ICAR-National Dairy Research Institute
ERSTERN REGIONAL STATION
A-12 BLOCK, KALYANI-741235 NADIA (W.B.)

File No.F. 9-7/Head/ERS/Milk/2024-25 Dated:-03.08.2026

OPEN TENDER NOTICE INVITING
(NATIONAL COMPETITIVE BIDDING)

Bids are invited for "sale of Cow Milk" at ICAR-NDRI, ERS, Kalyani

Item to be sold	Quantity per day (approx.)	Validity of Contract	Security Deposit
Fresh Cow milk	300-600 Kg	1 year	Rs.500000.00*

* **Note: The Highest Bidder has to deposit Rs.500000-00 in the shape of Demand Draft in the name of ERS OF NDRI after award of Contract**

CRITICAL DATE SHEET

Bid Opening Date	03.09.2026 at 11.00 A.M.
Place of opening of bids	AAO Chamber, ERS of ICAR-NDRI
Address for communication	The HEAD, ICAR-NDRI, ERS, A-12 block, Kalyani, W.B-741235

Terms and Conditions:

1. The annual contract for the sale of Institute's cow milk will be awarded to the successful highest bidder.
2. Daily available quantity (in kilogram) of fresh cow milk will be sold. Average available quantity is at the range of 300 to 600kg/Day depending upon season/climate etc. However, Institute reserves the right to fix the quantity of milk sale on day-to-day basis depending on Institute's requirement.
3. Bidders will quote the rate (in Indian ₹) of cow milk per kg fresh milk basis.
4. Any representative of the successful buyer side can be present during milking operation and collection of milk in milking byre of the Institute.

5. Milk needs to be collected two times a day on daily basis throughout the year (Morning: 8.30AM – 9.30AM; Evening: 4:30 PM -5-30PM). The successful bidder will lift the milk in time.
6. Weighing will be done in front of the buyer's representative in Institute’s weighing machine.
7. There may be seasonal variation in milk quantity and quality; however the rate will be uniform throughout the year. If there is any natural calamity or extreme weather events (heavy to extremely heavy rainfall, cyclonic storm, heat wave, Kalbaisakhi storm, operational issues etc), the total milk yield during that period may drop. Hence, available surplus milk will only be sold during this extreme weather condition. The awarded contractor cannot claim for higher milk supply during this period.
8. Properly cleaned milk cans should be provided by the buyers for lifting of the milk.
9. Lifting of the milk from the milk byre will be the responsibility of the buyer, Institute will not provide any labour/ vehicle for lifting of the milk. No child labour (as per government regulations) will be allowed.
10. The buyer party should provide authorization letter with Photo Identity for the lifting agent/person (s).
11. The gate pass for the milk will be issued on daily basis by the Cattle Yard, ICAR-NDRI, ERS, Kalyani, to the authorized agent/person, which he has to show at the institute main gate.
12. Once delivered, the Institute will not have any responsibility on spoiling of milk. No complaint regarding quality or quantity of milk will be entertained after the delivery of milk from the Institute. After successful delivery of cow milk from the Institute premises, maintenance of the quality and assurance of the milk will be the responsibility of successful bidder following existing state/central government norms.
13. If spoilt, due to late collection of milk from the Institute by the buyer's side, then the institute will not be responsible. The buyer will have to pay the amount of milk. No request will be entertained for storage of the milk at institute level.
14. The anticipated milk bill should be paid on fortnightly basis (15day), within 3 working days of the completion of the fortnight. On failing to pay the bill within stipulated time, there will be penalty of 0.5% of the bill amount per week.
15. The successful bidder has to deposit Rs. 5 Lakh as security money deposit. In case of violation of any of the terms and condition as mentioned above, the contact may be liable to be cancelled and the security money will be forfeited. Under no circumstances shall the outstanding dues exceed the amount of the Security Deposit.

16. Interested bidders shall deposit an **Earnest Money Deposit (EMD) of ₹10,000/- (Rupees Ten Thousand only)** along with their bid in the prescribed manner. The EMD of unsuccessful bidders shall be refunded without interest after finalization of the tender. The EMD of the successful bidder shall be refunded after submission of the prescribed **Security Deposit of ₹5,00,000/-** and execution of the agreement, or adjusted as per the terms and conditions of the tender.
17. The rates to be quoted by bidders should be more than the base/reserve price fixed by the Institute.
18. Agreement will be for one year. The security money will be forfeited if the buyer leaves the contact in between.
19. The Head, ICAR-NDRI, ERS, Kalyani (West Bengal) reserves the right to cancel the order at any point of time.

NOTE:-1. Quotation with cutting/ Overwriting will not be accepted.
2. Unsigned Tender will not be entertained.

3/8/26

Asstt. Admn. Officer
ERS of ICAR-NDRI, Kalyani