

GUJARAT COOPERATIVE MILK MARKETING FEDERATION LTD., ANAND
(PURCHASE DIVISION)

GCMMF Invites Bids from reputed manufacturer for supply of Hand Pallet Trucks for their branches across India. Details are:

Invitation for Bid (IFB)			
Bid Reference	GCMMF/HPT/2025/1	Name of Item	Hand Pallet Trucks for Branches
Description	Hand Pallet Trucks for Different Branches- Contract Period May, 25 to April, 27).		
Last date for Vendor registration in GCMMF Portal		12.04.2025 before 4.00 PM	
Bidding Start	Start	05.04.2025	
	Stop	18.04.2025 before 4.00 PM	

Eligibility criteria.

1	Vendor should have in-house facility for manufacturing of Hand Pallet Trucks.	4	Supplier should have in-house testing facility for quality control.
2	Vendor should have service support across the country.	5	Supplier should have minimum Three years' experience in the field of supplying Hand Pallet Trucks.
3	Vendor should have minimum turnover of Rs. 20 Cr in Last three financial year.	6	Preferably certified with ISO-9001

Supplier who are meeting above mentioned eligibility criteria are only allowed to participate in the Bid.

Procedure to participate in above Bid:

- 1) Interested bidders have to register their firm in our Purchase portal/DOF portal by following below link:
 - a. Website for our portal is as >>>: <http://gcmmfpurchase.amul.in>
- 2) All the eligible and interested bidders have to participate in the Bid through our Purchase portal after registering their firm as a new vendor (Vendor who have already registered their firm in our portal and meeting above eligibility criteria are requested to put mail on palak.shah@amul.coop to link their firm for Inquiry).

Annexure-1: Terms and Conditions

Annexure-2: Specification

Annexure-3: Locations with Tentative Requirement

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ANNEXURE-I

: TERMS AND CONDITIONS FOR SUPPLY OF HAND PALLET TRUCK:

- 1.0 Detailed specifications are given in the enclosed Annexure-II. All supplies shall be strictly as per the enclosed specifications only.
- 2.0 QUANTITY:
 - 2.1 The estimated requirement of Hand Pallet Trucks to be delivered at our depots/ dry warehouses/ storages located across country. Based on performance / quality feedback, we may lift further quantity at approved price during the contract period if any.
 - 2.2 The quantity lifting during the contract may vary. This quantity variation $\pm 10\%$ will be allowed on approved rates only. Additional quantity should be supplied only after getting the prior approval from us. The new vendor will be approved for regular qty. purchases based on feedback / report of trial qty. supplied to the branch offices of GCMMF.
- 3.0 RATES:
 - 3.1 **Rates to be entered in our Purchase Portal (Process to Participate in the Inquiry is as below in Annexure-I).** If vendor fail to submit quotation before due date, we shall not consider late quotation for further scrutiny.
 - 3.2 **The vendor shall be approved for requirements during contract period May'25 to April' 27.** On account increase/decrease in the price of raw materials, freight etc only
 - 3.2.1.1 Price is remains on fixed price basis and free from any escalation during the mentioned contract period.

The rates so quoted shall be obviously inclusive of Basic (Inclusive of P&F) along with loading / unloading charges of goods at our god owns/depots. Transportation shall be charged extra at actual as per the delivery location of our godowns / depots / dry warehouses across country. Quotations with counter terms/conditions will not be acceptable. **GOODS & SERVICE TAX (GST) WILL BE CONSIDERED EXTRA ON BASIC+ FREIGHT.**
 - 3.3 In case there is any increase/reduction in Government duties, levies etc on finished products during the contract period, it will come into effect as per government notifications with documentary support.
 - 3.4 While submitting your rates, please give us the exact break up of your purchase price of raw material as on date of submission of your quotation in Annexure-IV and also submit copy of the invoice of your raw material suppliers for our reference. Please take into consideration the net of modvat rate while calculating raw material prices if any. Quotation received without such information will be not considered for the business.
 - 3.5 Please mention in your quotation that total minimum/maximum volume of business you may like to accept in quantity or in Rupees lacs.
- 4.0 PURCHASE ORDER / DELIVERY:
 - 4.1 The material is to be supplied directly to our various depots/godowns location across the country. Purchase order shall be placed by GCMMF, Anand. The dispatches are to be made strictly as per the delivery schedule, locations and specifications mentioned in purchase order.

5.0 INVOICING AND DESPATCH ADVICE

5.1 Invoices are to be prepared in the name of respective branches of Gujarat Co-operative Milk Marketing Federation Limited and the same shall be sent to us directly for payment. Invoices should carry purchase order numbers without fail, test certificates confirming the quality/specification of supplied goods. Materials received at our godowns/depots shall be considered firm and final for payment and other commercial purpose. Suppliers have to submit the supporting documents as and when required by our offices for ISO audit/requirement.

