Bid Identification no 514/ CSS/ TENDER/ Vol-III/2026-27

E-TENDER CALL NOTICE

FOR

Supply of Register & calculators for Dairy Co-operative Societies

Estimated Tender value Rs 37,00,000.00

CSS DIVISION, OMFED, Bhubaneswar
The Odisha State Cooperative Milk producers Federation Ltd
D-2 SAHID NAGARA , BHUBANESWAR pin -751007
PHONO 2546030/2540273/ Email cssomfed@ omfed.com

Tender Notice for Supply, of Office stationary with calculator at Milk Union Levels.

Bid Identification No. 514/CSS/TENDER/ MTE/ Vol-III/2026-2027

1. OMFED invites Tender from reputed OMFED invites sealed and separate offers for Technical & Commercial bids from reputed Manufacturers/ Distributors for supply, of Register and calculators at Milk Union Levels for Dairy Cooperative Societies . Tender is invited online through 'e'-procurement of Govt. of Odisha web Portal **https://tendersodisha.gov.in**. The bidders should have the necessary portal enrolment with his own Digital Signature Certificate.

2. The bidders are required to submit bids for the following items.

Sl no	Items	Unit	Quantity	Estimated total cost (in lakhs)	Cost of tender Paper (Rs.10000/- + GST (18%)	Availability of Tender Document For online bidding (Date)		Date of Opening	Period of Completion
						From	To		
01	Register and Calculator one sets	One unit	1205	37.00	11,800.00	17.11.2026	01.12.2026	02.12.2026 at 11.00A.M	60Days

OMFED invites Technical & Commercial offer from original equipment manufacturer or their

3. Cost of Tender Paper Rs 11,800/- inclusive of GST 18% & EMD as specified in (Technical Bid Part-I) deposit through online portal at **https://tendersodisha.gov.in**.

4. Bid documents consisting of specifications, the schedule of quantities and the set of terms and conditions of contract and other necessary documents are available on Portal: **https://tendersodisha.gov.in**. The corrigendum/amendment to this notice if required shall be published only in the OMFED web site **https://www.omfed.com** and will not be published again in the newspaper.

5. The tender paper cost / EMD and Photo Copy of **GST, PAN, Registration Certificate, Turnover Certificate, IT return & other documents as per DTCN** shall have to be attached on Portal: **https://tendersodisha.gov.in** within **10 A,M of 17.11.2026- to 3.00 P.M - of 01.12.2026**

6. Non submission of tender cost of bid document and EMD within the period shall debar the party from participating in the online bidding system and his portal registration shall be cancelled.

7. **Techno- Commercial Bids received online shall be opened on Dt 02.12.2026 at 11.00 P.M.** in OMFED Corporate office in the presence of the bidders. Bidders who participated in the bid can witness the opening

of bids after logging on to the site through their DSC. If the office happens to be closed on the last date of opening of the bids as specified, the bids will be opened on the next working day at the same time and venue.

8. Co-Operatives, Govt. bodies, NSIC and MSME registered firms are exempted from submitting required EMD.

9. 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.

10. The Managing Director, OMFED reserves the right to accept/reject any or all the bids without assigning any reason thereof.

11. 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.

12. Legal disputes if any concerning the required goods supplied & matters related thereto shall be subject to Jurisdiction of such court as exercising civil jurisdiction of Bhubaneswar only.

13 Any corrigendum / addendum will be displayed only in the OMFED web site (www.omfed.com)

14.Defaulter in earlier supply order of Omfed or suppliers black listed anywhere in the country are not eligible to participate in the bidding process of the present tender

Managing Director

OMFED

www.omfed.com

The Odisha State Cooperative Milk Producers' Federation Ltd.
D-2, Sahid Nagar, Bhubaneswar-751 007.
Ph No- (0674) 2546030/2540273/2540417,
Fax No (0674) 2540974

TENDER NOTICE

OMFED invites sealed techno-commercial offer in separate envelope from experienced manufacturers / authorized distributors for "Supply, of Register and calculators at Milk Union Levels for Dairy Cooperative Societies

Interested bidders may download the Tender Document from The OMFED web site www.omfed.com only for reference. Bid document will be available in the **https://tendersodisha.gov.in** from **10.00 AM of 17.11.2026. to 2.00 PM of 01.12.2026** for bidding. **Tender cost of Rs.10,000/-+18%-GST along with E.M.D. shall be deposited through online portal at https://tendersodisha.gov.in** The technical Bid shall be opened online at **11.00 AM on 02.12.2026** at the OMFED Corporate Office in the presence of the interested bidders at Omfed Corporate Office, D/2, Sahid Nagar, Bhubaneswar – 751007. Bids without requisite EMD shall not be considered.

