THE COTTON CORPORATION OF INDIA LTD
(A Govt. of India Undertaking)
KAPAS BHAVAN, 4/2ASHOK NAGAR,. P.B NO: 227
GUNTUR-522002
PH.NO:0863-2233472, FAX: 0863-2357472

CCI/GNT/ ADM / 2018-19/ Date: 18.01.2019

TENDER NOTICE FOR COURIER SERVICE

Sealed Tenders in prescribed format are invited from reputed, experienced courier service Agencies for "Delivery of our Cotton samples & Letters" to all over India. The tender documents can be obtained from this office on any working day during office hours on or before 25.01.2019 by 3.00 P.M. The tender document completed in all respects should reach this office on or before 25.01.2019 by 4.00 P.M which shall be opened at 4.30 P.M. on that day. Tender form along with terms and conditions can also be downloaded from our website www.cotcorp.gov.in or from Govt. Website www.eprocure.gov.in

Branch Manager

TERMS & CONDITIONS FOR COURIER SERVICE.

1. The Courier service agencies should have at least 5 years experience in the field of Courier services.
2. The Office of the courier Service agencies should be have their branch office in Guntur.
3. The Courier Service should deliver our Cotton samples and letters in proper time.
4. Tenderer should also quote Pan No/ GST Registration No and list of clients.
5. The successful tenderer to whom the work is allotted, will indemnify for any loss occurred due to non delivery of samples & letters.
6. Initially the appointment of courier service will be for 12 months only however the same can be extended for further period of 12 months on the same terms and conditions based on the requirement of the Corporation.
7. The sealed tender along with required documents, should be submitted at Branch Office Guntur on or before 25.01.2019 by 04.00 P.M which will be opened on the same day at 04.30P.M in presence of the tenderers.
8. Applicant must have Service Tax Registration number otherwise the tender may be cancelled.
9. The successful tenderer should pick up the cotton samples and letters from our office.
10. If the services of courier services are not found satisfactory it can be terminated at any time without any notice.
11. In case of any dispute it will be subject to the Jurisdiction of any court in **Guntur** only.
12. The Corporation reserves its right accepts or reject and tender or all tenders without assigning any reason thereof.
13. The criteria to qualify the technical Bid-I is as under: -
    a) The tenderer should have experience in the field of Courier services.
    b) The Tenderer must GST Registration No & copy of same must be enclosed.
    c) The tenderer must enclose PAN Xerox copy.
14. 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 envelops duly marked as “Bid-I (Technical) and Bid-II (Financial)” and then place the two sealed envelops into one envelop duly sealed and super scribed as “Tender for Courier service”.
15. The financial bid – II of than tenders will be opened who qualify in technical Bid –I.

BRANCH MANAGER

We do hereby agree to abide by the above terms & conditions.

NAME & SIGNATIRE OF THE TENDERER

PLACE :

DATE :

THE COTTON CORPORATION OF INDIA LTD.,
BRANCH OFFICE: GUNTUR

TECHINICAL BID-I

1) Name of the Tenderer :

2) Whether the Company has office in Guntur : Yes / No
(If yes, furnish the following details)
i) Contact person
ii) Address of Office (with Phone Nos, Fax Nos & E-mail Id)

3) Furnish following details of Registered Office Of the Company under whose jurisdiction our Branch Office falls. :
a. Contact person :
b. Address of office (with Phone Nos, Fax Nos & E-mail Id) :

4) Whether the Company has experience In dealing with Govt. Agencies / Companies / Firms. If yes, please furnish the list of such Clients (separate list must be annexed with Bid-I) : Yes / No

5) Permanent Account Number of the Courier Service Agency : _____

6) GST Registration Number : _____

We have read the Terms & Conditions to this tender and we hereby agree to abide by same.

NAME & SIGNATURE OF THE TENDERER

PLACE :
DATE :

THE COTTON CORPORATION OF INDIA LTD.,
BRANCH OFFICE: GUNTUR

FINANCIAL BID-II

Name of Tenderer :

Address :

Sl No	Destination	Letters Up to 100 Grams	Letters above 100 Grams	Cotton Samples Per KG
01	Andhra Pradesh			
02	North India			
03	South India (Tamilnadu, Karnataka, Kerala)			

SIGNATURE OF THE HEAD OF THE COURIER SERVICE WITH SEAL.

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Station :

Date :