22	Oriental Bank of Commerce
5	Canara Bank	23	Punjab and Maharastra Coop Bank
6	Catholic Syrian Bank	24	Punjab and Sind Bank
7	City Union Bank	25	Punjab National Bank
8	Corporation Bank	26	RBL Bank
9	Cosmos Bank	27	Shamrao Vithal Cooperative Bank
10	Deutsche Bank	28	South Indian Bank
11	Development Credit Bank	29	State Bank of India
12	Dhanalaxmi Bank	30	Syndicate Bank
13	Federal Bank	31	UCO Bank
14	HDFC Bank	32	Union Bank of India
15	ICICI Bank	33	UPPCL
16	Indian Overseas Bank	34	Vijaya Bank
17	Janata Sahakari Bank	35	Axis Bank
18	Jammu & Kashmir Bank		

During the online bid submission process, bidder shall select SBI MOPS option and submit the page, to view the **terms and condition** page. On furtherer submitting the same, the e-Procurement system will redirect the bidder to MOPS Gateway, where two options, mainly **SBI and other banks\*** will be shown. Here, bidder may proceed as per below.

(a). SBI Account holders shall click **SBI** option to with its Net banking facility, where bidder can enter their internet banking credentials and transfer the tender fee and EMD amount.

(b). Other bank account holders may click **other banks** option t view the bank selection page. Here bidder can select from any of the 54 banks to proceed with its net banking facility, for remitting the tender payments.

\*Transaction charges for other banks vide SBI Letter No. LHO/TVM/AC/2016-17/47- 1% of transaction value subject a minimum of Rs.50/- and maximum of Rs.150/-

Any transaction charges levied while using any of the above modes of online payment has to be borne by the bidder. The supplier/contractor's bid will be evaluated only if payment status against bidder is showing "Success" during bid opening.

#### **E. SUBMISSION PROCESS:**

For submission of bids, all interested bidders have to register online as explained above in this document. After registration, bidders shall submit their Technical bid and financial bid online on [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) along with online payment of tender document fees and EMD. For page-by-page instructions on bid submission process, please visit [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in) and click "Bidders Manual Kit" link on the home page.

**It is necessary to click on "Freeze bid" link/icon to complete the process of bid submission otherwise the bid will not get submitted online and the same shall not be available for viewing/opening during bid opening process.**



**The Tender should be submitted as follows**

**Online Cover I**

1. Details of Tender fee and EMD details.
2. Documents to prove the qualifying criteria.
  - Scanned copy of GST registration certificates.
  - Scanned copy GST returns filed for last two years.
  - Details of previous executed orders along with address of clients, contact person, contact no, e-mail ID etc.
  - Details of contracts on hand and other contractual commitments.

**Online Cover – II**

Price bid in the prescribed form available as BOQ in the website [www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in)

Sd/  
Managing Director

## GENERAL TERMS & CONDITIONS

### **1. Inspection:**

The equipment under the purview of your supply should be inspected by your own technical experts at your works, and such Inspection Report should be forwarded to us in triplicate. However the TRCMPU reserves its right to inspect at any stage of fabrication / manufacture of the equipment / material. You should intimate TRCMPU without fail when the equipment is ready for inspection, including the stage wise inspection. You should not proceed with further manufacture and / or dispatch of equipment, without obtaining a clearance certificate after inspection or our written permission. You should forward to us the Test Certificates wherever applicable, obtained from concerned authorities / principal manufacturers either regarding quality of any other details of the items utilized in the process of manufacture / fabrication.

### **2. Dispatch Instructions:**

The materials are to be dispatched to the project site by the mode of transport specified in the order under intimation to us. Depending on the type of material, you shall have to carry out proper packing / crating to avoid breakages in transit. Other details of dispatch such as marking consignee's particulars etc. are mentioned in the Purchase Order. For using any mode of transport other than the specified one, prior concurrence from us in writing should be obtained. All consignments should be dispatched on freight paid basis irrespective of price basis. In the event of freight payable extra by us, you shall have to obtain our prior approval and produce necessary documentary evidence in support of your claims. Unless otherwise stated, the original RR/LR should be sent by Registered Post directly to the consignee along with a copy of invoice and 2 copies of Delivery Challan / Packing List.

