

**OFFICE OF THE  
CHIEF DISTRICT VETERINARY OFFICER,  
SUNDARGARH**



**REQUEST FOR PROPOSAL**

**For Supply, of Milk Analyser, Milk  
Testing Equipment (MTE) &  
Stationery Kit for MPCS of District  
Sundargarh, Odisha**

**2025-26**

**Disclaimer**

The information contained in this Request for Proposal (the "RFP") document or subsequently provided to Bidder(s), whether verbally or in documentary or any other form by or on behalf of the Office of the Chief District Veterinary Officer (CDVO), Sundargarh, or any of its representatives, is provided to Bidder(s) 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 Authority to the prospective Bidders or any other person. The purpose of this RFP is to provide interested parties with information that may be useful to them in submitting their proposals pursuant to this RFP.

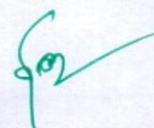
This RFP may not be appropriate for all persons, and it is not possible for the Authority or its representatives to consider the investment objectives, financial situation, and particular needs of each party who reads or uses this RFP. Each Bidder is required to conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability, and completeness of the information in this RFP and obtain independent advice from appropriate sources.

The Authority, its employees, and advisors make no representation or warranty and shall incur no liability under any law, statute, rules or regulations, 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, completeness or reliability of the RFP and any assessment, assumption, statement or information contained herein or deemed to form part of this RFP.

The Authority also reserves the right to withdraw or amend this RFP and to reject any or all proposals received without assigning any reason whatsoever. The issue of this RFP does not imply that the Authority is bound to select any Bidder or to appoint the selected Bidder, as the case may be, for the procurement.

The Bidder shall bear all costs associated with or relating to the preparation and submission of its Proposal including but not limited to preparation, documentation, travel, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the Authority, or any other costs incurred in connection with or relating to its Proposal. All such costs and expenses will remain with the Bidder and the Authority shall not be liable in any manner whatsoever for the same.

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



**GOVERNMENT OF ODISHA**  
**OFFICE OF THE CHIEF DISTRICT VETERINARY OFFICER,**  
**SUNDARGARH**  
**NOTICE INVITING REQUEST FOR PROPOSAL (RFP)**

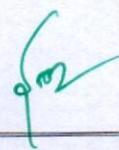
No.....

Date: ..... /06/2025

The Governor of Odisha, represented by the Office of the Chief District Veterinary Officer (CDVO), Sundargarh ("Authority"), invites sealed bids in a single-stage two-bid system- comprising a Technical Bid and a Financial Bid (to be submitted in the prescribed financial bid format)- through a paper-based tendering process. Eligible entities including Manufacturers, Authorized Distributors, Proprietary Firms, Partnership Firms, Limited Liability Partnerships, Companies, Agents, and Direct Importers with an Authorization Letter from the Original Equipment Manufacturer (OEM) are invited to participate for the Procurement, Supply, Installation, and Commissioning of Milk Handling and Testing Equipment for Milk Cooperative Societies under CDVO, Sundargarh, Odisha.

TABLE - I (Bid Data Sheet)

Sl. No.	Description	Details
1	Name of Goods	Request for Proposal (RFP) for Procurement, Supply of <b>Supply Milk Analyser, Milk Testing Equipment (MTE) &amp; Stationery Kit</b> for MPCs of Sundargarh, Odisha.
2	Estimated Cost (INR) excluding GST and other taxes	INR <b>11,00,000/-</b>
3	Authority	Governor of Odisha, represented by CDVO, Sundargarh
4	Completion period	01 month
5	Tender Document Fee to be submitted in form of a Demand Draft/ online, inclusive of GST @18%	INR 1,180 (One thousand one hundred eighty) only
6	Bid Security/Earnest Money Deposit (EMD) to be submitted in form of a Demand Draft/Online	<b>INR 20,000 (Rupees Twenty Thousand) (3 % of the estimated cost)</b>
7	Start Date of RFP Download and Bid Submission	20.06.2025 from 11:00 A.M. IST
8	Last date and time to receive pre-bid queries through e-mail ( <a href="mailto:cdvosundargarh@gmail.com">cdvosundargarh@gmail.com</a> )	28.06.2025 by 05:00 P.M. IST
9	Date and Time of Pre-bid meeting (in-person) CDVO office at Rangadhapa Sundargarh.	01.07.2025 at 11:00 A.M. IST
10	Authority's response to Pre-bid queries	02.07.2025 at 11:00 A.M. IST



**RFP For Supply Milk Analyser and Milk Testing Equipment (MTE) & Stationery Kit**

11	Last date and time to upload the bids/ Bid due date (online)	04.07.2025 by 05:00 P.M. IST
12	Physical Submission of Bid Security/EMD and other documents in Authority's office	04.07.2025 by 05:00 P.M. IST
13	Date of opening of Technical Bid	05.07.2025 (At 11:00 A.M. IST)
14	Declaration of Eligible/Qualified Bidders	To be intimated at later stage
15	Date of opening of Financial Bid	To be intimated at later stage
16	Letter of Acceptance (LOA)	To be intimated at later stage
17	Validity of Bid	365 days from the last date for submission of bids/Bid due date
18	Acknowledging the LOA and submission of its receipt	Within 7 (Seven) days of receipt of LOA by the Bidder.
19	Signing of Agreement	Within 10 (Ten) days of receipt of LOA by the Bidder.
20	Submission of Performance Security @5 % of the Contract Price	Within 15 (Fifteen) days of receipt of LOA by the Bidder.
21	Commencement of Goods	Within 10 days of receipt of LOA by the Bidder.
22	Commissioning of Goods	Within 20 days of receipt of LOA by the Bidder.

**The Schedule of Requirements is mentioned hereunder:**

Sl. No.	Description of Materials/Items	Total Quantity Required
1	Milk Testing Equipment & Stationery Kit	20 Nos.
2	Milk Analyser	20 Nos.

**Notes for Bidders:**

1. **Technical Specifications** for each item are provided separately and must be strictly adhered to.
2. **Quantities** indicated above are tentative and may be subject to change at the discretion of the procuring authority.
3. All items must be **new, unused**, and comply with **relevant BIS/ISO standards**, wherever applicable.
4. Delivery schedule, packaging, and warranty requirements are detailed in the relevant sections of the tender document.

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## **INSTRUCTIONS TO BIDDERS**

### **1. Eligibility Criteria**

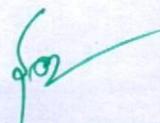
- 1.1. The manufacturing company should provide after-sale service for the supplied Laboratory items.
- 1.2. The bidder must have an average annual turnover of at least 1.5 times the estimated cost of the respective item(s) during the last three financial years (FY 2021-22, 2022-23, and 2023-24), supported by audited financial statements.
- 1.3. **Item Description**  
Minimum Average Annual Sales Turnover (Rs) for the year 2021-22 to 2023-24
  - a. Milk Testing Equipment & Stationeries: 30.00 Lakhs
  - b. Milk Analyzer: 50.00 Lakhs
- 1.4. The bidder should have supplied similar machinery to Milk Unions/Milk Federations/Dairy Plants during any of the last three financial years (2021-22 to 2023-24). Supporting documents such as Purchase Orders and Work Completion Certificates must be submitted.
- 1.5. The bidder shall not be under a declaration of ineligibility for corrupt or fraudulent practices issued by any Government agency or public sector undertaking.
- 1.6. MSME/NSIC-registered bidders shall be exempt from EMD and turnover criteria, subject to submission of valid documentary proof.
- 1.7. Bids submitted by Joint Ventures or Consortiums shall not be accepted. Only single legal entities duly registered under relevant laws in India shall be eligible to bid.

### **2. Conflict of Interest**

The Bidder shall not have a conflict of interest that affects the bidding process. Any Bidder found to have a direct or indirect relationship with another Bidder or entity participating in this tender that may result in an unfair competitive advantage shall be disqualified. The Purchaser reserves the right to cancel the bid if such relationships are discovered before or after the award of the contract.

