
 <p><b>MACS</b></p>	<p><b>Mani Amma Chaitanya Shraavanthi Implementing Agency, Coffee Cluster, Pujaripakalu, G.K.Veedhi, Visakhapatnam District 531133. Andhra Pradesh Mobile: 9440767034, E-Mail ID: manyammacs@gmail.com</b></p>	 <p><b>MSME</b> MINISTRY OF MICRO, SMALL &amp; MEDIUM ENTERPRISES</p>
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**TENDER NOTICE (No.SFURTI/AP-VSKP/ADL-001/2020-21)**

Sealed Tenders are invited by **Mani Amma Chaitanya Shraavanthi**, the Implementing Agency (IA) of **Visakhapatnam Coffee Cluster**, from reputed Manufacturers only for supply, erection, installation and commissioning of the following Machinery & Equipment for the Common Facility Centre (CFC) to be set up at Gudem, G.K Veedhi, Visakhapatnam District, Andhra Pradesh under the **Scheme of Fund for Regeneration of Traditional Industries (SFURTI)** of IMEDF, Ministry of MSME, Government of India with financial assistance from Government of India.

S.NO.	DESCRIPTION	QTY
1	<b>Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour</b>	<b>1</b>
2.	<b>Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch</b>	<b>1</b>
3	<b>Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM</b>	<b>1</b>

Technical Specifications for the above Machinery and Equipment are available in the Annexure to the Tender Document.

Tender document may be DOWNLOADED from the date of advertisement (11.00 AM onwards) from the websites [www.barefootcollege.org](http://www.barefootcollege.org) or [www.macs.org.in](http://www.macs.org.in).

- Date of commencement of issue of tender 25.09.2020 @ 11.00 A.M.
- Pre-bid meeting 10.10.2020 @ 11.00 A.M
- Last date for issue of Tender 15.10.2020 @ 05.00 P.M.
- Last date for submission of Tenders 15.10.2020 @ 05.00 P.M.
- Date of opening of sealed Tenders 16.10.2020 @ 11.00 A.M

**(Technical bid only)**

**Place of Tender Submission:** Field Office, MANI AMMA CHAITANYA SHRAVANTHI, Beside Union Bank, Chinthapalli, Visakhapatnam – 531 111, AP.

**Director**  
 MANI AMMA CHAITANYA SHRAVANTHI Chinthapalli,  
 Visakhapatnam – 531 111



**Mani Amma Chaitanya Shravanthi Implementing Agency,  
Coffee Cluster, Pujaripakalu, G.K.Veedhi,  
Visakhapatnam District 531133. Andhra Pradesh  
Mobile: 9440767034, E-Mail ID: manyammacs@gmail.com**

## **TENDER DOCUMENT**

**TENDER NOTICE No. SFURTI/AP-VSKP/ADL-001/2020-21**

**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF Ecological  
Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully  
Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg  
/Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100  
GM and 200 GM FOR MANUFACTURE OF COFFEE PARCHMENT & COFFEE  
POWDER ON TURNKEY BASIS**



**Prepared by**

**BAREFOOT COLLEGE INTERNATIONAL**  
(Technical Agency – SFURTI Coffee Cluster, Andhra Pradesh)

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**TENDER FOR THE SUPPLY, ERECTION AND COMMISSIONING OF Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM FOR MANUFACTURE OF COFFEE PARCHMENT & COFFEE POWDER ON TURNKEY BASIS**

**1. PREAMBLE**

Scheme of Fund for Regeneration of Traditional Industries (SFURTI), the scheme of Ministry of MSME, Government of India envisages development of clusters to organize the traditional industries and artisans for their long term sustainability and economy of scale. The IMEDF, the Nodal Agency of Visakhapatnam Coffee Cluster, has obtained approval for the development of Visakhapatnam Coffee Cluster under SFURTI.

MANI AMMA CHAITANYA SHRAVANTHI, the Implementing agency (IA) of Visakhapatnam Coffee Cluster, having the administrative office at D.No.1-14, Pujaripakalu, G.K.Veedhi, Visakhapatnam District – 531 133, propose to establish a Common Facility Centre (CFC) at D.No.1-14, Pujaripakalu, G.K.Veedhi, Visakhapatnam District – 531 133 with the financial assistance from Government of India under SFURTI.

In this context, MANI AMMA CHAITANYA SHRAVANTHI invites sealed tenders from reputed manufacturers in “Two Cover System” for the supply, erection, and commissioning of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM through transparent bidding process. The Tender notification has been published fixing the date of opening of tender as **25.09.20**.

**2. SCOPE OF WORK**

- a) The successful tenderer should undertake supply, erection and commissioning of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM. The detailed specification is given in Annexure-I.
- b) The successful tenderer should complete supply, erection, commissioning within 75 days from the date of receipt of Purchase Order.

