

**Bid Identification No. MM/113/AT/VIII-3/39**

# **TENDER CALL NOTICE**

**For**

## **PURCHASE OF ESSENCE & FLAVOURS**



**MM DIVISION, OMFED, BHUBANESWAR**

**The Orissa State Cooperative, Milk Producers' Federation Ltd.  
D-2, SAHID NAGAR, BHUBANESWAR-751 007.**

**Ph No- 2546030/2540273/2540417, Email –: [mmdivision@omfed.com](mailto:mmdivision@omfed.com)**

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The Orissa State Cooperative, Milk Producers' Federation Ltd.

D-2, SAHID NAGAR, BHUBANESWAR-751 007.

Ph No- 2546030/2540273/2540417, Fax No (0674)2540974, Email – omfed@yahoo.com

**Detail Tender Notice**

**Bid Identification No. MM/113/AT/VIII-3/39**

OMFED invites Two Bid System open tender from reputed Manufacturer/suppliers/ distributors for supply of **Essence and Flavours** for used at Arilo Dairy Cuttack for 6 months requirement. The bidders are required to submit bids for the following items.

Cost of tender paper. (Rs.)	Date of Availability of Tender Document in OMFED website	Last date of Submission of Bid (Technical & Financial).	Opening date of Technical Bids.
<b>Rs 500+18% GST</b> <b>=Rs 590.00</b> (In shape of separate Demand Draft favouring OMFED, payable at, Bhubaneswar)	<b><u>From:</u></b> <b>12.12.2025 on 10.00</b> <b>A.M</b> <b><u>To:</u></b> <b>26.12.2025 on 05.00</b> <b>P.M</b>	<b>26.12.2025</b> <b>on 05.00 P.M</b>	<b>29.12.2025</b> <b>on 11.30 A.M</b>

1. The tender paper cost & EMD in the form of DD in original and Photo Copy of all documents required as per eligibility criteria shall be deposited in sealed envelope at Omfed Corporate Office, Saheed Nagar, Bhubaneswar during working days.
2. Non-submission of cost of bid document and EMD within the period shall debar the party from participating in the tender system.
3. Bids shall be received on or before schedule time i.e. 26.12.2025 at 5.00PM.
4. Technical bids received shall be opened at scheduled time at OMFED Corporate office in the presence of the bidders. If the office happens to be closed on the date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue.
5. The **Technical Bid of tender document shall be opened at 11.30 AM on 29.12.2025 at Omfed Corporate Office, Saheed Nagar in the presence of the bidders.**

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6. The bids of the technically qualified bidders will be informed to open for evaluation of the commercial bid.
  7. The cost of bid documents & EMD in demand draft issued from any Nationalized/ Scheduled Bank may be prepared in favour of OMFED, payable at Bhubaneswar.
  8. Co-Operatives, Govt. bodies, NSIC and MSME registered firms are exempted from submitting required EMD but the tender Paper cost shall be deposited by them.
  9. Other details are available in the bidding documents.
  10. Any corrigendum / Addendum will be published in the OMFED website <https://www.omfed.com>
  11. The management reserves the right to cancel any or all bids without assigning any reason.

**Managing Director  
OMFED**

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### **Eligibility Criteria**

- 1) Cost of tender document is Rs 590.00 including GST, must be submitted with Technical bid.
- 2) EMD Rs 35,000/- which will be converted into security deposit in case of successful bidder.
- 3) Turnover certificate from Chartered Accountant for the year of 2023-24 and audited financial statement for same period must be submitted in support of required turnover not less than 10,00,000/- for the Financial Year 2023-24.
- 4) Income Tax return for the Financial Year 2023-24 and GST return for 2024-25 ( January 25 to March 25) must be attached to the tender document.
- 5) The bidder should have registered under GST and IT authority. The photo copy of GST registration & PAN certificate must be attached.
- 6) The material should conform to the technical specification of tender.
- 7) All the documents should be self attested and sealed.
- 8) Client list and copy of orders to be provided (For credential).
- 9) The bidders should submit the samples of materials with technical bid (which is not refundable). The quoted sample items should be clearly mentioned with the name of sample item & senders name on the envelope of sample & send to Dy Manager (MM), OMFED,D-2, Saheed Nagar,Bhubaneswar, Odisha-751007 on or before the opening of the technical bid.**
- 10) On Top of each separate sealed envelope (both technical & commercial bid), Name of the item, Material & bid identification no should be mentioned & submitted with technical bid.