### **3. Submission of Bids**

- 3.1. The Bidder shall submit the bid in two separate sealed envelopes: one for the Technical Bid and another for the Financial Bid, both clearly marked and enclosed in a third sealed envelope superscribed as: "Bid for Supply of Milk Testing Equipment & Stationary Kit, Milk Analyzer for the Office of the Chief District Veterinary Officer, Sundargarh."
- 3.2. The outer envelope should bear the tender number, due date, and the name and address of the bidder. The bid shall be submitted



only through Registered Post/Speed Post to the designated address. Late bids, incomplete submissions, or bids submitted through other modes shall be summarily rejected.

3.3. Each page of the bid documents must be numbered, signed, and stamped by the authorized signatory of the bidder. Any conditional bids or deviations not approved in writing shall result in disqualification.

**4. Pre-Bid Meeting**

A Pre-Bid Meeting may be conducted, if deemed necessary, to clarify queries related to the tender. Bidders are encouraged to submit queries via email at least 3 (three) days prior to the meeting date. Clarifications and corrigenda, if any, shall be published on the official website of Sundargarh District and shall be deemed part of the tender document.

**5. Clarification and Amendment to the RFP**

At any time before the deadline for submission of bids, the Purchaser may amend the bidding documents by issuing addenda or corrigenda. Any such amendments shall be uploaded to the official district website and will be binding on all bidders.

**6. Validity of the Bid**

The Bid shall remain valid for a period of 365 (Three Hundred Sixty Five) days from the last date of submission of the bid. Bids with shorter validity periods may be treated as non-responsive and rejected. The validity period may be extended with mutual written consent between the Purchaser and the Bidder.

**7. Bid Withdrawal Restrictions**

No bidder shall be allowed to withdraw their bid after the submission deadline and before the bid validity period ends. If a bidder withdraws their offer during this period without valid justification accepted by the Purchaser, the Earnest Money Deposit (EMD) shall be forfeited, and the firm may be debarred from future tenders as per government procurement policy.

**8. Opening of Bids**

8.1. The Technical Bids shall be opened first at the scheduled date and time in the presence of authorized representatives of the bidders who choose to attend. The venue date and time of opening will be as mentioned in the tender notice or communicated separately.

8.2. The Financial Bids of only technically qualified bidders will be opened subsequently at a notified date, in the presence of the qualified bidders. The Purchaser reserves the right to conduct the bid opening process virtually or physically, based on administrative convenience.

**9. Evaluation of Technical Bids**

9.1. The Technical Bids shall be opened first and evaluated based on the eligibility criteria, technical specifications, and completeness of documentation. Bidders must submit original documents for verification on the date of technical bid opening.

9.2. Any bid failing to meet the eligibility or found to contain false or forged information shall be summarily rejected. Only technically qualified bidders shall be considered for the financial bid evaluation.

**10. Evaluation of Financial Bids**

10.1. The Financial Bids of only technically qualified bidders will be opened and evaluated. The bid must be submitted strictly in the prescribed format. Conditional financial offers or inclusion of unapproved terms may result in disqualification.

10.2. The bidder quoting the lowest evaluated total price (L1) shall be considered for award of contract, subject to meeting all other terms and conditions.

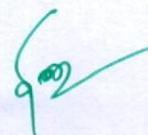
**11. Selection Methodology**

11.1. The selection of the successful bidder shall be based on the Lowest Evaluated Cost (L1) method. If the L1 bidder is found non-compliant or unwilling to execute the contract, the L2 bidder may be offered the contract at the L1 rate, subject to approval by the competent authority.

11.2. The Purchaser reserves the right to negotiate the price if deemed unreasonably high or to cancel the tender process without assigning any reason.

**12. Right to Accept/Reject Any or All Bids**

The Purchaser reserves the right to accept or reject any bid, and to annul the bidding process and reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.



## BID EVALUATION AND SELECTION

### 13. Evaluation of Technical Bids

- 13.1. The Technical Bids shall be opened first at the scheduled date and time in the presence of authorized representatives of the bidders who choose to attend. The venue, date, and time of opening will be as mentioned in the tender notice or communicated separately.
- 13.2. The Technical Bids will be evaluated based on the eligibility criteria, technical specifications, and completeness of documentation. Bidders must submit original documents for verification on the date of technical bid opening.
- 13.3. Each bid will be checked for compliance with the eligibility criteria and technical specifications outlined in the RFP. Any bid failing to meet the eligibility or found to contain false or forged information shall be summarily rejected.
- 13.4. The technical evaluation will include an assessment of the bidder's experience, financial capability, technical capability, and compliance with the technical specifications. Only technically qualified bidders shall be considered for the financial bid evaluation.

### 14. Evaluation of Financial Bids

- 14.1. The Financial Bids of only technically qualified bidders will be opened and evaluated. The bid must be submitted strictly in the prescribed format. Conditional financial offers or inclusion of unapproved terms may result in disqualification.
- 14.2. The financial evaluation will be based on the total cost quoted by the bidders. The bidder quoting the lowest evaluated total price (L1) shall be considered for award of contract, subject to meeting all other terms and conditions.
- 14.3. The comparison of financial bids will be done on the basis of the total cost, including all applicable taxes, duties, transportation, insurance, handling, commissioning, and training charges.

### 15. Selection Methodology

- 15.1. **Lowest Evaluated Cost (L1) Method:** The selection of the successful bidder shall be based on the Lowest Evaluated Cost (L1) method. If the L1 bidder is found non-compliant or unwilling to execute the contract, the L2 bidder may be offered the contract at the L1 rate, subject to approval by the competent authority.
- 15.2. **Negotiation:** The Purchaser reserves the right to negotiate the price if deemed unreasonably high or to cancel the tender process without assigning any reason.

## CONTRACTUAL TERMS AND CONDITIONS

### 16. Offer Price/Rate

- 16.1. **Comprehensive Pricing:** Prices shall be quoted on a Free on Receipt (FOR) destination basis, inclusive of all applicable taxes, duties, transportation, insurance, handling, commissioning, and training charges.
- 16.2. **Tax Adjustments:** Statutory variation in taxes/duties, if any, after bid submission shall be to the purchaser's account only if contractually permitted and adequately documented.

### 17. Delivery Time

- 17.1. **Timely Delivery:** The successful bidder shall deliver, install, and commission the items at designated locations within 15 days from the date of issuance of Purchase Order. Time is of the essence in this contract. Failure to adhere to the timeline will attract penalties as per Clause 7. 2.2
- 17.2. **Penalties for Delays:** Any delays in delivery will incur penalties borne by the supplier, with no additional charges paid for the delay.
- 17.3. **Insurance Coverage:** The supplier shall insure the goods for full value against all risks from the time of dispatch to final delivery location. Insurance shall be valid until final acceptance by the purchaser.

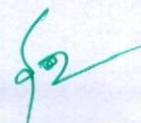
### 18. Security Deposit

- 18.1. **EMD/Security Deposit:** The bidder shall submit an Earnest Money Deposit (EMD) along with the bid in the form of a demand draft in favor of the Chief District Veterinary Officer, Sundargarh. Upon award of contract, the successful bidder shall submit a separate Performance Security as per Clause 19. MSME/NSIC-registered bidders shall be exempt from EMD, subject to submission of valid certificate.
- 18.2. **Non-Interest Bearing:** This deposit will not accrue interest and will be refunded only after the satisfactory completion of the order/contract and clearance from member unions confirming no outstanding dues.

### 19. Performance Security / Performance Bank Guarantee (PBG)

- 19.1. **Amount and Validity:** The successful bidder shall submit a Performance Security equivalent to 5% of the total contract value, valid for 60 days beyond the completion of the warranty period.
- 19.2. **Form and Conditions**
- a. The PBG shall be submitted in the form of a Bank Guarantee issued by a Scheduled Commercial Bank in India, in the prescribed format.

