

AmulFed Dairy

A UNIT OF GUJARAT CO-OPERATIVE MILK MARKETING FEDERATION LIMITED

(PREVIOUSLY KNOWN AS MOTHER DAIRY, GANDHINAGAR)

PURCHASE ENQUIRY

AFD: PUR: ENQ: 2023:716

Dated-28.09.2023

Dear Sir,

We would like to invite most competitive rates for supply of Laboratory Chemicals, Glassware, Plastic ware and Lab Sundry as per price list (**S.D. Fine Chem, SIGMA, Fisher, Qualigens, Rankem, VWR, Merck, BDH, Loba Chemie, Finar, Borosil, JSGW, Durasil, Duran, Tarson, Whatman, SISCO, AMBER, Hi-Media, FINAR, Lab Sundry etc.**) under following terms and condition for annual rate contract.

- 1) Your offer should reach at,
 - **Purchase Department**
 - **AMULFED Dairy** (A Unit of G.C.M.M.F.Ltd.)
Plot No: 35, Near Indira Bridge,
Ahmedabad-Gandhinagar Highway,
At & Post: BHAT Village,
Dist.: Gandhinagar, Pin code: 382 428
- 2) The Offer should be sent in sealed cover super scribing on the top left-hand corner or in e-mail to contact person, **Offer for enquiry No: AFD: PUR: ENQ: 2023:716 "Inquiry for lab chemicals"**.
- 3) **Contract period from-19th Oct 2023 to 18th Oct 2024.**
- 4) Inquiry starting date-29th Sep 2023.
- 5) **Due Date: 12th Oct 2023.** Offer received after due date for whatsoever reason may be rejected. Offer should be valid for acceptance, for minimum 90 days from the date of submission i.e. Due Date. Validity of rates should be for one full year as this is rate contract for one full year.
- 6) The price should be quoted on F.O.R. AMULFED Dairy basis – inclusive of all applicable taxes, packing & forwarding, freight etc. However **it should be mentioned clearly and separately in your offer.** (FOR destination is as mentioned above.).
- 7) **You should quote the discount structure very clearly.** No price hike will be given during the period of rate contract and discount rate will remain fix during contract period. (However under realistic circumstances decision of General Manager – AMULFED Dairy will be final and binding to both the parties).
- 8) We would prefer payment term - within 30 days from receipt of material or invoice whichever may be later.
- 9) You will supply the material as per our requirement and as per our written or telephonic intimation from concerned authorized person and mention the same along with Challan and invoice while delivering the material. Kindly indicate tentative days required by you to arrange for the material if it is supplied from outside.
- 10) If supplier fail to deliver the material and we are forced to procure the material from other supplier due to urgency then differential amount and administrative charges for alternate arrangement will be debited to your account.
- 11) It is not binding on us to accept the lowest offer. Right to reject any or all the offers without assigning any reason is reserved by AMULFED Dairy Management.
- 12) **You must submit a photocopy of authorized distributor /stockiest/dealer certificates from the principal, mentioning valid contract period for the concerned product/ company. Without authorization certificate your offer is liable to be rejected.**

Please note that your offer should clearly mention the discount structure e.g.

Name of Company : Glaxo, S.D. FineChem, Merck, SIGMA, etc.

Rates : As per price list (Dealer price list)

Discount : Kindly specify very clearly the DISCOUNT Structure

FOR AFD : Door Delivery at AMULFED Dairy's - Inclusive of all.

Thanking you

Yours faith fully For AMULFED Dairy

Contact person-Atul Tiwari

Mail id- atul.tiwari@amul.coop Mobile-9023860325

AmulFed Dairy

A UNIT OF GUJARAT CO-OPERATIVE MILK MARKETING FEDERATION LIMITED

(PREVIOUSLY KNOWN AS MOTHER DAIRY, GANDHINAGAR)

Contract General Terms and condition

1. "GST/ Taxation on the freight and insurance will be applicable as Extra at actual"

2. Payment: Payment will be made as per PO terms after the safe receipt and installation of goods for quantities approved. The Buyer shall be free to withhold payment in part or full if supplies are found substandard /damaged / defective or rejected on any other account.

3. Quality of Goods: The goods supplied against this order shall confirm to our described specification, specimen etc. Initial receiving/unloading of the goods immediately on delivery is not the final acceptance of quality. All goods, if found sub-standard/ defective/ of poor machinability during actual use, shall be rejected and the supplier shall replace such rejected goods at their own cost and risk.

