



BHUBANESWAR DAIRY.

Chandrasekharpur, Bhubaneswar - 751 017.

TENDER NOTICE

OMFED invites sealed offers from experienced agencies for production and packing of Khoa, Peda, Rabidi & Paneer on job contract basis (labour).

The sealed offer document can be downloaded from Omfed website www.omfed.com and submitted on due date duly filled in along with **Rs.100/- +5% VAT towards EMD** in shape of Demand Draft in favor of OMFED drawn on any nationalized Bank payable at Bhubaneswar.

The last date for submission of sealed offer is **12.04.2016** up to **1400 hours** and shall be opened at the above mentioned address on the same day at 1500 hour. No bid without required EMD shall be accepted.

Tenderers are requested to visit OMFED website regularly as any corrigendum / addendum may be published in OMFED website and not in any other media/ news papers.

OMFED reserves the right to accept or reject any or all the tenders or part thereof without assigning any reason.

**Plant Manager,
Bhubaneswar Dairy
Cell No- 94394 43565
99385 48584**

ELIGIBILITY CRITERIA

- The bidder should have past experience in execution of similar type of work.

DOCUMENTS TO BE SUBMITTED :

- Service Tax Registration Number.
- PAN No.
- Credentials in support of supply of labourers on job contract basis.
- Demand draft towards EMD.

TERMS OF PAYMENT

- 100% payment after completion of the assignment on monthly basis.
- Penalty @0.5% of the order value shall be imposed in case of failure to commitment and losses / delay in production.
- All payments are subject to deduction of statutory dues as applicable.

VALIDITY OF OFFER:

- One year from the date of notification.

TERM & CONDITIONS

- Suppliers are advised to visit site to assess actual requirement.
- The offer shall include taxes, duties and royalties.
- Bids without EMD shall not be considered.
- Indicative quantity may vary depending upon requirement.
- Bidders are not allowed to stipulate any terms and condition of their own beyond the tender terms.
- EMD is not required for registered Cooperative societies and Women self help groups.
- All raw / packing materials shall be supplied by OMFED.
- The bidder should thoroughly study the scope of work and furnish the rate per Kg of product.
- All raw / packing material supply is within scope of OMFED.
- Bidder shall supply only labour as per requirement to execute the assignment as per the scope of work.
- Payment shall be released by 10th of succeeding month against submission of bill.
- The offer shall include all statutory obligations as applicable under labour law and in case of noncompliance of such dues the bidder shall be held responsible.

Signature:

Seal:

Date:

INFORMATION TO BE SUBMITTED BY THE BIDDER

SL. NO	PARAMETERS	DETAILS
1	Name of the company / individuals	
2	Office Address	
3	Phone no, fax no & E-mail ID	
4	Corporate Headquarter Address & Contact number	
5	Local office address & contact number	
6	Web site address	
7	Nature of ownership	
8	Regd. No with date	
9	Details of Statutory Certificates / License/ clearance	
	PAN No	

Signature:

Seal:

Date:

COMMERCIAL BID

Sl no.	Item description	Tentative Quantity of production (Kg.)	Rate / Kg.
01	Khoa	300	
02	Peda	50	
03	Rabidi	300	
04	Paneer	1500	

Signature:

Seal:

Date:

SCOPE OF WORK

Process of Khoa:

Collection of raw materials and packaging materials from store, cleaning of Khoa pan with the detergent and sanitizer as per the direction of the Supervising staff and heating the milk in vat, continuous kneading and concentration of milk to the volume as directed by the Supervisor. The volume of finished product should be min 25 % of volume of milk or as instructed by the supervisor/shift in charges. Allow the condensed Milk to cool. Filling the finished product in required size pouches, cbx, cooling in cold store, sealing manually/semi automatic filling & packing machine. Arranging the same in the cartons and transferring to cold store. Cleaning of the work site and utensils/equipments before beginning of the work and after completion of the job. In case of failure of machine(s), the work to be carried out manually to give output without any losses in process within limited time limit. Leakage etc. of packs which are not suitable for marketing or return from market shall be reprocessed. The consumer's pack of the items should be duly coded with date, rate and batch no. if any by machines available for the purpose.

Process of Peda:

Collection of raw materials and packaging materials from processing and store, cleaning of Khoa pan with the detergent and sanitizer as per the direction of the Supervising staff and heating the milk in vat and concentration of milk to the volume as directed by the Supervisor. Addition of sugar, spices, colour & preservative if any required as per the direction of the Supervisor and preparation of the finished product. Preparation of Peda either manually or through moulds in 10 gms & 20 gms size as per the requirement. Filling the finished product in required size pouches, cbx , cooling in cold store, sealing manually/semi automatic filling & packing machine. Arranging the same in the cartons and transferring to cold store. Cleaning of the work site and utensils/equipments before beginning of the work and after completion of the job. In case of failure of machine(s), the work to be carried out manually to give output without any losses in process within limited time limit Leakage etc. of packs which are not suitable for marketing or return- from market shall be reprocessed. The consumer's pack of the items should be duly coded with date, rate and batch no. if any by machines available for the purpose.

Signature:

Seal:

Date:

Process of Rabidi:

Collection of raw materials and packaging materials from processing and store, cleaning of Khoa pan with the detergent and sanitizer as per the direction of the Supervising staff and heating the milk in vat and concentration of milk to the volume as directed by the Supervisor. Addition of sugar as per the direction of the Supervisor and preparation of the finished Rabidi. The volume of finished product should be 33% of volume of milk. Filling the finished product in 80 gms/100 gms or any other required size cups, cooling in cold store, sealing manually/semi automatic cup filling machine, putting lids on the manually filled cups/sealing. Cleaning outer surface of the cups, arranging the same in the cartons and transferring to cold store. Cleaning of the work site and utensils/equipments before beginning of the work and after completion of the job. In case of failure of machine(s), the work to be carried out manually to give output without any losses in process within limited time limit. Leakage etc. of packs which are not suitable for marketing or return from market shall be reprocessed. The consumer's pack of the items should be duly coded with date, rate and batch no. if any by machines available for the purpose.

Process of Paneer:

Preparation of work place and equipment i.e. cleaning of place (from manufacturing to packing) before production, cleaning/sanitization of all required equipments, hoops, tanks, vat etc., thoroughly. Collection of all required raw materials to the work place. All manufacturing steps of production of Paneer to be carried out i.e. heating of milk, coagulation, straining, hooping, pressing, putting blocks in chilled water, removing blocks from chilled water and transferring them to cold store for drying, weight of bulk to be taken then cutting the paneer into required size, shape & weight, putting in pouches and vacuum packing in machine(Thermo forming machine or any other machine) available for the same and then transferring those into consumer packs, in cardboard box/any suitable packaging & then into cartons. Before Packing in cartons, the consumer's packs/foils needs to be coded in machine for date, rates and batch no etc in machines available for the purpose. Transferring the cartons to cold store as instructed by the authorized Supervisor/representative. After production, the work place and equipments, utensils to be cleaned properly and the materials to be kept in proper place.

Signature:

Seal:

Date:

