

TENDER DOCUMENT

For

ERP & TRACEABILITY SOLUTIONS FOR AGRI- SUPPLY CHAIN
MANAGEMENT FOR JAGGERY PRODUCTION AND MARKETING

PREAMBLE

PROJECT : ERP& TRACEABILITY SOLUTIONS FOR AGRI-SUPPLY
CHAIN MANAGEMENT FOR JAGGERY PRODUCTION
AND MARKETING

LOCATION : MARAYOOR SERVICE CO-OPERATIVE
BANK LTD.NO.2022
MARAYOOR, PO
IDUKKI, KERALA – 685620

COMPLETION : WITHIN 4 WEEKS FROM DATE AGREEMENT

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for Marayoor Service Co-Operative Bank

For MARAYOOR SERVICE CO-OPERATIVE
BANK LTD. No: 2022

Authorised Signatory

Place: Marayoor

Date : 29-1-2025

**ARTICLE 1****DEFINITIONS**

For this Tender, terms set forth in this **Article 1.1**, when employed in singular or plural form, are defined to mean, unless the context otherwise requires, the following.

- 1.1 **Project** means development of ERP & traceability solutions for Agri Supply Chain Management for jaggery Production and Marketing for Marayoor Jaggery processing unit (Capacity 0.75MT/Day) Management for **MARAYOOR SERVICE CO-OPERATIVE BANK LTD.NO.2022, MARAYOOR PO, IDUKKI, KERALA – 685620**
- 1.2 E-commerce Platform for handling 1000 product sales and ERP solution for managing the stack facility operations including Billing service.
- 1.3 **Bidder/Contractor** means, the Eligible Person / Firm / Co-operative Society or Company who had tendered for the **Project** and has been selected to undertake the completion of the **Project**.
- 1.4 **Offer** means sealed offer based on this Tender No.2244_T7/2025 from **Bidder/Contractor** for undertaking the above-mentioned project.
- 1.5 **Contract Document** means and includes, Tender Document and acceptance thereof, including conditions, specifications, designs, and formal **Agreement**.
- 1.6 **Contract Value** means the fixed amount, **including all taxes and duties**, offered by the **Bidder/Contractor** to complete **ERP & Traceability solution software**.
- 1.7 **Earnest Money Deposit (EMD)** (equivalent of 2 % of **Contract Value** by Demand Draft from a Scheduled Bank, to be submitted along with **the Offer**) is to ensure that the **Bidder/Contractor** does not submit a dummy **Offer** or back out at the time of Tender opening.

EMD provided by the successful **Bidder/Contractor** is retained against the **Security Deposit**. In the event of a successful **Bidder/Contractor** backing out, the respective **EMD** is forfeited.

EMDs from unsuccessful **Bidders/Contractors** are returned within 15 days from **the date of opening of the Tender**
- 1.8 **Time of completion** means the period in which the **Project** is to be completed from the date of signing the **Contract**.
- 1.9 **Project Officer** means the executive, duly authorized by **Marayoor Service Co-Operative Bank** as in charge of execution of **this Project** and to whom **Bidder/Contractor** will report all technical aspects of the **Project**.
- 1.10 **Certificate of Practical Completion** is the certificate issued by **the project Officer**, confirming that the **Bidder/Contractor** has **completed** the contractual obligations as per the **Offer**.



1.11 The defect liability period of 12 months is a period of time following **Practical Completion**. If any defect/malfunctioning of software/platform during this period is observed and notified by the **Project Officer**, the **Bidder/Contractor** shall rectify the same at his cost.

1.12 **Performance Guarantee** of 5% of **Contract Value** and for a period of 12 months from the date of **Completion Certificate**, is against due and faithful completion of **Project**.

After adjusting the **EMD**, the balance of the **Performance Guarantee** may be recovered by a percentage deduction from the successful **Bidder/ Contractor's**, respective "on account" bills.

1.13 **Performance Guarantee** amount shall be returned to the **Bidder/Contractor** after the expiry of the **Defects liability period**, (subject to **Bidder/Contractor** rectifying defects, if any during the period) against **No Claim Certificate** issued by the **Project Officer**.

1.14 **Agreement**, which is part of **Contract Documents**, means the formal Agreement executed between The **Secretary, Marayoor Service Co-Operative Bank** and **Bidder/Contractor**. The agreement will govern all terms and conditions of completion of the **Project**.

1.15 The **Bidder** should mention Specifications planned to use while developing ERP & traceability solutions which may be amplified, added to, or superseded by written instruction of the **Project Officer** during the **Time of Completion**.

ARTICLE 2

TENDER CONDITIONS

2.1 ELIGIBILITY / QUALIFICATION

Bidder/Contractor must have Experience in developing the above software services and should have developed at least 10-20 reputed clients.

If so desired by **Marayoor Service Co-Operative Bank**, the **Bidder/Contractor** will make arrangements for the **Project Officer** to check the current usage by the Clients.

SL.no	Completed Projects	years of usage
1		
2		
3		
—		

2.2 Permissions/Approvals

Bidder/Contractor must have all necessary and valid Permissions/Approvals as well as Registration of GST Service Tax etc. necessary, to undertake **Project**.



ARTICLE 3

FORM OF TENDER

3.1 Competence

If the **Bidder/Contractor** is,

An individual's **offer** shall be signed with full name and complete address, both permanent address and communication address.

In a partnership firm, the **Offer** shall be signed by the Managing Partner of the firm. A notarised copy of the Registered Partnership Deed of the firm shall be submitted along with the **Offer**.

A company incorporated under the Companies Act (1 of 1956), the **Offer** shall be signed by its Managing Director duly authorized on their behalf and shall bear the official seal of the company.

3.2 Covering Letter

The offer shall have a cover letter, signed and sealed, in the following format and typed on the letterhead of the Bidder/Contractor.

Ref:

Date:

.....
.....

Sub: Offer for development of ERP & Traceability solutions for agri supply chain management for Jaggery production and marketing for Marayoor jaggery processing unit (Capacity 0.75 MT/Day) Management - **Tender No.2244_T7/2025**

Dear Sir,

I/We hereby submit our Offer for the above-mentioned subject.

Contract Amount – Rs. lacs (.....)

Commencement – within weeks from the date of the Agreement

Completion – within weeks from date of Agreement

Defects liability Period – 12 months from the date of completion

Earnest Money Deposit – Rs. (.....)

2 % of Contract Value) by DD No..... dated

.....from.....

Validity of Offer – 30 days from the date of the Offer

Should this Offer be accepted, I/We hereby agree, to abide by and fulfill all the terms and conditions and execute all the works referred to in Tender Documents. If I /We fail to commence the work by the specified date mentioned above, I/We understand that my/our contract may be canceled.

Yours faithfully,

For

Authorised Signatory

Place:

Date:

for Marayoor Service Co-operative Bank

Authorised Signatory