

Co- Operative Cattle Feed Factory

सहकारी पशु आहार फैक्ट्री

(A Unit Of Rajasthan State Co- Operative Marketing Federation Ltd., Jaipur)

88, Industrial Area Jhotwara, Jaipur (West), Pin. : 302 012.

Ref. No.Rajfed/CCF/2023-24/ 375

Date: 11.12.2023

1. M/S National analytical services

35 B, Panchwati Colony Near Sanganer
Thana, Sanganer, Jaipur , Rajasthan

2. M/S OLIVER GROUP

P-4, GOVIND NAGAR, RAMGANJ
AJMER 305001, RAJASTHAN

3. M/S SCIENCE PALACE

65/172, PRATAP NAGAR HOUSING BOARD
SANGANER, JAIPUR, RAJASTHAN, 302011

विषय:- राजफैड सहकारी पशुआहार फैक्ट्री झोटवाडा हेतु बीआईएस सर्टिफिकेट के लिए कन्सलटेन्सी सेवा प्राप्ति बाबत सीमित निविदा।

महोदय

राजफैड सहकारी पशुआहार फैक्ट्री झोटवाडा के उत्पादित कैटलफीड व प्लांट के बीआईएस सर्टिफिकेट की कार्यवाही हेतु उसकी पूरी प्रक्रिया व इससे संबंधित समन्वय, सहायता व अन्य विभिन्न प्रकार के अनुपालनाओं के लिए सहयोग हेतु इस क्षेत्र में कार्यरत प्रतिष्ठित कन्सलटेन्सी फर्मों से उनके ऑफर निर्धारित निविदा प्रपत्र (संलग्न) में आमंत्रित किये जाते हैं कृपया आप अपना प्रस्ताव निर्धारित प्रारूप में संलग्न कर निर्धारित तिथि 18.12.2023 को समय (प्रातः 11 बजे) तक प्रस्तुत करें।

संलग्न – सीमित निविदा प्रारूप प्रपत्र।

11.12.2023

(संतोष कंवर)

प्रबन्धक(फैक्ट्री)

MANAGER

CO-OPERATIVE CATTLE FEED FACTORY

88, JHOTWARA JAIPUR



Limited Tender Document for
Engagement of Consultancy Agency to obtain BIS Certificate for
Cattle Feed of **RAJFED** Co-Operative Cattle Feed Factory,
Jhotwara-Jaipur



CO-OPRATIVE CATTLE FEED FACTORY,
RAJASTHAN STATE CO-OPERATIVE MARKETING FEDERATION LTD. JAIPUR
88-89, RIICO INDUSTRIAL AREA, JHOTWARA, JAIPUR

महाप्रबन्धक

सहकारी पशु आहार फैक्ट्री
88, झोटवाड़ा जयपुर

Dec- 2023



CO-OPRATIVE CATTLE FEED FACTORY,
RAJASTHAN STATE CO-OPERATIVE MARKETING FEDERATION LTD. JAIPUR
88-89, RIICO INDUSTRIAL AREA, JHOTWARA, JAIPUR

LIMITED TENDER NOTICE

Ref: RAJFED/CCF/F/

Date: 2023-12-11

Limited Tender Notice for Engagement of Consultancy Agency for certification of IS 2052:2009, 2023 for RAJFED Co-operative Cattle Feed Factory, Jhotwara- Jaipur.

The RAJFED is committed to provide safe and wholesome Cattle Feed products to the consumers. RAJFED invites sealed tenders from reputed recognized Consultancy Agencies for performing Third-Party Assessment/Audit and providing certificate for Cattle Feed from Bureau of Indian Standards. For details, please refer to our tender document and submit your sealed offer in envelopes with complete technical details. The tender document along with EMD/Bid Security amounting to 10,000/- should reach at the above addressed office latest by **18/12/2023 up to 11.00 A.M.** and the sealed offers shall be opened **on the same date at 12.00 NOON.** in presence of interested bidders. For details please refer our tender documents.

The corrigendum, if required, shall only be published on RAJFED/SPPP website. RAJFED reserves the right to accept or reject any or all the tender document or part thereof without assigning any reason thereof.