- b. It shall remain valid for the full warranty period and shall include an additional claim period of 60 days beyond the warranty for lodging any claims.
  - c. In case of early contract termination due to non-performance, the entire Performance Security shall be forfeited without notice.
- 19.3. **Release of PBG:** The PBG shall be released only after successful expiry of the warranty period, subject to satisfactory performance of the equipment and fulfilment of all contractual obligations by the contractor.
- 19.4. **Forfeiture of PBG:** In the event of non-fulfilment of contractual obligations or unsatisfactory performance, the PBG shall be invoked fully or partially, at the discretion of the authority.
20. **Warranty**
- 20.1. The Contractor warrants that the Goods supplied under the Contract are new, unused, and of the most recent or current models incorporating all recent improvements in design and materials, unless otherwise specified in the Contract. The Goods shall be free from defects in design, material, and workmanship and shall perform in accordance with the rated capacity and specifications as provided in the Contract.
- 20.2. This warranty shall remain valid for a period of twelve (12) months from the date the Goods, or any portion thereof, are delivered, installed, and successfully handed over to the Chief District Veterinary Officer (C.D.V.O), Sundargarh, following completion of the required 30-day performance trial period.
- 20.3. The Contractor shall be responsible for addressing any warranty claim within fifteen (15) days from the date of receipt of written notification from the Purchaser. Failure to rectify such issues within the specified period shall entitle the Purchaser to initiate third-party rectification at the Contractor's cost and risk.
- 20.4. The C.D.V.O, Sundargarh shall promptly notify the Contractor in writing of any claim(s) arising under this warranty.
- 20.5. Upon such notification, the Contractor shall, with all reasonable speed and at no cost to the Purchaser, repair or replace the defective Goods or parts thereof, as necessary, to restore the Goods to full functionality.
- 20.6. If the Contractor fails to remedy the defects within thirty (30) days of receiving notification, the C.D.V.O, Sundargarh may undertake such remedial action as necessary, and the cost incurred shall be recoverable from the Contractor, without prejudice to any other rights available under the Contract.
- 20.7. This warranty shall not apply to defects or damages caused by normal wear and tear, improper handling, misuse, negligence by the



Purchaser, or operation outside the approved parameters specified in the user manual or installation guidelines.

**21. Terms of Payment**

**21.1. Submission of Invoice:** The contractor shall submit pre-receipted original invoices in triplicate, along with the following supporting documents:

- a. Copy of the Purchase Order (PO)
- b. Delivery Challan
- c. Inspection/Acceptance Certificate.
- d. Installation and Commissioning Certificate.
- e. 30-day Performance Trial Report

**21.2. Stage-wise Payment Structure:**

- a. 75% of the contract value shall be paid on safe delivery of goods at site, subject to physical verification and certification by the consignee.
- b. 15% shall be released upon successful installation, commissioning, and completion of a 30-day performance trial, along with the submission of final acceptance reports.

**21.3. Statutory Deductions:** All applicable statutory deductions (e.g., TDS, GST-TDS, Labour Welfare Cess) shall be made as per prevailing rules.

**21.4. Mode and Timeline of Payment:** Payment shall be made via electronic transfer (NEFT/RTGS) within 30 days from submission of a complete and verified invoice package, including all required supporting documents.

**21.5. No Advance Payment:**

No advance payment shall be made.

**22. Substitution or Replacement Policy**

No substitution or replacement of the brand/model quoted shall be allowed after submission of the bid. In exceptional circumstances, replacement may be permitted with equivalent or superior specifications upon written approval from the Purchaser.

**23. Taxes and Duties**

**23.1.** The contractor shall be solely and entirely responsible for the payment of all applicable taxes, including but not limited to GST, duties, license fees, levies, and for full compliance with all statutory requirements under relevant labour and employment laws, until the final handing over of the goods and services to OMFED.

**23.2.** Any statutory fees paid to government authorities for inspections, approvals, or certifications, which are necessary for the execution of this contract, shall be reimbursed by OMFED on submission of original proof of payment (e.g., treasury challan or official government receipt).

23.3. However, any service charges, facilitation fees, or administrative costs incurred by the contractor for depositing such statutory fees or submitting forms to relevant authorities shall not be admissible for reimbursement and shall be borne by the contractor.

**24. Transportation**

24.1. **Mode of Delivery:** The Contractor shall be responsible for delivering the Goods on a Free on Receipt (FOR) destination basis by road to the location(s) specified by the Chief District Veterinary Officer (C.D.V.O.), Sundargarh.

24.2. **Transport Arrangements:** The transportation of the Goods shall be arranged by the Contractor through a reputed and bank-approved transporter having operational offices both at the destination and at Bhubaneswar.

24.3. **Cost of Transportation:** All transportation charges, including loading, unloading, and transit-related expenses, shall be borne by the Contractor. No additional claims on this account shall be entertained by the Authority.

**25. Incidental Services**

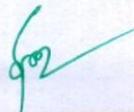
25.1. The Contractor shall be responsible for providing the following incidental services as an integral part of the contract:

- a. Performance of on-site assembly, installation, integration with the existing system, commissioning, start-up, testing, performance trials, and final handing over of the supplied goods.
- b. Provision of all necessary tools, tackles, jacks, spanners, and any other equipment required for assembly, maintenance, and support of the supplied goods.
- c. Submission of detailed operation and maintenance manuals for each relevant unit of the supplied goods.
- d. Operation, routine maintenance, and repair of the supplied goods for a period of 30 (thirty) days post-installation. This shall be in addition to and not in lieu of any warranty obligations specified under this Contract.
- e. On-site training for personnel, if required, in the areas of assembly, commissioning, operation, maintenance, and repair of the supplied goods.

25.2. All costs associated with the above incidental services shall be deemed to be included in the contract price. No separate payment shall be made under this clause.

**26. Supply of Spare Parts**

26.1. The Contractor shall be responsible for supplying such spare parts as the Chief District Veterinary Officer (C.D.V.O.), Sundargarh may elect to purchase. However, this shall not relieve the Contractor of any warranty obligations under the Contract.



26.2. In the event of the termination of production of the spare parts by the Contractor:

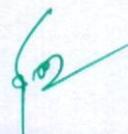
- a. The Contractor shall provide advance written notice to the C.D.V.O, Sundargarh of the impending termination of production, giving sufficient time to enable alternative arrangements for procurement.
- b. After such termination, the Contractor shall furnish, at no cost, the blueprints, drawings, and specifications of the spare parts, if requested by the C.D.V.O, Sundargarh.

26.3. The Contractor shall carry adequate inventories to ensure ex-stock supply of consumable spares such as gaskets, plugs, washers, belts, etc. All other spare parts and components shall be supplied promptly, but in any case, not later than six (6) months from the placement of order.

26.4. The obligations of the Contractor stated in this clause shall continue even after expiry of the Contract, until alternate arrangements are made or as otherwise specified by the Authority.

**27. Technical Specification**

All supplied materials must strictly adhere to the technical specifications detailed in Annexures I & II, ensuring high quality and compliance with industry standards.



## RISK, LEGAL, AND COMPLIANCE CLAUSES

### 28. Quantity

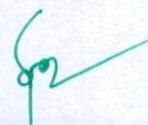
- 28.1. **Detailed Requirements:** The required quantities are specified in Annexure A.
- 28.2. **Flexibility:** Quantities may vary based on the final decision of the Chief District Veterinary Officer (C.D.V.O), Sundargarh, to accommodate changing needs.

### 29. Change in Terms, Conditions, and Specifications

- 29.1. **Right to Modify:** The Chief District Veterinary Officer (CDVO), Sundargarh, reserves the right to amend, modify, or revise any of the terms, conditions, specifications, quantities, or delivery schedules mentioned in the tender document, either before or during the execution of the contract, in the interest of project requirements, without assigning any reason thereof.
- 29.2. **Pre-Contract Changes:** Any changes or clarifications in the tender terms, conditions, or specifications before the signing of the contract shall be notified through corrigenda or addenda. Such modifications shall be deemed to form an integral part of the tender and shall be binding on all bidders.
- 29.3. **Post-Contract Changes:** If, after the award of the contract, it becomes necessary to make any changes in the scope, specifications, or other terms to ensure better delivery, quality, or alignment with project objectives, such changes shall be communicated in writing by the CDVO, Sundargarh. The supplier shall be obligated to comply with such modifications.
- 29.4. **Effect on Price and Schedule:** If any such change results in a variation in the contract price or delivery timeline, the same shall be discussed and agreed upon in writing between the Purchaser and the Supplier through an amendment to the contract. No unauthorized deviation shall be permitted unless explicitly approved in writing by the CDVO, Sundargarh.

