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THE COTTON CORPORATION OF INDIA LIMITED

(□□□□□□□□□□□□□□□□□□□□) (A Government of India Undertaking)

CIN: U51490MH1970GOI014733

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BRANCH OFFICE: BHAVAN NARAYAN NILYAM NIVAS, NEAR JYOTI MAHAL HOTEL, CONVENT ROAD,RAYAGADA-765001, ODISHA.

□□□□□□□□□□□□Tel No: 06856-224616, □□□□□□□□□□□□ Fax No: 06856-226013,

□□□□□□□ Website: www.cotcorp.org.in , □□□□E-mail – rayagada@cotcorp.com,

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Ministry of Textiles (Govt. of India), Web site : www.ministryoftextiles.gov.in

Ref: CCI/RGDA/ADMIN/2020-21/ **Date: 21/09/2020**

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TENDER NOTICE FOR PRINTING ITEMS

The Cotton Corporation of India Ltd, Rayagada invites sealed tenders from various reputed Parties for Supply of various Printing items required for Rayagada Office. Interested parties may collect Tender forms from the office address as above on any working day between 10.00 a.m. to 5.45 p.m. upto 28/09/2020. Sealed Tenders in prescribed form clearly super scribing "**TENDER FOR SUPPLY OF PRINTING ITEMS (202-21)**" addressed to Asst. General Manager, The CCI Ltd, BO: Rayagada should be dropped in the Tender box kept in the office on or before 29.09.202 upto 4.00 P.M. The interested parties have to submit an EMD of Rs. 5000/- 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 Rayagada** for Printing Items. Tender can also be downloaded from our website CCI's website:http://www.cotcorp.org.in and Government portal http://www.eprocure.gov.in. The Tenders received will be opened on 29.09.2020 at 4.30 P.M. in presence of the Tenderers who wish to remain present. The Corporation reserves its right to accept or reject any tender. However the tenders may seek reasons for rejection from the corporation.

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Asst. General Manager

THE COTTON CORPORATION OF INDIA LTD
BRANCH OFFICE: RAYAGADA

(Printing Items)

TECHNICAL BID - I

01	NAME OF THE SUPPLIER	
02	FULL POSTAL ADDRESS WITH TELEPHONE 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/Cheque No. :- _____dated_____ Amount : Rs. _____Bank_____ Or e-payment UTR No._____dt_____
08	NAME OF ORGANISATION TO WHOM SUPPLIED	

Name of the Supplier: _____

Signature with Seal: _____

Date: _____

THE COTTON CORPORATION OF INDIA LTD
BRANCH OFFICE: RAYAGADA

Terms and Conditions (For Printing Materials):

1) Tenders in prescribed format in sealed cover addressed to The Asst. General Manager, CCI, Ltd., and Rayagada clearly super scripting "**Tender for Supply of Printing Materials"** should reach office (i.e. Bhavnarayan Nilyam, Convent Road, Near Jyoti Mahal Hotel, Rayagada) on or before 29.09.2020 upto 16:00 hrs. The received tenders shall be opened on the very same day i.e. on 29/09/2020 at 16.30 hrs in presence of Tenderers or representative who wish to remain present.

2) Interested parties should drop their tenders in the following manner:

   Envelope "A": Sealed Envelope "A" marked as Technical bid - I on the envelope should contain Technical Bid along with EMD only.

   Envelope "B": Sealed Envelope "B" marked as Financial Bid - II on the envelope should contain Financial Bid only.

   Envelope "C": Sealed Envelope "C" should contain envelope "A" and "B" duly superscripting **"Tender for Supply of Printing Items"** addressed to the Asst. General Manager, CCI, Rayagada.

3) The Rates quoted by the interested Parties should be as per the prescribed format inclusive of all taxes, excluding GST applicable (Tax, duties, levies and handling / Transportation charges) for delivery at our Office. Supply should be made as per specifications within specified time. The rates for items to be supplied should be valid upto One year from the date of its finalization. Under no circumstances the rates will be enhanced.

4) Any amendments / overwriting in rates, if any in the quotation should be duly countersigned by the Tenderer otherwise such quotations are liable to be rejected.

5) PAN Number, GST Regn. No. (Copy to be enclosed) should be mentioned in the Technical Bid of the Tender Form.

6) TDS deduction will be made as per rules of Income Tax Act.

7) L-1 rates will be decided by calculating total tender value taking all items altogether in given quantities.

8) Interested parties shall have to submit their sealed tenders mentioned as per Sr. No. 2 above along with EMD of Rs.5000/- 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 Rayagada**. The EMD amount will be returned to the unsuccessful Bidder while the same for the successful Bidder shall be retained as Security deposit. No interest shall be accrued on such security deposit & that shall be paid to the Party after completion of the period.

