

e-Government Procurement (e-GP)

NOTICE INVITING TENDER

The IGP&CP , Thiruvananthapuram city, Kerala Police Department, Government of Kerala invites online bids from reputed manufacturers / authorized dealers or reputed vendors for the **SUPPLY OF DOG FEED (MILK, DRY FOOD AND GROOMING METERIALS)**. The bidders should comply with the following general conditions in addition to the additional conditions of the instant tender.

GENERAL

1. The Bidder should be a reputed Original or authorized dealer of animal feed supplier to participate in the tender floated by Kerala Police.
2. One bidder cannot represent two suppliers or quotes on their behalf in a particular tender.
3. The Bidder should have valid GST registration. Copy of GST registration certificate should be enclosed along with the tender.
4. The bidder should have valid PAN / Taxation Index Number, Corporation / Panchyat registration. Copy of PAN / Taxation Index Number allocation letter should be enclosed along with the tender.

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| 1 | Tender No. & Date | CPOET/05/TC/2020 Dated 11/08/2020 |
| 2 | Item | SUPPLY OF DOG FEED (MILK, DRY FOOD AND GROOMING METERIALS) |
| 3 | Quantity | Attached in Specification |
| 5 | Tender Fees | Rs.2,100/- (Two thousand & one hundred only) (GST Extra)18 % GST amount on tender fees Mentioned above shall be paid to GST Department directly by the bidder |
| 6 | Earnest Money Deposit | Rs11,110/-(Rupees Eleven thousand One Hundred & Ten Only) |
| 7 | Specifications | Attached in tender document |

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| 8 | Date and time of publication of e-Tender | 11/08/2020 6 PM |
| 9 | Date of submission of e-Tender | 11/08/2020, 6 PM to 21/08/2020, 12 Noon |
| 10 | Last date and time for online submission of e-tender | 21/08/2020, 12 Noon |
| 11 | Date and time of opening of e-Tender | 25/08/2020, 3 PM |
| 12 | Place of opening | City Police Office, Vazhuthacaud, Thiruvananthapuram |
| 13 | Date, Time and Place of Technical Evaluation | 26/08/2020, 3 PM |
| 14 | Bid Validity (Total Number of Days up to which the rates are to be firm) | 365 days |
| 15 | Address of Tender Inviting Authority | IGP&CP, Thiruvananthapuram City, Vazhuthacaud, Thiruvananthapuram - 695014 Ph:0471-2320486 e-mail:cpotvm.pol@kerala.gov.in Website. https://tvmcity.keralapolice.gov.in |

5. Mode of submission of bids: - Online. All Bid documents shall be submitted only in online procedure through the e-GP website www.etenders.kerala.gov.in in their designated online covers. Details of covers are given separately. No other mode of submission shall be accepted and such tenders will be rejected outright.

6. Cover details: - No. of covers - 2. i) Technical Bid ii) Financial Bid. The AMC / ATS after warranty period also to be quoted in the Financial Bid. In the case of Foreign Equipments, the rate must be quoted in Indian Rupees. The documents to be uploaded under each online covers are specified in the website.

7. Downloading of e-Tender documents: - The tender document can be downloaded from the e-GP website www.etenders.kerala.gov.in from the date and time of publication of e-tender onwards to last date and time for online submission of e-tender. Downloading of tender

documents will not be possible after the date specified above.

8. Submission of e-Tender documents: - The digitally signed tender document and other specified documents shall be submitted online through the e-GP website www.etenders.kerala.gov.in well in advance before the last date and time mentioned above. No submission shall be allowed after the last date mentioned above.

9. Payment of Tender Fees: - A non-refundable tender fee shall be paid in online mode through the e-GP website www.etenders.kerala.gov.in at the time of bid submission. No other mode of payment shall be accepted. **The tenders of bidders who do not remit fees through online will be rejected outright.**

10. Payment of Earnest Money Deposit (EMD): - The EMD shall be paid in online mode through the e-GP website www.etenders.kerala.gov.in at the time of bid submission. No other mode of remittance shall be accepted.

11. Exemption from payment of EMD: - Bidders who are registered with Store Purchase Department, Kerala or National Small Scale Industries Corporation Ltd., New Delhi (for the items tendered) are exempted from submission of EMD. Those bidders claiming exemption shall submit valid registration certificate from the SPD, Kerala or NSSIC, New Delhi. **Tenders of bidders who do not remit EMD online or do not upload documental proof (digitally signed) for exemption of EMD will be rejected outright.**

12. Withdrawal and re-submission of e-Tender: - The Bidders are at liberty to withdraw the submitted tender / documents and to submit fresh tender / documents till the last date and time of submission of the e-Tender after which withdrawal / re-submission will not be allowed.

13. Opening of e-Tenders: - The bids shall be opened online through the e-GP website www.etenders.kerala.gov.in at City Police Office, Vazhuthacaud, Thiruvananthapuram on the date and time mentioned above in the presence of the Bidders / authorized representatives who wish to attend at the above address. If the tender opening date happens to be a holiday or non-working day due to any valid reason, the tender opening process will be done on the next working day at the same time and place specified. Any change in the opening date / time / venue due to other reasons shall be informed by way of Corrigendum published in the e-GP website. The Technical Bids will be evaluated by a Technical Evaluation Committee and those that do not conform to the specifications or to the satisfaction of the Committee will be rejected. The financial bids of the Technically qualified Tenderers only will be considered for opening. The date of opening of financial Bids will be intimated to the concerned technically qualified tenderers, over phone / Fax / e-mail. This will be within 7 to 10 days of evaluation of technical bid.