**GENERAL MANAGER
CATTLE FEED FACTORY**


महाप्रबन्धक
सहकारी पशु आहार फैक्ट्री
88, झोटवाड़ा जयपुर



CO-OPRATIVE CATTLE FEED FACTORY,
RAJASTHAN STATE CO-OPERATIVE MARKETING FEDERATION LTD. JAIPUR
88-89, RIICO INDUSTRIAL AREA, JHOTWARA, JAIPUR

DETAILS

Tender for	Engagement of Consultancy Agency for BIS Certification for Cattle Feed of RAJFED Co-operative Cattle Feed Factory Jhotwara-Jaipur.
Reference No.	RAJFED/CCF/F/
Schedule – I	Objectives and Scope of work
Schedule – II	Eligibility Criteria of Bidders
Schedule - III	Status of Cattle Feed Plant
Schedule-IV	Technical Bid
Schedule-V	Financial Bid
Last date and time for submission of tender document	Dated.18/12/2023 till 11.00 AM
Date & Time for opening of Tender	Dated. 18/12/2023 at 12 NOON
Envelop – A	Technical documents to be submitted.
Envelop – B	Financial bid to be submitted.
Address for communication	GM FACTORY 88-89, RIICO INDUSTRIAL AREA, JHOTWARA, JAIPUR

GENERAL MANAGER
CATTEL FEED FACTORY

महाप्रबन्धक
सहकारी पशु आहार फैक्ट्री
88, झोटवड़ा जयपुर

CO-OPRATIVE CATTLE FEED FACTORY,
RAJASTHAN STATE CO-OPERATIVE MARKETING FEDERATION LTD. JAIPUR
88-89, RIICO INDUSTRIAL AREA, JHOTWARA, JAIPUR

SCHEDULE – I

INTRODUCTION

As BIS certification for a number of products compliance to Indian standard is made compulsory by the Central Government under various considerations. For such products the central govt. directs mandatory use of Standard mark under a license or Certificate of Conformity (CoC) from BIS. The RAJFED is intended to obtain BIS certificate for its products like Cattle Feed of Co-operative Cattle Feed Factory of RAJFED, Jhotwara -Jaipur.

1. Objective

Performing Document Review/Initial Gap Assessment / Assessment and Awarding Certification under IS 2052:2009,2023 from Bureau of Indian Standards in Cattle Feed of Co-operative Cattle Feed Factory of RAJFED, Jhotwara- Jaipur Plant respectively of RAJFED.

2. Submission of Tender

1. The tenderer should duly sign with seal on all the pages of the tender documents.
2. Tenderers alone will be responsible for submission of defective tenders and such tenders are liable to be summarily rejected.
3. The bidder should quote for all items specified in the price bid, else bid will be treated as incomplete and will stand invalid.
4. If the tender opening date falls on holiday, the tender shall be opened on next day on same time


महाप्रबन्धक
सहकारी पशु आहार फैक्ट्री
88, झोटवाड़ा जयपुर

3. Scope of work

1. Preparation of Documented Information as per IS 2052:2009,2023 standard
2. Review of the System Documentation based on requirements of IS 2052:2009,2023 standard and suggest amendments, if any.
3. Verification of the IS 2052:2009,2023 standard Implementation by performing Audit and submit Audit/ Assessment Report.
4. Awarding /Grant of IS 2052:2009,2023 Certificate from Bureau of Indian Standards.

4. Scope of Work for Consultancy Agency

- The consultants shall provide Assistance & Guidance in preparation of IS 2052:2009,2023 standard documents for Cattle Feed of Cattle Feed of Co-operative Cattle Feed Factory of RAJFED, Jhotwara-Jaipur Plant unit Rajfed and ensure the audits are to be conducted smoothly by BIS.
 - Initial gap analysis and survey of the existing system.
 - Conduct awareness program for all the employees on IS 2052:2009,2023 standard with iterative of any. workers etc.
 - Form a steering committee and task-force for documentation
 - Prepare IS 2052:2009,2023 documents as required by BIS.
 - Implementation and training of all personnel in the use of procedures and formats of IS 2052:2009,2023 standard
 - Assess the system through first internal audit and Take corrective actions for non- conformities.
 - Apply for IS 2052:2009,2023 standard certification.
 - Assess the system through second round of internal audit
 - Facilitate IS 2052:2009,2023 certification audit by Bureau of Indian Standard.
 - Take actions on suggestions given by them.
5. Get certified for IS 2052:2009,2023 standard for Cattle Feed of Co-operative Cattle Feed Factory of RAJFED, Jhotwara- Jaipur

6. EARNEST MONEY DEPOSIT:

1. All the Bidder shall be required to deposit EMD of Rs. 10,000/- (Rupees Ten Thousand only) along with the tender submission paper. Without the requisite EMD the tender shall be rejected.
2. EMD in the form of Demand Draft (DD) drawn on any Nationalized Bank in favour of
"General Manger, The Factory." payable at Jaipur should reach physically in the office of General Manger, Cattle Feed of Co-operative Cattle Feed Factory of RAJFED, Jhotwara-Jaipur

 महाप्रबन्धक
सहकारी पशु आहार फैक्ट्री
डा. जयपूर

3. EMD of successful tenderer shall be retained till the completion of the work. No interest will be paid on this deposit for the period during which the deposit is kept with Cattle Feed of Co-operative Cattle Feed Factory of RAJFED, Jhotwara- Jaipur
4. EMD of the bidders whose rates are not accepted will be returned as earliest after the award of contract successful bidder.

6. Validity

The Documentation activity and Certificate to be completed within a time frame of 45-60 days from the date of the Award of Contract.

SCHEDULE – II

ELIGIBILITY CRITERIA OF BIDDER

1. The consultancy/agency should preferably have the support of the following.
 - a. Must have executed IS certification earlier from BIS.
 - b. Must have Valid GST and PAN certificate
 - c. Must have three years' experience in the ISO / IS Consultancy.
 - d. Work experience in the relevant field (ISO, Food Safety, HACCP) is compulsory.
 - e. The consultancy/agency should preferably have the support of the following professionals working full time or part time or on need basis.
 - f. They should have their own Bank account (in the name of the Firm/Agency).
 - g. Should have assessed/awarded certification to at least 3 (Three) establishments in relevant sector.
 - h. The consultancy/agency should preferably have the support of the following professionals working full time or part time or on need basis.
 - i. Post graduate in Chemistry/Biochemistry/Microbiology with experience in Dairy/Food Industry/HACCP.

General Terms & Conditions

The following is the list of the tasks under the contract assignment. The agency may be entrusted to perform all or the part of the below-listed services.

1. Preparation of Documented Information as per IS 2052:2009,2023 Standard.
2. Implementation of IS 2052:2009,2023 standard in Cattle Feed of Co-operative

 सहकारी पशु आहार फेक्ट्री
88, झोटवाड़ा जयपुर

Cattle Feed Factory-Jhotwara Jaipur Plant of RAJFED.

3. Review of the System Documentation based on requirements of IS 2052:2009,2023 Standard and suggest amendments, if any;
4. Verification of the IS 2052:2009,2023 Implementation by performing Third Party Assessment/ Audit and submit Audit/Assessment Report.
5. Recommend and Award of IS 2052:2009,2023 Certification from Bureau of Indian Standards.
6. The rates will be applicable for the entire contract period and no change in the rates will be permitted. The payment will be raised based on the successful completion of audit by BIS.
7. The Conveyance, Boarding and lodging expenses of the Consultancy Agency will be met by Bidders.
8. The Conveyance, Boarding and lodging expenses of BIS Auditors shall be borne by The Bidders
9. The visit of BIS Auditors to Cattle Feed of Co-operative Cattle Feed Factory of RAJFED, Jhotwara-Jaipur shall be arranged by Consultancy Agency after deposition of Audit Fees at BIS Office by RAJFED.
10. All statutory fees related to deposition in BIS Office for certification shall be paid by RAJFED.
11. RAJFED will provide access to the data/records and as and when requested.
12. Contract/Work/Engagement orders indicating the details of assignment, client, value of assignment, date & year of award etc;
13. Unless accepted in writing, the conditions of the tender document will be valid and no extension of time for submission of tenders will be granted on any account.
14. Bidder should carefully study all the tender documents before quoting their rates. No alterations will be allowed after the tender is opened.
15. Late tenders/delayed tenders including postal delay and those not conforming to the prescribed terms and conditions, will not be considered at all.
16. Please superscribe the name of the tender on the top of the sealed envelope with reference no. and date and send it on the above address.
17. RAJFED reserves the right to accept any tender in whole or in part and rejects any or all tenders without assigning any reason. RAJFED is not bound to accept the lowest tender and reserve the right to accept one or more tenders in part. The decision of RAJFED in this connection will be final.
18. Provisions of RTPP Act & Rules shall be applicable mutual mutinies also.