9) The Items to be printed and delivered should be as per the list in the prescribed tender form. The proof of items to be printed should be approved from the authorized official within a week and supply of printed material should be completed within 15 days from the date of placement of order by the Corporation. Failure to seek necessary approval of the printed items shall force the Corporation to cancel the Work Order (if necessary).

10) Before the commencement of printing, the supplier has to show the sample to the concerned Authority for necessary endorsement.

11) The books which require book binding have to be bind with thick cardboard skinned with plain paper on both sides. The sample of the same would have to be got approved from the Authority before making/supply of the same.

12) Printing has to be done as per specimen/requirement available in Branch Office.

13) It will be mandatory to print the right to information (including all pages) with monogram on all printing items.

14) The qualified Party has to supply the required order qty within 15 days from the date of receipt of Work Order failure to which the Corporation would have no other option but the liberty to fulfill its requirement from other suppliers 'and any prices difference that is (Market Price / Tender rate) losses whatsoever shall be recovered from party.

15) The Party has to submit the bills after making delivery of the required Order qty from time to time. The payment of bills will be made within 15 days from the date of receipt of the same in Branch Office.

16) The Corporation reserves its right to increase / decrease the quantity of Printed items to be supplied by the successful bidder without assigning any reason thereof. The quantity mentioned in the quotation is subject to change as per requirement.

17) The Tenderers own terms & conditions will not be accepted.

18) The Corporation reserves the rights to accept or reject any or all tenders.. However the tender may seek reasons for rejection, from the corporation.

DECLARATION

a. We confirm having read and understood all the terms and condition of this tender notice and hereby undertake unconditionally to abide by them all for fullest compliance thereof failure to which the Corporation reserves its right to forfeit the EMD of Rs. 5000/- and at the same time would recover from me any extent of loss sustained during such course.

b. We confirm that all the Items to be delivered will be as per the Technical Specifications/Quality specified in the Tender Form failure to which the Corporation also reserves its right to reject the Work Order.

c. The decision of the Corporation will be treated as final & accepted subject to any dispute whatsoever pertaining to the Tender.

NAME OF THE SUPPLIER:

SEAL & SIGNATURE :

PLACE :

DATE :

THE COTTON CORPORATION OF INDIA LTD
BRANCH OFFICE: RAYAGADA
FINANCIAL BID - II

PRINTING ITEMS

SR. NO	PARTICULARS	REQUIREMENT (Approx)	NAME OF BRAND INTENDED TO BE SUPPLIED	RATE PER BOOK/REGISTER/ PAD (INCLUSIVE OF ALL TAXES,EXCEPT GST applicable.)
1	Kapas Purchase Statement Book	20 Books (100 Pgs per Pad)	As per Specimen	
2	Proforma Expenses Book	30 Books (100 Pgs per Pad)	As per Specimen	
3	Daily Purchase Kapas Report (DPR) Book	20 Books (100 Pgs per Pad)	As per Specimen	
4	Heap Register Book	20 Books (50 Pgs per Book)	As per Specimen	
5	Daily Kapas Processing Register (Printed)	20 Register (100 Pgs. Per Register)	As per Specimen	
6	Daily Processing Return Book (D.P.R)	100 Books (100 Pgs per Pad)	As per Specimen	
7	Purchase Bill Covering Letter	50 Books (One plus One) (200 Pgs. Per Book)	As per Specimen	
8	Heap Completion Intimation Book	20 Books (100 Pgs. Per Book)	As per Specimen	
9	Heap Completion Report Book	20 Books (100 Pgs. Per Book)	As per Specimen	
10	G&P Certificate Book	20 Books (100 Pgs. Per Book)	As per Specimen	
11	Cotton seed Readiness Intimation Book	50 Books (100 Pgs. Per Book)	As per Specimen	
12	Cotton seed Sale & Delivery Register (Printed)	20 Books (100 Pgs. Per Register)	As per Specimen	
13	Cotton Seed Delivery Invoice Book	50 Books (100 Pgs. Per Book)	As per Specimen	
14	Cotton Seed Debit Note Book	20 Books (100 Pgs. Per Book)	As per Specimen	
15	Weekly Cotton seed Statement Book	30 Books (100 Pgs. Per Book)	As per Specimen	
16	F.P Bales Press Weight Register (Printed)	20 Books (100 Pgs. Per Register)	As per Specimen	
17	F.P. Bales Press Weight Book	50 Books (100 Pgs. Per Book)	As per Specimen	
18	F.P. Bales Sample slip Book	300 Books (100 Pgs. Per Book)	As per Specimen	
19	F.P. Bales Press & Stock Register (Printed)	20 Books (100 Pgs. Per Register)	As per Specimen	
20	F.P. Bales Delivery Register ((Printed)MSP/CP	13 Register (100 Pgs. Per Register)	As per Specimen	
21	F.P Bales Sticker/Label	300000 PCS.	As per Specimen	
22	Imprest Cash Voucher Book	20 Books (100 Pgs. Per Book)	As per Specimen	