(SIGNATURE OF THE BIDDER)

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### **TECHNICAL Specification**

<b>Sl.No</b>	<b>Name of the Item</b>	<b>Brand Name</b>	<b>Total required Quantity</b>	<b>E.M.D Amount (Rs)</b>	<b>Bidder Minimum Turnover (Rs)</b>
01	Cardamom Essence	IFF MC1919	400Ltr	<b>35,000/-</b>	10,00,000/-
02	Saffron Essence	IFF No.1	600Ltr		
03	Kessar Milk Masala	Universal Oleoresin	400Ltr		
04	Tatrizine Colour	IDCOL	70kg		
04	Vanilla Essence	IFF	100Ltr		
06	Rose White Essence	IFF	100Ltr		
07	Green Chilly Extracts	Universal Oleoresin	50Ltr		
08	Ginger Extrtacts	Universal Oleoresin	50Ltr		

**OMFED reserves the right to increase or decrease the quantity of material & delivery period specified in the schedule of requirements without any change in unit price or other terms and conditions.**

**The quoted price includes all charges (FOR basis) including GST, transportation and all other charges.**

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## **GENERAL TERMS & CONDITIONS**

### **1.0 Eligibility and Qualification requirements: -**

This invitation to bid is open to all eligible bidders.

### **2.0 Price basis:**

The quoted prices for the material shall be on FOR destination basis, inclusive of all taxes & duties, packing & forwarding charges, transportation, insurance and other incidental charges, loading charges, Cylinder charges etc. as applicable.

Bidders are required to quote unit rates of all items (in thousand basis) to be supplied for the purpose of the contract.

### **3.0 Bid Security (Earnest Money Deposit)**

3.1 The Bidder shall furnish bid security Rs35,000/- after awarding tender (bidder who are exempted in EMD)

3.2 The bid security is required to protect the OMFED against the risk of bidder's conduct, which may warrant the forfeiture of bid security.

3.3.1 The bid security shall be in the following form:

(a) A demand draft in favour of THE ODISHA STATE CO-OPERATIVE MILK PRODUCERS' FEDERATION LTD., Payable at Bhubaneswar.

3.3.2 Unsuccessful bidder's bid security will be discharged/returned as promptly as possible but not later than 30 days after the expiry of the period of bid validity.

3.4 The bid security may be forfeited:

(a) If a bidder withdraws its bid during the period of bid validity specified by the bidder on the bid form; or

(b) In the case of successful bidder, if the bidder fails to execute the supply.

### **4.0 Period of validity of bids**

Bids shall remain valid for Six months after the date of bid opening, stated in the cover page/ tender notice for Materials.

### **5.0 AWARD CRITERIA**

The OMFED will consider award of contract to the successful bidder whose bid have been determined to be substantially responsive and have been determined as the lowest quoted bid, who is determined to be qualified for satisfactory performance of the contract.

### **6.0 OMFED'S RIGHT TO VARY QUANTITIES AT TIME OF AWARD.**

The OMFED reserves the right to increase or decrease the quantity of material specified in the schedule of requirements without any change in unit price or other terms and conditions. After issuing order OMFED may also cancel the whole or part thereof depending on requirement of the material during the contract period.

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**7.0     QUANTITY**

The quantity required mentioned in the Tender document is totally tentative. OMFED may increase or decrease the quantity according to the requirement. Plant Manager of the respective Plants will issue Delivery Schedule to supplier according to the requirement only. On the basis of report from the Plant Manager OMFED may cancel delivery for any balance quantity if not required by OMFED.

**8.0     QUALITY:** Goods/Materials should be fresh, free from adulterants, insects, fungus, infestation, rancidity and undesirable & objectionable odours. It should also be free from dirt and extraneous matter including iron and metallic pieces. Order will be placed to successful bidders on the basis of test result of samples.

**9.0     SPECIFICATIONS:** The specifications mentioned against each item required, should be strictly followed. Any deviation found from the specifications will be rejected.

**10.0   DELIVERY OF MATERIALS:** Purchase Order will be placed on phased manner for required quantity to be delivered during the specified period. The Plant Managers of dairies will provide delivery schedule to the approved suppliers on the basis of which the Suppliers have to deliver the materials at different dairy Plants. Any delay in supply will lead to forfeiture of EMD and risk purchase will be made at Suppliers cost along with penalty as per Purchase Order terms & Conditions. The packing size of each bag should be uniform.

**11.0   SAMPLE ANALYSIS:** The samples from each material provided by the bidders will be taken by our Laboratory personnel for its testing on the arrival of goods. On the basis of test result, vouchers will be processed for payment.