6.2 Please ensure that invoices are prepared as per approved price break up only, specifying rate of excise and sales tax whenever applicable. You shall send us monthly Consolidated Report of orders placed, delivery schedule and supplies made by you to all destinations to reach us by 5th of next month positively.

7.0 QUALITY

7.1 The material must conform to our specifications/dimensions in all respects accompanying the test certificate with each supply. The supplies not conforming to the same will be rejected at your cost and risk.

7.2 In case materials are found substandard at godowns/ depots, on receipt of the same we reserve our right to reject the material outrightly. Labour charges if any will also be recovered from you. We reserve the right to send your material for testing at any laboratory and in case the result is found unsatisfactory we reserve the right to take any action as deemed fit.

7.3 Please note that the quality of your material should remain as per our specifications. Any deterioration in the quality of your material will be attributable to you and will be to your account. Acceptance by our godown offices/Depot and release of payment, as such, shall not absolve supplier of his responsibility towards the same. In other words your material should retain the desired qualities up to utilization.

8.0 Kindly note that if any of your supplies are found substandard with respect to any aspects of specification laid down, such supplies may not be accepted at a discount and shall be liable for rejection summarily and we may cancel the orders placed and rate approval at any time on this account, during the contract. In such cases, your security deposit may also be forfeited.

9.0 The sorted out/rejected materials of a production run at manufacturers' end should be immediately destroyed. If any such stock is found lying in the premises of the manufacturers, the manufacturer will deem it for unhealthy use and hence the security deposit will be forfeited and the manufacturer would be blacklisted from our approved suppliers' list.

10.0 PAYMENT:

10.1 100% payments within 30 days through RTGS against confirmation of the certificate of material receipt (CMR) from our depot and if material is found as per our specification. However, supplier has to submit self certified certificate of Quality/Test Certificate & their guarantee with each invoice, in absence of which, the invoices shall not be processed for payment.

11.0 SECURITY DEPOSIT:

12.1 In case your quotation is accepted, **you will have to deposit @ 5% of value of business allotted or Rs. 1 lacs, whichever is lower as security deposit.** This SD will earn no interest. In such case you will be required to confirm RTGS within 7 days from the date of our confirmation. On receipt of the required SD, the

EMD cheque with your offer shall be refunded within 10 days from the receipt of your SD. In no case the EMD amount shall be adjusted against SD amount. Kindly note that EMD's/SD's of the previous years if any, are nontransferable as current years EMD/SD.

In case you fail to arrange supplies as per the requirement at our place and as per terms and conditions laid down here, the deposit will be forfeited fully. Otherwise on completion of contract, the deposit will be refunded within 30 days provided there are no outstanding dues to be recovered from you by us / depots/Godowns.

13.0 INSPECTION OF GOODS IN PROCESS & YOUR MATERIAL PURCHASE DOCUMENTS:

13.1 We reserve our right to depute either our representatives or representatives of our office or of any independent body for inspection of materials while the same are under manufacture. To facilitate inspections as and when necessary, you will be required to give prior intimation as to when you are likely to start manufacturing of materials. In case during such inspection the result is found dissatisfactory, we reserve the right to take whatever action is necessary to protect our interests.

13.2 We also reserve our right to inspect the original invoices/Gate pass pertaining to your purchases of raw materials used in manufacturing of materials by you and other records being maintained by you, which are relevant to us.

14.0 PENALTY:

14.1 In case of your failure to supply the materials as per the contract/dispatch advice, you will have to compensate the loss that our depots may sustain by way of procuring the material from other sources at higher prices, or by way of loss of production/supply/storages of goods in addition to forfeiting your security deposit.

15.0 Please note that there may not be any further negotiation for the prices quoted by you. Hence it is in your interest to offer most competitive rates.

16.0 The quantity we may buy from you will depend on your competitiveness of rates, promptness of delivery, quality and past performance etc.

17.0 DATA ON FIRM (ANNEXURE-V)

17.1 Please send data on firm in the enclosed annexure. The quotations received without above information or with incorrect information shall not be considered.

18.0 We reserve our right not to accept / reject your offer in full or in part without assigning any reason thereof. Your offer should remain valid up to 60 days from the date of opening of quotation.

19.0 We reserve our right to extend/reduce the contract period by 60 days at approved rates, terms and conditions depending on the requirement of our depots/Godowns.

20.0 In case of any mid year change in specifications decided by us, we reserve the right to cancel the contract with you in part or in full. However, in such instance, we shall provide you with adequate notice period.

21.0 Rejection: In case of rejections in supplies made by you, our depots will make no payment. Further the rejected material shall be handled by the depots as they deem fit, and will be returned to you at your cost. If the rejected material is not lifted by you within 15 days from the date of intimation the dairy is free to charge storage charges or dispose off the material as they may deem fit.