4. Rejection of Goods: Supplier has to ensure lifting/replacement of the rejected material within 10 days from the date of receipt of intimation from AFD/PFP. In case of failure to do so, AFD/PFP may scrap the material through approved scrap rates and difference of original value and scrap value will be directly debited to the Supplier. AFD/PFP has right to impose penalty also if losses of production time and machine downtime is on the higher side than approved standards. Future business with the vendor will also depend on the frequency of rejection and promptness of vendor to attend the same. The decision of General Manager - AFD shall be considered as final and binding to all.

5. Penalty: Goods shall be delivered strictly according to our delivery schedule and must conform to our specification, quality, specimen etc. In case of default, we shall procure the material from an alternative source and any extra cost incurred therefrom shall be charged to you apart from levying liquidated damages. The penalty for late delivery beyond mentioned date will be 2% of the total Purchase Order value/ week till actual receipt date maximum up to 10% of PO value.

6. Please ensure the following points at the time of material supply:

- a) If the material is to be delivered at AmulFed Dairy, Bhat Gandhinagar then Invoices should be in the name of "Gujarat Co-operative Milk Marketing Federation Ltd. (Unit - AmulFed Dairy), Village - Bhat, District: Gandhinagar, Pin-382428.
- b) If the material is to be delivered at Packaging Film Plant, Sector 25 Gandhinagar then Invoices should be in the name of "Gujarat Co-operative Milk Marketing Federation Ltd. (Unit - Packaging Film Plant), Sector 25, K Road, GIDC District: Gandhinagar, Pin - 382044.
- c) Three copies each of Invoice and delivery challan shall be accompanied with a supply of material amongst which original and duplicate copy will be retained by the receiver of goods whereas triplicate/transporter copy shall be acknowledged and returned to transporter as a token of receipt of material.
- d) All materials supply shall accompany Certificate of Analysis (COA)/ test report with invoice copy itself at the time of material receipt. Any vehicle without COA will not be received from Stores Dept and would be returned to and suppliers/vendors at their own risk.
- e) Necessary E-way bills shall be generated by vendors and to be given with invoice only.
- f) Purchase order (PO) number given by us must be written on invoice and Delivery challan. No materials will be unloaded without a purchase order reference. Even vehicle entry would not be possible without PO Number.
- g) Please do not send excess materials than PO quantity. Generally, we allow 5% tolerance limit than PO quantity for packaging materials only. Any excess materials beyond this limit will not be unloaded.

7. Withdrawal of Order: The buyer reserves the right to withdraw this order in part or in full without assigning any reason thereof particularly in the cases where the delivery schedule does not adhere to PO.

AmulFed Dairy

A UNIT OF GUJARAT CO-OPERATIVE MILK MARKETING FEDERATION LIMITED

(PREVIOUSLY KNOWN AS MOTHER DAIRY, GANDHINAGAR)

8. Rates: Rates mentioned in PO are firm and not subject to any variation or escalation clause except it is specifically mentioned in PO /RAL terms.

9. Vendor needs to acknowledge the receipt of PO and confirm the delivery of goods/services as per schedule given within 24 hours of receipt of PO by email. In case of no confirmation/objection received from vendor within 24 hours of receipt of PO, it will be assumed that it is acceptable to vendor and all terms and conditions of PO will be binding.

10. Delivery of Material:

- a) The vendor is advised to deliver vehicles on or before 04.00 pm at AFD / PFP. Stores will unload material from 09.30 am to 06.00 pm on all working days except Sundays and Public holidays. Vehicles reported after 04.00 pm shall not be unloaded on the same day and will be carry forward to next day.
- b) Vendors are requested to provide dispatch details like vehicle no, transporter name, driver's name, Driver's mobile number and expected date & time of delivery in one day advance before the vehicle is expected to reach to AFD/PFP.
- c) All supplies shall be in closed vehicles/covered by tarpaulin to protect the goods from outside contaminants.
- d) Suppliers shall ensure delivery of goods as per our requirement and schedule. Delivery made after the stipulated time may be refused or may be accepted with a special permission from Manager-Purchase.
- e) We advise you to instruct your logistic persons/transporters that vehicle parking in front of AFD/PFP gate is not allowed as well as it not advisable to park a vehicle on Gandhinagar - Ahmedabad Highway.
- f) AFD/PFP will allow the vehicle inside as per dispatch details given by vendors and on particular time only.
- g) AFD/PFP is not liable to pay any demurrage charge in case of the vehicle will not be unloaded due to any particular reason.
- h) Vehicles will be unloaded as per FIFO system only.
- i) Logistic firms/ courier services are also bound by this policy.