### 30. Inspection

- 30.1. **Right to Inspect:** The Chief District Veterinary Officer (CDVO), Sundargarh reserves the right to depute either its representatives, representatives of its member unions, or any independent body to inspect the materials, equipment, and systems while they are in the process of manufacturing, installation, commissioning, or any other stage as deemed necessary.
- 30.2. **Notification of Manufacturing Completion:** To facilitate the inspection, the Supplier shall provide prior intimation to the CDVO regarding the expected completion dates of the manufacturing of the



equipment. Such intimation shall allow adequate time for the inspection to be conducted as per the agreed schedule.

30.3. **Unsatisfactory Inspection Results:** If, during any such inspection, the results are found to be unsatisfactory or non-compliant with the specifications, the CDVO reserves the right to take appropriate action to protect its interests, including but not limited to requiring the Supplier to make corrections, replacements, or any other corrective measures deemed necessary.

30.4. **Waiver of Inspection at Destination:** Although the CDVO may carry out inspections during manufacturing or prior to installation, it may choose not to conduct inspections at the destination. In such cases, the CDVO may rely on the Supplier's certificate confirming that the equipment has been manufactured in accordance with the laid-down specifications and quality standards.

31. **Transit Risk Insurance and Responsibility for Loss/Damage**

31.1. The Supplier shall arrange comprehensive transit insurance covering all risks including theft, fire, damage, pilferage, flood, riot, or strike from the point of dispatch to the point of delivery (warehouse-to-warehouse). The sum insured shall be 110% of the FOR-destination value of the goods.

31.2. The insurance policy must remain valid until the final delivery, installation, and acceptance of the goods by the Purchaser.

31.3. The Supplier shall be solely responsible for any damage, loss, or deterioration of goods during transit, handling, or storage until final acceptance.

31.4. In case of any loss or damage in transit:

- a. The Supplier shall lodge and pursue the insurance claim with the insurer/carrier without delay.
- b. The Supplier shall either promptly replace the damaged goods or reimburse the Purchaser as per the contract terms.

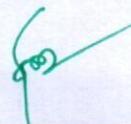
31.5. Pending insurance settlement, the Supplier must ensure timely replacement of the goods to avoid disruption of project timelines.

31.6. The Purchaser shall, on request, issue a letter of authorization to the Supplier for filing and following up insurance claims, if the policy is in the Purchaser's name.

31.7. Under no circumstances shall the Purchaser bear any financial liability for loss or damage to goods during transit.

32. **Force Majeure**

32.1. **Definition of Force Majeure:** For the purpose of this Agreement, "Force Majeure" shall mean any event or circumstance beyond the control of the Agency, not involving the Agency's fault or negligence, and which could not have been reasonably foreseen at the time of execution of the Agreement. Such events may include, but are



not limited to, wars, revolutions, fires, floods, riots, civil commotions, earthquakes, epidemics, other natural disasters, restrictions imposed by the Government or other bodies, or any other event or circumstance of a similar nature, which prevents or delays the performance of the Agreement by the Agency.

**32.2. Notification of Force Majeure**

In the event of the occurrence of a Force Majeure situation, the Agency shall promptly notify the Chief District Veterinary Officer (C.D.V.O.), Sundargarh, in writing, providing details of the condition, its cause, and the anticipated impact on the performance of the contract. Such notification shall be submitted as soon as reasonably possible, and in any case, no later than seven (7) days from the date of occurrence of the Force Majeure event.

**32.3. Continuity of Performance**

Unless otherwise directed in writing by the C.D.V.O., Sundargarh, the Agency shall continue to perform its obligations under the Agreement to the extent practicable and shall employ all reasonable alternative means to continue performance not affected by the Force Majeure event.

**32.4. Duration and Communication**

The Agency shall communicate in writing to the C.D.V.O., Sundargarh, both the commencement and the cessation dates of the Force Majeure condition within seven (7) days of each respective occurrence.

**32.5. Right to Terminate**

If the delay in performance due to Force Majeure exceeds a continuous period of thirty (30) days, the C.D.V.O., Sundargarh, reserves the right to terminate the Agreement without any financial or legal obligation towards the Agency for such termination.

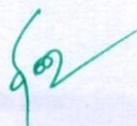
**33. Termination of Contract**

The Chief District Veterinary Officer (CDVO), Sundargarh, herein referred to as "the Authority," may terminate this Contract under the following circumstances, either in full or in part, by giving written notice to the contractor, without prejudice to any other remedy or legal right available under law.

**33.1. Termination for Default:** The Authority may terminate the Contract if the contractor:

- a. Fails to deliver, install, or commission the goods or services within the time period(s) specified in the Contract.
- b. Fails to perform any other material obligations under the Contract.
- c. Fails to rectify a breach within thirty (30) days of receipt of written notice specifying the nature of the failure.

- d. In such cases:
- i. The contractor shall not be entitled to any compensation.
  - ii. The Authority reserves the right to recover any loss incurred due to re-procurement from alternate sources, and the Performance Security shall be forfeited.
- 33.2. **Termination for Insolvency:** The Authority may terminate the Contract immediately upon written notice, without compensation, if:
- a. The contractor becomes bankrupt or insolvent.
  - b. The contractor, being a company, is wound up voluntarily or under court order, or a receiver/liquidator is appointed over its assets.
  - c. Such termination shall not prejudice any other rights of the Authority accrued prior to such termination.
- 33.3. **Termination for Convenience:** The Authority may, at its sole discretion, terminate the Contract in whole or in part at any time for convenience, by issuing thirty (30) days' prior written notice to the contractor. Upon such termination:
- a. Goods that are completed and ready for shipment within thirty (30) days shall be accepted at contract terms.
  - b. For partially completed goods or materials procured, an agreed compensation amount may be paid.
  - c. The contractor shall stop further work upon receipt of the notice and preserve any assets acquired until further directions from the Authority.
- 33.4. **Termination for Force Majeure:** Either party may terminate the Contract if performance becomes impossible due to an event of Force Majeure (as defined in Clause 29), by issuing thirty (30) days' written notice. No party shall be liable for damages if such termination is due to Force Majeure.
- 33.5. **Termination Due to Misconduct or Unlawful Acts:** The Authority may terminate the Contract with immediate effect if the contractor:
- a. Engages in corrupt, fraudulent, coercive, or collusive practices.
  - b. Employs unqualified personnel or fails to obtain prior approval for key staff.
  - c. Is subject to criminal charges or government sanctions affecting project delivery.
  - d. Is found to have submitted false information or forged documents during bidding.
- 33.6. **Termination by Mutual Consent**
- The Contract may be terminated at any time by mutual written agreement between the Authority and the contractor, outlining the agreed terms of termination.



**33.7. Termination by the Contractor**

If payment is delayed beyond 60 days without valid reason or a Force Majeure event, the contractor may seek redressal under Clause 36 (Dispute Resolution) before initiating termination.

**33.8. Obligations Upon Termination:**

- a. Both parties shall honour all valid commitments up to the date of termination.
- b. The contractor shall complete all ongoing work that can be reasonably finished within the notice period.
- c. The contractor shall promptly return all project property, documents, and confidential information.
- d. The contractor shall provide necessary support for transitioning the scope of work, if applicable.

**33.9. Confidentiality and Survival**

- a. The contractor and Authority shall maintain confidentiality and safeguard intellectual property rights post-termination.
- b. Rights and obligations accrued prior to the date of termination shall survive termination.

**31. Damages and Liquidated Damages (LD)**

31.1. In the event of failure by the Supplier to deliver, install, or commission the goods within the stipulated period as mentioned in the Purchase Order or Agreement, the Purchaser shall have the right to impose liquidated damages.

31.2. Liquidated damages shall be levied at the rate of 0.5% (half percent) of the total contract value for each week or part thereof of delay, subject to a maximum of 10% (ten percent) of the total contract value.

31.3. In case of defective, substandard, or non-conforming goods:

- a. The Purchaser reserves the right to reject such items, either in part or in full.
- b. The Supplier shall replace the rejected items at no additional cost.
- c. Payments may be withheld until such rectification or replacement is completed to the satisfaction of the Purchaser.