1. PAYMENT TERMS AND CONDITIONS:

- a) The rate inclusive of GST as applicable, travel and stay
- b) Local pick up will be borne by you.
- c) 100% payment shall be released after submission of BIS certificate and certified Audit Report.
- d) Payment shall be made in shape of account payee cheque or through RTGS within 30 days of submission of bill, after successful completion of Audit and obtaining Certificate.
- e) All payments are subject to deduction of statutory Taxes, levies dues etc. as applicable.

SCHEDULE – III

STATUS OF CO-OPERATIVE CATTLE FEED PLANT

Name of the Plant	Processing Capacity	Name of product manufactured	No. of work forces employed at Dairy	Total employed work force
CO-Operative Cattle Feed Plant, Jhotwara Jaipur	80 MT/ Day	Pelleted feed	Regular –5 Service Provider- 15 Daily Wage Labour-15	35


महाप्रबन्धक
सहकारी पशु आहार फैक्ट्री
88, झोटवाडा जयपुर

SCHEDULE - IV
APPLICATION – TECHNICAL BID

1. Name of Bidder : _____
2. Name of Proprietor / Partner / Director:
along with proof as authorized person _____

3. Full Address of Registered Office : _____

Telephone No. : _____
FAX No. : _____
E-mail Address : _____
4. Full address of Operating / Branch Office: _____

Telephone No. : _____
FAX No. : _____
E-mail Address : _____
5. Name & telephone no. of Authorized
6. / person to liaise with Unit(s): _____
7. PAN / GIR No. : _____ (Attach attested copy)
8. GST Registration No. : _____ (Attach attested copy)
9. Performance/ experience (Minimum 3 Year essential)
Copy of Self deceleration enclosed): _____
10. Additional information, if any: (Attach separate sheet if required)

Signature of Bidder with Seal

Date:

Place:

महाप्रबन्धक
सहकारी पशु आहार फैक्ट्री
88, शोटवाड़ा जयपुर



SCHEDULE - V
FINANCIAL BID TO BE SUBMITTED BY
CONSULTANCY AGENCY
(RATES SHOULD BE SUBMITTED IN THIS FORMAT)

Annexure-II

The rate may be quoted for Assistance and Guidance and Documentation for Certification of and IS2052:2009,2023 for cattle feed from Bureau of Indian Standards.

Sl. No.	Description	Amount (Lump sum)
1	Fees for Assistance, Guidance, Consultancy, Filing, Documentation and Certification of IS 2052:2009,2023 for Cattle Feed of Co-operative Cattle Feed Factory of RAJFED , Jhotwara- Jaipur	
	Total	
	GST as applicable	
	Grand Total	

N.B. - All statutory fees related to deposition in BIS Office for certification shall be paid by **RAJFED**.


महाप्रबन्धक
सहकारी पशु आहार फैक्ट्री
88, झोटवाड़ा जयपुर

DECLARATION

1. I, _____ Son / Daughter
/ Wife of Shri _____ Proprietor / Director / authorized
signatory of M/s. _____, mentioned above, am competent to sign this
declaration and execute this tender document;
2. I have carefully read and understood all the terms and conditions of the
tender and undertake to abide by them;
3. The information/documents furnished along with the above application are
true and authentic to the best of my knowledge and belief. I/we, am/are
well aware of the fact that furnishing of any false information/fabricated
document would lead to rejection of my tender at any stage besides liabilities
towards prosecution under appropriate law.

Date:

Place:

Signature of Bidder

Name:

Seal



महाप्रबन्धक
सहकारी पशु आहार फैक्ट्री
88, झोटवाड़ा जयपुर