

**Subject: A tender enquiry for transfer of Powder, Butter, Ghee and UHT products (in different pack size) in AmulFed Dairy, Gandhinagar from production areas to FPS warehouse in 10 MT (net weight) truck & vice versa for the period 01.08.2017 to 31.07.2018.**

We enclose herewith a tender for transfer of Powder, Butter, Ghee and UHT products (in different pack size) in AmulFed Dairy, Gandhinagar from production areas to FPS warehouse in 10 MT(Or 7.5 MT in case of 15 Kg Sagar Bag and 190 Kg Ghee Barrels) - (net weight) truck & vice versa for the period 01.08.2017 to 31.07.2017.

- Rates must be filled in enclosed rate form only. (Annexure II).
- **Tender Fees:** You will have to deposit Tender Fees (Non Refundable) Rs. 2000/- by the way of demand draft drawn in favour of AmulFed Dairy (A unit of GCMMF LTD) payable at Ahmedabad drawn on Nationalized Bank only. **Quotation received without Tender Fees shall not be considered.**
- **EMD:** You will have to deposit Rs.50,000/- by the way of demand draft drawn in favour of AmulFed Dairy (A unit of GCMMF LTD.). DD should be of any nationalized bank and should be payable at Ahmedabad. In case your quotation is not accepted the EMD will be refunded within 45 days from the date of commencement of new contract. EMD will carry no interest. **Quotation received without EMD shall not be considered.**
- Rewriting / Over writing in tender is to be avoided. Transporters / Contractors are abide by & bound to follow all the terms, conditions mentioned here in this tender.
- All pages of tender including rate form must be signed & sealed by transporters/ contractors which are considered as your acceptance for all rates, terms & conditions mentioned in tender.
- Details of trucks like truck number, model, capacity, copy of registration certificate (RC copy) should be enclosed along with your offer for all the vehicles you wish to offer for service to us.
- Management reserves the rights to accept or reject any / all offers submitted by bidders, without assigning any reasons. Management decision in these regards would be considered as final and no complaints will be entertained. No telephonic/personal follow-up from your side will be entertained.
- Format for covering letter is attached herewith which is to be sent along with enquiry after writing as per it on your company's letter head, duly signed and sealed.
- Last date for submission of tender: **10:55 a.m. on July 18, 2017** positively and tender opening will be done at AmulFed Dairy at **11.30 a.m. on July 18, 2017**. The sealed covers must be superscribed with **“AFD: PUR: TRANS: INT: 2017-18”** addressed to I/c General Manager, AmulFed Dairy, Near Indira Bridge, Vill: Bhat, Dist: Gandhinagar-382 428.

Thanking you.

Encl: Annexure: I (Covering letter format)  
Annexure II (Rate Form & Terms and conditions)  
Annexure III: Vendor registration form

**ANNEXURE I**

**ENQUIRY FOR INTERNAL TRANSFER OF  
POWDER-GHEE-UHT PRODUCTS**

To,  
I/c General Manager,  
AmulFed Dairy, Bhat  
Gandhinagar

Dear Sir,

We have read and understood all the terms and conditions mentioned here in with this enquiry for internal transfer of powder, butter, ghee, UHT products within AmulFed Dairy, Gandhinagar.

We abide to work as per rates, terms and conditions attached herewith in this enquiry. I will provide covered trucks and the required labours as per requirement and its details are enclosed.

Thanking you.

Date :

Signature:

Place :

Name:

Company Seal:

**Terms & Conditions for transferring Powder/Butter/Ghee/UHT (in different pack size) in AmulFed Dairy, Gandhinagar from Production Area to FPS warehouse and vice versa for the period of 01/08/2017 to 31/07/2018.**

This contract will be valid from 01/08/2017 to 31/07/2018 only, but its duration can be extended / shortened as per AmulFed dairy's requirement.