### 3. QUALIFICATION CRITERIA

Clause	Qualification Criteria	Supporting Document
a)	The tenderer should be a registered legal entity.	<p>In case of Private / Public Limited Companies,</p> <ul style="list-style-type: none"> <li>• Copy of Incorporation Certificate issued by the Registrar of Companies &amp;</li> <li>• Copy of Memorandum and Articles of Association</li> </ul> <p>In case of Partnership Firm, Registered Partnership deed (iii)</p> <p>In case of Proprietorship Firm,</p> <ul style="list-style-type: none"> <li>• Copy of VAT Registration Certificate / Service Tax / GST Registration Certificate.</li> </ul>
b)	The tenderer should be a manufacturer of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM.	Copy of Udyog Aadhaar/ Excise VAT/CST/GST registration.
c)	The tenderer should have at least 3 years of experience (as on 31 <sup>st</sup> March 2020) in the manufacturing of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM	<ul style="list-style-type: none"> <li>• Purchase Order issued by the clients.</li> <li>• Performance certificate issued by the clients.</li> <li>• List of similar orders executed as per Annexure-V</li> </ul>
d)	The tenderer should have reported an Average Annual Turnover of Rs.2.00 Crores in the last three consecutive financial years i.e. 2016-17, 2017-18 and 2018-19 (or) 2017-18, 2018-19 and 2019-20	<ul style="list-style-type: none"> <li>• The average annual turnover statement duly certified by Chartered Accountant as per Annexure IV.</li> <li>• The Annual Report/ certified copies of Balance Sheet, Profit &amp; Loss statement along with schedules for the last 3</li> <li>• Consecutive financial years.</li> </ul>
e)	The tenderer should not have been Blacklisted for supply of any items or services to any Government agency.	The declaration form as per Annexure VI should be enclosed.

#### 4. LANGUAGE OF THE TENDER

The Tender prepared by the Tenderer as well as all correspondences and documents relating to the Tender shall be in English language only. If the supporting documents are in a language other than English/Telugu, the notarized translated English version of the documents should also be enclosed.

#### 5. PURCHASE OF TENDER DOCUMENTS

5(a) The tender document shall be downloaded from [www.barefootcollege.org](http://www.barefootcollege.org) or [www.macs.org.in](http://www.macs.org.in) at free of cost. The tenderer should give a declaration for not having tampered the Tender document downloaded from Internet (as per Annexure VII).

5(b) The tender document can be downloaded from 25.09.2020 to 15.10.2020.

#### 6. PREBID MEETING

There will be a pre-bid meeting on 10.10.2020 at 11.00 A.M. in Field Office, MANI AMMA CHAITANYA SHRAVANTHI, Beside Union Bank, Chinthapalli, Visakhapatnam – 531 111, AP during which the prospective tenderers can get clarifications about the tender. The tenderers shall send their queries in writing if any so as to reach MANI AMMA CHAITANYA SHRAVANTHI at least two days prior to the pre-bid meeting date. The tenderers may also check [www.barefootcollege.org](http://www.barefootcollege.org) or [www.macs.org.in](http://www.macs.org.in) for up to date information like change in date / venue etc., of pre-bid meeting as MANI AMMA CHAITANYA SHRAVANTHI may not be able to identify and communicate with the prospective bidders at this stage. Non attending of pre-bid meeting is not a disqualification.

#### 7. CLARIFICATION ON THE TENDER DOCUMENT

The tenderers may ask for queries in any of the clauses in the tender document before 48 hours of the opening of the tender. Such queries must be sent in writing to “MANI AMMA CHAITANYA SHRAVANTHI **“MANI AMMA CHAITANYA SHRAVANTHI, Beside Union Bank, Chinthapalli, Visakhapatnam – 531 111, AP”**”. MANI AMMA CHAITANYA SHRAVANTHI will upload the clarification on [www.barefootcollege.org](http://www.barefootcollege.org) or [www.macs.org.in](http://www.macs.org.in)

## **8. AMENDMENT OF TENDER DOCUMENT**

MANI AMMA CHAITANYA SHRAVANTHI whether on its own initiative or as a result of a query, suggestion or comment of an Applicant or a Respondent, may modify the tender document by issuing an addendum or a corrigendum at any time before the opening of the tender, with the concurrence of the tender committee. Any such addendum or corrigendum will not be published in newspaper and instead be uploaded on [www.barefootcollege.org](http://www.barefootcollege.org) or [www.macs.org.in](http://www.macs.org.in) and the same will be binding on all Applicants or Respondents or Tenderers, as the case may be.

## 9. AUTHORISATION OF THE TENDERER

The Tender should be signed on each page by the Tenderer or by the person who is duly authorized for the same by the Tenderer.

## 10. SUBMISSION OF TENDER IN TWO COVER SYSTEM

10(a) Every page of the terms and conditions of the tender document should be signed and enclosed with the tender, in token of having accepted the tender conditions. Failing which the tender will be rejected summarily.

10(b) Tenders should be submitted in two parts:

- a) Part I will cover technical bid and
- b) Part II will cover price bid

10(c) Tenderers should ensure submission of all documents along with Part-I and Part II proposal as per the Check list given in Annexure -X.

10(d) Tenderers are requested to submit Part I and Part II in a separate sealed cover. Part I cover to be superscripted as “**Part I – Technical bid**” and Part II cover to be superscripted as “**Part II – Price bid**” respectively. These two Parts namely Part I and Part II must be placed in a separate sealed cover superscripted as “Visakhapatnam Coffee Cluster- Tender for the supply, erection, and commissioning of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM” and addressed to “The Director, MANI AMMA CHAITANYA SHRAVANTHI, Beside Union Bank, Chinthapalli, Visakhapatnam – 531 111, AP”, containing the name and address of the Tenderer. **Tenders submitted without sealed cover would summarily be rejected.**

10(e) Tenders should be dropped only in the tender box kept at “The Field Office, MANI AMMA CHAITANYA SHRAVANTHI, Beside Union Bank, Chinthapalli, Visakhapatnam – 531 111, AP” on or before 5.00 PM on 15.10.2020”. Tenders will not be received by hand.

10(f) Alternatively, the tenders can be submitted through registered post or courier so as to reach the above address on or before 5.00 PM on 15.10.2020. Tenders received after the specified time will not be considered and MANI AMMA CHAITANYA SHRAVANTHI will not be liable or responsible for any postal delays.

10(g) A tender once submitted shall not be permitted to be altered or amended.



