

**Purchase of Visi Coolers 120 Litre and 250 Litre Capacity  
RFQ under World Bank Financed APART Project**



**Purabi**

November 2021

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# The West Assam Milk Producers' Co-operative Union Ltd.

## PURABI DAIRY

**REQUEST FOR QUOTATIONS**  
**Procurement of Goods under RFQ**  
**Short Tender Notice**  
**(Two-Envelope Single stage bidding process)**

**Purchaser: The West Assam Milk Producers' Cooperative Union Limited**  
**Contract title: Supply of Visi-Coolers 120 and 250 Ltr Capacity**  
**RFQ No: WAMUL/APART/MKTG/Visi-Cooler/21-22/01**  
**Date: 18<sup>th</sup> November 2021**

Government of Assam (GoA), through the Government of India has received a line of credit for US\$200 million from the World Bank (W.B.) for implementation of the Assam Agribusiness & Rural Transformation Project (APART) West Assam Milk Producers Cooperative Union Limited (WAMUL) is an implementing agency for the Dairy Formal Milk sector under the APART project and intends to utilize a part of the credit towards procuring goods for implementing activities under the Dairy Formal Milk sector. WAMUL invites quotations electronically from eligible bidders for the following good.

Sl No	Brief Description of Goods	Technical Specifications	Unit & Quantity	Delivery Period	Place of Delivery
1	Visi-Cooler 120 Ltr Capacity	As per annexure-1	70	As specified in Annexure -II	F.O.R Guwahati
2	Visi-Cooler 250 Ltr Capacity		30		

Time line for submission of the bid documents

Sl. No	Item	Start date & Time
1	Bid Publishing Date	18-11-2021
2	Bid submission End Date	18-12-2021, 12:00 hrs
3	Bid opening date(Technical)	18-12-2021, 13:00 hrs

This Procurement notice is governed by

1<sup>st</sup> Cover:

- 1) Instruction to the Bidders
- 2) Terms and conditions applicable to submission of quotations; criteria for qualification
- 3) Letter of Quotation – Technical Part
  - a. Technical Specification

2<sup>nd</sup> Cover

- a) Letter of Quotation –Financial Part
- b) BOQ

**Sd/-**  
**Managing Director**  
**WAMUL**

**Instruction to the bidder for online Submission of Bid**

1. The Bidder shall submit sealed quotation on or before 18<sup>th</sup> December 2021, 12:00 hrs. Any quotation received after the submission deadline will not be considered. The 'Technical Part' of the Quotations will be opened on 18<sup>th</sup> December 2021 13:00 hrs.

2. If the Purchaser's office happens to be closed on the date of opening of the Quotations as specified, The 'Technical Part' of the Quotations will be opened on the next working day at the same time. The Financial Parts of the Quotations shall remain unopened until the subsequent opening, following the evaluation of the Technical Parts of the Quotations.

3. A Bidder

(a) Shall not participate in more than one Quotation:

(b) Shall not have conflict of interest as defined in the Bank's Procurement Regulations; as follows:

i). is providing Goods, Works, or Non-consulting Services resulting from, or directly related to, Consulting Services that it provided for the preparation or implementation of a project, or Where such services were provided by an affiliate that directly or indirectly controls, is Controlled by, or is under common control with that firm. This provision does not apply to The various firms (Consultants, contractors, or suppliers), which together are performing The contractor's obligations under a turnkey or design and built contract;

ii). including its personnel, has a close business or family relationship with a professional staff Of the Borrower, or of the project implementing agency, or of a recipient of a part of the Bank's financing, or any other party representing or acting on behalf of the Borrower who:

- is directly or indirectly involved in the preparation of the Procurement Documents or Contract specifications, and/or the evaluation process of such contract;

- would be involved in the execution or supervision of such contract, unless the conflict Stemming from such relationship has been resolved in a manner acceptable to the Bank throughout the procurement process and execution of the contract; or

iii). does not comply with any other conflict of interest situation as specified in the SPDs Relevant to the specific procurement process.

And (c) should not have been (i) temporarily suspended or debarred by the World Bank Group in compliance with the Bank's Anti-Corruption Guidelines and its Sanctions Framework; or (ii) blacklisted or suspended by Central or any State Government Departments in India.

4. Clarifications, Amendments & Corrigendum's: If the Purchaser receives any request for clarification of this RFQ

Document, it will upload its response together with any amendment to this document, on website for information of all Bidders. Bidders should check on the website, for any amendments to the terms and conditions

5. Other details can be seen in the RFQ document. The Purchaser shall not be held liable for any delays due to failure beyond its control. A Bidder requiring any clarification of the RFQ Document may notify the Purchaser through e-mail or may visit the office of the Purchaser at the address given below.

The West Assam Milk Producers Cooperative Union Limited, WAMUL Purabi Dairy  
Contact Person: Mr Raj Shekhar Raj,

Postal Address: WAMUL Juripar, Panjabari, Guwahati-37

Mob: 6901265754/8011704917/6901267023

Email Address: rajshekhar@purabi.org/ dhritiman@purabi.org/ dhanmoni@purabi.org

Web: [www.purabi.org](http://www.purabi.org)



**1. Terms and Conditions:****1.1 Experience of the bidder for supply of Visi Coolers 120 and 250 Ltr:**

- a) The bidder should be a manufacturer/dealer authorized by manufacturer of Visi-Coolers (In case the bidder is dealer an Authorization certificate is required from principal manufacturer)
- b) The bidder should have completed a total of 9 contracts for same/similar items in the last 3 financial years mentioned herein 2018-19,2019-20 and 2020-21 (Relevant documents required: relevant P.O copies, work completion certificates or equivalent)

**c) Financial Turnover:*****If the Bidder is a Dealer (authorized by manufacturer)***

- i. The bidder's Financial Turnover should be minimum of Rs.12 Lacs in each of the last three financial years ending 31st March totaling to Rs 36 lacs i.e. (FY 2017-18, 2018-19 and 2019-20 or 2018-19, 2019-20 and 2020-21 will be considered) Audited balance sheet and Chartered Accountant certified copy to be enclosed as per specified format

***If the Bidder is a Manufacturer***

- ii. The bidder's Financial Turnover should be minimum of Rs.48 lacs in each of the last three financial years ending 31st March totaling to Rs 1.44 cr i.e.(FY 2017-18, 2018-19 and 2019-20 or 2018-19, 2019-20 and 2020-21 will be considered) Audited balance sheet and Chartered Accountant certified copy to be enclosed as per specified format
- d) The bidder should have a valid GST Registration (GST Certificate to be submitted)

**1.2. Earnest Money Deposit (EMD):** 12,000/-shall be submitted through demand draft in favour of "The West Assam Milk Producers Cooperative Union Ltd" payable at Guwahati. The EMD can be forfeited by the purchaser, if the bidder is not earnest about their bid and withdraw it before the validity period is over. Bid submitted without the requisite EMD shall be summarily rejected. No Interest shall be paid by WAMUL on the EMD amount deposited by the bidders

**1.3 Performance security:** The successful bidder shall furnish to WAMUL a performance security @10% of the bid value in the form of Bank Guarantee or a Bank Draft from any Nationalized/Scheduled Bank in favour of "The West Assam Milk Producers Cooperative Union Limited, Juripar, Panjabari, Guwahati-781037" within 30 days of award of contract .The PBG will be valid till the contract completion period .The Performance Security furnished by the successful bidder will be retained by the office up to the entire contract period and returned within 60 days of expiry of the contract. The PBG held by the office till it is returned to the successful bidder will not earn any interest.

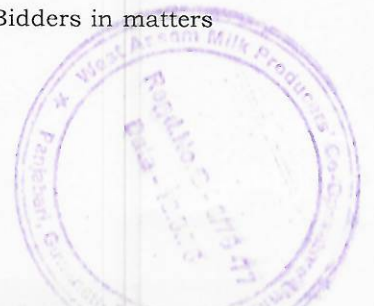
Failure of the successful bidder to furnish Performance Security within the period stipulated shall constitute sufficient ground for annulment of award and the Office may make the award to the next lowest evaluated bidder. The Performance bank Guarantee Format is enclosed at Annexure-IV.

