



Tender Document for
Certification of ISO 22000:2018 at our Dairy Plants Under OMFED



THE ORISSA STATE CO-OPERATIVE MILK PRODUCERS' FEDERATION LTD.

D-2, SAHID NAGAR.BHUBANESWAR

July - 2025

Cost Rs.1000+ 18% GST



**The Orissa State Cooperative Milk Producers' Federation
Ltd., D-2, Sahid Nagar, Bhubaneswar-751007.**
Phone No: 0674-2544576, 2546030, 2546121, 2540417, 2540273.
E-mail : omfed@yahoo.com Website: www.omfed.com

NOTICE INVITING TENDER

Ref: 60/DO/Cert/ISO/2025/Vol-IV/

Date: 03.07.2025

Tender Notice for Certification of ISO 22000:2018 at our Dairy Plants under OMFED

The Orissa State Co-operative Milk Producers' Federation Limited is committed to provide safe and wholesome milk and milk products to the consumers. OMFED invites Techno commercial sealed tenders for performing Third-Party Assessment/Audit and providing the ISO 22000:2018 Certification, surveillance audits in the Dairy Plants of OMFED for three years from the date of award of the contract as detailed in the subsequent parts of this tender document and subject to the terms and conditions given therein. For details, please refer to our website **www.omfed.com**. & submit sealed offer in separate envelopes with complete technical details. The tender cost of Rs.1000/- + 18% GST and EMD of Rs.20,000/- should reach at the above addressed office latest by **25/07/2025 up to 14.00 hours**. The Technical bid shall be opened on the same day at 15.00 hours in presence of interested bidders. The opening of commercial bid shall be intimated later. For details please visit OMFED website www.omfed.com.

The corrigendum, if required, shall only be published in OMFED website but not in any other media/newspapers.

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

Managing Director



The Odisha State Cooperative Milk Producers' Federation Ltd.,D-2, Sahid Nagar, Bhubaneswar-751007.

Phone No: 0674-2544576, 2546030, 2546121, 2540417, 2540273.

Fax : 0674-2540974

E-mail : omfed@yahoo.com Website: www.omfed.com

DETAILS

Tender for	ISO 22000:2018 Certification at different Dairy Plants under OMFED
Reference No.	60/DO/Cert/ISO/2022/Vol-IV/
Cost of Tender Form	Rs.1000/- + 18% GST
Schedule – I	Objectives
Schedule – II	Scope of work and EMD Deposit
Schedule – III	Eligibility Criteria of Bidders
Schedule - IV	Status of all dairy Plants
Schedule-V	Technical Bid
Schedule-VI	Financial Bid (Certification Body)
Contact Person	Mr. Mritunjay Kumar ,Dairy Operation , Mobile:8863009999
Last date and time for submission of tender document	Dtd.25/07/2025 till 14.00 hours.
Date & Time for opening of Tender	Dtd.25/07/2025 at 15.00 hours.
Envelop – A	Tender paper cost and EMD to be submitted.
Envelop – B	Technical documents to be submitted.
Envelop – C	Financial bid to be submitted.
Address for communication	Managing Director Orissa State Cooperative Milk Producers' Federation Ltd., D-2, Sahid Nagar, Bhubaneswar – 751 007. (Odisha)

Managing Director

**The Orissa State Cooperative Milk Producers' Federation
Ltd., D-2, Sahid Nagar, Bhubaneswar-751007.**

SCHEDULE – I

1. Objective

Performing Document Review/Initial Audit and Certification Audit/ Assessment and Awarding Certification under ISO 22000:2018 Standard and surveillance audits in Sambalpur Dairy, Balasore Dairy, Rourkela Dairy, Berhampur Dairy, Jeypore Dairy, Bhawanipatna Dairy, Keonjhar Dairy, Salapada Dairy, Dhenkanal Dairy, Angul Dairy, and Sonepur Dairy plants of OMFED.