**12.0   PAYMENT:** The normal payment term of the Federation is 100% on quality analysis reports of materials. All the payments will be made normally through RTGS/NEFT only within 30 days of acceptance and receipt of Certificate of material receipt and Test report of the materials from the concern Plants. Payments are likely to be held up if quality of the material found to be substandard. In these cases, suppliers must arrange for lifting back rejected material at their own cost within 07 days of its rejection.

**Managing Director  
OMFED**

**(SIGNATURE OF THE BIDDER)**



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### **OTHER TERMS & CONDITIONS OF THE TENDER: -**

- 1) The documents shall be in sealed envelope addressed to the Managing Director, The Odisha State Cooperative Milk Producers Federation Ltd., D-2, Sahid Nagar, Bhubaneswar – 751 007 in block capital letter clearly indicating the tender reference at the top of the envelope.
- 2) The Bidders must enclose the list of clients to whom they have supplied items during last one year.
- 3) The Bidders shall not be allowed to use his own discretion regarding the quantity to be supplied, the period of supply, regarding rates or for that matter any other request in any respect once participated in the Tender process.
- 4) The terms and conditions mentioned in the Tender documents shall govern all the tender process.
- 5) On finalization of the rate and quantity order shall be issued to the supplier to supply the materials as per specification. The quantity & period of delivery may be increased/decreased as per the discretion of the Managing Director, OMFED. The acceptance copy of the order must be sealed and signed by the bidder as token of his confirmation to supply. If the order is revoked by the supplier in any case the EMD is liable to be forfeited.
- 6) Co-Operatives, Govt. bodies, NSIC and MSME registered firms are exempted from submitting required EMD but they have to deposit the tender paper cost.
- 7) **RISK PURCHASE: The Federation reserves the right to make risk purchase and the additional cost due to risk purchase will be recovered from pending dues of bidder.**
- 8) The Managing Director, OMFED reserves the right to accept/reject any or all the bids without assigning any reason thereof.
- 9) OMFED reserves the right to increase or decrease the quantity of the tendered items or period of delivery as per the requirement of the Federation
- 10) OMFED in its own interest may opt for any other procurement mode/system simultaneously along with this e-Tender process if required without assigning any reason thereof.
- 11) In case of any doubt of dispute relating to the interpretations of this Tender Document, the decision of the Managing Director, OMFED shall be final and binding on both the parties.
- 12) Legal disputes if any concerning of supplied product subject to Jurisdiction of such court as exercising civil jurisdiction of Bhubaneswar.

**Managing Director  
OMFED**

**(SIGNATURE OF THE BIDDER)**

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## Technical Bid Form

### Bidder Information

(The Bidder shall fill in this form in accordance with the instructions indicated below)

1	Bidder's Legal Name	
2	Bidder's Address	
3	Telephone No. (Mobile/Land)	
4	E-mail ID:	
5	Manufacturing License No.	
6	Annual Turnover Certificate of the firm be enclosed	
7	GST Registration No. (Certificate to be attached)	
8	PAN NO. (Photocopy to be attached)	
09	Earned Money Deposit (EMD) (DD No./Date/Bank Name/Amount to be mentioned)	
10	Tender Cost Rs.590/- (DD No./Date/Bank Name/Amount to be mentioned)	
11	Clients List (Copies to be attached)	

**Seal & Signature of Bidder**

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## **Part-II COMMERCIAL BID**

The Bidder will submit the Commercial Bid with a separate sealed envelope by mentioning as **PRICE BID**. The details of price Bid are as follows

Sl.No	Name of the Item	Brand Name	Total required Quantity for 6 months	FOR Price <b>per LTR</b> (including all charges)(Rs)	Total Amount (Rs)
01	Cardamom Essence	IFF MC1919	400Ltr		
02	Saffron Essence	IFF No.1	600Ltr		
03	Kessar Milk Masala	Universal Oleoresin	400Ltr		
04	Tatrizine Colour	IDCOL	70kg		
04	Vanilla Essence	IFF	100Ltr		
06	Rose White Essence	IFF	100Ltr		
07	Green Chilly Extracts	Universal Oleoresin	50Ltr		
08	Ginger Extracts	Universal Oleoresin	50Ltr		

**OMFED reserves the right to increase or decrease the quantity of material & delivery period specified in the schedule of requirements without any change in unit price or other terms and conditions.**

**The quoted price includes all charges (FOR basis) including GST, transportation and all other charges**

**Bidders Name:**

**Seal & Signature of Bidder**



**Bidders Name:**

**Seal & Signature of Bidder**