14. Technical Evaluation: - All tenderers who quote for the supply of above equipment are required to be ready for live demonstration to be held in the **DCP(Admin) Chamber City Police Office, TVPM on 26 .08.2020 at 3.00. PM The Technical Evaluation Committee will be consisting of the following officials.**

1. Deputy Commissioner of Police(Admin & Crimes) – Chairman (Phn 0471- 2322682)

- 2..AC 1V AR TVPM City - Member
 3.Veterinary Doctor (MP Unit,TVPM City) - Member
 4.Senior Superintendent, CPO Tvpm City - Member

15. All Bidders who participates in e-tender should produce hard copies of all relevant documents related to e-tender at the time of technical evaluation, without fail.

16. Note to Bidders:

1. Bidders have to procure legally valid Digital Certificate (Class III) as per Information Technology Act, 2000 for digitally signing their electronic bids. Bidders can procure the same from any of the license certifying authority of India. For more details, please visit the e-GP website www.etenders.kerala.gov.in.
2. Bidders are advised to note the Tender-Id and Tender No. & Date for future reference.
3. All uploaded documents should contain the signature and the office seal of the bidder / authorized persons and should be digitally signed while uploading. Documents uploaded without digitally signing shall entitle rejection of the tender.
4. In the case of Foreign Equipments, the rate should be quoted in Indian Rupees. Preference will be given to those who are ready to supply the item without opening Letter of Credit. Ordinarily, no advance payment will be made for procuring the above item. In case advance payment has to be made, a clear case has to be made out by the Tenderee. However this will be only on extraordinary circumstances.
5. For obtaining Digital Signature Certificate and help on e-tendering process, contact

Kerala State IT Mission, e-Government Procurement PMU & Helpdesk, Basement floor of Pension Treasury Building, Uppalam Road, Statue, Thiruvananthapuram; Ph: 0471-2577088, 2577188; Toll free no: 18002337315; e-mail:etendershelp@kerala.gov.in; Website: www.etenders.kerala.gov.in on all government working days from 9:30 am to 5:30 pm.

17) The State Police chief, Kerala is empowered to reject any tender without assigning any reason.

18) For any clarifications regarding the terms and conditions in this tender notice or the tender document, please contact DCP(Amin),City Police Office,Vazhuthacaud, Thiruvananthapuram – 14 on all Government working days from 10:30 am to 5:00 pm. Ph:0471-2320486.

DOG FEED SPECIFICATION AND QUANTITY REQUIRED

| Sl No | Item | Unit / Dog | Approx. Amount / Unit | Quantity required per day | Quantity required monthly | Quantity required annually |
|-------|---------------------------|------------|-----------------------|---------------------------|---------------------------|----------------------------|
| 1 | Milk | 1/2 ltr | 50/ltr | 5ltr | 150ltr | 1825 ltr |
| 2 | Dry Food salmon & Potatoe | 400 gm | 650/Kg | 4Kg | 120kg | 1460 Kg |

GROOMING ARTICLES QUATITY REQUIRED

| Sl.No | Items | quantity required monthly | quantity required annually |
|-------|--------------------------------|---------------------------|----------------------------|
| 1 | Towel | | 40 |
| 2 | Kerchief | | 60 |
| 3 | Lizol | 2 ltr | 24Ltr |
| 4 | Dettol | 2 ltr | 24Ltr |
| 5 | Phinoyil | 2 ltr | 24Ltr |
| 6 | Bleaching powder | 2 kg | 24KG |
| 7 | Shampoo(Care Best) | | 30No |
| 8 | Shampoo (Tikfree) | | 30 No |
| 9 | Surgical Cotton | 250 gm | 3Kg |
| 10 | Chok Chain (Brose) | | 10 No |
| 11 | Neck Coller | | 20 No |
| 12 | Dog leesh | | 20 No |
| 13 | Grooming Brush | | 10 No |
| 14 | Grooming glow | | 10 No |
| 15 | Examination Glouse | | 3 Box |
| 16 | Steel Comp | | 10 No |
| 17 | Grooming Sheet | | 10 No |
| 18 | Vessel & Top(for heating milk) | | 01 |

Specification of Food

1. Fish based hypo allergic Dog Food containing minimum 25% crud protein and 14% crud fiber.
2. Packeted dog food manufactured by reputed companies having minimum 3 years experience in supply is allowed to participate in the tender procedure.
3. The dog Food should have good aroma of fresh food and it should not be rancid. It should not have moisture levels beyond standard permissible limits.
4. Date of food should be more than six month.

NOTE: - Bidders are advised to go through the conditions in the notice inviting tender and the tender document carefully and comply them to avoid outright rejection of their tender.

For any litigation relating to this order, the jurisdiction will be Thiruvananthapuram City.

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IGP&Commissioner Of Police

Tvpm City