The **corrigendum/amendment** to this notice if required shall be published only in the OMFED web site and will not be published again in newspaper.

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

MANAGING DIRECTOR

INDEX

Sl. No.	CONTENTS	PAGES
1	e-TENDER CALL NOTICE	**2-3**
2	ELIGIBILITY CRITERIA	**05**
3	TECHNICAL BID & SCHEDULE	**06**
4	GENERAL TERMS & CONDITIONS	**07**
5	SPECIFICATION	**6-33**

BOQ (AVAILABLE IN DESIGNATED CELL)

ELIGIBILITY CRITERIA

Bidders enclosed the followings below required documents in the
Portal: https://tendersodisha.gov.in of Technical Bid.

1) Tender Document Cost: The Tender Document Cost is fixed at Rs 11,800/- including GST.

2**)** EMD amount of each material for each Milk analyser with Accessories as specified in (Technical Bid Part-I) & deposit through online portal at **https://tendersodisha.gov.in**. The EMD amount to be returned after completion of tender finalization from Govt. of Odisha e-portal**.**

3) **Successful bidders shall deposit a Security Amount as mentioned at tender Technical bid format) to the Omfed Account within 7 days of placing the purchase order, failing which the purchase order will be cancelled.**

4) Turnover; as specified in the table (Part-I: Technical bid). Turnover certificate from Chartered Accountant and latest Audited Financial result must be submitted in support of required turnover for the year of 2023-24.2024-2025

5) Income Tax Rreturn Acknowledgement for the Financial year 2023-24,2024-2025

6) GST Rreturn for the three month end. July to September -2025

7) The copy of Firm/ Company GST Registration

8) The copy of Firm/ Company PAN Card.

9) Client list and copy of orders to be provided (For credential).

10) Performance Certificate issued by client are to be furnished.

11) Sign with Seal: The complete tender documents i.e. each page of the Tender document including all annexure (necessary required documents) should be duly signed with sealed.

12) Printed technical literature / catalogue

13) Duly filled in Manufacturer authorization letter(for authorized channel partner)

- The bidder cannot stipulate any terms and condition of his own beyond the tender requirements.
- The bid shall be rejected if not completed with tender requirement.
- All statutory approval is within the scope of the bidder.
- It is mandatory on the part of bidder to quote for the entire item as mentioned in the BOQ failing which the offer shall not be considered.
- All the required documents relating to Technical bid must be submitted.

VALIDITY OF OFFER: Two year.

Signature of the bidder **Seal:**

TECHNICAL BID (PART-I)

Tenders are invited from Manufacturing Units/ Traders/ Suppliers having minimum turnover as mentioned in the table below, for Society register and Calculator at Milk Union Levels .

Sl. No	Item Description	Quantity	EMD amount (Rs) Lakhs	Minimum Average Annual sales turn over (for the year 2023-24 & 2024-25 (Rs lakhs)
1	Dairy Cooperative Society Register and Calculator	1205	1.10	23.00

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

(**Signature of the Bidder)**

TERMS & CONDITIONS

1.0 Eligibility and Qualification requirements: -

This invitation to bid is open to all eligible bidders.

2.0 FOR 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, unloading charges etc. as applicable.

3.0 Bid Security (Earnest Money Deposit) & Security Deposit (SD)

(a) Bidders are to deposit the EMD amount in the e-tender portal https://tendersodisha.gov.in.

(b) After completion of e-tender process, the bidders get their EMD amount from Govt. of Odisha e-tender portal.

(c) **Successful bidders shall deposit a Security Amount as mentioned in Technical Bid to the Omfed Account within 7 days of placing the purchase order, failing which the purchase order will be cancelled.**

(d) The SD deposited shall not carry any interest and it will be refunded after successful execution of Purchase order and issue of "No Dues Certificate" from the concerned General manager.

