THE COTTON CORPORATION OF INDIA LTD.
(A Government of India Undertaking)
BRANCH OFFICE:2ND& 3RD Floor, V.L.Chittimalla Complex, H.No.16-07-109, Laxmipuram,
शाखा कार्यालय, द्वितीय एवं तृतीय मंजिल Near Old Grain Market, Warangal – 506002 (T.S.)
Website: www.cotcorp.gov.in. वारंगल E-Mail: warangal@cotcorp.com
Ministry web: www.texmin.nic.in

Ref. No.CCI/WGL- GDN/**2018-19/** **Dated:26.12.2018.**

SHORT TENDER FOR HIRING OF PRIVATE GODOWNS FOR STORAGE OF F.P. BALESFOR THE COTTON SEASON 2018-19

The Cotton Corporation of India Ltd., Warangal invites sealed tenders from reputed and well constructed godowns/warehouses owned by individuals, companies, institutions, service providers etc. located at various areas under the jurisdiction of Branch Office, Warangal. In various centers **Warangal, Jangaon, Narsampet, Parkal, Nekkonda, Ghanpur, Mahabubabad, Kesamudram, Mulugu, Athamakur, Chityal, Thorrur, Rayaparthy, Karimnagar, Gangadhara, Gopalraopet, Choppadandi, Vemulawada, Peddapalli, Sulthanabad, Kataram, Jammikunta, Velgatoor, Dharmaram, Gollapalli, Sircilla, Husnabad, Huzurabad, Cherial, Siddipet, Thogutta, Kondapaka, Chinnakodur, Bejjenki, Gajwel, Doultabad, Jogipet, Vatpally, Sadashivpet, Raikode, Suryapet, Thirumalgiri, Huzurnagar, Nelakondapalli, Bhadrachalam, Burgampadu, Kothagudem, Enkoor, Madhira, Wyra, Yellandu.**

Detailed terms & conditions for storage of fully pressed cotton bales for the cotton season 2018-2019 are enlisted (.) The detailed terms and conditions along with tender form can be downloaded from CCI website i.e., **www.cotcorp.org.in** and also from government tender portal i.e.**eprocure.gov.in**.Downloaded tenders should be accompanied with Rs.112/-DD/pay order. Tender should be submitted as under:

1. Envelope-A: envelopemarked as "Technical bid" which should contain all enclosures (Annexure-ii)

2. Envelope-B: envelope marked as "Financial bid" which should contain financial bid (Annexure-iii)

3. Envelope-C: It should contain both envelope-A& envelope-B

Each envelopeshould be super scribed as **"Tender for hiring of private godowns for storage of FP bales for the cotton season 2018-19"** and should contain the name and address of the tenderers at the bottom. The tender duly completed in all respects addressed to the Branch Manager, should reach the Branch Office within stipulated time i.e. on or before 02.00 pm on 31.12.2018. The tender shall be opened on 31.12.2018 at 03.00 pm. Tenders having valid MSME certificate are exempted from payment of tender fees on production of valid MSME certificate along with tender form. Please note that the Corporation will engage only those godowns having CCTV cameras.

GENERAL MANAGER

T E R M S & C O N D I T I O N S

Sealed Tenders are invited from reputed and well constructed godowns/warehouses owned by individual, Corporation, Institutional Private Godown owners, service providers for storage of Fully Pressed Cotton Bales in The Cotton Corporation of India Ltd., Warangal under the jurisdiction of Branch Office, Warangal in Telangana State. Tenders should reach this office on or before 30.12.2018 up to 2.00 P.M.

1. Tender should be submitted in two bid system A & B in two separate sealed envelopes duly marked as "Bid-I (Technical) and Bid-II (Financial)" and then place the two sealed envelopes in one ENVELOPE-C duly sealed and superscribed as **"SHORT TENDER FOR HIRING OF PRIVATE GODOWNS FOR STORAGE OF F.P.COTTON BALES FOR 2018-2019 SEASON"** addressed to Branch Manager, TheCotton Corporation of India Ltd., Warangal and should reach on or before **31.12.2018** up to **02.00 P.M** and the tender shall be opened on the same day at **3.00 P.M.** in the presence of tenderers who remain present at that time. The terms & conditions of the Tender are as under: -.

2. Preference will be given to godowns having large storage capacity at single location.

3. The tenderer must have PAN allotted by Income Tax Department.

4. **The rate should be quoted per bale per month basis inclusive of all taxes/Cess etc. exclusive of GST.**

5. The contract will be effective from the date of occupancy of the particular godown.

6. Once rates are finalized, no escalation in the rates will be accepted during the contracted period for any reason and no extra charges shall be paid by the Corporation.