1. Truck to be supplied by transporter, shall be covered, HCV type & have minimum net load carrying capacity of 10.0 MT. If more than 10 MT (Net Weight) load is transported, its payment would be made on pro-rata basis. Hand pallet truck or trolley to be arranged by transporter and repairing/maintenance of the same are solely his responsibility. AmulFed Dairy shall not be liable to provide any hand pallet truck or trolley to transporter for powder shifting work.
2. It is transporter's responsibility to collect 'material received receipt' from consignee. Based on this receipt only, transport bills' payment will be made.
3. All trucks to be supplied should be totally insured and as per RTO rules & regulations if any duty / fee / toll tax / road tax is payable then it is sole responsibility of transporter/ contractor.
4. For any accident, transporter or contractor is responsible. Any Material/Vehicle / Life will be to transporter's account in case of accident. Material if damaged due to accident then actual damage cost plus Rs.5000/- + applicable GST per incident as fine will be recovered from transporter/ contractor either by direct payment or from security deposit or from monthly bills. In case of accident, transporter / contractor have to inform AmulFed Dairy Authorities immediately.
5. In AmulFed Dairy premises, transporter's representatives / drivers / cleaners / employees etc. have to follow and are abide by AmulFed Dairy rules & regulations for hygiene / discipline with proper behavior.
6. It is transporter/ contractor's responsibility to deliver the given material to consignee without any delay /wastage / damage /theft / shortage and violation of this condition will be recovered from your invoice as certified by FPS per such matter/event from transporter/contractor. The transporter / contractor have to obtain the net and tare weight of the product during each transaction, and the net weight shall be considered for certifying the invoice payment.
7. The contractor shall load the product (powder, butter, ghee, UHT products) from the production area or production storage area, as directed and instructed by FPS in-charge, in the vehicles with their own labours. The product loaded in the vehicles shall be transferred to the FPS warehouse. The product shall be unloaded and shall be properly arranged in stacks, as per the laid storage norms by AmulFed Dairy. The contractor shall collect the receipt of the material unloaded and arranged in FPS warehouse from FPS in-charge, which shall be the base for claiming the invoice.

8. The transporter / contractor shall depute adequate number of vehicles and labours in order to complete the product work effectively within the stipulated time as per the requirement of AmulFed Dairy, Gandhinagar.
9. If transporter / contractor is not able to provide trucks as per AmulFed Dairy's requirement then Dairy will recover total cost for making & using alternate arrangement plus Rs.1000/- + applicable GST per incident as penalty.
10. If vehicle becomes immovable on road in transit then alternate arrangement is to be done by contractor/ transporter.
11. All vehicles should be PUC certified and environment friendly as AmulFed Dairy is ISO-22000 certified unit. In the interest of sustainable environment, we urge you to deploy eco-friendly trucks. Transporters are abide to submit valid PUC certificates for all vehicle deployed twice in a year. Once upon deployment of vehicle when contract given and once in the month of January 2018.
12. AmulFed Dairy will have all rights to recover damage cost plus penalty charges which again shall be decide by AmulFed Dairy authorities only. And in this case Dairy will have right to stop transportation work or to terminate the complete work order / agreement without giving any prior notice.
13. Fortnightly transport bill is to be presented on 1<sup>st</sup> & 16<sup>th</sup> of every month and it will be paid within 30 days after presentation. No interim bill will be entertained.
14. For any dispute regarding this tender / contract / agreement, Ahmedabad is the jurisdiction.
15. Transporter / Contractor has to maintain PF / BONUS / LEAVE / ESI accounts of his representatives / workers employed by him on his sole responsibility and AmulFed Dairy is not at all involved and Dairy will not be responsible for any thing in this matter. Transporter shall maintain, prepare and produce to organization all registers, forms, returns as required under various statutes and/or as demanded by organization.
16. Transporter needs to provide its identity card to each and every persons deployed by him. Transporter shall also maintain daily attendance record and monthly wages payment record along with signature of persons deployed by him. Transporter is abiding to present the same as and when asked by AFD official.
17. Rates given by you is considered to be inclusive of loading, unloading, all taxes, waiting charge per trip, drivers/ cleaners' salary – allowances- fuel (diesel) , oil ,truck maintenance , any govt./private levies etc.
18. Management will not give any instruction to any of transporter's personnel, instruction or information will be passed to the transporter and/or representative or supervisor. Supervision and ultimate control over transporter's personnel shall be contractor's only. The transporter shall require to deploy representative and/or supervisor in each shift.

19. Transporter will deploy only those persons who have attained 18 yrs of age. No person will be allowed to deploy at AmulFed Dairy who have not attained the 18 yrs of age. Transporter will be solely responsible for any accident to their personnel and he will take insurance policy as per the Workmen Compensation Act 1923. The transporter shall submit the copy of insurance policy to organization.
20. If at any point of time, transporter/contractor will deploy 10 or more than 10 labours during contract period than he has to take labour license as per labour laws and it needs to be present in AFD with stipulated time period given AFD authorities.
21. Transporter shall be responsible for the deduction and timely deposition of the provident fund of their personnel as per the PF act. Transporter will be responsible for any liability under Provident Fund.
22. Transporter shall maintain Identity card register for personnel deployed at AmulFed Dairy as per the provisions of the Factories Act, and shall keep updated identity card register at AmulFed Dairy.
23. You have to give complete details of truck to be supplied by you for transportation work and if dairy / transporter finds any need of releasing any truck from contract / order / agreement AmulFed Dairy have to inform 10 days in advance to each other in such case.
24. Payment of the bills will be based on number of bags transferred & not based on kilometers or man day of labours.
25. Truck should be clean & well maintained in such a way that it will not affect quality /quantity of Material.
26. Truck driver has to keep a log book for trip numbers calculation.
27. Scope of this contract is transportation of Powder/Butter/Ghee/UHT products or any other material as decided by AmulFed Dairy authorities from time to time.
28. If AmulFed Dairy decides to stop transportation for any reason, transporter / contractor can not claim any payment.
29. Transporter or his representatives have to work as per time to time instructions given from AmulFed Dairy authorities. FPS In-charge will co-ordinate for day to day planning.
30. Any employee / representative of transporter should not be involved in any criminal / civil case or such legal matters and if such event arises then dairy is not responsible for such matters.
31. Transporter / contractor has to give in writing complete details like name & addresses of his representatives/ drivers/cleaners etc. and also he has to inform in writing if any of them is getting changed.

32. Any of your representatives should not be suffering / carrying from any contagious disease(s). Violation of this will attract removal of such person from dairy premises plus Rs.750/- + applicable GST as fine per such occurrence.
33. Chewing of Tobacco, Smoking, Drinking of Alcoholic beverages and use of any such products are totally prohibited in premises of AmulFed Dairy. Violation of this will attract penalty of Rs. 5000/- + applicable GST per occurrence and leading to permanent no entry to the driver, cleaner or any of your representatives identified doing so.
34. Improper behavior with dairy staff / refusing for material transportation/ no identification with your representative(s) / stealing material / helping in theft of material : all these type of wrong doing(s) if comes into knowledge of dairy authorities will attract immediate penalty of Rs.750/- to Rs.1250/- + applicable GST in cash plus recovery of damaged /wastage caused due to such happenings.
35. You will be responsible to observe formalities required to be completed at concerned check post and ensure that there is no default. If there is any default represented by govt. authorities towards payment / completion of formalities, you shall be entirely responsible.
36. All legal formalities or govt. procedures concerning road transport should be fulfilled by you so that our goods would not be confiscated by any authorities for any rule violation by you. All charges / fees for this should be borne by you.
37. It is sole responsibility of transporter to deliver the given material safely & intact to consignee in time. If any goods will be lost / damaged in transit it will be your responsibility to pay or replace the cost of goods or material respectively in addition to penalty decided by AmulFed Dairy for such incidents. It is transporter's responsibility for the capacity/overload of their vehicles and to reach to destination within the given time period.
38. You will be required to provide a vehicle in good condition & suitably enclosed type, to endure environmental conditions for transportation. If vehicle will be going for repairing or unable to operate in running condition, then alternate vehicle should be provided by you immediately and if you fail to do so, then all the responsibility will be to your account.
39. If required the contract can be terminated by giving one-month notice period but if contractors work is unsatisfactory it can be terminated with immediate effect. And in such eventuality security deposit will be forfeited.
40. I/c General Manager, AmulFed Dairy reserves the rights to cancel/ terminate the contract, even after awarding of the contract, without assigning any reason & same shall be binding to the contractor.
41. **Security Deposit:** You have to deposit **Rs. 100000/-** by the way of DD/BG additionally as security deposit, which will earn no interest. Security Deposit will be refunded back on the successfully completion of contract, maximum within 30 days of successful completion of the contract.

You should arrange the Security deposit maximum within one week from the Date of issue of order. Failure to do so will result into non-payment of your payment payable.

42. As per Legal Meteorology rules, 2011; variation of +/- 30 kg. for 10 MT product in weight will be allowed by AFD. For more capacity trucks, variation on pro-rata basis shall be considered. (i.e. for 15 MT - 45 kgs, for 20 MT - 60 kg etc.) Beyond this variation, proportionate deduction will be made for the shortfall quantity.
43. I/c General Manager, AmulFed Dairy reserves the rights to cancel/ terminate the contract, even after awarding of the contract, without assigning any reason & same shall be binding to the contractor.
44. AmulFed Dairy will not pay any charges if vehicle is not unloaded at delivery point timely.
45. Management reserves the rights to accept or reject the any / all offers submitted by bidders, without assigning any reasons. Management decision in these regards would be considered as final and no complaints will be entertained.

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I, the undersigned is agreeing with and accepting above mentioned terms & conditions.

Sign of Transporter with stamp

Date

## ANNEXURE - 2

### (A) RATE SHEET FOR PRODUCTION AREA TO NEW WAREHOUSE DOCK AND VICE-VERSA

Name of Contractor \_\_\_\_\_

Sr No	Products	Unit of Packing	Rs. / 10 MT Trip	
			Upto 12 Stack Height	More than 12 Stack Height
1	Milk Powder 25 /20 kg bags	Bag		
2	Milk Powder 15 kg bags	Bag		

Sr No	Products	Unit of Packing	Rs. / 10 MT Trip	
			Upto 8 Stack Height	More than 12 Stack Height
1	Butter 20 Kg Case	Cases		NA
2	Butter 15 Kg Case	Cases		NA

Sr No	Products	Unit of Packing	Rs. / 10 MT Trip	
			Upto 12 Stack Height	More than 12 Stack Height
1	Ghee 20 kg tin	Cases		NA
2	Ghee 15 kg tin	Cases		NA

Sr No	Products	Unit of Packing	Rs. / 10 MT Trip	
			Double Stack	More than 2 Stack
1	Ghee 190 kg butter oil drums	Drums		

Sr No	Products	Unit of Packing	Rs. / Barrels
1	Empty Barrels	Drums	

Sr No	Products	Unit of Packing	Rs. / 10 MT Trip	
			Upto 10 Stack Height	More than 12 Stack Height
1	UHT 12 liter	Trays		NA
2	UHT 5.4 liter / 8 liter	Trays		NA
3	UHT 4.86 liter	Trays		NA
4	PET 6.00 liter	Trays		NA

**Note** Rates for quote are strictly based on 10 MT material transfers and in case of more/less than 10 MT material transfers payment will be done on prorata basis.

#### EMD Details :

DD No. \_\_\_\_\_ DATE \_\_\_\_\_

DD Amount : Rs. \_\_\_\_\_

Bank \_\_\_\_\_

Contractor's sign	Comapany Seal & Name
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Date \_\_\_\_\_



## ANNEXURE - 2

### (B) RATE SHEET FOR PRODUCTION AREA TO NEW WAREHOUSE BSAEMENT/TOP FLOOR AND VICE-VERSA

Name of Contractor

Sr No	Products	Unit of Packing	Rs. / 10 MT Trip	
			Upto 12 Stack Height	More than 12 Stack Height
1	Milk Powder 25 /20 kg bags	Bag		
2	Milk Powder 15 kg bags	Bag		
Sr No	Products	Unit of Packing	Rs. / 10 MT Trip	
			Upto 8 Stack Height	More than 12 Stack Height
1	Butter 20 Kg Case	Cases		NA
2	Butter 15 Kg Case	Cases		NA
Sr No	Products	Unit of Packing	Rs. / 10 MT Trip	
			Upto 12 Stack Height	More than 12 Stack Height
1	Ghee 20 kg tin	Cases		NA
2	Ghee 15 kg tin	Cases		NA
Sr No	Products	Unit of Packing	Rs. / 10 MT Trip	
			Double Stack	More than 2 Stack
1	Ghee 190 kg butter oil drums	Drums		
Sr No	Products	Unit of Packing	Rs. / Barrels	
1	Empty Barrels	Drums		
Sr No	Products	Unit of Packing	Rs. / 10 MT Trip	
			Upto 10 Stack Height	More than 12 Stack Height
1	UHT 12 liter	Trays		NA
2	UHT 5.4 liter / 8 liter	Trays		NA
3	UHT 4.86 liter	Trays		NA
4	PET 6.00 liter	Trays		NA

**Note** Rates for quote are strictly based on 10 MT material transfers and in case of more/less than 10 MT material transfers payment will be done on prorata basis.

#### EMD Details :

DD No. \_\_\_\_\_ DATE \_\_\_\_\_

DD Amount : Rs. \_\_\_\_\_

Bank \_\_\_\_\_

Contractor's sign

Comapany Seal & Name

Date

