

**Request for Proposal**  
**for**  
**Modified E- Tender for Selection of Co Packer for**  
**Processing and Packaging of Fruit Based Beverages in**  
**Tetra Pack**  
**(SECOND ROUND)**



**Chhattisgarh State Minor Forest Produce (Trading and Development)**  
**Co-operative Federation Limited (CGMFPFED)**  
**"Van Dhan Bhawan", Sector-24, Nava Raipur Atal Nagar**  
**(Chhattisgarh)**

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack



**Chhattisgarh State Minor Forest Produce (T&D)  
Co-operative Federation Limited**  
"Van Dhan Bhawan", Sector - 24, Nava Raipur Atal Nagar  
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**Notification No: MFP Fed/03/Beverages (2023) - I**

**Dated 10/01/2023**

**E-Tender for Selection of Co-packer for Processing and Packaging of Fruit based Beverages in Tetra pack**

**Online Submission and Opening of e-Bid:** e-Bids can be submitted online on the dates mentioned in table below till 4:00 PM in the e-procurement portal <https://cgmpfedtenders.abcprocure.com> only, the tenders will be opened online from 4:15 PM on the mentioned in table below.

Bid Round	Bid downloading start date	Online Bid submission Start date	Online Bid submission End date	Date of online opening of Bid
First	12.01.2023	27.01.2023	02.02.2023	02.02.2023
Second	17.02.2023	06.03.2023	10.03.2023	10.03.2023
Third	21.03.2023	05.04.2023	11.04.2023	11.04.2023

The RFP may be downloaded from the website [www.cgmpfed.org](http://www.cgmpfed.org) and e-Procurement portal <https://cgmpfedtenders.abcprocure.com> only. Amendments/Notices will be available on above website and e-Procurement portal.

**Managing Director**

## Press Note

### Important Dates

2.	<b>Last Date of Submission of Bid (Second Round)</b>	21-03-2023 by 4:00 PM
3.	<b>Date of Opening of Technical Bid</b>	21-03-2023 by 4:15 PM

## Table of Content

### Contents

<b>DISCLAIMER .....</b>	<b>4</b>
<b>IMPORTANT INFORMATION.....</b>	<b>6</b>
<b>SECTION 1- INSTRUCTIONS FOR ONLINE BID SUBMISSION.....</b>	<b>7</b>
<b>SECTION 2- SCOPE OF WORK .....</b>	<b>10</b>
<b>SECTION 3- MINIMUM ELIGIBILITY CRITERIA.....</b>	<b>11</b>
<b>SECTION 4- INSTRUCTION TO THE BIDDERS.....</b>	<b>12</b>
<b>PART A – FORMATS FOR BID SUBMISSION .....</b>	<b>20</b>
<b>Annexure A 1- LETTER COMPRISING THE BID.....</b>	<b>21</b>
<b>Annexure A2 - FORMAT FOR POWER OF ATTORNEY .....</b>	<b>23</b>
<b>Annexure A3 – INSTRUCTIONS FOR SUBMISSION OF ONLINE TENDER .....</b>	<b>24</b>
<b>PART B – FORMATS FOR TECHNICAL BID SUBMISSION .....</b>	<b>30</b>
<b>Annexure B1- DETAILS OF BIDDER .....</b>	<b>31</b>
<b>Annexure B2 – TECHNICAL CAPACITY OF THE BIDDER .....</b>	<b>32</b>
<b>Annexure B3 – FINANCIAL CAPACITY OF THE BIDDER.....</b>	<b>33</b>
<b>ANNEXURE– B4.....</b>	<b>34</b>
<b>PART C – FORMAT FOR FINANCIAL BID SUBMISSION .....</b>	<b>35</b>
<b>ANNEXURE – C1.....</b>	<b>36</b>

## DISCLAIMER

The information contained in this Request for Proposal document ("**RFP**") or subsequently provided to Applicants, whether verbally or in documentary or any other form by or on behalf of the **Federation** or any of their employees or advisers, is provided to Applicants on the terms and conditions set out in this RFP and such other terms and conditions subject to which such information is provided.

This RFP is not an agreement and is neither an offer nor invitation by the Chhattisgarh State Minor Forest Produce Cooperative Federation Limited, Van Dhan Bhawan, Nava Raipur, Atal Nagar, to the prospective Applicants or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in the formulation of their Proposals pursuant to this RFP. This RFP includes statements, which reflect various assumptions and assessments arrived at by the Federation in relation to the Project. Such assumptions, assessments and statements do not purport to contain all the information that each Applicant may require. This RFP may not be appropriate for all persons, and it is not possible for the Federation, its employees, or advisers to consider the objectives, technical expertise and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements, and information contained in this RFP, may not be complete, accurate, adequate, or correct. Each Applicant should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Applicants is on a wide range of matters, some of which depends upon interpretation of law. The information given is not an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The Federation accepts no responsibility for the accuracy or otherwise for any interpretation or opinion on the law expressed herein.

The Federation, its employees and advisers make no representation or warranty and shall have no liability to any person including any Applicant under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, cost or expense which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, reliability or completeness of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP or arising in any way in this Selection Process.

The Federation also accepts no liability of any nature whether resulting from negligence or otherwise, however caused arising from reliance of any Applicant upon the statements contained in this RFP.

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

The Federation may in its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumption contained in this RFP.

The issue of this RFP does not imply that the Federation is bound to select an Applicant or to appoint the Selected Applicant, as the case may be, for the Project and the Federation reserves the right to reject all or any of the Proposals without assigning any reasons whatsoever.

The Applicant shall bear all its costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Federation or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Applicant and the Federation shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by an Applicant in preparation or submission of the Proposal, regardless of the conduct or outcome of the Bidding Process.

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

**IMPORTANT INFORMATION**

1.	Name of the project	Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack
2.	RFP issued by	Chhattisgarh Minor Forest Produce Cooperative Federation Limited
3.	Date of issue of RFP	10-01-2023
4.	Period of Contract	One (1) year from the date of Execution of Agreement
5.	Earnest Money Deposit	INR. 10,000.00 (Ten Thousand only) is to be paid online on the e-tendering portal ( <a href="https://cgmpfedtenders.abcprocure.com">https://cgmpfedtenders.abcprocure.com</a> ).
6.	Last date and time of Submission of bid <b>(Second Round)</b>	21-03-2023 before 4:00 PM
7.	Opening of Technical Bid <b>(Second Round)</b>	21-03-2023 before 4:15 PM
8.	Opening of Financial Bid	Time & Date will be intimated later after evaluation of Technical Bid.
9.	Email for Correspondence	<a href="mailto:mfpfed.cg@nic.in">mfpfed.cg@nic.in</a>

## SECTION 1- INSTRUCTIONS FOR ONLINE BID SUBMISSION

### 1.1 Instructions for Online Bid Submission

The bidders are required to submit softcopies of their bids electronically on the Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the Departments' e-procurement portal, prepare their bids in accordance with their requirements and submitting their bids online on the Department's e-procurement portal. More information useful for submitting online bids on the Department's e-procurement Portal may be obtained at: <https://cgmpfedtenders.abcprocure.com> and as per details provided in Annexure A3.

