

Request for Expression of Interest (REOI) for Selection of Training Agency for Conducting of NPDD- Training Programs	
Description of work	Request for Expression of Interest (REOI) for Selection of Training Agency for Conducting NPDD- Training Programs 1. Training of Farmers in good hygienic practices/good mfg. practices 2. Training of Dairy Personnel/ Milk Tester (Including Plant & Marketing Staff) (3 days) 3. Training of Quality Management systems (3 days) 4. Training of DCS Staff/ BMC/ CHILLING CENTRE/AMCU/ DPMCU on Operation & Quality Management.
Cost of Work (Approx.)	Total 12.81 Lacs
Cost of EOI Form	A Demand Draft for Rs. 590/- (Rupees Five Hundred Ninety Only) in favor of UTTARI RAJASTHAN SAHAKARI DUGDH UTPADAK SANGH LTD., BIKANER Payable at BIKANER.
EOI- Processing Charge	A Demand Draft for Rs. 500/- (Rupees Five Hundred Only) in favor of MD, RISL, Jaipur
Earnest Money (By D.D. Only in favor of URSDUS Ltd., Bikaner)	A Demand Draft for Rs. Rs. 25,620/- (Rupees twenty-five thousand six hundred twenty Only) in favor of UTTARI RAJASTHAN SAHAKARI DUGDH UTPADAK SANGH LTD., BIKANER Payable at BIKANER.
Date and Time for Downloading EOI Form	From 12.03.2025, 06:00 PM to 22.03.2025, 11:00 AM
Last Date & Time of uploading EOI	22.03.2025, 12: 00 PM
DD Submission along with tender form	From 15.03.2025, 10:00 AM to 22.03.2025, 01:00 PM
Date of EOI Opening	24.03.2025, 02:00 PM
Place for Opening of tender	URMUL DAIRY BHAWAN, UTTARI RAJASTHAN SAHAKARI DUGDH UTPADAK SANGH LTD., BIKANER

A. INSTRUCTIONS FOR SUBMISSION OF TENDER FORM & DOCUMENTS

- 01 EOI फार्म मय शर्तों सहित ऑन-लाईन वेबसाईट <http://eproc.rajasthan.gov.in> or <http://sppp.rajasthan.gov.in> पर निविदा सूचना में दर्शाये अनुसार डाऊनलोड तथा निविदा प्रपत्र को भरकर मय डिमाण्ड ड्राफ्ट वेबसाईट पर निर्धारित प्रपत्र में अपलोड किया जा सकता है।
- 02 EOI की समस्त प्रक्रियायें ऑनलाईन होगी।
- 03 EOI में रुचि लेने वाले निविदादाता प्रपत्र को वेबसाईट <http://eproc.rajasthan.gov.in> से डाउनलोड कर सकते हैं। निविदादाता द्वारा निविदा शुल्क डिमाण्ड ड्राफ्ट के रूप में सम्बन्धित कार्यालय में निर्धारित तिथि तक जमा कराना आवश्यक होगा।
- 04 EOI में भाग लेने वाले निविदादाताओं को वेबसाईट <http://eproc.rajasthan.gov.in> पर रजिस्टर करवाना होगा। ऑनलाईन EOI में भाग लेने के लिए डिजिटल सर्टिफिकेशन इन्फोरमेशन टेक्नोलोजी एक्ट 2000 के तहत प्राप्त करना होगा जोकि इलेक्ट्रॉनिक निविदा में साईन करने हेतु काम आएगा। निविदादाता उपरोक्त डिजिटल सर्टिफिकेट सी.सी.ए. (C.C.A.½ द्वारा स्वीकृत एजेन्सी (NIC or safecrypt का msapplitech.tendercity.com (India) Pvt. Ltd.) से प्राप्त कर सकते हैं जिस निविदादाताओं के पास पूर्व में वैद्य डिजिटल सर्टिफिकेट है उन्हें नया डिजिटल सर्टिफिकेट लेने की आवश्यकता नहीं
- 05 Training Firms should submit their proposal in the format in BoQ (Financial Bid), however DD of EOI form, EOI-processing charges and EMD should be submitted at Urmul Dairy Plant Office, Bikaner on or before the due date and time.
- 06 Rates for each training type should be quoted separately.
- 07 The rate quoted in the EOI will be valid for one year.
- 08 Before submitting the EOI, it should be ensured that all the EOI papers including the terms and conditions of the EOI are signed by the bidder.
- 09 Successful party has to deposit 10 % Security Deposit that can be deposited after adjusting EMD. This may also be deducted from the bills of training.
- 10 Earnest Money Deposit (EMD) and Security Deposit (SD) are refundable after 3 months from the date of billing.
- 11 The tender shall be considered and accepted only on the basis of terms and conditions of the Urmul Dairy, no separate condition of the tenderer/firm shall be accepted.
- 12 Any condition in the T&C of the contract may be added or reduced if a special circumstance arises in the interest of the Milk Union.
- 13 Please read carefully the steps of submitting Tender.