23	Imprest Cash Statement	20 Books (100 Pgs. Per Book)	As per Specimen	
24	Letter Outward /Dispatch Register(printed)	20 Register (100 Pgs. Per Register)	As per Specimen	
25	Letter Inward Register(printed)	20 Register (100 Pgs. Per Register)	As per Specimen	
26	Staff Attendance Register (Printed)	10 Register (100 Pgs. Per Register)	As per Specimen	
27	Gate Pass Book for seed/ bales/sample/misc.	100 Books (One plus One) (200 Pgs. Per Book)	As per Specimen	
28	Cotton Seed Ledger for Party wise Payment(Printed)	10 Register (100 Pgs. Per Register)	As per Specimen	
29	Visit Book	10 Books (100 Pgs. Per Book)	As per Specimen	
30	Medical Proforma Book	10 Books (100 Pgs. Per Book)	As per Specimen	
31	Stationary Issue Book	20 Books (100 Pgs. Per Book)	As per Specimen	
32	Noting Sheet Book	100 Books (100 Pgs. Per Book)	As per Specimen	
33	T.A.Proforma Book	20 Books (100 Pgs. Per Book)	As per Specimen	
34	Cloth Envelopes(Big)	200 PCS.	As per Specimen	
35	Kapas Inward Register (Printed)	20 Register (100 Pgs. Per Register)	As per Specimen	
36	Cotton Seed Outward Register (Printed)	50 Register (100 Pgs. Per Register)	As per Specimen	
37	F.P. Bales Outward Register (Printed)	20 Register (100 Pgs. Per Register)	As per Specimen	
38	F.P.Bales Stock Register at Godown (Printed)	20 Register (100 Pgs. Per Register)	As per Specimen	
39	F.P.Bales Inward Register at Godown (Printed)	20 Register (100 Pgs. Per Register)	As per Specimen	
40	F.P.Bales Outward Register at Godown (Printed)	20 Register (100 Pgs. Per Register)	As per Specimen	
41	Stock Gray Cloth/Tarpaulines/Iron Hoops Register (Printed)	30 Register (100 Pgs. Per Register)	As per Specimen	
42	Centre Wise/Variety Wise Stock Register at Godown (Printed)	10 Register (100 Pgs. Per Register)	As per Specimen	
43	Letter Head (Printed)	20 Books (100 Pgs. Per Book)	As per Specimen	
44	T O T Register (Printed)	20 Register (100 Pgs. Per Register)	As per Specimen	
45	Insurance Register (Printed) Centre	50 Register (100 Pgs. Per Register)	As per Specimen	
46	Insurance Advice Book	100 Books (100 Pgs. Per Book)	As per Specimen	
47	Insurance Cancelation Book	50 Books (100 Pgs. Per Book)	As per Specimen	
48	Clip Files (With Printed)	400 PCS	As per Specimen	
49	Lays Files (With Printed)	400 PCS	As per Specimen	

50	Farmer rejection Register Printed	50 Register (100 Pgs. Per Register)	As per Specimen	
51	SOP Register Printed	50 Register (100 Pgs. Per Register)	As per Specimen	
52	Moisture recording register for kapas Printed	50 Register (100 Pgs. Per Register)	As per Specimen	
53	Moisture recording register for Bales Printed	50 Register (100 Pgs. Per Register)	As per Specimen	
54	Multi colour Flex Banner	40 No. of Banner	Size 6 * 4 Sq. Ft.	
55	Multi colour Flex Banner	40 No. of Banner	Size 4 * 3 Sq. Ft.	
56	Multi colour Flex Banner	40 No. of Banner	Size 4 * 2 Sq. Ft.	

Note: The qty. of Items specified as per Sr. No.1 to 56 mentioned above however may vary depending upon requirement. The Corporation is not at all bound to place Order to the qty mentioned.

L-1 will be decided by calculating total tender value.

NAME OF THE SUPPLIER: _____

SIGNATURE WITH SEAL OF THE AUTHORIZED REPRESENTATIVE: _____

DATE: _____