### **3. Insurance**

You shall have to arrange all transit risk insurance, warehouse to warehouse basis including storage risk coverage for a period of 6 months from the date of arrival of goods at destination for the items to be supplied by you. In cases where orders are placed on ex-works basis, the premium shall be paid by us at actual to you against production of documentary evidence. In the event of any damage to / loss of consignment in transit, it will be your responsibility to lodge necessary claims with the carriers / underwriters and pursue them till settlement. Since the insurance policy will be obtained in our name, we shall, if required, give you necessary authorization letter authorizing you to lodge and pursue claims on our behalf with the carriers / under writers. You shall also have to make good the losses / damages occurring in transit by making replacement / payment to us in the first instance; if claims are settled by the underwriters and any amounts are realized by us, the amounts thus realized in settlement of claims shall be reimbursed to you. In other words, the prima facie responsibility for getting compensation for the damages / losses incurred, due to all transit hazards, if any, rests with you.

In cases where the purchase order is placed on "free delivery at site" basis, no insurance premium will be paid by us. However in such cases also, all transit risk insurance policy must be obtained to safeguard your own interest and to protect the material against transit hazards.

### **4. Delivery**

The stipulated delivery time given in the Purchase Order is the essence of this contract. You must therefore, strictly adhere to the delivery schedule mentioned in the Order.

### **5. Demurrage**

You shall bear and reimburse to us full demurrage if any, paid by reason of delay on your part in forwarding the original dispatch documents at the destination mentioned in the Purchase Order.

### **6. Rejection:**

We reserve the right to reject the goods either in part or full if at the time of delivery, if it is noticed that the goods supplied do not conform to the specifications / description given in the Purchase Order. The rejection, if any, will be intimated to you in writing within a reasonable time. You will be liable to repair / replace the rejected goods within the stipulated time. Till the repair / replacement is made, the rejected goods shall be lying at your risk, cost and responsibility. If you do not arrange to repair / replace the rejected goods within the period stipulated by us, we may dispose of such goods at your risk and in the manner which we think fit. We shall be entitled to retain the proceeds of disposal either in part or full towards the expenses incurred on storage, handling and disposal of the rejected goods. We shall also be entitled to recover the expenses made by us on storage and handling of such rejected goods till the goods are removed from our premises/stores.

### **7. Liquidated Damages and Recovery of Advance:**

The accepted delivery schedule of supply and/or installation shall be governed by the Liquidated Damages and Recovery of Advance clause. Each unit of an item shall be delivered to destination and ready for operation not later than the delivery date specified in the purchase order. If you fail to deliver any of the goods or perform the services within the time period(s) specified in the purchase order, TRCMPU shall without prejudice to its other remedies under this purchase order, deduct from the order price as liquidated damages, a sum equivalent to 0.5% of the full Purchase order value for each week of delay. The total amount so deducted shall not exceed 5% of the purchase order value. Once the maximum is reached the TRCMPU may consider cancellation / termination of purchase order.

In case you fail to supply the equipment within the stipulated delivery period plus 20% of the same as grace period, subject to a minimum of 15 days, the purchase order shall stand cancelled and the supplier shall refund the advance, if

paid, along with interest at the rate of 18% per annum compounded quarterly on the last day of March, June, September and December, on the advance paid, for the entire period for which the advance was retained by the supplier. This will be without prejudice to other remedies like risk purchase etc. Any incremental taxes, duties and levies on account of the delay in the execution of the purchase order by you will be to your account.

### **8. Guarantee**

The supply of equipment as well as installation, if entrusted, shall have to be carried out by you to the entire satisfaction of TRCMPU. You shall also guarantee to repair / replace without any extra cost, the items or parts thereof, if found defective due to bad designing, workmanship or substandard material brought to your attention within 12 months from the date of putting on use / commissioning or 18 months from the date of receipt of material at site whichever is earlier. If it is necessary to send the defective equipment or parts thereof to your works for repair / replacement, without forming any precedence, the cost of repacking, loading, unloading, transportation from the site to your works and back to site shall have to be borne by you.