2. Submission of Tender

1. The tenderer should duly sign with seal on all the pages of the tender documents.
2. Tenderers alone will be responsible for submission of defective tenders and such tenders are liable to be summarily rejected.
3. The bidder should quote for all items specified in the price bid, else bid will be treated as incomplete and will stand invalid.
4. Please write the name of the tender on the top of the Envelope.

SCHEDULE – II

3. Scope of work for Certification body

1. Preparation of Documented Information as per ISO 22000:2018 standard
2. Review of the System Documentation based on requirements of ISO 22000:2018 Standard and suggest amendments, if any.
3. Verification of the FSMS Implementation by performing Certification Audit and submit Audit/ Assessment Report. The bidder should not have unsatisfactory performance past track record in Omfed.
4. Awarding ISO Certification under ISO 22000:2018 Standard

4. Validity

The Documentation activity and Certificate to be completed within a time frame of 4 months from the date of the Award of Contract. The Surveillance Audits will be conducted in subsequent years.

5. EARNEST MONEY DEPOSIT:

- a. All the parties shall be required to deposit EMD of Rs. 20,000/- (Rupees twenty thousand only) along with the tender submission paper. Without the requisite EMD the tender shall be rejected.
- b. EMD in the form of Demand Draft (DD) drawn on any Nationalized Bank in favour of "Managing Director, The Orissa State Cooperative Milk Producers' Federation Ltd." payable at Bhubaneswar should reach physically in the office of MD, OMFED.
- c. EMD of successful tenderer shall be retained till the completion of the work. No interest will be paid on this deposit for the period during which the deposit is kept with OMFED.
- d. EMD of the bidders whose rates are not accepted will be returned within 30 days from the date of tender opening.

SCHEDULE – III

ELIGIBILITY CRITERIA OF BIDDER

1. Work experience in the relevant field (ISO, Food Safety, HACCP) is compulsory.
2. The consultancy/agency should preferably have the support of the following professionals working full time or part time or on need basis.
3. Must have executed FSMS successfully in Food Sectors.
4. They should have their own Bank account (in the name of the Firm/Agency).
5. Should have assessed/awarded certification to at least 3 (Three) establishments in Food Sector.
6. The consultancy/agency should preferably have the support of the following professionals working full time or part time or on need basis.
 - a. Must have executed FSMS successfully in Food Sectors.
 - b. Dairy Technologist/Food Technologist with Dairy industrial experience in the field of Quality Control and/or Production Section.
 - c. Post graduate in Chemistry/Biochemistry/Microbiology with experience in Dairy/Food Industry/HACCP.
 - d. Retired Officers of Milk Federation / Food establishment / PSU

General Terms & Conditions

The following is the list of the tasks under the contract assignment. The agency may be entrusted to perform all or the part of the below-listed services.

1. Preparation of Documented Information as per ISO 22000:2018 Standard.
2. Implementation of FSMS in each Dairy Units.
3. Review of the System Documentation based on requirements of ISO 22000:2018 Standard and suggest amendments, if any;
4. Verification of the FSMS Implementation by performing Third Party Assessment/ Audit and submit Audit/Assessment Report;
5. Recommend and Award of ISO Certification under ISO22000:2018 Standard
6. Yearly Surveillance Audits.
7. The rates will be applicable for the entire contract period and no change in the rates will be permitted. The payment will be raised based on the successful completion of stage 1 audit, certification audit and periodic audits as per basis of quoting.
*(Quote rate per man-day basis for each dairy **mentioned under Annexure-I.**)*
8. The Conveyance, Boarding and lodging expense will be met by Bidders.
9. OMFED will provide access to the data/records and as and when requested.
10. Contract/Work/Engagement orders indicating the details of assignment, client, value of assignment, date & year of award etc;
11. Unless accepted in writing, the conditions of the tender document will be valid and no extension of time for submission of tenders will be granted on any account.
12. Bidder should carefully study all the tender documents before quoting their rates. No alterations will be allowed after the tender is opened.
13. Late tenders/delayed tenders including postal delay and those not conforming to the prescribed terms and conditions will not be considered at all.
14. OMFED reserves the right to accept any tender in whole or in part and rejects any or all tenders without assigning any reason. OMFED is not bound to accept the lowest tender and reserve the right to accept one or more tenders in part. The decision of OMFED in this connection will be final.

