

**ANDREW YULE & CO. LTD.**  
**(A Government of India Enterprise)**  
**MIM TEA ESTATE**  
**P.O. - Sukhiapokhri, Dist. - Darjeeling, West Bengal – 734 221**

**NOTICE INVITING TENDERS**

**Mim Tea Estate on behalf of ANDREW YULE & CO. LTD** invites e-Tender under two part system (**Part I: Techno-Commercial Bid and Part II: Price Bid**) from bona fide and reputed Company/Firm for **supply of Caster Cake (with minimum 8% Nitrogen Content)**, the details of which are available in Annexure-IV **“Scope of Work / Technical Specification”** as specified in this tender document.

Tender document may be downloaded from MSTC website [www.mstcecommerce.com/eprochome/aycl](http://www.mstcecommerce.com/eprochome/aycl) or [www.andrewyule.com](http://www.andrewyule.com). Corrigenda or clarifications, if any, shall be hosted on the above mentioned websites only. AYCL reserves the right to accept or reject any tender.

**Schedule of Tender**

1.	<b>TENDER NO.</b>	<b>MIM/REVENUE/16-17</b> <b>Dated. : 07/03/2017</b>
2.	<b>MODE OF TENDER</b>	e-Procurement System Online submission of <b>Part I - Techno-Commercial Bid</b> and <b>Part II - Price Bid</b> through <a href="http://www.mstcecommerce.com/eprochome/aycl">www.mstcecommerce.com/eprochome/aycl</a> The intending bidders are required to submit their offer electronically through this e-tendering portal. <b>No physical tender is acceptable by AYCL/MSTC</b>
3.	<b>E-Tender No. / Event No.</b>	<b>AYCL/TEA DIVISION/48/16-17/ET/212</b>
4.	<b>Date of publication of e-Tender through publication MSTC/AYCL websites and Central Public Procurement Portal</b>	<b>07/03/2017</b>
5.	<b>Date of availability of NIT to the Vendors for downloading</b>	<b>07/03/2017</b>
6.	<b>Earnest Money and other document</b>	<input type="checkbox"/> <b>“Earnest Money Deposit” of Rs.10000.00 (Rupees ten thousand only)</b> may be paid by D.D. favouring <b>Andrew Yule &amp;Co Ltd., A/c Mim Tea Estate</b> , payable at Darjeeling.  <input type="checkbox"/> <b>Other document as described in Annexure – I, Sl. No. 2</b>

7.	Last date of submission of EMD & other documents to Actg. Manager, Mim Tea Estate with an email confirmation to Chief General Manager, Tea Division at <a href="mailto:kaustuv.roy@andrewyule.com">kaustuv.roy@andrewyule.com</a>	21/03/2017
8.	Date of Starting of e-Tender for submission of Online Techno-Commercial Bid and Price Bid at <a href="http://www.mstcecommerce.com/eprochome/aycl">www.mstcecommerce.com/eprochome/aycl</a>	To be intimated to the eligible vendor separately by email as well as through Corrigendum in the website.
9.	Date of closing of Online e-tender for submission of Techno-Commercial Bid & Price Bid at <a href="http://www.mstcecommerce.com/eprochome/aycl">www.mstcecommerce.com/eprochome/aycl</a>	To be intimated to the eligible vendor separately by email as well as through Corrigendum in the website.
10.	Date & time of opening of Part-I (Techno-Commercial Bid)	To be intimated to the eligible vendor separately by email as well as through Corrigendum in the website.
11.	Date & time of opening of Part-II (Price Bid )	To be intimated to the eligible vendor separately by email as well as through Corrigendum in the website.

#### List of Annexure

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**MIM TEA ESTATE  
Andrew Yule and Company Ltd  
(A Government of India Enterprise)  
P.O.Sukhiapokhri, Dist –Darjeeling  
West Bengal ,PIN-734221**

**Important Instructions for E-procurement**

**Ref. E-Tender No.: AYCL/TEA DIVISION/48/16-17/ET/212**

**Ref. Tender No.: MIM/REVENUE/16-17**

This is an e-procurement event of Mim Tea Estate, Sukhiapokhri, Darjeeling, West Bengal of *ANDREW YULE & COMPANY LTD.*

You are requested to read the Terms & Conditions (Annexure- III, IV) of this tender before submitting your online tender. Tenderers who do not comply with the Conditions with documentary proof (wherever required) will not qualify in the Tender for opening of Price Bid.