11. Guarantee: You will give guarantee for the material supplied by you against manufacturing defect and shall agree to replace free of cost if it is found defective or not conforming to our specifications. In such case, the total cost of transportation will be to your account.

12. Actual quantity as received by our stores dept. will be considered as final and binding to both parties.

13. We are QMS - ISO 9001:2015, EMS - ISO 14001: 2015 and FSSC 22000 Version 5.1 certified unit. We expect you to follow eco-friendly processes in your company such as waste minimization, reduction in air pollution, water pollution and soil contamination etc.

14. The supplier has to ensure that their vehicle coming to AFD/PFP Should be:

- a) PUC certified vehicles having valid PUC requirement
- b) Vehicles should be properly maintained with no leakage of oil from engine/gearbox.
- c) Preferably vehicle should be closed to avoid aerial contamination
- d) Use of energy efficient vehicles and technology for manufacturing of goods/material
- e) Your Vehicle must carry fitness certificate issued by a competent authority like RTO etc.
- f) We wish to inform you that during our surprise checking of the vehicle, if we observe any violation, particularly regarding PUC certificate and driving licence, we would be constrained to impose a penalty of Rs 500 per incident for first 2 incidents. If we observe repetitive reoccurrence of such incidences, entry of such vehicles would be stopped.

15. You will arrange to send material falling under "Dangerous Goods Class 6 Poison" with relevant material safety data sheet to enable us handling of material safely.

- a) You will arrange to send classifications of chemicals falling under

AmulFed Dairy

A UNIT OF GUJARAT CO-OPERATIVE MILK MARKETING FEDERATION LIMITED

(PREVIOUSLY KNOWN AS MOTHER DAIRY, GANDHINAGAR)

category class 3/6/8 with relevant material safety data sheet to enable us handling of material safely. You must also carry TREM card during transportation of solvent and as and when applicable.

16. GST Details :

GST NO- 24AAAAG5588Q1Z2

ARN NO - AA240717082977I

17. General Safety Rules for Purchase/Work Order:

- a) Do not carry any kind of flammable materials like a matchbox, lighter, stove, SIGRI etc.
- b) Cigarette and eatables like Gutkha, Pan Masala etc within the company premises. In any case, if someone found with Guthkha/Pan Masala/ Cigarette, then AFD/PFP will impose a penalty of Rs. 5000/- and entry of particular person shall be permanently prohibited in the premises. It is applicable to all carriers/drivers/ any representatives of vendors/ bidders/suppliers/service providers or any visitors.
- c) Do not enter any plant area without permission
- d) Do not do an unsafe act
- e) Do not use a mobile phone at tank farm and any plant area.
- f) Do not take photographs in the company
- g) Do not enter without Helmet and shoes in any plant area.
- h) Park your vehicle at the designated parking area.
- i) Meet only authorized person for which you have taken permission.
- j) Follow work permit system wherever required
- k) Ensure safety devices/accessories on your machines and equipment
- l) Use work specific PPEs
- m) Follow safe material handling practices
- n) Display Visitor I-Card on your shirt pocket
- o) We invite your attention towards our Safety, Health and Environment Policy
- p) Violation of Safety norms will attract heavy penalty
- q) If you hear an emergency siren, do not panic and talk to company employee for actions to be taken.
- r) Types of Siren
 - " Alert siren: Single continuous siren for one minute.
 - " Evacuation siren: Waiting & waning siren for three minutes
 - " All clear siren: Long continuous siren.
- s) As soon as you know about emergency try to reach nearby assembly point as per factory drawing.
- t) In case of gas leakage, move in a crosswind direction
- u) Don't go at the emergency spot
- v) Before entering the Dairy premises first get acquainted yourself studying the site layout map displayed at Time Office

18. Jurisdiction: In Case of Dispute, Ahmedabad shall be the Jurisdiction.