6. Payment Terms

- i) Payment shall be released after certification and successful completion of initial audit, 1st surveillance audit and 2nd surveillance audit. All payments are subject to deduction of statutory dues like IT, TDS & as per taxes levied by Govt. as applicable.

- ii) Payment shall be released in shape of account payee cheque or through RTGS within 30days of submission of bill after successful completion of audit and obtaining certificate.
- iii) The initial audit shall be completed within 04 months from the date of issuance of work order.
- iv) The 1st surveillance audit and 2nd surveillance audit within 04 months also.
- v) The conveyance, lodging, boarding shall be borne by the bidder.
- vi) Bidder should submit their GST/PAN number in their offer.
- vii) Erased, over writing in the quotation should be strictly avoided and correction (if any) should be signed. Over writing, cutting, correction (if any) not attested may lead to cancellation of the quotation.

7. Penalty Clause.

- i) Penalty @0.5% of the order value per week or part thereof shall be imposed for delay in execution beyond the time frame. The penalty amount will be limited to 10% of the order value.

Dispute arbitration & final authority.

1. Bid Rejection Criteria

- A bid may be rejected if
- i. If the bidder does not meet the pre-qualification/technical criteria and/or non submission of documents specified.
 - ii. The deviations from the terms mentioned in the document affects in any way the scope, quality and performance.
 - iii. Conflict of interest between the bidder and the OMFED is detected at any stage.

2. Disputes:

- a. The Federation and the bidder shall make every effort to resolve any dispute/disagreement in connection with the bid amicably by direct negotiation. However, the decision of Managing Director, OMFED will be final & binding in case the disagreement or dispute is not resolved by mutual negotiation.
- b. Legal dispute if any, concerning to this supply shall be subject to such courts as Exercising civil Jurisdiction over Bhubaneswar only.

SCHEDULE – IV**STATUS OF THE DAIRY PLANTS**

Name of the Dairy	Processing Capacity	Name of product manufactured	No. of employees working at Dairy	Total employee working
Sambalpur Dairy	1,00,000	Milk, WMC, Sweet Curd, Plain Curd, Butter Milk, Lassi, Paneer, Khoa,, Khira, Ghee, flavoured Milk	Regular – 34 Deputation - 07 Service Provider – 15 Daily Wages – 120	176
Balasore Dairy	80,000	Milk, WMC, Sweet Curd, Plain Curd Paneer, Lassi, Ghee, Rabidi, Chhenapoda, Flavoured Milk, Khoa, Peda,BMS,	Regular – 32 Deputation - 09 Contractual – 1 Daily Wages – 102 Service Provider - 06	150
Rourkela Dairy	30,000	Milk, Ghee, SFM,WMC, Sweet Curd, Plain Curd Rabidi,Khoa, Paneer, Lassi, Butter Milk, Chhenapoda	Regular – 32 Deputation - 1 Service Provider – 3 Contractual -1 Casual - 1 Daily Wages – 27	65
Berhampur Dairy	30,000	Milk, WMC, Sweet Curd,Plain Curd, Flavoured Milk, Paneer, Khira, Khoa, Ghee, Lassi, Butter Milk	Regular – 22 Deputation - 09 Contractual – Nil Service Provider – 03 Daily Wages – 52	86
Jeypore Dairy	20,000	Milk, WMC, Sweet Curd, Plain Curd, Paneer, Khira, BMS, Khoa, Lassi, Ghee,	Regular – 20 Contractual - 03 Service Provider – 2 Daily Wages - 9 Labour Contractor - 17	51
Bhawanipatna Dairy	30,000	Milk, WMC, Sweet Curd, Plain Curd, Lassi, Butter Milk, Rabidi, Paneer, Ghee	Regular – 16 Deputation - 04 Daily Wages – 35 Contractual - 02	57