4.0 Period of validity of bids

Bids shall remain valid for **2Years days after the date of bid opening**,

5.0 AWARD CRITERIA

The OMFED will consider awarding the 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 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.

7.0 PARTICIPATING IN THE BID IN THE E-PROCUREMENT PORTAL:

The Bidder intending to participate in the bid is required to register in the Portal with some information about the firm. This is a one-time activity for registering in Portal. During registration, the contractor has to attach a Digital Signature Certificate (DSC) to his / her unique user ID. The DSC used must be of appropriate class (Class II or Class III) issued from a registered Certifying Authority such as n-Code, TCS, and MTNL etc.

(Signature of the Bidder)

a) To log on to the portal the Bidder is required to type his/her username and password. The system will again ask to select the DSC and confirm it with the password of DSC. For each login, a user's DSC will be validated against its date of validity and also against the Certificate Revocation List (CRL) of respective CAs stored in the system database. The system checks the unique ID, password and DSC combination and authenticates the login process for use of the portal.

b) The tender documents uploaded by the Tender Inviting Officer in the website www.tendersorissa.gov.in will appear in the section of "Upcoming Tender" before the due date of tender sale. Once the due date has arrived, the tender will move to the "Active Tender" Section of the homepage. Only a small notification will be published in the newspaper specifying the work details along with mention of the specific website for details. The publication of the tender will be for a specific period of time till the last date of submission of bids as mentioned in the 'Invitation for Bid' after which the same will be removed from the list of Active tenders. Any bidder can view or download the bid documents from the web site.

c) If the software application has the provision of payment of cost of tender document through payment gateways of authorized bankers by directly debiting the account of the bidders, bidders will be required to avail on-line payment.

7.1. The bidder intending to participate in the bid on-line shall prepare the demand draft towards cost of bid as per IFB (except for exempted bidders) and upload the scanned copy of the draft to the portal against the bid where he is participating and the original shall be deposited to the tender inviting officer within the period specified in the "Invitation For Bid". If the Bidder fails to deposit the original demand draft towards cost of bid within the stipulated time his bid shall be rejected and action as per prevailing rule shall be taken.

7.2. In the case of any failure, malfunction, or breakdown of the electronic system used during the e-procurement process, the tender inviting officer shall not accept any responsibility for failures or breakdowns other than in those systems strictly within their own control.

7.3. Any third party/company/person under a service contract for operation of the e-procurement system in the State or his/their subsidiaries or their parent companies shall be ineligible to participate in the procurement processes that are undertaken through the e-procurement system irrespective of who operates the system.

8.0 QUALITY

Goods/Materials should be ISI marked, will be approved from OMFED. **If the materials supplied by the bidders found reject then the supplier will be blacklisted to participate in further tender process.**

8.1. Sample should be furnished along with the tender. The tenders without sample will be summarily rejected. The Federation is not liable to pay any cost for samples.

9.0 DELIVERY PERIOD: Delivery period 60 days from the date of acceptance of purchase order. If the supplier fails to execute the tender quantity, OMFED will purchase the same from any other suppliers and the differential amount will be recovered from your pending bills.

10.0 PENALTY: On failure to supply as per schedule 0.5% value of delivered quantity per week or part thereof will be deducted from the bill as penalty.

11.0 PAYMENT: 95% payment will be made within 30days after acceptance of materials by our quality section.

11.1 5 % payment will be made within 180 days from the date delivery .

11.2 Any other statutory deduction like Income tax,TDS, GSTTDS etc. as applicable

12. Penalty:

- Penalty @ 0.5 % of the order value per week / or part there of shall be imposed for delay in execution beyond the time frame**.** However the penalty amount will be Limited to 10% of the order value.

12.1 95 % payment will be made within 30 days from the date delivery & received of CMR From Milk Union

13.WARRANTEE:

13.1 The contractor warrants that the goods supplied under the contract are new, unused, of the most recent or current models and incorporate all recent improvements in design and materials unless provided otherwise in the contract. The contractor further warrants that the goods supplied under this contract shall have no defect arising from design, material of workmanship or from any act or omission of the contractor that may develop under normal use of the supplied goods in the conditions. The contractor also guarantees that the goods supplied shall perform satisfactorily as per the designed/rated/ installed capacity as provided for in the contract.