7. Tenders should be submitted strictly in the prescribed tender form along with terms and conditions which can be had from Branch Office during working hours on any working day on payment of Rs.112/- (Rupees One Hundred Twelve only) on or before 31.12.2018 up to 02.00 P.M. Those who are downloading the tender forms from the website shall have to pay Rs.112/- (Rupees One Hundred Twelve only) by way of D.D. in favour of "The Cotton Corporation of India Limited, payable at Warangal and submit the same to Branch Office along with tender form. Tenders having valid MSME certificate are exempted from payment of tender fee.

8. All columns in the tender form should be filled clearly and legibly. Tender form found incomplete in any respect is liable to be rejected.

9. The Godown should be well constructed, with **proper pakka approach roads** from main road to all loading points in the godown. Godown should also have **pakka compound wall** on all four sides and it should be as per insurance norms. If there is any delay in giving delivery of F.P bales by way of trucks/containers getting stuck up in the godowns due to lack of proper pakka roads in the godowns, or for any other reason, then any charges incurred to the corporation due to delayed delivery or any other charges incurred will be recovered from the godown rent bills payable.

10. **The rent of the godown shall be calculated at the rate of per bale per month basis excluding GST. The payment shall be made on pro-rata basis only.** Payment will be made within 10 days of receipt of bill at branch, by way of RTGS/NEFT.The tenderer shall have to raise the monthly bill on the rates finalized by the corporation and payment will be made after statutory deductions. To calculate the rent, stock (Number of bales stored) on weekly basis on 7th, 14th, 21st, and 30th date of the month shall be taken as bales stored in the month for payment of the rent during the storage as well as during affecting the delivery.

11. The godown should have proper and **adequate fire fighting facilities** as stated below –

    - Continuous water supply source such as well, tube well, bore well, underground/overhead tank with proper hydrant system.
    - Fire extinguishers with valid expiry date @ 02 per shutter.
    - Water drums @ 02 per shutter.
    - Sand buckets @ 03 per shutter.

12. **Vacating of godowns:The rent shall be applicable on per bale basis till the entire stock of the corporation is vacated from the godown. The godown shall be vacated at any time during the contract period without prior notice.**

13. The godown should have facilities such as **office, watchman, weighbridge** and all other facilities as may be required for the purpose of storage of the bales. It is agreed and clarified that the godown owner shall not levy any charge for such facilities by way of rent or otherwise and no such charges whatsoever shall be payable by CCI for providing such facilities.

14. The godown should have **proper pakka approach road** for easy movement of container trucks inbetween the godown compartments for movement of 40ft containers for loading duringexport purpose.

15. At the time of agreement,Godown owner should give **undertaking** that there will be no interference from local Truck association / anti social elements or any other disturbing elements at their godown premises which may hamper smooth dispatch of F.P.Bales/CCI Stock.

16. Godowns should have **CCTV cameras** at all the important points such as entry and exit points with atleast one month back up facility. The godown owner should ensure that there are no electric installations such as wires, circuits inside the godowns in a manner which would affect the safety of CCI's stocks inside the godowns.

17. Proper stacking plan should be attached along with the tender mentioning each lot of 100 bales lot stacking and number of bales that can be stored. The stack should not be more than 7 stack height. However, the stacking plan shall be as finally decided y CCI representative. At least 2 ft gap should be left in between the lots and while preparing stack plan, godown owner should prepare the stack plan by considering the gap between the lots. The stacking plan should be prepared by ensuring that a gap of 2 feet is maintained from the wall to each lot and also 2 feet gap in between each lot. No lots should be stacked near the shutters. If any wrong stacking is done in violation of the above norms, then the same lots would be re stacked at the owners risk and cost.

18. The godown should have **adequate and proper arrangements for water storage** and **continuous water supply** to the scheduled property and also make bore-well arrangements duly fitted with working power water pumps to facilitate proper fire fighting operations in case of need and also keep ready all other fire fighting arrangements / equipments which may be required in case of any emergency.

19. There should not be **electric connections** in the godowns. While engaging the godowns, the godown owner should obtain a certificate from local electrical department (A.E/D.E) mentioning that all the electrical wires are disconnected and there is no electricity inside the godowns. The certificate should be submitted to the Corporation at the time of engaging the godowns.

20. There should not be any **water leakages** inside the godown and if any damage to the stock occurs due to water leakages then the same shall be liable to be recovered from godown owner/management. In case of any repair required for the godown, the same should be repaired without any delay. All the windows of the godowns should be closed from inside without any holes or scope of entry. All the ventilators (upper side and windows) should be sealed properly with meshes so that no birds such as pigeons shall enter inside the godowns. In case any such deficiency is observed, the godown owner is liable to bear the penalty as imposed by the Corporation. The loss caused to the Corporation's stock will be recovered from the godown owner/management/service provider.

21. The godown owner should provide **dunnage material** free of cost prior to stacking of bales so that the lower layer of bales does not get affected by dust/water.