31.4. Repeated failure to meet delivery timelines or supply quality goods as per specifications shall be treated as breach of contract. In such cases:

- a. The Performance Security shall be forfeited.
- b. The Purchaser may terminate the contract and procure the remaining goods/services at the cost and risk of the Supplier.

31.5. Any penalties, damages, or recoveries under this clause may be recovered from:

- a. Pending bills or payments due to the Supplier.
- b. Performance Security.

c. Any other legal remedies available to the Purchaser.

31.6. Delays or non-performance due to Force Majeure events (as defined in Clause 29) shall be exempted from penalties, subject to timely intimation and documentary proof by the Supplier.

**32. Fraud and Corruption Clause**

**32.1.** The Purchaser will reject a proposal for award if it is found that the bidder recommended for award has directly or through an agent engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract in question.

**32.2. Definitions**

a. Corrupt Practice: Offering, giving, receiving, or soliciting, directly or indirectly, anything of value to influence the action of a public official in the procurement process or in contract execution.

b. Fraudulent Practice: A misrepresentation or omission of facts in order to influence a procurement process or the execution of a contract.

c. Collusive Practice: A scheme or arrangement between two or more bidders, with or without the knowledge of the Purchaser, designed to establish bid prices at artificial, non-competitive levels.

d. Coercive Practice: Harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in a procurement process or affect the execution of a contract.

**32.3.** The Purchaser will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the firm has engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, a contract.

**33. Subletting / Outsourcing Prohibition Clause**

**33.1.** The Contractor shall not assign, sublet, or outsource the whole or any part of the work under this Contract without the prior written consent of the Purchaser.

**33.2.** Any such assignment, subletting, or outsourcing without prior written consent shall be void and may result in the termination of the Contract, forfeiture of the Performance Security, and any other remedies available under the law.

**34. Confidentiality Clause**

**34.1.** The Contractor shall not, without the Purchaser's prior written consent, disclose the Contract, or any provision thereof, or any specification, plan, drawing, pattern, sample, or information furnished by or on behalf of the Purchaser in connection therewith, to any person other than a person employed by the Contractor in the performance of the Contract.



**34.2.** Disclosure to any such employed person shall be made in confidence and shall extend only so far as may be necessary for purposes of such performance.

**34.3.** The Contractor shall not, without the Purchaser's prior written consent, make use of any document or information enumerated in Clause 34.1 except for purposes of performing the Contract.

**34.4.** Any document, other than the Contract itself, enumerated in Clause 34.1 shall remain the property of the Purchaser and shall be returned (in all copies) to the Purchaser on completion of the Contractor's performance under the Contract if so required by the Purchaser.

**35. Integrity & Ethics Compliance Clause**

**35.1.** The Contractor shall comply with the highest standards of integrity and ethics during the procurement and execution of the Contract.

**35.2.** The Purchaser reserves the right to disqualify the Contractor from the bidding process or terminate the Contract if it is found that the Contractor has violated the integrity and ethics standards.

**35.3.** The Contractor shall be required to sign an Integrity Pact with the Purchaser, committing to ethical conduct and transparency in all dealings related to the Contract.

**36. Dispute and Legal Framework**

**36.1. Dispute Resolution & Jurisdiction**

- a. Any dispute or difference arising out of or in connection with the Contract shall be resolved amicably between the parties.
- b. If the dispute cannot be resolved amicably within thirty (30) days from the date of the dispute, either party may refer the dispute to arbitration.
- c. The arbitration shall be conducted in accordance with the Arbitration and Conciliation Act, 1996, and any amendments thereto.
- d. The venue of arbitration shall be Sundargarh, Odisha, and the language of arbitration shall be English.
- e. The decision of the arbitrator(s) shall be final and binding on both parties.

**36.2. Arbitration**

- a. The arbitration shall be conducted by a sole arbitrator mutually agreed upon by both parties. If the parties cannot agree on a sole arbitrator, each party shall appoint one arbitrator, and the two arbitrators shall appoint a third arbitrator who shall act as the presiding arbitrator.
- b. The arbitrator(s) shall have the authority to award costs and expenses of the arbitration proceedings.

**36.3. Applicable Law**

- a. The Contract shall be governed by and construed in accordance with the laws of India.
- b. The courts at Sundargarh, Odisha, shall have exclusive jurisdiction over all matters arising out of or in connection with the Contract.

**36.4. Contractual Dispute Redressal**

- a. In the event of any dispute or difference arising between the parties relating to the interpretation or implementation of the Contract, the parties shall make every effort to resolve the dispute amicably through mutual consultation.
- b. If the dispute cannot be resolved through mutual consultation, the matter shall be referred to a Dispute Redressal Committee constituted by the Purchaser.
- c. The decision of the Dispute Redressal Committee shall be final and binding on both parties.

**36.5. Notices**

- a. Any notice given by one party to the other pursuant to the Contract shall be sent in writing or by email and confirmed in writing to the address specified for that purpose in the Contract.
- b. A notice shall be effective when delivered or on the notice's effective date, whichever is later.

**37. Technical Proposal Requirements**

**37.1. Documents to be Submitted in Technical Bid:**

- a. Detailed technical specifications of the goods/services offered.
- b. Compliance statement with respect to the technical specifications.
- c. Manufacturer's authorization letter (if applicable).
- d. Copies of relevant certifications and licenses.
- e. List of similar projects executed in the last three years.
- f. Audited financial statements for the last three financial years.
- g. Any other documents as specified in the RFP.

**37.2. Other Terms and Conditions**

- a. The technical proposal shall be evaluated based on the criteria specified in the RFP.
- b. The Purchaser reserves the right to seek clarifications or additional information from the bidders.
- c. The technical proposal shall be submitted in a sealed envelope, clearly marked as "Technical Proposal."

**Annexure 1**  
**Technical Specification**  
**Milk Testing Equipment & Stationery (1 Set)**

Sl. No.	Name of Equipment/Accessory	Quantity (Nos.)	Unit Price (INR incl. all taxes)	Total Amount (INR)
1	Milk Collection Tray, SS304, 1.2mm, 440x590x65mm, Min 4200g	1		
2	Milk Sampler, SS304, 1.2mm, Min 90g	1		
3	Lactometer Cylinder, SS304, 1.6mm, Min 270g	1		
4	Funnel with Strainer, SS304, 1.2mm, Min 1600g	1		
5	Strainer Sieve, SS304	1		
6	Measuring Cup 100ml, SS304, 1.25mm, Min 125g	1		
7	Measuring Cup 200ml, SS304, 1.25mm, Min 180g	1		
8	Measuring Cup 500ml, SS304, 1.6mm, Min 425g	1		
9	Measuring Cup 1000ml, SS304, 1.6mm, Min 650g	1		
10	Milk Can Plunger, SS304, Min 650g	1		
11	Milk Bucket, SS200 series, 15L, Min 1600g	1		
12	Centrifuge Machine Gerber, 24 Tests, Manual	1		
13	Lock Stoppers, Brass (Dozen)	2		
14	Lock Stopper Keys, Aluminium	2		
15	Lactometer, Zeal Type, 0-40 LR, Calibrated at 84°F	2		
16	Thermometer, Alcohol, 0-100°C	2		

**RFP For Supply Milk Analyser and Milk Testing Equipment (MTE) & Stationery Kit**

17	Pipette 10.75ml, ISI Mark (Borosil)	2		
18	Test Tubes 18x150mm (Borosil)	6		
19	Butyrometers, ISI Make, Double Tested, 0-10%	30		
20	Porcelain Dish, 3 Inch	1		
21	Spirit Lamp, Stainless Steel, 100ml	1		
22	Graduated Pipettes 10ml (Borosil)	2		
23	Butyrometer Stand, HDPE, 12 Holes	2		
24	Steel Sample Bottle, 50ml with Cap	60		
25	Steel Tray for 24 Bottles, Food Grade	2		
26	Reagent Tray, 16x12 inches, Food Grade	1		
27	Plastic Tilt Measure 1ml with 250ml Bottle	2		
28	Plastic Tilt Measure 1ml with 500ml Bottle	2		
29	Test Tube Stand, Aluminum, 12 Holes	1		
30	Nylon Brush for Butyrometers	5		
31	Nylon Brush for Pipettes	5		
32	Nylon Brush for 50ml Sample Bottle	5		
33	Plastic Measuring Jug for Acid Dilution, 1 Litre	1		
34	Plastic Hammer for Can Opening	1		