13.2 .This warranty / guarantee shall remain valid for 12 months after the goods, or any portion thereof as the case may be, have been delivered & handed over to the OMFED after the performance of 30 days trial run period.

13.3 The OMFED shall promptly notify the contractor in writing of any claims arising under this warranty.

13.4 Upon receipt of such notice, the contractor shall, with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the OMFED.

13.5 If the contractor, having been notified, fails to remedy the defects(s) within a period of 30 days, the OMFED may proceed to take such remedial action as may be necessary, at the contractor's risk and expense and without prejudice to any other rights which the OMFED may have against the contractor under the contract.

This warranty/ guarantee shall not cover any damage/s resulting from normal wear and tear or improper handing by the OMFED or his authorized.

14. .0 <u>LEGAL DISPUTE</u>

Legal disputes if any concerning the required goods supplied & matters related thereto shall be subject to Jurisdiction of such court as exercising civil jurisdiction of Bhubaneswar only.

Signature of the Bidder)

Documents to be submitted along with Technical Bid should be tick marked

Sl. No	List of Documents required for Technical Bid	Information	Tick Mark	**Page No must be mention**
01	Tender cost (Non- refundable)			
02	EMD			
03	Audited Financial statement for 2023-24 to 2024-25			
04	I.T return for last 02 Years i.e. FY 2023-24 to 2024-25			
05	PAN No(Photo Copy To Be Attached)			
06	GST Registration Certificate			
07	Banker's detail of bidders along with a cancelled cheque			
08	GST return (GSTR – I & GSTR – 3B) from December 2025 to March 2026 .			
09	Registration certificate of the Company/ Firm			
10	Authorization letter from Original Manufacturers			
11	Client list			
12	Performance certificate given by the existing clients during last five years			
13	Experience during last five years			
14.	Service/Maintenance/replacement capability			
15	Sale and Support service capability			
16	Compliance Sheet of the Technical specification of the item			
17	Printed literature of the Item for which Tender being offered			
18	Previous Purchase order of other organization			
19	Self declaration of not black-listed any where in India			
20	Whether all the documents are properly signed with seal			

ONE SET REGISTER WITH CALCULATOR

Soft copy of register attached

(Physical Sample of these register available at CSS Division) of OMFED for reference

No.	Particular	Pages no	One Unit/
1.1	**Stationary**		
1.1.1	Milk purchase Register	400 Pages, Ledger paper,9.6 kg (size-43x68) MB thick quality, DF-1/2, canvas binding, double pustin binding, offset printing & numbering	1
1.2	Payment register	100 Pages, Ledger paper,9.6 kg (size-43x68) M**B** thick quality, DF-1/2, canvas binding, double pustin binding, offset printing & numbering	1
1.2.1	Grant Register	100 Pages, Ledger paper,9.6 kg (size-43x68) M**B** thick quality, DF-1/2, canvas binding, double pustin binding, offset printing & numbering	1
1.2.2	Proceeding Register	200 Pages, Ledger paper,9.6 kg (size-43x68) M**B** thick quality, DF-1/2, canvas binding, double pustin binding, offset printing & numbering	1
1.2.3	Pass book	(40 pages)	1
1.2.4	Credit Book -	150 pages Dy-1/8 size colour paper inne,150 pgs, performing numbering, card board cover with offset printing& binding	1
1.2.5	Calculator	Two way power 12 Digit	1

COMMERCIAL BID FORMAT ONLY FOR REFERENCE

NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	BASIC RATE including Transportation (F.O.R BASIS) Rs. P	TOTAL AMOUNT including GST Rs. P	TOTAL AMOUNT In Words
1	**2**	**3**	**4**	**5**	**10**	**11**
1	Milk purchase Register	1205	Nos		**0.000**	INR Zero Only
2	Payment register	1205	Nos		**0.000**	INR Zero Only
3	Grant Register	1205	Nos		**0.000**	INR Zero Only
4	Proceeding Register	1205	Nos		**0.000**	INR Zero Only
5	Pass book	36150	Nos			
6	Credit Book	1205	Nos			
7	Calculator	1205	Nos			