22. Sufficient **Trolleys** and adequate arrangements for the weighment of the goods of CCI should be made by the godown owner and he shall also maintain adequate number of weighing scales duly certified by the Weights & Measures Department of the Government.

23. The godown owner shall bear and pay regularly the lease rent, if it is on lease land revenue, property tax, non agricultural tax and/or other taxes and outgoings payable with respect to the scheduled property and shall ensure that no such taxes/outgoings shall remain in arrears at any point of time. Further, the godown owner hereby agrees and undertakes to keep the scheduled properly during the pendency of this agreement free from all encumbrances, claims and demands of whatsoever nature.

24. Insurance of stocks shall be covered by the Corporation and the godown owner will ensure and keep the scheduled property insured during the period of this agreement at their own costs and expenses and shall give a copy of Insurance Policy and renewals thereof to the CCI for its record. In case of any mishap the Corporation will not be liable to make good the losses if any to the godown.

25. The lock & key of the godowns shall be under the custody of CCI. In case of management under CWC, Lock & Key would be under the custody of CWC Management.

26. The godown shall be hired on the basis of requirement, its cost effectiveness and after inspection for suitability of storage of Corporation's stocks and the decision taken in this regard by the Corporation shall be final and binding on all.

27. Before engaging the godown, survey will be done by CCI officials. Only after the godown is found to be satisfactory in the survey, then only agreement will be made with the godowns which are found to be satisfactory.

28. Godown owner/management should have their own hamalies or they should ensure that sufficient hamalies remain available at godown premises for Corporation's work. The Corporation will engage the labour contractor for jobwork at hired godowns for handling of bales in due course.

29. In case the godown owner is the **labor contractor for the godown,** then the loading rates for CCI buyers will be the same as that of the rates of F.P bales quoted by the labor contractor for CCI and there should not be any escalation in the F.P bales loading rates for the CCI buyers.

30. The godown owner shall ensure that the job work contractor to take worker's insurance policy with the Insurance Company by paying premium and they shall not claim any amount on account of this from the Corporation. Corporation is in no way responsible for any accident, during the contract period and the job work contractor/ Godown owner will also not claim any compensation for the same from the Corporation.

31. The godown owner shall have to follow all the acts/ rules applicable in the State of Telangana pertaining to warehouses and the Corporation will be not responsible for any violation of the same.

32. The godown owner has to enter into an agreement on Rs.100/- non judicial stamp paper after confirmation by the Corporation. The agreement shall commence in force from the date the Corporation enters into possession of the schedule property for storage of its bales and shall terminate immediate on the next day of final delivery of goods of the schedule property. The godown shall be vacated at any time during the contract period without prior notice.

33. CCI reserves its right to accept or reject partly or fully any or all tenders without assigning any reason thereof, but on enquiry reasons for rejection of tender will be informed.

D E C L A R A T I O N

I/We hereby undertake to abide by all the terms and conditions of the tender supplied by the corporation and a copy annexed herewith duly signed.

We agree with the above Terms and conditions

Name & Signature of the

Tender with seal

Place :

Date :

Witness 1 : Name : ……., Witness 2:……..

Sign:…….…….. Sign:……..

Full address…… Full Address……

Checklist for Tenderers

1) Xerox copy of **PAN Number.**

2) Xerox copy of **GST Number** (If Registered under GST) In case the Godown is not registered under GST at the time of submission of Tender, then an undertaking must be given by Godown owner/management /service providerthat , if as per GST Provisions, in future, it is required to get themselves registered under GST, they will get themselves registered under GST.

3) Stack plan and sketch of godown location.

4) **No objection certificate from District Fire Department.(If Applicable)**

5) Godown owner should give **undertaking** that there will be no interference from local Truck association / anti social elements or any other disturbing elements at their godown premises which may hamper smooth dispatch of F.P.Bales.

6) Certificate from local electrical department (A.E/D.E) mentioning that all the electrical wires are disconnected and there is no electricity inside the godowns.

7) Tender to be submitted in two bid system A & B in two separate sealed envelopes duly marked as "Bid-I (Technical) and Bid-II (Financial)" and then place the two sealed envelopes in one ENVELOPE-C duly sealed and superscribed as **"SHORT TENDER FOR HIRING OF PRIVATE GODOWNS FOR STORAGE OF F.P.COTTON BALES FOR 2018-2019 SEASON"** addressed to Branch Manager, TheCotton Corporation of India Ltd., Warangal

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Tender Form No._____ Tender Form Fees: Rs.112/- Including GST
(Rupees One Hundred and twelve only)

Last date of submission : **31.12.2018 up to 02.00P.M.**
Date of opening of Tender : **31.12.2018 at 03.00. P.M.**

SHORT TENDER FORM FOR HIRING OF PRIVATE GODOWNS FOR STORAGE OF F.P BALES FOR THE COTTON SEASON 2018-19.