**1. Process of E-tender:**

A) **Registration:** The process involves vendor's registration with MSTC e-procurement portal which is free of cost. Only after registration, the vendor(s) can submit his/their bids electronically. Electronic Bidding for submission of Techno-Commercial Bid as well as Price Bid over the internet will be done. The Vendor should possess Class III signing type Digital Signature Certificate. Vendors are to make their own arrangement for bidding from a PC connected with Internet. MSTC is not responsible for making such arrangement. (Bids will not be recorded without Digital Signature).

**SPECIAL NOTE:** THE PRICE BID AND THE COMMERCIAL BID HAS TO BE SUBMITTED ON-LINE AT [www.mstcecommerce.com/eprochome/aycl](http://www.mstcecommerce.com/eprochome/aycl)

- 1) Vendors are required to register themselves online with [www.mstcecommerce.com](http://www.mstcecommerce.com) → e-Procurement → PSU / Govt. depts. → Register as Vendor under AYCL- Filling up details and creating own user id and password → Submit.
- 2) Vendors will receive a system generated mail confirming their registration in their email which has been provided during filling the registration form.

In case of any clarification, please contact MSTC/AYCL (before the scheduled time of the e-Tender).

**Contact person for Techno Commercial clarification (ANDREW YULE & COMPANY LTD):**

1. Mr. Ronen Mookerjee,  
Actg. Manager,  
Mim Tea Estate, Sukhiapokhri, Darjeeling.  
Mobile No: 09609987679.  
Email: yule.mim@gmail.com

**Contact person (E-Commerce, MSTC Ltd):**

**1. Mr. Arindam Bhattacharjee**

Deputy. Manager (E-commerce)

MobileNo: 09330102643

Email: arindam@mstcindia.co.in

**2) Mr. Sabyasachi Mukherjee**

Assistant Manager (E-commerce)

Mobile- 07278030407

Email:smukherjee@mstcindia.co.in

**3. Ms Sumona Maity**

Management Trainee (E-Commerce)

Mobile-09831155225

Email: smaity@mstcindia.co.in

Landline: (033) 22901004

**System Requirement:**

- i) Windows XP-SP3 or above / Windows 7 Operating System
- ii) IE-7 or above Internet browser.
- iii) Signing & Encryption type digital signature
- iv) JRE 7 update 79 software to be downloaded and installed in the system. Security level should be medium
- v) To enable ALL active X controls and disable 'use pop up blocker' under Tools → Internet Options → custom level (Please run IE settings from the page [www.mstcecommerce.com](http://www.mstcecommerce.com) once)

**2. Part-I: Submission of EMD & other Documents:**

Within specified Date & time the vendor must submit the following documents to Actg. Manager , Mim Tea Estate, P.O. Sukhiapokhri, Dist – Darjeeling, West Bengal, 734 221, Off-line.

- Earnest Money of Rs. 10000.00 (Rupees ten thousand only) by Demand Draft favouring Andrew Yule & Co. Ltd., A/C Mim Tea Estate, Payable at Darjeeling.
- General information, under Annexure-III complete in all respect along with desired information and document.
- Acceptance of Scope of Work/Technical Specification, under Annexure-IV along with relevant information and documents without Price Sheet.
- Technical specification sheet, with all desired details, duly signed and stamped as token of acceptance.

In case of failure to submit the EMD and other document within the stipulated time, the Tender may be rejected.

**Part-II: Online Bid submission: On the basis of submission of EMD and other Documents at Mim Tea Estate, Darjeeling, West Bengal, the list of vendors who will participate in online Techno commercial and price bid submission will be finalized. Only those qualified bidders will be eligible to submit Online Techno-commercial and price bid.**

**Bidding in e-Tender:**

- a. No interest will be paid on EMD. EMD of the unsuccessful bidder(s) will be refunded by Mim Tea Estate. EMD to be paid along with the Document with in the last date as mentioned in SOT.
- b. The process involves Electronic Bidding for submission of Techno Commercial Bid as well as Price Bid.
- c. The bidder(s) who have submitted the EMD and documents to Mim Tea Estate will be short listed by Actg. Manager, Mim Tea Estate and those qualified bidders can only submit their Techno Commercial Bids and Price Bid through internet in MSTC website [www.mstcecommerce.com](http://www.mstcecommerce.com) → e-procurement → Psu / Govt depts. → Login under AYCL→ My Menu → Auction Floor Manager → live event → Selection of the live event.
- d. The bidder should allow to run an application namely enApple by accepting the risk and clicking on run. This exercise has to be done twice immediately after opening of Bid floor. Then they have to fill up Common terms /Commercial specification and save the same. After that clicking on the Techno-Commercial bid, if this application is not run then the bidder will not be able to save / submit his Techno-Commercial bid.
- e. After filling the Techno-Commercial Bid, bidder should click 'save' for recording their Techno-Commercial bid. Once the same is done, the Price Bid link becomes active and the same has to filled up and then bidder should click on "**Save**" to record their Price Bid. Then once both the Techno-Commercial bid & Price Bid has been saved, the bidder can click on the "**Submit**" button to register their bid.
- f. Vendors are instructed to use link in **My Menu** to **Upload Documents** in document library. Multiple documents can be uploaded. Maximum size of single document for upload is 5 MB.
- g. Once documents are uploaded in the library, vendors can attach documents through *Attach Document* link against the particular tender. For further assistance please follow instructions of vendor guide.
- h. In all cases, bidder should use their own ID and Password along with Digital Signature at the time of submission of their bid.
- g. During the entire e-tender process, the bidders will remain completely anonymous to one another and also to everybody else.

- h. The e-tender floor shall remain open from the pre-announced date & time and for as much duration as mentioned above.
- i. Techno-Commercial bid will be opened electronically on specified date and time as given in the NIT. Bidder(s) can download Technical Comparative statement.
- j. Price bid will be opened electronically on specified date and time given in the NIT. Bidder(s) can download Price Comparative statement.
- k. All entries in the tender should be entered in online Technical & Commercial Formats without any ambiguity.
- l. All electronic bids submitted during the e-tender process shall be legally binding on the bidder. Any bid will be considered as the valid bid offered by that bidder and acceptance of the same by the Buyer will form a binding contract between Buyer and the Bidder for execution of supply. Such successful tenderer shall be called hereafter **SUPPLIER**.
- m. It is mandatory that all the bids are submitted with Digital Signature Certificate otherwise the same will not be accepted by the system.
- n. Buyer reserves the right to cancel or reject or accept or withdraw or extend the tender in full or part as the case may be without assigning any reason thereof.
- o. No deviation of the terms and conditions of the tender document is acceptable. Submission of bid in the e-tender floor by any bidder confirms his acceptance of terms & conditions for the tender.
- p. Unit of Measure (UOM) is indicated in the e-tender Floor. Rate to be quoted should be in Indian Rupee as per UOM indicated in the e-tender floor/tender document.

E-tender cannot be accessed after the due date and time mentioned in NIT.

All notices / corrigendum and correspondence to the bidder(s) shall be sent by email only during the process till finalization of tender by MIM TEA ESTATE/ANDREW YULE & COMPANY LTD/MSTC LTD. Hence the bidders are required to ensure that their corporate email I.D. provided is valid and updated at the stage of registration of vendor with MSTC. Bidders are also requested to ensure validity of their DSC (Digital Signature Certificate).

Any order resulting from this open e-tender shall be governed by the terms and conditions mentioned therein.

No deviation to the technical and commercial terms & conditions are allowed.

ANDREW YULE & COMPANY LTD / Mim Tea Estate has the right to cancel this e-Tender without assigning any reason thereof.

The online tender should be submitted strictly as per the terms and conditions and procedures laid down in the website [www.mstcecommerce.com/eprochome/aycl](http://www.mstcecommerce.com/eprochome/aycl) of MSTC Ltd.

The bidders must upload all the documents required as per terms of NIT. Any other document uploaded which is not required as per the terms of the NIT shall not be considered.

The bid will be evaluated based on the filled-in technical & commercial formats.

Bidders are requested to read the vendor guide and see the video in the page [www.mstcecommerce.com/eprochome/mstc](http://www.mstcecommerce.com/eprochome/mstc) of MSTC Ltd. to familiarize them with the system before bidding.

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West Bengal ,PIN-734221**

**Notice Inviting Tender**

**Ref. E-Tender No.: AYCL/TEA DIVISION/48/16-17/ET/212**

**Ref. Tender No.: MIM/REVENUE/16-17**

Mim Tea Estate on behalf of Andrew Yule & Co. Ltd., Tea Division, wishes to purchase 50 MT Caster Cake (with minimum 8% Nitrogen content) to be supplied at Mim Tea Estate.

Offers are invited from reputed suppliers to supply the material at specified location.

Contractors interested to participate in the above Tender will have to :

- b) Get themselves registered (free of cost) as supplier with [www.mstcecommerce.com/eprochome/aycl](http://www.mstcecommerce.com/eprochome/aycl), our service provider.
- c) Submit the following document to Mim Tea Estate, Sukhiapokhri, Darjeeling, West Bengal within 15 days from the date of publication of advertisement, off line -
  - General Information Sheet complete in all respect duly signed and stamped.
  - Earnest money of Rs.10000.00 by Draft favouring Andrew Yule & Co. Ltd. A/C Mim Tea Estate payable at Darjeeling.
  - Commercial Terms & Conditions Sheet, duly signed and stamped as token of acceptance.
  - Technical specification sheet, with all desired details, duly signed and stamped as token of acceptance.

The following pre-qualification criteria would apply, which may be relaxed at the sole discretion of Andrew Yule & Co. Ltd. / Mim Tea Estate.

- ☐ The Bidder should be having minimum 3 years of experience of such supply and holding authority to deal with Andrew Yule & Co. Ltd. / Mim Tea Estate. This should be supported by appropriate documentary evidence. Preference will be given to them who has the experience of such supply at Tea gardens for last 3 years.
- ☐ The Bidder shall possess valid PAN/Sales tax/Service tax registration certificates.
- ☐ The Bidder should have own local support office presence for the locations namely Sukhiapokhri / Siliguri / Jalpaiguri and should be able to provide support as and when required.



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**General Information**

**Ref. E-Tender No.: AYCL/TEA DIVISION/48/16-17/ET/212**

**Ref. Tender No.: MIM/REVENUE/16-17**

The applicants are required to furnish full information to the queries included in this form. In giving the particulars, the supporting documents/certificates as called for per queries at places, must be tagged with the application for evidencing the information furnished in the application.

**1. Particulars of Company**

1.1 Name of the Company :

1.2 Nature of business :

1.3 Full address :

1.4 Phone No. :

1.5 Fax No. :

1.6 E-mail ID :

**2. Details of Certificate**

Sl No.	Particulars	Registration No.	Remarks
1.	Income Tax		Copy of Registration Certificate / PAN Card to be attached
2.	Central Sales Tax		Copy of Registration Certificate to be attached
3.	State Sales Tax		Copy of Registration Certificate to be attached
5.	Trade Licence		Copy to be attached
6	Organic Manure Licence		Copy to be attached

**3. List of Local Office**

Sl. No	Location	Type of Local Office		Bidders to Provide full address & Telephone No
		Company Operated	Franchised	
1	Sukhiapokhri/Darjeeling			

2	Siliguri			
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#### 4. Details of Banker

1.	Name of the Bank	
2.	Name of the Branch	
3.	Branch Code	
4.	Address	
5.	IFSC No.	
6.	Account No.	

5. List of supply contract of identical nature made in last 3 years. with customer reference :

6. Copies of supply Orders : for identical type of contract (minimum 2 order copies) :

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

(Signature of the Applicant)  
Office Stamp/Seal.

Place :

Date :

List of Enclosures :

**MIM TEA ESTATE**  
**Andrew Yule and Company Ltd**  
**(A Government of India Enterprise)**  
**P.O.Sukhiapokhri, Dist –Darjeeling**  
**West Bengal ,PIN-734221**

**General Terms & Conditions**

**Ref. E-Tender No.: AYCL/TEA DIVISION/48/16-17/ET/212**

**Ref. Tender No.: MIM/REVENUE/16-17**

1. Scope of Work
  - Supply as per specification complete in all respect.
2. Location of Site
  - F.O.R. Siliguri, (wherefrom the material will be received by garden, sending garden vehicle).
3. Requirement

Castor Cake (with minimum 8% Nitrogen Content) -- 50 MT.
4. Job completion date

The supply to be completed within 120 days from date of order.
5. Liquidated Damage

In the event of failure on the part of the contractor to complete entire work against the order to our full satisfaction within the specified period of completion, we may recover from the contractor as liquidated damages, a sum equivalent to ½% of contract value for each week or any part thereof default, but limited to a maximum of 5% of contract value. In case of any defect the contractor has to bear the cost of repairs within 1 year from date of handing over of the project.
6. Force Majeure

Any delay or failure in the performance of either party hereto will not constitute default thereunder or give rise to any claim for damages, if any, to the extent such delays or failure of performance is caused by the occurrence such as acts of god or the public enemy, appropriation or confiscation of facilities by Govt. Authorities, acts of war, rebellion or sabotage, fires, explosions, riots and illegal strike.
7. Risk Purchase

In case the contractor fails to execute the contract fully or partly, the purchaser shall have the right to execute the work through other agencies, as decided by the purchaser at the contractor's cost and risk after giving two weeks notice in writing.
8. Terms of payment
  - No advance will be given.
  - Payment after delivery of the material in good condition.
  - Statutory deductions will be made as per rules.
9. The tenderers are requested to ensure Earnest Money Deposit along with the Tender in the following manner, which will be converted into Security Deposit for the successful bidder/s and will be released on completion of delivery.

EMD Amount                      Rs.10000.00\_

EMD to be submitted by D.D.favouring Andrew Yule & Co. Ltd. A/C Mim Tea Estate payable at Darjeeling.

10. Price Variation

The quoted price should remain firm during pendency of the contract.

11. Decision for awarding contract/job is vested with the Management so as to reject.
12. Incomplete "Quotation/Offer" is liable to be rejected.
13. The offer must be valid for a minimum of 6 months from the date of E-Bidding.
14. The Quotations must include packing and delivery charges at the Garden and no collection of stores will be made from your go down.
15. Actual need based Order quantity may vary from the indicated quantity at the sole discretion of Garden Management.
16. Replacement of the defective/substandard material/job has to be made good within 30 days.
17. Management reserves the right of pre-delivery inspection.
18. Management reserves the right to split the order wherever found necessary with majority job to be reserved for L1.
19. All the applicable labour laws relating to deployment of labourers/employees will be strictly followed in executing the contract.
20. All disputes are subject to Darjeeling Jurisdiction only.

(Signature of the Applicant)  
Office Stamp/Seal.

Place :

Date :

For Off line submission

Annexure-IV

**MIM TEA ESTATE**  
**Andrew Yule and Company Ltd**  
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**P.O.Sukhiapokhri,Dist –Darjeeling**  
**West Bengal ,PIN-734221**

**Technical Specifications and requirements**

**Ref. E-Tender No.: AYCL/TEA DIVISION/48/16-17/ET/212**

**Ref. Tender No.: MIM/REVENUE/16-17**

SCOPE OF WORK :

PARTICULARS OF WORK	UNIT	QTY REQUIRED
<u><b>SUPPLY OF CASTER CAKE</b></u>  1. WITH MINIMUM 8% NITROGEN CONTENT  2. SHOULD BE IMO CERTIFIED  3. BRAND : “AGRO KING” FROM ADANI WILMAR LTD OR EQUIVALENT  4. PACKING IN 50KG HDPE BAG.  5. SUPPLIER SHOULD POSSESS ORGANIC MANURE LICENCE (MANUFACTURING / MARKETING)	MT	50

Place :

Date :

(Signature of the Applicant)  
with Office Stamp/Seal

For online submission

Annexure – V

**MIM TEA ESTATE**  
**Andrew Yule and Company Ltd**  
**(A Government of India Enterprise)**  
**P.O.Sukhiapokhri, Dist –Darjeeling**  
**West Bengal ,PIN-734221**

**Price Sheet for Supply Caster Cake (8% Nitrogen)**

**Ref. E-Tender No.: AYCL/TEA DIVISION/48/16-17/ET/212**

**Ref. Tender No.: MIM/REVENUE/16-17**

**Garden : Mim Tea Estate, Sukhiapokhri, Darjeeling, West Bengal**

**Item : Supply of Caster Cake (minimum 8% Nitrogen)**

Quantity Offered	Unit	Supply of Caster Cake (MIN. 8% Nitrogen)	Applicable Taxes	Unit Site Cost	Contract Price
50	MT	Rs./MT	Rs.	Rs.	Rs.