**Annexure - II**

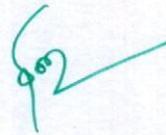
**Technical Specifications of Milk Analyzer and Ultrasonic Stirrer**

**1. Milk Analyzer with Battery Backup and Hybrid Charging  
(Electric/Solar)**

Specification Parameter	Details
Battery Backup	Inbuilt Lithium battery, 5-6 hours standby (backup duration under solar only)
Charging Mode	Electric and Solar (50W panel)
Milk Testing Parameters	FAT, SNF, Added Water, Lactose, Protein, Salts, Temperature, Density, CLR
FAT Range	0.5%-12% ( $\pm 0.1\%$ ), 12%-15% ( $\pm 0.2\%$ )
SNF Range	6%-15% ( $\pm 0.15\%$ )
CLR	15 to 40 ( $\pm 1$ )
Protein	2% to 7% ( $\pm 0.1\%$ )
Lactose	0.01% to 6% ( $\pm 0.2\%$ )
Added Water in Milk	0% to 99% ( $\pm 3\%$ )
Resolution	FAT, SNF, Lactose, Protein, Salts: 0.01%, Temp: 1°C, CLR: 0.5, Water: 1%
Repeatability	FAT: $\pm 0.07\%$ , SNF: $\pm 0.1\%$ , CLR: $\pm 0.5$
Sample Volume	15 ml
Measurement Time	25 seconds
Average Speed	120 samples/hour
Number of Calibrations	3
Operation Mode	Continuous
Display	High contrast 4-line, 20-character LCD (blue/green backlight)
Environment Conditions	Ambient Temp 10°C to 40°C, RH 30%-80%
Power Input	160-240V AC, 50Hz / 12V $\pm 0.05V$ DC, 10A Max
Power Output	30W average, 120W peak
Price Display	Milk price per liter displayed on screen
Manual	Operating manual in English and local language
Cleaning	Auto buzzer feature
Data Storage	Per day collection storage enabled

## 2. Ultrasonic Milk Sample Stirrer

Specification Parameter	Details
Function	Removes air from fresh milk sample via ultrasonic vibration
Type	Tabletop, Ultrasonic Stirrer
Stirring Control	Frequency and Time setting options
Ultrasonic Frequency	20–25 KHz (Variable)
Timer	1–99 seconds selectable
Environment Suitability	Dusty/humid village setup, operating -5°C to 50°C
Delivery Condition	Ready to use with all electric/electronic parts
Material of Construction	AISI 304, 1.2 mm thick minimum
Operating Voltage	230V ±10% AC, 50Hz & 12V DC



**TECHNICAL BID FORMAT**

TECH -1	:	Cover Letter
TECH-2	:	Technical Bid in Standard Format with all the Supporting Documents
TECH -3	:	Annual turnover and net worth certificate from an Independent Chartered Accountant firm.
TECH-4	:	Self-Declaration on Non-Judicial Stamp Paper in original that the organization is currently not black-listed/banned/suspended/debarred by any Government or any of its agencies.
TECH -5	:	Manufacturer's Authorisation Certificate
TECH -6	:	Technical deviation statement form
TECH -7	:	Self-Declaration/Undertaking for Eligibility & Compliance
TECH -8	:	Power of Attorney in the name of the person signing the proposal. Original Power of Attorney



**TECHNICAL BID**

**TECH- 1**

**COVER LETTER**

*[On the Letter Head of the Applicant]*

Date:

To  
**The Chief District Veterinary Officer**  
Office of the CDVO,  
Sundargarh – 770001, Odisha

**Subject:** Submission of Bid for Procurement of **Procurement of Analyzers, and Milk Testing Equipment, Milk Stationery kit**

**Reference:** Tender No.: \_\_\_\_\_, Dated: \_\_\_\_\_

Dear Sir/Madam,

With reference to the above-mentioned RFP, I/we, having examined the Bidding Documents and understood their contents, hereby submit our Technical Bid for the **Procurement of Analyzers, and Milk Testing Equipment, Milk Stationery kit** for the Office of the Chief District Veterinary Officer, Sundargarh.

1. I/We acknowledge that the Authority will be relying on the information provided in the Bid and the documents accompanying such Bid for evaluation purposes. I/We certify that the information provided is true and correct, and that nothing has been concealed or misrepresented.
2. This statement is made for the purpose of enabling the Authority to evaluate our bid and award the contract accordingly.
3. I/We shall provide any further information or clarification the Authority may require.
4. I/We understand that the Authority is not bound to accept any Bid and reserves the right to reject any or all bids without assigning any reason.
5. I/We further declare that: a) We have read, understood, and have no reservations to the Bidding Documents including all corrigenda issued. b) We are eligible to participate as per the eligibility criteria and are not disqualified under applicable laws. c) We have not been blacklisted or debarred by any Government/PSU/Autonomous Body. d) We are not involved in any litigation or legal proceedings that could affect our ability to deliver the contract.
6. I/We certify that no agent or intermediary has been engaged to facilitate or influence the bidding process, and that no corrupt, fraudulent, coercive, or collusive practices have been or will be employed.
7. I/We understand that the Authority may cancel the bidding process or reject any bid without incurring any liability.



**RFP For Supply Milk Analyser and Milk Testing Equipment (MTE) & Stationery Kit**

8. I/We confirm that our firm meets the average annual turnover requirement as mentioned in the eligibility criteria.
9. I/We certify that we have supplied similar equipment/material to government departments, milk federations/unions, or dairy plants in the past and have enclosed relevant supporting documents.
10. I/We have no conflict of interest as defined under the tender terms.
11. I/We confirm that we are a legally registered entity under applicable Indian laws, and not a JV/Consortium.
12. I/We have read and understood the restrictions on procurement from bidders of countries sharing a land border with India and certify compliance.
13. I/We undertake that any change in facts or circumstances affecting our eligibility shall be promptly notified to the Authority.
14. I/We hereby offer to supply the goods as per the specifications and terms mentioned in the RFP and agree to enter into the Agreement in the prescribed format, without seeking any changes.
15. I/We understand that the quoted Financial Bid is binding and inclusive of all applicable costs including delivery, installation, insurance, and statutory taxes.
16. I/We have submitted the required Earnest Money Deposit as per the tender notice. Proof of EMD is enclosed.
17. The bid shall remain valid for a period of **365 (Three Hundred Sixty five) days** from the last date of submission of the bid.
18. We are submitting this Technical Bid along with all supporting documents as listed in TECH-2.

In witness whereof, I/We submit this bid in accordance with the terms of the tender document.

Yours faithfully,

Date:

Place:

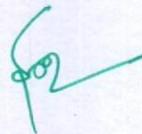
**Signature:** \_\_\_\_\_

**Name of the Authorized Signatory:**

**Designation:**

**Name of the Bidder (Firm):**

**Seal of the Bidder**



## TECH - 2

**THE FIRM PROFILE AND EXPERIENCE**

The Firm are required to provide the detailed information requested as per the format below:

Sl. No.	General Particulars of the Bidder	Details to be filled up by the Bidder
1	<b>Firm Details</b>	
a)	Name of the Firm	
b)	Registered Office Address (with Phone No.)	
c)	Email ID	
d)	Date of Incorporation	DD/MM/YYYY
e)	GST Registration No.	
f)	PAN Number	
g)	Company/Firm Registration No. (CIN/Firm Reg. No./MSME if applicable)	
h)	Nature of Firm (Proprietorship/Partnership/LLP/Private Ltd.)	
i)	Years of Experience in Similar Supplies	
j)	Authorized Contact Person (Name, Designation)	
k)	Telephone/Mobile Number	
l)	Email ID	
2	<b>Earnest Money Deposit (EMD) - INR [As per Tender]</b>	
a)	DD/Bank Transfer No.	
b)	Name of Bank	
c)	Date	
d)	Amount	
e)	EMD Enclosed (Original)	Yes / No
3	Copy of GST Registration Certificate	Yes / No (Attached at Page No. ___)
4	Copy of PAN Card	Yes / No (Attached at Page No. ___)
5	Valid Firm Registration / Incorporation Certificate	Yes / No (Attached at Page No. ___)
6	Income Tax Returns for last 3 FYs (2021-22, 2022-23, 2023-24)	Yes / No (Attached at Page No. ___)
7	Audited Financial Statements for the last 3 FYs	Yes / No (Attached at Page No. ___)
8	CA-Certified Turnover Certificate (Minimum ₹ ___ as per RFP)	Yes / No (Attached at Page No. ___)