## **11. EARNEST MONEY DEPOSIT**

- 11(a) The Tender should be accompanied by an Earnest Money Deposit (EMD) to the value of Rs. **82,300/-** (Rupees Eighty Two Thousand Three Hundred only) in the form of Demand Draft drawn on any Indian Nationalised/ Scheduled Commercial Bank in favour of "MANI AMMA CHAITANYA SHRAVANTHI", payable at G.K.Veedhi. The EMD in any other form will not be accepted. The Earnest Money Deposit will be returned to the unsuccessful Tenderers.
- 11(b) EMD will be retained in the case of successful Tenderer and it will not earn any interest and will be dealt with, as provided in the terms and conditions of the tender.
- 11(c) Any request of the tenderer, under any circumstances claiming exemption from payment of EMD will be rejected and their Part II price offer will not be opened.
- 11(d) The amount remitted towards EMD is liable to be forfeited in case the Tenderer fails to undertake the contract after submission of the tender or after acceptance of the offer by MANI AMMA CHAITANYA SHRAVANTHI or fail to sign the Agreement or to remit the Security Deposit.

## **12. VALIDITY**

The rate quoted in the Tender should be valid for the acceptance by the Tender Committee, for a minimum period of **90 days** from the date of opening of the Tender. The accepted rate is valid till the entire contract is completed. Escalation in the rates will not be entertained under any circumstances.

## **13. OPENING AND EVALUATION OF THE TENDER**

- 13(a) The tenders received up to 5.00 PM as per the office clock on 15.10.2020 will be taken up for opening. Tenders received after specified date and time will not be accepted. The Tender will be opened by the Tender committee at 11.00 AM on the next day (16.10.20) in the presence of the available Tenderers/ representatives of the Tenderers who choose to be present. The Tenderers or their authorized agents are allowed to be present at the time of opening of the tenders.
- 13(b) Tender Committee will inform the attested and unattested corrections, before the Tenderers and sign all such corrections in the presence of the Tenderers. If any of the Tenderers or agents is not present then, in such cases the Committee will open the tender of the absentee Tenderer and take out the unattested corrections and communicate it to them. The absentee Tenderer should accept the corrections without any question whatsoever.
- 13(c) If the date fixed for opening of the tender happens to be a Government holiday, the sealed tenders will be received up to 10.00 AM on the next working day and opened at 11.00 AM on the same day.

13(d) The Technical bid will be evaluated by Tender Committee in terms of the qualification Criteria. Tender Committee reserves the right to disqualify any of the tender if is not satisfied with the documents furnished.

13(e) The Tenderer shall demonstrate the performance of their machine, facilitating the visit of Tender committee visiting the unit where the tenderer has supplied the machine. Tender Committee reserves the right to disqualify any of the tender if is not satisfied with the performance of the machine.

13(f) MANI AMMA CHAITANYA SHRAVANTHI may arrange for field inspection, if necessary, to verify their pre-qualifying conditions before opening of Part II cover and in case if any failure to satisfy the requirements, their Tender will be rejected and their Part-II Cover will not be opened.

13(g) The Tenderers declared as qualified will be informed the date of opening of Part II (Price bid).

#### **14. PRICE OFFER**

14(a) The Price bid should be kept only in the Part II cover. 14(b) The price bid should be prepared as per Annexure-IX.

14(c) The price should be neatly and legibly written both in figures and words.

14(d) In case of discrepancy between the prices quoted in words and figures lower of the two shall be considered.

14(e) Part-II bid should not contain any commercial conditions. Variation in the commercial terms and conditions of the tender will not be accepted.

#### **15. EVALUATION OF THE PRICE**

15(a) The Tender committee will examine for complete, properly signed and error-free nature of the Price bid (Part II).

15(b) The comparison of the rates offered shall be on the basis of the total rates offered inclusive of all taxes, transportation, performance guarantee etc.

#### **16. AWARD OF CONTRACT**

The Tenderer who has quoted lowest price (L1) will be invited for negotiations. After finalizing the negotiated rate, Letter of Acceptance will be issued.

#### **17. SECURITY DEPOSIT**

17(a) On receipt of the Letter of Acceptance from the MANI AMMA CHAITANYA SHRAVANTHI, the successful Tenderer should remit a Security Deposit (SD) of 10% of the value of the contract, by way of either Demand Draft drawn on any scheduled commercial bank in favour of 'MANI AMMA CHAITANYA SHRAVANTHI', payable at G.K.Veedhi or

Irrevocable Bank Guarantee in favor of MANI AMMA CHAITANYA SHRAVANTHI with a validity period of 12 months, within 10 (Ten) working days from the date of receipt of letter of acceptance. The EMD shall be adjusted with the SD.

- 17(b) Any other amount pending with MANI AMMA CHAITANYA SHRAVANTHI will not be adjusted under any circumstances, against the Security Deposit if so requested.
- 17(c) If the SD amount is not paid within the time specified, the EMD remitted by the Tenderer shall be forfeited, besides cancelling the communication of acceptance of the Tender.
- 17(d) SD amount remitted will not earn any interest.

## **18. AGREEMENT**

The successful tenderer should execute an agreement as may be drawn up to suit the conditions on a non-judicial stamp paper of value, as prescribed in law on the date of remittance of Security Deposit and shall pay for all stamps and legal expenses incidental thereto. In the event of failure to execute the agreement, within the time prescribed, the EMD/SD amount remitted by the tenderer will be forfeited besides cancelling the Tender.

## **19. ISSUE OF PURCHASE ORDER**

After payment of Security Deposit and successful execution of the agreement, Purchase Order will be released to the tendered items within 10 days by the IA. The successful tenderer should complete supply, erection and commissioning of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM as stipulated in the Schedule of Supply chapter of this tender document.

## **20. SCHEDULE OF SUPPLY**

- 20(a) The specification of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM should be as per Annexure-I.
- 20(b) The delivery of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM shall be completed within 75 days
- a. from the date of issue of purchase order, if the supplier opts for receiving 75% of the total contract value against the supply of tendered items at site, instead of receiving 30% advance payment against bank guarantee (OR)
  - b. from the date of issue of advance payment against advance bank guarantee, if the supplier opts for 30% advance payment against bank guarantee

- 20(c) The erection and commissioning of delivered items and performance testing have to be completed within 15 days from the date of delivery. Delay beyond this period will attract penalty.
- 20(d) The Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM should be delivered and installed at D.No.1-14, Pujaripakalu, G.K.Veedhi, Visakhapatnam District – 531 133
- 20(e) If the contract is not completed within the stipulated time or extended time, MANI AMMA CHAITANYA SHRAVANTHI will hold full authority to cancel the tender or take any such action that will be deemed fit to the occasion at the risk and cost of the successful tenderer. Such cancellation will entail forfeiture of EMD and Security Deposit.
- 20(f) In the event of non- performance of the contractual provisions or failure to effect the supply within the stipulated time or during the extended period and if it is found that the Contractor, has not fulfilled the contractual obligation with MANI AMMA CHAITANYA SHRAVANTHI in any manner during the currency of the contract or also found on later date, MANI AMMA CHAITANYA SHRAVANTHI reserves the right to disqualify such supplier to participate in future tenders or black list the firm up to a maximum period of 5 years.
- 20(g) Every step will be taken by the IA to make infrastructure ready at the scheduled time of dispatch of Plant & Machinery. If there is any delay due to any reason on the part of the IA, release of payment will be considered on the basis of delivery schedule given in Purchase Order.

## **21. PERFORMANCE TEST**

- 21(a) The successful tenderer shall demonstrate the performance of the Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM in complete conformity with the relevant technical specifications and performance parameters as specified in the Purchase Order.
- 21(b) This demonstration should be done as stipulated by the MANI AMMA CHAITANYA SHRAVANTHI
- 21(c) The performance tests should be completed within 15 days from the date of delivery of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM.

## **22. TRAINING OF STAFF**

- 22(a) The tenderer should provide training to Staffs on the operation and maintenance of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM before the commencement of performance test.
- 22(b) The tenderer should provide 2 hard copies and soft copies of brochures & operation manuals for Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM.

## **23. PERFORMANCE GUARANTEE**

- 23(a) The of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM and its accessories are to be guaranteed, for a period of twelve months from the date of completion of performance test against manufacturing defect, bad workman ship or poor performance.
- 23(b) During performance guarantee period of 12 months they should attend any call from MANI AMMA CHAITANYA SHRAVANTHI immediately, in case of any problems, related to operation or malfunctioning of the machine, without any delay for regular functioning of the cluster. The above service should be done at Free of cost.
- 23(c) Upon the complete fulfillment of this contract by the supplier, to the satisfaction of the MANI AMMA CHAITANYA SHRAVANTHI, after completion of one year period, for the satisfactory performance of the machine, the performance security (bank guarantee) furnished by the tenderer will be returned to him, after recovery of dues if any.

## 24. PAYMENT CONDITIONS

24(a) **30% of contract value** will be paid on execution of agreement. The Tenderer should produce Bank guarantee for the equal amount, which should be valid for a minimum period of 12 months. If necessary, the bank guarantee should be extended for the required period as requested by MANI AMMA CHAITANYA SHRAVANTHI.

24(b) **45% of the contract value** will be paid on receipt of the complete set of machinery as per the order in full in good condition, at the destination, after acceptance by the tender committee.

**(OR)** Alternatively, the bidder may opt for 75% of Contract value on supply of the complete set of machinery as per the order in full in good condition, at the destination, after acceptance by the tender committee, instead of releasing first installment of 30% as advance payment against bank guarantee.

24(c) **20% of the contract value** will be paid on successful completion of performance test and

24(d) **The balance 5% and SD** will be released only after satisfactory completion of the entire contract and submission of bank guarantee equivalent to 10% of the total value of contract valid for 1 year towards performance guarantee.

24(e) MANI AMMA CHAITANYA SHRAVANTHI also reserves the right to recover any dues from the tenderer, which is found on later date, during audit/excess payment, after final settlement is made to them. The successful tenderer is liable to pay such dues to the MANI AMMA CHAITANYA SHRAVANTHI immediately on demand, without raising any dispute/protest.

## **25. PENALTY**

- 25(a) Failure to execute the entire contract within 75 days from the date of issue of purchase order / advance payment, as the case may be, will attract a penalty of 1% per week, on the full value of the contract upto a maximum of 5%. Delays beyond that period will result in cancellation of the orders.
- 25(b) The response time for attending the complaint raised by MANI AMMA CHAITANYA SHRAVANTHI has to be within 48 hours and resolution time for the same has to be within the next 48 hours. Failure to comply with the above time line will attract a penalty of Rs.1000/- per day.
- 25(c) Any delay on the part of MANI AMMA CHAITANYA SHRAVANTHI should be intimated and sorted out immediately without affecting the progress of works. This would no way restrict MANI AMMA CHAITANYA SHRAVANTHI from levying penalty.

## **26. TERMINATION OF THE CONTRACT**

MANI AMMA CHAITANYA SHRAVANTHI reserves the right to terminate the contract at any time during the validity period, on account of non-fulfilment of contract, on any count.

## **27. GENERAL CONDITIONS**

- 27(a) Conditional Tender in any form will not be accepted.
- 27(b) Any notice regarding any problems, to the supplier shall deemed to be sufficiently served, if given in writing at his usual or last known place of business.
- 27(c) The Tender Committee reserves the right to reject any or all the tenders without assigning any reason thereof.
- 27(d) All the items of supply tendered shall be new and in any circumstances Old, refurbished or second-hand machines / equipment / components will not be accepted.
- 27(e) The Tender Committee reserves the right to reduce or enhance quantity of items of supply without assigning any reason thereof.
- 27(f) The Tender Committee reserves the right to cancel the entire supply or part of supply, if the supply made is found to be not in terms of the tender conditions, at any stage of contract execution. In case of part cancellation or return of machine / components, the transport and other incidental expenses shall be borne by the supplier.
- 27(g) The Tender Committee reserves the right to relax or waive or amend any of the tender conditions.

## **28. ARBITRATION**

28(a) In case of any dispute in the tender, including interpretation, if any, on the clauses of the tender or the agreement to be executed, the matter shall be referred by MANI AMMA CHAITANYA SHRAVANTHI / Tenderer to an Arbitrator to be appointed by the Parties hereto by mutual agreement. If no such Arbitrator could be appointed by mutual consent, the matter may then be referred to the Chairman, IMEDF for nominating an Arbitrator, the Arbitration proceedings being governed by the Arbitration and Conciliation (Amendment) Act 2015.

28(b) The venue of the Arbitration shall be at the Field Office, MANI AMMA CHAITANYA SHRAVANTHI, G.K.Veedhi, Visakhapatnam. The decision of the Arbitrator shall be final and binding on both the parties to the Arbitration.

28(c) The Arbitrator may with the mutual consent of the parties, extend the time for making the award. The award to be passed by the Arbitrator is enforceable in the court at Visakhapatnam only.

## **29. JURISDICTION OF THE COURT**

Any dispute arising out of non-fulfillment of any of the terms and conditions of this Tender/Agreement or any other dispute arising out of the arbitration award will be subject to the jurisdiction of the Courts in Visakhapatnam only.

We agree to the above terms and conditions.

**SIGNATURE OF THE TENDERER**

**DATE:**

**NAME IN BLOCK LETTERS:**

**DESIGNATION:**

**ADDRESS**



**TECHNICAL SPECIFICATIONS**

MINIMUM SPECIFICATIONS OF ECOLOGICAL COFFEE PROCESSING/PULPING UNIT WITH THE CAPACITY OF 2500 KG/HOUR & FULLY AUTOMATED COFFEE ROASTER, BULKING MACHINE AND GRINDER WITH CAPACITY OF 5 KG /BATCH & AUTOMATIC PACKAGING UNIT FOR COFFEE POWDER FOR THE SIZES OF 25 GM, 100 GM AND 200 GM

The tendered item includes the following machineries:

1. **COFFEE PROCESSING/PULPING UNIT WITH THE CAPACITY OF 2500 KG/HOUR**

- (i) **PRE-CLEANING UNIT: - 1No**
- (ii) **GBS, PULPING AND WASHING UNIT: - 1No**
- (i) **VERTICAL WASHING UNIT: - 1 No**
- (ii) **SCREW CONVEYOR COMBINED WITH MUCILAGE BLENDING: 1**

The technical specification for each of the above machineries is given below:

(i): **Specification for PRE-CLEANING UNIT: - 1No**

<b>Product /Machine /Output/Performance Requirement</b>	
Pre Cleaning Unit with 5hp Motor & starter	Sieves/Leaves/Twigs & Bunches, Special Blower
Heavy Duty Feeding Hopper	Control to Feed Fruits uniformly
Barrow Pump	1
Booster Pump	1

(ii): **Specification for GBS, PULPING AND WASHING UNIT: - 1No**

<b>Product /Machine /Output/Performance Requirement</b>	
Green Bean Separation Unit with 10hp Motor	To separate unripe from ripe
Vertical Pulper Unit- Model BM2	Dual Stage, Drum C.I SS-308 Sieve, Internal Extra Heavy Duty Drive with Automatic Lubrication-5 hp motor- manufacture with high precision components
Repasser Unit:- Single Stage Vertical Pulper	To process unpulped coffee received from Rotary Sieve – 3hp Motor
Rotary Sieve Unit – 1hp gear motor	Separates unpulped coffee and husk from parchment

(iii): **Specification for VERTICAL WASHING UNIT: - 1 No**

<b>Product /Machine /Output/Performance Requirement</b>	
Vertical Washing Unit-DSLM 2 - Heavy-Duty well-balanced SS rotor unit mounted on specially designed Thrust bearing & Sealing System	Manufacture using high precision CNC components
Water Injection System at Strategic points	Venturi injectors 4 from centralizes storage using booster pump – 15hp

(iv) **SCREW CONVEYOR COMBINED WITH MUCILAGE BLENDING: 1**

<b>Product /Machine /Output/Performance Requirement</b>	
Screw Conveyor manufactured with SS	Blends thick mucilage from washing machine with coffee husk

2. **FULLY AUTOMATED COFFEE ROASTER, BULKING MACHINE AND GRINDER WITH CAPACITY OF 5 KG /BATCH**

- i. **COFFEE ROASTING MACHINE 5KG/BATCH: - 1No**
- ii. **COFFEE BULKING UNIT: - 1No**
- iii. **COFFEE GRINDING UNIT: - 1 No**
- iv. **CHICORY MIXER: - 1 NO**

The technical specification for each of the above machineries is given below:

**I. SPECIFICATIONS FOR COFFEE ROASTING MACHINE 5KG/BATCH**

<b>Product /Machine /Output/Performance Requirement</b>	
Specially insulated and double walled roasting drum	SS covering Roaster body
Roasting front panel fitted with temperature gauge	– a sample taker – a sight glass
Efficient gas burner assembly	having gas control valve and pressure gauge
Cyclone Unit	To trap gas and husk
Exhaust suction accessories	8'x4' pipe, other pipes, bends and umbrella
Round cooling tray	Perforated bottom sheet & SS wall
Main shaft and cross arms	Chrome plated with a blower to suck hot air
Silo of 100 Kg's storing capacity	To suck in & store roasted beans
Destoner	Fitted between cooling tray and silo to trap small stones
Air Conveyor with feeder and hopper	To lift coffee pneumatically

**ii. SPECIFICATIONS FOR COFFEE BULKING UNIT**

<b>Product /Machine /Output/Performance Requirement</b>	
Bulking capacity	100 KG/batch
Air Conveyor Unit	1
Motor capacity	2hp 3phase

**iii. SPECIFICATIONS FOR COFFEE GRINDING UNIT**

<b>Product /Machine /Output/Performance Requirement</b>	
Grinding Capacity	15 KG/Hour
Emery Stone	15"

iv. **SPECIFICATIONS FOR CHICORY MIXER**

<b>Product /Machine /Output/Performance Requirement</b>	
Mixing Capacity	60 KG/Batch
Loading	Automatic & Uniform

3. **AUTOMATIC PACKAGING UNIT FOR COFFEE POWDER FOR THE SIZES OF 25 GM, 100 GM AND 200 GM**

I. **AUTOMATIC FSS MACHINE WITH ELECTRONIC PHOTOCCELL, MECHANICAL BATCH CODING WITH AUGER FILLER : 1 NO**

The technical specification for each of the above machineries is given below:

I. **SPECIFICATIONS FOR AUTOMATIC FSS MACHINE WITH ELECTRONIC PHOTOCCELL, MECHANICAL BATCH CODING WITH AUGER FILLER**

<b>Product /Machine /Output/Performance Requirement</b>	
Minimum Film Size	W 30mm * L 32 mm
Maximum Film Size	W 330 mm * L 200 mm
Pouch Model	Center Seal
Hopper Capacity	30 Ltr
Filling Accuracy	+ or – 0.5 % to 2 %
Power	3Kw/3Phase
Machine Weight	600Kg/Approx
Machine Dimension	W 600 * L 250 * H 150
Motor & Gear Box	Crompton & Greaves
Augur Controller	Analogue Type

Electric Motor should be of reputed brand, three phases with optimum output power suitable for smooth functioning, maximum production with minimum power consumption provided with starters and safety features with minimum warranty of one year. Machinery should be capable of producing the required quality and quantity prescribed. Specific Details of the machineries developed by adopting suitable technologies for quality improvement, output and reduced operational cost can be submitted on separate sheet.

The above specifications are minimum requirements. The tenderer shall offer the Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM strictly meeting the above requirements or with better specifications. Any accessories/parts/components not specifically stated in the specification but which are necessary for satisfactory operation of the Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM shall deem to be included in the scope of supply.

## ANNEXURE-I (a)

### **COMPLIANCE TO THE TECHNICAL SPECIFICATIONS**

The tenderers should specify the specifications of all the tendered items to be supplied. The Compliance report should be enclosed along with technical bid. Specification of offered Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM is to be written clearly in the column of "OFFERED SPECIFICATIONS" in the table given below. Offers without clear specifications on the said column will be treated as non-responsive and rejected.

#### **Compliance to Annexure I**

#### **1. COFFEE PROCESSING/PULPING UNIT WITH THE CAPACITY OF 2500 KG/HOUR**

##### **(i) Specification for PRE-CLEANING UNIT: - 1No**

<b>Product /Machine /Output/Performance Requirement</b>	
Pre Cleaning Unit with 5hp Motor & starter	
Heavy Duty Feeding Hopper	
Barrow Pump	
Booster Pump	

##### **(ii): Specification for GBS, PULPING AND WASHING UNIT: - 1No**

<b>Product /Machine /Output/Performance Requirement</b>	
Green Bean Separation Unit with 10 hp Motor	
Vertical Pulper Unit- Model BM2	
Repasser Unit:- Single Stage Vertical Pulper	
Rotary Sieve Unit – 1hp gear motor	

##### **(iii): Specification for VERTICAL WASHING UNIT: - 1 No**

<b>Product /Machine /Output/Performance Requirement</b>	
Vertical Washing Unit-DSLM 2 -Heavy-Duty well-balanced SS rotor unit mounted on specially designed Thrust bearing & Sealing System	
Water Injection System at Strategic points	

##### **(iv) Specification for screw conveyor combined with mucilage blending: 1 no**

<b>Product /Machine /Output/Performance Requirement</b>	
Screw Conveyor manufactured with SS	

2. **FULLY AUTOMATED COFFEE ROASTER, BULKING MACHINE AND GRINDER WITH CAPACITY OF 5 KG /BATCH**

**I. SPECIFICATIONS FOR COFFEE ROASTING MACHINE 5KG/BATCH**

<b>Product /Machine /Output/Performance Requirement</b>	
Specially insulated and double walled roasting drum	
Roasting front panel fitted with temperature gauge	
Efficient gas burner assembly	
Cyclone Unit	
Exhaust suction accessories	
Round cooling tray	
Main shaft and cross arms	
Silo of 100 Kg's storing capacity	
Destoner	
Air Conveyor with feeder and hopper	

**ii. SPECIFICATIONS FOR COFFEE BULKING UNIT**

<b>Product /Machine /Output/Performance Requirement</b>	
Bulking capacity	
Air Conveyor Unit	
Motor capacity	

**iii. SPECIFICATIONS FOR COFFEE GRINDING UNIT**

<b>Product /Machine /Output/Performance Requirement</b>	
Grinding Capacity	
Emery Stone	

**iv. SPECIFICATIONS FOR CHICORY MIXER**

<b>Product /Machine /Output/Performance Requirement</b>	
Mixing Capacity	
Loading	

3. **AUTOMATIC PACKAGING UNIT FOR COFFEE POWDER FOR THE SIZES OF 25 GM, 100 GM AND 200 GM**

**I. SPECIFICATIONS FOR AUTOMATIC FSS MACHINE WITH ELECTRONIC PHOTOCCELL, MECHANICAL BATCH CODING WITH AUGER FILLER**

<b>Product /Machine /Output/Performance Requirement</b>	
Minimum Film Size	
Maximum Film Size	
Pouch Model	
Hopper Capacity	
Filling Accuracy	
Power	
Machine Weight	
Machine Dimension	
Motor & Gear Box	
Augur Controller	

**ANNEXURE – II**

**PART-I**

Date: \_\_\_\_\_

From,  
Name:  
Address:  
Phone:  
Fax:  
E-mail:

To  
, The Director,  
MANI AMMA CHAITANYA SHRAVANTHI,  
Implementing Agency, Visakhapatnam Coffee  
Cluster, G.K.Veedhi, Visakhapatnam, AP 531133.

Sir

, Sub: Tender for the supply, erection, and commissioning of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM on turnkey basis – Submission of **Part I** –Reg .  
Ref: Your Tender Notice Dt. ....

With reference to your tender notice, we submit herewith our sealed tender for the supply, erection, and commissioning of 2 numbers of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM on turnkey basis as specified by MANI AMMA CHAITANYA SHRAVANTHI in this tender document.

We enclose the following documents:

- 1) Demand Draft for Rs.80,000/- (Rupees Eighty Thousand only), towards EMD (DD No. \_\_\_\_\_ dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of "MANI AMMA CHAITANYA SHRAVANTHI", payable at G.K.Veedhi).
- 2) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 3) Letter of Authorization for authorized signatory from the tenderer organization.
- 4) Compliance report to the technical Specifications of the Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM on turnkey basis as per Annexure-I (a).

- 5) Details of the Tenderer (Annexure-III)
- 6) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 7) List of customers to whom Coffee Processing Units the tendered items are supplied in the past 5 years should be enclosed (Annexure-V)
- 8) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 9) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 10) The copy of certificate of incorporation/ registration
- 11) Copy of Memorandum and Articles of Association
- 12) Copy of Registered Partnership deed, in case of Partnership Firm
- 13) Copy of Udyog Aadhaar/ Excise/GST registration
- 14) Purchase Order issued by the clients.
- 15) Performance certificate issued by the clients
- 16) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. FY 2016-17, 2017-18 and 2018-19 (or) 2017-18, 2018-19 and 2019-20 should be enclosed.
- 17) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 18) Latest I.T return.
- 19) Latest Service Tax Clearance Certificate.
- 20) Notarized translated English version of the documents in a language other than English/Telugu, if any

Yours faithfully,

**SIGNATURE OF THE TENDERER  
(with seal and address)**

**Encl: As stated above**

**ANNEXURE – III**  
**DETAILS OF THE TENDERER**

1. Name of the Tenderer	
2. Registered Office Address	Telephone Number: Fax: Email: Website, if any
3. Contact Person	Name: Designation: Phone: Mobile: Email:
4. Date of Incorporation	
5. Legal Status	Proprietorship/partnership/Pvt. Limited/Public Limited/ Others (Pl. mention)
6. Brief profile of the tenderer	
7. Address of Service Centers	
8. Number of staffs on regular payroll	Technical: Administration:
9. GST Registration Number	
10. PAN Number	

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**



**ANNEXURE – IV**

**ANNUAL TURN OVER STATEMENT**

The Annual turnover of M/s ..... for the past three years are given below and certified that the statement is true and correct.

<b>S.no</b>	<b>Year</b>	<b>Turnover in lakh (Rs.)</b>
1	2016-2017	
2	2017-2018	
3	2018-2019	
	Total	Lakh
	Average annual turnover	Lakh

**Note:** Average Turnover of any **three** consecutive financial years will be considered i.e. FY 2016-17, 2017-18 and 2018-19 (or) 2017-18, 2018-19 and 2019-20.

**DATE :**

**SIGNATURE OF THE TENDERER**

**SIGNATURE OF CHARTERED ACCOUNTANT**  
(with seal and Address)

## ANNEXURE – V

**List of customers to whom Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM are supplied in the past 5 years**

*(Please provide the details for each project in separate sheet along with work order/completion certificate from client)*

<b>Sr.No</b>	<b>Name &amp; address of the client</b>	<b>Phone / Mobile Number</b>	<b>Quantity Supplied</b>	<b>Year of supply</b>	<b>Work Order /completion certificate enclosed (Yes/No)</b>
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**SIGNATURE OF THE TENDERER  
(with seal and address)**

**ANNEXURE – VI**

**CERTIFICATE**

Date: \_\_\_\_\_

Certified that M/s..... / the firm /company or its partners / share holders had not been blacklisted by any Government Agencies.

**SIGNATURE OF THE TENDERER  
(with seal and address)**

**ANNEXURE – VII**

**DECLARATION FORM**

Date: \_\_\_\_\_

a) I/We ..... Having our office at ..... do declare that I/We have carefully read all the conditions of tender floated vide tender ref.no.\_\_\_\_\_for the supply, erection, and commissioning of 2 numbers of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM on turnkey basis will complete the contract as per the tender conditions.

b) I/We have downloaded the tender document from the internet site [www.barefootcollege.org](http://www.barefootcollege.org) or [www.macs.org.in](http://www.macs.org.in) . I/We have not tampered / modified the tender document in any manner. In case, if the same is found to be tampered / modified, I/ We understand that my/our tender will be summarily rejected and full Earnest Money Deposit will be forfeited and I /We am/are liable to be banned from doing business with MANI AMMA CHAITANYA SHRAVANTHI/IMEDF or prosecuted.

**SIGNATURE OF THE TENDERER  
(With seal and address)**

**ANNEXURE – VIII**  
**PART-II**

From,

Name:

Address:

Phone:

Fax:

E-mail:

To

- The Director,  
MANI AMMA CHAITANYA SHRAVANTHI,  
Implementing Agency, Visakhapatnam Coffee Cluster,  
G.K.Veedhi, Visakhapatnam, AP 531133

Sir

- Sub: Tender for the supply, erection, and commissioning of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM on turnkey basis – Submission of **Part – II** – Price Offer-Reg

Ref:- Our tender (Technical Bid) submitted today for “Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM on turnkey basis”

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In continuation of our above tender, we submit herewith the price offer for “Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM on turnkey basis” as specified by MANI AMMA CHAITANYA SHRAVANTHI in this tender document.

We agree to abide by the terms and conditions stipulated by the MANI AMMA CHAITANYA SHRAVANTHI and agree to complete the entire contract, at the rates quoted by us. The rate quoted and approved by the MANI AMMA CHAITANYA SHRAVANTHI in this tender will hold good as per MANI AMMA CHAITANYA SHRAVANTHI tender conditions.

Yours faithfully,

**SIGNATURE OF THE TENDERER**

**ANNEXURE –IX**

**PRICE BID**

**(Amount in Rs.)**

Sl. No	Description	Cost per unit			Number of Units	Total Cost
		Basic price	GST	Total Cost		
1.	Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & &				1	
2.	Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch				1	
3.	Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM				1	
4.	Others (Erection, loading, unloading charges)					
<b>Total</b>						

**Amount in Words:** Rupees \_\_\_\_\_ only

**SIGNATURE OF THE TENDERER**  
**(with seal and address)**

## **ANNEXURE – X**

### **CHECKLIST OF DOCUMENTS**

#### **Documents to be enclosed in Part-I:**

- 1) Demand Draft for Rs.82, 300/- (Rupees Eighty Two Thousand Three Hundred only), towards EMD (DD No. dated \_\_\_\_\_ drawn on \_\_\_\_\_ Bank in favour of “MANI AMMA CHAITANYA SHRAVANTHI”, payable at G.K.Veedhi).
- 2) A covering letter on your letter head addressed to The Director, MANI AMMA CHAITANYA SHRAVANTHI, Implementing Agency, Visakhapatnam Coffee Cluster, G.K.Veedhi, Visakhapatnam, AP 531133 (as per Annexure-II)
- 3) Tender conditions duly signed in each page and enclosed in token of accepting the Tender conditions.
- 4) Letter of Authorization for authorized signatory from the tenderer organization.
- 5) Compliance report to the technical Specifications of the Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM as per Annexure-I (a).
- 6) Details of the Tenderer (Annexure-III)
- 7) Average annual turnover of the legal entity in the 3 preceding financial years duly certified by a Chartered Accountant (as per Annexure-IV).
- 8) List of customers to whom the tendered items are supplied in the past 5 years should be enclosed (Annexure-V)
- 9) Declaration for not having black listed by any Govt. agencies (as per Annexure-VI).
- 10) Declaration for not having tampered the Tender documents downloaded from Internet (Annexure-VII).
- 11) The copy of certificate of incorporation/ registration
- 12) Copy of Memorandum and Articles of Association
- 13) Copy of Registered Partnership deed, in case of Partnership Firm
- 14) Copy of Udyog Aadhaar/ Excise/GST registration
- 15) Purchase Order issued by the clients.
- 16) Performance certificate issued by the clients
- 17) The Annual Report / certified copies of Balance Sheet, Profit & Loss statement along with schedules for the last 3 financial years i.e. FY FY 2016-17, 2017-18 and 2018-19 (or) 2017-18, 2018-19 and 2019-20 should be enclosed.
- 18) Copy of PAN allotment Certificate/ PANCARD issued by Income Tax Department
- 19) Latest I.T return.
- 20) Latest Service Tax Clearance Certificate.
- 21) Notarized translated English version of the documents in a language other than English/Telugu, if any

**Documents to be enclosed in Part-II**

- 1) A covering letter on the letter head addressed to The Director, MANI AMMA CHAITANYA SHRAVANTHI, Implementing Agency, Visakhapatnam Coffee Cluster, G.K.Veedhi, Visakhapatnam, AP 531133 (as per Annexure-VIII)
- 2) Price Bid as per Annexure-IX of the Tender document.

**Both ‘Part I – Technical bid’ cover and ‘Part II – Price bid’ cover must be placed in a separate sealed cover** superscripted as “Visakhapatnam Coffee Cluster- Tender for the supply, erection, and commissioning of Ecological Coffee Processing/Pulping Unit with the capacity of 2500 KG/Hour & Fully Automated Coffee Roaster, Bulking Machine and Grinder with capacity of 5 Kg /Batch & Automatic Packaging Unit for Coffee Powder for the sizes of 25 GM, 100 GM and 200 GM on turnkey basis” and addressed to “**The Director, MANI AMMA CHAITANYA SHRAVANTHI, C/O Field Office, MANI AMMA CHAITANYA SHRAVANTHI, Beside Union Bank, Chinthapalli, Visakhapatnam – 531 111, AP**”, containing the name and address of the Tenderer.

**Note: Tenders submitted in unsealed cover would summarily be rejected.**