22.0 We reserve the right to get your material tested from any authentic independent laboratory, the result of which would be binding to both of us. In case of any non-specified/nonstandard material being used in your material, we reserve the right to suspend business with you, cancel the rate contract, take legal action and forfeit your security deposit.

23.0 ISO/ COMPUTER / E MAIL FACILITY:

Since it has become highly necessary to deal with the parties (single point contact) having Computer/E mail facility for effective and fast communication. Please let us know whether you have the E mail facility, ISO along with your offer/in the DOF form enclosed. If not, please let us know in writing when you will arrange the E-mail facility / ISO to enable us to consider the same while evaluating the offers. In absence of the details, it is likely that we may not consider your offer.

24.0 MAINTAINING ETHICAL STANDARDS IN BUSINESS:

Since supply of ordered material shall be directly to the depots/godowns/warehouses, based on the strength of our contract, it is highly necessary for the suppliers to ensure that business ethics are maintained at the highest degree with GCMMF/Depots/Godowns. In no case we will be able to tolerate any unethical practice by the supplier by way of offering either cash or in kind or compensation in any form either to get the rejected material accepted or to get higher volume of the business than the approved quantity. By any chance if it comes to our notice that you or any of your employee/representative/Agent has tried to initiate such unfair business practices with any of our employee or any of the employee/decision maker of our depots/godowns, even with/without any documentary evidences, the same shall be considered as a breach of contract and we reserve our right to terminate/suspend the Contract during any time of the contract period without assigning any reason thereof.

25.0 JURISDICTION: In case of any dispute arising out of this contract, jurisdiction will be GCMMF-HO, Anand.

TECHNICAL DETAILS

(1) Wide forks Hand Pallet Truck :

- 1.Capacity: 2500Kg
- 2.Lift height (H2): 200mm
- 3.Lowered fork height (H1):85mm
- 4.Fork length (L):1150mm
- 5.Fork width: 160mm
- 6.Width over the fork (W) :685 mm
- 7.Steering wheel(A) :Ø 200mm
- 8.Fork wheel (B) :Ø 80 mm
- 9.Truck weight :75Kg
- 10.Nylon wheels
- 11.Warranty: 6 months from date of Supply.

Operation & Maintenance Manual with warrantee card shall be supplied along with each Pallet Truck by the supplier.

Locations with Tentative Requirement

Branch/Stock Point	Tentative Hand Pallet Truck Requirement
North Delhi	-
Faridabad	-
Gurugram + HUB	-
South Delhi	2
Rohtak	-
Zone Total	2
Chennai	2
Chennai Zonal Hub	4
Coimbatore	1
Madurai	-
Hyderabad	3
Vijayawada	1
Vizag	1
Port Blair	1
Zone Total	13
Kolkata	3
Coochbehar	4
Durgapur	2
Siliguri	2
Howrah	2
Kharagpur	2
Kalyani	2
Zonal Hub	2
SMP Hub	2
Zone Total	21
South Mumbai	2
West Mumbai	2
Mumbai Zonal Hub	1
Thane	2
Virar	1
MF-vadpe	2
Total Mumbai	10
Ahmedabad	6
Vadodara	4
Vaghasi	2
Jaipur	-
Udaipur	-
Rajkot	-
Surat	1
Johdpur	2
Mehsana	-
Bhavnagar	2
Kota	-
Kutch	-
Zonal Hub	2
Zone Total	19
Bongaigaon	2

Silchar	5
Jorhat	2
Guwahati	20
Agartala	2
Imphal	2
SHILLONG	1
Tezpur	-
Zone Total	34
Kanpur	2
Ghaziabad	-
Varanasi	2
Lucknow	2
Agra	2
Gorakhpur	4
Bareilly	-
Prayagraj	2
Meerut	-
Zonal Hub	2
Zone Total	16
Bengaluru	1
Cochin	-
Hubbali	-
Kozhikode	2
Mangaluru	1
Mysuru	-
Bengaluru MFS	2
Zonal HUB	1
Zone Total	7
Jammu	1
Srinagar	4
Leh	-
Bathinda	1
Ludhiana	3
Dehradun	3
Chandigarh	3
Zone Total	15
Pune - I	2
Pune - II	2
Pune - HUB	-
Solapur	-
Nashik	1
Goa	-
Aurangabad	-
Total Zone	5
Indore	2
Jabalpur	2
Gwalior	-
Bhopal	2
Raipur	4
Bilaspur	2
Nagpur	2
Z-HUB	-
Zone Total	14

Jamshedpur	2
Patna	4
Ranchi	2
Bhagalpur	2
Muzaffarpur	4
Zonal HUB	2
Zone Total	16
Cuttack	2
Bhubaneswar	-
Sambalpur	3
Bhubaneswar Hub	2
Brahmapur	-
Zone Total	7

Approx. requirement of HPTs @ 179 nos/ Year