भारतीय कपास निगम लिमिटेड

THE COTTON CORPORATION OF INDIA LIMITED

(भारत सरकार का उपक्रम)

(A Government of India Undertaking**)**

कंस्टेंसिया बिल्डिंग, तीसरी मंजिल, 11- डॉ.यू.एन. ब्रहमचारी स्ट्रीट, कोलकाता -700 017

Constantia Building, 3rd Floor, 11 Dr.U.N.Brahmachari Street,Kolkata 700 017

दूरभास संख्या Tel No.2281-2208/2281-1358 Fax No. 2281-2953

ई-मेल E-Mail : kolkata@cotcorp.com, Website: www.cotcorp.org.in

CIN- U51490MH1970GO1014733

Ref: CCI/KOL/ADMN/49-D/2018 -19/ 03 Date: 11.07.2018

TENDER NOTICE

The Corporation desire to appoint a Service Agent for annual maintenance contract of Automatic Sprinkler System for protection & detection work in our office premises at Kolkata. Interested parties may collect Tender Documents from the above mentioned office address during working hours on any working days on or before **5.00** P.M. of **25.07.2018** or may download the same from Corporation website www.cotcorp.org.in as will as from Govt. Tender Portal. The last date for submission of the Tender is **at 14.00** Hrs. of **26.07.2018** and the Tender will be opened on the same day at **14.30 Hrs.** The Corporation reserves its right to accept or reject any or all the quotation so received against the Tender. However, Tenderer may seek the reasons for rejection of their tender from the corporation.

BRANCH MANAGER

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THE COTTON CORPORATION OF INDIA LIMITED

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Tender for AMC of Automatic Sprinklar System Service Agent

The Corporation desire to appoint a Service Agent for annual maintenance contract of Automatic Sprinklar System for protection & detection work at our Ground floor & 3rd floor office premises at the office addressed as above:-

Interested parties are requested to quote their lowest rate for annual maintenance of above Automatic Sprinkler System for protection & detection work on the following terms and conditions:-

1. Rates should be quoted for maintenance of the Automatic Sprinkler System excluding spares parts. Rate should be quoted on your letter head.

2. Annual maintenance contract (AMC) valid for one year will have to be entered into by the party.

3. On being appointed the party will attend to all breakdown and corrective maintenance call immediately within one hour.

4 The party should have three years working experience as a licensed contractor for supply & installalltion work of Automatic Sprinkler System and a copy of proof must be enclosed along with quotation.

5. On being appointed the party should clean the sprinkler line by flashing water once a month & the sprinkler are to be tested by flashing & throwing water after each six months.

6. On being appointed the party should clean all the detector MCB, Hooter extra relating to Alarm system once in a month & system should be checked by the technical whether all the equipments are running or not after each six months.

7. Interested parties must submitted EMD of Rs. 5000/- by way of pay order /Demand Draft/Bankers cheque drawn in favour of The Cotton Corporation of India Ltd. payable at Kolkata. The EMD amount will be returned to unsuccessful bidders while the same for successful bidders shall be retained as Security Deposit. No interest shall be accrued on such security deposit.

8. Interested parties must have their own office with telephone No/fax /e-mail id in Kolkata and also a specific telephone number with name of person to be contacted in case of any emergency.

9. The Corporation reserves its right to accept or reject any or all the offers. However, tenderer may seek the reasons for rejection of their tender from the Corporation.

10. Payment will be made with fifteen of following quarters by the A/c payee cheque/NEFT only.

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11. Parties are not eligible to participate in the tender, if they are Blacklisted by any PSU/ organization/Building management of the premises i.e. Techno Energies Pvt Ltd.

    Party should submit their quotation in two bid system i.e. Technical Bid to be submitted in Annexure "A" alongwith copy of proof of terms and conditions of the tender in a sealed cover super scribing **"OFFER FOR AMC OF AUTOMATIC SPRINKLAR SYSTEM FOR PROTECTION & DETECTION WORK "** and Financial Bid in the enclosed Annexure " B " to the Branch Manager, The Cotton Corporation of India Ltd., "Constantia Building" , 3rd Floor, 11,Dr.U.N.Brahmachari Street,Kolkata-700017 by or before **2.00 p.m.** of **26.07.2018**

12. In case the party after being appointed fails to render satisfactory service , the tenure of service period will be terminated and the Security Deposit shall be forfeited.

13. Any deviation in our tender terms will not be accepted and will be rejected out rightly.

The quotation should be dropped in the Tender box kept in the office within above mentioned period. The same will be opened on the same day at **2.30 p.m.** when one authorized representative of the party may remain present there. Tender sent in any other form/manner and /or also received late shall not be accepted under any circumstances.

Thanking you,

Yours faithfully
for THE COTTON CORPORATION OF INDIA LTD,

BRANCH MANAGER

THE COTTON CORPORATION OF INDIA LTD.
BRANCH OFFICE: KOLKATA

ANNEXURE - A

1.Name & Address of the Firms/ Company:	M/s. _____ Official Address: _____ _____ City : _____Pin_____ Tel.No. _____(O) _____(R)_____ Mobile No. _____ E-Mail ID._____
2. Registration of various authorities and their Nos. a)Trade Licence with name of Authority. b) GST Registration No. c) PAN No. with Income Tax authority (Govt. of India) d) Last I.T. Return submission Note: (Self attested copies of all above documents shall be enclosed)	 a)Trade Licence No. _____ Valid upto : _____ Name of the authority:_____ b) GST Registration No. _____ Range/Division:_____ Name of the authority:_____ c) PAN NO._____ Ward/Circle: _____ Name of the authority:_____ d) Year of Return: _____
3. **Authorization letter representing the Party and signing the Tender documents.** **Note:** Authority letter on the letter head of Firm/Company should be attached.	**Name of the Authorized Person**: _____

Note: The Technical Bid shall be evaluated as per above criteria.

Name of the Tender **:**

Name of the Signatory **:**

Signature with seal **:**

Place **:**

Date **:**

THE COTTON CORPORATION OF INDIA LTD.
BRANCH OFFICE: KOLKATA

ANNEXURE - B

FINANCIAL BID

Name of the Party	
Full address of the party	
Particulars. **Annual Maintenance Charges for a period of 12 months.**	**Amount** **(in Rs.)**
TOTAL	

Note: GST will be extra at the applicable rate.

Signature with seal :

Date