

ANDREW YULE & CO. LTD.
MIM TEA ESTATE
P.O & Dist. Darjeeling Pin- 734221
Email: yule.mim@gmail.com

Ref: MIM/OFF/2021-22/1

Date: 13/12/2021

Sub: Letter Inviting Quotation for appointment of Certification body

Dear Sir,

We invite competitive quotation in respect of our requirement of Certification Body as vendor for Organic Certification as per NPOP Certification Estate (plantation along with factory) at Mim Tea Estate, located at Sukhiapokhri, Darjeeling.

Terms & conditions:-

1. If selected the vendor will be issued with a work order stipulating the various terms of operation.
2. The Vendor should have legally registered office in India.
3. The vendor should have an accreditation for NPOP (primary production & Processing)
4. The vendor should not have any kind of suspension in last 5 years.
5. Preference will be given to Tea Board empanelled vendor.
6. Preference will be given to the vendor having experience in performing organic activities in Tea.
7. Price bid should be quoted in INR (Indian currency)
8. 60% Payment will be made only after completion of audit, while balance 40% will be made only after receiving the certificate. Payment will made to the selected vender only in INR.

Site Details:-

Mim Tea Estate: 187.65 Ha plantation and Processing Unit

Organic Plantation: 52.990

Estimated Production: 1 Lakh Kgs

The vendor will require to submit the quotation in two bids Technical (Part1) & Commercial (Part2). Both Part 1 & Part 2 shall be **sealed separately** and put together in an envelope with superscribed as "**Organic Certification of Mim Tea Estate**" and send to Sr. Manager, Mim Tea Estate, Sukhiapokhri -734221, Darjeeling, West Bengal by 17th December. Only the applications qualifying the technical bids (Part1) will be eligible for the commercial bidding.

The sealed envelopes would be opened on 18th December,2021, at 10 am.

ANNEXURE-I

PART-1 (Technical Bid)

General information to be furnished by the tenderer

1. Name of the Firm :

2. Address& Telephone No. of the Regd. Office :

3. Nature of the Firm (Pvt. Ltd. /Limited / Sole
Proprietary/ Partnership /Registered
Non-Registered) and date of Inception :

4. Income Tax PIA No. and Assessed upto
(Latest Clearance Certificate to be attached) :

5. GST Regd. No. :
(Please attach photo copies of Registration No.)

6. Trade License No. :
(Please attach photo copies of License)

7. Name of Banker, Branch & Address :

8. List of present clients :

9. Volume of business transacted in last three :
Years (year-wise indication should be given)

I/We hereby certify that the particulars furnished by me/us above are true to the best of my/our knowledge and belief and misrepresentations of facts will render me/us liable to my/ action as may be deemed fit by Andrew Yule & Co. Ltd. (Tea Division) have the sole discretion to reject or accept my candidature.

Place

Signature with seal & Date

Submission of Credentials :

All credentials to be submitted including the:

- i) Copy of Accreditation Certificates
- i) Company's commercial details.
- ii) Company's Bank Account details for last 6 months.
- iv) Self Attested PAN Card.
- v) Self Attested Trade License
- vi) Self Attested GST registration Certificate
- vii) Previous Order copies in support of experience

EMD: of Rs.2000 to be submitted along with the Technical Bid (Part1) favoring Andrew Yule & Co. Limited, Mim Tea Estate, payable at Darjeeling, West Bengal.

ANNEXURE –II

Part-2(Price Bid)
(to be submitted in separate envelope)

Tender for appointment of vendor for Organic Certification as per NPOP Certification

Activity	Price	Travel expenses	GST
TOTAL			

(Signature of Authorized Signatory and Stamp)

NOTE:- The quotation should be submitted in the given format only.