**1.4. Validity of the Quotation:** Quotation must be valid for 120 days from the last date of submission of bids. The rates quoted by the bidder shall be fixed for the duration of the contract and shall not be subject to adjustment on any account.

**1.5. Delivery/Completion Time:** Mentioned in Annexure-II

**1.6. Price Bid**

- a) The Prices shall be quoted in Indian Rupees only
- b) Freight: To be arranged by the supplier.
- c) Packing, Forwarding, GST, Freight, Insurance and other incidental charges shall be shown separately and will be part of evaluation.
- d) Each bidder shall submit only one quotation. Bidder shall not contact other Bidders in matters relating to this Quotation
- e) The contract shall be for the full quantity as described above.



**1.7. Terms of Payment:** 100% payment within 30 days of receipt of goods (subject to submission of bills)

**1.8. Warranty:** The warranty shall remain valid for twelve (12) months after the Goods, or any portion thereof as the case may be, have been delivered to and accepted at the final destination indicated in the special condition of contract, or for eighteen (18) months after the date of shipment from the port or place of loading in the country of origin or as per the manufacturer's Warranty

**1.9. Liquidated Damages:** If the bidder fails to deliver any or all the goods or perform the services within the time period(s) specified in the purchase order/contract, the WAMUL shall, without prejudice to its other remedies under the purchase order/contract, deduct from the purchase order/contract price, as liquidated damages, a sum equivalent to the following clauses which is applicable as per Order.

a) ~~0.5% of the full contract value for each completed week of delay~~

**OR**

b) 0.5% of the value of delayed items/services only, for each completed week of delay-

The total amount so deducted shall not exceed 10% of the purchase order/contract value. Once the maximum is reached, the WAMUL may consider cancellation/termination of purchase order/contract, and forfeiture of performance/ deposit bond

**1.10. Documents: The Quotation shall comprise two Parts, namely the Technical Part and the Financial Part. Both Parts shall be submitted simultaneously.**

**i) The Technical Part of Quotation shall comprise the following**

- a) Letter of Quotation – Technical Part
- b) Description of the item and delivery schedule –Annexure –II
- c) Technical specification
- d) Complete address and contact details of the Bidder having the following information:  
Name of Firm  
Address for communication  
Telephone No(s): Office  
Mobile No.  
Electronic Mail Identification (E-mail ID)

Bidder shall submit: Self attested copy of PAN, Self-attested copy of GST, Self-attested copy of Trade License, Bank Account details on letterhead of the firm and the RFQ document.

**The Technical Part of Quotation shall not include any financial information related to the Quotation price. Where material financial information related to the Quotation price is contained in the Technical Part of Quotation, the Quotation shall be declared non-responsive**

**ii. The Financial Part of Quotation shall comprise the following:**

- (a) Letter of Quotation - Financial Part (Sealed Quotation)
- (b) Price Schedule as per specified format (BOQ)

**1.11. Opening and Evaluation of Technical Parts of Quotations:**

The 'Technical Part' of the Quotations will be opened on the specified date and time. The Financial Part of the Quotations shall remain unopened until the subsequent technical opening.

a) The Purchaser shall examine the technical part of the quotation to determine whether the quotation has been properly signed meets the eligibility criteria conforms to all terms, conditions, Technical specifications, warranty/guarantee etc.; and the bidder has accepted the delivery schedule

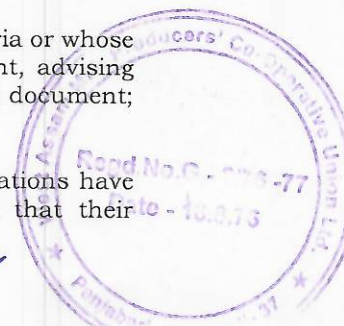
b) Only Quotations that are both substantially responsive to the RFQ document, and meet all Qualification Criteria shall qualify for opening of the Financial Parts of their Quotations at the second Opening.

c) Purchaser shall notify to those Bidders who have failed to meet the Qualification Criteria or whose Quotations were considered non-responsive to the requirements in the RFQ document, advising them that their Technical Part of Quotation failed to meet the requirements of the RFQ document; and that their Financial Part of the Quotation shall not be opened.

Simultaneously Purchaser shall notify to those Bidders who's Technical Parts of Quotations have been evaluated as substantially responsive and meeting the Qualification Criteria that their

*SAA*

*[Signature]*



quotation has been evaluated as substantially responsive to the RFQ document and that their financial part of bid will be opened online and date will be intimated.

**1.12. Opening and Evaluation of Financial Parts of Quotations:** The 'Financial Part' of the Quotations will be opened on the specified date and time.

The Purchaser shall examine and confirm that Letter of Quotation – Financial Part and Price Schedules/BOQ are in accordance with the requirements specified in the RFQ document. If any of these documents or information is missing, the offer shall be rejected.

- (a) The Quotations would be evaluated for each of the items separately.
- (b) The evaluation shall be based on the total price of Goods including GST and any other taxes, freight Transit insurance which will be payable on the finished goods at the time of invoicing as FOR delivery.

**1.13. Award of contract:**

(a)The Purchaser will award the contract to the bidder whose quotation has been determined to be substantially responsive and who has offered the lowest evaluated quotation price.

(b)No price negotiation will be done with any bidder. The purchase order will be issued to the lowest responsive bidder

(c)Notwithstanding the above, the Purchaser reserves the right to accept or reject any quotations and to cancel the bidding process and reject all quotations at any time prior to the award of contract.

(d)The bidder whose bid is accepted will be notified of the award of contract by the Purchaser prior to expiration of the quotation validity period. The terms of the accepted offer shall incorporate in the supply order.

**1.14. Cancellation of Contract:** WAMUL shall be free to cancel the order either in full or in part, in the case of non-delivery of material/non completion of installation within the stipulated delivery period.

**1.15. Rejection:** WAMUL reserves the right to reject the goods either in part or full if at the time of delivery, it is noticed that the goods supplied do not conform to the specifications/description given in the purchase order.

**1.16.** For any dispute/legal issues, the jurisdiction is at Guwahati Only

Sd/-  
Managing Director-WAMUL



*SMA*  
*[Signature]*

**Letter of Quotation-Financial Part**

*The Bidder must prepare the Letter of Quotation on stationery with its letterhead clearly showing the Bidder's complete name and address. The italicized text is for Bidder's guidance in preparing these forms and shall be deleted from the final products.*

RFQ No.: *[insert identification]*

Our Reference: No.....

Dated.....

To:

(Purchaser's name and address)

Subject: Supply of.....

Sir,

1. We, the undersigned, hereby submit the second part of our Quotation, the Financial Part. In submitting our Financial Part we make the following additional declarations:

(a) Our Quotation shall be valid for the period of 120 days from the deadline fixed for the Quotation submission;

(b) The total price of our Quotation, including any unconditional discounts offered is:

Total price of the Quotation ***[insert the total price of the quotation including GST and any other taxes, which will be payable on the finished goods, in words and figures];***

Yours faithfully,

Authorized Signature

Name & Title of Signatory \_\_\_\_\_

In the capacity of *[insert legal capacity of person signing the Letter of Quotation]*

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

Address \_\_\_\_\_ Dated on \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ *[insert date of signing]*



*[Handwritten signature]*

*[Handwritten signature]*

## BOQ

Sl. No.	Description Goods	Qty. In nos	Unit rate (In Rs)	Tax in unit rate (In Rs.)	Freight, Packing, Forwarding, Insurance or Other incidentals charge/unit	Tax (In Rs.) (On Freight, Packing, Forwarding, Insurance or Other incidentals charge)	Unit price inclusive of all (In Rs.)	Total Unit cost inclusive all (In Rs)	
								In Figure	In Words
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D= (C * Tax % )</b>	<b>E</b>	<b>F=(E * Tax % )</b>	<b>G=(C+D+E+F)</b>	<b>H= (G *B )</b>	
1	Visi Coolers 120 Ltr	70							
2	Visi Coolers 250 Ltr	30							