Keonjhar Dairy	30,000	Milk, WMC, Sweet Curd, Plain Curd, Rabidi, Flavoured Milk, Chhenapoda, Butter Milk, Paneer, Khoa, Lassi	Regular – 14 Deputation - 04 Daily Wages - 46	64
Salapada Dairy	30,000	Milk, WMC, Sweet Curd, Plain Curd, Butter Milk, Lassi, Paneer, Ghee, Rabidi, Khoa,Peda,SFM	Regular – 19 Deputation - 01 Contractual - 02 Daily Wages – 33 Service Provider - 14	69
Dhenkanal Dairy	20,000	Milk, WMC, Paneer, Butter Milk	Regular – 17 Service provider - 07 Daily Wages - 9	33
Angul Dairy	30,000	Milk, WMC, Sweet Curd, Plain Curd, Rabidi, Flavoured Milk, Lassi, Ghee, Paneer, Khoa	Regular – 10 Deputation - 04 Contractual – 01 Daily Wages – 20 Service Provider - 05	40
Sonepur Dairy	50,000	Milk, WMC,Paneer, Rabidi, Butter Milk, Ghee	Regular – 09 Deputation - 01 Contractual – 01 Daily Wages – 15 Service Provider - 08	34

SCHEDULE - V
APPLICATION – TECHNICAL BID

1. Name of Bidder : _____
2. Cost of Tender Paper : Rs. (Original D/D or
M/R is to be enclosed.
Rs. _____ drawn on Bank
3. Name of Proprietor / Partner / Director : _____
along with proof as authorized person _____
to sign the document & deed etc. _____
4. Full Address of Registered Office : _____

Telephone No. : _____
FAX No. : _____
E-mail Address : _____
5. Full address of Operating / Branch Office. : _____

Telephone No. : _____
FAX No. : _____
E-mail Address : _____
6. Name & telephone no. of Authorized
7. / person to liaise with Unit(s) : _____
8. PAN / GIR No. : _____ (Attach attested copy)
9. GST Registration No. : _____ (Attach attested copy)
10. Performance/ experience (Minimum 3 Year essential)
Copy of certificate enclosed) : _____
11. Additional information, if any: (Attach separate sheet if required)

Signature of Bidder with Seal

Date:

Place:

SCHEDULE - VI

FINANCIAL BID TO BE SUBMITTED

FOR CERTIFICATION BODY

(RATES SHOULD BE SUBMITTED IN THIS FORMAT)

Annexure-I

The rate quoted should be individual such as for initial Audit (1st year), Surveillance Audit (2nd year), Surveillance Audit (3rd year) and GST. **Consultancy and Certification by the same body are considered unacceptable.**

Sambalpur Dairy	Description		Total No. of days for Audit	Rate per man days	Total Amount
	Fees for the Certification Audit	Initial Audit (Stage-1)			
		Main Audit (Stage-2)			
	Fees for Registration & Issuance of Certificate				
	2nd Year fees for Certification				
	1 st Annual Surveillance Audit				
	3rd Year fees for Certification				
	2 nd Annual Surveillance Audit				
	Sub Total (for 3 years period)				
	GST				
	Total				
Balasore Dairy	Fees for the Certification Audit	Initial Audit (Stage-1)			
		Main Audit (Stage-2)			
	Fees for Registration & Issuance of Certificate				
	2nd Year fees for Certification				
	1 st Annual Surveillance Audit				
	3rd Year fees for Certification				
	2 nd Annual Surveillance Audit				
	Sub Total (for 3 years period)				
	GST				
	Total				