**RFP For Supply Milk Analyser and Milk Testing Equipment (MTE) & Stationery Kit**

9	Experience Certificates/Purchase Orders for supply of similar goods	Yes / No (Attached at Page No. __)
10	Manufacturer Authorization Letter (if bidder is not the OEM)	Yes / No / NA (Attached at Page No. __)
11	Technical Brochure/Product Catalogue of quoted items	Yes / No (Attached at Page No. __)
12	Compliance Sheet against Technical Specifications	Yes / No (Attached at Page No. __)
13	Self-declaration regarding:	Yes / No (Attached at Page No. __)
	- Not blacklisted / banned / debarred	
	- No pending legal case/investigation	
	- Accepting termination clause for misrepresentation	
14	Power of Attorney for Authorized Signatory (As per TECH-6 Format)	Yes / No (Attached at Page No. __)
15	Copy of the Entire Tender Document, page-numbered, signed & stamped	Yes / No (Attached at Page No. __)
16	List of Key Personnel with qualifications and roles (who will manage execution/logistics/supply)	Yes / No (Attached at Page No. __)
17	Any additional document as required under the RFP	Yes / No (Attached at Page No. __)

Note: Agencies/The Firm not submitting full information/documents at the first instance shall be rejected.

Signature with Stamp.....

Date.....

Full Name.....

Address.....

**TECH: 3**

**ANNUAL TURNOVER AND NETWORTH STATEMENT**

[To be given on letter head of the Independent Chartered Accountant (CA)]

**To Whom It May Concern**

**Subject:** Certification of Annual Turnover and Net Worth  
**Reference:** Tender No. \_\_\_\_\_, dated \_\_\_\_\_, issued for the  
**Procurement of Analyzers, Milk Testing Equipment & Stationery kit** for  
the **Office of the Chief District Veterinary Officer, Sundargarh**

We hereby certify that the **Annual Turnover** and **Net Worth** of **M/s.**

\_\_\_\_\_

having its registered office at \_\_\_\_\_

\_\_\_\_\_

for the three financial years mentioned below are as follows:

Sl. No.	Financial Year	Annual Turnover (INR in Lakhs)
1	FY 2021-22	
2	FY 2022-23	
3	FY 2023-24	

**Average Annual Turnover (FY 2021-22 to FY 2023-24):** ₹ \_\_\_\_\_  
Lakhs

**Net Worth as on 31st March 2024:** ₹ \_\_\_\_\_ Lakhs

We certify that the above information is based on the audited financial statements and is true and correct to the best of our knowledge and belief.

**Place:**

Date:

Signature of CA

Place:

Name of CA:

Membership No:

Full address:

Seal of the  
Independent CA  
firm

Date:

Signature

Place:

(Authorized Signatory of The Firm)

Name:

Seal of the Firm  
(Bidder)

**TECH - 4**

**RFP For Supply Milk Analyser and Milk Testing Equipment (MTE) & Stationery Kit**

**(Self-Declaration/Undertaking on Notarized of appropriate value Non-Judicial Stamp Paper in original)**

**Declaration/Undertaking**

In Reference to Tender No. \_\_\_\_\_, dated \_\_\_\_\_, for the Request for Proposal (RFP) for **Procurement of Analyzers, and Milk Testing Equipment (MTE) & Stationery Kit** for MPCPS of Sundargarh, Odisha.

I/We, \_\_\_\_\_ (Name of the person), the authorized signatory of M/s. \_\_\_\_\_ (Name of the firm/organization), having its registered office at \_\_\_\_\_, hereby solemnly declare and undertake the following:

1. Our organization (M/s. \_\_\_\_\_) or any of our promoter(s)/director(s) is not blacklisted, banned, suspended, or debarred by any of the following entities at present:
  - o The Government of India, any State Government, or Union Territory (UT) Administration
  - o Any Public Sector Undertaking (PSU) or agency of the Government of India or State/UT Administration
  - o Any national or international organization/institute
2. There is no pending criminal, civil, or regulatory cases against our firm or its key persons with any court of law or police authority in India.
3. There are no ongoing proceedings, disputes, or inquiries against our firm or its office bearers in connection with any of the following:
  - o Cheating or fraud
  - o Misappropriation of funds or public money
  - o Exploitation of beneficiaries or unethical business practices
4. I/We understand and acknowledge that in the event of any misrepresentation or concealment of facts, our bid or contract, if awarded, shall be liable for rejection/termination at any stage by the Client (District Mineral Foundation, Sundargarh). Any loss or damage incurred by the Client due to such misrepresentation shall be fully compensated by us without contest.
5. I/We undertake to immediately inform DMF Sundargarh in writing if there is any change in the above declarations due to future developments.

**Date:**

**Place:**

**Signature:** \_\_\_\_\_  
**(Authorized Signatory of the Firm)**



Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Seal of the Firm

**TECH - 5**

**MANUFACTURER'S AUTHORIZATION LETTER**

*(To be submitted on Manufacturer's Letterhead)*

**Date:** [Insert Date]

**To:**

The Chief District Veterinary Officer  
Office of the C.D.V.O.,  
Sundargarh – 770001, Odisha

**Sub:** Authorization Letter for Participation in Tender No. \_\_\_\_\_ Dated \_\_\_\_\_

**Ref:** Tender for Supply of [Insert Item Name]

Dear Sir/Madam,

We, **M/s. [Full Name of Manufacturer]**, having our registered office at **[Full Address with PIN Code]**, are an established and reputed manufacturer of **[mention item(s) such as Milk Analyser / Milk Testing Equipment & Stationery Kit, etc.]**.

We hereby authorize **M/s. [Name of Bidder / Channel Partner / Dealer]**, having its office at **[Full Address with GSTIN]**, to quote, negotiate, supply, install, and provide after-sales support and services on our behalf for the above-mentioned tender issued by your esteemed office.

We confirm the following:

1. **Authorization Validity:** This authorization is valid for the entire duration of the contract including supply, installation, commissioning, warranty, and after-sales support period.
2. **Warranty & Support:** We hereby extend our full guarantee, technical support, and warranty for the products and services offered by M/s. [Name of Bidder] as per tender terms and conditions.
3. **Product Authenticity:** The goods quoted and to be supplied shall be genuine and brand-new products manufactured by us and conforming to the specifications of the RFP.
4. **No Conflict:** No other firm or individual, other than M/s. [Name of Bidder], is authorized by us to represent or quote in this tender.

We undertake to provide all necessary assistance to M/s. [Name of Bidder] to ensure successful execution of the contract.

We hereby authorize your office to contact us directly for any clarification or verification of this authorization, if required.

Thanking you,  
Yours faithfully,

**For and on behalf of [Manufacturer's Company Name]**

**Authorized Signatory**

(Signature with Seal)

**Name:**

**Designation:**

**Email:**

**Phone Number:**

**Enclosures:**

- Copy of Manufacturer's Registration Certificate
- ISO/Quality Certifications (if applicable)

**TECH-6**

**TECHNICAL DEVIATION STATEMENT FORM**

*(To be submitted on Bidder's Letterhead)*

**Tender Reference No.:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Name of the Bidder:** \_\_\_\_\_

**Name of the Manufacturer (if applicable):** \_\_\_\_\_

We confirm that the following deviations from the technical specifications as mentioned in the tender document are applicable to our bid:

Sl. No.	Tender Clause/Specification Reference	Proposed Deviation	Justification for Deviation	Impact on Performance/Compliance
1				
2				
3				

**Note:**

1. The bidder must provide detailed justification and clearly indicate any deviation from the specifications.
2. All deviations must be supported by relevant technical literature/documents.
3. If there are **no deviations**, the bidder shall write "**No Deviations**" in this form and submit it duly signed.