The guarantee however does not cover any damage resulting from normal wear and tear or improper attendance or mishandling of the equipment during repairs by personnel other than the supplier or his authorized agents.

In case of installation jobs you shall have to guarantee the complete installation for satisfactory performance for a minimum period of 12 months from the date of commissioning of the plant / equipment. Any defect arising out of faulty erection / installation or use of substandard material or workmanship shall have to be rectified by you at your cost.

### **9. Warranty**

You must provide a warranty for a minimum period of 12 months from the date of commissioning of the equipment for satisfactory performance of the supplied equipment according to the designed / rated / installed capacity or any other norms fixed by TRCMPU.

### **10. Specifications & Manuals:**

Operation and maintenance manuals and service instructions along with the drawings showing details of part list against each item of your supply be sent to us in triplicate. **You should also furnish us service requirements like water, electricity, lubricant, air etc., for each equipment wherever applicable.**

You shall provide a list of spare parts, which will be required for the equipments supplied by you for at least one year of normal operation with the names and the addresses of the manufacturers from whom they can be procured. The list should contain the code numbers of the parts which are required to be procured, in addition to the machine number, models etc.

### **11. Submission of Bills :**

Bills in triplicate under Registered Post, stating therein our Purchase Order reference along with necessary copies of Dispatch documents are to be sent to the respective Office. Unless otherwise stated the payment shall be made to you by Crossed Account Payee cheque by post according to the terms of payment mentioned in the Purchase Order.

### **12. Cancellation of Contract**

We shall be free to cancel our order either in part or full, in the case of non-delivery of material / non-completion of installation within the stipulated delivery period or breach of any of the clauses mentioned herein. Consequential losses if any, on account of our getting installation done or obtaining supplies from alternative sources besides payment of higher price shall be recovered from you.

### **13. Sub- Contract**

In the event of awarding sub contract to any party / parties by you for the manufacture / supply /erection of any parts / spares / components that will be used in the ordered equipment, you must furnish us details about your sub signature of bidders, their experience, specialization etc. The sub-contract can be awarded by you only after obtaining written approval from us. In the event of sub-contract also the prima facie responsibility rests on you regarding quality, quantity, guarantee / warranty of the materials supplied by the sub-signature of bidders.

### **14. Force Majeure**

The terms and conditions mutually agreed upon shall be subject to Force Majeure Clause. Neither the supplier nor the purchaser shall be considered in default in performance of his / their obligations here under if such performance is prevented or delayed because of war, hostilities, revolution, civil commotion, strike, epidemic accident, fire, wind, flood, earthquake or because of any law order proclamation, regulation or ordinance of any Government or of any act of God or any other cause whether of similar or dissimilar nature, beyond the reasonable control of the party affected. Should one or both the parties be prevented from fulfilling his / their contractual obligations by a state of Force Majeure lasting continuously for a period of six months, the two parties should consult each other regarding the future implementation of the contract / purchase order.

**15. Power**

Power will be supplied free of cost at one point. The bidder shall make his own arrangements to provide necessary cables isolators etc to tap the power to the point of requirement during erection work, as per standards.

**16. Arbitration**

In case of any dispute, the Registrar of Co-operative Societies of Kerala State shall be the sole Arbitrator as per the provisions of Kerala Co-operative Societies Act 1969.

**17. Employees state insurance**

The contractor shall arrange for insurance etc. of his people employed for erection and installation work as per ESIC act workman compensation and any other provision to meet statutory requirement of various labour Act / Rules. In case of accident to any of the workers during the period of installation, TRCMPU shall not bear any liability what so ever, the entire responsibility primary and final in this respect will be that of contractor.

**18. Jurisdiction**

THIRUVANANTHAPURAM (KERALA) Only