**



**THE PUNJAB STATE COOPERATIVE MILK PRODUCERS’ FEDERATION LIMITED MILKFED BRANCH SALES OFFICE JAMMU180011**

**Notice for appointment of Clearing and Forwarding (C&F) Agent**

The Punjab State Cooperative Milk Producers’ Federation Limited (Verka) proposes to appoint a Clearing and Forwarding Agent in the state of J & K at Jammu.

THE DETAILED ADVERTISEMENT AND FURTHER TERMS AND CONDITIONS ARE AVAILABLE AT IN THE WEBSITE [www.verka.coop](http://www.verka.coop)

APPLICANTS, IN THEIR OWN INTEREST, SHOULD CAREFULLY GO THROUGH THE DETAILED ADVERTISEMENT AND UNDERSTAND THE CONDITIONS OF SELECTION BEFORE SUBMITTING THEIR APPLICATION.

The parties to be preferred must have the required infrastructure i.e. warehousing, office establishment, logistics and supply chain management coupled with strong financial background and have specialised expertise in operating Carrying & Forwarding operations of FMCG products, preferably Dairy and Food products.

All interested applicants are required to fill and send the financial & technical bid through post or By hand to the below mentioned address. These being present in the detailed instructions on the site. The Applications will be received up to 14.03.2019 at 3.00 P.M Sealed proposal of Parties will be opened on 15.03.2019 at 11.00 AM in the presence of parties who may want to be present at the same address mention below.

The Federation reserved the right to amend/cancel/withdraw this advertisement or extend the due date at its own discretion without assigning any reason.

For any information and queries with regard to the advertisement, applicants may contact the following mentioned addresses:

|  |  |
| --- | --- |
| **S.no.** | **Address** |
|  | Manager Marketing 0191-2465902, 9914695200  Verka Sale Depot, Plot no 1,Delli bye pass Jammu ,180011 |

**General Terms & Conditions:-**

* The quotation shall have two parts 1) Technical Bid,2) Financial Bid.
* Technical Bid will be opened first & those who qualify in the Technical Bid shall be eligible for opening of Financial Bid. (The proposed Performa of Technical Bid as well as Financial Bid is attached herewith)
* The documentation of Technical Bid parameters shall be required to be presented before the finalization of appointment of C&FA
* The rates shall be quoted from serial no 1 to 8 separately and should be quoted on per kg/per month/ per case & per square feet basis.
* The party shall have valid GST, FSSAI and other statutory requirements complying certificates.
* The selected party for C&FA shall have to deposit Bank guarantee as guarantee amount for the stocks to be stored in the warehouse at the first instance and this guarantee shall increase with the volume of stocks to be stored from time to time.
* The rates shall be inclusive of GST and other statutory levies.
* The insurance of the goods in the godown shall be got done by Milkfed giving full risk coverage like fire, burglary, theft, riots, floods and other natural calamity.
* The C&FA shall be fully responsible for leakage/damage etc, once the stocks are taken on the stock ledger of the party to be appointed as C&FA.
* The transit insurance risk cover for all the consignments to be dispatched in jammu and Kahmir state shall be provided by Milkfed.
* This arrangement shall be initially for one year and shall be extendable for another two years on same rates/terms and conditions, on mutual agreement.
* That Milkfed shall enter in to agreement with the owner of the warehouse/godown and party shall operate from there.

Page 2

* That the party to be appointed C&FA, shall arrange for transportation for all the stations, where the stocks of Verka are to be dispatched and shall accordingly got in to agreement in with. The copy containing terms and conditions to govern the agreement between the transporter & C&FA, shall be provided at the time of appointment.
* That the manpower for billing and other related operations like logistics and supply chain etc shall be arranged by the party to be appointed C&FA.
* That the selected party for the appointment of C&FA shall have to become nominal member of Milkfed at the time of entering in to mutual agreement.
* That the Managing Director, Milkfed shall have the right to reject all the quotations without assigning any reason and his decision in all aspects shall be final & binding.
* Conditional offers shall not be accepted.
* That Registrar Cooperative shall be sole arbitrator in the event of any arbitration and his decision in the arbitration matter shall be final and binding upon both the parties.
* That the jurisdiction for settling any dispute, at any stage, shall be the courts of Registrar Cooperative Societies and Civil Courts, Chandigarh.

**The quotation invitation shall have two parts and is to be submitted separately in two sealed envelopes, super subscribing”**

1“Technical Offer For The Appointment of C&FA for J&K .

2.Financial Offer For The Appointment of C& FA for J&K

1. **Technical Bid :-** (Annexure 1)

The technical evaluation shall be made on the parameters, as defined hereunder; Minimum marks to be Scored for qualifying Technical Bid shall be 70 Marks.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Particulars** | **Measure of Performance** | **“Parameters of Marks Evaluation** | **Marks** | **Information Rendered** |
| Total experience in Handling C&FA Operations | In Years | More Than 5 Years | 20 Marks |  |
| Current Warehousing being handled | In Square feet | a) More than 2000 Sq Feet & Up to 5000 Sq Ft  b) More Than 5000 Sq Feet & Above | 15 Marks  20 Marks |  |
| Prominent Names of Dairy /FMCG Food Products handled/Currently Handling | Dairy/FMCG Food Product Companies | a)Non Dairy Non Food Products  b)Amul/M.Dairy/Gagan/  Fortune/ITC etc | 05 Marks  10 Marks |  |
| Annual Turnover in Consumer Business of C&FA Per Annum | In INR | a) More than 5 Crore and up to 10 Crore  b) 10 Crore & above | 5 Marks  10 Marks |  |
| Monthly Volume Handling of Business | In Metric Ton | a)25 MT to 50 MT  b)51 MT & Above | 05 Marks  10 Marks |  |
| Handling of Distributors | In Number | 25 Distributors & Above  26 Distributors to 50 Distributors | 10 Marks  20 Marks |  |
| Manpower Strength | In Number :- | Minimum 20 | 10 Marks |  |

Seal & Signature of the applicant

1. **Financial Offer :- (Annexure -2)**

The interested parties are required to quote their rates for the below mentioned requirement of Milkfed and submit separately in the sealed cover.

|  |  |  |  |
| --- | --- | --- | --- |
| **Serial No** | **Particulars** | **Amount** | **Remarks** |
| 1 | Fixed Administration Expenses Per Month with Detail of Manpower Provision |  |  |
| 2 | Godown Rent Per square feet  ( Minimum 3000 square feet)  2500 Square Ft For Godown,500 Ft for Office |  |  |
| 3 | Loading /Unloading   * + SMP Bags 25 Kg   + Ghee 15 Kg Tin (15 Kg)   + Ghee Consumer Pack (wt12 Litre )   + Tetra Pack Drinks (wt 6 Kg)   + UHT Milk ( wt 13 Kg) |  |  |
| 4 | Commission/Handling Charges Per Case |  |  |
| 5 | Secondary Freight Local (Per kg/Qtl) |  |  |
| 6 | Secondary Freight Upcountry (Per Kg/Qtl) |  |  |
| 7 | Government Expenses (As Actual) |  |  |
| 8 | Office Expenses, if any (On Monthly Basis) |  |  |

Seal & Signature of the applicant