**Declaration:**

I/We hereby certify that the information furnished above is true and correct. Apart from the deviations mentioned above (if any), the entire scope of technical specifications shall be complied with as per the tender document.

**Authorized Signatory:**

(Signature with seal)

**Name:** \_\_\_\_\_

**Designation:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Contact Details:** \_\_\_\_\_

**TECH-7**

**Format for Power of Attorney  
(Notarized on INR 100.00 Stamp Paper)**

Know all men by these presents, We, **M/s.** \_\_\_\_\_ (name of the firm with address of the registered office), do hereby irrevocably constitute, nominate, appoint, and authorize **Mr./Ms.** \_\_\_\_\_, son/daughter/spouse of \_\_\_\_\_, residing at \_\_\_\_\_, who is presently employed with us and holds the position of \_\_\_\_\_, as our true and lawful attorney (hereinafter referred to as the "Attorney"), to do in our name and on our behalf all such acts, deeds, and things as are necessary or required in connection with or incidental to:

- Submission of our bid for the **"Procurement of Milk Analyzers, and Milk Testing Equipment (MTE) & Stationery Kit for the Office of the Chief District Veterinary Officer (CDVO), Sundargarh"** in response to **Tender No.** \_\_\_\_\_, dated \_\_\_\_\_, issued by the **Chief District Veterinary Officer (CDVO), Sundargarh** (the "Authority"), including but not limited to:
  - Signing and submission of applications, bids, and all other documents and correspondence
  - Participating in pre-bid meetings and technical or financial negotiations
  - Providing clarifications and representations to the Authority
  - Signing and executing all contracts, agreements, undertakings, and related documents, if the contract is awarded
  - Undertaking any other tasks or responsibilities as may be required in relation to the said tender or contract.

We hereby agree to ratify and confirm all acts, deeds, and things lawfully done or caused to be done by our said Attorney in exercise of the powers conferred under this Power of Attorney, and all such acts shall be binding on us as if they have been done by us.

**IN WITNESS WHEREOF,**

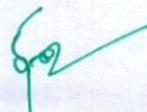
We, **M/s.** \_\_\_\_\_, the above-named principal, have executed this Power of Attorney on this \_\_\_ day of \_\_\_\_\_, 2024.

<p><b>Accepted by</b> (Signature of the Attorney) Name: _____ Designation: _____ Address: _____ Contact No.: _____ Email ID: _____</p>	<p><b>Authorized Representative of the Firm</b> Signature: _____ Name: _____ Designation: _____ Date: _____ Place: _____ Firm's Seal: _____</p>
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<p><b>Witnesses</b> <b>1.</b> Full Name: _____ Address: _____ Signature: _____</p>	<p><b>2.</b> Full Name: _____ Address: _____ Signature: _____</p>
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**Notes:**

1. Power of Attorney must be executed as per applicable laws and firm's constitution (e.g., Board Resolution, Partnership Deed).
2. Submit supporting documents (e.g., Board Resolution, Partnership Authorization) if required.
3. The Power of Attorney must be executed on a **non-judicial stamp paper of INR 100** or as per local law and **notarized**.
4. If executed outside India, it must be **apostilled or legalized** by Indian authorities/embassies depending on the jurisdiction.



**FINANCIAL BID**  
**FIN- 1**  
**(On the Letter Head of The Firm)**

To  
The Chief District Veterinary Officer (CDVO)  
Office of the CDVO,  
Collectorate Campus, Sundargarh – 770001, Odisha  
Subject: Financial Bid for Procurement of Milk Testing Equipment with Stationary  
& Milk Analysers  
Tender Ref. No.: \_\_\_\_\_ Date: \_\_\_\_\_

**A. QUOTATION – Milk Analyser with Stirrer (Inclusive of All Charges)**

Sl. No.	Item Description	Quantity	Make & Model	Unit Price (INR)	GST (%)	GST Amt (INR)	Total Amount (INR)
1.	Milk Analyser with Stirrer						
<b>Subtotal (A)</b>							₹ _____

**B. QUOTATION –Milk testing Equipment with Stationary (Inclusive of All Charges)**

Sl. No.	Name of Equipment/Accessory	Quantity (Nos.)	Unit Price (INR)	GST (%)	Total Amount (INR)	Grand Total
1	Milk Collection Tray, SS304, 1.2mm, 440x590x65mm, Min 4200g	1				
2	Milk Sampler, SS304, 1.2mm, Min 90g	1				
3	Lactometer Cylinder, SS304, 1.6mm, Min 270g	1				
4	Funnel with Strainer, SS304, 1.2mm, Min 1600g	1				
5	Strainer Sieve, SS304	1				
6	Measuring Cup 100ml, SS304, 1.25mm, Min 125g	1				
7	Measuring Cup 200ml, SS304, 1.25mm, Min 180g	1				
8	Measuring Cup 500ml, SS304, 1.6mm, Min 425g	1				



**RFP For Supply Milk Analyser and Milk Testing Equipment (MTE) & Stationery Kit**

9	Measuring Cup 1000ml, SS304, 1.6mm, Min 650g	1				
10	Milk Can Plunger, SS304, Min 650g	1				
11	Milk Bucket, SS200 series, 15L, Min 1600g	1				
12	Centrifuge Machine Gerber, 24 Tests, Manual	1				
13	Lock Stoppers, Brass (Dozen)	2				
14	Lock Stopper Keys, Aluminium	2				
15	Lactometer, Zeal Type, 0-40 LR, Calibrated at 84°F	2				
16	Thermometer, Alcohol, 0-100°C	2				
17	Pipette 10.75ml, ISI Mark (Borosil)	2				
18	Test Tubes 18x150mm (Borosil)	6				
19	Butyrometers, ISI Make, Double Tested, 0-10%	30				
20	Porcelain Dish, 3 Inch	1				
21	Spirit Lamp, Stainless Steel, 100ml	1				
22	Graduated Pipettes 10ml (Borosil)	2				
23	Butyrometer Stand, HDPE, 12 Holes	2				
24	Steel Sample Bottle, 50ml with Cap	60				
25	Steel Tray for 24 Bottles, Food Grade	2				
26	Reagent Tray, 16x12 inches, Food Grade	1				
27	Plastic Tilt Measure 1ml with 250ml Bottle	2				

**RFP For Supply Milk Analyser and Milk Testing Equipment (MTE) & Stationery Kit**

28	Plastic Tilt Measure 1ml with 500ml Bottle	2				
29	Test Tube Stand, Aluminum, 12 Holes	1				
30	Nylon Brush for Butyrometers	5				
31	Nylon Brush for Pipettes	5				
32	Nylon Brush for 50ml Sample Bottle	5				
33	Plastic Measuring Jug for Acid Dilution, 1 Litre	1				
34	Plastic Hammer for Can Opening	1				
<b>Subtotal B</b>						

**B. GST COMPONENT**

Description	Amount (INR)
Subtotal (A+B)	₹ _____
GST @ ____ %	₹ _____

**Total (A + B+ GST):** ₹ \_\_\_\_\_**C. TOTAL FINANCIAL OFFER**

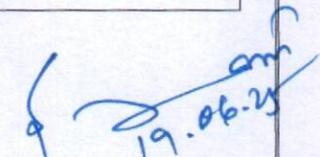
Total Amount in Words: INR \_\_\_\_\_

Only

**D. IMPORTANT NOTES**

- Make and Model must be clearly mentioned for all applicable items. OEM brochures/certificates must be submitted in the technical bid.
- Quoted prices must include delivery, transportation, insurance, unloading, installation, commissioning, warranty, and all incidental costs at CDVO Sundargarh or designated locations.
- No additional payment shall be made beyond the quoted rate for any component.
- The rates quoted shall remain valid for 120 days from the bid submission date.
- Payments will be released only after successful delivery, inspection, and acceptance of goods.

Authorized Signatory Signature: _____ Name: _____ Designation: _____	Name of the Firm: _____ Seal of the Firm: _____ Date: _____ Place: _____
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 19.06.23  
 Chief Dist. Veterinary Officer  
 Sundargarh