भारतीय कपास निगम लिमिटेड

(भारत सरकार का उपक्रम - वस्त्र मंत्रालय) शाखा कार्यालय, हुबली.

THE COTTON CORPORATION OF INDIA LTD.

(A Government of India Undertaking - Ministry of Textiles)
Branch Office, 3rd Floor, W.B. Plaza, New Cotton Market,
HUBLI – 580029, KARNATAKA.
Ph: 0836 – 2356353/354/357, Fax 0836-2251960
E-MAIL: hubli@cotcorp.com Website: www.cotcorp.org.in

Ref: CCI/HBL/Admin/Printing/2019-20/ Date: 05.11.2019

TENDER FOR SUPPLY OF PRINTING ITEMS 2019-20

The Cotton Corporation of India Ltd, Hubli invites sealed tenders from various reputed Parties for Supply of various Printing items required for Branch Office, Hubli. Interested parties may collect Tender forms from the office address mentioned above on any working day upto 12.00 pm on 12.11.2019. Sealed Tenders in prescribed form clearly super scribing "**TENDER FOR SUPPLY OF PRINTING ITEMS (2019-20)**" addressed to Dy. General Manager, The CCI Ltd, Hubli should be dropped in the Tender box kept in the office on or **before 12.11.2019 upto 03.30 P.M.** The interested parties have to submit an EMD of Rs.5,000/- (Rupees Five Thousand only) by way of Demand Draft/Pay Order/Bankers Cheque/ e-payment of any nationalized bank / scheduled commercial banks drawn in favour of "**The Cotton Corporation of India Ltd**." **payable at "Hubli"** for Printing Items. Tender can also be downloaded from CCI's website www.cotcorp.org.in and Government portal www.eprocure.gov.in. The Tenders received will be opened **on 12.11.209 at 04.30 P.M.** in presence of the Tenderers who wish to remain present. The Corporation reserves its right to accept partially or fully or reject any tender. However the tenders may seek reasons for rejection from the corporation.

Dy General Manager

TENDER FOR SUPPLY OF PRINTING ITEMS 2019-20

BID – I (TECHNICAL BID

01	NAME OF THE SUPPLIER	
02	FULL POSTAL ADDRESS WITH TELEPHONE NO. / MOBILE NO.	
03	NAME OF THE PROPRIETOR/ PARTNERS/DIRECTORS	
04	DOING BUSINESS SINCE	
05	PAN NO. (COPY TO BE ENCLOSED)	
06	GST REGISTRATION NO.(IF ANY)	
07	EARNEST MONEY DEPOSIT (EMD)	D.D/P.O/Bankers Cheque No. :- _____ dated_____ Amount : Rs. _____Bank_____ Or e-payment UTR No._____dt_____
08.	EXPERIENCE IF ANY (NAME OF THE ORGANISATION TO WHOM SUPPLIED)	

Sinat\e of the Tenderer:

Name of the Tenderer:

Address Stamp:

Telephone / Mobile No:

TENDER FOR SUPPLY OF PRINTING ITEMS 2019-20

TERMS & CONDITIONS

1. Tenders should be submitted in the prescribed format in form of **"Bid-I and Bid-II"**. The service provider should submit these two bids in separate sealed envelopes duly marked as "Bid-I (Technical) and Bid-II (Financial)", then place the two sealed envelopes into one envelop duly sealed and super scribed as **"TENDER FOR SUPPLY OF PRINTED ITEMS 2019-20"**. Each envelope should contain the name and address of the vendor.

2. Tender form in prescribed format should be submitted in sealed cover addressed to **THE DEPUTY GENERAL MANAGER, THE CCI LTD., HUBLI** duly inscribed as "**TENDER FOR SUPPLY OF PRINTING ITEMS 2019-20"**, to reach this office on or before **03.30** p.m. on **12.11.2019** and the same shall be opened at **04.30** p.m. on the same day in presence of Tenderers or their representative present.

3. Rates should be inclusive of all levies and handling/transportation charges for delivery at our Office **excluding GST**. Supply should be made as per specifications within specified time. The rates should be valid for supply of items upto One year from date of its finalization**.** Under no circumstance the rate will be enhanced.

4. Any amendments/over writing in rates, if any in the Tender should be duly countersigned by the Tenderer otherwise such tenders are liable to be rejected.

5. Each Tender should be accompanied by a **Demand Draft** for **RS.5,000/-(RUPEES FIVE THOUSAND ONLY) AS EMD FOR PRINTING ITEMS** ONLY BY WAY OF D.D/PAY ORDER/ E-PAYMENT OF ANY NATIONALISED BANK IN FAVOUR OF **THE COTTON CORPORATION OF INDIA LTD,** PAYABLE AT **HUBLI.** Tender without **E.M.D** will not be considered. The above amount shall be refunded without interest after completion of supply order. The EMD of the unsuccessful tenderers will be refunded after finalization of the tender.

6. In case the quality of printing items are not found in accordance with the specifications or the sample, the Corporation will be at liberty to reject such items and supplier is liable to make good any losses occurred due to the same.

7. If the quality of the printing stationary is not as per the specification and looking to the urgency, Corporation has liberty to accept the printing items, but appropriate deduction will be made from Tender rate.

8. If party is not able to supply the required Printing within the prescribed time, Corporation has liberty to fulfill its requirement from other supplier, any prices difference that is (Market Price/Tender rate) losses shall be recovered from party.

9. The quantity mentioned in the Tender is subject to change as per the requirement.

10. Printed items should be delivered within 15 days from the date of supply order issued by the Corporation.

11. Printing items proof should be got approved from the authorized official of CCI BO Hubli within a week and supply of printed material should be completed within 15 days from the date of placement of order by the Corporation.