#### 1.1.1 PREPARATION OF BIDS

- a. Bidders should take into account any corrigendum published on the tender document before submitting their bids.
- b. Please go through the RFP invitation and the RFP document along with Draft Agreement carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents- including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

#### 1.1.2 SUBMISSION OF BID

- a. Bidders should register on the state e-procurement portal as per Annexure A3 and login to the website (<https://cgmpfedtenders.abcprocure.com>) well in advance for bid submission so that they can upload the bid in time i.e., on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- b. The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

#### 1.1.3 ASSISTANCE TO BIDDERS

- a. Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the BID Inviting Authority for a tender or the relevant contact person indicated in the tender. Any queries relating to the process of online bid submission or queries relating to Department's e-procurement Portal in general may be directed to Helpdesk whose contact details are mentioned in **Annexure A3**.

### 1.2 Background

- 1.2.1 Chhattisgarh State Minor Forest produce (Trading & Development) Cooperative Federation Limited, Raipur ("Authority") has been appointed as an authorized body for collection, purchase and trade of Minor Forest Produce (MFP) in whole of the state as per orders of the Government. Authority promotes sustainable collection and marketing of these forest produce in the interest of MFP gathering Tribal on co-operative pattern. Authority is presently engaged in conservation and distribution of income generated from these activities to gather tribal families through many socio-economic welfare schemes and promotion of primary processing units to carry out primary and secondary processing, thus adding value to realize better market value for MFP. Presently Authority through its existing processing unit/s established across state promotes

## Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

value addition of these MFP. The processed products are being sold to consumers under the brand name "Chhattisgarh Herbals" through the Sanjeevani outlets across the State. Chhattisgarh State Minor Forest produce (Trading & Development) Cooperative Federation Limited is selling 134 MFP based products after processing and value addition under "Chhattisgarh Herbals" brand.

### 1.2.2 Project Brief

- i. Under "Chhattisgarh Herbals" brand various Jamun and Amla based products such as Jamun Juice, Jamun Refresh and Amla Juice are being prepared and marketed in the bottled packaging. CGMFPFED now wished to switch from bottled packaging to tetra pack packaging which increases the shelf life of the product and will be better positioned to compete with other brands in the market. Switching from bottled beverage preparation to tetra pack beverage preparation will require specialized machines/equipment for processing and filling the Federation has decided to issue this E- Tender for Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack.
- ii. The required raw material and packaging material shall be provided by Federation at the location of the facility of the Selected Bidder where processing and packaging will take place.
- iii. Anticipated minimum annual requirement – 10,000 cases volume (200 ML and 150 ML)

### 1.3 Brief Description of Bidding Process

- 1.3.1 The Authority has adopted a single-stage bidding process (the "Bidding Process") for selection of the Bidder for award of the Project (collectively referred to as the "Bidding Process").
- 1.3.2 The tendering process is online at e-portal <https://cgmpfedtenders.abcprocure.com>. Aspiring bidders may go through the details given in "Instructions for Online Bid Submission" of the RFP document.
- 1.3.3 The Bidders (the "Bidders"), which expression shall, unless repugnant to the context, , are required to submit their bids (the "Bids") in two envelopes (i) Technical Bid and (ii) Financial Bid and other supporting documents through the e-portal (<https://cgmpfedtenders.abcprocure.com>) and shall submit the hard copy of the Technical Bid.
- 1.3.4 At the time of submission of the Bid, the Bidder shall pay to the Authority a sum of Rs 10,000 (Ten Thousand only) as EMD. The EMD is to be paid online on the e-tendering portal (<https://cgmpfedtenders.abcprocure.com>).
- 1.3.5 The Eligibility Criteria (the "PQ Stage") of the Bidding Process involves pre-qualification (the "PQ") of prospective bidder(s) in accordance with the provisions of this RFP. At the end of this stage, the Authority shall shortlist pre-qualified Bidders fulfilling the qualification criteria. Bidders qualifying the PQ Stage (**Section 3 "Minimum Eligibility Criteria"**) i.e., pre-qualified bidders.
- 1.3.6 The Bidders shortlisted as stated above after the pre-qualification stage shall be eligible for opening and evaluation of their Financial Bids at Financial Bid stage of the Bidding Process (the "Price Bid Stage") comprising the opening and evaluation of price Bid (the "Financial Bid")
- 1.3.7 The Lowest Bidder (the "Lowest Bidder") quoting the lowest rate (i.e., 360000 unit of 200 ML and 150 ML fruit-based beverages as Processing and tetra pack packaging **service charges** with 5.673 MT Deionised Apple Juice Concentrate & 7.56 MT Amla Pulp for the Assignment considering minimum annual requirement as 10,000 cases volume (200 ML and 150 ML)
- 1.3.8 for processing and Tetra pack packaging of Fruit based beverages shall be the Preferred bidder.
- 1.3.9 Federation reserves the right to accept or reject any bid and to annul the bidding process and reject all bids, at any time prior to award of contract, without thereby incurring any liability to the affected bidder(s) or any obligations to inform the bidder or bidder(s) of the ground of action.



Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

**1.4 Schedule of Bidding Process**

<b>S. No.</b>	<b>Event Description</b>	<b>Date</b>
1	Availability of Bid Documents at website (Second Round)	11-03-2023
6	Bid Due Date (Second Round)	21-03-2023 by 04:00 PM
7	Opening date and time of Technical Bid (Second Round)	21-03-2023 at 04:15 PM Onwards
8	Announcement of Qualified bidders for Price Bid Stage	To be intimated
9	Opening date and time of Financial Bid	To be intimated.
10	Issue of Letter of Award	Within 30 days of Bid Due Date
11	Validity of Bids	180 days of Bid Due Date
12	Signing of Agreement	Within 30 days of LOA

## **SECTION 2- SCOPE OF WORK**

### **2. Scope of Work**

#### **2.1 The brief scope of work and responsibilities**

- i. Some of Raw material such as Jamun Pulp for processing and packaging shall be provided by the Federation at the manufacturing unit location of the co Packer.
- ii. If required, Federation may procure raw material/packaging material etc. from the Co-packer for any additional requirement at the market rate or mutually agreed rate.
- iii. The SOP for processing/ recipe for making Jamun and Amla beverages shall be provided by the Federation to the Co-Packer.
- iv. Manufacturing Facility should have a in house Quality Control Section with requisite expertise.
- v. The Co-packer should comply with quality standards of raw material, intermediate and finished products.
- vi. The Co-packer should comply with the requirement of packing and labelling specifications provided by Federation.
- vii. The co-packer should be able to supply the processed and tetra pack packaged fruit-based beverages in a time bound manner within a period specified in the work order.
- viii. The Co-packer should allow Quality team of representatives authorised by Federation or a Third-party inspector and must facilitate the inspection/audit of its production facility as a part of the screening process.
- ix. The Co-packer should allow representatives authorised by the Federation or third-party experts to oversee manufacturing procedures as and when required.
- x. The Co-packer should follow the confidentiality of the recipes and procedures shared by the federation.

## SECTION 3- MINIMUM ELIGIBILITY CRITERIA

### 3. Minimum Eligibility Criteria

Applicants must read carefully the minimum conditions of eligibility (the "Conditions of Eligibility") provided herein. Proposals of only those Applicants who satisfy the Conditions of Eligibility will be considered for evaluation.

