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

**Bid Ref. No. TRU/PPM/12/2024-25  
Tender ID:2025\_KCMMF\_722916\_1**

**E-TENDER FOR**

**Supply of Shrink label for Milk bottle filling at TRCMPU**

**2025**

## 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 Sales tax & service tax 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 work 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 as Supplier / manufacturer for which the bid is invited for a minimum period of five years at the time of bid opening. If an authorized dealer participates in the bid

they should produce documentary evidence for establishing that their principal supplier should be in the same business for a minimum period of 5 years. Copy of authorized dealership certificate issued by the principal supplier or manufacturer should also be uploaded along with bid document.

- 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 installations 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 Ba
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.**

**THIRUVANANTHAPURAM REGIONAL CO OPERATIVE MILK PRODUCERS UNION**  
**KSHEERA BHAVAN, PATTOM P.O., TRIVANDRUM-695004**

**TENDER NOTICE FOR SHRINK LABEL**

Tenders are invited through e-tender ([www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in)) from bonafide manufacturers for supply of following item required for Milk packing for the year 2025-26.

E-tender Help Desk No – 0471-2577088, 0471-2577188.

The supply of item listed below would be on annual rate contract basis.

**1. Supply of Shrink labels for PET bottles**

Tender form & Schedule containing specifications and terms & conditions governing the contract is uploaded in e-tender website ([www.etenders.kerala.gov.in](http://www.etenders.kerala.gov.in)) and in our web site ([www.milmatrcmpu.com](http://www.milmatrcmpu.com)). Interested Bidders shall see the details from the above websites. The offers given must be based on the Schedule containing specifications of respective item (available in the web site).

Last date and time of submission : 20.01.2025, 2 PM  
of Bids (through e-tender)

Date of opening of Bids (e-tender) : After 24 hrs from the time and date  
of closure of tender.

The rates quoted and uploaded should be all inclusive.  
(The item shall be delivered as F.O.R basis.

Tenderer must forward sufficient Quantity/Numbers of Samples of items quoted separately, to reach our office latest by 20.01.2025. The tenders, without sufficient samples/Tender fees/EMD are liable to be rejected

The approximate quantity of the items required per annum is furnished below.

Quantity required :  
Shrink label - 9000000 Nos

**2. Specification :** Spec of the label is given below.

- Material : PVC calendar film 40 mic high shrink film
- Size: Width- 286 mm, Height- 232 mm

(Successful bidder shall contact concerned person at TRCMPU, Head Office for correct dimension before executing the work order).

**3. Samples :** Shrink sleeved sample bottles of 1 litre capacity shall be furnished to reach our office latest by 20.01.2025. Tenders without samples may be rejected. TRCMPU is not liable to pay any cost for samples or its freight.

**4. Validity :** The offer should be valid for a period of three months from the date of opening of tenders. On acceptance of the offer, it should be firm for the entire supply which will be distributed throughout the contract period or till the date of extension if any

**5. Price :** Price quoted should be for F.O.R, and inclusive of GST. No price revision is allowed under any circumstances throughout the contract period. The rate will be firm throughout the contract period.

**PRICE BASIS:**

The above price on FOR basis which is inclusive of the cylinder cost, packing and GST plus Freight. Additional charges if any, including mamool shall be paid by the supplier. The rate fixed is based on the tax structure prevailed as on 01.01.2025.

**PRICE ESCALATION:**

The rate quoted is for the items having specifications given above. However, if the alteration or any modification in the artwork during contract period, the supplier has to arrange the modification for which proportionate increase/decrease in rate in line with changes based on which the rate is awarded in the order shall be given. The cost of cylinder in actual, required for the modified version of the item will be borne by TRCMPU. If the change in artwork from the existing artwork is intimated while placing the order for the contract, the cost of cylinder needed at the first phase of operation of the contract i.e. the expenses incurred for this purpose while commencing the contract has to be borne by the Bidder. The payment of charges for cylinder take place only if the change in the artwork happens in between the contract period.

**6. Payment :** 100% Payment within 10 days of receipt of the goods in satisfactory condition and as per the specifications against the Bank guarantee submitted to TRCMPU as security . Payment will be made on receipt of the articles in good condition and according to the specifications. The amount to be deducted or forfeited based on the supply of labels under any circumstances from any of the units will be adjusted against the next bill submitted by the supplier. The item will be accepted by the respective consignees only on articles received are in good condition and according to the specifications or otherwise the lot will be rejected.

In the case of Shrink labels delivered to our works by the respective suppliers for its insertion to the bottle, the Invoice concerned shall be forwarded, duly certified within three days time from the date of receipt

of item at our works to the respective dairies from where indent for shrink film supply was originally generated.

**7. REJECTION/PENALTY:**

If the consignment supplied by prospective supplier is found to be of sub-standard quality or if it did not conform to "Finish" indicated above, the consignment is liable to be rejected or levy suitable penalty as deemed fit by the consignee.

**8. LEAD TIME:**

20 days from the date of purchase order raised by the Unit. Even though lead time is given for the supply, the supply shall be commenced immediately on receipt of purchase order as per the supply schedule provided from the consignee unit and shall be completed within the lead time. However, the price revision will not be applicable for the supplies carried out by the supplier after the lead time mentioned in the respective purchase orders raised by the Units.

**9. E.M.D :** Rs. 50,000/- (Rupees Fifty thousand only) must be sent by NEFT while submitting your Bid through e-tender site as specified in the e-tender.

**10. Security Deposit :** Rs. 2,00,000/- (Rupees Two Lakh only)

The successful bidder shall deposit the Security deposit within two weeks time once the contract is finalized. The EMD of the successful Tenderer will also be retained towards security deposit. The Security Deposit of successful Tenderer will be refunded only on successful completion of the contract, provided it is not adjusted towards the amounts due to the Company/forfeited by the Company. Any amount due to the Company shall be recoverable from the Security Deposit and the decision of TRCMPU in this regard will be final and binding on the successful tenderer. Alternatively the supplier shall provide a Bank Guarantee of a nationalized reputed bank for equivalent amount having one year validity. If the Successful bidder is not remitting the Security deposit in stipulated time limit the bid will be cancelled and the EMD amount will be forfeited without further notice and will be blacklisted.

**11. Tender fee :** Rs 2000/- (Rupees two thousand only) inclusive of all taxes. The bidder must send the same on line while submitting your Bid through e-tender portal.

**12. ART WORK**

The labels shall be supplied as per the ART work provided by TRCMPU. The rate quoted is for the items having specifications given above. However, if the art work get altered on any modification in the shape and size of the bottle during the contract period, the supplier has to arrange the label with modified art work for which proportionate increase/decrease in rate in line with size based on which the rate is awarded in the order shall be given. The cost of cylinder/printing

accessories, if any, in actual, required for the modified version of the item will be borne by TRCMPU. If the change in shape from the existing shape is intimated while placing the order for the contract, the cost of Mould/die, cylinders etc needed at the first phase of operation of the contract ie the expenses incurred for this purpose while commencing the contract has to be borne by the Bidder. The payment of charges for Mould/Die, cylinder etc take place only if the change in the shape of the item happens in between the contract period.

**13. Agreement and confirmation:**

The successful bidder shall confirm the acceptance of the Purchase/work order by returning a copy of the same duly signed with seal along with an agreement executed on Rs.200/- worth non judicial stamp paper as specified in the tender conditions within 15 days (fifteen days) from the issue of Purchase/ Work order. Both the acceptance confirming the supply contract as well as the signed agreement shall reach this office within the prescribed time mentioned in the Purchase/Work order .Either of the above, if not received or both not received within the prescribed time the Purchase/Work order issued will be summarily cancelled without any further notice and the EMD amount will be forfeited and party will be blacklisted in future tenders of TRCMPU.

The Managing Director reserves the right to accept or reject tenders with or without assigning any reason. For more details: [www.trcmpumilma.com](http://www.trcmpumilma.com)

Thiruvananthapuram  
06.01.2025

Sd/-  
MANAGING DIRECTOR



**FORM OF AGREEMENT**

(On Non-Judicial Stamp Paper of Rs.200/-)

THIS AGREEMENT made on the \_\_\_day of \_\_\_\_, 20\_\_ between the Thiruvananthapuram Regional Co-operative Milk Producers' TRCMPU Ltd., Thiruvananthapuram - 695 004 (hereinafter referred to as "the TRCMPU ") of the one part and of \_\_\_\_\_ (hereinafter referred to as "the Contractor") of the other part:

WHEREAS the TRCMPU is desirous that certain goods and ancillary Services should be provided by the Contractor, viz. \_\_\_\_\_ and has accepted a bid submitted by the Contractor in response to the TRCMPU 's Bidding Document Reference No. \_\_\_\_\_ for the supply of those goods and services in the sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_ only) hereinafter referred to as "the Contract Price")

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

- In this agreement words and expressions shall have the same meaning as in the Terms &Conditions in the above-referred Tender Document.
- The following documents shall be deemed to form and be read and construed as part of this Agreement, viz:

The offer and the price schedule(BOQ) submitted by the Contractor:

(a) The schedule of requirement and the technical specifications in Bidding Document.

(b) The terms and conditions in Bidding Document :

(c) The TRCMPU 's Order No. \_\_\_\_\_ dated \_\_\_\_\_.

- In consideration of the payments to be made by the TRCMPU to the Contractor as hereinafter mentioned, the Contractor hereby covenants with the TRCMPU to provide the Goods and Services and to remedy defects therein in conformity in all respects with the provisions of the TRCMPU's Order and Bidding Document.
- The TRCMPU hereby covenants to pay the Contractor in consideration of the provision of the Goods and Services and the remedying of defects therein, the contract price or such other sum as may become payable under the provisions of the Order at the times and in the manner prescribed in the order and Bidding Document.

IN WITNESS whereof the parties hereto have caused this agreement to be executed in accordance with their respective laws the day and year first above written.

Signed, sealed and delivered  
for and on behalf of the within  
named contractor of the other part

Signed, sealed and delivered  
for and on behalf of the within  
named TRCMPU

CONTRACTOR.

MANAGING DIRECTOR.  
TRCMPU Ltd.,

In the presence of witness

In the presence of witness

1. Signature  
Name and address

1. Signature  
Name and address

2. Signature  
Name and address

2. Signature  
Name and address