12. The payment of bills will be made after supply of the printed items and within fifteen days from the date of receipt of the bills in the Branch Office, Hubli after deduction of TDS (if applicable).

13. PAN Number with GST registration Number (if registered) should also be mentioned in the Tender form and also copy of valid license certificate shall be submitted along with tender form.

14. The Corporation has full right to reject the supply of the printed items if the same is not in conformity with the sample/specification. Once the tender is accepted partly or fully, tenderer has to abide by all the terms & Conditions and specification of printing quality and printing material standard.

15. **Once the tender is accepted by CCI and in case of any violation, the Corporation will have the right to forfeit EMD as all consequential losses.**

16. The Corporation reserves its right to accept or reject partly or fully any or all Tender without assigning any reason thereof.

17. In case of any dispute, the decision of the Deputy General Manager, **THE COTTON CORPORATION OF INDIA LTD., HUBLI** will be final.

I / We do hereby agree to abide by the above Terms & Conditions of the Tender.

Signature of the Tenderer:

Name of the Tenderer:

Address Stamp:

TENDER FOR SUPPLY OF PRINTING ITEMS 2019-20

BID – II (FINANCIAL BID)

From

……..

……..

……..

To

The Dy. General Manager,

The Cotton Corporation of India Ltd.,

Hubli.

Dear Sir,

Sub: **Tender for Printing Items - reg**.

With reference to your tender notice dated 05.11.2019, we hereby submit our lowest rate for Printing & Stationery as under:-

SL.NO.	PARTICULARS OF PRINTED STATIONARY ITEMS	APPROX. REQUIREMENT	SPECIFICATION	RATES PER PADS/REG
1.	DPR / DMR	100 PADS	1+2 COLOUR 100 SHEETS EACH PAD	
2.	DAILY PURCHAE REPORT ONE SIDE	100 PADS	100 SHEETS EACH PAD	
3.	SAMPLE SLIPS	100 PADS	100 SHEETS EACH PAD	
4.	BALES LABLES	80000	100 EACH BUNDLE (A4, STD SIZE)	
5.	HEAP RESULTS REGISTERS	20 REG	100 SHEETS EACH PAD	
6.	POSTAGE COVERS WITH PRINT	5000 NOS	M SIZE 5X25 BO ADDRESS	
7.	POSTAGE COVERS WITH PRINT	3000 NOS	M SIZE 5X25 CENTRE ADD	
8.	DAILY PROCESSING RETURNS	50 PADS	100 SHEETS EACH PAD	
9.	COTTON SEED STOCK REGISTER	20 REG	100 SHEET EACH REG (SIZE 25X37CM)	
10.	COTTON SEED SALE CONTRACT	20 PADS	100 SHEETS EACH PAD	
11.	TA CLAIM FORM	10 PADS	100 SHEETS EACH PAD	
12.	TA SETTLEMENT FORM	05 PADS	100 SHEETS EACH PAD	
13.	BALES PRESS WEIGHTLIST	50 PADS	100 SHEETS EACH PAD	
14.	BALES DELIVERY WEIGHTLIST	25 PADS	100 SHEETS EACH PAD	
15.	EOT REGISTER CENTRE	20 NOSS	100 SHEETS (SIZE 20X30 CM)	
16.	SAMPLES FORWARDING LETTER	25 PADS	100 SHEETS EACH PAD	

17.	FORTNIGHTLYH STOCK STATEMENT	10 PADS	100 SHEETS EACH PAD	
18.	INSURANCE POLICY REGISTER (FOR CENTRES)	25 REG	100 SHEETS (SIZE 20X30 CM)	
19.	INSURANCE POLICY REGISTER (FOR BRANCH)	05 REG	100 SHEETS (SIZE 25X37 CM)	
20.	TOT PADS	10 PADS	100 SHEETS EACH PAD	
21.	WEEKLY COTTON SEED REPORT	20 PADS	100 SHEETS EACH PAD	
22.	TRANSFER SLIP FOR BALES	50 PADS	100 SHEETS EACH PAD	
23.	STOCK VALUE & INSURANCE PSN	20 PADS	100 SHEETS EACH PAD	
24.	ATTENDANCE REGISTER CENTRE	20 PADS	100 SHEETS EACH REG	
25.	DAILY/WEEKLY INSURANCE	25 PADS	100 SHEETS EACH REG	
26.	VISIT BOOK	15 REG	100 SHEETS EACH REG	
27.	KAPAS STOCK REGISTER	25 REG	100 SHEETS EACH REG (SIZE 25X37)	
28.	BALES STOCK REGISTER (GODOWN)	10 REG	100 SHEETS EACH REG (SIZE 25X37)	
29.	KAPAS INWRD REGISTER	30 REG	100 SHEETS (SIZE 20X30 CM)	
30.	COTTON SEED OUTWARD REGISTER	30 REG	100 SHEETS (SIZE 20X30 CM)	
31.	BALES OUTWARD REGISTER	30 REG	100 SHEETS (SIZE 20X30 CM)	
32.	SAMPLE DRAWING REGISTER	10 REG	100 SHEETS (SIZE 20X30 CM)	
33.	LETTER HEAD PAD OF CCI	10 PADS	100 SHEETS (BOND PAPER A4 STANDARED SIZE)	

Note: Rates should be inclusive of all levies and handling/transportation charges for delivery at our Office **excluding GST**.

Signature of the Tenderer:

Name of the Tenderer :

Address Stamp :

Telephone / Mobile No. :