- 3.1 The Authority wishes to receive Bids in order to select experienced and capable Bidder for the Project. The price bids (Financial Bid/Proposal) of the Bidders fulfilling the pre-qualification criteria shall be subsequently evaluated.
- 3.2 The Bidder should be a sole proprietorship firm / registered partnership firm / a company registered in India under the Companies Act 1956 / 2013 (Joint venture / Consortium shall not be allowed)

### 3.3 Pre- Qualification Criteria:

- i. Bidder should be an Owner / Operation & Management Partner/ have a tie up in place with a certified Manufacturing Facility India and the Manufacturing Facility should comply with FSSAI Schedule IV requirement) and should have processing equipment/Machines and tetra pack packaging facility equipped to carry out Mixing, Homogenization, and heating mechanism at the manufacturing facility
- ii. The Bidder should have supplied packaged Fruit Based Beverages/processed food/value-added food items to Govt./PSU/Company/ Partnership Firm/Proprietorship/LLP etc. with minimum value of work of **INR 50 lakh** in a single contract or multiple contracts during the last three years.
- iii. Bidder should have a Minimum Annual Average sales of **INR 25 lakh** from the sale of packaged Fruit Based Beverages/processed food/value added food items for the last three years

### Documents to be submitted (Mandatory)

1. In case of bidder being owner of the Manufacturing Facility should provide relevant document/certificate issued by State/Central Government to establish that the bidder owns a Manufacturing Unit, If Operation and Management partner then bidder should provide O&M agreement, and if the bidder is having tie up with manufacturing facility owner should provide MoU/MoA/Letter of consent on the letter head of owner of Manufacturing facility with whom bidder has tie up in place
2. Copy of FSSAI license and Consent for relabeling for the Manufacturing Facility.
3. Manufacturing Capacity duly certified by District Industries Center, Department of Industries or certification from qualified practicing CA with UDIN number.
4. P&L Account and Balance sheets duly certified by CA for the last three years (2019-20,2020-21, 2021-22 and CA certificate certifying the Minimum Annual Average sales of Tetra pack packaged Fruit Based Beverages/processed food/value-added food items during the last three years.
5. Copies of Purchase order received worth INR 50 Lakh from various agencies for supply of packaged Fruit Based Beverages/processed food/value added food items to Govt./PSU/Company/ Partnership Firm/Proprietorship/LLP etc. during last three years
6. Certificate of registration with details of constitution
7. Power of Attorney for signatory of Bid

## SECTION 4- INSTRUCTION TO THE BIDDERS

### 4. Instruction to the Bidders

#### 4.1 General

- 4.1.1 While every effort has been made to provide comprehensive and accurate background Information and requirements and specifications, Bidder must form their own conclusions about providing Processing and Tetra Pack Packaging services . Bidders and recipients of this RFP may wish to consult their own legal advisers in relation to this RFP.
- 4.1.2 All information supplied by Bidder may be treated as contractually binding on the Bidder, on successful award of the assignment by the Federation on the basis of this RFP.
- 4.1.3 No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by or on behalf of the Federation. Any notification of preferred Bidder status by Federation shall not give rise to any enforceable rights by the Bidder. Federation may cancel this RFP at any time, prior to being executed, by or on behalf of Federation.
- 4.1.4 This RFP supersedes and replaces any previous public documentation & communications, and Bidder should place no reliance on such communications.
- 4.1.5 The Federation intends to adopt Single Stage bidding process for the selection of **“Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack”**. The proposal will be evaluated on the basis of the evaluation criteria set out in the RFP document.
- 4.1.6 Each applicant shall submit maximum of one (1) proposal for the assignment, in response to this RFP document. Any applicant who submits more than one proposal for the assignment shall be disqualified.
- 4.1.7 Federation with its own initiative or in response to clarifications, requested by any applicant, modify the RFP document, by issuance of addenda / amendment / corrigendum, by uploading the same in its website and e-tender portal <https://cgmpfedtenders.abcprocure.com>
- 4.1.8 The proposal shall remain valid for a period of 180 days from the date of the opening of RFP (Proposal Validity Period). Federation reserves the right to reject any proposal, which does not meet this requirement.

#### 4.2 Online Bid Submission

- 4.2.1 Please refer **“Instructions to Bidders for Online Bid submission”** given at the start of this RFP Document. The bidders are required to submit their bids electronically on the Department's e-procurement Portal, using valid Digital Signature Certificates. The said instructions are meant to assist the bidders in registering on the Department's e procurement Portal, prepare their bids in accordance with the requirements and submitting their bids online on the Department's e procurement Portal. More information useful for submitting online bids on the Department's Portal may be obtained at: <https://cgmpfedtenders.abcprocure.com>.
- 4.2.2 Technical Bid along with all the supporting documents shall be submitted through e-Tender portal by the bidder and the hard copy of the Technical Bid shall be submitted to the Authority along

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

with the above point 4.2.1 Online Bid submission of the Bid. Financial bid shall be submitted online only.

**4.2.3 1)** Technical Bid shall be submitted (Online Only) and shall contain duly filled Bid in the prescribed format along with the appendices and documents specified in **4.3.1**.

**2)** Financial Bid shall be submitted (Online Only) in the prescribed format containing the details specified in **4.3.2**

**4.2.4** Notwithstanding the provisions of Online bid submission as per 4.2 on or before the opening date and time of Technical Bid as per 4.3.1

### **4.3 Instructions for Submission of Bids**

**4.3.1 Technical Bid:** The scanned copy of following documents shall constitute the Technical Bid:

#### **Appendices:**

<b>PART A: FORMAT FOR SUBMISSION OF BID</b>		
1	Annexure- A1	Letter Comprising Bid (On Bidder's letter head)
2	Annexure -A2	Power of Attorney for signing the Bid
3	Annexure-A3	Instruction for submission of Online Tender
4	Annexure B1	Details of Bidder
5	Annexure B2	Technical capacity of bidder along with all enclosures in one PDF document is Mandatory to be uploaded
6	Annexure B3	Financial Capacity of the Bidder along with all enclosures in one PDF document is Mandatory to be uploaded
7	Annexure B4	Checklist of documents
8	All Annexures and supporting documents as mentioned in Section 3 are mandatory to be uploaded	

#### **4.3.2 Financial Bid**

Financial Bid duly filled and digitally signed prescribed format available on the e-Tender Portal. The Financial Bid Format is as per **Appendix-C1**.

Utmost care should be taken to upload the Financial Bid. Any change in the format of Financial Bid file shall render it unfit for bidding. Following Steps may be followed in submission of Financial Bid:

- i. Financial Bid format available on the e-Tender Portal shall be filled by the bidder online.
- ii. Fill 'Bidder's Name' & 'financial quote' in the in the prescribed format of Financial Bid available online
- iii. Financial bid to be submitted online

The unconditional financial bid in respect of the Project proposed to be developed by Authority and operated and managed by the Successful Bidder shall be submitted online, in the format attached in Appendix C1, hereof, wherein Processing and Packaging Service Charges with 5.673 MT Deionised Apple Juice Concentrate & 7.56 MT Amla Pulp for 360000 unit of 200 ML and 150 ML Tetra Pack, shall be stated. Please note that the format of Financial Bid as provided in APPENDIX C1 is only for the purpose of reference/acclimatization, the bidder needs to submit the financial bid online as per the procedure mentioned above.

#### **4.4 Earnest Money Deposit (EMD)**

The Bidder needs to pay EMD of INR Ten Thousand (Rs 10,000) through e-Tender portal as per **Clause 1.2 of Annexure A3**.

## Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

EMD of all unsuccessful Bidder would be refunded without interest by Federation on finalization of the Operator in all respects by the successful bidder. EMD of 10,000 (Ten thousand) has to be paid through e-Tender portal.

The EMD may be forfeited:

- i. If a Bidder withdraws its bid during the period of bid validity.
- ii. If successful Bidder fails to sign the contract in accordance with this RFP.
- iii. If the submitted bid is non-responsive

### 4.5 Authentication of Bids

A Proposal should be accompanied by a power-of-attorney in the name of the signatory of the Proposal as per **Annexure A2** mentioned in this RFP.

### 4.6 Submission of Proposal

The Bidder shall be responsible for all costs incurred in connection with participation in the RFP process, including, but not limited to, costs incurred in conduct of informative and other diligence activities, participation in meetings/discussions/presentations, preparation of proposal, in providing any additional information required by Federation to facilitate the evaluation process, and in negotiating a definitive contract or all such activities related to the bid process. Federation will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.

### 4.7 Content of RFP

4.7.1 This RFP comprises the Disclaimer set forth herein above, the contents as listed below, and will additionally include any Addenda issued in accordance with Clause 4.1.7

- (i) **Part A Submission (Formats for Technical Bid Submission) (Ref Clause 4.3.1)**
- (ii) **Part B FORMAT FOR SUBMISSION OF FINANCIAL PROPOSAL (Ref Clause 4.3.2)**

4.7.2 The Draft Agreement provided by the Federation as part of the Bidding Documents shall be deemed to be part of this RFP.

### 4.8 Proposal Due Date

- I. Proposals should be submitted before 3:00 PM on Proposal Due Date as indicated in the Schedule of Bidding Process, at the address and in the manner and form as detailed in this RFP document. Proposals submitted by either facsimile transmission or telex will not be accepted.
- II. Federation. may, at its sole discretion, extend Proposal Due Date by issuing a corrigendum.

### 4.9 RFP validity

The offer submitted by the Bidder should be valid for minimum period of 180 days from the date of opening of RFP

### 4.10 Modification and Withdrawal of Bids

4.10.1 Once the Bid is submitted on the e-tender portal, it cannot be modified, substituted or withdrawn by the Bidder on or after the Bid Due Date.

### 4.11 Rejection of Bids

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based  
Beverages in Tetra Pack

- 4.11.1 Notwithstanding anything contained in this RFP, the Authority reserves the right to reject any Bid and to annul or modify the Bidding Process and reject all Bids at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons therefor. In the event that the Authority rejects or annuls all the Bids, it may, in its discretion, invite all eligible Bidders to submit fresh Bids hereunder.
- 4.11.2 The Authority reserves the right not to proceed with the Bidding Process at any time, without notice or liability, and to reject any Bid without assigning any reasons.

**4.12 Failure to agree with Terms and Conditions of the RFP**

Failure of The Bidder to agree with the Terms & Conditions of the RFP shall constitute sufficient grounds for the annulment of the award, in which event Federation may award the contract to the next best value Bidder or call for new proposals from the interested Bidder.

**4.14 Confidentiality**

- a. As used herein, the term "Confidential Information" means any information, including information created by or for the other party, whether written or oral, which relates to internal controls, information concerning the business or financial affairs and methods of operation or proposed methods of operation, accounts, transactions, proposed transactions or security procedures of either party or any of its affiliates, or any client of either party, except such information which is in the public domain at the time of its disclosure or there-after enters the public domain other than as a result of a breach of duty on the part of the party receiving such information. It is the express intent of the parties that all the business process and methods used by The Bidder in rendering the services hereunder are the Confidential Information of The Bidder.
- b. The Bidder shall keep confidential, any information related to this RFP, with the same degree of care as it would treat its own confidential information. The Bidder shall note that the confidential information will be used only for the purposes of this RFP and shall not be disclosed to any third party for any reason what-so-ever.
- c. At all-time of the performance of the services, the Bidder shall abide by all applicable security rules, policies, standards, guidelines, and procedures. The Bidder should note that before any of its employees or assignees is given access to the Confidential Information, each such employee and assignees shall agree to be bound by the term of this RFP and such rules, policies, standards, guidelines and procedures by its employees or agents.

**4.15 Conflict of Interest**

A bidder shall not have conflict of interest. All bidders found to have conflict of interest shall be disqualified. A bidder may be considered to be in conflict of interest with one or more parties in this bidding process, if, including but not limited to:

- a) They have controlling shareholders in common or
- b) They receive or have received direct or indirect subsidy from any of them or
- c) They have the same legal representative for purposes of this bid or
- d) They have a relationship with each other, directly or through common third parties,
- e) that puts them in a position to have access to information about or influence on the bid of another bidder or

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based  
Beverages in Tetra Pack

- f) A bidder participates in more than one bid in this bidding process. Participation by a bidder in more than one bid will result in the disqualification of all bids in which the party is involved.
- g) A bidder participated as a consultant in the preparation of the design or technical specification of the contract that is subject of the bid

#### 4.16 Fraud and Corrupt Practices

- a. The Bidder and their respective officers, employees, agents, and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained in this RFP, the Federation shall reject a Proposal without being liable in any manner whatsoever to the Bidder, if it determines that the Bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice (collectively the "Prohibited Practices") in the Selection Process. In such an event, the Federation shall, without prejudice to its any other rights or remedies, forfeit and appropriate the Bid Security or Performance Security, as the case may be, as mutually agreed genuine pre-estimated compensation and damages payable to the Federation for, inter alia, time, cost, and effort of the Federation, in regard to the RFP, including consideration and evaluation of such agencies Proposal.
- b. Without prejudice to the rights of the Federation under Clause above and the rights and remedies which the Federation may have under the WO or the Agreement, if an Bidder or Systems Implementation Agency, as the case may be, is found by the Federation to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, or after the issue of the WO or the execution of the Agreement, such Bidder shall not be eligible to participate in any RFP or RFP issued by the Federation during a period of two (2) years from the date such Bidder , as the case may be, is found by the Federation to have directly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- c. For the purposes of this Section, the following terms shall have the meaning hereinafter respectively assigned to them.

**"corrupt practice"** means:

- I. the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the action of any person connected with the Selection Process (for avoidance of doubt, offering of employment to or employing or engaging in any manner whatsoever, directly or indirectly, any official of the Federation who is or has been associated in any manner, directly or indirectly with the Selection Process or the WO or has dealt with matters concerning the Agreement or arising there from, before or after the execution thereof, at any time prior to the expiry of one year from the date such official resigns or retires from or otherwise ceases to be in the service of the Federation, shall be deemed to constitute influencing the actions of a person connected with the Selection Process);  
or



Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

- II. save as provided herein, engaging in any manner whatsoever, whether during the Selection Process or after the issue of the WO or after the execution of the Agreement, as the case may be, any person in respect of any matter relating to the Project or the WO or the Agreement, who at any time has been or is a legal, financial, or technical IT firms of the Federation in relation to any matter concerning the Project;

**“Fraudulent practice”** means a misrepresentation or omission of facts or disclosure of incomplete facts, in order to influence the Selection Process.

**“Coercive practice”** means impairing or harming or threatening to impair or harm, directly or indirectly, any persons or property to influence any person participation or action in the Selection Process;

**“undesirable practice”** means

- i. establishing contact with any person connected with or employed or engaged by Federation with the objective of canvassing,
- ii. lobbying or in any manner influencing or attempting to influence the Selection Process; or
- iii. having a Conflict of Interest; and

**“Restrictive practice”** means forming a cartel or arriving at any understanding or arrangement among Bidder with the objective of restricting or manipulating a full and fair competition in the Selection Process.

## SECTION 5 – EVALUATION OF BIDS

### 5 Evaluation of Bids

#### a. RFP Evaluation Process

1. Federation will constitute an RFP Evaluation Committee to evaluate the responses of the Bidder.
2. The Proposal Evaluation Committee constituted by the Federation shall evaluate the responses to the RFP and all supporting documents / documentary evidence. Inability to submit requisite supporting documents / documentary evidence, may lead to rejection of the bid.
3. The decision of the RFP Evaluation Committee in the evaluation of responses to the RFP shall be final. No correspondence will be entertained outside the process of evaluation with the Committee.
4. The RFP Evaluation Committee may ask for meetings with the Bidder to seek clarifications on their proposals.
5. The RFP Evaluation Committee reserves the right to reject any or all proposals on the basis of any deviations.
6. Each of the responses shall be evaluated as per the criteria and requirements specified in this RFP.

#### b. RFP Evaluation

1. As part of the evaluation, the Part A Submission (Technical Bid) shall be checked for responsiveness with the requirements of the RFP and only those Proposals which are found to be responsive would be further evaluated in accordance with the criteria set out in this RFP document. **The Part A Submission (Technical Bid) would be considered to be responsive if it meets the following conditions:**
  - a. it is received by the Proposal Due Date including any extension thereof.
  - b. it is signed, sealed and marked as stipulated in the RFP document.
  - c. it contains all the information and documents including EMD as requested in the RFP.
  - d. it contains information in formats specified in this RFP.
  - e. there are no inconsistencies between the Proposal and the supporting documents.
2. A Proposal that is substantially responsive is one that conforms to the preceding requirements without material deviation or reservation. A material deviation or reservation is one:
  - a. which affects in any substantial way, the scope, quality, or performance of the Assignment, or
  - b. which limits in any substantial way, the Federation rights, or the Applicant's obligations under the Agreement, or
  - c. which would affect unfairly the competitive position of other Applicants presenting substantially responsive Proposals.

#### 5.1 Technical Evaluation

RFP Evaluation Committee will evaluate the Technical Proposals of the Pre-Qualified Bidder as per the **Section 3 “Minimum Eligibility Criteria”**. Bidders qualifying the pre-qualification criteria (**Section 3 “Minimum Eligibility Criteria”**) shall be eligible for financial bid opening. RFP

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

Evaluation Committee (TEC) will examine the bids to determine whether they are complete, whether they meet all the conditions of the tender, whether required tender document and bid processing cost and other required documents have been furnished, whether the documents have been properly signed, and whether the bids are generally in order. Any bid or bids not fulfilling these requirements shall be rejected.

## **5.2 Technical Evaluation Criteria**

Bidder complying with all qualification criteria set out in **Section 3 “Minimum Eligibility Criteria”** and this RFP will only be considered technically qualified and their technical bid eligible for financial bid opening

Federation reserves the right to accept or reject any bid and to annul the bidding process and reject all bids, at any time prior to award of contract, without thereby incurring any liability to the affected bidder(s) or any obligations to inform the bidder or bidder(s) of the ground of action.

## **5.4 Evaluation of Financial bid**

The Lowest Bidder “L1” (the “Lowest Bidder”) quoting the lowest rate (i.e., 360000 unit of 200 ML and 150 ML Tetra Pack (Processing and Packaging Service Charges with 5.673 MT Deionised Apple Juice Concentrate & 7.56 MT Amla Pulp), shall be the preferred Bidder.

## **5.5 Award of Contract**

- a. In the event of acceptance of the Proposal of the Preferred Bidder with or without negotiations, the Federation shall declare the Preferred Applicant as the Successful Bidder. The Federation will notify the Successful Bidder through a Letter of Acceptance (LoA) that its Proposal has been accepted.
- b. The Successful Applicant shall execute the Agreement within one month of the issue of Letter of Acceptance (LOA) or within such further time as the Federation may agree to in its sole discretion. Failure of the Successful Bidder to comply with the requirement shall constitute sufficient grounds for the annulment of the Work order and forfeiture of the EMD. In such an event, the Federation reserves the right to take any such measures as may be deemed fit in the sole discretion of the Federation, including annulment of the bidding process or subsequently giving opportunity to L2 willing to match the L1 rate.
- c. The EMD of the Selected Applicant shall be converted into performance security and retained with the Federation. The Security Deposit shall be refundable after the expiry of contract, subject to proper execution of the contract by the selected bidder. The Federation reserves the right to forfeit the security deposit in case the selected bidder is unable to perform as per the terms of the contract.
- d. The contract shall be awarded with the validity of 1 (one) year from the date of signing of the agreement.

## **5.6 Notification of Award**

Prior to expiration of the period of bid validity, the Federation will notify the Bidder in writing, that their bid has been accepted.

## **PART A – FORMATS FOR BID SUBMISSION**

## **Annexure A 1- LETTER COMPRISING THE BID**

To,

**Managing Director**

Chhattisgarh Minor Forest Produce (T& D) Co-operative Federation Ltd.

Vandhan Bhawan, Sector 24, Nava Raipur, Atal Nagar

**District- Raipur (C.G.)**

Subject: Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

Dear Sir,

1. With reference to your RFP document No. \_\_\_\_\_, I/we, having examined the RFP document and understood its contents, hereby submit my/our Bid for the aforesaid project. The Bid is unconditional and unqualified.
2. All information provided in the Bid and in the Appendices and Annexures is true and correct and all documents accompanying such Bid are true copies of their respective originals.
3. This statement is made for the express purpose of qualifying as a Bidder of the aforesaid Project.
4. I/ We shall make available to the Federation any additional information it may find necessary or require supplementing or authenticate the Bid.
5. I/ We acknowledge the right of the Federation to reject our Bid without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever.
6. I/ We declare that:
  - a. I/ We have examined and have no reservations to the RFP document, including any Addendum issued by the Authority;
  - b. I/ We do not have any conflict of interest in accordance with the RFP document
  - c. I/We have not directly or indirectly or through an agent engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in respect of any tender or request for proposal issued by or any agreement entered into with the Authority or any other public sector enterprise or any government, Central or State; and
  - d. I/ We hereby certify that we have taken steps to ensure that in conformity with the provisions of this RFP, no person acting for us or on our behalf has engaged or will engage in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice.
7. I/ We understand that you may cancel the Bidding Process at any time and that you are neither bound to accept any Bid that you may receive nor to invite the Bidders to Bid for the Projects, without incurring any liability to the Bidders.
8. I/ We believe that we/ satisfy the Turnover criteria and meet(s) the requirements as specified in the RFP document and are/ is qualified to submit a Bid.
9. I/ We declare that we/ are/ is not a Member of any other firm submitting a Bid for the Project.

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based  
Beverages in Tetra Pack

10. In the event of my/ our being declared as the Selected Bidder, I/We agree to enter into an Agreement in accordance with the draft that has been provided to me/us prior to the Proposal Due Date. We agree not to seek any changes in the aforesaid draft and agree to abide by the same.
11. I/We have studied all the Bidding Documents carefully. We understand that except to the extent as expressly set forth in the Agreement, we shall have no claim, right or title arising out of any documents or information provided to us by the Authority or in respect of any matter arising out of or concerning or relating to the Bidding Process including the award of contract.
12. I/We agree and understand that the Bid is subject to the provisions of the Bidding Documents. In no case, I/We shall have any claim or right of whatsoever nature if the Project / is not awarded to me/us or our Bid is not opened.
13. The power of attorney for signing of Bid is as per format provided in the RFP enclosed.
14. I/we agree and undertake to abide by all the terms and conditions of the RFP document.
15. I/We agree and undertake to be liable for all the obligations of the Agreement.
16. In case my Tender is not accepted then my EMD submitted may kindly be sent to my bank directly , details are given below

i. Name as per Bank record:

ii. Account No:

iii. IFCS code:

iv. Bank Name and address

In witness thereof, I/We submit this Bid under and in accordance with the terms of the RFP document.

Yours faithfully,

(Signature of the Authorised Signatory)

(Name and designation of the Authorised signatory)

Date:

Place:

**Annexure A2 - FORMAT FOR POWER OF ATTORNEY**  
(As per Clause 4.3.1 (2) of the RFP)

(Original copy as part of Technical Proposal on stamp paper of value required under law duly signed by Bidder for the RFP)

Dated: \_\_\_\_\_

**POWER OF ATTORNEY**

To Whomsoever It May Concern

Know all men by these presents, we \_\_\_\_\_ (name and registered office address of The Bidder) do hereby constitute, appoint and authorize Mr \_\_\_\_\_ (Name of the Person(s), domiciled at \_\_\_\_\_ (Address), acting as \_\_\_\_\_ (Designation and the name of the firm), as Authorized Signatory and whose signature is attested below, as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our Proposal for selection of Co-Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack.

Invitation for RFP (RFP Document) Document dated \_\_\_\_\_, issued by The MD, Chhattisgarh Minor Forest Produce Cooperative Federation Limited, including signing and submission of all documents and providing information and responses to clarifications / enquiries etc. as may be required by The MD, Chhattisgarh Minor Forest Produce Cooperative Federation Limited or any governmental Federation, representing us in all matters before The MD, Chhattisgarh Minor Forest Produce Cooperative Federation Limited, and generally dealing with Federation in all matters in connection with our Proposal for the said Project. We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds, and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

For -----

(Signature)

(Name, Title and Address)

Accept

(Attested signature of Mr \_\_\_\_\_)

(Name, Title and Address of the Attorney)

## Annexure A3 – INSTRUCTIONS FOR SUBMISSION OF ONLINE TENDER

### Instructions for the Submission of the Online Tender

Note: The following steps need to be carried out for online submission of the Tender. Detailed instructions for each of the steps are given in the Tenderer's Manual on the Home Page of <https://cgmpfedtenders.abcprocure.com>

#### 1. Sequence of steps for online tender submission:

##### Step 1 – To obtain Digital Signature Certificate (DSC) :

The DSC is issued by an approved certifying authority, authorized by the Controller of Certifying Authorities (CCA), Government of India. The individual may obtain information required for issuance of a Class II / Class III DSC from the Controller of Certifying Authorities ([www.cca.gov.in](http://www.cca.gov.in)). The tenderer will have to obtain DSC from <https://cgmpfedtenders.abcprocure.com> or any other CCA approved agency.

DSC is issued upon receipt of mandatory identity proofs and verification letters attested by a Gazetted Officer. Only upon the receipt of the required documents, a DSC can be issued.

**Important Note:** The offers submitted online should be signed electronically with a DSC to establish the identity of the tenderer. In case, during the process of a particular tender, the user loses his/her DSC (eg. due to virus attack, hardware problem, operating system problem etc.) he may not be able to submit the offer online. Hence the users are advised to back up the certificate and keep the copies at safe places under proper security to be used in case of emergencies.

In case of online tendering, the DSC issued to the authorized user of a firm and used for electronic tendering will be considered equivalent to no-objection certificate / power of attorney to that user. The firm has to authorize a specific individual via an authorization certificate signed by all partners to use the DSC as per Indian *IT Act 2000*. Unless the certificate is revoked, it shall be assumed to represent adequate authority of the user to submit tender on behalf of the firm for the Chhattisgarh State Minor Forest Produce (Trading & Development) Co-op. Federation Limited as per *Information Technology Act 2000*. The DSC of this authorized user will be binding on the firm. It shall be the responsibility of management / partners of the registered firm to inform the Certifying Authority or Sub-Certifying Authority, if the authorized user changes, and apply for a fresh Digital Signature Certificate and issue a fresh '**authorization certificate**' for the new user.

The same procedure holds true for the authorized users in a Private / Public company. In this case, the authorization certificate will have to be signed by the directors of the company.

##### Step 2 – Online registration of intending bidder:

In order to participate in the bid, the bidder is required to be registered on the e-Procurement portal (<https://cgmpfedtenders.abcprocure.com>). Only after online registration of the bidder, the bidder shall be allowed to participate in the bids floated by the C.G.M.F.P. Federation using the e-Procurement System.

The following Registration Fee will be charged by the Service Provider (i.e., e-Procurement Technologies Limited) from the bidder:

Sl. No.	Description	/Charges	Service Tax @ 18%	Total Amount
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Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

1.	Online Registration (Valid for One Year)	Rs. 500/-	Rs. 90/-	Rs. 590/-
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**Documents required for Registration with the e-Procurement portal**

**(I) In case of Renewal** – No documents required for renewal of registration on the e-procurement portal.

**(II) In case of New Registration** – The following documents required along with online registration form :-

**a. Individual or Proprietorship Firm –**

**Any one ID Proof and One Address Proof** (Attested by Banker or Notary or Gazetted Officer as well as Self Attested)

ID Proof	PAN Card	Address Proof	Electricity Bill
	Passport		Passport
	Voter ID		Voter ID
	Driving License		Driving License
	Aadhaar Card		Bank Passbook

**b. Partnership Firm –**

**(i) Any one ID Proof and One Address Proof** (Attested by Banker or Notary or Gazetted Officer as well as Self Attested)

ID Proof	PAN Card	Address Proof	Electricity Bill
	Passport		Passport
	Voter ID		Voter ID
	Driving License		Driving License
	Aadhaar Card		Bank Passbook

**(ii) Partnership Deed** details which have to be attested by partners with their company seal.

**c. Pvt. Ltd. Company –**

**(i) Any one ID Proof and One Address Proof** (Attested by Banker or Notary or Gazetted Officer as well as Self Attested)

ID Proof	PAN Card	Address Proof	Electricity Bill
	Passport		Passport
	Voter ID		Voter ID
	Driving License		Driving License
	Aadhaar Card		Bank Passbook

**(ii) Any one of the Organization proofs issued by Government** (Attested by authorized signatory of Organization along with organization seal)

- **Certificate of Incorporation**
- **Articles of Incorporation**

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

- **Memorandum of Association**

**d. Hindu Undivided Family (H.U.F) –**

**Any one ID Proof and One Address Proof** (Attested by Banker or Notary or Gazetted Officer as well as Self Attested)

ID Proof	PAN Card	Address Proof	Electricity Bill
	Passport		Passport
	Voter ID		Voter ID
	Driving License		Driving License
	Aadhaar Card		Bank Passbook

**e. Others –**

**(i) Any one ID Proof and One Address Proof** (Attested by Banker or Notary or Gazetted Officer as well as Self Attested)

ID Proof	PAN Card	Address Proof	Electricity Bill
	Passport		Passport
	Voter ID		Voter ID
	Driving License		Driving License
	Aadhaar Card		Bank Passbook

**(ii) Any other relevant documents**

The scanned copies of all required documents as above and payment proof of required fees for New Registration and payment proof of required fees for renewal are required to be submitted by the intending tenderer to e-Procurement Technologies Limited (abcProcure). After verification of the above documents the e-Procurement Technologies Limited (abcProcure) will register the Tenderer and inform by the e-mail accordingly.

After obtaining the Digital Signature Certificate successfully installed on their system, the tenderer have to be online registered through “**New Bidder Registration**” page of the e-Procurement portal (<https://cgmpfedtenders.abcprocure.com>) and mapped their Digital Signature Certificate.

After online registration your registration will be approved by the Service Provider and intimate the same to the tenderer. The tenderer will be informed about the Tenderer's Code, login Id & password. The login Id and password will be required for online tender preparation and the Tenderer's Code will be used for making EMD payment through RTGS / NEFT mode, if opted for.

**Step 3 – Online bid preparation**

**1. Technical Bid Envelope (Folder)**

1. Details of Bidder – **Annexure B1**
2. Technical Capacity of the Bidder – **Annexure B2**
3. Financial Capacity of the Bidder – **Annexure B3**
4. Documents to be uploaded- **Appendix B4**

**2. Financial Bid Envelope (Folder)**

1. Financial Bid Form – **Annexure C1**

**Step 4 – Payment of Earnest Money Deposit (EMD)**

EMD of 2 Lakhs has to be paid through Demand Draft. The Applicant has to upload a copy of Demand Draft in the online submission and send the hard copy of original Demand Draft in hard copy submission.

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

**Step 5 – Final submission of the bid.**

**1. Other Information:**

**2.1 Set-up of Machine:**

In order to operate on the e-Procurement System, following minimum operating system and hardware is required.

- Windows XP with service pack 3
- Windows vista / windows 7
- Browser Internet Explorer 7, 8 or 9
- Minimum bandwidth 512 kbps
- Minimum RAM 2 GB

**1.2 Procedure of payment of EMD through RTGS / NEFT mode :**

Since RTGS / NEFT payments are settled by RBI in batches, intended **EMD** amount is required to be paid at least one day in advance of online bid submission by following procedure:

**A.** Please mention the following details while making the RTGS / NEFT payment from your Bank:

(i) Beneficiary account number – This will be in the following format:

**<CGMF+ Tenderer Code>**

For example, in case your Bidder Code is ABC66215, the beneficiary account number will be **CGMFABC66215**.

(ii) Beneficiary bank branch - **ICICI Bank, CMS, Mumbai**

(iii) Beneficiary IFSC code - **ICIC0000104**

**B.** After completing the online bid preparation formalities, select RTGS / NEFT payment option at the **EMD** payment screen. Upon doing so, you shall be able to view the funds already remitted by you through NEFT / RTGS as available balance in beneficiary account. Bidder should note that available balance against their name in ICICI Bank is not **EMD** amount available with C.G.M.F.P Federation.

**C.** Please proceed to deposit the **EMD** from available balance. Upon doing so, the required amount to be paid for the **EMD**, shall get appropriately deducted from the amount remitted and payment of **EMD** shall be confirmed & receipt will be generated in real time.

**D.** In case there is excess remittance i.e., money not transferred for use as **EMD**, the refund of the same can be claimed by the bidder simultaneously. On submitting refund request, the amount would be transferred in the bank account opted by you by next working day.

**E.** In case, bidder wants to utilize the excess fund (i.e., the remaining available balance) for participating in next round of bid by Federation under e-Procurement portal, they may do so instead of taking refund.

**Please feel free to get in touch with our e-procurement support team / ICICI Bank support team in case any clarification is required.**

**1.2 Submission of Online Bids:**

C.G.M.F.P Federation will not be responsible for any failure on part of the bidder in submission of the Bid and/or the etc. before scheduled time and date, for any reason whatsoever, including, inter-alia, non-credit of said amounts of **EMD** and therefore no claims shall be entertained on these grounds.

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based  
Beverages in Tetra Pack

Under this online payment system for e-Bidding, the bids will not be submitted / received by C.G.M.F.P Federation unless the **EMD** is received / credited before scheduled time and date. Hence, bidder shall remit the said amount well in advance. It is clarified that the Bids will not be considered for opening if **EMD** is not received/ credited before schedule time and date, for any reason whatsoever.

**The bidder is advised to submit his / her bid as well as pay the EMD amount well before the cut-off time and date to avoid any inconvenience on account of any problem e.g., system slow down or network problem.**

#### **2.4 Helpline:**

For any assistance regarding Registration on e-Procurement portal, DSC, online tender form submission and other points of e-tendering process, please contact our service provider :-

#### **Important Note for Bidders for New E-Tendering portal**

abcProcure (M/s. e-Procurement Technologies Ltd.) is conducting e-Tenders for Chhattisgarh State Minor Forest Produce (Trading & Development) Co-operative Federation Limited (**CGMFPFED**) for sale of various Minor Forest Produces and for Procurement of various Goods, Services and works. It is to herewith inform to all existing bidders who are registered on <https://cgmfpped.abcprocure.com> that abcProcure (M/s. e-Procurement Technologies Ltd.) is introducing new e-Tender Portal for foresaid tendering activities for CGMFPFED.

For introducing the new e-Tender portal, Training was scheduled whole month round in Mar. 2022.

It is to inform all the existing bidders that abcProcure (M/s. e-Procurement Technologies Ltd.), has shared with you your Log-IN ID, New Password for new portal (<https://cgmfppedtenders.abcprocure.com>) on your registered email ID on 16.03.2022. All existing Bidders registered on <https://cgmfpped.abcprocure.com> shall use Log-In and new Password shared over email on 16.03.2022 to login on new e-Tendering portal i.e., <https://cgmfppedtenders.abcprocure.com>.

After logging in on new e-Tendering portal, bidders are mandatorily required to change their password and attach DSC. Once DSC is attached, bidders are required to get it verified from abcProcure (M/s. e-Procurement Technologies Ltd.) by getting in touch with DSC verification Team reachable on +91-9099090830 / +91-6353217080 and [info@AbcProcure.com](mailto:info@AbcProcure.com).

Further, All the bidders are issued new e-Wallet / Virtual Account for remitting EMD in new e-Tender portal which has been shared on your registered E-Mail ID on 10.03.2022. Bidders are required to use the same e-Wallet / Virtual account for remitting payment by NEFT/RTGS for e-Tender which are floated on new e-Tendering portal i.e., <https://cgmfppedtenders.abcprocure.com>. Bidders are strongly requested to not to use their current/ existing e-Wallet / Virtual account for new e-Tender portal. The same is applicable for old e-Tendering portal only and not valid for new e-Tendering portal. Please take strong note of this.

Bidders can download Bidder Manual to get familiar with the new portal from <https://cgmfppedtenders.abcprocure.com/EPROC/ajaxcall/downloadfile/23/577>

**For New Registration/DSC Support/Profile Approval, Please call or write on:**

Cell Number: +91-9099090830 / +91-6353217080

e-mail at: [info@AbcProcure.com](mailto:info@AbcProcure.com)

**Call/write for e-Tender Submission / e-Auction Bid Support:**

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

Phone Numbers:+91-79 6813 6854/50/48/49

Cell Number: +91-9374519729 / 9904406300 / 9510812971

Write by e-mail at: Support@AbcProcure.com

**Call/write for e-Payment Related Queries:**

Phone Numbers:+91-9374519729 / 9081000427

Write by e-mail at: Payment@eptl.in

**Office Hours:**

Monday to Friday - 10:00AM to 07:00PM

1st,3rd & 5th Saturday -10:00AM to 06:00PM

2nd & 4th Saturday - Holiday

**For any assistance regarding banking transactions, please contact ICICI Bank, Civil Lines, Raipur at the following numbers:**

Mr. Shivam Shekhar	– 7077102017
Ms. Shubhangi Gupta	– 9993822514

**MANAGING DIRECTOR**  
**Chhattisgarh State Minor Forest Produce**  
**(Trading & Development) Co-op.**  
**Federation Limited**

## **PART B – FORMATS FOR TECHNICAL BID SUBMISSION**

Request for Proposal - Selection of Co Packer for Processing and Packaging of Fruit based Beverages in Tetra Pack

**Annexure B1- DETAILS OF BIDDER**  
(As reference Section 3 of RFP)

S.no	Particulars	Details
1.	Name of the Firm (in Capital Letters)	
2.	Constitution of Firm	
3.	Date of constitution of the Firm	
4.	Address of the Head Office (incl. Tel Phone)	
5.	Details of individual(s) who will serve as the point of contact/ communication for the Authority:	(a) Name: (b) Designation: (c) Address: (d) Telephone Number: (e) E-Mail Address: (f) Fax Number:
6.	Particulars of Authorised Signatory of the Bidder	(a) Name: (b) Designation: (c) Address: (d) Phone Number: (e) Email Address (f) Fax Number:
7.	PAN of the Firm	
8.	GST registration No.	

Name of the Bidder

Signature of the Authorised Signatory of Bidder

Signature of the Applicant

## **Annexure B2 – TECHNICAL CAPACITY OF THE BIDDER**

*(Refer to Clause 3- (3.3) of Section 3 of RFP)*

1	Name of Bidder/ Bidder Firm	
2	Owner/Operation & Management partner/Have tie up with Manufacturing Facility Owner	
3	Name and Address of Manufacturing unit	
4	Capacity of Manufacturing Unit	
5	Details of supply of Packaged Fruit Based Beverages/Processed Food/Value-added food items to Govt./PSU/Company/ Partnership Firm/Proprietorship/LLP etc. with minimum value of work of INR 50 lakh in a single contract or multiple contracts during the last three years (Details on purchase order/supply order equivalent to minimum 50 Lakhs required and corresponding supply/work orders to be attached)	
i.	2019-20 (work order Value in INR Lakhs)	
ii.	2020-21 (work order Value in INR Lakhs)	
iii.	2021-22(work order Value in INR Lakhs)	

### **Enclosures:**

1	In case of bidder being owner of the Manufacturing Facility should provide relevant document/certificate issued by State/Central Government to establish that the bidder owns a Manufacturing Unit, If Operation and Management partner then bidder should provide O&M agreement, and if the bidder is having tie up with manufacturing facility owner should provide MoU/MoA/Letter of consent on the letter head of owner of Manufacturing facility with whom bidder has tie up in place (As Applicable)
2	Copy of FSSAI license and Consent for relabeling for the Manufacturing Facility.
3	Manufacturing Capacity duly certified by District Industries Center, Department of Industries or certification from qualified practicing CA with UDIN number.
5	Copies of Purchase orders/Supply orders value worth INR 50 Lakh from various agencies to whom packaged Fruit based Beverages/processed food/value added food items were supplied during last three years (In a single PDF File)

\_\_\_\_\_  
Signature of the Authorised signatory of Bidder



**Annexure B3 – FINANCIAL CAPACITY OF THE BIDDER**  
(Refer to Clause 3- (3.3) of Section 3 of RFP)

Name of Bidder: \_\_\_\_\_

Minimum Average Annual Turnover of the firm for the sale of packaged Fruit based Beverages/processed food/value added food items for the last three years

Financial Year	Turnover (INR Crore)
2019-20	
2020-21	
2021-22	
Total	
Average Annual Turnover For the past three years	

Name of the Authorised Signatory

\_\_\_\_\_  
Signature of the Authorised Signatory

**Enclosure:** Certificate of the Chartered Accountants/Statutory Auditors on the letter head of CA with the UDIN number certifying the Average annual sales of packaged Fruit based Beverages/processed food/value-added food items during the last three years is mandatory to be submitted

**ANNEXURE– B4**  
**Checklist of documents to be uploaded online on e-Tender Portal**

<b>S. No</b>	<b>Checklist of Documents</b>
<b>1.</b>	Scanned copy of PAN Card of the Firm (Mandatory)
<b>2.</b>	Scanned copy of Aadhaar Card of at least two of Partners required to be enclosed in case of Partnership Firm
<b>3.</b>	Scanned copy of certificate of Goods and Services Tax Identification Number (GSTIN) (Mandatory)
<b>4.</b>	Scanned copy of Letter comprising the Bid – Appendix A1 (Mandatory)
<b>5.</b>	Certificate of Firm registration (if Applicable)
<b>6.</b>	Scanned copy of Power of Attorney – Appendix A2
<b>7.</b>	Scanned copy of Certificate from Statutory Auditor certificate certifying Average Annual Turnover from sales of packaged Fruit based Beverages/processed food/value-added food items during the last three years (Mandatory)
<b>8.</b>	Scanned copy of documents as per enclosures in Technical Capacity of the Bidder – Appendix B2 (Mandatory)
<b>9.</b>	Scanned copy of documents as per enclosures in Financial Capacity of the Bidder – Appendix B3 (Mandatory)
<b>10.</b>	Audited Balance Sheet and Profit & Loss Statement of the tenderer for the year 2019-20
<b>11.</b>	Audited Balance Sheet and Profit & Loss Statement of the tenderer for the year 2020-21
<b>12.</b>	Audited Balance Sheet and Profit & Loss Statement of the tenderer for the year 2021-22
<b>13.</b>	Any other relevant Document

## **PART C – FORMAT FOR FINANCIAL BID SUBMISSION**

**ANNEXURE – C1**  
**Financial Bid Form**

*(Refer to Clause 4.3.2 of Section 4 of RFP)*

**Financial Bid is to be submitted ONLINE ONLY, in the prescribed format shared on the e-tendering portal**

Having gone through this RFP document and having fully understood the scope of work for the Project as set out in this RFP document, we are pleased to quote the following as 360000 unit of 200 ML and 150 ML Fruit Based beverages as Processing and tetra pack packaging service charges with 5.673 MT Deionised Apple Juice Concentrate & 7.56 MT Amla Pulp for the Assignment considering minimum annual requirement as 10,000 cases volume (200 ML and 150 ML)

In Rupees

Particulars	360000 Unit Rate (Processing and Packaging Service Charges with 5.673 MT Deionised Apple Juice Concentrate & 7.56 MT Amla Pulp)
Providing Services for Processing and Tetra Pack Packaging of Fruit Based Beverages including 5.673 MT Deionised Apple Juice Concentrate & 7.56 MT Amla Pulp (200 ML)	
Providing Services for Processing and Tetra Pack Packaging of Fruit Based Beverages including 5.673 MT Deionised Apple Juice Concentrate & 7.56 MT Amla Pulp (150 ML)	

Note:

1. The Financial Proposal shall not include Good & Service Tax (GST) and/or any other tax shall be paid extra at prevailing rate by Federation at then applicable rate.
2. In case of difference in amount quoted in figures and words, the lower value would be considered for evaluation.

Date:

Place:

Yours faithfully,  
(Signature, name and designation of the Authorised Signatory)  
Name and seal of the Bidder