If

To be filled by the bidder

Stamp &amp; Signature of the Bidder





## Annexure-1

### Technical Specifications

#### **Type A**

Sl. No.	Description	Specification
1	Gross Storage Capacity	100 ltr-120 ltr ( $\pm 10\%$ )
2	Approx. dimension (inch)	19*21*32
3	Temperature	1-10 c
4	Door type	single door
5	No. of basket	2
6	Compressor warranty	1 year
7		3 years
8	Branding(Vinyl pasting)	Front top & 2 sides

#### **Type B**

Sl. No.	Description	Specification
1	Gross Storage Capacity	250 ltr( $\pm 10\%$ )
2	Approx. dimension (inch)	35*28*40
3	Temperature	1-10 c
4	Door type	single door
5	No. of basket	4
6	Compressor warranty	1 year
		3 years
7	Branding(Vinyl pasting)	Front top & 2 sides

*Shana*  
17/11/21



*[Signature]*

*[Signature]*

## Annexure-II

### Delivery Schedule:

Sl. No.	Description	Schedule	
1	Visi-Coolers 120 Ltr Capacity	35 units by 15th Jan 2022	35 units by 15th March 2022
2	Visi-Coolers 250 Ltr Capacity	15 units by 15th Jan 2022	15 units by 15th March 2022

NBore  
17/11/21.



Jr. SAA

Annexure - III

**Letter Pad of CA Firm**

Standard format

**TO WHOMSOEVER IT MAY CONCERN**

We..... based on audited books of accounts for the financial year 2017-18, 2018-19, 2019-20 and verification of documents ,records and information provided to us by the Management of

....., having its registered office at.....

..... Confirm the following:

Sl No	Financial Year	Turnover (Rs.)
1	2017-18/18-19	
2	2018-19/19-20	
3	2019-20/20-21	

Date:

Place

Seal/Stamp of CA Firm

Signature



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Annexure - IV

**Performance Security - Bank Guarantee**  
[Guarantor letterhead or SWIFT identifier code]

Performance Guarantee No.....[insert guarantee reference number]

Date.....[insert date of issue of the guarantee]

To: \_\_\_\_\_ [name of  
Purchaser]

\_\_\_\_\_ [address of Purchaser]

WHEREAS \_\_\_\_\_ [name and address of Supplier]  
(hereinafter called "the Applicant") has undertaken, in pursuance of Contract No.  
\_\_\_\_\_ dated \_\_\_\_\_ to execute \_\_\_\_\_ [name of  
Contract and brief description of Goods and related Services] (hereinafter called "the  
Contract");

AND WHEREAS it has been stipulated by you in the said Contract that the Applicant shall furnish you with a Bank Guarantee by a recognized bank for the sum specified therein as security for compliance with his obligations in accordance with the Contract;

AND WHEREAS we have agreed to give the Applicant such a Bank Guarantee;

NOW THEREFORE we hereby affirm that we are the Guarantor and responsible to you, on behalf of the Applicant, up to a total of \_\_\_\_\_ [amount of guarantee] \_\_\_\_\_ [in words], such sum being payable in the types and proportions of currencies in which the Contract Price is payable, and we undertake to pay you, upon your first written demand and without cavil or argument, any sum or sums within the limits of \_\_\_\_\_ [amount of guarantee] as aforesaid without your needing to prove or to show grounds or reasons for your demand for the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the Applicant before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the Contract or of the Goods and related Services to be supplied thereunder or of any of the Contract documents which may be made between you and the Applicant shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition or modification.

This guarantee shall be valid until ..... (i.e.) 60 days following the Completion date of the Contract including any warranty obligations, and any demand for payment under it must be received by us at this office on./ or before that date.

Signature and seal of the guarantor \_\_\_\_\_

Name of Bank \_\_\_\_\_

Address \_\_\_\_\_

Date \_\_\_\_\_

***Note: All italicized text (including footnotes) is for use in preparing this form and shall be deleted from the final product.***

Two handwritten signatures in blue ink are located in the lower right quadrant of the page. The signature on the left is a cursive 'D.' followed by a horizontal line. The signature on the right is a more complex cursive signature, possibly 'SMA', also followed by a horizontal line.