1	**Name of Godown(in case of more number of godowns in the premises, specify the godown names separately along with premises name)**	
2	**Name of Godown Owner (Individual, Companies, Institutions etc.)Registration certificate from concerned Register to be enclosed in case of companies and institutions.**	
3	**Contact Number**	
4	**PAN No. (Xerox copy to be enclosed)**	
5	**GST Registration No. (Xerox copy to be enclosed, If Registered),**	
6	**Full address of Godown along with landmark**	

<table>
<tr><td>7</td><td>Availability of Weigh bridge, its Capacity & working Condition (Tonnes), If no, Please specify nearest weigh bridge and its distance</td><td></td></tr>
<tr><td>8</td><td>Whether CCTV Cameras with at least one month backup facility installed or not. If Yes, Please specify points where installed</td><td>Yes /No
No. of cameras:
Points:</td></tr>
<tr><td>9</td><td>Availability of -
a) Pakka Boundary Wall (4 sides)
b) Pakka approach roads from main road to all loading points of the godown.</td><td>YES / NO
YES / NO</td></tr>
<tr><td>10</td><td>Nearest fire station and its distance With Address and Contact numbers</td><td></td></tr>
<tr><td>11</td><td>Firefighting facilities available in godowns
(a) Availability of continuous water source
(Well, Tubewell, Borewell, over head, underground tank etc.)
(b) Water storage tank and its capacity (Overhead, underground tank etc..)
(c) Availability of hydrants
(No. of water hydrants available with hosepipe with nozzle)
(d) No. of fire extinguishers/</td><td><table><tr><th>No. of fire extinguishers</th><th>No. of sand buckets</th><th>No. of water drums</th></tr><tr><td></td><td></td><td></td></tr></table></td></tr>
<tr><td>11</td><td>Whether Hamalies for handling of cotton bales are available or not</td><td>If yes, Number of hamalies ……..</td></tr>
<tr><td></td><td>Iron Trolleys should be provided for</td><td>Available / Not available</td></tr>
</table>

12	**handling of Cotton Bales at the time of receipt /delivery of bales in the ratio of 01 trolley for each 2000 bales**	**If yes, Number:…….**
13	**Storage capacity offered to CCI for storage (in Cotton bales) (1 bale can be accommodated in 2.5 sq. ft approx.)**	**Total Capacity: …… in cotton bales** **No. of compartments …….** **Capacity offered to CCI …… in bales.**
14	**Whether StackPlan attached & Sketch of the Godown Location**	
15	**Whether godown is having No Objection certificate from State Fire Department. (If Yes, attach copy)**	
16	**Whether any HT/LT lines are passing in the godown premises.**	

We accept all terms and conditions of tender.

Place: **Authorized Signature: _____**

Date:

With stamp and seal.

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SHORT TENDER FORM FOR HIRING OF PRIVATE GODOWNS FOR STORAGE OF F.P BALES FOR THE COTTON SEASON 2018-19.

Name of the Godown: _____

Rate per bale per month Inclusive of all taxes but excluding GST	**Rs.:** **(in words)……..**

I agree to all the terms and conditions appended to the tender and declare to abide by the same. As provided in the terms, I shall sign the written agreement for execution of all assigned to me by the Corporation.

Date:

Place: **Signature: _____**

Name of the Contractor: _____

Phone No:_____

Address Stamp:

THE COTTON CORPORATION OF INDIA LIMITED. B.O WARANGAL

Weighment and Deductions Chart

Name of the Godown owner:_____.

Name of the Godown: _____

S.NO	PURTICULARS	Weightage	Deductions
1.	Boundary Wall (4 Sides)	20	1.5
2.	Pakka approach road to godown (at all loading points) from the main road	20	1.5
3.	Weighbridge in the godown	15	1.0
4.	Roof without leakages	15	1.5
5.	N HT/LT lines in the godown and no electric fittings within the godown	10	1.0
6.	Fire fighting facilities in the godown – • Fire extinguisher with valid expiry date @ 02 per shutter. • Water drums @ 02 per shutter • Sand buckets @ 03 per shutter	10	1.0
7.	Continuous water supply such as well, running bore well with overhead/underground tank.	5	0.50

The godowns to be hired by CCI need to be well equipped with the above infrastructural facilities and the weightage for each requirement is mentioned and also the deductions which would be made from the rent payable per bale per month are also mentioned against each item. For godowns lacking in above infrastructural facilities, necessary deductions would be made as applicable.

I agree to all the terms and conditions appended to the tender and declare to abide by the same. As provided in the terms, I shall sign the written agreement for execution of all assigned to me by theCorporation.

Signature:_____

Date:

Place: Name of the Godown Owner: _____

Phone No.

Address Stamp