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B. SCOPE OF WORK & RELEVANT TERMS & CONDITIONS FOR SUBMISSION OF EOI:

1. The Unit Rate must be quoted against each training type in the prescribed format (BoQ).
2. The rate quoted shall be valid for full one year and extendable for another one year if the performance is found satisfactory.
3. Training, in case, is extended for another one year, the rate shall remain unchanged. Other terms and conditions would also remain same & applicable.
4. Request for Expression of Interest (REOI) is invited for providing trainings under NPDD program. The topics are as follows:
 - a. Training of Farmers in good hygienic practices/good mfg. practices
 - b. Training of Dairy Personnel/ Milk Tester (Including Plant & Marketing Staff) (3 days)
 - c. Training of Quality Management systems (3 days)
 - d. Training of DCS Staff/ BMC/ CHILLING CENTRE/AMCU/ DPMCU on Operation & Quality Management.
5. Rate quoted should be inclusive of GST.
6. Rate should include include all expenses viz refreshment, training Hall, projector, audio visual equipment, stationary etc.
7. Trainees that shall undergo training of duration of 3 Days (Training of b & c type), shall be provided additionally stay, breakfast and meals arrangement also.
8. Bikaner Milk Union will provide assistance in planning and coordinating management activities between milk producers/banks, trainees, trainer firms & Support will be provided to the milk union through timely communication and availability of information about the number of trainees, their contact details, academic and social details.
9. The training firm should have knowledge and experience of imparting training for co-operative dairy sectors so that the trainees have a sense of engagement and get relevant cases and examples of co-operative dairy operations and management.
10. The EOI firm should have conducted more than 5 nos training programs related to Good Manufacturing , Good Hygiene Practice, Clean Milk Production, Milk Testing, BMC Operation & Management, HACCP, Food Safety Mgmt System- ISO 22000- Internal Auditors Development & Qualification Training, Quality & Food Safety- Training & Awareness aligning BIS/ ISO 9001/ FSSAI- FOSTAC/ ISO 22000 standard in Milk Supply Chain, Cattle Care Management, Feed & Fodders, Breeding Improvement, Awareness on aspects & benefits of Cooperative Dairy Sectors etc.
11. The Firm should be preferably located in the state of Rajasthan.
12. The firm has to submit the consent in the prescribed format (Annexure-2)
13. The firm should have qualified trainers from BIS/FOSTac/NPDD or the trainers should have experience in organizing or conducting NPDD trainings. They can be retired personnel from quality, processing or P&I or even lead auditors and trainers on ISO 22000/Food Safety.
14. The firm which has any case pending against the Milk Union or its officers/employees (related to functioning of the Dairy) will not be accepted.
15. Firms which are presently or in the past under contract with Milk Federation or any other Milk Federation and have been caught/penalized in any case shall not be eligible to participate in this EOI. The Affidavit in the prescribed format (Annexure-2) should be attached.
16. Any firm which has been blacklisted/contract terminated/suspended by RCDF or its affiliated Milk Union in the past will not be considered for this EOI.

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17. The employees/ Board members & their family member of Urmul Dairy or its Parent organization RCDF are not eligible for participation in EOIs.
18. The firm must have GST Registration Certificate. (Attach the Copy)
19. Bidder must submit list of clients. Bidder must have conducted more than 10 trainings. (At least 5 trainings should be from cooperative dairies)
20. It shall be mandatory for the contractor to provide a photocopy of his or her organization's permanent account number (PAN).
21. The bidder must ensure that the individual PAN card is linked to Aadhaar. In case of non-linking, if any penalty or liability arises from the Income Tax Department, it shall be the sole responsibility of the tenderer/contractor.
22. Turnover of the bidder should not be less than 30 Lakhs in each of the last 03 years. ITR of last three years should be enclosed. (Attach the Copy)
23. Bidder should have ISO 9001: 2015 Certification. (Attach the Copy)
24. TDS, as applicable, will be deducted from the bill.
25. In case of any dispute, the decision of the Managing Director of Urmul Dairy would be final.
26. Bikaner shall have the judicial jurisdiction to settle any dispute.
27. The bidder shall comply with all statutory and mandatory provisions of labour/industrial laws in force from time to time.
28. The selected training firm is required to submit bills for each training programme either fully or partially along with documents evidencing training conducted which shall include the following:-
 - a. List of Trainees (Approved by BIKANER Milk Union or its representative)
 - b. Training Program Schedule
 - c. Attendance Records
 - d. Training Records
 - e. Training Feed Back
 - f. Phography/ Videography Evidences
29. Training sessions and records will be subject to monitoring and inspection by the authorities.
30. The firm will not disclose any confidential information relating to the Milk Union which is being shared with you for organizing the work.
31. In case of violation of any of the terms and conditions of EOI, Urmul Dairy Bikaner will terminate the work order/contract.
32. Payment will be disbursed within 15 days of satisfactory verification by Urmul Dairy Bikaner
33. Preference will be given to the firm having experience, technical strength, and good performance in similar field and preferably located in the State of Rajasthan.
34. Bikaner Milk Union has full right to cancel the EOI without giving any reasons.

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Annexure-1

प्रबन्ध संचालक
उत्तरी राजस्थान सहकारी दुग्ध उत्पादक संघ लि.,
बीकानेर

विषय:- EOI form की नियम व शर्तों पर सहमति बाबत।

Scope	Request for Expression of Interest (REOI) for Selection of Training Firm for Conducting NPDD- Training Programs
	<ol style="list-style-type: none">1. Training of Farmers in good hygienic practices/good mfg. practices2. Training of Dairy Personnel/ Milk Tester (Including Plant & Marketing Staff) (3 days)3. Training of Quality Management systems (3 days)4. Training of DCS Staff/ BMC/ CHILLING CENTRE/AMCU/ DPMCU on Operation & Quality Management.

महोदय,

1. मैंने उपरोक्त कार्य हेतु EOI form प्राप्त कर लिया है।
2. मैं प्रमाणित करता हूँ कि EOI form में वर्णित सभी नियम एवं शर्तों, परिशिष्ट आदि को पढ़ लिया है एवं अच्छी तरह से समझ लिया है और मैं सभी वर्णित नियम एवं शर्तों का पालन करूंगा। यह सभी अनुबन्ध का हिस्सा माने जावेंगे।
3. मैं EOI form एवं समय-समय पर जारी संशोधन सहित EOI form में वर्णित सभी नियम एवं शर्तों को बिना किसी शर्त के स्वीकार करता हूँ।
4. यदि मेरे द्वारा EOI form में वर्णित किसी भी शर्त का उल्लंघन करना पाया जाता है तो संघ प्रबंधन के पास उपलब्ध अन्य कानूनी विकल्प पर बिना कोई विपरित प्रभाव डाले हुए वह मेरे द्वारा प्रस्तुत किए गए EOI form को निरस्त करने के लिए स्वतंत्र होगा।
5. यदि मेरी तकनीकी EOI में निर्धारित अहर्ताएं पूर्ण नहीं किए जाने के कारण अयोग्य रहने के कारण कोई ऐतराज नहीं होगा तथा इस सम्बन्ध में मैं कोई दावा नहीं करूंगा।

स्थान:

दिनांक

(Auth Signatory of Firm with Seal)

(यह सहमति पत्र निविदादाता द्वारा स्वयं के लेटर हेड पर लिखकर संलग्न करना है व मूल संघ में प्रस्तुत करना है)

(Auth. Signatory of Firm with Seal)

Annexure-2

शपथ-पत्र

(रू0 100/- के नॉन ज्युडिशियल स्टाम्प पेपर पर जिस पर firm के हस्ताक्षर एवं नोटरी से प्रमाणित होना आवश्यक है)

(Name)-----

पुत्र श्री.....

निवासी.....

शपथपूर्वक यह सत्यापित करता हूँ:-

1. यह कि मैं किसी भी न्यायालय से आपराधिक प्रकरण में दण्डित नहीं हूँ।
2. यह कि मेरे खिलाफ किसी भी पुलिस स्टेशन/न्यायालय में कोई आपराधिक मामला नहीं चल रहा है।
3. यह कि मुझे राज्य सरकार के किसी सरकारी/अर्द्धसरकारी विभाग, किसी उपक्रम, आरसीडीएफ, आरसीडीएफ से सम्बन्ध ईकाईयों अथवा किसी भी जिला दुग्ध संघ द्वारा किसी भी अनियमितता के कारण दण्डित अथवा ब्लेक लिस्टेड नहीं किया गया है।
4. यह कि मैंने/हमने निविदा की समस्त नियम व शर्तों को पढकर समझ ली है तथा मुझे/हमें समस्त शर्तों का पालन करने के लिए पूर्णतः सहमत है। यदि निविदा अवधि में किसी भी शर्तों का उल्लंघन पाया जाता है तो मेरी/हमारी निविदा निरस्त कर दी जावे।
5. यह कि मैं/हम आरसीडीएफ, आरसीडीएफ से सम्बन्ध ईकाईयों अथवा किसी भी जिला दुग्ध संघ से सम्बद्ध किसी भी समिति के कर्मचारी अथवा संघ अथवा समितियों के संचालक मण्डल के सदस्य अथवा आश्रित नहीं है।

(नोटेराईज्ड)

(Auth. Signatory of Firm with Seal)

(Auth. Signatory of Firm with Seal)

Annexure-3

Request for Expression of Interest (REOI) for Selection of Training Firm for Conducting NPDD- Training Programs

1. Training of Famers in good hygienic practices/good mfg. practices
2. Training of Dairy Personnel/ Milk Tester (Including Plant & Marketing Staff) (3 days)
3. Training of Quality Management systems (3 days)
4. Training of DCS Staff/ BMC/ CHILLING CENTRE/AMCU/ DPMCU on Operation & Quality Management.

1.	Firm's Name		
2.	Prop/ Partner/ Director Name		
3.	Present Address with Mail Id & Cell No (PI Attach self attested copy of Adhar Card/ Voter Card/ Driving License as a token of evidence)		
4.	PAN Card (Attach self Attested Copy)		
5.	GST Certificate (Attach self Attested Copy)		
6.	Consent letter as per Annexure-1 on Letter Head		
7.	Experience of Trainings - Atleast 5 Nos preferably of Cooperative Dairy Sectors		
8.	List of Empaneled Trainers (In relevance to Dairy & Operations- P&I, Processing, Quality & Food Safety)		
9.	List of Clients		
10.	Last 03 years ITR Copies & Balance Sheet with turn over above Rs 30 Lacs. Firm should be incurring profit for the last 3 years (2021-22, 2022-23 & 2023-24).		
11.	Affidavit as per Annexure-2 on Non- Judicial Stamp of Rs. 100/-		
	EOI Form Fee Detail	DD N0-.... Amt..... Bank.....	
	EOI Processing Fee Detail	DD N0-.... Amt..... Bank.....	
	EMD Detail	DD N0-.... Amt..... Bank.....	
12.	ISO 9001 Certificate		
13	List of Documents- Ticked (Submitted)- Annexure-4		
14.	Sample of BoQ		
	Training Type	Unit	Unit Rate (Including GST)
a.	Training of Farmers in good hygienic practices/good mfg. practices	Per Trainee	
b.	Training of Dairy Personnel/ Milk Tester (Including Plant & Marketing Staff) (3 days)	Per Trainee	
c.	Training of Quality Management systems (3 days)	Per Trainee	
d.	Training of DCS Staff/ BMC/ CHILLING CENTRE/AMCU/ DPMCU on Operation & Quality Management.	Per Trainee	

(Auth. Signatory of Firm with Seal)

Annexure-4

A. List of Documents for Submission (Please Tick)

S.No.	Particular	(Please Tick-√)
1.	Duly Filled REOI Form (Signed & Sealed)	
2.	G.S.T. Registration Certificate (Attach self Attested Copy)	
3.	PAN Card of the Firm (Attach self Attested Copy)	
4.	Aadhar Card of Proprietor/ Director (Attach self Attested Copy)	
5.	Experience of Trainings - Atleast 5 Nos preferably of Cooperative Dairy Sectors (Attach the experience certificate)	
6.	List of Empaneled Trainers (In relevance to Dairy & Operations- P&I, Processing, Quality & Food Safety)	
7.	List of Clients (Attach the list)	
8.	Last 03 years ITR Copies & Balance Sheet with turn over above Rs 30 Lacs. Firm should be incurring profit for the last 3 years (2021-22, 2022-23 & 2023-24).	
9.	Consent letter as per Annexure-1 on Letter Head	
10.	Affidavit as per Annexure-2 on Non-Judicial Stamp of Rs. 100/-	
11.	ISO 9001 Certificate (Attach self Attested Copy)	
12.	DD as required- EOI Form, EOI- Processing & EMD	

(Auth. Signatory of Firm with Seal)