Rourkela Dairy	Fees for the Certification Audit	Initial Audit (Stage-1)			
		Main Audit (Stage-2)			
	Fees for Registration & Issuance of Certificate				
	2nd Year fees for Certification				
	1 st Annual Surveillance Audit				
	3rd Year fees for Certification				
	2 nd Annual Surveillance Audit				
	Sub Total (for 3 years period)				
	GST				
	Total				
Berhampur Dairy	Fees for the Certification Audit	Initial Audit (Stage-1)			
		Main Audit (Stage-2)			
	Fees for Registration & Issuance of Certificate				
	2nd Year fees for Certification				
	1 st Annual Surveillance Audit				
	3rd Year fees for Certification				
	2 nd Annual Surveillance Audit				
	Sub Total (for 3 years period)				
	GST				
	Total				
Jeypore Dairy	Fees for the Certification Audit	Initial Audit (Stage-1)			
		Main Audit (Stage-2)			
	Fees for Registration & Issuance of Certificate				
	2nd Year fees for Certification				
	1 st Annual Surveillance Audit				
	3rd Year fees for Certification				
	2 nd Annual Surveillance Audit				
	Sub Total (for 3 years period)				
	GST				
	Total				

Bhawanipatna Dairy	Fees for the Certification Audit	Initial Audit (Stage-1)			
		Main Audit (Stage-2)			
	Fees for Registration & Issuance of Certificate				
	2nd Year fees for Certification				
	1 st Annual Surveillance Audit				
	3rd Year fees for Certification				
	2 nd Annual Surveillance Audit				
	Sub Total (for 3 years period)				
	GST				
	Total				
Keonjhar Dairy	Fees for the Certification Audit	Initial Audit (Stage-1)			
		Main Audit (Stage-2)			
	Fees for Registration & Issuance of Certificate				
	2nd Year fees for Certification				
	1 st Annual Surveillance Audit				
	3rd Year fees for Certification				
	2 nd Annual Surveillance Audit				
	Sub Total (for 3 years period)				
	GST				
	Total				
Salapada Dairy	Fees for the Certification Audit	Initial Audit (Stage-1)			
		Main Audit (Stage-2)			
	Fees for Registration & Issuance of Certificate				
	2nd Year fees for Certification				
	1 st Annual Surveillance Audit				
	3rd Year fees for Certification				
	2 nd Annual Surveillance Audit				
	Sub Total (for 3 years period)				
	GST				
	Total				

Dhenkanal Dairy	Fees for the Certification Audit	Initial Audit (Stage-1)			
		Main Audit (Stage-2)			
	Fees for Registration & Issuance of Certificate				
	2nd Year fees for Certification				
	1 st Annual Surveillance Audit				
	3rd Year fees for Certification				
	2 nd Annual Surveillance Audit				
	Sub Total (for 3 years period)				
	GST				
Angul Dairy	Total				
	Fees for the Certification Audit	Initial Audit (Stage-1)			
		Main Audit (Stage-2)			
	Fees for Registration & Issuance of Certificate				
	2nd Year fees for Certification				
	1 st Annual Surveillance Audit				
	3rd Year fees for Certification				
	2 nd Annual Surveillance Audit				
	Sub Total (for 3 years period)				
	GST				
	Total				
	Grand Total				

Sonepur Dairy	Fees for the Certification Audit	Initial Audit (Stage-1)			
		Main Audit (Stage-2)			
	Fees for Registration & Issuance of Certificate				
	2nd Year fees for Certification				
	1 st Annual Surveillance Audit				
	3rd Year fees for Certification				
	2 nd Annual Surveillance Audit				
	Sub Total (for 3 years period)				
	GST				
	Total				
	Grand Total				

DECLARATION

1. I, _____ Son / Daughter / Wife of Shri _____ Proprietor / Director / authorized signatory of M/s. _____, mentioned above, am competent to sign this declaration and execute this tender document;
2. I have carefully read and understood all the terms and conditions of the tender and undertake to abide by them;
3. The information/documents furnished along with the above application are true and authentic to the best of my knowledge and belief. I/we, am/are well aware of the fact that furnishing of any false information/fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.

Date:

Place:

Signature of Bidder

Name:

Seal:

